



Report for Council – January 12, 2015

Planning & Development Department Action Items:

Development Fee Schedule Modifications

The Department of Planning & Development regularly reviews the Development Fee Schedule. The purpose of reviewing the Development Fee Schedule is to make it easier for customers to understand our permit fees, to align the permit fee amount with the cost of providing the service to approve the permit application, and to bring them in line with fees charged by other Central Ohio municipalities.

Based upon a systematic review of multiple Building Division fees and an extensive comparison to the fees charged by neighboring communities within Central Ohio, the Department is requesting a modification to the Development Fee Schedule. It is important to note that this fee review is the first phase of the Building Divisions comprehensive strategy to review all the fees by the end of first quarter 2015.

The Department is respectfully requesting that City Council approve modifications to the Building Fees portion of the Development Fee Schedule. Copies of the proposed modifications as well as the current fee schedule are attached for your review. Please note: This fee schedule request makes no changes to the park fee.

Planning & Development Department Updates:

Building Division Process Improvement Update

The Building Division has contracted with Supplier Six Sigma to complete a process improvement plan in order to reduce the time it takes to issue commercial alteration permits. The goal is to ensure that our process is as efficient as possible by eliminating unnecessary steps, improving existing steps, ensuring quality inputs and outputs, and providing a comprehensive evaluation of permitting software system.

The Building Division is meeting with Supplier Six Sigma on January 8, 2015. The goal of the upcoming meeting is to review the baseline metrics for the commercial alterations permit review time and discuss the implementation of action items and their potential impacts on the process. A summary of the project activity sheet is attached for your convenience.

Economic Development Plan Update

The Department has contracted with Ice Miller to complete an update to the City's Economic Development Plan. The goal is to create a plan that captures the market realities of the

community, provides development scenarios for multiple priority areas, formulates business retention and attraction strategies and establishes a fiscal impact model with an actionable implementation strategy.

The Steering Committee met on Wednesday, December 10th, to discuss the following: project scope/schedule, roles and expectations, detailed review/analysis of project components and a SWOT analysis for the community. The next Steering Committee meeting is on Friday, January 9th. The goal of this meeting to provide the group with a current snapshot of the Gahanna economy, which includes geographical analysis, demographic analysis, workforce analysis and industrial analysis.

Upcoming Meetings & Events:

- *Gahanna Area Chamber of Commerce: A Board Meeting will be held on Tuesday, January 13, 7:30am, at C-Suites, 81 Mill Street – Suite 300.*
- *Olde Gahanna Community Partnership: A General Meeting will be held on Wednesday, January 14, 8:15am, at the Olde Gahanna Sanctuary, 82 N. High Street.*
- *Gahanna Area Chamber of Commerce: The 2015 Annual Luncheon will be held on Thursday, January 15, 11:30am – 1:30pm, at the Creekside Conference & Event Center, 101 Mill Street – Suite 300. Chairwoman Betty Collins will present the State of the Chamber, the 2014 Business Awards will be presented, and the 2015 Board of Directors will be installed. The keynote speaker will be Cameron Mitchell, President and Founder of Cameron Mitchell Restaurants. The cost is \$18 for members and \$21 for guests. RSVP by Monday, January 12, to Becky Whittington at (614) 471-0451 or becky@gahannaareachamber.com or register online at www.gahannaareachamber.com.*
- *Gahanna Area Chamber of Commerce: The January Business Growth Workshop will be held on Wednesday, January 21, 11:30am – 1:00pm, at FM All American Bar & Grill, 154 N. Hamilton Road. The topic will be Time Management. The cost is \$5 for members and \$6 for guests and a light lunch will be provided. RSVP by Monday, January 19, to Becky Whittington at (614) 471-0451 or becky@gahannaareachamber.com or register online at www.gahannaareachamber.com. Walk ins are welcome.*
- *Gahanna Community Improvement Corporation: A Board Meeting will be held on Tuesday, January 20, 7:30am, at Gahanna City Hall, 200 S. Hamilton Road.*