



2011-2012 Annual Report

City of Bloomington Planning Department





A Message from the Director

The City of Bloomington Planning Department provides a wide variety of professional community planning services to the citizens of Bloomington. Between on-going development administration duties and a variety of special studies and projects, the Department remained exceptionally busy throughout 2011 and 2012. This Annual Report documents the accomplishments of the Department during 2011 and 2012 and sets a course for continued progress in 2013. I'd like to highlight some of the Department's notable accomplishments from the past couple of years (many more are detailed throughout this Report):

- Efforts to update the Growth Policies Plan kicked off with an intensive public input process and the development of a new Vision Statement for the future of Bloomington.
- The MPO planned and hosted the 2012 Indiana MPO Conference, playing host to nearly 150 transportation professionals from across the state.
- The Department issued 699 Certificates of Zoning Compliance in 2011 and 674 in 2012, including 103 for new single family home construction, 37 for new commercial construction, and 293 permits for signage over the two year period.
- The Department processed 53 Plan Commission cases, 12 Plat Committee cases, 67 Board of Zoning Appeals cases, and 47 Hearing Officer cases in 2011 and 2012 combined.
- The Department collected \$19,650 in fines for zoning violations and removed 2,475 illegal signs from City rights-of-way in 2011 and 2012.
- Department staff spoke at or led a variety of community education events, professional conferences, Indiana University classes, and other venues.
- The Environmental Commission conducted the first annual Eco-Hero Award program to honor local youths making a positive impact on the environment.

The Planning Department is on track for another productive year in 2013. Despite the uncertain economy, development petitions and permits continue to flow into our office. A number of special planning projects are also on tap, as outlined later in this report. My staff and I look forward to working with our citizens, elected officials, and community partners to keep Bloomington moving forward in 2013.

Thomas B. Micuda, AICP

About This Report

This Report has been prepared for the City of Bloomington, the boards and commissions that play a role in local planning, and the following elected officials:

Mayor

Mark Krusan

Common Council

Darryl Neher,

President

Dorothy Granger

Vice President

Tim Mayer,

Parliamentarian

David Rollo

Andy Ruff

Susan Sandberg

Martin Spechler

Chris Sturbaum

Steve Volan

City Clerk

Regina Moore



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Planning Department Staff Profile

The Planning Department has a total of 15 staff positions, including 13 professional planners and 2 administrative staff. The chart on the following page illustrates the current organizational structure of the Planning Department. One new staff member was added to the Department in the fall of 2012. Currently, 6 of the 12 professional planners in the Department have achieved certification from the American Institute of Certified Planners (AICP), a recognized mark of skills and experience in the planning profession.

Several staff members within the department have additional certifications and professional memberships in their fields of expertise. Vince Caristo is a Certified League Cycling Instructor with the League of American Bicyclists and a member of the Association of Pedestrian and Bicycle Professionals. Linda Thompson is a National Wildlife Federation Habitat Steward and a member of the National Association of Environmental Professionals, the American Planning Association Environment, Natural Resources, & Energy Division, Indiana Native Plant and Wildlife Society, the Sycamore Land Trust, and the Center for Sustainable Living. Scott Robinson is a member of the Urban Land Institute.



First Row (from left): James Roach, Carmen Lillard, Dani Rossi, Nate Nickel; Second Row (from left): Katie Bannon, Anna Dragovich, Russell White, Jane Weiser, Tom Micuda, Lynne Darland, Patrick Shay; Third Row (from left): Scott Robinson, Eric Greulich, Josh Desmond, Vince Caristo, Linda Thompson.

The Planning Department staff provides direct support or plays a coordination role with the following boards, commissions, and organizations:

Common Council

Plan Commission

Board of Zoning Appeals

Plat Committee

Hearing Officer

Environmental Commission

Bicycle & Pedestrian Safety Commission

MPO Policy Committee

MPO Technical Advisory Committee

MPO Citizens Advisory Committee

Utilities Service Board

Downtown Bloomington, Inc.

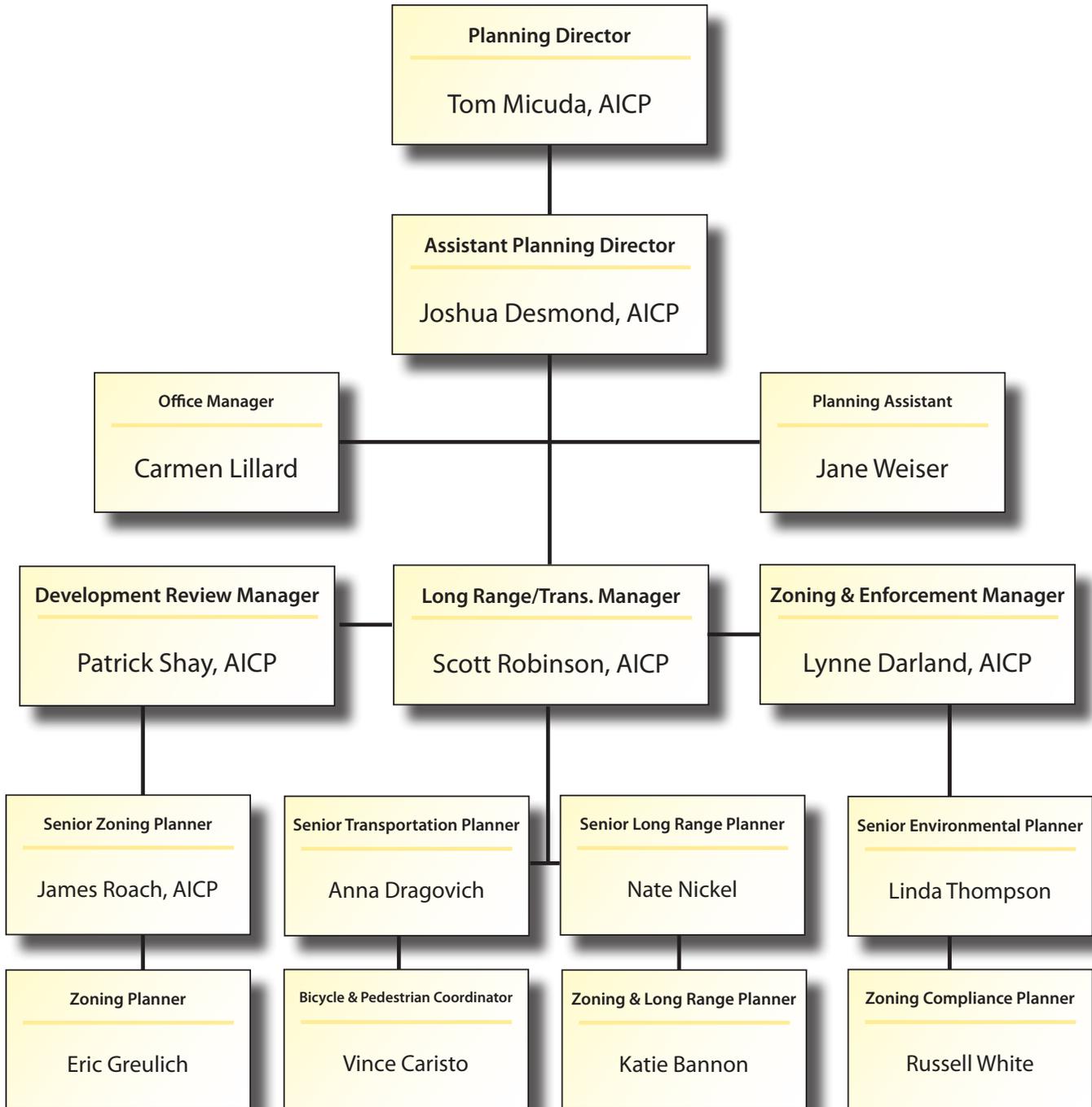
Development Review Committee

Safe Routes to School Task Force

Historic Preservation Commission



Organizational Chart





Appointed Officials

The Planning Department provides direct staff support to the Plan Commission, Plat Committee, Board of Zoning Appeals and Hearing Officer. Staff prepares detailed reports for all petitions that come before these bodies and presents those reports at public hearings. The method by which members are appointed to these boards and commissions is defined by State statute.

Plan Commission

The Plan Commission is comprised of nine citizens appointed by various City and County elected officials. The Plan Commission makes decisions regarding land use and development through review of subdivisions and site plans. It advises the City Council on rezoning requests, planned unit developments (PUD), and amendments to the text of the Unified Development Ordinance. The Plan Commission also advises the City Council on changes to the Growth Policies Plan.

Members	Appointed By
Jack Baker, <i>President</i>	The Mayor
Chris Smith, <i>Vice President</i>	The Mayor
Scott Burgins	The Mayor
Susan Fernandes	Board of Public Works
Adrian Reid	City Engineer (ex-officio)
Joe Hoffmann	Board of Parks Commissioners
Tom Seeber	The Mayor
Chris Sturbaum, Council Member	Common Council
Pat Williams	The Mayor

Plat Committee

The Plat Committee is a three-member committee made up of one Plan Commission member, one Planning Department staff member, and one Engineering Department staff member. The Plat Committee makes final decisions on certain subdivisions of land. The Committee was established in 1995 in order to streamline the approval process and reduce the Plan Commission's workload.

Members	Appointed By
Rick Alexander	Engineering Department
Lynne Darland, AICP	Planning Department
Adrian Reid	Plan Commission
Eli Eccles, <i>Alternate</i>	Engineering Department
Scott Robinson, AICP, <i>Alternate</i>	Planning Department
Chris Smith, <i>Alternate</i>	Plan Commission



Appointed Officials (Cont.)

Board of Zoning Appeals

The Board of Zoning Appeals (BZA) is a five-member board made up of citizens appointed by several City and County governing bodies. The Board of Zoning Appeals hears and makes final decisions on requests for variances from development standards. The Board also hears petitions and makes decisions on use variances and conditional uses.

Members	Appointed By
Sue Aquila, <i>President</i>	The Mayor
Barre Klapper, <i>Vice President</i>	The Mayor
Scott Burgins	Plan Commission
Joe Hoffmann	The Mayor
Patrick Murray	Common Council
Jenny Southern, <i>Alternate</i>	The Mayor
Pat Williams, <i>Alternate</i>	The Mayor

Hearing Officer

The Hearing Officer is a Planning Department staff member appointed by the Plan Commission. The Hearing Officer reviews and makes final decisions on certain conditional uses and variances from development standards. The Hearing Officer was established in 1995 to streamline the variance and conditional use review process.

Hearing Officer	Appointed By
Lynne Darland, AICP	Plan Commission
Scott Robinson, AICP, <i>Alternate</i>	Plan Commission



Appointed Officials (Cont.)

Environmental Commission

The Environmental Commission (EC) is an advisory body composed of local citizens appointed by the Mayor and the Common Council, and is provided with a budget by the Planning Department. The Environmental Commission provides information and recommendations on environmental matters to the Plan Commission, City Council, and other City departments and agencies, as well as to the public.

Members	Appointed By
Mike Tosick, Co-Chair	Common Council
Phaedra Pezzullo, Co-Chair	Common Council
Carrie Albright, Chair	Common Council
Mike Litwin, Vice-Chair	The Mayor
Carissa Moncovage, Vice-Chair	Common Council
Beth Smith, Secretary/Treasurer	The Mayor
Chaim Julian, Secretary/Treasurer	The Mayor
Regina DiLavore	The Mayor
Keith Vogelsang	Common Council
Diane Jung	The Mayor
Diane Henshel	Common Council
Robert McCrea	Common Council
Meredith Dowling	Common Council
Sean Gorman	Common Council
Dianne May	Common Council
Deborah Myerson	The Mayor
Dedaimia Whitney	Common Council
Andy Williams	Common Council

2011-2012 PLANNING DEPARTMENT ANNUAL REPORT

Programs & Activities



DEVELOPMENT REVIEW
ZONING ENFORCEMENT
ENVIRONMENTAL PLANNING
LONG RANGE PLANNING
TRANSPORTATION PLANNING
METROPOLITAN PLANNING ORGANIZATION



Development Review 2011-2012

The Development Review staff reviews all development petitions for the City of Bloomington to ensure their compliance with the Unified Development Ordinance (UDO). This includes all building, signage, occupancy, and grading permits. Staff also reviews development petitions and presents them to the Plan Commission, Plat Committee, Board of Zoning Appeals, Hearing Officer, and Common Council. These petitions include subdivisions, rezoning requests, site plans, conditional uses and variances. In addition, staff serves customers daily at the office's front counter and over the phone by answering zoning and land use questions.

2011-2012 Activities and Accomplishments

Plan Commission and Plat Committee

Development Review staff presented a total of 32 petitions to the Plan Commission in 2011 and 41 in 2012. The majority of these petitions (45 of 73) were requests for site plan approval or use variances. Planning staff presented 4 cases to the Plat Committee in 2011 and 8 in 2012, all of which were approved. The Plat Committee hears petitions related to preliminary and final plat approvals as well as requests for vacation of plats or parts of plats. The chart on the following page illustrates the breakdown of the types of petitions filed in 2011 and 2012.



Development Review 2011-2012 (Cont.)

Out of the 85 petitions considered by the Plan Commission and Plat Committee in 2011 and 2012, the greatest number were for site plan approvals or use variance recommendations to the Board of Zoning Appeals.

Types of Petitions Filed to the Plan Commission and Plat Committee - 2011	Approved	Denied	Withdrawn	Total
Site plan approval	6	0	1	7
Use variance recommendation to BZA	11	1	1	13
Rezone	1	1	0	2
UDO approval/amendments	0	0	0	0
Growth Policies Plan amendment/update	0	0	0	0
Preliminary plan	0	0	0	0
Final plat	2	0	0	2
Preliminary and final plat	3	0	0	3
PUD amendment	1	0	1	2
PUD final plan	4	0	0	4
Final plan and preliminary plat	1	0	0	1
Final plan and final plat	0	0	0	0
Resolution	0	0	0	0
Staff level review	2	0	0	2
Total number of petitions filed	31	2	3	36

Types of Petitions Filed to the Plan Commission and Plat Committee - 2012	Approved	Denied	Withdrawn	Total
Site plan approval	11	0	3	14
Use variance recommendation to BZA	11	0	0	11
Rezone	2	0	0	2
UDO approval/amendments	1	0	0	1
Growth Policies Plan amendment/update	0	0	0	0
Preliminary plan and preliminary plat	1	0	0	1
Preliminary plat	0	0	1	1
Preliminary and final plat	7	0	1	8
PUD amendment	3	0	0	3
PUD final plan	4	0	0	4
Final plan and preliminary plat	0	0	0	0
Final plan and final plat	0	0	0	0
Resolution	1	0	0	1
Site plan approval and use variance	1	0	0	1
Staff level review	2	0	0	2
Total number of petitions filed	44	0	5	49



Development Review 2011-2012 (Cont.)

Plan Commission and Plat Committee Cases

The number of petitions reviewed by Planning staff and presented to the Plan Commission peaked in 2012 with 41 petitions. The number of petitions has been increasing since 2010, likely due to the improving economy. The number of Plat Committee cases heard in 2011 and 2012 was lower overall than in previous years. The number of new subdivisions in Bloomington continues to be low. Plat Committee cases peaked in 2005 with 25 petitions.

Plan Commission Cases	2005	2006	2007	2008	2009	2010	2011	2012
Petitions approved (or a positive recommendation to BZA)	8	16	40	33	24	21	27	36
Petitions denied (or a negative recommendation to BZA)	0	0	0	2	1	1	2	0
Petitions withdrawn	1	1	0	2	3	1	3	5
Petitions with no recommendation	0	0	0	0	1	0	0	0
Total number of petitions filed	9	17	40	37	29	23	32	41

Plat Committee Cases	2005	2006	2007	2008	2009	2010	2011	2012
Petitions approved	22	15	5	12	11	7	4	8
Petitions denied	0	0	0	0	0	0	0	0
Petitions withdrawn	3	0	1	1	0	0	0	0
Total number of petitions filed	25	15	6	13	11	7	4	8



Development Review 2007-2012

The distribution of the types of cases filed for the Plan Commission and Plat Committee has varied significantly each year; however, site plan approvals have typically been the most common type of petition filed. This is due to the ordinance change in 2007 requiring downtown projects to be reviewed by the Plan Commission via the site plan approval process.

Types of Petitions Filed to the Plan Commission and Plat Committee	2007	2008	2009	2010	2011	2012
Preliminary plan	0	1	0	0	0	0
Final plat approval	6	5	3	2	2	0
Site plan approval	18	24	11	12	7	14
Preliminary and final plat	2	9	6	4	3	8
Use variance recommendation to BZA	5	7	11	1	13	11
Site plan approval and use variance rec.	0	0	0	1	0	1
Preliminary plat and use variance rec.	0	0	0	1	0	0
PUD amendment	4	2	3	0	2	3
PUD final plan	11	6	0	3	4	4
Rezone	1	1	2	1	2	2
Final plan and preliminary plat	3	1	0	1	1	0
Final plan and final plat	0	0	0	1	0	0
Final plan; final and preliminary plat	0	0	0	1	0	0
Preliminary plan and preliminary plat	0	0	0	0	0	1
Preliminary plat	0	0	0	0	0	1
UDO approval/amendments	1	0	1	1	0	1
GPP plan amendment/update	1	0	0	0	0	0
Resolution	0	0	1	1	0	1
Time extension	0	0	2	0	0	0
Staff level review*	6	6	2	0	2	2
Total number of petitions filed	52	56	40	30	36	49

*Petitions filed for staff level review did not go to a board or commission for approval and are not counted toward the total number of petitions filed.



Development Review 2007-2012 (Cont.)



The Board of Zoning Appeals considers requests for variances and conditional use permits.

Board of Zoning Appeals and Hearing Officer Cases

Development Review staff regularly presents cases to the Board of Zoning Appeals (BZA) and the Hearing Officer. The BZA hears and decides upon applications for development standard variances from the Unified Development Ordinance, conditional use permits (a land use that is permitted in a particular zoning district only if certain conditions are met), and use variance requests (a request to allow a use that is not permitted by right in a particular zoning district). The Hearing Officer has the ability to make decisions on certain variance and conditional use requests that do not require a full BZA review.

In 2011, 33 petitions were filed with the Board of Zoning Appeals. Of these 33 cases, 26 were approved, 3 were withdrawn by the petitioner, and 4 were denied. In 2012, 34 petitions were filed with the Board of Zoning Appeals. Of these, 28 were approved, 5 were withdrawn, and 1 was denied.

A total of 20 petitions were filed with the Hearing Officer in 2011. Of these petitions, 19 were approved, and 1 was withdrawn by the petitioner. In 2012, 27 petitions were filed with the Hearing Officer, 25 of which were approved and 2 of which were withdrawn.

The majority of petitions heard by the Board of Zoning Appeals and the Hearing Officer in 2011 and 2012 included a request for a variance from development standards. These made up 76% of all petitions. Please refer to the chart below for a complete breakdown of the types of petitions filed.

Types of Petitions Filed to the BZA and Hearing Officer in 2011	Approved	Denied	Withdrawn	Total
Development standards variance(s)	29	3	2	34
Use variance	3	1	1	5
Conditional use	4	0	1	5
Administrative appeal	0	0	0	0
Use variance and development standards variance(s)	8	0	0	8
Conditional use and development standards variance(s)	1	0	0	1
Variance from temporary use standards	1	0	0	1
Total number of petitions filed	45	4	4	53



Development Review 2007-2012 (Cont.)

Types of Petitions Filed to the BZA and Hearing Officer in 2012	Approved	Denied	Withdrawn	Total
Development standards variance(s)	34	1	2	37
Use variance	8	0	0	8
Conditional use	2	0	1	3
Administrative appeal	0	0	1	1
Use variance and development standards variance(s)	4	0	1	5
Conditional use and development standards variance(s)	1	0	1	2
Variance from temporary use standards	5	0	0	5
Total number of petitions filed	54	1	6	61

The number of cases that Planning staff reviewed and presented to the Board of Zoning Appeals generally increased from 2007 through 2012. The number of Hearing Officer cases peaked in 2008. It then dropped from 2009 through 2011, returning to 2007 levels in 2012.

Board of Zoning Appeals (BZA) Cases	2007	2008	2009	2010	2011	2012
Petitions approved by BZA	18	9	16	18	26	28
Petitions denied by BZA	3	3	1	3	4	1
Petitions withdrawn by petitioner	3	5	6	1	3	5
Total number of petitions filed	24	17	23	22	33	34

Hearing Officer Cases	2007	2008	2009	2010	2011	2012
Petitions approved by Hearing Officer	28	36	17	18	19	25
Petitions denied by Hearing Officer	0	0	0	0	0	0
Petitions withdrawn by petitioner	2	5	1	3	1	2
Total number of petitions filed	30	41	18	21	20	27



Development Review 2007-2011 (Cont.)

The most common type of petition filed to the Board of Zoning Appeals or Hearing Officer is for a variance from development standards. After a drop in the number of petitions filed in 2009 and 2010, the number of petitions increased in 2011 and 2012 to 2007 and 2008 levels.

Types of Petitions Filed to the BZA and Hearing Officer	2007	2008	2009	2010	2011	2012
Development standards variance(s)	43	43	24	34	34	37
Use variance	2	7	7	1	5	8
Conditional use	5	4	4	5	5	3
Administrative appeal	1	1	1	1	0	1
Use variance and development standards variance(s)	3	3	4	2	8	5
Conditional use and development standards variance(s)	0	0	0		1	2
Variance from temporary use standards	0	0	1	0	1	5
Total number of petitions filed	54	58	41	43	53	61

Permit Review 2011-2012

Permit Review

Planning staff reviews a wide variety of permit applications, ranging in type from building permits for new residential or commercial structures to temporary signage permits. Each permit application is reviewed for compliance with the Unified Development Ordinance (UDO). The applicant is issued a Certificate of Zoning Compliance (CZC) if the application meets UDO standards. The department issued a total of 699 CZCs in 2011 and 674 CZCs in 2012.

Residential Building Permit Review

Thirty percent of the total CZCs issued in 2011 and 2012 were for single family residences. Of these 411 CZCs, 25% were for new construction (down from 45% in 2008), and 62% were for remodeling or additions to existing single family structures (up from 45% in 2008). Staff also reviewed building and remodel permit applications for attached single family residences and multifamily residential projects.



Seven CZCs for new multi-family construction were issued in 2011, and five were issued in 2012.

Single Family Residential	2011	2012
New construction	52	51
Remodel	78	81
Addition	48	46
Accessory Structure	24	27
Relocation	2	2

Attached Single Family Residential (Duplex)	2011	2012
New construction	6	13
Remodel	0	0
Addition	1	0

Multifamily Residential (Apartments, Condominiums)	2011	2012
New construction	7	5
Remodel	5	5
Addition	1	0



Permit Review 2011-2012 (Cont.)

Commercial Building Permit Review

Staff reviewed permit applications for commercial sites, including new construction and remodeling. Of the CZCs issued for commercial sites, 78% were related to remodeling of existing buildings, up from 68% in 2008.

Commercial	2011	2012
New construction	17	20
Remodel	106	114
Addition	8	8
Accessory structure	6	3

Sign Permit Review

Within the City of Bloomington, signage is required to meet the standards set forth in the Unified Development Ordinance, and must receive a sign permit. Staff issued CZCs for 486 total sign permits in 2011 and 2012.

Signage	2011	2012
Permanent sign	170	123
Sandwich board sign	10	16
Temporary sign	88	79

Additional Permit Review

In addition to reviewing the permit applications noted previously, staff reviewed permit applications for a variety of other proposed changes to sites, including demolition of structures, grading of land, placement of cell towers and establishment of temporary uses.

Other Permits Reviewed by Staff	2011	2012
Demolition	30	21
Grading - commercial	15	29
Grading - multifamily residential	4	5
Occupancy (<i>change in use</i>)	4	2
Other - remodel	1	1
Cell tower	5	6
Temporary occupancy (<i>temporary use</i>)	11	18

Permit Review 2007-2012

Permit Review

The number of Certificates of Zoning Compliance (CZC) issued by the Planning Department has fallen gradually from highs in 2007 and 2008 of 819 and 837, respectively, to 699 in 2011 and 674 in 2012.

Residential Building Permit Review

Permit applications for new construction of single family residential structures have fallen each year since 2007, with a dramatic 50% decline from 2008 to 2009. This precipitous drop corresponded with the weakest period in the economic downturn. From 2009 to 2012, the number remained fairly consistent. While the number of CZCs for additions to single family residential structures has also fallen over the last four years, the number of remodels has grown steadily.

The number of CZCs issued for new construction of attached single family residential structures also significantly dropped from 2007 to 2009. The number of new construction for attached single family structures showed signs of stabilizing between 2009 and 2012.



Staff reviews building permit applications to ensure compliance with the UDO.

Single Family Residential	CZCs Issued					
	2007	2008	2009	2010	2011	2012
New construction	144	128	65	56	52	51
Remodel	59	60	71	79	78	81
Addition	67	65	53	54	48	46
Accessory Structure	44	27	17	26	24	27
Relocation	0	1	0	1	2	2

Attached Single Family Residential (Duplex)	CZCs Issued					
	2007	2008	2009	2010	2011	2012
New construction	50	23	10	13	6	13
Remodel	1	1	1	5	0	0
Addition	1	2	0	1	0	2

Multifamily Residential	CZCs Issued					
	2007	2008	2009	2010	2011	2012
New construction	4	12	4	3	7	5
Remodel	4	4	2	5	5	1
Addition	0	0	0	0	1	0
Accessory Structure	0	1	0	1	0	0



Permit Review 2007-2012 (Cont.)

City of Bloomington
Planning Department

Certificate of Zoning Compliance

Application #: C10-074

Date: Tuesday, February 16, 2010

Property Address: 2504 E. 37th St. - Little Casses City: Fort ZIP: 47101

Zoning: CA

Proposed Use: Commercial - Permanent Signage

The attached plans have been reviewed for compliance with applicable provisions of Title 20, Bloomington Unified Development Ordinance, and conformance with the terms of any approvals which have been granted under authority of the Ordinance. The Planning Department finds the plans to be in compliance.

- As submitted

- With modifications or conditions as follows:

1. This permit approves new wall signs (including 3D sign, 3D and one tenant panel) subject to § 20-2-1, as submitted.
 2. No temporary signage is approved with this permit. Any temporary signage requires a separate temporary sign permit.
 3. No other signage shall be erected except five percent (5%) of the plan area of any additional window pane.
 (DMC: 20-05-07(a), § 20-2-1)
 4. Signs that have intermittent blinking, flashing, or fluttering lights, including any device which has a changing light intensity, brightness of color, or gives such illusion, including amber lights, are prohibited (DMC: 20-05-07(b), § 20-2-1).
 5. Signet address must be displayed on the front of the building in Arabic numerals no less than eight (8) inches in height.

This Certificate of Zoning Compliance pertains only to the attached plans and the specific use proposed, exactly as submitted and received. This Certificate does not constitute the issuance of any required permit nor exempt the property from compliance with any other requirements.

[Signature]
 Rachel Johnson, MPP
 Long Range Planner
 City of Bloomington
 Planning Department

N. Morton Street • Bloomington, IN 47104 City Hall Phone: (317) 340-3423 • Fax: (317) 340-3520
 www.bloomington.in.gov e-mail: planning@bloomington.in.gov

In 2011 and 2012, 293 total permanent sign permits were issued.

Commercial Building Permit Review

CZCs issued for new construction of commercial buildings has also declined since 2008. The number of CZCs issued for remodels has remained about the same from 2006 to 2010.

Commercial	CZCs Issued					
	2007	2008	2009	2010	2011	2012
New construction	24	26	14	16	17	20
Remodel	103	99	107	100	106	114
Addition	12	12	8	12	8	8
Accessory structure	10	11	8	1	6	3

Sign Permit Review

The number of permanent and temporary sign permits issued in 2011 increased over previous years while the number of sign permits issued in 2012 was similar to 2009 and 2010 levels.

Signage	CZCs Issued					
	2007	2008	2009	2010	2011	2012
Permanent sign	118	129	121	129	170	123
Sandwich board sign	9	15	13	17	10	16
Temporary sign	79	98	86	78	88	79
Total sign permits issued	206	242	220	224	268	218

Zoning Enforcement

The Zoning Enforcement staff is charged with ensuring that properties throughout Bloomington are in compliance with the rules set forth in the Unified Development Ordinance. The zoning enforcement staff inspects development sites to address signage, landscaping, erosion control, occupancy of buildings and conditions of development approvals. They also respond to citizen complaints and inquiries, and administer enforcement actions with written warnings, tickets, or, as a final option, legal action.

2011-2012 Activities and Accomplishments

Zoning Violation Notifications

Zoning Enforcement staff responded to numerous inquiries and complaints from the public concerning zoning violations in 2011 and 2012. As a result, staff sent 746 notifications to tenants and property owners regarding zoning violations. These included violations of environmental standards, parking on unimproved surfaces, and failure to comply with development standards. The chart below shows a breakdown of the types of violations issued from 2008 to 2012. Staff will continue work in 2013 to resolve all violations that were not resolved by the end of 2012.



Temporary signs are prohibited within the right-of-way.

Unified Development Ordinance Violations	Issued/ Resolved in 2008	Issued/ Resolved in 2009	Issued/ Resolved in 2010	Issued/ Resolved in 2011	Issued/ Resolved in 2012
Temporary signage without permit	115/114	116/114	137/137	121/121	91/91
Parking on unimproved surface	63/63	58/55	48/48	40/40	44/44
Permanent signage without permit	27/27	29/27	24/24	35/35	14/14
Temporary use without a permit	0/0	3/3	4/4	5/5	2/2
Change of use without a certificate of zoning compliance (CZC)	3/3	5/3	3/3	1/1	2/2
Illegal land use	3/3	4/1	6/6	3/3	6/6
Operation of home occupation without CZC	3/3	6/5	6/6	3/3	1/1
Failure to obtain a CZC	6/6	4/3	2/2	5/5	0/1
Failure to comply with CZC	17/17	11/9	30/27	9/9	7/7
Failure to comply with development standards	108/108	81/76	85/78	98/88	84/83
Violation of environmental standards	9/9	3/2	1/1	6/6	4/4
Parking on unimproved surface tickets	70/66	89/73	65/57	74/74	90/90
UDO violation totals	424/419	409/371	411/393	401/391	345/344



Zoning Enforcement (Cont.)



City Ordinance does not permit cars to be parked in grass yards. Zoning enforcement staff issue warnings or fines to property owners who fail to comply with this regulation.

Fines Issued for Zoning Violations

When a property owner fails to correct a zoning violation after a Notice of Zoning Violation letter has been issued, the owner is provided with a final time frame in which to bring the site into compliance before fines are issued. If the owner still fails to correct the violation, fines are officially issued. As a last measure, staff may forward the case to the City Legal Department for further action. In 2011, eleven cases were sent to the Legal Department, and in 2012, ten cases were sent. Of these, the City filed suit on none. The remainder were resolved prior to litigation.

The Planning Department issued fines for zoning violations totaling \$19,950 in 2011 and 2012. Of the fines issued, \$19,650 was collected before the end of 2012. All fines collected go to the City’s general fund. The chart below breaks down the fines issued and collected annually by the Planning Department from 2008 to 2012.

Unified Development Ordinance Violations	Fines Issued/Collected (2008)	Fines Issued/Collected (2009)	Fines Issued/Collected (2010)	Fines Issued/Collected (2011)	Fines Issued/Collected (2012)
Temporary signage without permit	\$4,350/\$4,250	\$6,900/\$6,900	\$10,400/\$9,700	\$3,300/\$3,300	\$3,000/\$3,000
Parking on unimproved surface	\$260/\$260	\$100/\$100	\$0/\$0	\$50/\$50	\$150/\$150
Permanent signage without permit	\$250/\$250	\$1,000/\$1,000	\$250/\$250	\$500/\$500	\$0/\$0
Change of use without a certificate of zoning compliance (CZC)	\$0/\$0	\$0/\$0	\$0/\$0	\$0/\$0	\$0/\$0
Illegal land use	\$0/\$0	\$0/\$0	\$1,750/\$1,750	\$0/\$0	\$0/\$0
Operation of home occupation without CZC	\$0/\$0	\$0/\$0	\$0/\$0	\$0/\$0	\$0/\$0
Failure to obtain a CZC	\$500/\$500	\$0/\$0	\$500/\$500	\$0/\$0	\$500/\$500
Failure to comply with CZC	\$250/\$250	\$750/\$750	\$9,000/\$9,000	\$350/\$350	\$0/\$0
Failure to comply with development standards	\$2,700/\$2,700	\$0/\$0	\$100/\$100	\$500/\$500	\$3,200/\$2,900
Violation of environmental standards	\$0/\$0	\$0/\$0	\$0/\$0	\$0/\$0	\$0/\$0
Parking on unimproved surface tickets	\$3,760/\$3,760	\$4,550/\$4,550	\$3,250/\$3,250	\$3,750/\$3,750	\$4,650/\$4,650
TOTAL	\$12,070/\$11,970	\$13,300/\$13,300	\$25,250/\$24,550	\$8,450/\$8,450	\$11,500/\$11,200

Zoning Enforcement (Cont.)

Illegal Signage Removal

Zoning Enforcement staff also worked continuously throughout the year to rid City rights-of-way of illegal temporary signage. These signs can cause safety hazards by hindering the visibility of drivers, pedestrians and bicyclists. In 2011, staff removed 1,200 illegal signs from City rights-of-way, and in 2012, staff removed 1,275.

Billboard Inventory

Since 1987, Zoning Enforcement staff has performed an annual billboard inventory to track compliance with the City's strict off-premise sign standards. This detailed inventory helps planners to keep the number of billboards in check, and prevents illegal billboards from appearing within the City's Planning jurisdiction. The number of billboards within the City's jurisdiction and some areas now under County jurisdiction has declined from 111 billboards in 1987 to 46 billboards in 2012.

Stop Work Orders

Stop Work Orders are issued to sites where significant zoning violations are occurring, such as vegetation clearing that is not permitted. When a Stop Work Order is issued, all work being performed on the site must come to a halt, and no work can occur until the violation is remedied and written permission to proceed is obtained from the Planning Department. Enforcement staff issued four Stop Work Orders in 2011 and one in 2012. All five of the stop work orders resulted in resolution of the violations and were subsequently lifted.

Certificates of Occupancy

The Monroe County Building Department requires that a Certificate of Occupancy be obtained prior to a building or structure being occupied in order to ensure all regulations have been met and the site is safe for its inhabitants. A final Certificate of Occupancy is issued for a property in the City's Planning Jurisdiction only when the Planning Department has verified that all required site work is complete. A Temporary Certificate of Occupancy may be issued to a site when the majority of construction is completed. Staff issued 28 recommendations for Temporary Occupancy in 2011 and 25 in 2012. Twelve recommendations for Final Occupancy were issued in 2011 and 24 in 2012.

Video Recording Commercial Corridors

Every year, Zoning Enforcement staff videotapes the commercial corridors in order to track signage and landscape compliance along the street frontages. These recordings allow planners to note any changes over time. Staff has been recording the corridors periodically for the past seven years. These main corridors include, but are not limited to, portions of: State Road 37, 45/46 Bypass, College Avenue, Walnut Street, 2nd Street, 3rd Street, Kirkwood Avenue, 17th Street, College Mall Road, Sare Road, Winslow Road, Tapp Road, and the Grimes/Patterson corridor.



Builders are required to install appropriate erosion control measures.



Environmental Planning

The City's Senior Environmental Planner works with the Environmental Commission on several of its committees. These include:

- Steering Committee
- Budget Committee
- Eco Heroes Awards
- Greenhouse Gas Reduction
- Natural Landscaping and Lawns for Life
- Water Quality
- Deer Population
- Public Education
- Bloomington Toxic Materials
- Food Service Waste
- MLK Day
- Environmental Land Planning
- Pharmaceuticals Collection
- Recycling
- Bloomington Environmental Quality Indicators (BEQI) Report
- Gardener Fair

The Senior Environmental Planner (SEP)/Liaison to the Environmental Commission reviews development proposals and administers City zoning and development ordinances to ensure environmental protection, coordinates the efforts of the Environmental Commission (EC), supervises environmental interns and Service Corps Fellows, and provides project management on the City's environmentally-significant projects. Additionally, the SEP facilitates special EC projects and events, manages the EC budget, and organizes and meets with EC committees. In 2011 and 2012, the SEP also served as the Floodplain Administrator.

2011-2012 Activities and Accomplishments

Environmental Commission Memos

The SEP coordinates with the Environmental Commission's Planning Committee (ECPC) to discuss current development petitions. The ECPC meets twice per month with the SEP in the office or on site to review the environmental aspects of proposed development petitions and provide comment. Based on these comments, 23 memos to the Plan Commission were crafted in 2011 and 32 were crafted in 2012. Two memos to the Board of Zoning Appeals were also prepared.

Environmental Commission Projects

The SEP facilitated a number of EC projects in 2011 and 2012 including: the Eco Heroes Awards & Ceremony, Development Commitments database, Bloomington Toxics Report, MLK Day organization and advertisements, Monroe County Master Gardeners Garden Fair, tabling at the Farmers' Market, Mason Bee Husbandry fact sheet, Lawns for Life brochure, Deer-Resistant Plant Species fact sheet, Earth Day tabling events, Safe and Non-toxic Lawn Care fact sheet, FEMA record-keeping database, IU's Green Day tabling, and tracking of in-kind work and expenditures for a 319 Grant awarded to the Monroe County Soil & Water Conservation District.

Eco-Hero Awards

In 2011 the City's Environmental Commission conducted the first ever Annual Eco-Hero Award Contest to spread the word about and to honor the great things youth do for the environment. The goal of the competition was not only to encourage youth to build positive lifelong behaviors, but also to remind adults of the importance of thinking long-term for the environment and future generations. Participants included students from grades kindergarten through twelve, who submitted essays and art with the theme, "What I Do for the Environment." Submissions ranged from paintings and songs to sculptures and essays. The competition was again held in 2012.

Environmental Planning (Cont.)

Natural Landscaping

Environmental Planning staff assisted HAND inspectors with determining if certain yards could be classified as “naturally landscaped” or, conversely, whether the yards were in violation of the City’s weed ordinance. This involved more than 50 site visits to identify the species of plants that were growing in the yards. For one case, the SEP created a file of sequential information for the Legal Department and testified in court on the City’s behalf.

Intern and Fellow Projects

The EC and Planning Department were aided by the work of an interns and Service Corps Fellows from Indiana University’s School of Public and Environmental Affairs. The interns and Fellows focused their work on greenspace analysis for the City, tracking environmental commitments, and providing information to the public regarding sound environmental practices.

Interns and SPEA Fellows worked on numerous projects in 2011 and 2012: Toxics Report for Bloomington, Indiana; Mason Bee Husbandry Deer-Resistant Native Plant Species, Safe and Non-Toxic Lawn Care fact sheets; Lawns for Life campaign coordination and brochure; tabling at EC Earth Day events, the Farmers’ Market, IU’s Green Day event, and garden fair; database for Tracking Environmental Commitments; presentation to the EC exhibiting data from Database for Tracking on GIS; Green Infrastructure and Water BEQI updates; Eco Heroes competition coordination; research & presentation of Urban Agriculture report to the EC.

Floodplain Administrator

As Floodplain Administrator in 2011 and 2012, the SEP received citizen and developer requests regarding location of floodplain boundary, managed various types of FEMA letters and maps, drafted PUD regulations and UDO updates, developed a database to track FEMA-required records, and prepared for and presented the Biannual Community Assistance Visit required information.

Other Special Projects

- Created a sequential information file for a grading without a permit and tree removal enforcement case, and testified in court on behalf of the City
- Created a UDO-required green building incentives check sheet
- Gained responsibility for reviewing Landscape Plans for compliance
- Researched and implemented new FEMA rules and recordkeeping, which led to many service requests from the public
- Participated on the SWEET (Storm Water Environmental Education Team) City LEED Team, and Team Green committees
- Actively attended monthly meetings to discuss the various activities of the City, County, Ivy Tech, IU, and Ellettsville, regarding stormwater protection with an emphasis on promoting raingardens



Mayor Mark Krizan presents an Eco-Hero Award to a student at the first annual Eco-Hero Award Ceremony held in 2011.



Long Range Planning



Staff held eleven ImagineBloomington visioning workshops in 2012 to ask the public their opinions about Bloomington's future.

The Long Range Planning staff is responsible for developing, implementing, evaluating, and revising comprehensive planning activities for the City of Bloomington. A key aspect of long range planning is the community comprehensive plan, known in Bloomington as the Growth Policies Plan. The Growth Policies Plan defines many of the comprehensive planning activities for the Long Range Planning Division. In addition, the Division is also responsible for Neighborhood and Sub-Area Plans, Interagency Coordination (e.g. Indiana University, Monroe County), and works as liaisons on several community boards and commissions.

2011-2012 Activities and Accomplishments

ImagineBloomington

In 2011, the Planning staff, with input from Plan Commissioners and City Council members concluded that the City's 2002 Growth Policies Plan (GPP), should be updated. As a result, Planning staff initiated the update, a multi-year effort. In order to help guide and assist with the plan process, named ImagineBloomington, a Steering Committee of 25 members representing a broad spectrum of community interests was formed.

Staff began by working with the Steering Committee to develop a Vision Statement, a broad-based statement of the community's values, goals, and aspirations for the future. It provides a 20-25 year outlook for Bloomington and a general framework for the more specific implementation strategies of the comprehensive plan.

Several meetings were held with the Steering Committee to provide an overview of the existing 2002 GPP Vision Statement, review the demographic profiles of Bloomington and Monroe County, compare peer college communities, and research vision statements from other cities. The Steering Committee made a number of key decisions for developing the new vision statement. They recommended that it be concise, easy to understand, and contain goals for the entire community.

Using these recommendations, staff began aggressive public outreach. A total of 11 public workshops were held throughout the community. Additionally, a number of informal tabling events were held. The City also used several online input gathering tools including a dedicated project website, an online survey, Facebook, and Twitter. Additionally, an interactive web forum called UserVoice provided another way for citizens to discuss topics, offer feedback, submit ideas, and vote on their preferred options.

Staff prepared a draft vision statement for feedback and review by the Steering Committee. Planning staff also coordinated with other City departments to get their feedback. The revised draft vision statement was then presented at two open house events held at the Monroe County Public Library. UserVoice and an online survey were also used to further engage the public.

Long Range Planning (Cont.)

The Steering Committee met again in November 2012 to make final changes and edits to the draft vision statement, which reflected the public input that was received. Staff presented the vision statement to the Plan Commission on December 3, 2012. The Plan Commission voted to recommend approval of the vision statement. It then was heard by the City Council, which approved the vision statement on January 16, 2013.

Planning staff will continue working on the ImagineBloomington process during 2013. The next step will be developing specific goals and action strategies, based on the guidance provided by the approved vision statement. It is anticipated that the new comprehensive plan will be completed in 2014 and considered for adoption in 2015.

SPEA Fellowship Program

The Planning Department participates in the Indiana University School of Public and Environmental Affairs (SPEA) Fellowship Program. The goal of the Fellowships is to allow SPEA graduate students the opportunity to enhance their leadership and management skills while supporting the strategic objectives of the agency to which they are assigned. The SPEA Fellows work part-time and assist staff with research assignments and on-going projects.

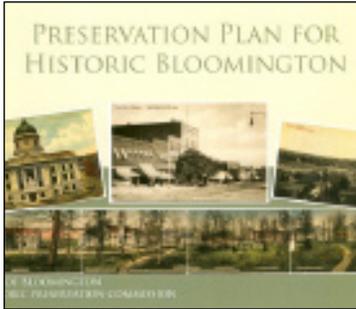
In 2011, the Long Range Planning SPEA Fellow assisted with the following: code and ordinance research, Platinum Biking Task Force efforts, trail and bicycle facility use surveys, and several other public outreach projects. In 2012, the Long Range Planning SPEA Fellow assisted with the following: conducting demographic and housing research for ImagineBloomington, creating a multi-family development tracking program, assistance with the upcoming BMCMPPO Crash Report, and conducting bicycle and pedestrian facility usage field surveys.



The Long Range Planning SPEA Fellow assisted with trail and bicycle facility usage surveys.



Long Range Planning (Cont.)



The Preservation Plan for Historic Bloomington was released in 2012.

U.S. Census Bureau Support Activities

Outside of the decennial census, there are several ongoing efforts conducted by the U.S. Census Bureau that rely on local government support. For 2011, Long Range Planning staff assisted with the following census projects:

- Completed the 2011 Government Units Survey, which is an updated list of the type, characteristics and organization of local governments across the United States.
- Assisted BMCMPO staff in creating Traffic Analysis Zones (TAZs) and Traffic Analysis Districts (TADs). TAZs are zones created to conduct transportation modeling. The TAD is a new program created for the 2010 Census that will provide high quality data for use in the 3-year American Community Survey tabulations.

Planning staff assisted the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) with the Urban Area Boundary and Metropolitan Planning Area Update. This project was required of Metropolitan Planning Organizations across the country following the release of the 2010 Census information. Staff assisted with the identifying local issues, outlining future development projections, and creating potential map boundary adjustments. They also assisted the BMCMPPO with the coordination of personnel from the City of Bloomington, Monroe County, and the Town of Ellettsville in editing and reviewing the proposed map updates.

Historic Preservation Commission

Planning staff is assigned to the Historic Preservation Commission (HPC) in a liaison capacity. They regularly attend meetings in order to provide the HPC with planning guidance, demolition delay case assistance, development project updates, zoning expertise, and other information. A major project that staff assisted the HPC with in 2012 was the Matlock Heights Conservation District proposal.

The HPC formed a subcommittee in April 2010 to begin the process of drafting a new historic preservation strategic plan. The Preservation Plan for Historic Bloomington will provide the HPC with a fresh set of historic preservation goals and strategies for Bloomington. The Plan was formally released in February 2012. Planning staff has been working closely with both the subcommittee and Housing and Neighborhood Development Department staff to provide technical expertise, land use planning assistance and other professional guidance necessary to help complete this important effort.

Long Range Planning (Cont.)

Neighborhood Improvement Grants

Neighborhood Improvement Grants are City funds that are provided for non-traditional capital projects that have a community-wide benefit. The program is administered by the Housing and Neighborhood Development Department (HAND), and funding recommendations are made by the Neighborhood Improvement Grant Council. A Planning Department staff member has a permanent seat on the Neighborhood Improvement Grant Council.

For 2012, a total of \$11,365 in grant funding was awarded for the following projects:

- Arden Place Neighborhood Association: \$8,765 to to replace aged neighborhood entrance signs with three carved limestone signs.
- Bryan Park Neighborhood Association: \$2,600 to add a landscaped kiosk information center within Bryan Park.

A total of \$38,627 was awarded for the following projects to occur in 2013:

- Bryan Park Neighborhood Association: \$10,757 for installation of low maintenance landscaping in the Lincoln, Washington and Henderson street planters.
- Eastside Neighborhood Association: \$20,166 for a strolling park along Hunter Avenue between Mitchell Street and Eastside Drive.
- Prospect Hill Neighborhood Association: \$4,236 for painting a mural on the basketball court at Building and Trades Park.
- Sherwood Oaks Neighborhoods: \$3,468 for enhancing the stairs and trail that connect the neighborhood to the Jackson Creek Trail.

Website Administration

Long Range staff is responsible for the overall administration and oversight of the Planning Department website. This role involves coordination with the Information & Technology Services Department regarding technical and formatting issues. Responsibilities include posting and maintaining materials on the website including Planning board and commission agendas and minutes, meeting packets, meeting calendars, planning documents, informational brochures, and the Planning Post newsletter.



A Neighborhood Improvement Grant funded this Arden Place Neighborhood entrance sign.

Terrible Horrible No Good Very Bad Bike Ride



Transportation Planning



The first annual Platinum Bike Summit was held in 2011.

The Transportation Planning staff works to improve the transportation system in Bloomington by planning for bicycle and pedestrian routes and for new and improved roads. Staff provides short and long range transportation analysis and reviews all current development petitions to ensure that transportation needs are adequately met. The staff also assists in the development of corridor studies and roadway projects and works with Bloomington Transit to improve bus routes. Finally, the staff assists the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO), an intergovernmental transportation policy group that manages transportation project funding for the Bloomington Urbanized Area.

2011-2012 Activities and Accomplishments

Platinum Biking Task Force

Planning staff provided the primary staff support for the Platinum Biking Task Force. In 2011, the Platinum Biking Task Force completed its final report, *Breaking Away: Journey to Platinum*, which was approved by City Council as an advisory document. The Bloomington Platinum Biking Task Force was created by City Council to assess Bloomington's strengths and weaknesses in regard to bicycling, and to plan how the City can achieve a platinum designation from the League of American Bicyclists' Bicycle Friendly Community program by 2016. The Platinum Biking Task Force's last official meeting was in September 2011, as per the sunset provision in Resolution 10-10. In 2012, planning staff updated the public on progress towards the Platinum goal at the Platinum Bike Summit.

Platinum Bike Summit

The first annual Platinum Bike Summit was held in 2011, and the second was held in 2012. The goal of the summit is to evaluate efforts towards becoming a Platinum Bicycle Friendly Community, share experiences, and bridge gaps between various community and City bicycling initiatives. The 2011 summit began with a reception where attendees socialized with other cyclists and received information about local bike-friendly organizations while enjoying snacks and beverages. The workshop following the reception focused on strategies for making Bloomington a Platinum level Bicycle Friendly Community by 2016. The 66 attendees were split into groups, each with one of the "Five E's": Evaluation and Planning, Education, Enforcement, Engineering, and Encouragement. Each group developed top ideas to make Bloomington more bicycle friendly with the E area. Then attendees voted to prioritize the ideas. In 2012, four concurrent breakout sessions were held: *Shifting Gears - The Making of Bikes Week 2013*; *A Vehicle for Change - Bicycling and Community Empowerment*; *Town & Gown Synergy - A Bicycle Friendly IU*; and *Gateway Trail System - A Vision for Mountain Biking in Bloomington*. Each session brought together various community groups working on bike issues.

Transportation Planning (Cont.)

Bikeways Implementation Project

In 2011, the City began work with the consultants Burgess and Niple of Indianapolis and Alta Planning + Design of Portland, OR to turn the 2008 Bicycle and Pedestrian Transportation and Greenways System Plan (BPTGSP) into reality. Planning staff worked with the Public Works Department to complete this project. The final product included conceptual designs and cost estimates for 29 on-street bikeway projects, construction documents for 2 on-street bikeway projects, and a set of design guidelines for the selection and implementation of innovative bicycle engineering treatments.

Bicycle and Pedestrian Safety Commission

The department provided staff support to the Bloomington Bicycle and Pedestrian Safety Commission (BPSC) at its regular meetings and work sessions. Staff sought comments from the BPSC on development cases going before the Plan Commission and the Board of Zoning appeals, and wrote 20 memos on behalf of the BPSC. Planning staff assisted the BPSC in developing and implementing the 2012 Bicycle Bell Campaign, in coordination with the Environmental Commission and the Bloomington Project School. Planning staff designed and published the 2011 update to the BPSC's Bloomington Bicycle Map, and ensured that free copies were available at locations throughout the City.

Bike Month

Planning staff, along with Parks and Recreation and Economic and Sustainable Development staff, helped organize Bloomington Bikes Month. Bike Month is an annual national celebration of bicycling organized by the League of American Bicyclists each May. Several new events were added to Bike Month in 2012 including the Art by Bike tour, Wapehani Trail Building Neight, and a Market to Bloomington Area Birth Services (BABS) Fun Ride. The Women's Bike Ride was a short ride to get more women out and comfortable riding on city streets. The Bicycle and Pedestrian Safety Commission organized a free breakfast

Safe Routes to School

Transportation planning staff assisted the Monroe County Community School Corporation (MCCSC) to implement an Indiana Department of Transportation Safe Routes to School planning grant that was awarded to MCCSC in 2009. The project completed comprehensive Safe Routes to School plans for seven schools. Each plan details a strategy to increase the number of students walking and bicycling to school.



The Women's Bike Ride was just one of many bicycling events held during 2011 Bloomington Bike Month.



Transportation Planning (Cont.)



The ADA Transition Plan includes evaluating accessibility throughout Bloomington.

Sidewalk Connectivity and Accessibility

In 2011 and 2012, planning staff provided assistance to the Council Sidewalk Committee in allocating their annual budget towards the construction of new sidewalks in the City, by evaluating each potential project based on need and expected use. Planning staff also led an interdepartmental team to begin an update to the City's American's with Disabilities Act (ADA) Transition Plan, which is required by federal laws. The ADA Transition Plan will include a self-assessment of accessibility barriers in City-owned buildings and in the public right-of-way, and prioritization of improvements.

Bicycle and Pedestrian Education

Planning staff conducted a variety of activities to educate citizens on techniques and strategies to safely operate a bicycle on City streets and trails, share the road with other users, and effectively navigate new bicycle and pedestrian infrastructure. Planning staff taught the following courses - 'Learn to Ride' for kids, 'Bicycle Commuter 101', and 'Traffic Skills 101'. Planning staff was the primary media contact at the City for bicycle and pedestrian safety issues, contributing information towards newspaper, radio, and television programs. Outreach was regularly conducted at community events, such as the Farmer's Market and IU Orientation. Staff published print and online materials to convey guidance bicycle and pedestrian issues, such as the 'Guide to Understanding Bicycle and Pedestrian Infrastructure in Bloomington'.

Encouraging Bicycling and Walking

Planning staff collaborated with community groups on a variety of activities intended to promote increased bicycling and walking in Bloomington. The department co-hosted several public presentations by experts in the fields of bicycling and walking, such as Herb Hiller of the East Coast Greenway, Mark Fenton of Tufts University, Mia Birk of Alta Planning + Design, and Bill Nesper of the League of American Bicyclists. Following the recommendations of the Platinum Biking Task Force, staff organized a series of family-friendly bicycle rides in 2012 that highlighted the City's increasingly connected bikeway network. In 2011 and 2012, planning staff worked with the Parks and Recreation Department and community organizations to program events, classes, and bike rides for Bloomington Bikes Month in May.

The Planning Department teamed up with the Economic and Sustainable Development Department to plan and lead an annual winter bicycle ride. The first annual ride was held in 2012. The ride encourages the general public to bicycle during the winter months. The approximately 5-mile ride showcased many new bicycling facilities in Bloomington.

Transportation Planning (Cont.)

Bicycle Parking

Planning staff assisted the Public Works department to identify locations in the public right-of-way that needed additional bicycle parking and to evaluate public requests for bicycle parking. Staff collaborated on the location and design of three new ‘bike corrals’ that were installed in the downtown by converting on-street parking spaces to use for bicycle parking. Planning staff conducted monthly counts of bicycle parking usage in the downtown, and an inventory of publically available bicycle parking in the City.

Bike Bell Campaign

In 2012, Planning staff and volunteers gathered on the B-Line Trail and at Indiana University to give away bike bells and educate cyclists about using bike bells to be safe and courteous when riding near pedestrians.



Planning staff and volunteers gave away bike bells on the B-Line Trail.



Metropolitan Planning Organization



An MPO Open House was held in 2011.

The City of Bloomington Planning Department serves as the administrative body for the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO). The BMCMPPO coordinates transportation planning activities in a 57 square mile area which includes Bloomington, Ellettsville, and parts of Monroe County. The BMCMPPO transportation planning process unfolds through numerous long range and short range initiatives. The BMCMPPO must foster interagency coordination through various committees and regularly update several core documents to meet the requirements set forth by the Indiana Department of Transportation and the Federal Highway Administration.

2011-2012 Activities and Accomplishments

Committee Support

Pursuant to the Operational Bylaws, the Planning Department provides staff support to the BMCMPPO. As a regional planning body, the BMCMPPO is the conduit through which coordination of various transportation organizations occurs. Planning staff is responsible for dissemination of information, packet production and distribution, and ensuring that the Committees are well supported. Staff supports this coordination through the following committees:

Policy Committee

The Policy Committee approves all projects, plans, and policies of the MPO and is comprised of elected and appointed officials representing the local public agencies and stakeholders. Planning staff coordinated and facilitated fourteen meetings of the Policy Committee from 2011 to 2012.

Technical Advisory Committee

The Technical Advisory Committee (TAC) provides technical review and recommendations on projects, plans, and policies and is comprised of staff members representing local public agencies and stakeholders. Planning staff coordinated and facilitated eighteen meetings of the TAC from 2011 to 2012.

Citizens Advisory Committee

The Citizens Advisory Committee (CAC) provides citizen input and recommendations on projects, plans, and policies and is comprised of interested citizens. Planning staff coordinated and facilitated nineteen meetings of the CAC from 2011 to 2012.

Metropolitan Planning Organization (Cont.)

Planning Initiatives

As required by Federal legislation, the BMCMPPO must carry out the transportation planning process through numerous long range and short range planning initiatives. The BMCMPPO undertook a number of transportation planning initiatives during 2011 and 2012, including the Transportation Improvement Program, The Unified Planning Work Program, The Long Range Transportation Plan, and The Annual Crash Report. Brief descriptions of these documents as well as progress made for each has been detailed below.

Transportation Improvement Program

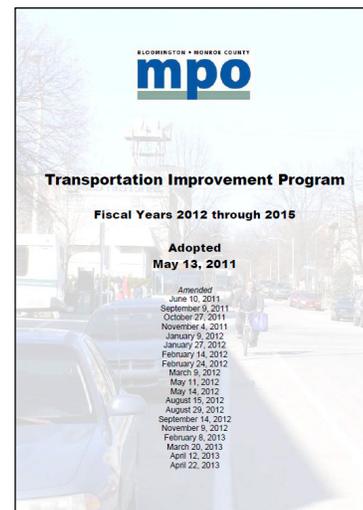
The Transportation Improvement Program (TIP) is a short-term capital improvement plan that identifies road, bicycle/pedestrian, and transit projects that will use federal funding within the next four fiscal years. The TIP includes projects from all local public agencies as well as the Indiana Department of Transportation. Eligible projects can generally be funded with up to 80% of federal funds. The BMCMPPO adopted a new 2012 – 2015 TIP in June of 2011 and amended the document fifteen times – the last in November of 2012. The TIP programmed over \$95 million for area transportation projects.

Unified Planning Work Program [FY 2011-2012]

The Unified Planning Work Program (UPWP) is an annually updated document that identifies the planning activities of the BMCMPPO, including the responsibilities of the BMCMPPO staff and any studies or educational efforts to be undertaken during the fiscal year. A federal planning grant funds 80% of the total annual UPWP budget through reimbursement. These funds helped the Planning Department foster intergovernmental coordination, manage the daily operations of the BMCMPPO, and develop and maintain core documents. Planning staff produces quarterly progress reports on work accomplished as outlined in the UPWP. These reports are provided to INDOT, in order to receive reimbursements, and to the committees of the BMCMPPO.

2035 Master Transportation Plan Update

The 2035 Master Transportation Plan (MTP) is the long term planning document that the BMCMPPO must develop and maintain every five years. This will allow the BMCMPPO to procure funding, gather data, and engage the public in a complete overhaul of the MTP. To this end, a Task Force made up of representatives from each of the BMCMPPO committees was created to help steer the update of the next MTP. The BMCMPPO is committed to adopting the new 2035 MTP by Spring of 2015. A Request for Qualifications was issued in March of 2012 with three firms responding. A contract with the Corradino Group was finalized in December of 2012.



The BMCMPPO adopted a new 2012-2015 Transportation Improvement Program in 2011.



Metropolitan Planning Organization (Cont.)



The 2012 Indiana MPO Conference was held in Bloomington.

Crash Reports

Every year the BMCMPPO develops a crash report which analyzes crash data from law enforcement agencies. The BMCMPPO produced two crash reports for both calendar years 2011 and 2012. The Crash Reports can be used to help inform policy makers on where improvements can be made to maximize transportation safety.

Indiana MPO Conference

The BMCMPPO was host of IN:Motion, the Annual Indiana MPO Conference held in Bloomington from October 16th to October 18th in 2012. Approximately 140 people registered representing fourteen MPOs throughout Indiana, private consulting firms, the Indiana Department of Transportation, Federal Highway Administration, Federal Transit Administration, advocacy groups, and interested citizens. Attendees explored major transportation projects throughout the Bloomington area and enjoyed listening to presentations from various planning professionals.

Professional Development

BMCMPPO staff took part in several professional development opportunities in 2011 and 2012 including the Indiana MPO Conference (2011 and 2012), Purdue Road School (2011 and 2012), Association of Pedestrian and Bicycle Professionals webinars, American Planning Association webinars, and American Planning Association national conference (2011 and 2012).

MPO Accessibility Policy

The BMCMPPO Policy Committee approved a policy statement on Accessibility and Design Principle in 2012. The statement ensures that all transportation planning activities will strive to achieve accessibility for persons with disabilities with four specific strategies.

MPO Complete Streets Policy

In 2011, the BMCMPPO Complete Streets Policy was named one of the top 15 Complete Streets policies in the United States by the National Complete Streets Coalition. The coalition released a report evaluating over 200 policies using ten elements it determined should be part of an ideal Complete Streets Policy. In the report, BMCMPPO's policy is specifically called out as a good example of a policy with a strong vision and appropriate exceptions.

2011-2012 PLANNING DEPARTMENT ANNUAL REPORT

Special Projects



PRESENTATIONS & COMMUNITY EDUCATION
UNIFIED DEVELOPMENT ORDINANCE

Special Projects



The Citizens' Academy is a nine-week program to encourage more civic involvement through a basic understanding of City services.

Presentations and Community Education

Planning Department staff worked throughout the year to educate and inform the community about City Planning projects and initiatives. Staff members are frequently invited to make presentations in classrooms and at conferences.

Citizens' Academy

Tom Micuda was a guest speaker at the Citizens' Academy, a course administered through the Housing and Neighborhood Development Department to encourage civic involvement through a basic understanding of City services. The Academy is a nine-week program that provides thirty participants with an interactive learning experience about City services, programs and responsibilities. Through the sessions with various City Departments, the participants learn about the challenges to city government, budget limitations, day-to-day operations and mandates.

This Whole House Classes

Linda Thompson presented a class on natural landscapes for the This Whole House class series. Class participants learn about yearly home maintenance and do some "hands-on" repairs.

2012 Indiana MPO Conference

Planning Department staff planned, staffed, and led tours for the 2012 Indiana MPO Conference held in Bloomington. Nearly 150 transportation planners and engineers from across Indiana attended.

Indiana University Guest Lectures

Tom Micuda, Josh Desmond, and Scott Robinson visited Indiana University classes throughout the year to discuss city planning with students. Staff guest-lectured in classes at the School of Public and Environmental Affairs (SPEA) and the Kelley School of Business.

Learn to Ride Classes

Vince Caristo taught "Learn to Ride" bicycle classes to children in 2011 and 2012. The class teaches basic bicycling skills and important safety lessons to children ages 4 through 10. Participants learn how to confidently and safely ride their bikes through individual instruction, and also learn about bike maintenance and bike and helmet fittings.

2011 American Planning Association - IN Chapter Fall Conference

Linda Thompson presented an educational session titled "How to Create a Naturalized Yard in Bloomington Without Violating the Refuse and Weed Ordinance" at the 2011 Indiana Chapter of the American Planning Association fall conference.



Special Projects (Cont.)

Habitat Stewards Training Class

Linda Thompson was a speaker for the Bloomington Center for Sustainable Living's Habitat Stewards training class. Participants graduate with knowledge, resources, a network of fellow stewards that start or maintain a habitat site in the community.

Indiana University School of Public and Environmental Affairs Green Jobs Panel

Linda Thompson was a panelist on IU SPEA's Green Job Panel for the green job fair at the DeVault Alumni Center.

Planning Post Newsletter

The Planning Department continued to produce the Planning Post in 2011 and 2012. The newsletter, which is produced three times a year, recaps the Department's latest projects, discusses recent development approvals, and provides information on City Planning in general. The free newsletter is distributed to over 100 subscribers via online distribution. In addition to saving paper and postage, the digital format allows readers to link from information presented in the newsletter to other related documents on the internet. Thus, the reader is able to easily find more in-depth background information on every article.

2011 American Planning Association - Indiana Chapter (APA-IN) Fall Conference - Conference Committee

Several members of Planning staff were members of the Fall 2011 APA-IN conference planning committee. Held at the Brown County State Park in Nashville, Indiana, this conference attracted planning professionals from across the state. The planning committee was tasked with preparing scheduling, outreach, financial, and logistic details. Staff also hosted a mobile workshop in Bloomington called "Infill Housing Success Stories".

American Planning Association - Indiana Chapter Board

Katie Bannon, Josh Desmond, James Roach, and Patrick Shay served on the board for the American Planning Association - Indiana Chapter (APA-IN). APA-IN is an organization of professionals and citizen planners providing vision and leadership for the future development of Indiana communities. The association serves as a forum for the exchange of ideas, as a network in support of planning professionals, and as a bridge to build cooperation among planners, allied professionals, and the public through education and awareness.



The Habitat Stewards Training Class provides community members with knowledge about how to care for a habitat site.



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