CITY OF FINDLAY

2020 ANNUAL REPORT

ZONING DEPARTMENT

Introduction

The zoning department is responsible for the enforcement of the City of Findlay's zoning code, and issuing and inspecting all permit activity which includes; fences, decks, new single and multi-family dwellings, accessory structures, signage, along with new commercial and industrial buildings. The zoning department also includes the enforcement of the N.E.A.T. department, which includes; junk vehicles, trash/junk, and dilapidated structures. Finally, zoning is responsible for managing and maintaining the floodplain through enforcement of the City of Findlay flood code.

The Zoning Office continues to make customer service the number one priority. The rapport with contractors, developers, consultants, and the public has remained positive and cooperative. In spite of the many duties, the interests and concerns of the public are the top priority. The Zoning Office will always strive for improvement in the efficiency, accuracy, and delivery of its duties.

Staffing

Erik Adkins, CFM – Floodplain/Zoning Administrator
Jodi Mathias, CFM – Zoning Code Enforcement Officer II
Kyle Inbody – Zoning Code Enforcement Officer I

Key Activities & Accomplishments

Major zoning map update completed

Zoning personnel worked closely with the Mayor and Hancock Regional Planning to finalize the City of Findlay zoning map. The map update fixed errors that were located within the map upon the 2012 map and zoning code update. The update fixed those errors and gave property owners more flexibility to utilize their property.

Minor zoning code update to correspond with updated zoning map

Zoning and Hancock Regional Planning in addition to finalizing the City of Findlay zoning map, fixed legal wording in each of the zoning district to correspond with the updated map. The code update included a new average setback to protect property rights for grandfathered properties, and included an amendment to allow for duplexes and triplexes to be conditional uses in R-3 single-family districts.
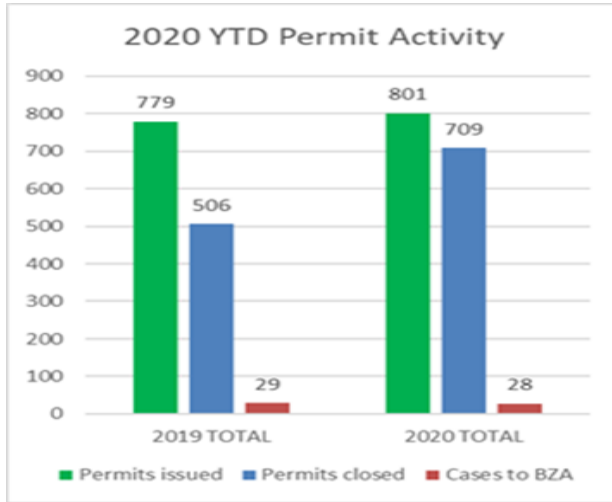
New housing construction

There were 31 new single-family dwellings and 15 new multi-family unit projects, including the completion of Blanchard Station.

New commercial and industrial construction

There were four new commercial projects and nine new industrial projects started in 2020.
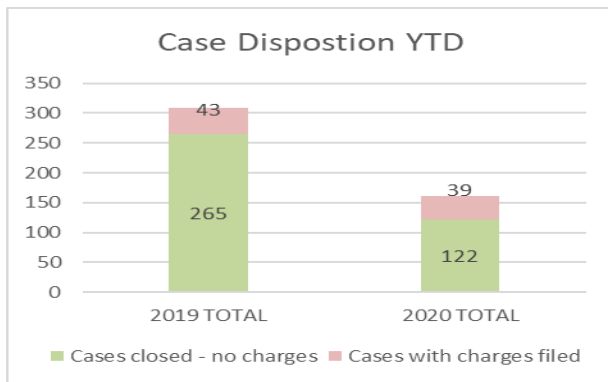
Key Performance Indicators (KPIs)

During the pandemic, zoning surprisingly saw an increase of 22 more permits issued in 2020 than in 2019. Additionally, with personnel working from home during Covid-19, zoning was able to close out 203 more permits in 2020 than in 2019. Finally, there was a decrease in cases that were heard by the Board of Zoning Appeals compared to the previous year.
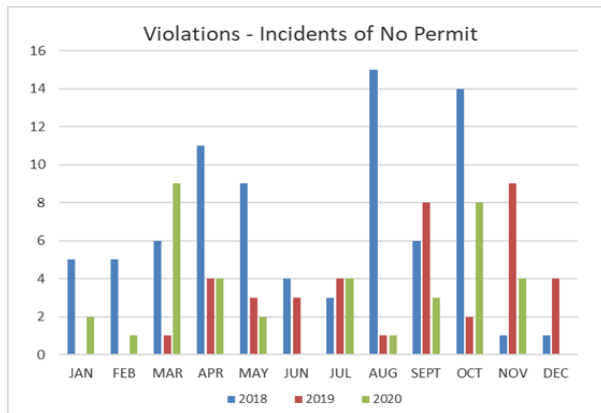
Zoning saw a slight increase monthly from 2019 to 2020 of projects started throughout the city without a zoning permit.

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More details on Key Performance Indicators can be found at: www.findlayohio.com/performance

Objectives for the Next Year

- Propose zoning code updates
- Continue to modernize of zoning department and enforcement
- Propose online documentation of cases and tracking for public

Budget Summary Sheet

FINANCIAL VISION	BUDGET	2018 actual	2019 actual	2020 projection	Original 2020 request	2021 request	$ change from 2020 request to 2021 request	% change from 2020 request to 2021 request
	Personal Services	$ 247,614	$ 250,515	$ 228,833	$ 237,609	$ 247,416	$ 9,807	4.13%
	Other	$ 36,667	$ 47,752	$ 103,459	$ 136,898	$ 132,196	$ (4,702)	-3.43%
	TOTAL	$ 284,281	$ 298,268	$ 332,292	$ 374,507	$ 379,612	$ 5,105	1.36%

BUDGET HIGHLIGHTS

- Three fulltime employees on staff
- N.E.A.T. program penalties are proposed from criminal to civil cases in 2021, which will allow for easier ability to clean up properties in violation.
- Budget includes costs for continuing clean-ups, demos, etc.
- 1.31% wage increase

% OF GENERAL FUND

Zoning, 1%

All other, 99%

STAFFING LEVEL	2017	2018	2019	2020	2021
Total FT	3	3	4	3	3