Community Development Department
MONTHLY REPORT
February 2020

Professionalism
Reliability
Creativity
Service

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Fireproof
The city of New Albany contracts with Fireproof to provide off-site storage of public records. This service is necessary to comply with our records retention policy. The zoning officer completed the audit of the Fireproof records and compared it to Fireproof’s own storage inventory. The audit confirmed that the department inventory is up-to-date, however a number of boxes in Fireproof’s inventory were identified that do not list a department or description of the contents. The zoning officer worked with other city departments to identify the contents of half of the unidentified boxes. The Fireproof website inventory was updated accordingly. The remaining unidentified boxes are under review. When the development department inventory is complete a list of records for destruction will be compiled in March.

Temporary Signs
The planning manager and zoning officer met with the public information officer and the chief communications and marketing officer to discuss the process for communicating the regulations for temporary signs. The goal is to communicate clearly and concisely the approved locations for temporary signs.

Professional Development

Public Records Law Training
On February 11th the department attended Ohio Public Records Law Training presented by Mark Weaver. The staff learned the difference between public information requests and public records requests, the process for evaluating requests, and the time frame for responding. The department started using the new records request log.

MORPC Webinar
On February 19th the director of administrative services, planning manager, planner, and intern participated in a MORPC webinar titled Street Typologies: An Organizing Framework for More Walkable, Bikeable Streets. The webinar shared how cities are developing new street typology systems that better align with overall transportation goals. This presentation shared strategies used in Des Moines, Iowa and Phoenix, Arizona to develop new street typologies that align with existing and future land use and create more walkable and bikeable streets.

New Intern
On February 10th Megan Esselburn was hired as the department’s intern. Megan is a graduate student at The Ohio State University majoring in City and Regional Planning and will graduate Spring 2021. Megan is employed part-time during the school year and will be working full-time during the summer.
Architectural Review Board: February 10, 2020

Applications:
Title: Certificate of Appropriateness—The Mill
Location: 97 West Granville Street
Applicant: Tom Rubey
Request: Certificate of Appropriateness- Building and Site Plan Modifications
Zoning: Urban Center Code
Commission Action: Approved with conditions

Planning Commission: February 19, 2020

Applications
Title: Final Development Plan—Holiday Inn Express
Location: Northwest corner of State Route 161 and Beech Road
Applicant: EMH&T c/o Natalie Fremming
Request: Final Development Plan
Zoning: Beech Crossing Zoning District
Commission Action: Approved with conditions

Title: Zoning Change—Central College Dining District
Location: PIDs: 222-001983 and 222-001991
Applicant: TFTFP LLC c/o Aaron Underhill
Request: Rezoning of 0.93 acres from Agricultural (AG) to Infill Planned Unit Development (I-PUD)
Zoning: AG to I-PUD
Commission Action: Denied (0-4 vote)

Board of Zoning Appeals: February 24, 2020

Applications
Title: Variance—12 New Albany Farms Road
Location: 12 New Albany Farms Road
Applicant: Alyssa Lowry
Request: Variance
Zoning: R-1
Commission Action: Approved

Title: Variance—7747 Sutton Place
Location: 7747 Sutton Place
Applicant: f5 Design c/o Todd Parker
Request: Variance
Zoning: R-3
Commission Action: Approved
Engage New Albany– Strategic Plan Update

February Strategic Plan Update

In February, an online survey was added to the Engage New Albany’s website. The online survey was open until February 14th and was completed by 180 people. Residents provided feedback on each of the plan’s six topic areas: land use, mobility, village center, sustainability, parks & recreation and community well-being. On February 25th MKSK published the combined results from the online survey in the Engage New Albany Summary Report No. 2. This summary report also included results from the sustainability and transportation subcommittee meetings, community workshop and the third steering committee meeting.

During the first two phases of the plan over 1,200 people have been directly engaged in the planning process, there have been over 3,000 visits to the strategic plan website and 657 people have provided feedback by completing an online survey.

An initial draft of the Engage New Albany plan is expected to be complete by late spring and city staff expects to have the adoption process completed by the end of July.
Taylor Farm
The development staff worked with MKSK to discuss and diagram potential site objectives, programming, and preliminary concepts for the Taylor Farm property. MKSK then created a schematic Taylor Farm park layout diagram. City staff and MKSK met with the New Albany Company and EMH&T to discuss the feasibility of the city’s schematic diagram. EMH&T will analyze and evaluate the city’s layout against the actual grading of the site.
# Google Analytics Section

## Site Performance

**Traffic Metrics by Page Title** - This is where you can see which pages on the site are receiving the most pageviews, how long users spend on each page, and the bounce rate.

<table>
<thead>
<tr>
<th>Page Title</th>
<th>Pageviews</th>
<th>Avg. Time on Page</th>
<th>Entrances</th>
<th>Exits</th>
<th>Bounce Rate (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Display - Events</td>
<td>Innovate New Albany</td>
<td>New Albany, Ohio</td>
<td>9,962</td>
<td>00:00:02</td>
<td>58</td>
</tr>
<tr>
<td>Innovate New Albany</td>
<td>New Albany, Ohio</td>
<td>598</td>
<td>00:01:07</td>
<td>453</td>
<td>241</td>
</tr>
<tr>
<td>Events Archive</td>
<td>Innovate New Albany</td>
<td>338</td>
<td>00:01:07</td>
<td>66</td>
<td>91</td>
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<tr>
<td>Never Go With Your Gut: How Pioneering Leaders Make the Best Decisions and Avoid Business Disasters</td>
<td>Innovate New Albany</td>
<td>325</td>
<td>00:02:05</td>
<td>206</td>
<td>211</td>
</tr>
<tr>
<td>3 Customer Experience Equations - Math You’ll Actually Use</td>
<td>Innovate New Albany</td>
<td>310</td>
<td>00:01:30</td>
<td>175</td>
<td>104</td>
</tr>
</tbody>
</table>
Social Media Platforms – This shows the importance of active and engaging social media posts. This stat will always be compared to the previous year.

Engagement Percentage Breakdown – Where are users coming from?

Note: Organic Search means users used a search engine and ended up on our site. Direct means they directly came to our site through typing in our URL in their browser or through browser bookmarks. Referral refers to visits that

Engaged Sessions by Channel
From 02/01/2020 until 02/29/2020

- Organic Search: 41.47%
- Direct: 22.69%
- Email: 20.12%
- Referral: 8.59%
- Social: 7.73%
Social Media Section - Twitter

MailChimp Section

Subscribers: 2,619
Avg. Open Rate: 17.9%
Avg. Click-Thru Rate: 1.9%

Metrics by Campaign
From 02/06/2020 until 02/08/2020

<table>
<thead>
<tr>
<th>Campaign</th>
<th>Sent On</th>
<th>Unique Opens</th>
<th>Open Rate</th>
<th>Unique Clicks</th>
<th>Click Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expert Office Hours</td>
<td>01/20/2020</td>
<td>305</td>
<td>11.82%</td>
<td>35</td>
<td>0.81%</td>
</tr>
<tr>
<td>I February 7 - Don't Miss</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>01-28-20 TIGER EMAIL</td>
<td>01/28/2020</td>
<td>508</td>
<td>19.71%</td>
<td>110</td>
<td>2.33%</td>
</tr>
<tr>
<td>Expert Office Hours</td>
<td>01/22/2020</td>
<td>593</td>
<td>23.24%</td>
<td>27</td>
<td>0.67%</td>
</tr>
<tr>
<td>I February 7 - Register Now</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>01-21-20 TIGER EMAIL</td>
<td>01/21/2020</td>
<td>512</td>
<td>19.84%</td>
<td>94</td>
<td>2.36%</td>
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<tr>
<td>01-14-20 TIGER EMAIL</td>
<td>01/14/2020</td>
<td>383</td>
<td>14.98%</td>
<td>107</td>
<td>2.54%</td>
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<tr>
<td>01-08-20 TIGER EMAIL</td>
<td>01/08/2020</td>
<td>455</td>
<td>17.98%</td>
<td>156</td>
<td>3.28%</td>
</tr>
</tbody>
</table>
INNOVATE NEW ALBANY - TENANT DASHBOARD & SPOTLIGHT COMPANY
FEBRUARY 2020

RESIDENT COMPANIES
EMPLOYEE COUNTS

Types of Companies @ Innovate by Industry
Celebrating One is a 501c3 registered non-profit founded by New Albany resident Jurgita Fumo. Celebrating One’s purpose is to acknowledge and celebrate the achievements of those overcoming the life challenges of emotional suffering or poor mental health, no matter how small.
## March Look Ahead

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Photo</th>
<th>Date</th>
<th>Event Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Growth With Purpose: How to Grow Your Business Without Imploding</td>
<td><img src="image" alt="Photo" /></td>
<td>3/6/2020</td>
<td>TIGER Talk</td>
</tr>
<tr>
<td>Introduction to Information Security for Startups</td>
<td><img src="image" alt="Photo" /></td>
<td>3/13/2020</td>
<td>TIGER Talk</td>
</tr>
<tr>
<td>Meet the Middleman Revitalizing Innovation in Middle America</td>
<td><img src="image" alt="Photo" /></td>
<td>3/20/2020</td>
<td>TIGER Tale</td>
</tr>
<tr>
<td>Data Visualization, Neuroscience, and Why It Matters</td>
<td><img src="image" alt="Photo" /></td>
<td>3/27/2020</td>
<td>TIGER Talk</td>
</tr>
</tbody>
</table>

## April Look Ahead

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Photo</th>
<th>Date</th>
<th>Event Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>How I Launched a Company for Good from my Dorm Room</td>
<td><img src="image" alt="Photo" /></td>
<td>4/3/2020</td>
<td>TIGER Tale</td>
</tr>
<tr>
<td>Machine Learning 101 for Business</td>
<td><img src="image" alt="Photo" /></td>
<td>4/17/2020</td>
<td>TIGER Talk</td>
</tr>
<tr>
<td>Are You Wasting Money With Marketing That’s Not Working?</td>
<td><img src="image" alt="Photo" /></td>
<td>4/24/2020</td>
<td>TIGER Talk</td>
</tr>
</tbody>
</table>
INNOVATE NEW ALBANY-NEWS & FINANCIALS
FEBRUARY 2020

Innovate Revenue / Expenses

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$14,728.92</td>
<td>$9,618.92</td>
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<td></td>
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<td></td>
<td></td>
<td>$24,357.84</td>
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<tr>
<td>Expenses</td>
<td>$18,281.93</td>
<td>$19,464.10</td>
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<td></td>
<td></td>
<td>$37,746.93</td>
</tr>
</tbody>
</table>

Networking Activities

- Outreach/Networking
- Innovate Tours
Plan Review
February 2020

Engineering Plan Reviews
There were three (3) engineering plans submitted for initial review. Additionally, there were two (2) engineering plans that were resubmitted for back check review. The average review time was 17.5 days.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Initial Submittal Date</th>
<th>Comments Issued Date</th>
<th>Total Review Time (Days)</th>
<th>Review Time Standard (Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pharmaforce Culvert Extension</td>
<td>February 10, 2020</td>
<td>February 26, 2020</td>
<td>16</td>
<td>18</td>
</tr>
<tr>
<td>NAO 5/6 Site Improvement Plans</td>
<td>February 17, 2020</td>
<td>pending</td>
<td>pending</td>
<td>18</td>
</tr>
<tr>
<td>Project 68 - Building 4 Site Construction - Sanitary Sewer</td>
<td>February 26, 2020</td>
<td>pending</td>
<td>pending</td>
<td>18</td>
</tr>
</tbody>
</table>

Engineering Pre-Construction Meetings
There were two (2) pre-construction meetings in February:
- Miracle Field
- Englefield Oil
Residential Walk-Through Meetings

![Total Residential Plan Review Meetings Graph](chart)

<table>
<thead>
<tr>
<th>Year</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Total</th>
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<tbody>
<tr>
<td>2017</td>
<td>2</td>
<td>4</td>
<td>8</td>
<td>10</td>
<td>10</td>
<td>11</td>
<td>7</td>
<td>8</td>
<td>6</td>
<td>4</td>
<td>5</td>
<td>0</td>
<td>75</td>
</tr>
<tr>
<td>2018</td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>10</td>
<td>15</td>
<td>9</td>
<td>7</td>
<td>9</td>
<td>10</td>
<td>7</td>
<td>7</td>
<td>5</td>
<td>93</td>
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<tr>
<td>2019</td>
<td>5</td>
<td>5</td>
<td>3</td>
<td>14</td>
<td>10</td>
<td>5</td>
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<td>14</td>
<td>7</td>
<td>7</td>
<td>9</td>
<td>102</td>
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<tr>
<td>2020</td>
<td>4</td>
<td>6</td>
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</table>

Commercial Walk-Through Meetings

![Total Commercial Plan Review Meetings Graph](chart)

<table>
<thead>
<tr>
<th>Year</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
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<th>Jul</th>
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<tr>
<td>2017</td>
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<td>2018</td>
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<td>14</td>
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<td>159</td>
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<tr>
<td>2020</td>
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</table>
Residential Plan Review

**Total Residential Plans Reviewed**

- **Zoning 2020**: 22, 26, 48
- **Building 2020**: 23, 25, 48

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**Average Days for Residential Review**

- **Zoning 2020**: Average 20 days
- **Building 2020**: Average 15 days
- **New Albany Plan Review Standard**: 30 days
- **State of Ohio Building Code Requirement**: 35 days

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*YTD is the total from January to the end of current month*
Commercial Plan Review

Total Commercial Plans Reviewed

<table>
<thead>
<tr>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
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<td>109</td>
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Average Days for Commercial Review

<table>
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<tr>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
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<th>Nov</th>
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</tbody>
</table>

# Extra time needed due to a period of extended sick leave for both the primary and backup plans examiners

*YTD is the total from January to the end of current month
FIELD WORK AND INSPECTIONS
FEBRUARY 2020

Code Enforcement Activity

Address: 5886 Johnstown Road
Date of Complaint: January 17, 2020
Complaint Description: Leisure trail not installed with new house
Violations: Leisure trail not installed
Activity: Inspection complete, letter mailed
Status: Open

Address: 9200 McClellan Drive
Date of Complaint: January 17, 2020
Complaint Description: Patio built without permit
Violations: Work without permit
Activity: Re-inspection completed and item in compliance
Status: Closed

Address: 9230 Pamplin Way
Date of Complaint: October 24, 2019
Complaint Description: Encroachment in a preservation zone
Violations: Working without a permit, encroachment of a preservation zone
Activity: Variance denied; re-consideration requested
Status: Open

Address: 6835 Cedar Brook Glen
Date of Complaint: September 12, 2019
Complaint Description: Mounding added which is hampering the neighbors drainage
Violations: Undetermined
Activity: Ongoing coordination with property owner
Status: Open

Address: 6818 Central College Road
Date of Complaint: February 28, 2019
Complaint Description: Condition of barn
Violations: Accumulation of rubbish and exterior structure maintenance
Activity: Property owner has made progress, extension granted
Status: Open

Address: 6869 Central College Road
Date of Complaint: June 2, 2016
Complaint Description: Condition of a vacant house
Violations: Vacant structure, sanitation, swimming pools, enclosures, exterior walls, disposal of rubbish, turf grass swards
Activity: Inspection completed, no changes
Status: On observation
Field Work and Inspections Continued
February 2020

Code Enforcement Activity continued...

Address: 10135 Johnstown Road
Date of Compliant: February 3, 2016
Complaint Description: Multiple vehicles on the property and the welfare of the resident
Violations: Unsafe structure, unsafe equipment, parking limitations, sanitation, accessory structures, motor vehicles, glazing, window and door frames, protective treatment, structural members, exterior walls, roofs and drainage, stairs and walking surfaces, accumulation of rubbish or garbage, plumbing system hazards, prohibiting outdoor storage and accumulation, heating facilities required, mechanical appliances, residential occupancy
Activity: Inspection completed, no changes
Status: On observation

Address: 7010 Lambton Park Road
Date of Compliant: November 18, 2015
Complaint Description: Fence not built around a pool
Violation: Pool fence
Activity: Fence permit approved, pending installation
Status: Open
COMMERCIAL PROJECT CONSTRUCTION STATUS
FEBRUARY 2020

Village Center

Name of Project: Blue Horseshoe Partners Owner Improvements
Location: 24 E. Main St.
Square Footage: 3,990
Start Date: May 2019
Estimated Completion: Pending tenant commitment
Building Permit Status: Exterior improvements including new windows, new siding and cupola

Name of Project: All About Kids Daycare
Location: 96 N. High St.
Square Footage: 22,051
Start Date: Fall 2019
Estimated Completion: Summer 2020
Building Permit Status: Footing and foundations

Name of Project: United Methodist Church Expansion
Location: 20 Third St.
Square Footage: 24,727
Start Date: Fall 2019
Estimated Completion: Winter 2020
Building Permit Status: Footing and foundations

Name of Project: The Mill Redevelopment
Location: 65 W. Dublin Granville Rd
Square Footage: 6,690
Start Date: Winter 2020
Estimated Completion: Fall 2020
Building Permit Status: Shell construction

United Methodist Church Expansion
COMMERCIAL PROJECT CONSTRUCTION STATUS
FEBRUARY 2020

Innovation Campus Way Corridor

Name of Project: Alene Candles
Location: 9485 Innovation Campus Way
Square Footage: 278,950
Start Date: September 2019
Estimated Completion: Spring 2020
Building Permit Status: Shell construction

Name of Project: VeePak Expansion
Location: 9040 Smith’s Mill Rd.
Square Footage: 174,360
Start Date: Summer 2018
Estimated Completion: Spring 2020
Building Permit Status: Building permit approval

Name of Project: Montauk Innovations, LLC
Location: 1101 Beech Rd
Square Footage: 281,792
Start Date: March 2019
Estimated Completion: Fall 2020
Building Permit Status: Building shell and roof construction through rough framing

Name of Project: Sidecat, LLC—NAO3 Building 2
Location: 1500 Beech Rd
Square Footage: 518,184
Start Date: March 2019
Estimated Completion: Spring 2021
Building Permit Status: Building envelope and rough framing/MEP
COMMERCIAL PROJECT CONSTRUCTION STATUS
FEBRUARY 2020

Innovation Campus Way Corridor continued...

Name of Project: Axium Building 3
Location: 9043 Smith’s Mill Rd
Square Footage: 97,056
Start Date: December 2019
Estimated Completion: Summer 2020
Building Permit Status: Building envelope

Name of Project: Montauk Innovations, LLC Building II
Location: 1101 Beech Rd
Square Footage: 281,792
Start Date: January 2020
Estimated Completion: Spring 2020
Building Permit Status: Footing and foundations with underground services

Name of Project: HIMS and HERS Tenant Improvement
Location: 9750 Innovation Campus Way West
Square Footage: 196,000
Start Date: February 2020
Estimated Completion: Fall 2020
Building Permit Status: Underslab construction

Axium Building 3
COMMERCIAL PROJECT CONSTRUCTION STATUS
FEBRUARY 2020

Forest Dr./Walton Parkway Corridor

**Name of Project:** Canine Companion Campus  
**Location:** 7480 New Albany Condit Rd.  
**Square Footage:** 54,289  
**Start Date:** February 2018  
**Estimated Completion:** Fall 2019  
**Building Permit Status:** Full approval for all three buildings

**Name of Project:** Pharmaforce Expansion  
**Location:** 6610 New Albany Rd East  
**Square Footage:** 178,302  
**Start Date:** June 2018  
**Estimated Completion:** August 2021  
**Building Permit Status:** Rough framing through rough-in MEPs

Canine Companions
Pharmaforce Expansion
Projects on Partial Occupancy

Name of Project: Axium II
Location: 8640 Innovation Campus Way
Expiration Date: April 27, 2020

Name of Project: Axium II Expansion
Location: 8640 Innovation Campus Way
Expiration Date: March 13, 2020

Name of Project: Feazel Roofing
Location: 7895 Walton Parkway
Expiration Date: April 17, 2020

Name of Project: New Albany Health Campus
Location: 7320 Smith’s Mill Rd.
Expiration Date: April 28, 2020

Name of Project: Northeast 302
Location: 9750 Innovation Campus Way
Expiration Date: May 27, 2020

Name of Project: Owner Improvements
Location: 15 S. High St.
Expiration Date: July 7, 2020

Name of Project: Sidecat, LLC– NAO 1 & 2 Building 1
Location: 1500 Beech Rd.
Expiration Date: February 14, 2020; March 2, 2020; March 6, 2020; March 27, 2020; June 3, 2020
ECONOMIC DEVELOPMENT STATISTICS
FEBRUARY 2020

2020 RFI Response Summary Year to Date
3 total

- Information Technology/Mission Critical
- Corporate Office & R&D
- Healthcare/Medical
- High Tech Manufacturing & Logistics
BUILDING AND ZONING STATISTICS
FEBRUARY 2020

*YTD is the total from January to the end of current month
RESIDENTIAL BUILDING STATISTICS
FEBRUARY 2020

New Residential Building Permits

<table>
<thead>
<tr>
<th>Subdivision Summary</th>
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<tbody>
<tr>
<td>Subdivision</td>
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<tr>
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</tr>
<tr>
<td>Courtyard at New Albany</td>
</tr>
<tr>
<td>Nottingham Trace</td>
</tr>
<tr>
<td>NACC 28 (Ebrington)</td>
</tr>
<tr>
<td>NACC 29 (Oxford)</td>
</tr>
<tr>
<td>Millbrook</td>
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<tr>
<td>NACC 22</td>
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<tr>
<td>Hawksmoor</td>
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<tr>
<td>NA Links 13-1</td>
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<tr>
<td>NACC 20-3</td>
</tr>
<tr>
<td>NACC 24</td>
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<tr>
<td>NACC 11/11a</td>
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<tr>
<td>NACC 26 (Highgrove Farms)</td>
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<tr>
<td>NACC 5a/c</td>
</tr>
<tr>
<td>Balfour Green</td>
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<tr>
<td>Crescent Pond</td>
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<tr>
<td>NACC 14</td>
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<tr>
<td>NACC 15aa</td>
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<tr>
<td>NACC 15e</td>
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<tr>
<td>NACC 18 (Edgemont)</td>
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<tr>
<td>NACC 25-2 (Highgrove)</td>
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<tr>
<td>NACC 27 (Straits Farm)</td>
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<tr>
<td>NACC 6</td>
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<tr>
<td>The Grange</td>
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</tbody>
</table>

*YTD is the total from January to the end of current month
COMMERCIAL BUILDING STATISTICS
FEBRUARY 2020

New Commercial Building Permits

Total Commercial Square Footage
Under Construction

*YTD is the total from January to the end of current month