



April 29, 2014

The Honorable Darrell Clarke  
City Council President  
City Hall, Room 490  
Philadelphia, PA 19107

Gary J. Jastrzab  
*Executive Director*

Alan Greenberger, FAIA  
*Chair*

Joseph Symick  
*Vice-Chair*

Rob Dubow  
Patrick Eiding  
Bernard Lee, Esq.  
Elizabeth K. Miller  
Richard Negrin  
Nilda Iris Ruiz, MBA  
Nancy Rogo Trainer, FAIA, AICP

Dear Council President Clarke:

I am writing in response to questions raised at the FY2015 Operating Budget hearing for the City Planning Commission on April 2, 2014. The questions were recorded by the Office of Budget and Program Evaluation as follows:

**From Councilman Henon:**

- 1. Can you provide to the Chair data on what spot is not being filled by an RCC (*sic*) and who designates the RCO for the CDR?**

Between November 2012 and March 2014, there have been 36 Civic Design Review (CDR) cases. Of these 36 cases, there have been five when there was no Registered Community Organization (RCO) present, for the following reasons:

- There was no RCO assigned in the catchment area of the project.
- The case was presented to the CDR committee "For Information Only" and the RCO did not attend.
- In two cases, the RCO was scheduled to, but ultimately did not, attend.
- In a case that required two presentations to the CDR committee for the same project that occurred several months apart, the RCO attended one of the meetings but not the other.

Regarding the designation of RCOs, if the project is within the jurisdiction of a single RCO, then that RCO is identified as the "Coordinating RCO," and its contact information forwarded to the applicant for the notification requirements of the Zoning Code.

If the project falls within the geographic boundaries of multiple RCOs, the PCPC staff forwards contact information for all affected RCOs to the District Councilmember's office. The Zoning Code assigns responsibility for selecting a "Coordinating RCO" to the District Councilmember. However, if the Commission does not receive a "Coordinating RCO" selection from the District Councilmember within four days (per PCPC regulations), the PCPC Executive Director is

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authorized to make this selection from among the affected RCOs. In such cases, the Commission staff desires to work with the District Councilmember's Office in the selection of the Coordinating RCO. To date, in such cases, the District Councilmember has chosen the "Coordinating RCO."

- 2. As we go through the registration process, can you provide to the Chair the total number of RCOs, how many have reapplied and how many you have helped through the registration process to ensure that they are compliant?**

As of April 9, 2014, 222 RCO applications have been received. Of these, 186 have been accepted and 36 are still being reviewed and pending acceptance.

Of the 222 applications, 171 previously registered RCOs have reapplied. Of these, 153 have been accepted and 18 are pending. The PCPC staff held three "RCO Clinics" in February to help RCOs understand the application process; 66 separate organizations attended these clinics, with a total of 80 attendees. In addition, during the application process staff has responded to 128 inquiries by RCO applicants.

- 3. Does the Zoning Board of Adjustment (ZBA) provide decision information to the City Planning Commission?**

Yes, the PCPC receives copies of ZBA decision letters.

- 4. Can the decision making information from the ZBA be made publically available or available upon request?**

Yes, the Department of Licenses and Inspection makes information accessible via its website by property address. The site lists violations, permits, and decisions of ZBA cases.

- 5. Could Project eCLIPSE be enhanced to track zoning data?**

Yes. Project eCLIPSE is still a work in progress, the module for the ZBA still being designed.

I hope these responses fully answer your questions. Please feel free to contact me with any further questions you may have about the information provided in this response.

Sincerely,



Gary J. Jastrzab  
Executive Director

cc: Everett Gillison, Chief of Staff  
Rob Dubow, Director of Finance  
Rebecca Rhynhart, Budget Director  
Fiona Greig, Deputy Budget Director