INTRODUCTION

Burton Planning Services (BPS) was formed in 2008 by Kimberly Burton, P.E., AICP CTP, LEED AP ND. The Ohio-based company’s mission is to provide results that are timely, affordable, and customized for the client’s specific needs, with a commitment to sustainable solutions.

BPS has DBE/WBE/FBE/SBE and EDGE certifications and is also a licensed engineering firm and U.S. EPA Lead-Safe Certified Firm. BPS is a National Complete Streets Coalition Bronze Partner and is involved in the Transportation Research Board’s Noise and Vibration Committee.

The firm’s multi-disciplinary staff have skillsets in community planning & economic development, transportation planning, policies & initiatives, environmental studies & hazard mitigation planning, and communications services & public involvement. The firm maintains related environmental and engineering prequalifications with the Ohio Department of Transportation.

The staff is experienced in managing the preliminary steps through the final design stages of projects and has worked with a wide variety of clients in multiple states. With the staff’s extensive expertise, BPS can provide the comprehensive range of customized solutions of a large company, balanced with the flexibility and cost effectiveness of a small firm.

KEY STAFF

BPS has a multi-disciplinary team of over 15 professionals. Below are the key staff:

- **Kimberly Burton, P.E., AICP CTP, LEED AP ND**
  President

- **Amelia Mansfield, AICP**
  Planning Manager, Transportation Lead

- **Jim Lenner**
  Director of Community & Economic Development

- **Richard Carr**
  Director of Operations

- **Elvin Pinckney**
  Senior Environmental Specialist

- **Don Leonard, Ph.D.**
  Senior Planner, Economic Development & Global Strategies

- **Rich Roths, AICP**
  Senior Hazards Planner

- **Vedat Batu, Ph.D., P.E.**
  Senior Environmental Engineer

- **Brett Morris, LEED Green Associate**
  Associate Planner

- **Anna van der Zwaag, CTA**
  Associate Planner

THE BPS SMALL BUSINESS ADVANTAGE

With our expertise, we are committed to providing a comprehensive range of customized planning and environmental solutions for our clients. Being a small business has several key advantages:

- **FLEXIBILITY**: We are very flexible and can quickly adapt to a client’s needs

- **TIMELINESS**: We can provide high quality, professional results in a timely manner

- **EXPERTISE**: We have experienced multi-disciplinary people on staff to provide superior solutions to its clients

- **COMMITMENT**: Our professionals are passionate about what we do and are committed to our clients

- **RELATIONSHIP**: There are no “middle men” or sales people – only the professionals who will work with their clients from start to finish

- **COST EFFECTIVENESS**: A small business operates without a large overhead, so services can be performed in a very cost effective manner

For More Information: [www.burtonplanning.com](http://www.burtonplanning.com) 614.392.2284
Ms. Burton is an experienced program and project manager, in addition to a professional engineer, certified planner with an advanced specialty in transportation planning, and accredited professional in LEED Neighborhood Development. She has over 20 years of experience working in the public and private sectors. Ms. Burton also teaches transportation, energy, sustainability, and resiliency planning courses in City and Regional Planning at the Ohio State University.

Ms. Mansfield is a Planning Manager with over twelve years of experience in multi-modal transportation, community, sustainability, and environmental planning. She is an AICP certified planner. Ms. Mansfield is adept at developing and managing programs and project, and has extensive experience working with public and private entities to create and implement successful plans. Additionally, she is skilled in the facilitation of public involvement activities and professional trainings.

Mr. Lenner is a Community & Economic Development Director with over 15 years of experience working with local governments. He has developed a wide range of skillsets in community and land use development regulations, park and recreation planning, and public finance and capital improvements. Mr. Lenner is an expert in grant writing and administration, comprehensive community planning, target area planning, and downtown revitalization. He is also experienced at managing a variety of programs, projects, and teams.

Mr. Carr has over 20 years of experience in business management and operations. His responsibilities include overseeing business operations, including human resources, information technology, and accounting. In addition, he has experience with planning and environmental fieldwork and has taken the U.S. EPA certified Renovation, Repair, and Painting (RRP) class to assist with community housing rehabilitation projects. Mr. Carr also serves on the Reynoldsburg Design Review Board.

Mr. Pinckney has over 40 years of experience. For 35 years, he served as the Program Manager of ODOT’s Noise and Air Quality Program, where he became a nationally-recognized noise and air quality professional and provided technical and policy expertise to federal and state departments of transportation, legislators, researchers, consultants, and the public. In addition, Mr. Pinckney is a licensed Lead Risk Assessor, providing assistance on community housing rehabilitation projects.
DON LEONARD, PH.D. | SENIOR PLANNER IN ECONOMIC DEVELOPMENT & GLOBAL STRATEGIES
Dr. Leonard is a senior planner with over 15 years of experience. He is also an Assistant Professor of Practice at The Ohio State University in the Knowlton School, where he teaches classes on economic development, international planning, and professional development. Dr. Leonard has extensive experience in economic development, particularly focusing on how changes in global markets affect local economies and developing potential strategies to address those effects.

RICH ROTH, AICP | SENIOR HAZARDS PLANNER
Mr. Roths is a certified planner with over 40 years of professional experience in hazard mitigation and disaster recovery planning, emergency management, flood insurance programs and community rating systems, and floodplain and earthquake program management. He previously served as an Emergency Management Program Specialist for FEMA and the Regional Program Manager for the National Flood Insurance Program in FEMA Region V.

VEDAT BATU, PH.D., P.E. | SENIOR ENVIRONMENTAL ENGINEER
Dr. Batu is a Senior Environmental Engineer with over 40 years of environmental and civil engineering experience. He is an expert in superfund projects and Phase I, II, and III environmental site assessments and design. Dr. Batu is skilled in providing technical support on hazardous material investigations and feasibility studies, hydrogeologic assessments and drainage analyses, remediation of contaminated groundwater, and landfill permitting and design. Dr. Batu has authored numerous research papers and two books, including *Aquifer Hydraulics* and *Applied Flow and Solute Transport Modeling*.

BRETT MORRIS, LEED GREEN ASSOCIATE | ASSOCIATE PLANNER
Mr. Morris is a planner and LEED-accredited professional with 4 years of experience working in the private and academic sectors. He specializes in hazard mitigation planning, international development, active transportation planning, and Geographic Information Systems (GIS), including Levels 1 and 2 Hazus GIS modeling. He also has experience assisting with noise analyses, demographics studies, and RMR/hazardous materials screenings.

ANNA VAN DER ZWAAG, CTA | ASSOCIATE PLANNER
Ms. van der Zwaag is a planner and Certified Tourism Ambassador for the Greater Columbus Region with 2 years of experience working in the public and private sectors. She has skillsets in hazard mitigation planning, active transportation planning, and public health. Ms. van der Zwaag is also experienced in public involvement, social media communications, website development, and in-person and online training.
BPS staff can provide a comprehensive range of planning and environmental solutions customized for clients. The firm also maintains related licenses, certifications, and prequalifications to perform these services.

**COMMUNITY PLANNING & ECONOMIC DEVELOPMENT**
- Sustainability & Resiliency Initiatives
- Local Government Management
- Capital Infrastructure Planning
- Economic Development Programs, Plans, Strategies & Incentives
- Medical Marijuana Policies
- Community Development Programs & Policies
- Comprehensive, Community & Land Use Planning
- Neighborhood & Area Plans
- Downtown & Corridor Revitalization Plans
- Zoning Codes & Development Regs
- Commercial & Residential Site Plan Reviews
- Community Identity Branding
- Grant Writing & Administration
- Energy Planning
- LEED Certified Project Management

**TRANSPORTATION PLANNING, POLICIES, AND INITIATIVES**
- Transportation Corridor & Thoroughfare Planning
- Complete Streets Initiatives, Policies & Planning
- Traffic Calming Programs & Studies
- Bicycle & Pedestrian Planning
- Bike & Walk Audits
- Safe Routes to School
- Access Management
- Safety Studies, Crash Analyses & Vision Zero Initiatives
- Traffic Studies & Traffic Counts
- Public Health & Social Equity Policies
- Rural Transportation Planning
- Transit Planning & First/Last-Mile
- Wayfinding

**ENVIRONMENTAL STUDIES & HAZARD MITIGATION PLANNING**
- Environmental/NEPA Program Management
- Hazard Mitigation Planning & Hazus
- EIS, EA & CE Environmental Documents
- Noise Studies & Barrier Analyses
- Air Quality Analyses
- Demographic & Environmental Justice Analyses
- RMRs/ESAs & Hazardous Material Screenings
- Brownfield Planning
- Park, Recreation & Greenway Planning
- Section 4(f) Documents
- Cultural Resource Literature Searches & Section 106 Coordination
- Lead Hazard Abatement Management
- Water Resources Planning

**COMMUNICATIONS SERVICES & PUBLIC INVOLVEMENT**
- Communication Strategies
- Public Involvement Activities
- Website Development & Updates
- Social Media Communications
- Outreach & Promotional Materials
- Graphic Design & 3-D Renderings
- Data Visualization & Infographics
- Online Training Development
- In-Person Training

**LICENSES, CERTIFICATIONS, & MEMBERSHIPS**
- Licensed Ohio Engineering Firm
- U.S. EPA Lead-Safe Certified Firm
- National Complete Streets Bronze Partner
- TRB Noise Committee “Friends”

**DBE & EDGE CERTIFICATIONS**
- State of Ohio & Ohio DOT, DBE, SBE & EDGE
- State of Montana, DBE
- Commonwealth of Pennsylvania, DBE
- State of Tennessee, DBE
- State of West Virginia, DBE
- Ohio Turnpike Commission, LDBE & SBE
- City of Columbus, WBE
- City of Dayton, SBE
- City of Springfield, FBE
- City of Toledo, WBE
- Columbus Regional Airport Authority, DBE

**ODOT PREQUALIFICATIONS**
- Environmental Document Preparation – EA/EIS
- Environmental Document Preparation – CE
- Environmental Document Preparation – Section 4(f)
- Noise Analyses & Abatement Design
- Air Quality Analyses
- Regulated Materials Review
- Interchange Justification & Modification Studies
- Safety Studies

COMMUNITY PLANNING & ECONOMIC DEVELOPMENT

COUNTY ROAD 25-A SPECIAL PLANNING AREA MASTER PLAN
Client: Miami County Commissioners
Activities: Land Use & Transportation Planning, Economic Dev., Public Outreach
BPS is preparing a Master Development Plan for the CR-25A Special Planning Area, located between the cities of Piqua and Troy, Ohio. The purpose of this project is to prepare an implementable plan for the undeveloped lands and infrastructure in the corridor by evaluating the unique characteristics of the study area, engaging the public, determining necessary infrastructure improvements, designing development concepts and plans, and detailing compatible zoning and development regulation updates.

BRANDT PIKE CORRIDOR REVITALIZATION PLAN
Client: City of Huber Heights, Ohio
Activities: Corridor Revitalization, Transportation Planning, Public Outreach
The City of Huber Heights hired BPS to develop a corridor revitalization plan for its main thoroughfare, Brandt Pike. The roadway was experiencing high traffic volumes and speeds along with vacant shopping centers and fast food restaurants. The purpose of the plan was to transform the corridor into a thriving, multi-modal corridor that acts as the economic, civic, and cultural hub of the City. BPS worked with a diverse coalition of stakeholders to develop a balanced, realistic, and inspiring vision for the corridor.

ZONING CODE SERVICES
Client: City of Westerville, Ohio
Activities: Zoning, Form-Based Codes, Public Outreach
After completing an update to their comprehensive plan, the City of Westerville began a 3-year process of rewriting its zoning code and subdivision regulations. BPS was contracted by the City to manage this process due to its complexity and long time frame. BPS staff are utilizing their zoning expertise and familiarity with the City of Westerville to coordinate with multiple consultants, conduct public and stakeholder meetings, perform zoning research and reviews, and manage the schedule.

CITY PLANNING SERVICES
Client: City of Newark, Ohio
Activities: Community Planning & Zoning; Brownfield Planning; Economic & Community Development; Sustainability Initiatives; Complete Streets, Transit, Wayfinding & Multi-Modal Transportation Planning; Environmental Studies; Public Outreach
BPS provided a variety of city planning services to the City of Newark, Ohio under a 15-month general services contract, after which Ms. Burton, the BPS President, served as the Development Director of the Economic and Community Development Departments. She managed planning, economic & community development, housing rehabilitation, code enforcement, and transit services.
TRANSPORTATION PLANNING, POLICIES, AND INITIATIVES

LAURENCE COUNTY BICYCLE & PEDESTRIAN PLAN
Client: KYOVA Interstate Planning Commission
Activities: Bicycle & Pedestrian Planning, Public Outreach
BPS developed a plan for bicycle and pedestrian facilities in Lawrence County, Ohio. The plan focused on active transportation connections between the City of Ironton and the Village of Proctorville, but also included recommendations county-wide. BPS gathered field data, conducted online surveys, and participated in public meetings to determine preferred biking routes, destinations, and safety concerns. Facility options were then developed, including mixed-traffic, visually-separated, and physically-separated options.

TRANSPORTATION SYSTEM MANAGEMENT AND OPERATIONS PLAN
Client: Ohio Department of Transportation
Activities: Transportation Policies & Planning, Resiliency & Equity Evaluations, Public Outreach, E-Learning
This plan will serve as the guide for statewide policy and process changes aimed at increasing the focus and execution of traffic operations to better meet future system needs. BPS staff assisted with the development of the plan and stakeholder meetings; they also prepared environmental justice and climate variability evaluations and are currently developing an e-learning module to educate various audiences about the plan.

DAYTON TRANSPORTATION PLAN 2040
Client: City of Dayton, Ohio
Activities: Bicycle & Pedestrian Planning, Complete Streets, Traffic Calming, Green Infrastructure, Autonomous Vehicles, Public Outreach
The City of Dayton sought a visionary plan to guide the design of the City’s transportation projects for the next 25 years. BPS conducted a nationwide benchmarking study, which informed the creation of a multi-modal design matrix and typologies using Complete Streets concepts. BPS also developed a project prioritization methodology to assist the City in implementing projects and strategies and explored future trends and technologies.

OLD WORTHINGTON BICYCLE & PEDESTRIAN PLAN
Client: City of Worthington, Ohio
Activities: Bicycle & Pedestrian Planning, Traffic Calming, Wayfinding
The City of Worthington initiated an evaluation of bicycle and pedestrian mobility and accessibility in the Old Worthington Historic District. BPS’ role was to develop improved bicycle and pedestrian facilities, including shared-use paths, bicycle boulevards, sharrows, bicycle parking, and pedestrian crossings. BPS also recommended traffic calming and wayfinding options to improve the safety and accessibility of bicyclists and pedestrians.
TRANSPORTATION PLANNING, POLICIES, AND INITIATIVES

EASTERN UNION COUNTY TRANSPORTATION THOROUGHFARE PLAN
Client: Union County Engineer’s Office
Activities: Multi-Modal Thoroughfare Planning, Public Outreach
Jerome and Millcreek townships comprise the eastern portion of Union County, which is currently transitioning from predominately rural to developed areas. The construction of new commercial, industrial, and residential uses is increasing and is responsible for safety concerns and congestion. BPS created a plan to address existing and future concerns and provided a guide for the development of a safe, efficient, and effective transportation network for the future.

US-42 ACCESS MANAGEMENT STUDY
Client: Ohio Department of Transportation, District 6
Activities: Access Management, Multi-Modal Transportation Corridor Planning, Land Use Planning & Zoning, Public Outreach, Funding
BPS developed an Access Management Plan for the 33-mile US-42 corridor between the cities of London and Delaware. The corridor travels through Madison, Union, and Delaware counties and serves as an important regional northwest bypass of Central Ohio. Recommendations were customized by the different areas and functions of the corridor and accounted for regional and local users, multiple modes, and future development.

STATEWIDE SAFETY STUDIES
Client: Ohio Department of Transportation
Activities: Safety Studies, Crash Analyses, Speed Studies, Sign Inventories
BPS served as a subconsultant for four ODOT Safety Study task order contracts, totaling 78 projects in eight of the 12 ODOT Districts throughout Ohio. Projects included abbreviated and formal safety studies, crash analyses, speed studies, traffic counts, parking studies, existing conditions inventories, and signal studies. BPS staff conducted field work, performed analyses, developed countermeasures, prepared cost estimates, and performed ECAT analyses.

RAVENNA TO ROOTSTOWN CORRIDOR PLANNING STUDY
Client: Akron Metropolitan Area Transportation Study
Activities: Transportation Corridor Planning, Transit Planning, Safety Study
BPS served as the planning subconsultant for this project and produced two planning studies. The first was a Transit Connectivity Plan that identified transit improvements in the corridor and explored park’n’ride options. The second study developed and evaluated alternatives to address the safety concerns of a substandard S-curve railroad overpass, including roundabouts, traffic control options, roadway relocations, and a public art/mural treatment on the railroad bridge.

BPS has completed several ODOT statewide environmental service contracts, including the Statewide Environmental Services Task Order for the County Engineers Association of Ohio. As part of that contract, BPS served as the prime consultant, managing four subconsultants and completing 16 work orders. The projects included environmental documents, Section 106 coordination, mussel surveys, ecological survey reports, waterway permit determinations, asbestos inspections, cultural resource studies, environmental site assessments, and pre-construction notifications.

**PROJECT HIGHLIGHTS**

**ENVIRONMENTAL STUDIES AND HAZARD MITIGATION PLANNING**

**STATEWIDE ENVIRONMENTAL SERVICES CEAO**  
**Client:** Ohio Department of Transportation, Office of Environmental Services  
BPS has completed several ODOT statewide environmental service contracts, including the Statewide Environmental Services Task Order for the County Engineers Association of Ohio. As part of that contract, BPS served as the prime consultant, managing four subconsultants and completing 16 work orders. The projects included environmental documents, Section 106 coordination, mussel surveys, ecological survey reports, waterway permit determinations, asbestos inspections, cultural resource studies, environmental site assessments, and pre-construction notifications.

**DISTRICT 11/DISTRICT 4 ENVIRONMENTAL SERVICES**  
**Client:** Ohio Department of Transportation, Districts 11 & 4  
BPS has worked on Environmental Task Order contracts for various ODOT Districts around the State, including serving as a subconsultant on the District 11/District 4 Environmental Services Task Order. As part of that contract, BPS completed nine work orders. The projects included noise analyses, environmental documents, environmental site assessment screenings, Section 106 coordination, pre-construction notifications, ecological survey reports, and ecological field work.

**EARTHEN BERM NOISE REDUCTION ANALYSIS**  
**Client:** Ohio Department of Transportation, Offices of Research & Env. Services  
BPS conducted a research project on the noise mitigation effectiveness of earthen berms as compared to structural noise walls. BPS staff collected data for 46 earthen berm and structural wall locations around Ohio, including noise readings, traffic volumes and speed, environmental conditions, construction costs, and property values. Then, the staff performed comparative analyses on the results to determine the mitigation effectiveness and full life cycle costs of the earthen berms and structural walls over time, including construction, right-of-way, and maintenance costs.

**DORR STREET INTERCHANGE NOISE & AIR QUALITY ANALYSES**  
**Client:** Lucas County Transportation Improvement District  
BPS completed the noise and air quality analyses for the Dorr Street Interchange project (LUC-475-7.53) in Toledo, Ohio, which is to design a new interchange on I-475. For air quality, BPS staff prepared a Qualitative MSAT analysis. For traffic noise, BPS integrated a previous noise study for the I-475 widening project into the expanded study area for this interchange project and performed noise readings, noise modeling, barrier analyses, and noise public involvement activities.

For More Information:  
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614.392.2284
BPS prepared the update to the Clermont County All-Hazards Mitigation Plan with the purpose of identifying and assessing the natural and manmade hazards that pose the greatest risk to the County’s communities. Vulnerability assessments were conducted to determine each hazard’s potential impact to infrastructure, population, and property. Additionally, the BPS team performed GIS mapping and Hazus analyses, including a Level 2 Hazus analysis; facilitated stakeholder and public engagement activities; digitized the survey collection process for ease of compiling stakeholder and community feedback; collected mitigation action recommendations; and developed corresponding mitigation strategies to reduce any losses from each hazard.

ENVIROMENTAL STUDIES AND HAZARD MITIGATION PLANNING

CLERMONT COUNTY ALL-HAZARDS MITIGATION PLAN
Client: Clermont County Emergency Management Agency
BPS prepared the update to the Clermont County All-Hazards Mitigation Plan with the purpose of identifying and assessing the natural and manmade hazards that pose the greatest risk to the County’s communities. Vulnerability assessments were conducted to determine each hazard’s potential impact to infrastructure, population, and property. Additionally, the BPS team performed GIS mapping and Hazus analyses, including a Level 2 Hazus analysis; facilitated stakeholder and public engagement activities; digitized the survey collection process for ease of compiling stakeholder and community feedback; collected mitigation action recommendations; and developed corresponding mitigation strategies to reduce any losses from each hazard.

MARION COUNTY LOCAL HAZARD MITIGATION PLAN
Client: Marion County Emergency Management Agency
BPS developed the update to the Marion County Local Hazard Mitigation Plan in order to identify and assess the natural, geological, and manmade hazards that pose the greatest threat to the County. BPS completed extensive research on historic hazard events and assessed the risk posed to Marion County by each hazard. Vulnerability assessments were conducted to determine each hazard’s potential impact to infrastructure, population, and property, and to estimate the economic losses that could result from a hazard event. Additionally, the BPS team performed GIS mapping and Hazus analyses, and facilitated stakeholder and public engagement activities.

STATEWIDE ENVIRONMENTAL SITE ASSESSMENT SERVICES
Client: Ohio Department of Transportation
BPS served as a subconsultant for this Environmental Site Assessment Services Contract, which involved Phase I and II Environmental Site Assessments around the State of Ohio. BPS assisted with field work for the Phase I and II ESAs in Malta, Ohio. In addition to the Environmental Site Assessments, BPS performed a QA/QC review of the RMR Manual, including a performance test of use of the manual for forms.

DISTRICT 2 ENVIRONMENTAL SERVICES
Client: Ohio Department of Transportation, District 2
BPS served as the prime consultant for this environmental task order contract, providing services in five counties throughout Ohio. BPS received ten work orders that included environmental documents, Section 106 Request for Reviews, mussel surveys, ecological survey reports, waterway permit determinations, individual 404/401 permit package, noise studies, asbestos inspections, environmental site assessments, and pre-construction notifications.
COMMUNICATIONS SERVICES AND PUBLIC INVOLVEMENT

ACTIVE TRANSPORTATION ACADEMY
Client: Ohio Department of Transportation, Local Technical Assistance Program
Activities: Training & E-Learning, Outreach & Promotional Activities, Communications Strategies
BPS is working with ODOT’s Local Technical Assistance Program to update and expand the existing Safe Routes Academy to include a wider breadth of services related to active transportation. Developing new courses, updating existing courses, developing e-learning modules, and rebranding the new Active Transportation Academy are included in this effort.

TRANSIT SYSTEM REVIEW
Client: Central Ohio Transit Authority
Activities: Public Outreach, Transit Planning
The goal of this project was to evaluate all of COTA’s existing routes and provide recommendations to modify those routes to increase efficiency, service, and coverage. BPS assisted with the evaluation of existing routes and development of new routes and facilitated the numerous public meetings that were held throughout Central Ohio.

UNSEWERED COMMUNITIES FEASIBILITY STUDY
Client: Miami Valley Regional Planning Commission
Activities: Public Involvement Services, Environmental Studies
Five communities within MVRPC’s planning area conducted feasibility studies to transition to new sewer systems. BPS prepared environmental evaluations on the options and conducted extensive public involvement activities for each of the five communities, including assisting with an informational project website.

CITY PLANNING SERVICES
Client: City of Newark, Ohio
Activities: Public Outreach Activities, Website Design, Grant Writing
In addition to community and transportation planning services, BPS staff was involved in a variety of communications-related activities, such as branding and marketing Newark’s Healthy, Green and Growing Sustainability Initiative, including organizing a local Green Expo event; developing a new, modern City website for residents, visitors and businesses; and giving presentations on programs and projects at numerous public and community meetings. BPS staff also provided grant writing and administration assistance.