

December 30, 2015

TO: Craig Margolis, Chair
Planning, Zoning and Landmarks Committee of City Council

FROM: Wayne S. Davis, City Manager 

SUBJECT: Planning, Zoning and Landmarks Committee Meeting of Monday, January 4, 2016

As a reminder, the Planning, Zoning and Landmarks Committee is scheduled to meet on Monday, January 4, 2016 at 5:30 p.m. at City Hall. The items to be discussed include:

1. Discussion of Proposed Monument Sign for City Hall — At the November 2, 2015 meeting of the Planning, Zoning and Landmarks Committee, staff discussed a proposed sign for City Hall. Since that time, staff has looked at additional sign options and would like to discuss these designs with the Committee. Please see the attached documents.
2. Discussion of Appointment to Boards and Commissions — Staff would like to discuss the anticipated vacancies on the Planning Commission and the Board of Zoning Appeals. There will be one vacancy on each for members whose terms will be expiring on January 31 and will not be returning to their respective Board/Commission.
3. Other Business — The purpose of this agenda item is to provide an opportunity to discuss any issues or ask questions that may be on your mind.

Also, attached are the minutes from the November 2, 2015 and November 18, 2015 meetings of the Planning, Zoning and Landmarks Committee for review and approval at Monday's meeting.

Should you have any questions or concerns pertaining to the agenda topics, or have additional items to be discussed at the meeting, please do not hesitate to contact me.

c: Mayor and City Council (4)
Connie Gaylor, Administrative Coordinator
Department Heads
File



AGENDA

**January 4, 2016
Montgomery City Hall
10101 Montgomery Road**

5:30 P.M.

- 1. Call To Order**
- 2. Guests and Residents**
- 3. Communications**
- 4. New Business**
 - a. Discussion of Proposed Monument Sign for City Hall
 - b. Discussion of Appointments to Boards and Commissions
- 5. Approval of Minutes:** November 2, 2015 and November 18, 2015
- 6. Other Business**
- 7. Adjournment**

December 30, 2015

TO: Wayne Davis, City Manager

FROM: Tracy Roblero, Community Development Director *JMR*

SUBJECT: Proposed Monument Sign for City Hall

Goal 6 of the 2011 Strategic Plan called for a Facilities Study to be completed. As part of this study, the need for effective identification signage at City Hall was identified as a concern which has also been recognized in the past. Staff has been working with the sign company on the design of a monument sign to identify City Hall which was discussed with the Planning, Zoning and Landmarks Committee of Council on November 2, 2015. At the meeting, it was suggested that staff work with another company to get some additional design ideas. Since that time, staff has reached out to Preferred Resources who generated four design options, which are included in your packet. The design from ABC Signs is also included in your packet.

Staff would like the opportunity to present and discuss the sign designs with the Planning, Zoning and Landmarks Committee of Council at their meeting on January 4, 2016.

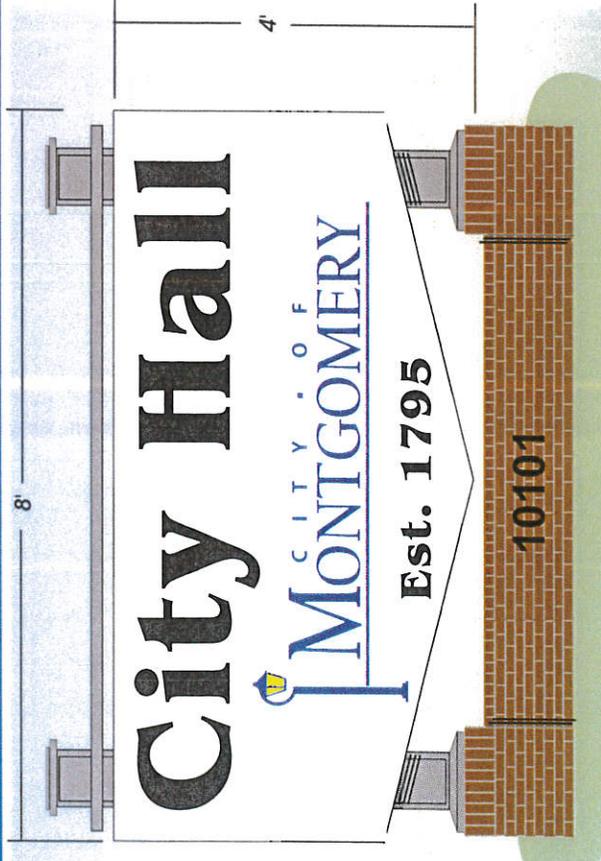
Job Name :
**CITY OF
 MONTGOMERY**
 Job Location:
MONTGOMERY RD.
 Design No.:
1500
 Date:
12 15 15
 Scale:
See Drwg. for Dimensions
 Notes

DESIGN INTENT DRAWING
 These drawings are for the sole purpose of expressing design intent only and are not intended for actual fabrication purposes. The contracted sign fabricator and installer shall accept sole and final responsibility for all final materials selection, engineering details, fabrication details, permits and installation. The contracted sign fabricator shall produce his own detailed shop drawings and installation drawings for all signs represented in these design intent drawings.

This drawing and the designs herein are protected under U.S. Copyright Law and shall remain the property of Preferred Resources of the Rosebud and may not be reproduced or used in any manner without the expressed written consent of Preferred Resources of the Rosebud

preferred resources
of the rosebud
 P.O. Box 381
 5769 Vice Lane
 Burlington, KY 41005
 (859) 466-2894

Sheet No. **1501**



A.



B.

Job Name :
**CITY OF
MONTGOMERY**
Job Location:
MONTGOMERY RD.

Design No. :
1500
Date:
12 15 15
Scale:
See Drwg. for Dimensions

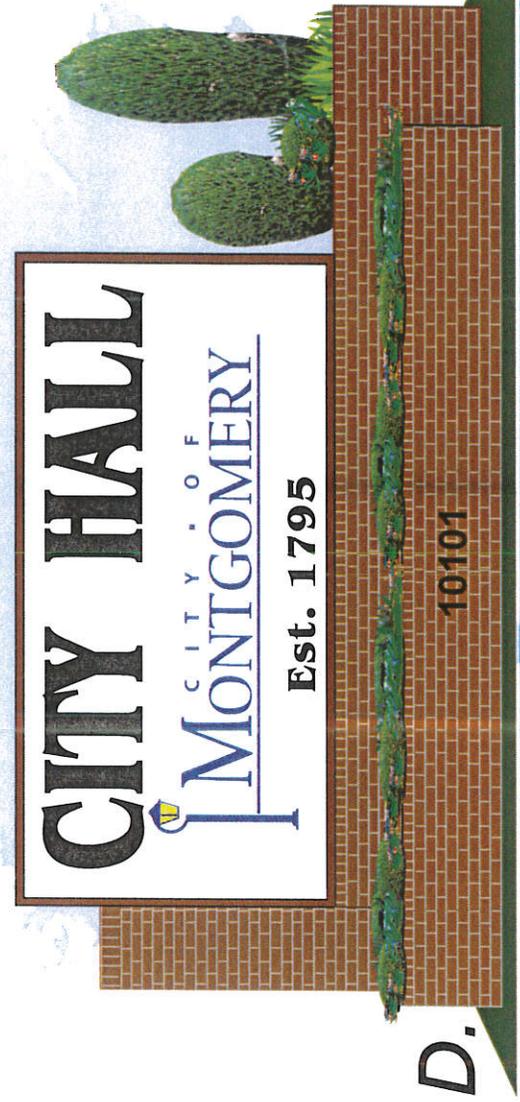
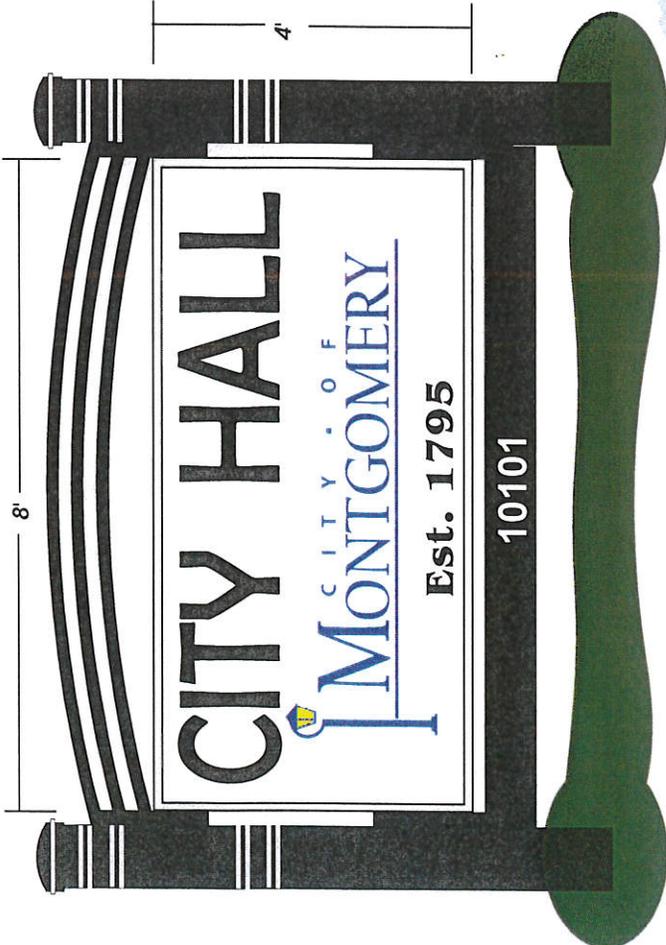
Notes

DESIGN INTENT DRAWING
These drawings are for the sole purpose of expressing design intent only and are not intended for actual fabrication purposes. The contracted sign fabricator and installer shall accept sole and final responsibility for all final materials selection, engineering details, fabrication details, permits and installation. The contracted sign fabricator shall produce his own detailed shop drawings and installation drawings for all signs represented in these design intent drawings.

This drawing and the designs herein are protected under U.S. Copyright Law and shall remain the property of Preferred Resources of the Rosebud and may not be reproduced or used in any manner without the expressed written consent of Preferred Resources of the Rosebud.

preferred resources
at the rosebud
P.O. Box 381
5769 Vice Lane
Burlington, KY 41005
(859) 466-2894

Sheet No. **1502**





38 West McMicken Ave.
Cincinnati, OH 45202

513-241-8884
Fax 513-241-8978
Email matt@abcsign.com

Wednesday, October 07, 2015

City of Montgomery
10101 Montgomery Rd
Cincinnati, OH 45242

Attn:
Tracy Roblero
troblero@ci.montgomery.oh.us

Proposal **City Hall Sign - Brick Columns (revised)**

ABC Signs, Inc. will:

- Furnish and install one-(1) double sided sandblasted redwood sign
 - Main Sign Panel: 4' x 6'
 - Address Panel: 6" x 24"
- Double sided sign panel to be installed between two-(2) brick columns with decorative limestone caps
 - Columns: 12" x 12"
 - Brick to closely match building/fountain. We cannot guarantee an exact match as it will be based on what's available
- Price includes marking underground utilities, excavation, concrete, etc

Installed Price: **\$10,650.00 Initial** _____
(If Required add: Tax, Permits, procurement of permits at \$75/hour, and final inspections)

Estimated Delivery: 4-6 weeks after signed proposal, 50% deposit, and permits are obtained

Terms and Conditions

1. ABC Signs, Inc. requires a 50% down payment upon contractual agreement with the balance due upon receipt of the invoice. A 1-1/2% (monthly) service charge is applied to all unpaid balances in excess of the terms. The property of this sale remains property of ABC Signs, Inc. until said property is paid in full. Note: "Buyer" will be defined as the contractual party represented by the authorized signature indicated below.
2. Primary electrical service to the sign location, if required, will be specified by ABC Signs, Inc. to be 120v service. The required number of circuits and exact location will be specified upon job initiation. The Buyer will be responsible to bring the electrical service to the sign location. Electrical connections to the sign will be made by ABC Signs, Inc. at the time of sign(s) installation. If ABC Signs, Inc. is required to make these connections at a later time due to primary electric service issues, the additional cost will be invoiced as a separate line item on the final billing and will be paid by the Buyer. ABC Signs, Inc. is not responsible for any branch circuitry or required keyless disconnect(s).
3. ABC Signs, Inc. will not be held liable for any additional costs incurred due to, but not limited to, underground obstacles, unknown soil conditions, concealed structural components or other conditions which were beyond the control of ABC Signs, Inc. and not specified in writing by the Buyer prior to contractual agreement. Such additional costs, if incurred, will be invoiced as a separate line item on the final billing and will be paid by the Buyer.
4. Buyer will be responsible for obtaining any and all permits (zoning, building, electrical, engineering) required by local codes unless ABC Signs, Inc. is specifically requested by Buyer below to procure them. If Buyer elects to have ABC Signs, Inc. obtain any and all permits, additional costs (permits at cost plus staff time to procure) will be invoiced as separate line items on the final billing and will be paid by the Buyer.
5. Buyer will be responsible for obtaining approval and consent from all Landlords, Lessors or other third parties that may be affected by work performed by ABC Signs, Inc. Buyer will notify Landlord of the electrical specifications. Buyer will indemnify and hold harmless ABC Signs, Inc. for and from all liability and costs incurred as a consequence of Buyer's failure to obtain approval and consent from said Parties.
6. This proposal may be withdrawn by ABC Signs, Inc. if not accepted within 30 days of proposal date.

Upon your review and agreement with the proposed work, price, and terms and conditions, please sign your acceptance below and return to ABC Signs, Inc. Thank you for the opportunity to present this Proposal/Contract. We look forward to working with you on this project and any other future endeavors.

Respectfully Submitted,
ABC Signs, Inc.

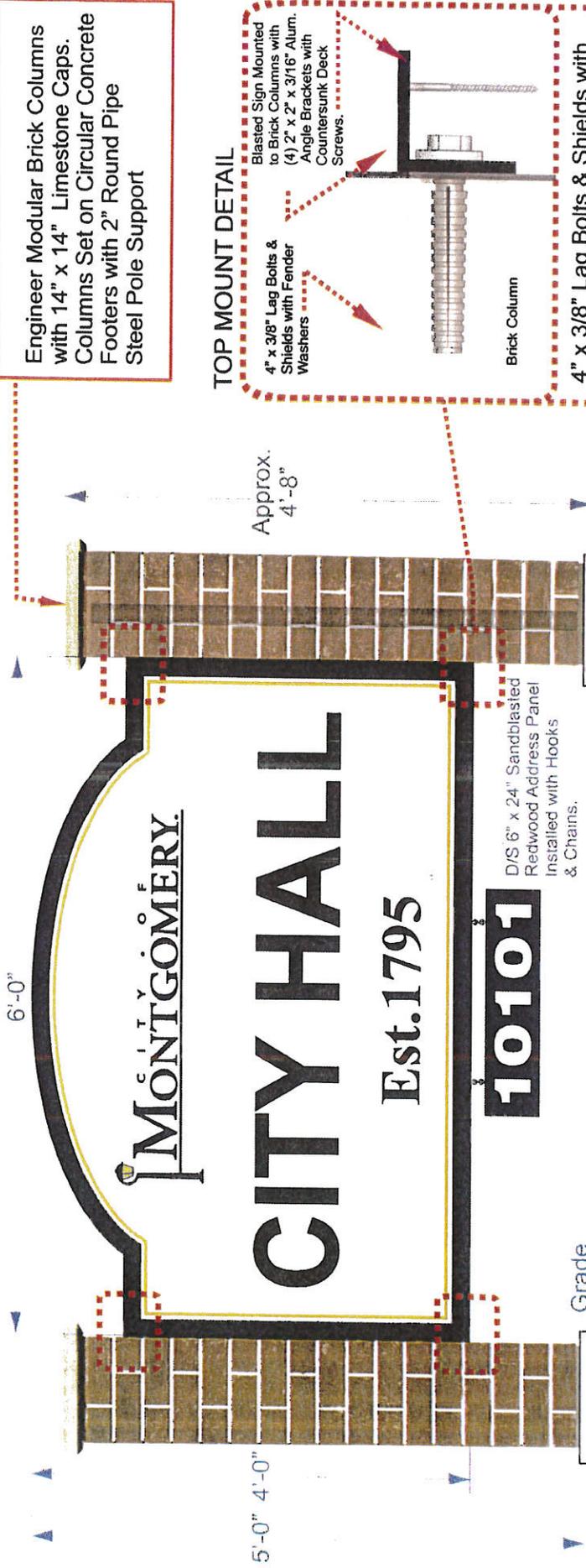
Matt Bodner
Account Manager

Accepted by: _____ Date: _____

Purchased by (Company): _____

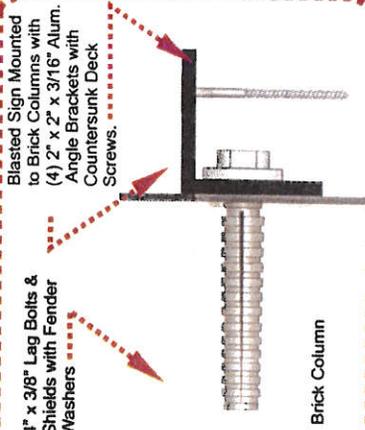
Permits to be obtained by: _____ Buyer _____ ABC Signs, Inc.
Initial Initial

Approved By
ABC Signs, Inc. : _____ Date: _____



Engineer Modular Brick Columns with 14" x 14" Limestone Caps. Columns Set on Circular Concrete Footers with 2" Round Pipe Steel Pole Support

TOP MOUNT DETAIL

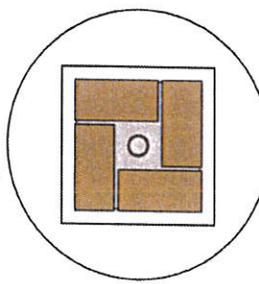


Blasted Sign Mounted to Brick Columns with (4) 2" x 2" x 3/16" Alum. Angle Brackets with Countersunk Deck Screws.

Brick Column

4" x 3/8" Lag Bolts & Shields with Fender Washers\ Positioned Top & Bottom on Each Column to Support Aluminum Angle Brackets spaced Approx. 38-1/4" Inside to Inside. Redwood Sign Secured to the Brackets with (4)- 2-1/2" Deck Screws.

Top View



(2)- 24" x 42" Circular Concrete Footers with 3-1/2" x 14" x 14" CMU's Formed on Top as Shown with (2)- 2" x 8'-0" Steel Pipes for the Brick Support.

D/S 6" x 24" Sandblasted Redwood Address Panel Installed with Hooks & Chains.



Naples Cream 2080 (old number)
Pratt & Lambert
10-4 Naples Cream
Avery
SC 900-935-0 Putty



Super One Coat
White/Black



Porter
Rich Navy 6522-5
PPG
446-7 Egyption Violet



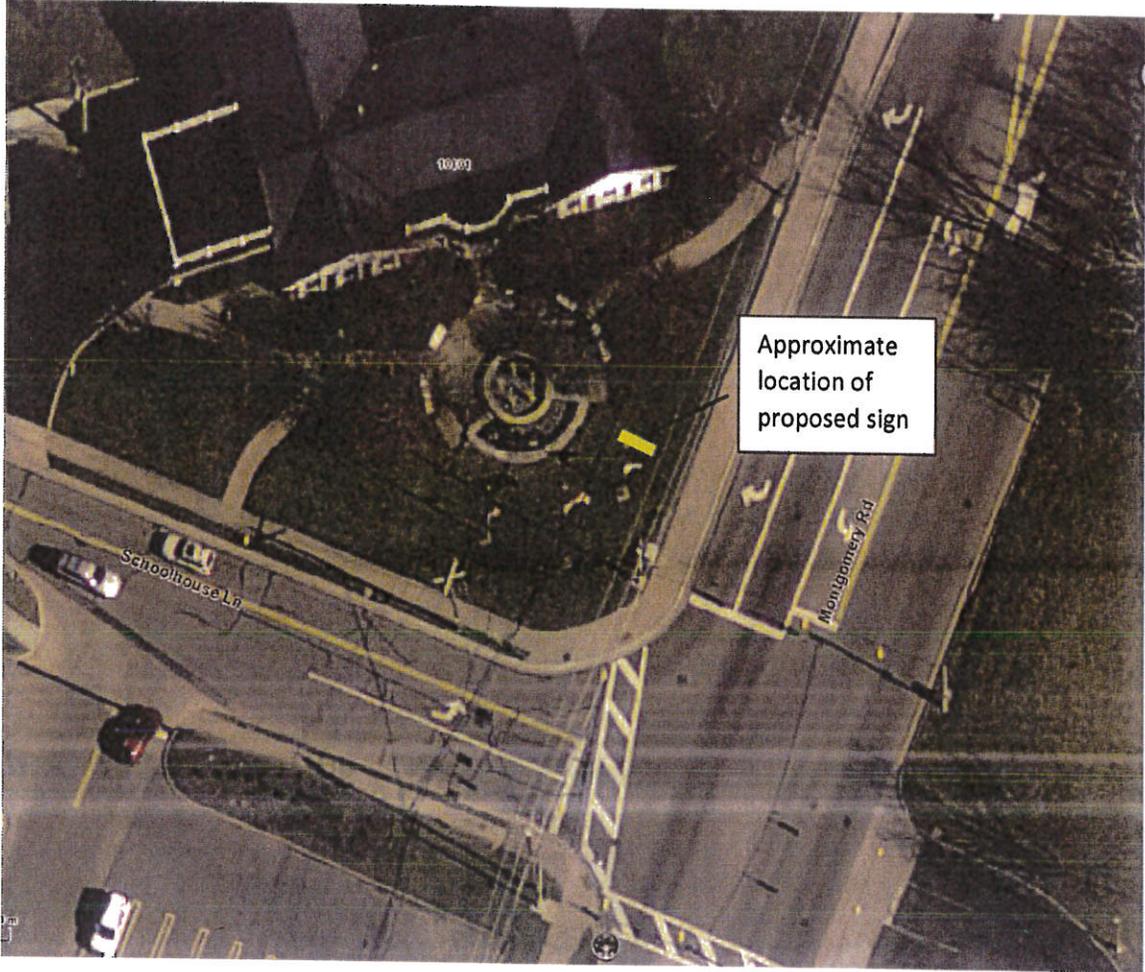
Specifications:
Sandblasted / Redwood



Client: _____
Scale: 3/4" = 1'-0"
Date: 9-22-15
Location: _____
City: _____

ARTWORK APPROVED

This drawing is submitted for your information use. It constitutes an offer of service and is not a contract. It is subject to the terms and conditions of the contract. A copy of the contract is available at the time of the drawing. The contract is located in the back of the drawing. The contract is located in the back of the drawing.



Approximate
location of
proposed sign

December 16, 2015

TO: Craig Margolis, Planning, Zoning and Landmarks Council Committee Chair

FROM: DeAnna Gross, Volunteer Coordinator 

SUBJECT: Status on Candidates for Appointments to the Board & Commission

Below is a status report on applications for vacancies, which resulted from expiring terms on the boards and commissions overseen by the Planning, Zoning and Landmarks Committee of City Council.

Board of Zoning Appeals	Term	Re-appointment Status
Todd Deutsch	1/31/16	Not seeking re-appointment
Bob Saul	1/31/16	Seeking re-appointment

Landmarks Commission	Term	Re-appointment Status
David Clark	1/31/16	Seeking re-appointment
Jane Garfield	1/31/16	Seeking re-appointment
Mark Stella	1/31/16	Seeking re-appointment

Planning Commission	Term	Re-appointment Status
Vince Dong	1/31/16	Seeking re-appointment
Jim Niehaus	1/31/16	Not seeking re-appointment

Cc: Planning, Zoning and Landmarks Committee Members (3)
Mayor and City Council (4)
Wayne Davis, City Manager
Department Heads
File

These Minutes are a draft of the proposed minutes from the Planning, Zoning and Landmarks Committee of City Council meeting. They do not represent the official record of proceedings until formally adopted by the Planning, Zoning and Landmarks Committee of City Council. Formal adoption is noted by signature of the Chair within the minutes.

City of Montgomery
Planning, Zoning & Landmarks Committee
November 2, 2015

Staff Present

Wayne Davis, City Manager
Tracy Roblero, Community Development Director
Connie Gaylor, Clerk of Council

Council Committee Members Present

Ken Suer, Chair
Chris Dobrozsi
Ann Combs

The meeting of the Planning, Zoning and Landmarks Committee of City Council convened in Council Chambers at 5:30 p.m. with Mr. Suer presiding.

New Business

Discussion of Proposed Monument Sign for City Hall

Ms. Roblero presented the Committee with drawings of a proposed monument sign for City Hall. The Committee gave their feedback on the design and pricing of the sign.

Mrs. Combs discussed with the Committee the consideration of changing the Safety Center sign to be more in alignment with the design of the City Hall sign and also if there could be a discount in price if we add an additional sign to the quote.

Mr. Suer and Mr. Dobrozsi both discussed getting an alternate quote for the signs.

The Committee instructed Mr. Roblero to contact another vendor for alternate pricing as well as obtaining a design and quote for the Safety Center monument sign and to bring her findings back at a future meeting.

Appointment of Boards and Commission Members

Ms. Roblero discussed with the Committee the upcoming vacancies on the Planning Commission and Board of Zoning Appeals due to resignations of Jim Niehaus, Mike Kessler, Mary Goard and Todd Deutsch. Ms. Roblero discussed the importance of appointing new members to the Board of Zoning Appeals in order for the Board to be able to meet the quorum requirements.

The Committee advised Ms. Roblero to schedule interviews with prospective applicants on November 18 prior to the City Council Public Hearing scheduled for 6:30.

Other Business

Ms. Roblero informed the Committee that the Hamilton County Building Department issued an increase for their 2016 building fees. Ms. Roblero explained that the City does follow their fee schedule for consistency and that there has not been an increase since 2014. She stated that the last increase was approximately 3%.

Ms. Roblero updated the Committee on the latest plans for the proposed Orchard Club Development at the former Montgomery Swim and Tennis Club submitted by Camden Homes. Ms. Roblero explained the design of the development and the current zoning requirements compared to what Camden Homes is

These Minutes are a draft of the proposed minutes from the Planning, Zoning and Landmarks Committee of City Council meeting. They do not represent the official record of proceedings until formally adopted by the Planning, Zoning and Landmarks Committee of City Council. Formal adoption is noted by signature of the Chair within the minutes.

Planning, Zoning & Landmarks Committee Minutes
November 2, 2015
Page 2

requesting the Planning Commission to approve. Ms. Roblero discussed the concerns of the neighboring residents as being the buffer areas and greenspace, as well as the density of the single family lots. The Committee discussed the effects of increased traffic on Montgomery Road. Ms. Roblero stated that a traffic study had determined that the Level Service "F" would remain unchanged and that a traffic signal was not warranted for the Orchard Club ingress/egress. The traffic study did determine that there should be a recommendation of no on street parking once the development has begun.

Minutes

Mrs. Combs moved to adopt the minutes of the May 4, 2015 meeting of the Planning, Zoning and Landmarks Committee. Mr. Dobrozi seconded. The Committee unanimously agreed.

Adjournment

The Planning, Zoning and Landmarks Committee meeting adjourned at 6:30 p.m.

Chair

These Minutes are a draft of the proposed minutes from the Planning, Zoning and Landmarks Committee of City Council meeting. They do not represent the official record of proceedings until formally adopted by the Planning, Zoning and Landmarks Committee of City Council. Formal adoption is noted by signature of the Chair within the minutes.

City of Montgomery
Planning, Zoning and Landmarks Committee of City Council Meeting
November 18, 2015

Present

Tracy Roblero, Community Development Director

City Council Committee Members Present

Ken Suer, Chair
Ann Combs
Chris Dobrozsi

The Planning, Zoning and Landmarks Committee of City Council convened in Council Chambers at 5:30 p.m. with Mr. Suer presiding.

Interviews for Vacant Positions on the Civil Service Commission

The Committee interviewed the following candidates for the vacant position on the Board of Zoning Appeals:

- Darrell Leibson was interviewed from 5:30 P.M. to 5:45 p.m.
- Livia Santschi was interviewed from 5:45 p.m. to 6:00 p.m.
- Doug King was interviewed from 6:00 p.m. to 6:15 p.m.
- Ed Goldman was interviewed from 6:15 p.m. to 6:30 p.m.

Adjournment

Mr. Suer asked for a motion to adjourn from the Committee meeting.

Mr. Dobrozsi moved to adjourn from the Committee meeting. Mrs. Combs seconded. The Committee unanimously agreed.

The Planning, Zoning and Landmarks Committee of City Council meeting was adjourned at 6:30 p.m.

Chair