

June 30, 2016

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

FROM: Wayne S. Davis, City Manager *WSD*

SUBJECT: Planning, Zoning and Landmarks Committee Meeting of Tuesday, July 5, 2016

As a reminder, the Planning, Zoning and Landmarks Committee is scheduled to meet on Tuesday, July 5, 2016 at 5:00 p.m. at City Hall. The items to be discussed include:

1. Discussion of Proposed Monument Sign for City Hall — At the January 4, 2016 meeting of the Planning, Zoning and Landmarks Committee, a preferred sign for City Hall was agreed upon however a quote was not available for consideration at the meeting. Since that time, staff has received a proposal for the work from Preferred Resources and would like to discuss the proposed design with the Committee. Please see the attached documents.
2. Montgomery Road Commercial Corridor Guidelines — At the Planning Commission meeting on May 16, 2016; the Commission discussed Goal 3, Strategy 5 of the 2016 Strategic Plan regarding the redevelopment vision for the Montgomery Road Commercial Corridor and also Goal 4 regarding diverse housing goals. Staff would like to discuss these Goals with the Committee. Please see the attached documents.
3. SolSmart Partnership — On June 15, 2016, Staff met with the Greater Cincinnati Energy Alliance to discuss a new U.S. Department of Energy program entitled SolSmart. SolSmart is a technical assistance program for local government designed to facilitate the consideration of solar installations. Staff would like to discuss the SolSmart program with the Committee. Please see the attached documents.
4. 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 March 7, 2016 meeting of the Planning, Zoning and Landmarks Committee for review and approval at Tuesday'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

July 1, 2016

TO: Wayne Davis, City Manager

Cc: Frank Davis, Special Projects Coordinator

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, January 4, 2016 and March 7, 2016. At the meeting in January, a preferred sign design was agreed upon, as included in your packet. Staff contacted Preferred Resources to obtain a quote for the new design; however, it was not available to review at the March 7, 2016 meeting. Staff has included the quote in your packet for review.

Staff would like the opportunity to present the rendering for the sign and discuss the quote with the Planning, Zoning and Landmarks Committee of Council at their meeting on July 5, 2016.

Tracy Roblero

From: Mike Cassedy <mikec@p-rs1.com>
Sent: Wednesday, March 23, 2016 11:04 AM
To: Tracy Roblero
Subject: RE: Sign for Montgomery City Hall
Attachments: 1506, Ground Sign, Design Details, 03 23 16 .pdf

Tracy,

See the attached layout which should clarify the pricing structure that we are proposing. The thickness shown is for the HDU material. Redwood is typically only 2" thick (even for the single double faced signage).

Our concern for this signage is that unless there is a steel or aluminum framing "imbedded" into the HDU there will be a warping of the sign panel.

The same is true for Redwood. We have had this same experience with both of these materials and want to safe guard against this type of undesirable conditions.

Redwood:

Version A. a single DF sign – \$7,024.50 plus tax + permits (if applicable)

Version B. involving (2) SF panels – \$9,282.00 plus tax + permits (if applicable)

HDU:

Version A. a single DF sign – 7,229.25 plus tax + permits (if applicable)

Version B. involving (2) SF panels – 9,544.50 plus tax + permits (if applicable)

It's my feeling that providing the HDU type sign is the way to good. Redwood is a rare material these days and the HDU has a very good look about it and has little or no risk of the "separation" that can take place with Redwood boards that make up the overall panel.

Above pricing includes the masonry work.

Above pricing includes all fabrication and installation including concrete foundation work.

Let me know what your preference is and I will have Atlantic draw up a contract for that choice.

Let me know if you have any questions.

Thanx,

Mike

(859) 466-2894

From: Tracy Roblero [mailto:troblero@ci.montgomery.oh.us]

Sent: Wednesday, March 23, 2016 10:16 AM

To: Mike Cassedy

Subject: RE: Sign for Montgomery City Hall

A.



TOP VIEW
SINGLE PIECE HDU SIGN, 4" THICK

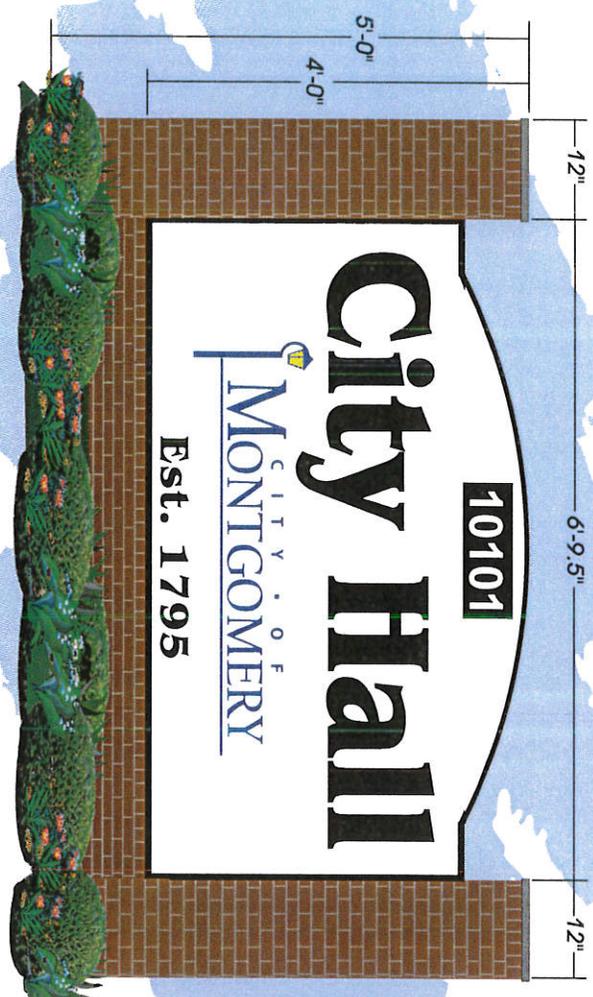
Double Faced, single piece HDU sign.

B.



TOP VIEW
(2) single faced panels mounted back to back
with framing on the back to stabilize against warping

(2) single faced panels mounted back to back onto aluminum tube framing to reduce possibility of warping.
Framing



GROUND SIGN
4' X 6'9"

Job Name :

CITY OF MONTGOMERY
Job Location:
MONTGOMERY RD.

Design No.:

1500

Date:

02 25 16

Scale:
See Dwg. for Dimensions

Notes

03 23 16

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 Road. No part of this drawing or design may be reproduced or used in any manner without the expressed written consent of Preferred Resources of the Road.

preferred resources
OF THE ROAD

P.O. Box 381
5769 Vice Lane
Burlington, KY 41005
(859) 466-2894

Sheet No. **1506**

July 1, 2016

TO: Wayne S. Davis, City Manager

CC: Frank Davis, Special Projects Coordinator

FROM: Tracy Roblero, Community Development Director *JMR*

SUBJECT: Montgomery Road Commercial Corridor Design Guidelines

Goal 3, Strategy 5 of the 2016 Strategic Plan called for the creation of a redevelopment vision for the Montgomery Road Commercial Corridor from Main Street to City Hall. Work on this Strategy was scheduled to begin in August of 2017 with a recommendation to Planning Commission on proposed text amendments to be completed in March of 2018. At the Planning Commission meeting on May 16, 2016 City Council member Craig Margolis was in attendance and there was a discussion concerning how City Council could support the Planning Commission in their efforts. At that time, there was discussion regarding the Housing Goal of the 2016 Strategic Plan as well as the Montgomery Road Commercial Corridor Design Guidelines. Included in your packet are the draft minutes from the May 16, 2016 Planning Commission meeting, Goal 3, Strategy 5 of the 2016 Strategic Plan as well as a copy of the Montgomery Road Commercial Corridor Design Guidelines.

Staff would like the opportunity to discuss the timing of Goal 3, Strategy 5 of the 2016 Strategic Plan with the Planning, Zoning and Landmarks Committee of Council at their meeting on July 5, 2016.

Implementation Step	Owner	Progress Update	Resources Needed	Estimated Task Time	Target/Status
3.5.1 Complete a comprehensive study of the properties located in the Montgomery Road Commercial Corridor to identify the challenges and opportunities in the Corridor.	Tracy Roblero (Melissa Hays)		Staff Time	3 months	8/2017
3.5.2 Convene and facilitate a joint meeting with City Council and the Planning Commission to discuss the results of the study and the long term vision for the Commercial Corridor.	Tracy Roblero (Wayne Davis)	7/5/16 - Discussing this strategy with P, Z and L to determine if it should be completed sooner than 2017	Staff Time	2 months	10/2017
3.5.3 Convene and facilitate input gathering sessions regarding the long term vision for the Commercial Corridor with key stakeholder groups (i.e. residents, MCLA graduates, business owners, Chamber, etc.)	Tracy Roblero		Staff Time	3 months	10/2017
3.5.4 Conduct a review of the Montgomery Road Commercial Corridor Design Guidelines to identify areas that need to be modified to achieve the long-term vision.	Tracy Roblero (Melissa Hays)		Staff Time	3 months	1/2018
3.5.5 Compile a summary of the input gathering discussions and make a recommendation to the Planning Commission on text amendments to the Zoning Code and the Montgomery Road Commercial Corridor Design Guidelines based on the long term vision of City Council for the Commercial Corridor.	Tracy Roblero		Staff Time	3 months	3/2018

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Formal adoption is noted by signature of the Clerk within the Minutes.

Planning Commission Meeting

May 16, 2016

474 1) *the Final Development Plan for Building A shall not be approved until the Symmes*
475 *Township property issue is resolved.*

476
477 *Mr. Leibson seconded the motion.*
478

479 *The roll was called and showed the following vote:*

480
481 *AYE: Mr. Dong, Mr. Stull, Ms. Steinebrey, Mrs. White, Mr. Matre, Mr. Leibson,*
482 *Chairman Harbison* (7)
483 *NAY:* (0)
484 *ABSENT:* (0)
485 *ABSTAINED:* (0)
486

487 *This motion is approved.*
488

489 **Other**

490 Ms. Roblero expressed condolences for the family and colleagues of **Mr. Karol L. Laskowski,**
491 **PDT Architects, 300 W. Fourth Street, Cincinnati, OH 45202** who had tragically passed away
492 after the last Planning Commission meeting in April.

493
494 Chairman Harbison stated that July 16 was Bastille Day in Montgomery, explaining that it is a
495 street party from Remington to Cooper. He passed around the sign-in sheet for volunteers.
496

497 **Mr. Craig Margolis, City Council Member, 8270 Mellon Drive, 45242** thanked all Commission
498 members for their work tonight, and for their service to the City. He affirmed the use of the
499 City's guidelines, in helping to determine their decisions, and to keeping new buildings fitting
500 into the bigger picture of the city.

501
502 He asked if any members went to MCLA 2.0 and their reactions. Ms. Steinebrey enjoyed the
503 different perspectives offered by the speaker, and how to stay ahead of the curve. Mrs. White
504 enjoyed the speaker. She had expected it to be a lot like MCLA 1, and was disappointed that it
505 was just a singular topic. She felt that residents seemed to be getting upset when there was talk
506 about the idea of building in their backyards and tiny houses. Mrs. White felt that housing
507 should be driven by the market.
508

509 Mr. Margolis described that the topic was housing issues, in general. There was talk about
510 affordable housing; he stated that this seemed to be coming up a lot recently. He explained that
511 certain folks believe that the cost of housing has gotten out of hand in Montgomery and that the
512 City should be doing something about it.
513

514 Staff agreed that this is a current hot topic, noting that Montgomery residents call in all of the
515 time, asking where to move to when they are ready to downsize. She explained that this is an
516 item on the Strategic Plan - they are in their public information-gathering phase. They have been
517 talking to different groups and getting feedback. They have heard that many people are happy
518 with status-quo, but also hear that some groups like the idea of accessory dwelling units. Mr.
519 Dong confirmed that he has seen locations with expensive homes that have small rental places in

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Planning Commission Meeting

May 16, 2016

520 the back or on top of the garage. Ms. Steinebrey asked if most people calling in were residents,
521 or hopeful residents. Ms. Roblero stated that most were long-term residents of Montgomery
522 wanting to downsize – and they can't do that in this community, because there is no
523 housing/pricing for that. There was more discussion about the different options with a general
524 consensus that Montgomery desirable community. Ms. Roblero stated they are now taking in all
525 of the information and will then have a joint meeting with Planning Commission and City
526 Council to discuss and determine a strategic direction for the City, which could result in the need
527 for text amendment. There was more discussion around some groups thinking that tear downs
528 negatively impact the social fabric of Montgomery, pricing and the City's role.

529
530 Ms. Roblero stated that, in the future, City Council and Planning Commission will also need to
531 partner on evaluating the Montgomery Road Commercial Corridor Design Guidelines. The City
532 needs to decide what we want the Commercial Corridor to look like. There was some discussion
533 on whether it was too late to make changes to the Guidelines as several new buildings have
534 recently been built. Ms. Roblero stated that it is not too late to make changes to the Code. She
535 explained that commercial buildings have a relatively short life span and that the City needs to be
536 thinking about the future.

537
538 Mr. Margolis asked what City Council could do, to help support Planning Commission in any of
539 their efforts. Mr. Leibson stated that they needed help in codifying the Montgomery Road
540 Corridor Design Guidelines. Mr. Margolis stated there was a plan already in place. Ms. Roblero
541 proposed that we may need to move up the timeframe for re-evaluating the Montgomery Road
542 Commercial Corridor Design Guidelines. She noted that the timeframe was scheduled for 2017.
543 Chairman Harbison and members agreed to make this sooner. Mr. Dong suggested we invite the
544 public to weigh-in.

545
546 Chairman Harbison noted that Mr. Margolis had served on Planning Commission for 8 years
547 prior to his current tenure with City Council. He explained that Mr. Margolis was our liaison
548 with City Council and thanked Mr. Margolis for attending.

549
550 Chairman Harbison noted that this Wednesday at 6:45 p.m., he will deliver the Planning
551 Commission's annual report to City Council.

Minutes

552
553
554 Mr. Matre moved to approve the minutes of April 18, 2016, as amended.

555 Mr. Stull seconded the motion. The Commission unanimously approved the minutes.

556 Mr. Dong and Mrs. White abstained from the approval of the minutes, as they did not attend that
557 meeting.

558

559

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Planning Commission Meeting

May 16, 2016

560 **Adjournment**

561 Ms. Steinebrey moved to adjourn. Mr. Dong seconded the motion.

562 The meeting adjourned at 10:15 p.m.

563

564

565

566

567

568

569

570 _____
Karen Bouldin, Clerk

Date

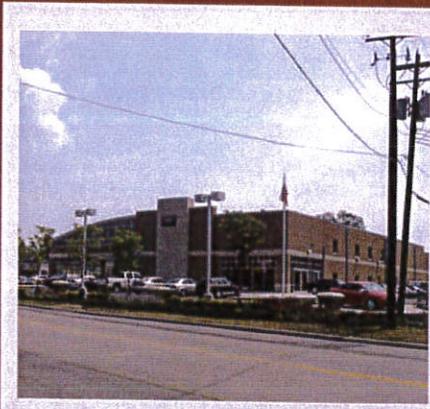
571

572 /ksb

Montgomery Road

Montgomery Road Corridor
Design Standards

developed for. THE CITY OF MONTGOMERY
developed by. McBRIDE DALE CLARION
assistance from. CORRIDOR ADVISORY COMMITTEE
date. SEPTEMBER 27, 2005



City of Montgomery, Ohio

Montgomery Road

Corridor Design Guidelines

Purpose

The Montgomery Road Corridor will be a commercial corridor that is a modern interpretation of the quality and style that has been the hallmark of Montgomery's identity. It will respect the unique character and design elements of the Heritage District without replicating them or attempting to reproduce the Heritage District, and will be an appealing and safe environment for citizens, businesses, and visitors to the City of Montgomery. The Corridor will have quality architecture and site design that promotes safe and efficient vehicular traffic balanced with a scale and design that is pedestrian friendly. The Corridor will be designed to minimize negative impact on adjacent single-family neighborhoods.

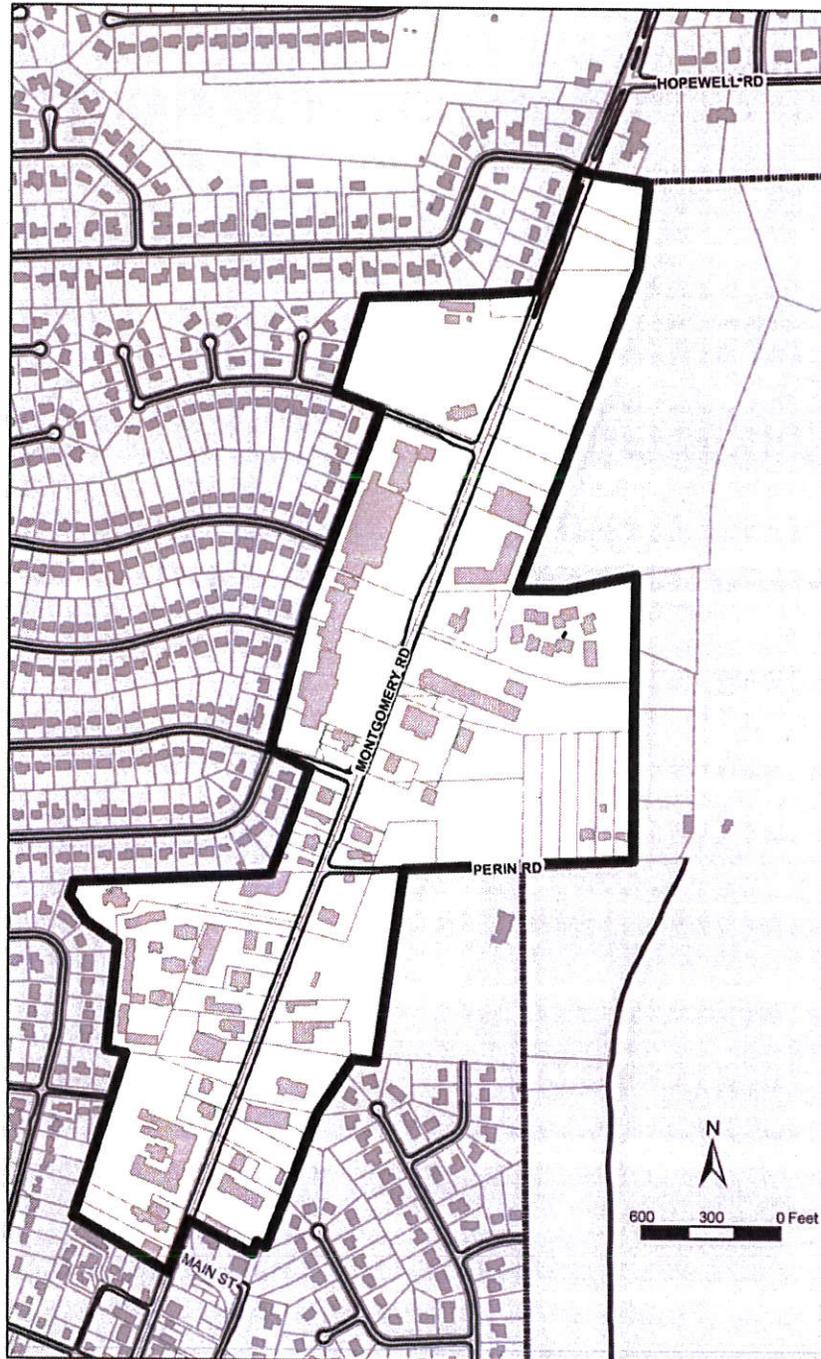
The following are the goals that drive this vision:

- Goal 1:** *The City will have a defined and efficient process and guidelines for development and redevelopment of the Corridor.*
- Goal 2:** *The Montgomery Road Corridor will have a desirable and quality image.*
- Goal 3:** *The Montgomery Road Corridor will be recognized as a regional model, balancing a unified quality image with local business identity and functional needs.*
- Goal 4:** *The Corridor will draw inspiration from design elements in the Heritage District that can be successfully interpreted in a modern suburban setting with modern materials.*
- Goal 5:** *The Corridor will promote healthy and viable businesses.*
- Goal 6:** *Negative land use impacts on adjacent residential neighborhoods will be minimized and mitigated through design.*
- Goal 7:** *Traffic circulation will be accommodated in a safe and efficient manner, but will be balanced with pedestrian scale and safety.*
- Goal 8:** *Flexibility in the design guidelines that allows for development of individual sites in a manner that recognizes that one size does not always fit all, but will allow substitutions that are equivalent to the desired guidelines of quality architecture and site design.*

Study Area

The map on the following page illustrates the study area.

Corridor Study Area Map



I. Site Design

The following guidelines address elements of site layout and orientation.

A. Location and Orientation of Buildings

The following guidelines are intended to create a unique and attractive image for the Montgomery Road Corridor that promotes safe and efficient access by both vehicles and pedestrians, creates a human scale environment, and establish a strong building presence along the Montgomery Road Corridor.

1. Setbacks

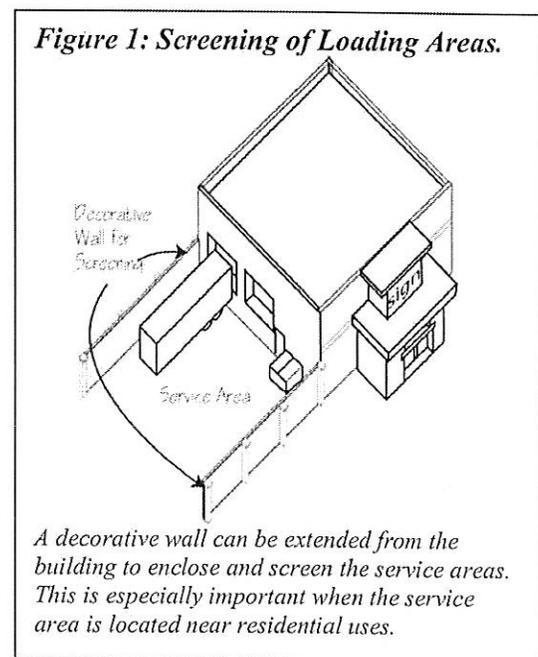
Buildings should be set as close as feasible to the minimum 30 foot front yard setback line established for the General Business District in Schedule 151.1205(a), in order to support and develop a consistent street wall and strong building presence along the Montgomery Road Corridor, and should meet the side and rear yard setback requirements as established in Schedule 151.1205(a).

2. Location of Entrance Features

- a. The primary entrance should be located so that it fronts on Montgomery Road, particularly along the west side of the road where public sidewalks are available.
- b. Pedestrian access should be provided as described in the Pedestrian Connections section.

3. Loading and Services Areas

- a. All buildings shall have designated off-street loading and service areas. Loading and service areas should be located to the rear or side of buildings, and should not be visible from the public view or adjacent residential, nor interfere with pedestrian or vehicular flows within the project.
- b. Loading and services areas shall be located in such a way that trucks accessing the site should not need to back into the site from a public right-of-way, nor back out of the site onto the public right-of-way. Loading areas must be large enough that trucks do not



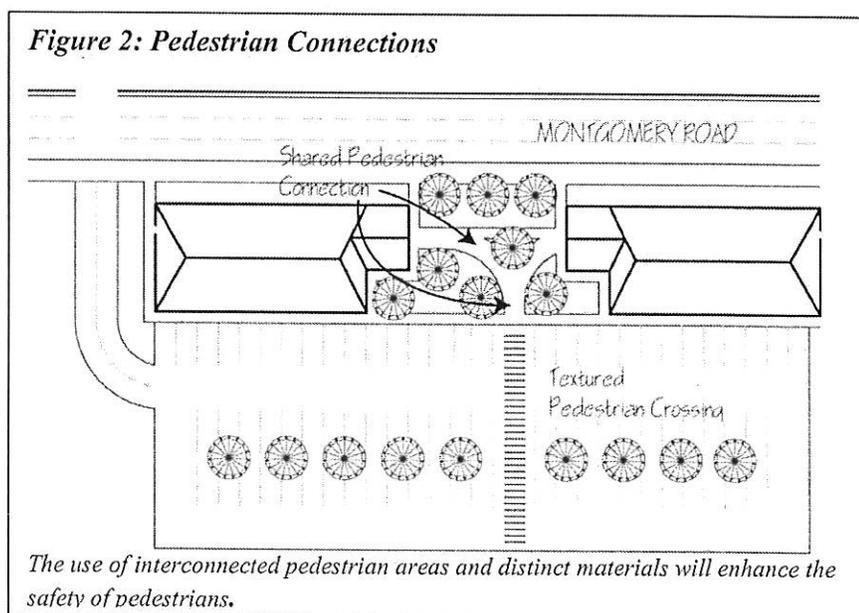
- partially or fully obstruct traffic flow on Montgomery Road or side streets during loading activities.
- c. Landscaping and architectural walls shall be used to screen loading and service areas from the view of adjacent residential areas. See item C.3. below.
 - d. Loading spaces intended for the delivery of outdoor inventory such as automobiles and landscape items may occur in open areas of a parking lot which are not screened if the hauling equipment is not stored on the site. Additionally, small deliveries that may be delivered to the front door of a business may not require specific screened loading areas.

B. Pedestrian Features

The following guidelines are intended to enhance the quality and safety of the pedestrian environment among businesses along Montgomery Road.

1. Pedestrian Connections

- a. Attractive, well marked pedestrian connections should be provided between parking areas and the entrances to buildings.
- b. Pedestrian connections from public sidewalks to building entrances are encouraged.
- c. Pedestrian connections between adjacent commercial developments are encouraged.



2. **Materials and Safety**

- a. When feasible, pedestrian connections or paths should be incorporated into raised landscaped areas to separate and buffer pedestrians from vehicular activity.
- b. Pedestrian connections and paths should be clearly identified through the use of alternative paving materials, colors and textures at key locations where they cross vehicular circulation at the same grade.
- c. Materials used in the development of pedestrian connections shall be level and slip resistant to reduce the potential for tripping hazards and promote access for all users.
- d. The use of bollards, low walls, or other hardscaping elements is encouraged to reduce the conflict between pedestrian and vehicular traffic.

C. **Relationship to Surrounding Uses**

The following guidelines are intended to address the relationship of new development to existing adjacent development. Applicants should provide information that displays the anticipated impact of the proposed development on the adjacent uses and the corridor's overall image.

1. **General**

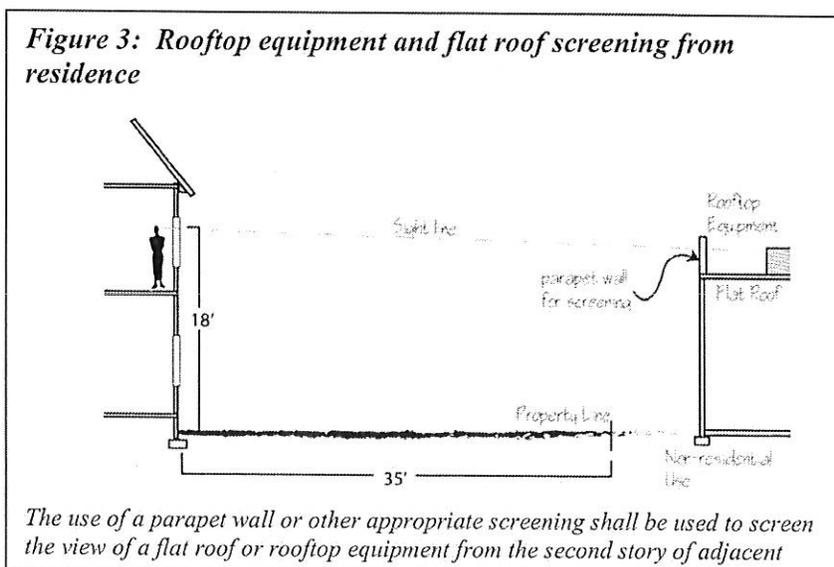
- a. New development should incorporate representative characteristics of the surrounding area when the area exhibits the intent of these guidelines through site layout and architectural quality and character (e.g. buildings set close to the street, shared parking and access, generous landscaping, and/or use of architectural detail).
- b. Loading areas, access and circulation driveways, trash and storage areas and rooftop equipment shall be located to minimize negative impacts on adjacent development, including but not limited to being:
 - i. As far as possible from residential uses, recognizing, that placement of these areas to the rear of the building may necessitate additional screening per § 151.3211 (a) and restrictions on service hours.
 - ii. Near similar areas in adjacent non-residential uses.
- c. When planning the location of window openings and areas of outdoor activity in commercial or office developments, the privacy of surrounding residential uses should be respected and direct sight lines into private residential areas from proposed non-residential development should be limited. Sight lines into and from adjacent private areas should be evaluated for conflict with new development.

2. Circulation

- a. Shared vehicular access for adjacent non-residential uses is strongly encouraged. This will reduce the number of conflict points for pedestrians and vehicular traffic along Montgomery Road.

3. Screening and Buffering

- a. When new residential development is proposed adjacent to existing or proposed non-residential uses, appropriate screening shall be employed on site to screen the new residents from any noise, traffic, or odor generating activities and hazardous activities that may be present on the non-residential site.
- b. When new non-residential development is proposed adjacent to any residentially zoned land, appropriate screening shall be employed to buffer the use from residents.
- c. Appropriate forms of screening and buffering include: masonry walls, landscaping, berms, and building orientation.
- d. Rooftop equipment and flat roofs shall not be visible from a public right-of-way, and shall be appropriately screened from the view of adjacent residential properties as follows:
 - i. Maximum screening must be provided so that roof top equipment or flat roofs shall not be visible from adjacent residential properties when viewed from an average second story window at a height of eighteen (18) feet above the grade at the property line, at a point thirty-five (35) feet from the property line of the residential property.
 - ii. Use of parapet walls and the placement of equipment shall be coordinated with the specified sight lines identified above and illustrated in figure 3.

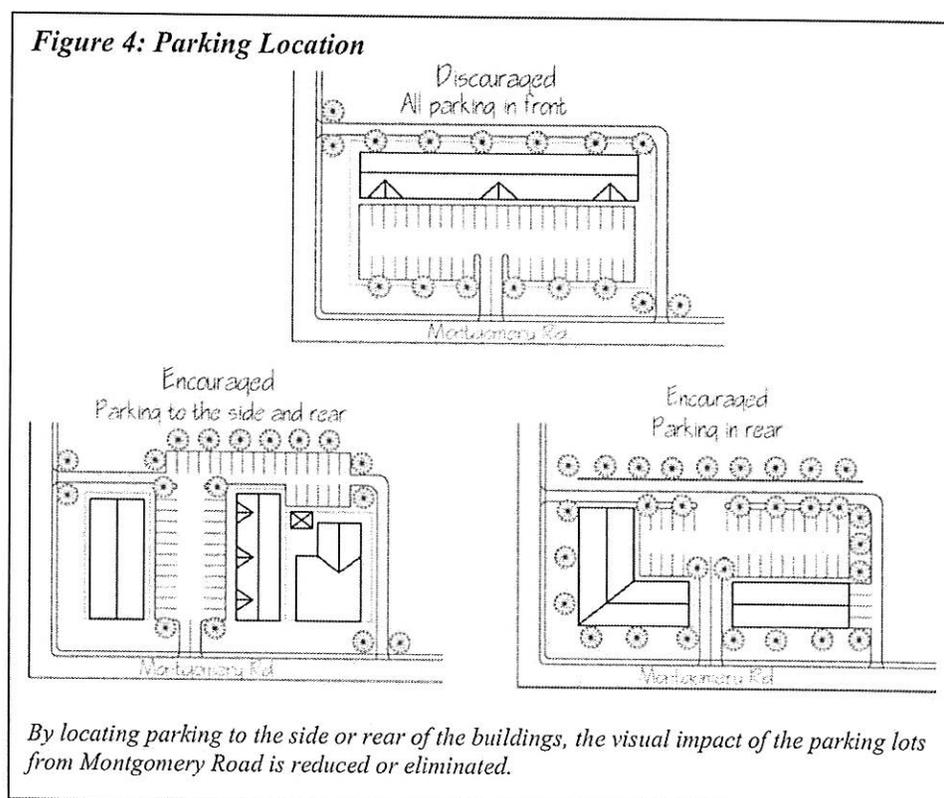


D. Parking and Access

The following guidelines are intended to improve the appearance, safety, and functionality of parking lots along the corridor.

1. Location

- a. Parking is encouraged to be located to the side or rear of buildings when it can be effectively screened from adjacent residential uses through the use of walls or landscaping.
- b. If a site is too narrow to effectively provide parking to the side of the building, the required parking spaces can be provided between the street and the building.



2. Access and Circulation

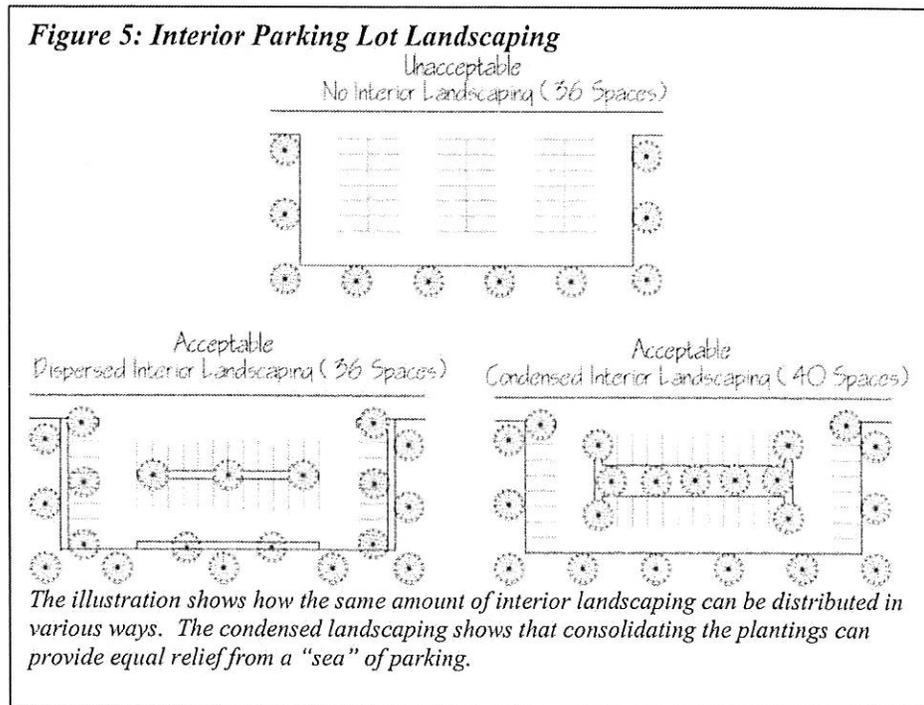
- a. Primary vehicle entrances shall be located and designed to be consistent with the City Access Management Guidelines and subject to review by the City's Engineer. The specific location of primary vehicle entrances will be based on the following factors:

- i. The separation requirements between the entrance and major intersections;
 - ii. Separation requirements between adjacent entrances (or minor intersections);
 - iii. The need to provide shared access to adjacent parcels of land;
 - iv. The need to align with previously-approved or constructed access points on the opposite side of the street; and
 - v. The minimum number of entrances needed to move traffic onto and off the site safely and efficiently.
- b. Safe and efficient internal circulation shall be provided per § 151.3209 Parking Design Standards and is subject to the review of the City's Engineer.
- i. The location and orientation of parking rows should be designed to minimize conflict between pedestrians and vehicular traffic.
 - ii. Main drive aisles should be continuous and connect to the main entrance to the development site.
 - iii. Internal intersections of drive isles should have adequate sight lines, design geometrics, and/or traffic controls to minimize accident potential.
- c. On-Site Truck Traffic/Loading and Circulation shall be provided as follows:
- i. Every development shall be required to provide loading and delivery facilities separate from customer parking and pedestrian areas per § 151.32.11.
 - ii. Truck circulation paths shall be designed with adequate curve radii and maneuvering room. Truck access and maneuvering areas shall be designed to prevent trucks from backing onto or from Montgomery Road.

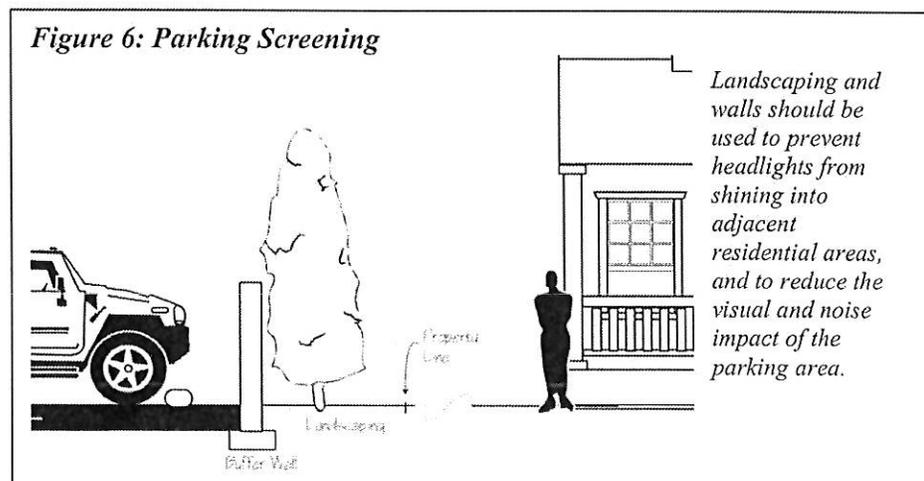
3. Design, Landscaping, and Screening of Parking

- a. Parking areas for 20 or more cars shall be divided into smaller areas with interior landscaping to decrease visual impacts associated with large expanses of pavement and vehicles, and to facilitate safe and efficient pedestrian movement between parking and commercial establishments. Parking lots shall be screened from Montgomery Road, to reduce the visual impact of large expanses of parking along the corridor. Parking lots shall be designed in accordance with the landscaping requirements of § 151.3408.

- b. When the effect of interior landscaping can be maximized by concentrating the required interior landscaping in a single location and traffic direction can be accomplished with pavement markings, variations in pavement or decorative walls, it is not necessary to break up the required landscaping.



- c. When parking is provided adjacent to residentially zoned land or residential uses, an opaque fence, wall or earthen mound of at least 4 feet in height shall be provided to block headlights from residential uses.



II. Building Design

The general design of the buildings along the Corridor can be the strongest feature in creating an image for the Corridor and the City. Building design for the Corridor should be of a high quality with attention to the creation of a human scale environment.

A. *Massing and Scale*

The relationship of a building's height to its apparent width is a major factor in the overall character of the building. Buildings in the Corridor should respect the human scale and add visual interest to the street wall. The following guidelines apply to all buildings in the Corridor.

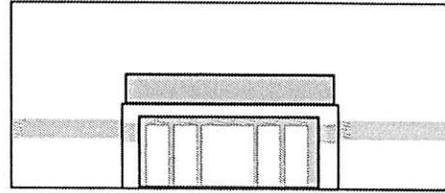
1. Bulk

A building's vertical and horizontal dimensions should be in close proportion to one another in appearance without emphasis on either dimension.

- a. Horizontally long buildings should be visually broken up through the use of recesses or setback variations, architectural detailing, various roof heights and application of compatible building materials to appear as a series of proportionally correct masses.
- b. Changes in vertical mass should be used in an architecturally appropriate way to add interest and reduce the appearance of building height and bulk. The articulation of a base level and secondary levels is important, especially in buildings over 15 feet in height.

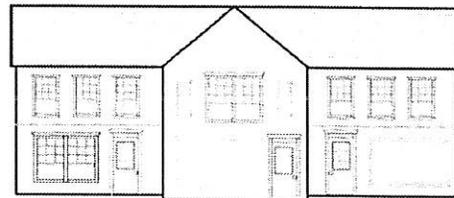
Figure 7: Building Bulk

Not Acceptable



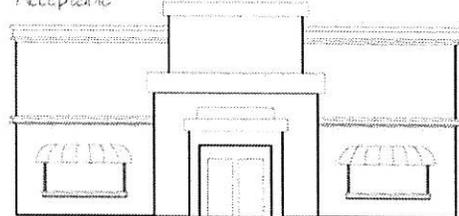
Facade is a flat plain with no visual breaks, no architectural details used, and a flat roof. Building appears to be horizontally long and does not incorporate human scale elements.

Acceptable



Facade is broken up horizontally by the placement of windows and doors and the projection of the central portion of the facade. The use of different rooflines, a belt course and two levels of windows break up the vertical bulk of the building relating the building to the pedestrian with smaller human scale elements.

Acceptable



Facade is broken up horizontally by the placement of windows and doors and the projection of the central entrance. The use of different rooflines, cornice moldings, scoring of the exterior material and awnings break up the vertical bulk of the building relating it to the pedestrian with smaller human scale elements.

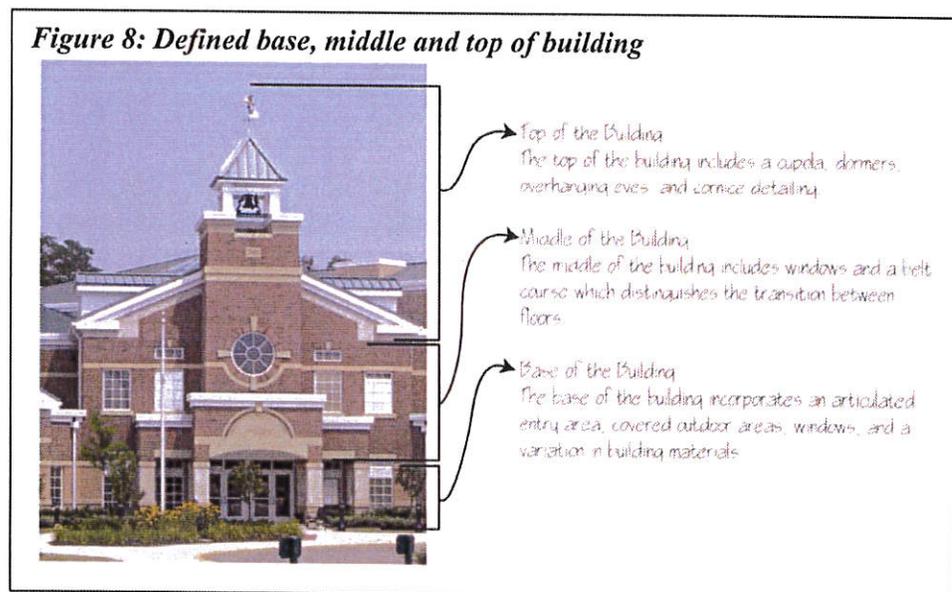
The acceptable examples use architectural details, setbacks, windows and various roof heights to break up the mass of the structure.

B. Architectural Detail

1. Façades

Buildings should have a clearly defined base and roof edge so that the façade has a distinct base, middle, and top at a scale that relates to the individual human. The façades should incorporate a variety of architectural design features, techniques, patterns, materials and colors in a coordinated manner that relate to the overall design of the structure.

- a. The use of the following architectural elements is encouraged:
 - i. The top of a building's façade should include cornice lines, parapets, eaves, brackets, fenestration and/or other detailing.
 - ii. The middle of a buildings façade should include windows, awnings, trellises, canopies, pilasters, columns, alcoves, balconies, and/or window boxes.
 - iii. The base of buildings should include entry areas, covered outdoor areas, windows and alcoves.



- b. Façades facing Montgomery Road and the main façade of the building are encouraged to incorporate genuine façade openings with clear windows and doors. If genuine openings are not feasible simulated openings may be incorporated. Secondary façades visible from the public right-of-way or adjacent residential uses may incorporate simulated openings.

- c. The rear and side façades of buildings visible from the public right-of-way or an adjacent residential use should be aesthetically enhanced to the same level of detail as the main façade.

Figure 9: Simulated openings and architectural details

The CVS uses architectural detailing and false facade openings to create a building that provides visual interest from all perspectives.



2. Entrances

Entrances to buildings or tenant spaces should be clearly identifiable and enhance the architecture of the building.

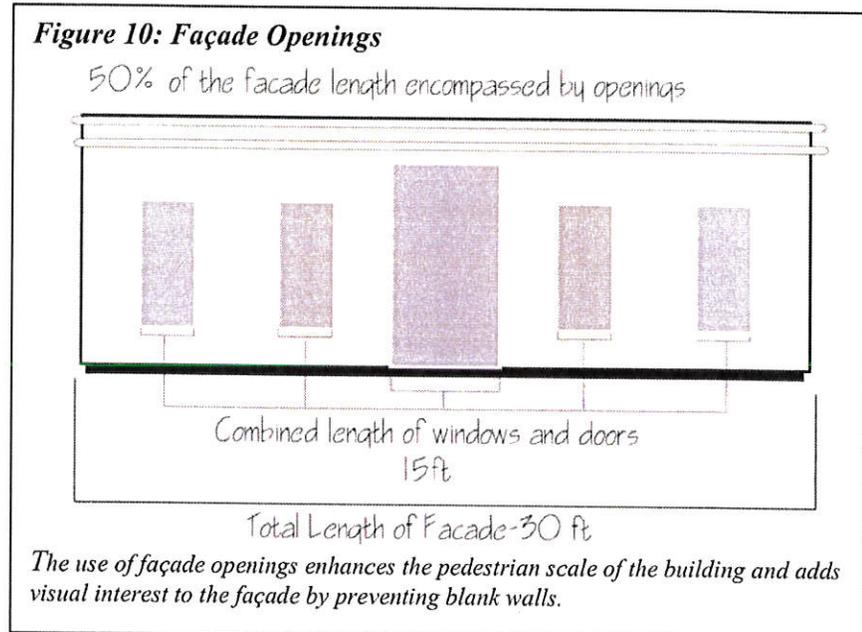
- a. In all cases the main entrance of the building or tenant space should be easily identifiable, and should provide a strong statement for the building using architectural articulation, detailing, specialty pavement, hardscaping, landscaping or a combination of these elements.
- b. Entrances should be designed to allow individual businesses to present a clear business image without compromising the unity of the façade or the general character of the Corridor.

3. Windows and Doors

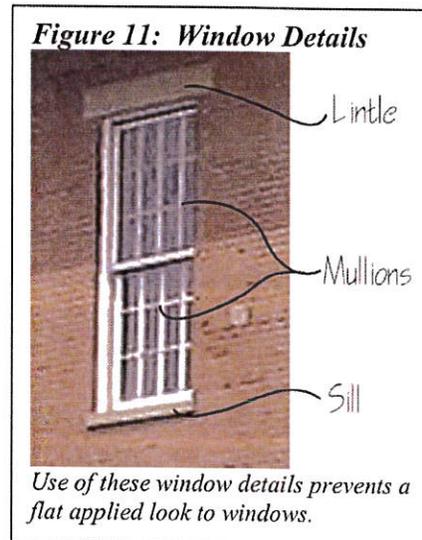
All windows and doors and simulated openings on a building should be related in design and should maintain a consistent pattern and rhythm for the building.

- a. Buildings should include vertically proportioned façade openings with windows that have a greater height than width (an appropriate vertical/horizontal ratio ranges from 1.5:1 to 2:1). Where glazed horizontal openings are used, they should generally be divided with multiple groups of vertical windows. Exceptions may be appropriate where horizontal windows are consistent with the architectural style of the building.

- b. Storefront, transom, display windows or doors should encompass 50% minimum of the front of a building façade length, or any façade facing Montgomery Road. The appearance of façade openings should be used on secondary façades where real windows are not feasible. False fronts or windows should only be used on secondary façades which face other public right-of-ways or adjacent residential uses.



- c. Generally, windows should be subdivided and separated by mullions. Large expanses of glass should be used in limited amounts as storefront display windows, and should relate to the architectural style of the building.
- d. Windows and doors should be detailed with architectural elements such as projecting sills, molded surrounds and/or lintels.
- e. On buildings in excess of 15 feet in height, second story windows should be used in combination with other architectural detailing to create the appearance of a second story.
- f. Mirrored glass is prohibited. Dark or opaque glass is appropriate only for false windows on secondary façades.

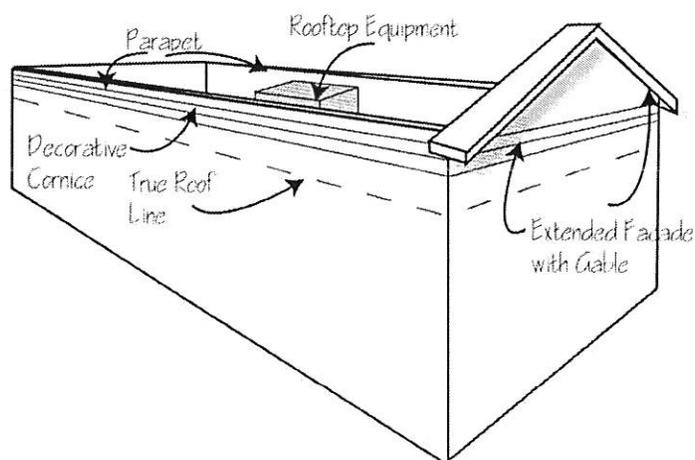


4. Roof Types

The roof types should be consistent with the architectural character and scale of the building.

- a. Flat or shallow pitched roofs shall be ornamented with shaped parapets or cornices treatments. Extended facades or parapets are an appropriate approach to conceal flat roofs and are an acceptable means for screening rooftop equipment. However, the roof shape should reflect the configuration of the buildings mass and volume, and should be consistent in its character from all vantage points when viewed from the ground.

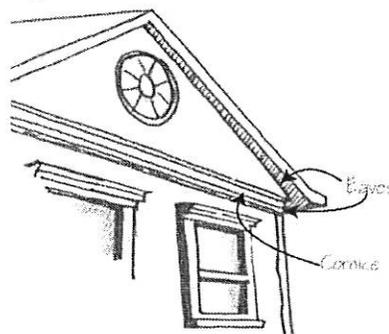
Figure 12: Façade Extensions and Parapets



It is acceptable to use extended facades and parapets to screen rooftop equipment.

- b. All buildings should incorporate a strong cornice or parapet detailing to delineate a strong roofline along the primary façades. Roof lines should also incorporate eaves and overhangs.

Figure 13: Cornice and Eaves



As with the use of other architectural details, the use of cornice moldings, and eaves adds strength and interest to a building, and prevents the appearance of flatness.

C. Building Materials

The character of the Corridor is enhanced by the use of quality building materials that reflect the purpose of these guidelines of the City of Montgomery. The following guidelines apply to the exterior of all buildings in the Corridor.

1. Permitted Materials

- a. Primary Materials-Buildings in the Corridor should have a primary exterior covering of brick, stone, natural wood clapboard, wood board and batten, wood shingles or modern manufactured materials that create the appearance of the materials listed above.
- b. Accent Materials-Buildings in the corridor may incorporate any of the above permitted primary materials as an accent. The following additional materials may be used on a building in the corridor as an accent that comprises no more than 25% of the buildings exterior wall surface: exterior insulated finish systems and/or decorative concert masonry units.
- c. Other materials that are not listed as prohibited may be approved by the review board on a case by case basis as a primary or accent building material.

2. Prohibited Materials

Exterior covering materials that are prohibited include vinyl, aluminum, or steel siding, standard concrete masonry units, or tilt up concrete.

3. Variation of Materials in Façades

Variation of materials on façades is permissible, provided the variation enhances the human scale of the building, and is used to define specific elements of the building. General guidelines for variations in materials are:

- a. Changes in materials should occur at inside corners of buildings or transition with an appropriate trim detail. Material changes at outside corners or in the middle of a wall give an impression of thinness and artificiality which should be avoided.
- b. The use of a coordinating trim material is encouraged on all façades of a building, and should be used to break larger wall plans into smaller more human scale elements.

- c. The number of materials on the exterior façades of a building should be limited to no more than four complementary materials. Except in the case where the building's façade is designed to appear as more than one building. In such case each element may use four materials, but the overall scheme of the building should be coordinated.

Figure 14: Use of Materials and Colors



The use of materials and colors on this building exhibits appropriate transitions between materials using trim details, a well coordinated pallet of materials and colors, and incorporates a neutral muted pallet.

D. Colors

The base colors used on buildings in the Corridor District should be the natural color of the material in the case of brick or stone or of a neutral muted pallet. Brighter more vivid colors should be reserved for limited use as trim or accent.

1. Variation of Colors

A maximum of four different materials or colors should be used on a single structure, except in the case where the building's façade is designed to appear as more than one building. In such case, each element may use a maximum combination of four colors and/or materials, but the overall color scheme of the building should be coordinated.

2. Prohibited Colors

No fluorescent, reflective, or neon colors should be used in the construction of a building in the Corridor.

July 1, 2016

TO: Wayne S. Davis, City Manager

CC: Frank Davis, Special Projects Coordinator

FROM: Tracy Roblero, Community Development Director *JMR*

SUBJECT: SolSmart Partnership

On June 15, 2016, Staff had a meeting with representatives from the Greater Cincinnati Energy Alliance to discuss a new U.S. Department of Energy program entitled SolSmart. SolSmart is a technical assistance program for local government designed to drive greater solar installations by reducing soft costs. The program would provide local governments with a designation of Bronze, Silver or Gold in recognition of the steps that have taken to address local barriers to solar energy and otherwise foster the growth of mature local solar markets within their jurisdiction. Communities can apply for SolSmart Designation on the SolSmart website. After the initial review the Solar Foundation will determine at which level a community would qualify for designation and would provide technical assistance designed to help the community improve their solar market and achieve SolSmart designation.

A key component of SolSmart are the SolSmart Advisors which are staff fully funded by the SolSmart program to work in up to 40 communities across the nation to assist local governments in addressing solar soft cost issues and qualifying their host communities for designation. Greater Cincinnati Energy Alliance would like to apply to become a regional SolSmart Advisor and believes that having multiple jurisdictions within the Greater Cincinnati region apply for designation would demonstrate a regional interest in solar and makes a strong case for having a SolSmart Advisor in the region. To that end, Greater Cincinnati Energy Alliance approached the City of Cincinnati, the City of Covington and the City of Montgomery to ask these communities to consider applying for SolSmart Designation. These three communities were chosen due to previous commitment to encouraging solar installations within their respective jurisdictions.

Staff would like the opportunity to present and discuss the SolSmart program with the Planning, Zoning and Landmarks Committee of Council at their meeting on July 5, 2016.



Greater Cincinnati
Energy
Alliance

SOLARIZE
Cincinnati

200 W. 4th St., Suite 600
Cincinnati, OH 45202
513.621.4232 | greatercea.org

SolSmart Partnership

Helping Smart Cities in Greater Cincinnati Reduce the Cost of Solar

Solar power is growing at an amazing rate as homeowners and businesses across the country continue to embrace solar technology. The increase in demand is driven by the fact that the cost of installing solar has dropped 73% over the past decade. Despite the increase in demand, numerous opportunities to make solar more accessible and affordable to the general public remain. Barriers to entry such as a lack of technical knowledge, lack of access to skilled and reliable contractors, and outdated permitting and inspection systems are currently hindering market growth and preventing more residents and businesses from adopting solar. That is to say that 1/3 of the cost of going solar is “soft” and we can take smart actions to reduce those costs.

The Energy Alliance is growing the solar market throughout the region through its Solarize Cincy program. Through a partnership with the City of Cincinnati, the Energy Alliance is working to bring solar power within the reach of more homeowners by educating the public, reducing costs, and ensuring the adoption of industry best practices. Over the past eight months, the Energy Alliance has completed free solar assessments for over 1,500 homeowners. The assessments provide an analysis of a home's solar potential as well as a breakdown of the costs and benefits associated with installing solar. In addition to the free assessments, the Energy Alliance has also conducted a series of solar workshops, including several in the City of Montgomery, to educate homeowners about solar and answer their questions.

As part of the Solarize Cincy campaign, the Energy Alliance has worked with the City of Cincinnati to determine and implement “solar best practices” with the intent of further reducing fixed projects costs and making solar a more economical proposition for everyone. This process has put the City of Cincinnati in a position to participate in the U.S. Department of Energy's SolSmart program. SolSmart is a technical assistance program for local governments designed to drive greater solar deployment providing both quantitative and qualitative results. The program provides local governments with a designation of Bronze, Silver, or Gold in recognition of the steps they have taken to make installing solar faster, cheaper, and easier.

In addition, SolSmart provides funding on a first-come-first-serve basis for local governments that would like to have a local representative become a SolSmart Advisor. This Advisor would receive training from the Department of Energy on the ways to most effectively assist governments with incorporating best practices that will allow as many people as possible make the jump to solar energy.

The Energy Alliance is looking for additional local governments that would be interested in participating in the SolSmart program. Demonstrating a regional interest in solar and bringing a number of local governments to the table, helps to make a strong case for the benefits a SolSmart Advisor could provide the region.





SOLARIZE
Cincinnati

Proposal:

Below is listed a description of the services available from the Energy Alliance, and the associated level of commitment and funding required. The Energy Alliance proposes to partner with the City of Montgomery to provide some or all of the following services:

- **Level 1: Minimal commitment, no funding required**
 - Initial SolSmart Application, Review of existing solar planning/permitting process
 - GCEA will submit a simple, preliminary SolSmart application on behalf of the City of Montgomery. This will assist the region in obtaining advisor funding and will get Montgomery in the SolSmart pipeline
 - GCEA will contact local permit and planning offices to determine existing processes with respect to solar
- **Level 2: Increased commitment, funding match requested**
 - Work towards SolSmart designation on behalf of City of Montgomery
 - GCEA will assist Montgomery in implementing measures required for SolSmart designation, document all successes and submit documentation to DOE
- **Level 3: Increased Commitment, primary funding required**
 - Implement a "Solarize Montgomery" program on behalf of the city
 - GCEA will offer free solar assessments to Montgomery residents
 - GCEA will offer technical workshops to Montgomery residents who are interested in solar
 - GCEA will administer solar incentive program utilizing city funds. GCEA will vet contractors and maintain proper practices and documentation related to solar incentive program

The Energy Alliance looks forward to continuing efforts towards expanding the regional solar market by partnering with the City of Montgomery, and building on its existing commitments to growing the industry. Please contact an Energy Alliance representative for more information regarding our programs and services.

Andy Holzhauser
Chief Executive Officer
aholzhauser@greatercea.org

Dane Ervick
Assistant Operations Manager
dervick@greatercea.org

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
March 7, 2016

Staff Present

Wayne Davis, City Manager
Tracy Roblero, Community Development Director
Connie Gaylor, Clerk of Council
Matthew Vanderhorst, Community and Information Services Director

Council Committee Members Present

Craig Margolis, Chair
Ken Suer
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. Margolis presiding.

New Business

Discussion of Proposed Monument Sign for City Hall

Ms. Roblero updated the Committee with a revised drawing of the proposed monument sign for City Hall submitted by Preferred Resources, based on revisions discussed at the January 4, 2016 Committee meeting. Ms. Roblero reviewed the changes with the Committee. Ms. Roblero reported that at the time of the meeting the contractor was still receiving quotes, so she did not have a price quote at that time. She stated that she would bring that back to the Committee at the April meeting. The Committee members discussed final revisions and instructed Ms. Roblero to update the contractor on the changes and to bring back a final design and price quote in April.

2015 Housing Report

Ms. Hays, Community Development Director, explained that each year the community development department develops a report on the Montgomery real estate market, including the number of sales, median sales prices, and the number of days on the market. Ms. Hays reported the number of units sold in 2015 was up slightly from units sold in 2014. The median sale price was up 8.84% from \$309,500 in 2014 to \$339,500 in 2015. The difference between the median list price and the median sale price was significant - \$40,400. The median list price for 2015 was \$61,400 more than in 2014 and the median sale price was \$48,500 more than in 2014. The median number of days on the market increased to 28 days on the market from a low of 9 days in 2014.

Customer Satisfaction Survey

Ms. Hays explained that in January the community development department sent surveys to all applicants who received a building and/or electrical permit. In 2015 there were 184 surveys sent out with 35 surveys have been returned for the building department survey, which represents a 19.02% response rate, which is a slight decrease from the 23.94% in 2014. This survey has been sent out to all applicants for building/electrical permits since 2008. The response rate has dropped significantly from the response rate for years 2008-2010.

Discussion of Incentive for Residential Solar PV Installation

Ms. Roblero explained to the Committee that the 2011-2016 strategic plan, (Goal 1, Strategy 6), called for a review of options that would offer incentives to homeowners who install energy efficiency features. She

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Planning, Zoning & Landmarks Committee Minutes

March 7, 2016

Page 2

stated that In April of 2015, City Council chose to reinstate the waiver of building permit fees for new solar installations within the City from June through December. The Community Development Department and Environmental Advisory Commission partnered with Greater Cincinnati Energy Alliance to conduct monthly trainings for residents on the basics of solar installations, the Solarize Cincinnati program and the city's incentive. In total, two new solar photovoltaic systems were installed in Montgomery during the 2015 incentive time period, including the first commercial installation at Pipkin's Market on Cooper Road.

Ms. Roblero stated that at this time, installing a photovoltaic solar array for a home or business is costly and has a fairly long payback period; however, there are federal tax incentives, state loans and potentially public assessments that can offer relief and the cost of the panels themselves have continued to drop in recent years. Since last year, the City of Cincinnati and the Greater Cincinnati Energy Alliance have partnered to create the Solarize Cincinnati program. Any property within Hamilton County is eligible for participation in the program, which provides a free solar assessment, discounted rates and financing.

Ms. Roblero stated that staff would like to discuss the possibility of reinstating the waiver of building permit fees for new solar installations within the City for 2016, which would provide a greater incentive to our residents if paired with the Solarize Cincinnati program and the federal tax credits that are set to expire at the end of 2016. Staff would also suggest articles in the Montgomery Bulletin promoting the incentive and the Solarize Cincinnati program as well as recognizing residents who installed solar during the incentive period.

Mr. Suer moved to offer the solar incentive from June 1 to December 30, 2016 and would present by Resolution to full council. Mrs. Combs seconded. The Committee unanimously agreed.

Minutes

Mrs. Combs moved to adopt the minutes of the January 4 and January 20, 2016 meetings of the Planning, Zoning and Landmarks Committee. Mr. Suer seconded. The Committee unanimously agreed.

Adjournment

Mrs. Combs moved for adjournment. Mr. Suer seconded. The Committee unanimously agreed.

The Planning, Zoning and Landmarks Committee meeting adjourned at 6:10 p.m.

Chair