

October 29, 2021

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

FROM: Brian K. Riblet, City Manager *BKR*

SUBJECT: Planning, Zoning and Landmarks Committee Meeting of Monday, November 1, 2021

As a reminder, the Planning, Zoning and Landmarks Committee is scheduled to meet on Monday, November 1, 2021 at 5:00 p.m. Items to be discussed include:

1. Historic Matching Grant Program — Please see the attached memorandum from Tracy Henao, Assistant City Manager/Acting Community Development Director requesting the opportunity to discuss the Historic Matching Grant Program with the Committee and to obtain their feedback at the meeting.
2. Commercial Exterior Renovation Matching Grant Program — Please see the attached memorandum from Tracy Henao, Assistant City Manager/Acting Community Development Director requesting the opportunity to discuss the creation of a Commercial Exterior Renovation Matching Grant Program with the Committee and to obtain their feedback at the meeting.
3. Discussion of the Planning Commission Recommendation for a Small Area Study — Please see the attached memorandum from Tracy Henao, Assistant City Manager/Acting Community Development Director requesting the opportunity to discuss a recommendation made by the Planning Commission at their October 18, 2021 meeting to conduct a small area study on four properties located on Remington Road with the Committee and to obtain their feedback at that meeting.
4. Incentives for Promoting Solar Power— Please see the attached memorandum from Tracy Henao, Assistant City Manager/Acting Community Development Director requesting the opportunity to discuss a waiver of building permit fees for new solar installations through calendar year 2023. Staff will be present to review the proposed extension of the incentive program for solar photovoltaic installations in our community. Details of the proposed program extension are attached.
5. 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 May 3, 2021 and May 8, 2021 meeting 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

AGENDA

November 1, 2021  
Montgomery City Hall  
10101 Montgomery Road

5:00 P.M.

1. Call to Order
2. Guests and Residents
3. Communications
4. New Business
  - a. Historic Preservation Matching Grant
  - b. Commercial Exterior Renovation Matching Grant Program
  - c. Discussion of the Planning Commission Recommendation for a Small Area Study
  - d. Incentives for Promoting Solar Power
5. Approval of Minutes: May 3, 2021; May 8, 2021
6. Other Business
7. Adjournment

October 29, 2021

TO: Brian K. Riblet, City Manager  
FROM: Tracy Henao, Assistant City Manager / Acting Com. Dev. Director  
SUBJECT: Historic Preservation Matching Grant Program

DMH

### Background

In November of 2013, the Community Development Department proposed a Historic Matching Grant Program to assist Landmark building owners and owners of contributing structures in the Heritage Overlay District with repairs and upgrades. The idea was received favorably by the Planning, Zoning and Landmarks Committee of Council and the Financial Planning Committee Council in a joint meeting on November 4, 2013 and was approved by the CIC at its' meeting on February 5, 2014.

Due to the success of the program in 2014, the Montgomery Community Improvement Corporation (CIC) reinstated the grant program for calendar year 2017 through 2020. Since the inception of the program, the CIC has awarded a total of \$93,907.75 in grants to the property owners of 8 Landmarks and one contributing structure including, the Arstingstall-May House, Parrot-Smith House, the Pure Oil Gas Station, the Grover Kjellenberg House, the James Ayers House, the Cameron Feintheil House, the Crain-Eberhard House, the Jonathan Crain House, the Wooley Hattersley Carriage House and the Country Arts Building.

If the program was reinstated for 2022, the maximum financial impact would be \$40,000 if eligible projects were applied for and approved. The proposed maximum grant amount is \$15,000 with a minimum grant amount of \$2,000 and a required 50% match by the applicant. Details on the program and eligibility are provided in the packet.

### Request

Staff would like to discuss reinstating the Historic Matching Grant Program with the Planning, Zoning and Landmarks Council Committee meeting on November 1, 2021.



## Historic Preservation Matching Grant Program

**Title:** Historic Preservation Matching Grant Program

**Funding Amount:** Initial Capitalization of \$40,000

**Timeframe:** Calendar year 2022

**Maximum Grant Amount:** \$15,000

**Minimum Grant Amount:** \$2,000

**Matching Requirement:** Applicant must provide a minimum of 50% of the eligible costs

**Applicant Eligibility:** Eligible applicants are owners of City designated Landmark buildings or a property designated as a contributing structure in the Heritage Overlay District by the Landmarks Commission.

**Eligible Costs for Reimbursement:** Structural repair, exterior siding replacement, new roof, new windows, shutters and/or doors, foundation work, repair and/or replace significant architectural features and architect and/or engineering fees.

**Ineligible Project Costs:** New building additions, painting\*, minor repair and maintenance, landscaping, insulation and weatherproofing\*, broken windowpanes, non-contributing accessory buildings or structures, decks, patios, solar panels and fences.

\*May be permitted as part of a larger project, if deemed appropriate by the Community Improvement Corporation (CIC)

### Applicant Process:

- Submission of application to the Community Development Director, including written description of proposed work, architectural drawing, if necessary, and cost estimate
- Proposed work would be reviewed by the Landmarks Commission, if applicable
- Evaluation of project costs by Community Development Director and Landmarks Consultant
- CIC approves or denies the grant application
- If approved, the applicant executes the grant agreement
- Applicant obtains building permit, if necessary
- Applicant submits invoices and documentation of the match
- City releases funds to owner and/or contractor on a cost reimbursement basis



October 29, 2021

TO: Brian Riblet, City Manager

FROM: Tracy Roblero, Assistant City Manager / Acting Community Development Director *JRH*

SUBJECT: Commercial Exterior Renovation Matching Grant Program

### **Background**

The Community Development Department has received several inquiries about the possibility of grants to assist with costs associated with exterior renovations to commercial buildings within the city. Due to increasing construction costs and the design guidelines within the City, property owners have turned to the City for assistance to upgrade their property. Currently, the only such program is available for property owners of commercial buildings within the Heritage District through the Historic Preservation Matching Grant program. The Historic Preservation Matching Grant has been used successfully to renovate commercial buildings in the Heritage District, including the Pure Oil Building, the Jonathan Crain Building and the Country Arts Building.

Staff believes that a similar program aimed at assisting commercial property owners funded through the Montgomery Community Improvement Corporation (CIC) could be highly successful and would allow property owners to make necessary improvements to the exterior of the property in a time where many businesses are struggling due to the COVID-19 pandemic. If City Council and CIC is supportive of the program as designed, Staff would recommend starting the program with \$50,000 available for eligible projects. The proposed maximum grant amount is \$25,000 with a minimum grant amount of \$5,000 and a required 50% match by the applicant. Details of the proposed program and eligibility are provided in the packet.

### **Request**

Staff would like to discuss instituting a Commercial Exterior Renovation Matching Grant Program with the Planning, Zoning and Landmarks Council Committee meeting on November 1, 2021 and receive feedback on the proposed initiative.



# Commercial Exterior Renovation Matching Grant Program

**Title:** Commercial Exterior Renovation Matching Grant Program

**Funding Amount:** Initial Capitalization of \$50,000

**Timeframe:** Calendar year 2022

**Maximum Grant Amount:** \$25,000

**Minimum Grant Amount:** \$5,000

**Matching Requirement:** Applicant must provide a minimum of 50% of the eligible costs

**Applicant Eligibility:** Eligible applicants are owners of commercial buildings within the City limits.

**Eligible Costs for Reimbursement:** Structural repair, exterior siding replacement, new roof, new windows and/or doors, foundation work, repair and/or replace significant architectural features and architect and/or engineering fees. Any modifications to the exterior façade shall comply with all applicable zoning regulations.

**Ineligible Project Costs:** New building additions\*, painting\*, minor repair and maintenance, landscaping, insulation, and weatherproofing\*, broken windowpanes, accessory buildings or structures, patios, solar panels, and fences.

\*May be permitted as part of a larger project, if deemed appropriate by the Community Improvement Corporation (CIC)

## Applicant Process:

- Submission of application to the Community Development Director, including written description of proposed work, architectural drawing, if necessary, and cost estimate
- Proposed work would be reviewed by the Planning Commission and/or Landmarks Commission, if applicable
- Evaluation of project costs by Community Development Director
- CIC approves or denies the grant application
- If approved, the applicant executes the grant agreement
- Applicant obtains building permit, if necessary
- Applicant submits invoices and documentation of the match
- City releases funds to owner and/or contractor on a cost reimbursement basis

October 29, 2021

TO: Brian K. Riblet, City Manager

FROM: Tracy Henao, Assistant City Manager / Acting Com. Dev. Director *DMH*

SUBJECT: Recommendation from the Planning Commission for a Small Area Study

### **Background**

On October 18, 2021, the Planning Commission met for a concept plan discussion regarding the potential for rezoning the property at 7960 Remington Road from 'D-3' - Multi-Family to 'OM' - Old Montgomery Outer. This rezoning would allow for the construction of two townhomes, similar to the townhomes at the corner of Main Street and Remington Road, as well as a duplex. After talking about the potential of rezoning the property, the Planning Commission felt it would be prudent to have a third party complete a study on the properties at 7942, 7960, 7945 and 7949 to determine if the property is zoned appropriately or if another zoning classification would be more appropriate. Therefore, they made a motion to recommend a study of the four properties to City Council.

### **Request**

Staff would like to discuss recommendation for an independent small area study with the Planning, Zoning and Landmarks Council Committee meeting on November 1, 2021.



PLANNING COMMISSION

Concept Plan Discussion  
Rezoning and Multi-Family Residential Development  
7960 Remington Road

October 14, 2021

**Applicant:** Jim Sykes and Ann Henry  
7960 Remington Road  
Montgomery, Ohio 45242

**Property Owner(s):** Same as above

**Vicinity Map:**



**Zoning:**

The property is zoned 'D-3' - Multi-Family Residential. Single family homes, two-family homes, multi-family homes and 'cluster' developments are permitted uses within the district. The property is also located in the Heritage District.

The property to the north is zoned 'A' - Single Family Residential and used for single family residences. The property to the south is zoned 'C' - Single- and Two-Family District and used for a multi-family building. The property to the west is zoned 'D-3' - Multi-family and is used for a multi-family building. The property to the east is zoned 'A' - Single Family Residential and used for a single-family residence. The property to the north is zoned 'A' - Single Family Residential and used for single family residences.

### Nature of Request:

The applicant is requesting discussion of the potential for rezoning the property to 'OM' - Old Montgomery Outer to allow for the construction of two townhomes, similar to the townhomes at the corner of Main Street and Remington Road, as well as a duplex.

### Findings:

1. The property is approximately 0.543 acres; however, does include right-of-way, which would need to be netted out of the calculation should the project move forward.
2. The applicant has provided a layout for discussion; however, the overall concept would be for two townhomes with underground parking on the west side of the property and a duplex on the east side of the property. The duplex would be primarily a single family with a small apartment over the garage.
3. The minimum development area for 'OM' - Outer is 0.75 acres. Therefore, a variance for minimum development area would be required should the project move forward unless additional land is acquired.
4. The applicant would like to rezone the property 'OM' - Old Montgomery Outer to pull the units up close to the road similar to the townhomes at the corner of Main Street and Remington Road and the townhomes across the street. Staff has communicated that the property at 7942 Remington Road should be included in a rezoning request; however, the applicant has decided to wait to approach that property owner until after the concept plan discussion with the Planning Commission.
5. As the plans are only concept plans, the setbacks, distance between buildings, impervious surface coverage etc. are not shown; however, the applicant is aware of the requirements.

### Staff Comments:

The subject property is located on Remington Road in the Heritage District. The property is currently zoned 'D-3' - Multi-family and the property owner would like to rezone to 'OM - Outer' to create a unique design similar to the townhomes further west on Remington Road. The proposed project would include two townhome units and a duplex. Staff believes it is an interesting project that could extend the street wall leading into the Heritage District and create some diversity in housing stock near the downtown. Staff believes that it would be necessary to include the property at 7942 Remington Road in a rezoning request, should the project move forward. The applicant has not yet had this conversation with the property owner of 7942 Remington Road to determine if they would be agreeable to including the property in the rezoning request. If the project moved forward, it would also be necessary to get a variance for minimum development area and potentially for setbacks, lot width, etc. depending how the development is platted.

The applicant is requesting feedback on the proposed rezoning to 'OM - Outer' and the proposed concept plan from the Planning Commission. No vote is required at this time.

  
 CITY OF  
**MONTGOMERY**  
 A CHARMING PAST. A GLOWING FUTURE.

**APPLICATION FORM**

Meeting (Circle): Board of Zoning Appeals Planning Commission Landmarks Commission

Project Address (Location): 7960 Remington Rd Montgomery Ohio 45242

Project Name (if applicable): Remington Row

Auditors Parcel Number: 603-0002-0040-00 & 603-0002-0016-00

Gross Acres: ~~083~~ + ~~460~~ = 543 Lots/Units 2 Commercial Square Footage 1,864 existing house

Additional Information: Request for Zoning Change from D-3 to OM

PROPERTY OWNER(S) Jim Sykes and Ann Henry Contact Ann Henry

Address 7960 Remington Rd. Phone: 513.706.6268 cell Ann

City Montgomery State Oh Zip 45242

E-mail address annhenry@fuse.net

APPLICANT Jim Sykes and Ann Henry Contact Ann Henry



Address 7960 Remington Rd Phone: 513.706.6268

City Montgomery State Oh Zip 45242

E-mail address annhenry@fuse.net

I certify that I am the applicant and that the information submitted with this application is true and accurate to the best of my knowledge and belief. I understand the City is not responsible for inaccuracies in information presented, and that inaccuracies, false information or incomplete application may cause the application to be rejected. I further certify that I am the owner or purchaser (or option holder) of the property involved in this application, or the lessee or agent fully authorized by the owner to make this submission, as indicated by the owner's signature below.

Property Owner Signature

ONLY  

FOR DEPARTMENT USE

Print Name

Jim Sykes and Ann Henry

Date 10.18.2021

Meeting Date: <u>10/18/21</u>
Total Fee: <u>0</u>
Date Received: <u>9/24/21</u>
Received By: <u>JMH</u>



## CONSENT OF OWNER(S) TO INSPECT PREMISES

To: City of Montgomery Planning Commission and Staff  
City Hall  
10101 Montgomery Road  
Montgomery, Ohio 45242

Re: Review Subject Site

Dear Members and Staff:

As owner(s) of the property located at 7960 Remington Rd Montgomery Oh 45242, we hereby grant permission to Members of the Planning Commission and City of Montgomery Staff to enter the property for visual inspection of the exterior premises. The purpose of said inspection is to review the existing conditions of the subject site as they relate to the application as filed to the Planning Commission.

Property Owner(s) Signature \_\_\_\_\_

Print Name Ann Henry and Jim Sykes

Date 10.18.2021

Planning Commission Members:

Vince Dong

Michael Harbison

Dennis Hirotsu

Darrel Liebson

James Matre

Barbara Steinebrey

Patrick Stull

Ann Henry and Jim Sykes  
7960 Remington Rd.  
Montgomery, Ohio 45242

Re: Planning Commission Pre Planning meeting, City of Montgomery, Ohio

Date: Oct. 18, 2021

To: Planning Commission Members

We are the current property owners of 7960 Remington Rd. We have lived there since April 2001. We have watched the transformation of Remington Rd. over the past 15 years with the many tear downs and new construction. The new single family homes and townhomes both contribute positively to our community.

Given this current state of development, we believe that our home would be considered a tear down by whomever purchased the property should we decide to sell. We have decided to develop the property ourselves. We have been working with Tracy Henao on details and requirements to convert our existing single family home lot, zoned D-3; multi family, to become high density multi family zoned OM; Core Old Montgomery. In addition, our property is in the Heritage Overlay District.

We both have experience in the design and construction industry: Jim is a retired footing contractor who owned his own contracting business for 25 years. Ann is the current owner, along with her 2 partners, of W<sup>5</sup> Design+Architecture, a woman owned design and architecture firm formed in 2013. She has 30+ years in the commercial design industry.

Ann has developed plans and drawings for the construction of 2 buildings with 4 total dwellings, on the site, with a similar aesthetic and size to the current townhomes to the west of 7960 Remington along Remington and Main streets. There would be 2 townhomes in the building at the west side of the property and 1 residence and 1 apartment in the building at the east side of the property.

We believe this development, Remington Row, would be an enhancement to the community by creating additional residences in the pedestrian urban zone of downtown Montgomery and generate more property tax for the city.

Thank for your consideration and we look forward to discussing all your issues and concerns at the upcoming Planning Commission meeting.

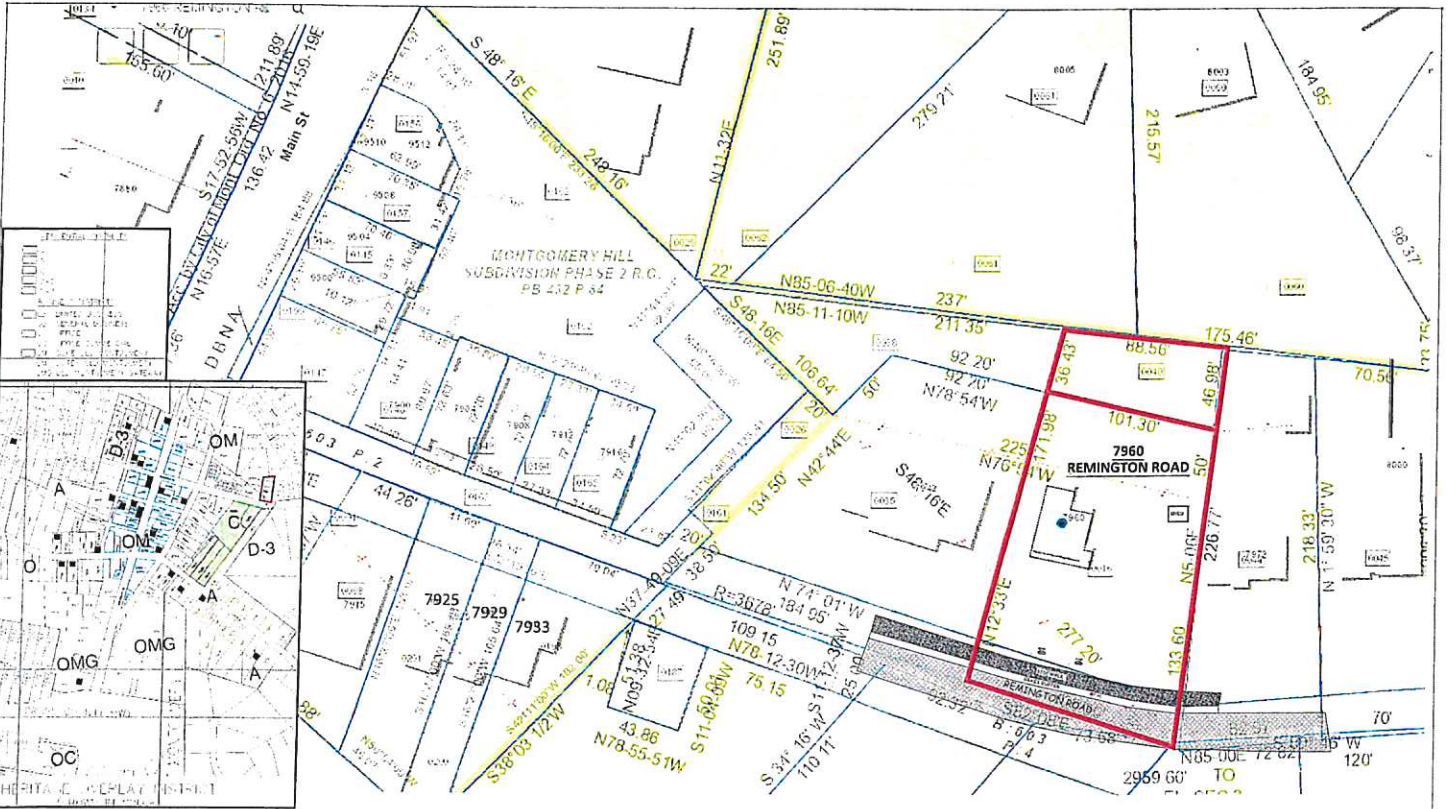
Sincerely,

The image shows two handwritten signatures in black ink. The signature on the left is for Jim Sykes, written in a cursive style. The signature on the right is for Ann Henry, also in a cursive style.

Jim Sykes and Ann Henry

7960 Remington Road





ZONING:

D-3

SITE PLAN-EXISTING  
N.T.S.



REMINGTON ROW - Townhomes

7960 Remington Rd.  
Cincinnati OH 45242

Date: 09.17.21

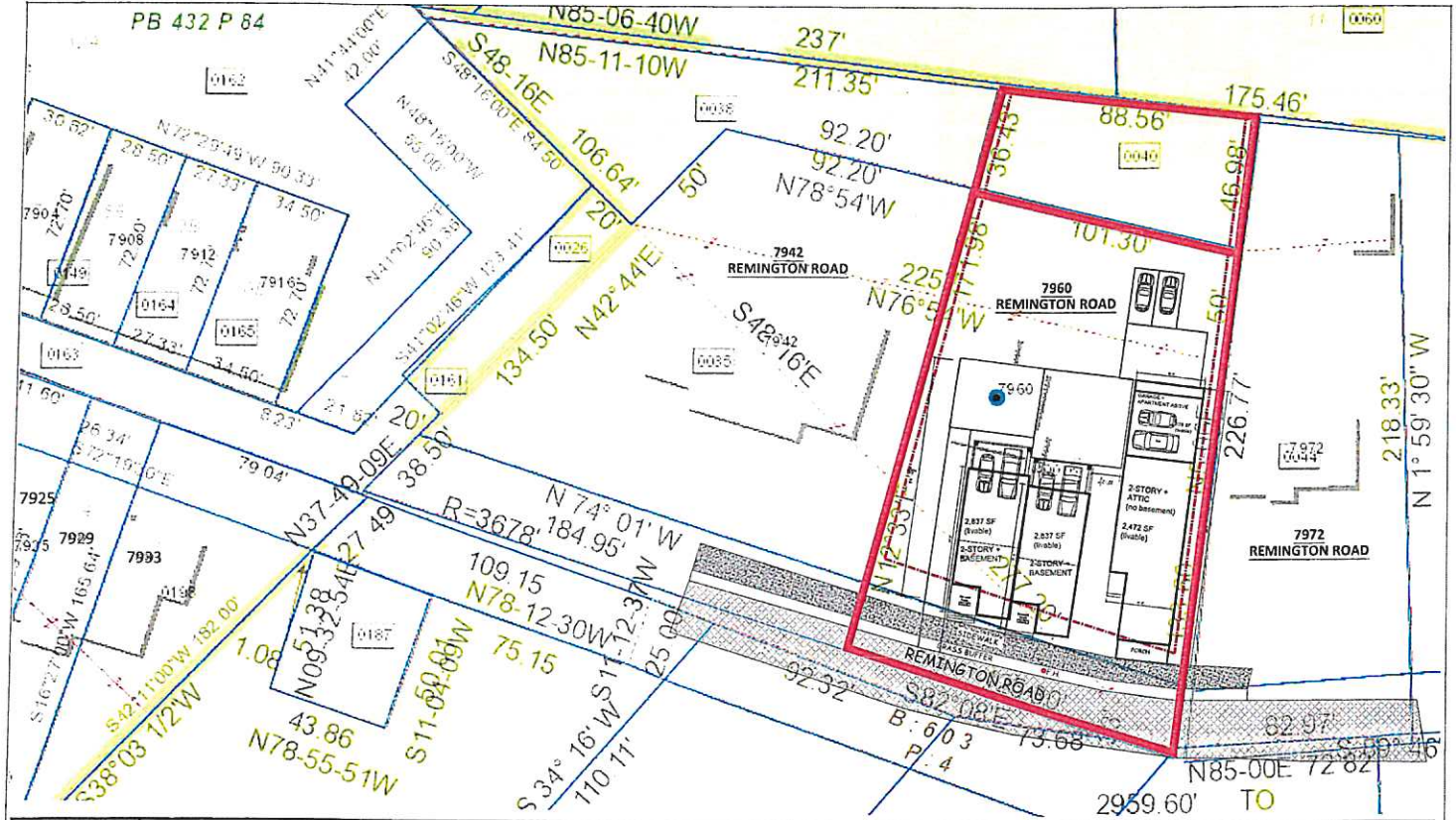
Rev:

Option No.



WP DESIGN LLC  
515 Wyoming Ave.  
Cincinnati, Ohio 45215  
513.378.0918





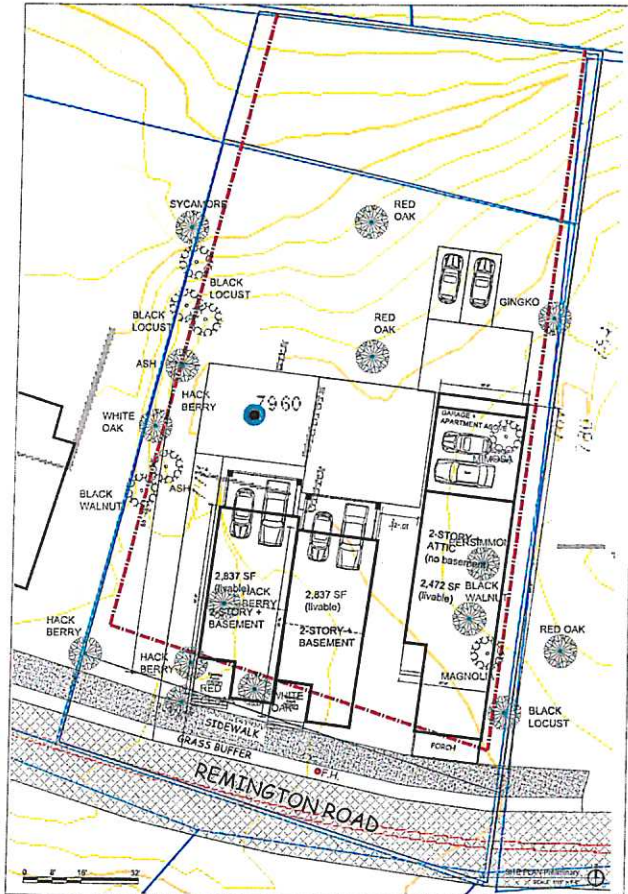
PROPOSED ZONING:  
**OM**


SITE PLAN-Preliminary  
SCALE: 1/32" = 1'-0"

REMINGTON ROW - Townhomes  
7960 Remington Rd.  
Cincinnati OH 45242

Date:	09.17.21
Rev:	
Option No.	

**W<sup>2</sup> DESIGN**  
W<sup>2</sup> DESIGN LLC  
515 Wyoming Ave.  
Cincinnati, Ohio 45215  
513.376.0168



Job Name: Remington Row - 2 Townhomes + 1100 & Apartment	Date: 09/09/2021	
Location: 7905 Remington Rd, Cincinnati OH 45242	Sheet:	
Job Number:	Option No.:	



SIDING - Blue

BRICK - Red



SIDING - Pale Yellow



EXTERIOR ELEVATIONS-Preliminary  
SCALE: 3/16" = 1'-0"

REMINGTON ROW - Townhomes

7950 Remington Rd.  
Cincinnati OH 45242

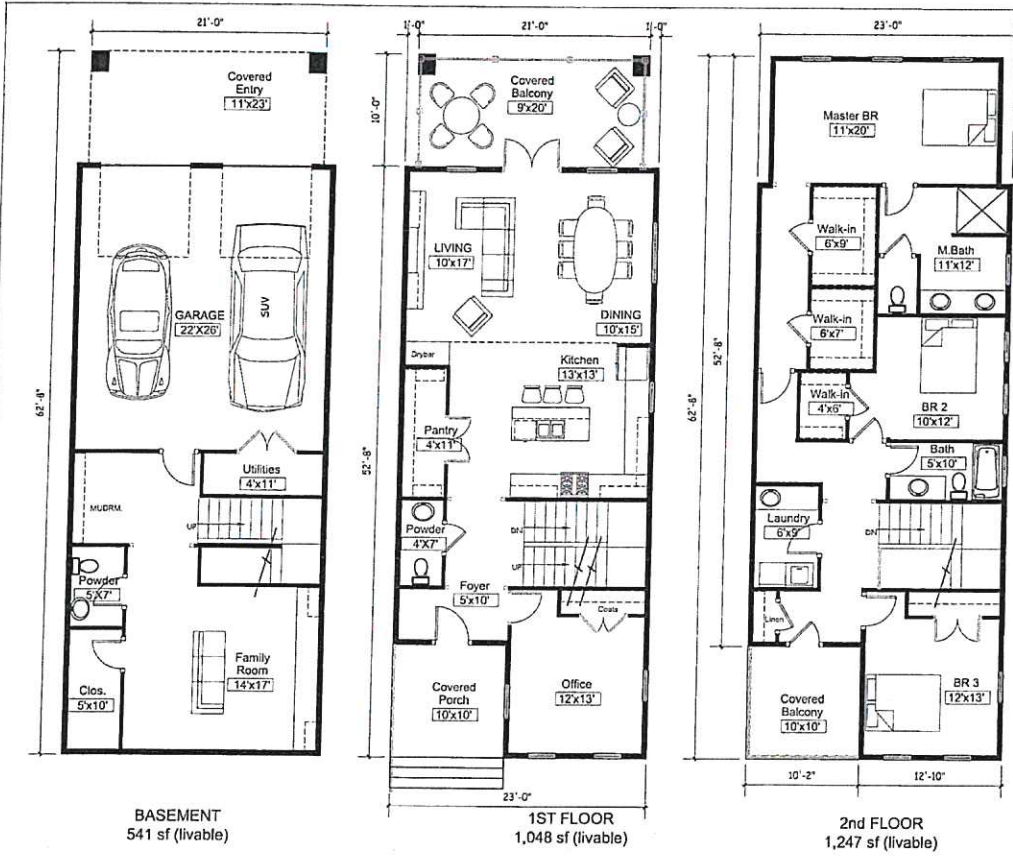
Date: 09.21.21

Rev:

Option No.



W2DESIGN LLC  
515 Wyoming Ave.  
Cincinnati, Ohio 45216  
513.276.6218

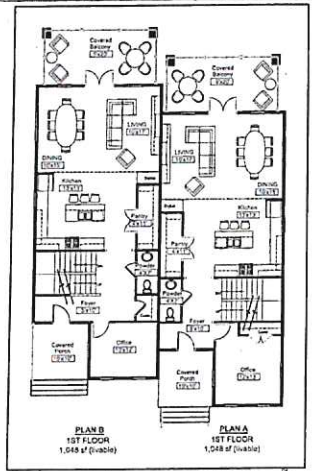


**BASEMENT**  
541 sf (livable)

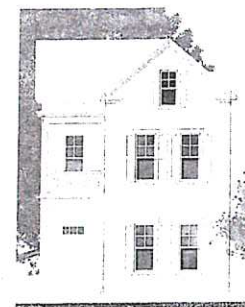
**1ST FLOOR**  
1,048 sf (livable)

**2nd FLOOR**  
1,247 sf (livable)

**REAL ESTATE LISTING**  
2,836 sf (livable)



Preliminary Plans - TOWNHOMES  
SCALE: 1/8" = 1'-0"



Preliminary Elevation - TOWNHOMES  
N.T.S.

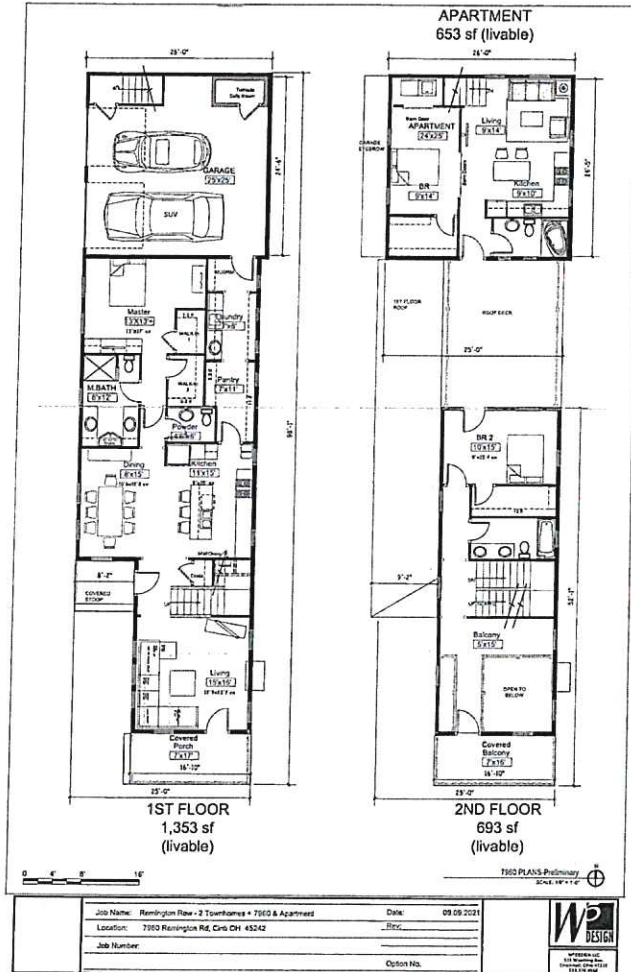


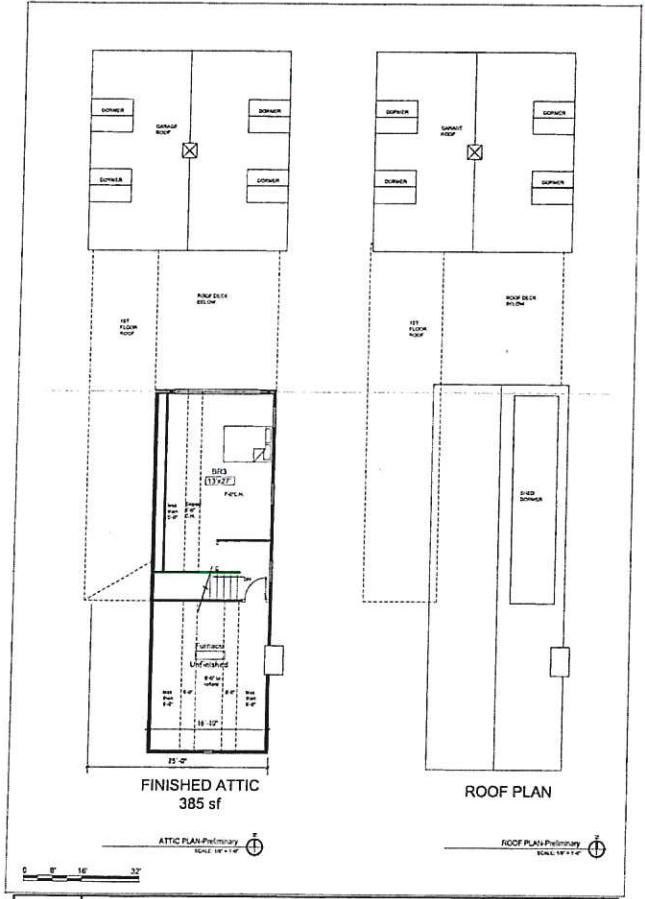
W3 DESIGN LLC  
515 Wyoming Ave.  
Cincinnati, Ohio 45215  
513 376 0968

**PROJECT**

Remington Row  
Townhomes  
7960 Remington Rd.  
Cinti OH 45242

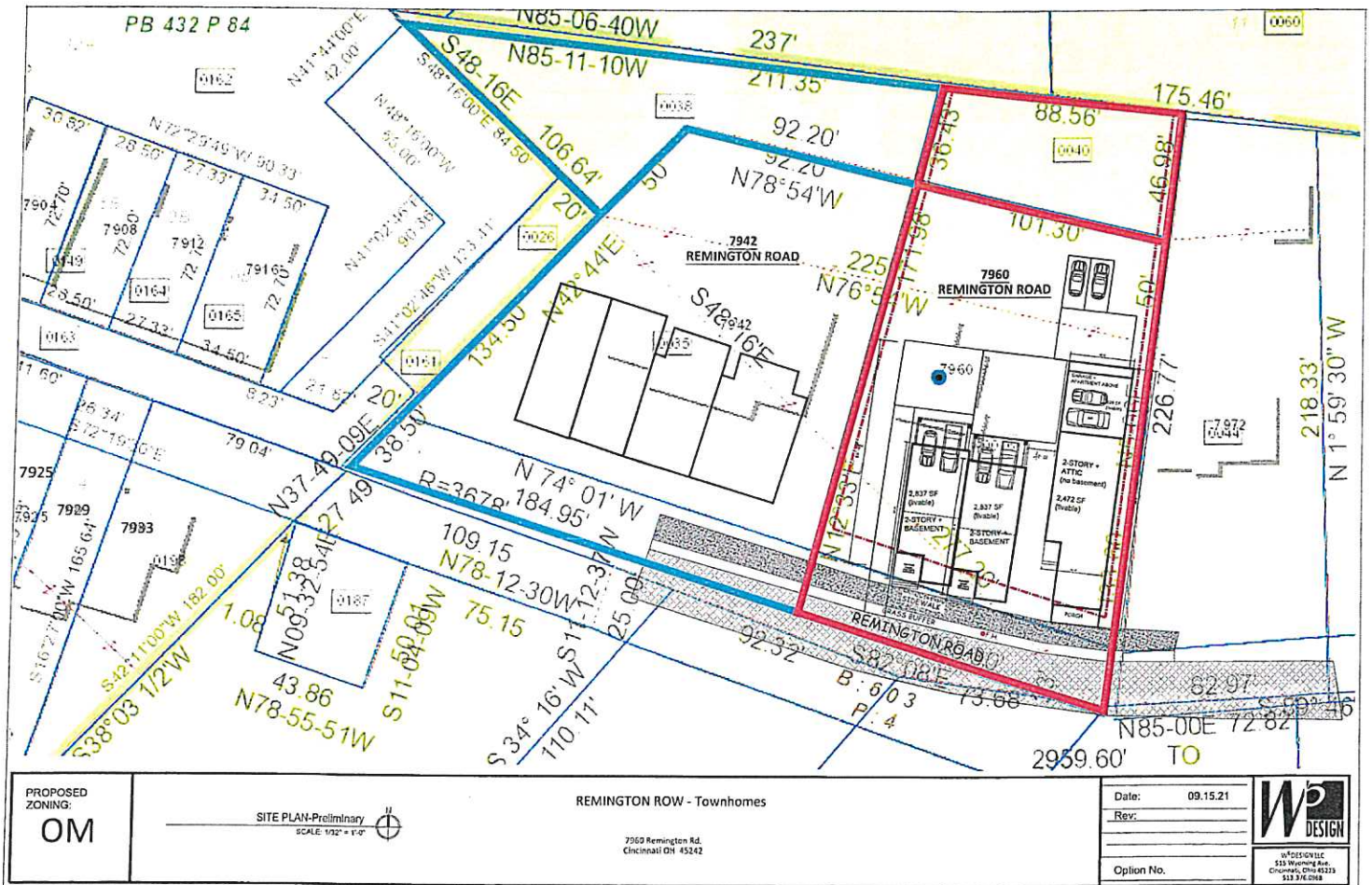
PROJECT #	
REV.	
DATE:	09 09 21
OPTION NO.	





Job Name: Remington Row - 2 Townhomes + 7560 S Apartment	Date: 08.21.2021
Location: 7560 Remington RE, Cinc OH 45242	Rev: _____
Job Number: _____	Option No: _____





PROPOSED ZONING:  
**OM**

SITE PLAN-Preliminary  
SCALE: 1/2" = 1'-0"

REMINGTON ROW - Townhomes

7960 Remington Rd.  
Cincinnati OH 45242

Date: 09.15.21  
Rev:  
Option No.



October 29, 2021

TO: Brian K. Riblet, City Manager

FROM: Tracy Henao, Assistant City Manager/Acting Community Development Director *JMH*

SUBJECT: Waiver of Building and Zoning Fees for Solar Installations

### Background

Goal 1, Strategy 5, Implementation Steps 1 and 2 of the 2011 – 2016 Strategic Plan direct staff to look at the opportunities to promote energy efficiency for new homes and for retrofitting existing homes. This includes promoting energy efficient design and products and looking at federal, state, and local incentive options to encourage their use. In 2014, Frank Davis, former Community Development Director served on the OKI Solar Initiative which gave him the opportunity to learn more about solar and to meet people in the field. After discussions with local installers, Staff suggested that the City offer a waiver of building permit fees as an incentive for solar installations. City Council agreed to the incentive program, and it was advertised in the Montgomery Bulletin and the website. Several solar companies also chose to run specials at the same time as the Montgomery incentive, making it even more attractive to install solar within the community. In total, four new solar photovoltaic systems were installed in Montgomery during the 2014 incentive period. Staff also worked together with the Environmental Advisory Commission and local solar installers to host an informational session and recognized residents who installed solar in the Montgomery Bulletin. At the 2015 OKI Solar Workshop, the City's program was recognized for being a model program and the first of its kind in the Cincinnati region.

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 period, including the first commercial installation at Pipkin's Market on Cooper Road. In 2016, City Council chose to reinstitute the building and zoning permit waiver again for calendar year 2016. Only one new solar photovoltaic system was installed in 2016 using the incentive.



In 2017, the program was reinstated through calendar year 2019. During that time frame a total of 14 solar panel systems have been installed utilizing the incentive program (13 residential installations and 1 commercial installation). The total cost of the waived building fees is \$4,888.08, which averages to approximately \$350 per permit.

Due to the continued success of the program, the City reinstated the waiver of building permit fees for new solar installations in January of 2020 through calendar year 2021. During that time frame a total of 5 residential solar panel systems have been installed utilizing the incentive program. The total cost of the waived building fees is \$1,831.37.

At this time, installing a photovoltaic solar array for a home or business is costly and has a long payback period; however, there are tax incentives that can offer relief and the cost of the panels themselves have continued to drop in recent years. The waiver of building and zoning permit fees is another way to incentivize solar installations.

### **Financial Impact**

The financial impact will be the cost of the building and zoning permit fees that are waived during the incentive program. It is estimated that a building permit will cost approximately \$325.00 for an average residential array; however, a larger solar array for a business might be significantly higher. As in years past, Staff would suggest providing the incentive to commercial properties as well; however, to protect the City from exposure to a large, unanticipated fee to National Inspection Corporation (NIC) for the permit. Since it is impossible to predict what the fees could be for these various types of buildings Staff recommends that the city place a cap of \$1,000 on the amount of the building and zoning fees that will be waived during the incentive program. It is believed that most applications would be significantly less than the \$1,000 cap; however, this allows for a larger project to take advantage of the incentive while still limiting the limits the financial exposure of the City.

### **Request**

Staff would like to discuss reinstating the Waiver of Building and Zoning Fees for Solar Installations for a two-year period beginning January 1, 2022, with the Planning, Zoning and Landmarks Council Committee meeting on November 1, 2021.

*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  
May 3, 2021

**Staff Present**

None were present

**Council Committee Members Present**

Craig Margolis, Chair  
Ken Suer  
Lee Ann Bissmeyer

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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**

Mr. Margolis stated that the purpose of this special meeting of the Planning, Zoning and Landmarks Committee was to conduct interviews to fill two vacancies on the Landmarks Commission.

Mr. Margolis asked for a motion to adjourn into Executive Session for matters related to personnel.

Mrs. Bissmeyer motion to adjourn into Executive Session for matters related to personnel. Mr. Suer seconded. The Committee unanimously agreed.

The Committee adjourned into Executive Session at 5:30 p.m.

The Committee interviewed the following candidates for the vacancies on the Landmarks Commission:

5:30 P.M. Connie Pillich  
5:50 P.M. Bob Bammann  
6:10 P.M. Kevin Smith  
6:30 P.M. John DeVore

The Planning, Zoning and Landmarks Committee meeting adjourned from Executive Session at 7:05 p.m.

**Adjournment**

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

The Planning, Zoning and Landmarks Committee meeting adjourned at 7:08 p.m.

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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  
May 8, 2021

**Staff Present**

None were present

**Council Committee Members Present**

Craig Margolis, Chair  
Ken Suer  
Lee Ann Bissmeyer

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The meeting of the Planning, Zoning and Landmarks Committee of City Council convened in Council Chambers at 9:00 a.m., with Mr. Margolis presiding.

**New Business**

Mr. Margolis stated that the purpose of this special meeting of the Planning, Zoning and Landmarks Committee was to conduct interviews to fill two vacancies on the Landmarks Commission.

Mr. Margolis asked for a motion to adjourn into Executive Session for matters related to personnel.

Mr. Suer made a motion to adjourn into Executive Session for matters related to personnel. Mrs. Bissmeyer seconded. The Committee unanimously agreed.

The Committee adjourned into Executive Session at 9:01 a.m.

The Committee interviewed the following candidates for the vacancies on the Landmarks Commission:

9:00 A.M. Kerry Hull  
9:20 A.M. John Durham  
9:40 A.M. Carole Cottrill

The Planning, Zoning and Landmarks Committee meeting adjourned from Executive Session at 11:29 a.m.

**Adjournment**

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

The Planning, Zoning and Landmarks Committee meeting adjourned at 11:29 a.m.

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Chair