

April 1, 2022

TO: Lee Ann Bissmeyer, 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, April 4, 2022

As a reminder, the Planning, Zoning and Landmarks Committee is scheduled to meet on Monday, April 4, 2022 at 5:30 p.m. Items to be discussed include:

1. 2021 Housing Report — 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. Staff will be present to review the attached 2021 report with the Committee.
2. 2021 Customer Satisfaction Survey — For the past several years, the community development department has conducted a survey in January to all customers who obtained a building or electrical permit during the past year. This survey provides information on not only the performance of National Inspection Corporation, but also on our own staff. Staff will be present to review the attached results from the 2021 survey with the Committee.
3. 2021 Property Maintenance Violations — In the past two years staff began tracking property maintenance violations within the city. Staff will be present to review the attached information with the Committee.
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 November 21, 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

**April 4, 2022
Montgomery City Hall
10101 Montgomery Road**

5:30 P.M.

- 1. Call to Order**
- 2. Guests and Residents**
- 3. Communications**
- 4. New Business**
 - a. 2021 Housing Report
 - b. 2021 Customer Satisfaction Survey
 - c. 2021 Property Maintenance Violations
- 5. Approval of Minutes: November 1, 2021**
- 6. Other Business**
- 7. Adjournment**

April 1, 2022

TO: Brian K. Riblet, City Manager

CC: Kevin Chesar, Community Development Director

FROM: Melissa Hays, Zoning and Code Compliance Officer *MH*

SUBJECT: 2021 Annual Housing Report

Please find the 2021 Annual Housing Report attached. Staff would like the opportunity to present and discuss this report with the Planning, Zoning and Landmarks Committee of Council at their meeting on April 4, 2022.



2021 Annual Housing Report

April 2022

Introduction

As part of the City's 2006 Strategic Plan, City Staff began collecting data on home sales in the city starting in 2007. This information has allowed Staff to track important information on the housing market within the city, such as median list price and sale price, as well as median number of days on the market and median age of the homes being sold. Over the past decade, the country has seen large swings in home sales and foreclosures, greatly attributed to the Great Recession lasting from December 2007 to June 2009. Thankfully, this economic turmoil only moderately impacted the housing market in Montgomery, with a slight decrease in the median sales price from 2009-2012, as well as a spike in foreclosures from 2010-2012. The housing market nationally, as well as in Montgomery, has seen a strong comeback since 2013.

In 2021, the acceleration of home values continued to see substantial increases. According to the National Association of Realtors, the median sales price increased 16.9% in 2021, to a new record high of \$346,900.

This report will show that while sales volume is down slightly, the median sales price has increased considerably within the City of Montgomery. This report also shows that while housing sales are well-distributed throughout the community, median sale prices are impacted by housing type and location within the city. The number of homes being sold in 2021, the new construction on Orchard Trail, zero foreclosures and the continued interest in teardown/rebuilds illustrates that the housing market in the city continues an upward momentum.

Home Sales in 2021

Table 1 includes the following information for units sold in the City of Montgomery during 2007 through 2021:

- number of units sold in the city
- median list price
- median sale price
- median age of the units, and
- median number of days on the market.

Table 1: Median for all units sold in Montgomery for 2007 through 2021.

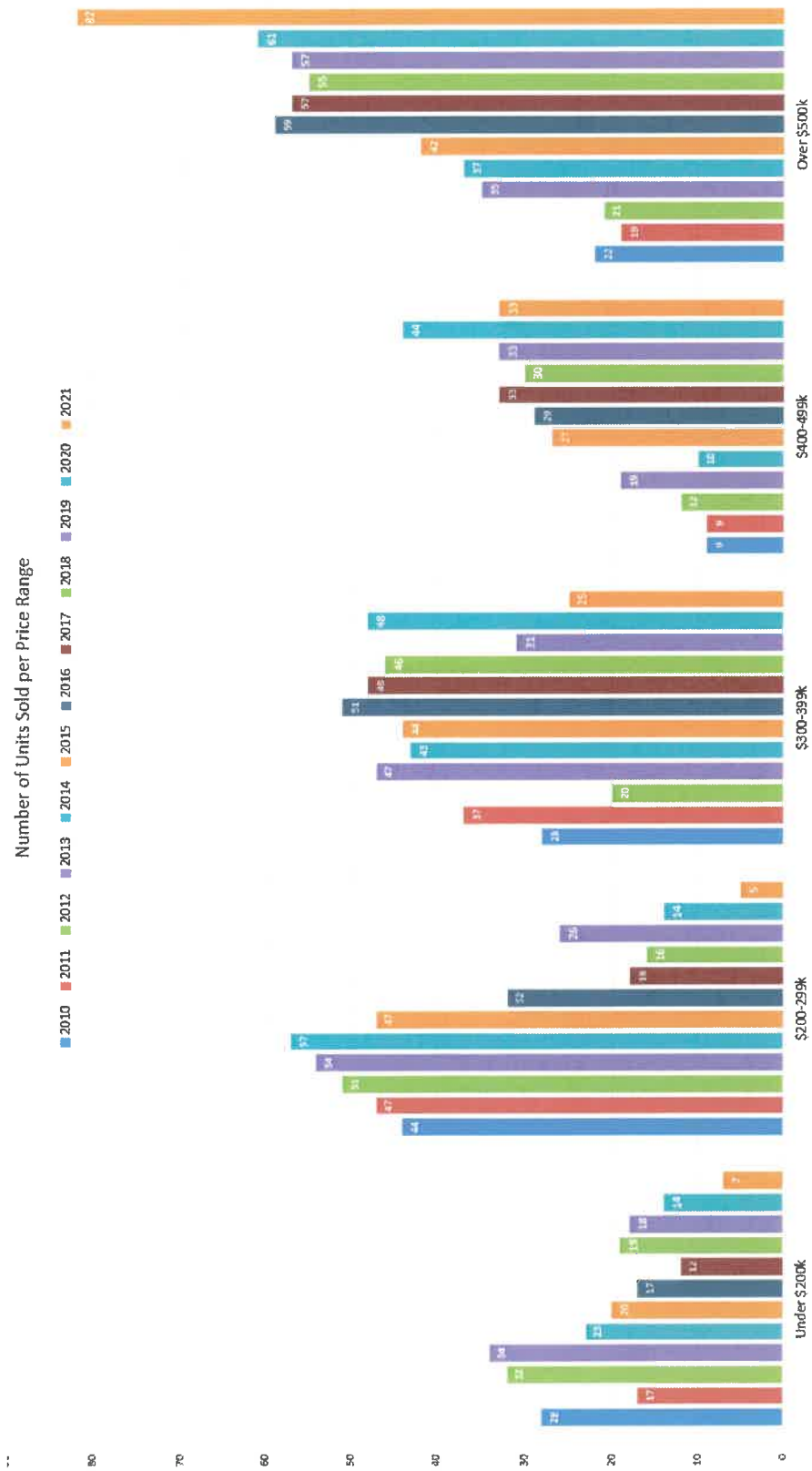
	Number of Units	Median List Price	Median Sale Price	Difference between List Price and Sale Price	Median Age	Median Days on the Market
2007	137	\$319,000	\$299,900	-\$19,100	33	60
2008	103	\$319,000	\$300,000	-\$19,000	33	55
2009	111	\$300,000	\$283,000	-\$17,000	35	54
2010	131	\$299,900	\$280,000	-\$19,900	35	37
2011	129	\$314,750	\$300,000	-\$14,750	38	40
2012	136	\$269,900	\$260,250	-\$9,650	38	35
2013	189	\$320,000	\$312,000	-\$8,000	37	19
2014	170	\$318,500	\$309,500	-\$9,000	40	9
2015	180	\$379,900	\$339,500	-\$40,400	44	28
2016	188	\$397,500	\$388,500	-\$9,000	41	14
2017	167	\$429,000	\$420,000	-\$9,000	42	18
2018	165	\$422,000	\$400,000	-\$20,000	44	19
2019	165	\$430,000	\$420,176	-\$9,824	43	16
2020	181	\$439,000	\$425,000	-\$14,000	46	14
2021	152	\$510,000	\$512,500	+\$2,500	47	6

* Information collected from the Cincinnati Multiple Listing Service.

There was a decrease in the number of units sold in 2021 from 181 in 2020 to 152 in 2021. The median sale price was up dramatically by 21% from \$425,000 in 2020 to \$512,500 in 2021, which was greater than the national rise in sales price. The median number of days on the market decreased significantly to only 6 days, which is a record breaking low.

As shown in Figure 1 on the following page, the city had a significant increase in the number of homes sold for \$500,00 and over, and a continued decline of housing stock under \$400,000. These numbers further illustrate the substantial increase in housing prices in Montgomery.

Figure 1: Number of Units Sold per Price Range



Housing Type

Different types of housing can greatly affect the median list price, sale price and the number of days on the market. Condo units sell for significantly less than a traditional single family detached structure. As shown in Table 2, the median sale price for a condo was \$175,500 in 2021, while the median sale price of a single family detached house was \$523,000. The median sale price of single-family homes in the city increased \$75,000 from 2020 to 2021. The median days on the market for condos in 2021 continued to be very low; however, the median sales price decreased from the year prior by \$2,500.

Table 2: Median List Price, Median Sale Price and Median Days on the Market for Houses and Condos*

	2016	2017	2018	2019	2020	2021
# Units Sold						
Houses	174	155	146	145	162	144
Condos	14	12	19	20	19	8
Median List Price						
Houses	\$409,500	\$438,000	\$437,500	\$460,000	\$450,000	\$525,000
Condos	\$123,500	\$120,900	\$138,500	\$165,400	\$188,000	\$213,400
Median Sale Price						
Houses	\$402,750	\$425,000	\$428,500	\$450,000	\$437,000	\$523,000
Condos	\$119,500	\$110,000	\$127,500	\$161,500	\$178,000	\$175,500
Median DOM						
Houses	11	22	22	18	20	6
Condos	73	3	6	10	4	7

* Information collected from the Cincinnati Multiple Listing Service.

The type of single-family house can also affect the median list price, sale price and number of days on the market, as shown in Table 3. Most homes sold in the city are two-story homes and the sales price increased \$97,750 from \$447,250 in 2020 to \$545,000 in 2021.

Table 3: Median List Price, Median Sale Price and Median Days on the Market by House Type*

	2016	2017	2018	2019	2020	2021
# Units Sold						
Ranches	42	34	29	36	42	33
Cape Cods	2	2	0	1	2	2
Two Stories	118	113	107	94	110	100
Split Levels	12	7	10	12	8	9
Median List Price						
Ranches	\$332,000	\$359,950	\$350,000	\$359,900	\$439,000	\$499,000
Cape Cods	\$269,450	\$224,950	N/A	\$799,000	\$324,450	\$317,000
Two Stories	\$454,950	\$475,000	\$475,000	\$485,000	\$455,000	\$550,000
Split Levels	\$307,400	\$330,000	\$342,250	\$339,500	\$346,250	\$409,000
Median Sale Price						
Ranches	\$321,000	\$351,000	\$327,750	\$342,500	\$418,500	\$481,500
Cape Cods	\$260,500	\$207,450	N/A	\$823,935	\$309,375	\$282,000
Two Stories	\$447,000	\$460,000	\$457,500	\$525,000	\$447,250	\$545,000
Split Levels	\$296,500	\$317,500	\$319,750	\$328,500	\$341,000	\$430,000
Median DOM						
Ranches	10	13	24	20	23	7
Cape Cods	5	46	N/A	0	59	62
Two Stories	15	24	20	18	14	4
Split Levels	4	5	40	13	10	4

* Information collected from the Cincinnati Multiple Listing Service.

Home Sales based on Location

To determine how location affected the median list price, sale price and number of days on the market, the City was divided into five geographical sections. Table 4 provides a description of the location of each section.

Table 4: Location of Sections*

Section Number	Description of Location
Section 1	Downtown Montgomery, including Ferris Williams Subdivision, Village Green Subdivision, Hartfield Place and Lochaven Subdivision
Section 2	Subdivisions to the south of Ronald Reagan Highway and west of I-71 (ex. Delray Drive, Kennedy Estates Subdivision)
Section 3	Subdivisions located east of I-71 between Pfeiffer Road and Ferris Williams Subdivision, includes Swaim Fields, The Winds, Montgomery Heights, Jones Farm, Ivygate, Forestglen, and the Grove of Montgomery
Section 4	Subdivisions located east of I-71 between Pfeiffer Road and I-275, includes Storybook Acres, Imperial Woods, Hartford Hills, Shadowhill Acres and Weller Woods Subdivision
Section 5	Subdivisions north of I-275, including Tanagerwoods, The Reserve of Montgomery, Vintage Club and Terwilliger's Run

*In order to accurately compare the price of single family homes based on location, condos were not included in this analysis.

As shown in Table 5, the median sale price increased significantly in all sections of the city, with Section 1 having the greatest increase of \$164,619 from \$445,500 in 2020 to \$610,119 in 2021. Days on the market decreased in Sections 3, 4, and 5.

Table 5: Median List Price, Sale Price and Days on the Market by Location (Single Family Dwellings)

	2016	2017	2018	2019	2020	2021
# Units Sold						
Section 1	17	19	20	24	14	15
Section 2	3	5	8	8	8	6
Section 3	72	59	57	42	52	53
Section 4	39	34	38	42	44	39
Section 5	43	38	23	30	44	31
Median List Price						
Section 1	\$339,000	\$370,000	\$654,450	\$534,450	\$450,000	\$635,000
Section 2	\$429,750	\$359,900	\$425,000	\$387,500	\$404,450	\$487,500
Section 3	\$359,900	\$499,900	\$409,000	\$450,000	\$477,450	\$549,900
Section 4	\$489,000	\$457,500	\$454,500	\$439,900	\$404,750	\$454,500
Section 5	\$409,500	\$434,950	\$494,900	\$475,000	\$485,000	\$599,900
Median Sale Price						
Section 1	\$339,000	\$340,000	\$618,750	\$512,500	\$445,500	\$610,119
Section 2	\$417,375	\$349,900	\$411,000	\$371,000	\$388,500	\$482,500
Section 3	\$359,900	\$466,000	\$400,000	\$440,000	\$439,500	\$510,000
Section 4	\$477,500	\$444,000	\$445,000	\$425,000	\$395,000	\$481,500
Section 5	\$402,750	\$420,000	\$475,000	\$466,450	\$469,250	\$577,000
Median DOM						
Section 1	1	7	28	11	5	18
Section 2	13	4	25	5	4	4
Section 3	9	25	6	6	22	3
Section 4	13	33	22	27	24	11
Section 5	11	23	30	32	12	8

Table 6: Difference in Median Sale Price from 2020 to 2021 by Section

	Section 1	Section 2	Section 3	Section 4	Section 5
Difference in Median Sale Price	+\$164,619	+\$94,000	+\$70,500	+\$86,500	+\$107,750

The median age of a house also changes based on location in the city, which can help explain the difference in median sale price. As shown in Table 7, the median age of the housing sold in 2021 based on section has an overall range of 34-53 years.

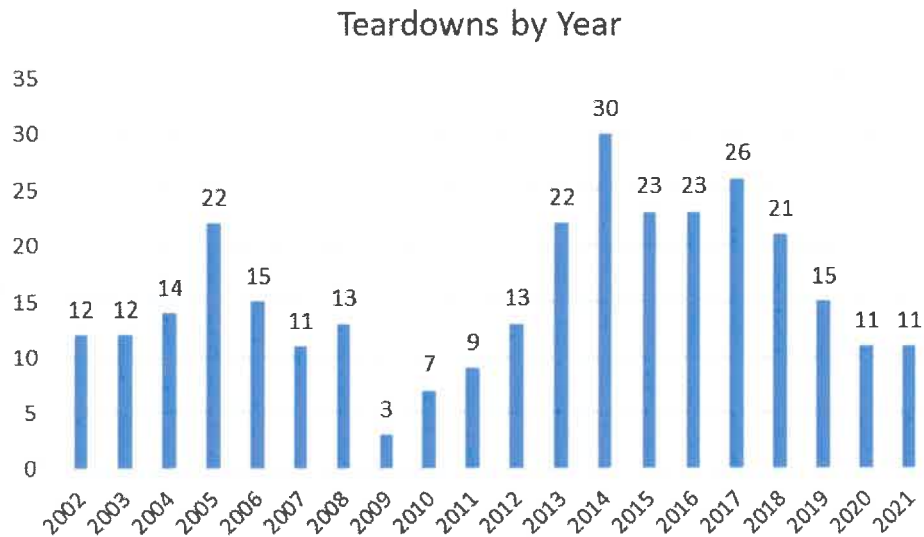
Table 7: Median Age of House Sold by Location

Median Age	Section 1	Section 2	Section 3	Section 4	Section 5
2013	41	60	42	40	32
2014	43	42	47	43	35
2015	44	45	51	46	35
2016	45	62	45	42	35
2017	45	45	45	44	36
2018	32	45	49	44	38
2019	47	49	52	46	40
2020	43	49	50	50	35
2021	50	53	52	47	34

Teardowns

The number of teardowns remained the same in 2021, with 11 houses being demolished. Table 10 lists the addresses of the teardowns, the builder, the year the existing structure was built and the square footage of the existing home. The median square footage of the homes torn down in 2021 was 1,720 square feet and the median year built was 1957. Since 2002, there have been a total of 313 teardowns in the city. Teardowns make up approximately 7% of the total housing stock in Montgomery.

Figure 2: Teardown Activity since 2002



The median sales price for a teardown lot rose from \$280,000 in 2020 to \$290,000 in 2021, with the highest sales price of \$440,000 at 10739 Deerfield Road (this lot was subsequently split into two lots).

Table 10: Teardown activity in 2021

Purchase Price	Address	Builder	Year Built	Existing Square Footage
\$285,000	10404 Radabaugh Dr.	Classic Living	1959	1862
\$290,000	10441 Bookmark Pl.	Ashford	1957	2041
\$280,000	10440 Bookmark Pl.	Ashford	1957	2358
\$267,500	8160 Margaret Ln.	Lucke	1956	2282
\$440,000	10739 Deerfield Rd.	Ashford	1934	1970
	10749 Deerfield Rd.	Ashford		
\$384,000	7850 Campus Ln.	Hoffmaster	1952	1260
\$292,000	7855 Westwind Ln.	Christopher Robin	1960	1720
\$250,000	10386 Deerfield Rd.	Hal Homes	1951	1665
\$170,000	9782 Delray Dr.	Lucke	1953	1232
\$305,000	7770 Jolain Dr.	Hal Homes	1957	1472
\$305,000	10430 Buxton Ln.	Classic Living	1957	1688

Orchard Trail

The Orchard Trail subdivision is located just off Orchard Club Drive, at the site of the former Montgomery Swim and Tennis Club. The subdivision was approved for 29 single family patio style homes. While the original developer was Camden Homes, it has since been sold to Daley Design Build. Following the transition of ownership, Daley Design Build sold multiple lots to several different builders. This is a significant change in the development, as it was originally intended for all the houses to be built by the same builder. According to the MLS, in 2021, two homes were sold with a sales price ranging from \$765,000 to \$799,000.

Table 11: Homes Sold at Orchard Trail

Address	Sales Price	Current Owner	Year
9808 Orchard Trail	Lot - \$175,000	Private	2018
9811 Orchard Trail	Lot - \$155,000 House - \$823,935	Private	2018 2019
9820 Orchard Trail	Lot - \$165,000	Private	2018
9827 Orchard Trail	Lot - \$165,000 House - \$710,000	Builder Private	2018 2019
9828 Orchard Trail	N/A	Builder	2018
9830 Orchard Trail	House - \$767,250	Private	2018
9824 Orchard Trail	Lot - \$180,000 House - \$745,000	Builder	2019 2020
9822 Orchard Trail	Lot - \$185,000 House - \$750,000	Builder	2019 2020
9812 Orchard Trail	Lot - \$175,000	Builder	2019
9810 Orchard Trail	Lot - \$170,000 House - \$766,490	Builder	2019 2020
9817 Orchard Trail	Lot - \$170,000 House - \$670,000	Builder	2019 2020
9833 Orchard Trail	Lot - \$180,000	Private	2019
9813 Orchard Trail (House was resold in 2022 for \$899,000)	Lot - \$160,000 House - \$799,000	Builder Private	2019 2021
9819 Orchard Trail	Lot - \$180,000 House - \$765,000	Builder Private	2020 2021

Figure 2: Orchard Trail Site Plan



Villas of Montgomery

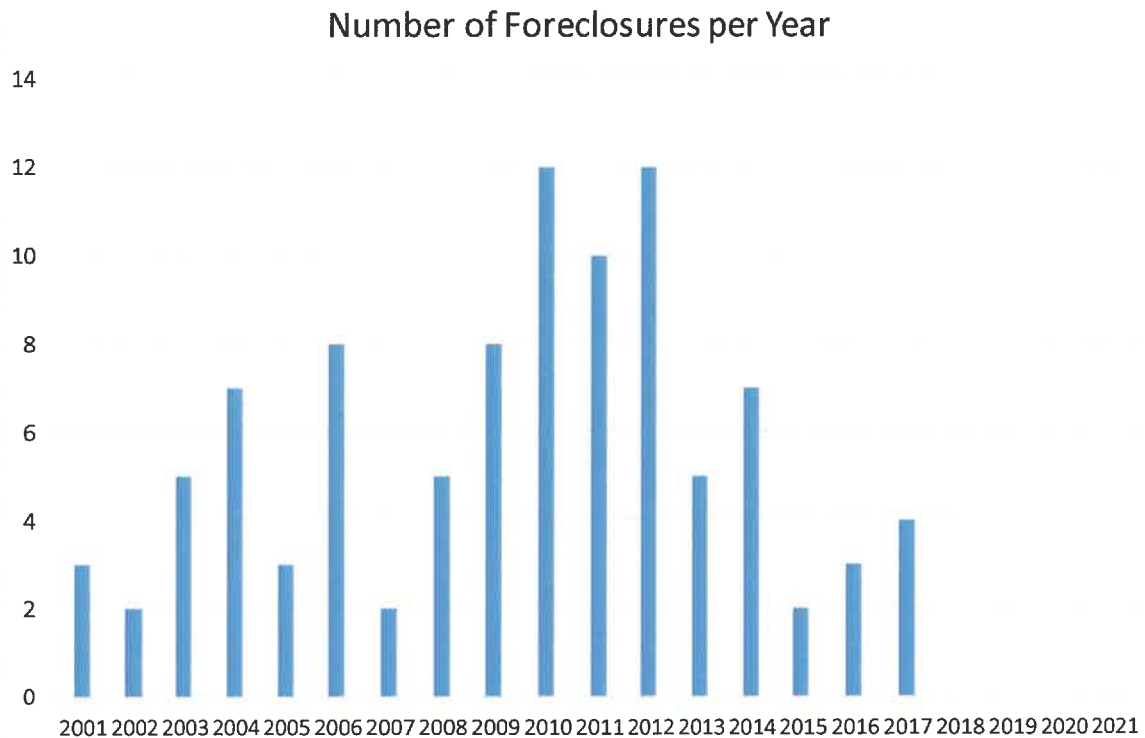
The Robert Lucke Group was approved by Planning Commission in 2018 for 12 ranch-style villa homes along Montgomery Road named The Villas of Montgomery. Three of the six buildings are complete, with two units sold in 2021 for \$788,441 and \$821,613. This brings the total number of units sold to six.



Foreclosures

No residences within the city were foreclosed on in 2021. The number of foreclosures over the past few years has remained relatively flat and significantly less than the peak immediately following the recession. This is the fourth year in a row since the City began tracking the data in 2001 that there were zero foreclosures.

Figure 3: Number of Foreclosures per Year



Conclusion

This report has shown that there was a significant increase in the sales price of homes within Montgomery. The median sales price in Montgomery for a single-family residence was \$523,000; over double the average sales price in Hamilton County at \$220,000 (realtor.com) and \$171,600 greater than the national average sales price of \$346,900. A highlight of this report is that there were no foreclosures, for the fourth year in a row, within the city in 2021. The continued increase of home and condominium sale prices, the continued construction of a new subdivision (Orchard Trail), decline in foreclosures, shows the strong upward momentum of the housing market within the city.

April 1, 2022

TO: Brian K. Riblet, City Manager

CC: Kevin Chesar, Community Development Director

FROM: Melissa Hays, Zoning and Code Compliance Officer *MH*

SUBJECT: 2021 Annual Customer Satisfaction Survey

Please find the results of the 2021 Annual Customer Satisfaction Survey attached. Surveys were sent to applicants who received a building and/or electrical permit in 2021. Staff would like the opportunity to present and discuss the results with Planning, Zoning and Landmarks Subcommittee of Council at their meeting on April 4, 2022.

April 1, 2022

To: Brian K. Riblet, City Manager

Cc: Kevin Chesar, Community Development Director

From: Melissa Hays, Zoning and Code Compliance Officer

RE: Building Department Customer Satisfaction Survey Results

A customer satisfaction survey was sent out to 197 applicants for building and/or electrical permits for calendar year 2021 to allow for the Community Development Department to receive valuable input from our customers. To date, 12 surveys have been returned for the building department survey, which represents a 6% response rate. This survey has been sent out to all applicants for building/electrical permits since 2008. The following table lists the question as it was posed on the survey and the percent of respondents that agree or strongly agree with the question over the past 10 years. The survey used a 5-point scale with 5 being strongly agree and 1 being strongly disagree.

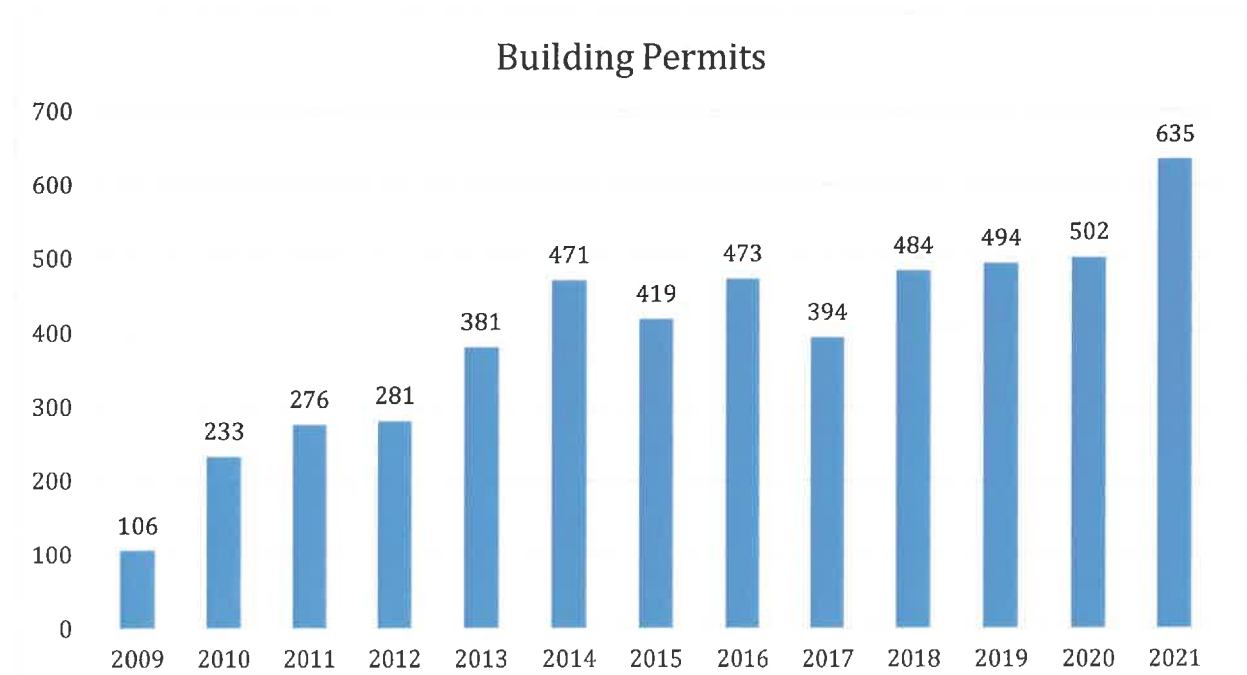
Question	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
City staff treated you respectfully	97%	100%	95%	100%	97%	100%	100%	100%	100%	100%	92%
The City provided you with adequate information to guide you through the permit process	91%	94%	92%	96%	97%	98%	100%	84%	100%	100%	100%
The time it took to receive your building permit was reasonable	88%	91%	83%	91%	70%	93%	94%	84%	93%	100%	83%
Communication from NIC was understandable and helpful	87%	94%	83%	94%	88%	93%	88%	75%	87%	100%	92%
NIC staff treated you respectfully	86%	100%	90%	98%	94%	98%	100%	88%	87%	100%	100%
The plans examiners were knowledgeable about the building code and provided advice that helped resolve code issues	93%	94%	94%	98%	97%	98%	80%	88%	87%	100%	83%
It was easy to schedule a building inspection	96%	96%	87%	100%	97%	95%	100%	94%	100%	100%	92%
The building inspector was on time for all scheduled inspections	88%	93%	89%	100%	97%	95%	64%	87%	100%	100%	91%
The cost of the building permit was reasonable	63%	84%	72%	85%	70%	93%	71%	89%	86%	83%	83%

The respondents were also provided space to write in any additional feedback. The following were the responses received for 2021:

- Evelyn and Melissa are always very friendly and helpful!
- NIC is very professional
- Every experience that I have had with your department recently has been positive. Evelyn is always very helpful and courteous! The submission by email option saves us a lot of time. Turnaround time on projects is faster than most.
- Multiple times I've sent a check with the permit to drop off by hand. The clerk tells us she doesn't know the cost of the permit and returns the check. A couple days later after the permit is issued I get an email asking for payment. I stick the exact same check in the mail. Please take my money at the time of application on site.
- Entire process was enjoyable. We work with multiple building departments and Montgomery is great
- The staff is always helpful and professional. This makes the permit process easy for us as a contractor.

The overall responses for 2021 were positive; apart from a comment regarding being unable to pay for a building permit fee in advance of the review. Staff continued with the electronic permitting process established during the pandemic in 2020 with great success and positive feedback from contractors and homeowners.

It is also worth noting the significant increase in building and zoning permits over recent years, with 2021 setting a record for number of building permits issued.



Zoning Permits



April 1, 2022

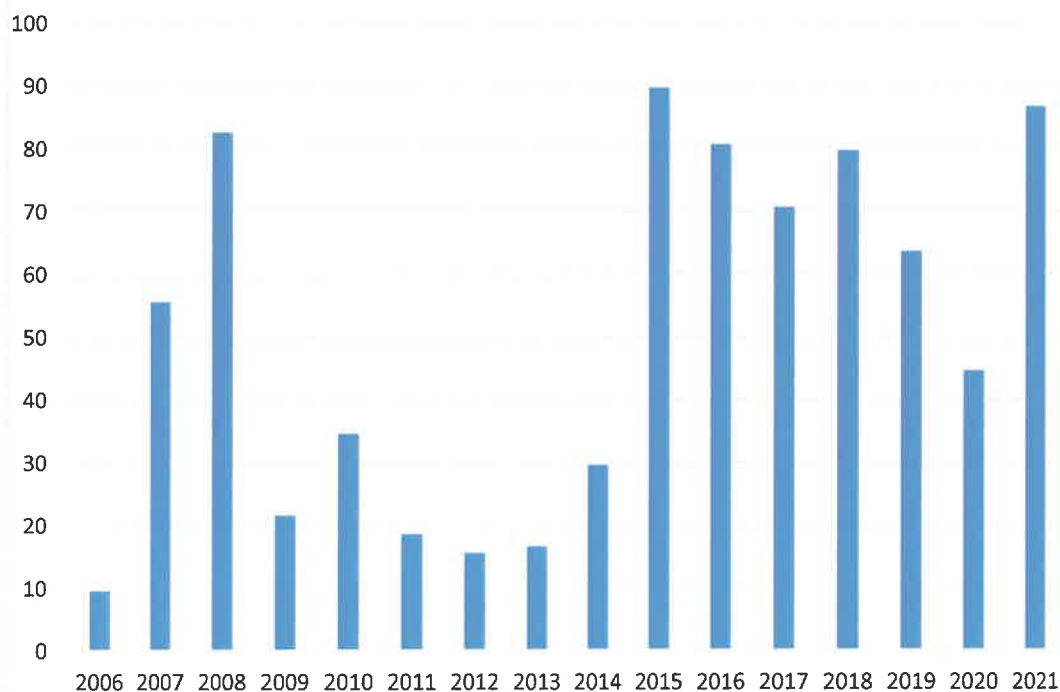
TO: Brian K. Riblet, City Manager

CC: Kevin Chesar, Community Development Director

FROM: Melissa Hays, Zoning and Code Compliance Officer *MH*

SUBJECT: Property Maintenance Violations Update - 2021

A total of 87 Property Maintenance violations were issued in 2021. A majority of these were regarding dead trees, tall grass and debris located on the property. Many of the dead trees required to be removed were ash trees and various pine trees, due to the emerald ash borer and Rhizosphaera needle cast. The number of violations issued in 2021 was significantly up from 2020. It should be noted that during the peak of the pandemic in 2020, Staff took a more reactive approach to zoning and property maintenance violations. Throughout 2021, Staff was back to normal operations, with proactive enforcement.



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
November 1, 2021

Staff Present

Brian Riblet, City Manager
Tracy Roblero, Asst. City Manager
Kevin Chesar, Community Development Director
Connie Gaylor, Clerk of Council

Council Committee Members Present

Craig Margolis, Chair
Ken Suer
Lee Ann Bissmeyer

The meeting of the Planning, Zoning and Landmarks Committee of City Council convened in Council Chambers at 5:00 p.m. with Mr. Margolis presiding.

New Business

Historic Matching Grant Program

Ms. Henao explained to the Committee that 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.

Ms. Henao stated that due to the success of the program in 2014, the Montgomery Community Improvement Corporation (CIC) reinstituted 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.

Ms. Henao stated that if the program was reinstituted through 2023, the maximum financial impact would be \$40,000 per year 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.

Ms. Bissmeyer stated that she loved the program as she understood how expensive it was for homeowners to maintain historic properties. She asked if the amount was enough.

Ms. Henao stated that this year, the maximum amount of \$40,000 would be spent but felt that it would be enough moving forward as the number of applications coming in each year varies.

Mr. Suer asked about interest from the Montgomery Inn in their outside storage building and what those improvements would include.

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Ms. Henao replied that it would include new siding, gutters, soffit and trim boards. She added it was for exterior work only. She stated that the interior is in bad shape, but they still intended to use it just for storage.

Mr. Suer stated that the problem has been the condition of the exterior.

Mr. Margolis stated that he felt these repairs were important to the streetscape.

Ms. Henao stated that the next step would be to bring this recommendation to the Montgomery Community Improvement Corporation.

Mrs. Bissmeyer moved to approve holding a MCIC meeting and adding this item to the agenda of that meeting. Mr. Suer seconded. The Committee unanimously approved.

Commercial Exterior Renovation Matching Grant Program

Ms. Henao explained that 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.

Ms. Henao stated that 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

Mr. Suer stated that he thought this was an excellent idea. He stated he felt that this would be an added incentive to prompt property owners to do improvements. He asked Ms. Henao if staff planned to have an outreach program with businesses that would benefit from this program.

Ms. Henao replied that staff is working on preparing letters that will be sent to qualified owners. She stated this is another economic development incentive.

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Mr. Suer stated that an award could be given for the most improved commercial exterior.

Mrs. Bissmeyer asked who would apply for the grant, the property owner or the business.

Ms. Henao replied that businesses could apply with permission from the property owners.

Mrs. Bissmeyer asked if any of the Cares funding could be used for this program.

Mr. Riblet replied that we have used the Cares funding that we were allotted but the American Rescue Plan (ARP) program may be a possibility as the State continues to change the scope of the use of those funds. He stated that this program is being introduced as a one-year program and staff will gauge response to see if an extension of the program would be justified.

Mrs. Bissmeyer asked if there were concerns that the money could go to property owners who are not using their own funds to maintain their properties.

Ms. Henao stated that minor repairs are ineligible and that the program focuses more on façade upgrades.

Mr. Margolis stated that the Planning Commission will monitor design guidelines and constraints.

Mr. Suer stated that the architectural appearance is a consideration but buildings that need maintenance improvements would not be eligible. He stated that he thought it was good to promote economic development and a higher standard that is expected from the commercial properties.

Mr. Suer made a motion in favor of adding the Commercial Exterior Renovation Matching Grant Program for 2022 to the MCIC agenda for the next meeting. Mrs. Bissmeyer seconded. The Committee unanimously agreed.

Recommendation from the Planning Commission for a Small Area Study

Ms. Henao explained that 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.

Mr. Margolis asked if this was part of the Comprehensive Plan.

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Ms. Henao replied that the comprehensive plan includes future land use which would create a new zoning map and a future land use map, she explained that right now those documents are one in the same. She explained that based on the housing strategy, it may make sense to have the land use map separated from the zoning map. She explained that in the comprehensive plan has not been updated since 2006. She suggested that a consultant be utilized along with community input to obtain a fresh viewpoint on the study.

Ms. Henao updated the Committee with details from the property owner who originally requested the rezoning has since withdrawn that request. She stated that the owner is still interested in building a duplex but will meet the existing setback requirement.

Mrs. Bissmeyer asked if the review and update of the comprehensive plan could be moved up.

Ms. Henao explained the study was not budgeted in the 2022 and is costly. She explained that the process is a lengthy process and with consultant fees it is estimated around \$125,000. She explained that it could be budgeted in 2023. She added that staff also wanted to wait until a new Community Development Director was on staff and could become familiar with the community. She stated that at this time staff would recommend not conducting a small area study and save the estimated cost of \$40,000 to use towards the update of the comprehensive plan.

Mr. Suer stated that it makes sense to not conduct the study at this time. He stated that the rezoning to allow the structure to be built closer to the road in that area so it would match similar structures would make sense, but that issue can be looked at in the future.

Mr. Suer made a motion based on the updated information from the applicant to not conduct a small area study. He stated that he anticipated a future comprehensive plan will address all areas of the city. Mrs. Bissmeyer seconded. The Committee unanimously agreed.

Waiver of Building and Zoning Fees for Solar Installations

Ms. Henao explained that in the 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.

Ms. Henao added that 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

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panels themselves have continued to drop in recent years. The waiver of building and zoning permit fees is another way to incentivize solar installations.

Ms. Henao stated that 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. Ms. Henao requested this waiver to begin in January of 2022 and last through calendar year 2023.

Mrs. Bissmeyer stated she was supportive of the request and asked if any of the buildings planned for the Gateway Development were utilizing solar energy.

Ms. Henao replied that the designs included LEED components, but the developer was not seeking a LEED designation.

Mr. Riblet added that a LEED designation and solar components on commercial buildings did not come without a significant cost to the builders.

Mr. Suer stated that he liked that this initiative includes small businesses and residential properties although the payback is not a huge incentive. He explained that this is of benefit to the City as it supports the efforts of the City in being environmentally conscious. He stated he was in favor of continuing this program for another two years.

Mrs. Bissmeyer moved to approve the solar incentive waiver for calendar years 2022 and 2023. Mr. Suer seconded. The Committee unanimously agreed.

Minutes

Mr. Suer moved to adopt the minutes of the May 3, 2021, and May 8, 2021 meetings of the Planning, Zoning and Landmarks Committee. Mrs. Bissmeyer seconded. The Committee unanimously agreed.

Other Business

Mr. Margolis updated the Committee on the progress of the History Club. He recapped the presentation of the photos of Swaim Field Subdivision when it was a golf course that was displayed at Harvest Moon. Mr. Margolis explained that the Club was brainstorming

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opportunities to conduct Living History/Living Montgomery interviews that would include Sycamore School students, the community and former Montgomery Mayors to be heard through the City's website.

Mr. Margolis discussed the membership of the Planning Commission and trainings with the group.

Adjournment

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

The Planning, Zoning and Landmarks Committee meeting adjourned at 6:03 p.m.

Chair