

Date: May 22, 2018

To: City of Milford City Council

From: Jay Stewart, AICP
The Kleingers Group

Re: **Downtown Design Guidelines Homework Assignment**

Homework Assignment

This packet contains several design input sheets depicting the various structures and open areas within the primary downtown area. The goal of this exercise is to gather input from you on design related elements that you would like to eliminate or modify as well as identify specific design goals or opportunities that could be realized if we had the proper zoning text in place. There are nearly 60 sheets in this packet, so please do not think you need to record comments on each sheet. Simply provide input on as many of the sheets based on any thoughts you have.

The power point slideshow I used at our last meeting is available as a PDF, so you can review the various design elements typically addressed in these types of zoning regulations. The list below summarizes the main categories of design guidelines to consider:

Categories of Design Elements Addressed in Design Guidelines

- Architectural Design Guidelines (*Building architecture, exterior materials, colors, etc.*)
- Site Design Guidelines (*Building orientation, on-site amenities such as bicycle features, pocket parks*)
- Public Realm Design Guidelines (*Public right-of-way elements, outdoor dining, planters, street buffering*)
- Sign Guidelines (*Size, number and sign type allowed per business, colors, sign lighting*)
- Landscaping & Screening Guidelines (*parking lot & dumpster screening, landscaping required*)

Next Steps

We are holding our next meeting with you in July. I will put together a first draft of the combined downtown zoning district chapter text using these homework sheet comments as a guide. You will have that first draft a week or so before we meet. Using the first draft as a starting point and also incorporating input gathered from these homework sheets and the feedback solicited from the HMA/Stakeholders session, we will engage in detailed discussion about specific design elements and text edits at our July meeting.

I will take all the input and direction from you to create a second draft of the revised zoning district text. This second draft will be used to facilitate an input session with the HMA/Stakeholder's in August. (*Please see the attached updated Project Schedule*)