

APPENDICES
Table of Contents

APPENDIX A --FOCUS SESSION SUMMARY.....1

FUTURE LAND USE..... 1

QUALITY OF LIFE2

ECONOMIC DEVELOPMENT4

APPENDIX B – CHARRETTE SUMMARY1

FUTURE LAND USE, INFRASTRUCTURE AND OUR COMMUNITY - PART A 1

FUTURE LAND USE, INFRASTRUCTURE AND OUR COMMUNITY - PART B3

QUALITY OF LIFE AND OUR COMMUNITY - PART A4

QUALITY OF LIFE AND OUR COMMUNITY - PART B 7

ECONOMIC DEVELOPMENT AND OUR COMMUNITY - PART A8

ECONOMIC DEVELOPMENT AND OUR COMMUNITY - PART B 10

APPENDIX C – NRPA GUIDELINES AND STANDARDS1

NATIONAL RECREATION AND PARK ASSOCIATION’S (NRPA) STANDARDS 1

NRPA FACILITIES STANDARDS5

APPENDIX D– KANSAS DEPARTMENT OF COMMERCE GRANT PROGRAMS.....1

U.S. SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG)..... 1

NEIGHBORHOOD DEVELOPMENT 1

HOUSING INFRASTRUCTURE 1

DOWNTOWN REVITALIZATION..... 1

EMERGENCY 1

SPECULATIVE INDUSTRIAL BUILDING LOAN 1

TELECOMMUNICATIONS 1

CDBG INDUSTRIAL INFRASTRUCTURE GRANT2

ACTION FUND PROGRAM2

INTERIM FINANCING LOAN PROGRAM.....3

COMMUNITY DEVELOPMENT CORPORATION.....3

COMMUNITY CAPACITY BUILDING GRANT PROGRAM4

APPENDIX E - DEVELOPMENT OPPORTUNITY AREAS.....1

DEVELOPMENT OPPORTUNITY AREA 1 1

APPENDIX F - INDUSTRIAL OVERLAY DEVELOPMENT STANDARDS1

INDUSTRIAL OVERLAY DISTRICT—SITE AND BUILDING DESIGN 1

INDUSTRIAL OVERLAY DISTRICT—LANDSCAPING AND SCREENING3

APPENDIX G - COMMERCIAL COORIDOR DESIGN GUIDELINES1

SITE APPROPRIATENESS – RETAIL STRIP CENTERS: 1

BUILDING ARRANGEMENT:..... 1
ACCESS: 2
CIRCULATION AND PARKING: 2
BUILDING ELEMENTS:..... 3
SERVICE FACILITIES 4
UTILITIES/MECHANICAL/OUTDOOR STORAGE 5
BUFFERS AND SCREENS 5
LANDSCAPING 6

APPENDIX H -- MULTIFAMILY DEVELOPMENT STANDARDS..... 1
MULTIFAMILY DEVELOPMENT GUIDELINES 1

APPENDIX I -- INFILL HOUSING DEVELOPMENT GUIDELINES 1

APPENDIX J - QUALITY PLACES AS GUIDING PRINCIPLES..... 1
ADOPT ZONING UPDATES ACCORDING TO QUALITY PLACES PRINCIPLES 1
IMPLEMENT THE “CREATING QUALITY PLACES” PRINCIPLES 1

APPENDIX K – MAIN STREET DESIGN GUIDELINES..... 1
INTRODUCTION..... 1
PURPOSE..... 1
DESIGN REVIEW PROCEDURES..... 2
COMMON DESIGN PROBLEMS 2
A. GENERAL GUIDELINES: 3
B. CONTINUOUS EDGE: 4
C. SIZE AND SHAPE: 5
D. SCALE AND PROPORTION: 6
E. MATERIALS:..... 8
F. COLOR:..... 9
G. STREET FAÇADE: 11
H. REAR FAÇADE: 12
I. SIGNS: 13
J. AWNINGS AND CANOPIES:..... 14
K. STREETSCAPE IMPROVEMENTS:..... 15
L. PUBLIC IMPROVEMENTS: 15
M. BUILDING AND FIRE CODES..... 17
ADDITIONAL INFORMATION SOURCES 18
OTTAWA MAIN STREET 18

This Appendix Is For Reference Only

APPENDIX A --FOCUS SESSION SUMMARY

The following is comments made by participants in the Focus Session in March 2003. They do not represent the opinion of City Staff, Governing Body or the Consultant.

FUTURE LAND USE

Critical Issues

- **Create Community Gateways: Use gateways to create a positive impression of Ottawa. Current Gateways are at the following locations:**
 - Interstate 35 and US 59 Highway (South end of town)
 - US 59 Highway (North end of town)
 - Interstate 35 and K-68 Highway (East)
 - K-68 Highway (West of Town)**Future gateway opportunities:**
 - Montana (Davis Road) and new US 59 Highway
 - Interstate 35 and Eisenhower Avenue
 - Interstate 35 and 15th Street
- **Continue to develop strong local, cross-town and regional transportation connections.** Local and regional connections are needed at the following locations:
 - Davis Road –K 68 Highway to future Bypass
 - Eisenhower Avenue – Interstate 35 to 7th Street
 - 15th Street – Interstate 35 to Eisenhower Avenue
 - 23rd Street – US 59 Highway to Eisenhower Avenue
- **Strategic annexation should be used to allow for adequate growth and expansion of the city.** (see map)

Other Issues

- **Use development/redevelopment design guidelines to ensure long-term quality in Downtown.** Victorian homes and some of the restoration work represent quality development and good design. Current landscaping efforts by the city also represent good design. Opportunities lie in the rehabilitation of upper floors of downtown into apartments. Also work to improve perception of downtown.
- **Continue to plan for a US-59 Highway bypass north of the city.** Plan for development after strategic annexation and provision of infrastructure.
- **Partner with Franklin County to plan for future growth and expansion of commercial development and require commercial development to develop in close proximity to City infrastructure and services.** Areas with potential demand for commercial growth and expansion:
 - Eisenhower Avenue between 15th Street and 17th Street
 - 23rd Street – west of US 59 Highway
 - Eisenhower Avenue and Interstate 35
 - K-68 Highway – Davis Road to Interstate 35
- **Improve existing streets that are in need or repair.** Need to improve all gravel streets to paved street standards including curbs, gutters and sidewalks.
- **Plan for future transportation network connections in growth areas around the City.** New connections needed at Montana Road and Industrial Road.

- **Cooperation between local agencies should be fostered in order to ensure implementation of planning efforts.** The following agencies would be responsible for implementing the Comprehensive Plan Policies:
 - City Commission/City Staff
 - County Commission
 - OFCED
 - Main Street
 - Chamber of Commerce
 - Ottawa University/ NCCC/ USD 290
 - Ottawa Travel/Tourism

- **Future Housing Developments should be well-designed subdivisions.** Need more housing like the Pin Oak Estates. Need curvilinear streets.

- **Encourage inclusion of neighborhood parks in developments/promote cost sharing with private developers.**

- **Future land for education/university expansion.**

- **Focus on the concept of “Overlay Districts.”**

- **Develop fire agreements and other mutual aid agreements.**

- **Identify housing needs—addressing affordability, availability and choice issues.**

- **Downtown Parking**

QUALITY OF LIFE

Critical Issues

- **Use amenities such as public art to enhance downtown and create visual interest at strategic locations—including Gateways—to draw visitors** Encourage roundabouts and green space. May use public art in lieu of a tree as a feature to promote public art. Encourage more art on gateways to downtown. Use local artists and strategically place art to attract travelers.

- **Trees and other landscaping should be used to beautify Ottawa.** Ottawa has been successful in landscaping efforts in the City Park and Main Street. They, however, need more work. Kanza Park needs some more benches, but otherwise looks good.

- **Improve the sidewalk and trails network.** May Use existing brick paving. Repair dilapidated sidewalks.

- **Focus on broader aspects of Education, Health Care, Housing and Recreation.**

- **Develop a University District that might include a Public Library and a “Night Life” area.** Need a stand alone facility or with cooperation with Ottawa University.

Other Issues

- **Improve the streetscape to enhance downtown.** Provide landscaped gateways features at entry points to downtown. Encourage kiosks in downtown. Further beautification of the City Park with flowers, benches and water fountains (no railing along skunk-run). Use roundabouts in downtown.

- **Partner with the School District to provide recreation facilities and programs.** Establish partnerships with organizations such as the YMCA. The quality of education in Ottawa is satisfactory, but programs after school face problems with transportation.
- **Provide recreation facilities and services necessary to meet the recreation needs of the community.** Consider some recreational use of the river. The east-west trail to be built should increase recreational opportunities. The community also needs an indoor swimming pool.
- **Promote recreation and community access by connecting recreation facilities and public amenities with an area sidewalk/trail system.** The new east west trail should be extended to include the depot. Need connections across 23rd street to connect to Wal-Mart.
- **Improve and enhance existing parks and recreation facilities.**
- **Plan for diverse housing that meets the current and future needs of the Ottawa community.** There is a need for better rental housing-but the base salaries are too low to support good quality rental housing. Address student housing concerns and possibly do a Housing Study.
- **Create open space within residential developments to promote a sense of place and recreational opportunities.**
- **Maintain a small town atmosphere.** Programs such as band concerts, craft fair and features such as brick streets exemplify Ottawa's small town character.
- **Clean up deteriorating buildings and facilities to improve overall image.** The City has good incentive packages. Bring some of Ottawa's character to 23rd street area.
- **An overall sense of Ottawa should be projected to the community and visitors while maintaining or enhancing the character of individual districts.** Improvements that best represent Ottawa are:
 - The corner markers (tombstone)
 - Downtown beautification efforts
 - Flowers and lamp posts,
 - Visitors Center
 - Educational facilities-need to be improved.
- **Enforce maintenance, outdoor storage restrictions, and other codes to help ensure that existing housing stock is maintained and does not detract from the community.** Create a multifamily district near the university. Some old Victorian houses need to be painted.
- **Future housing developments should be well-designed subdivisions.**
- **Coordinate efforts between local agencies and organizations to minimize duplication of services.**
- **Develop a public/private golf course facility in Ottawa.**
- **Focus on Ottawa University to identify its benefits and to capitalize on them.**
- **Determine the desired future identity of Ottawa as a full-service community versus a bedroom community.**
- **Options and quality of child care in the community.**

- **Retail establishments that stay open late.** Encourage some form of Night life
- **Curbside recycling.**

ECONOMIC DEVELOPMENT

Critical Issues

- **Continue to invest in Downtown Ottawa: support a thriving economic center.** Use NRA and CDBG funding to the maximum. Stores need capital and time investment—store hours should be customer friendly. Downtown should be a mix of residential and commercial activities—a coffee shop or retail stores that attract shoppers and bring more life would be preferable.
- **Partner with NCCC, OU and the School District to promote work skills necessary to support local economic growth and a well trained workforce.** Programs that have worked well so far have been the career fairs, youth councils and trade schools. More internship programs with the university should be encouraged.
- **The City should plan and maintain utility services for existing and future industrial base.** The current industrial park has not reached its full capacity yet. Decisions need to be made about what kind of development is suitable south of Interstate-35 on US 59 Highway and between Eisenhower Avenue and 23rd Street. KDOT controls K-68 Highway and therefore there are limited options. The City should coordinate with KDOT and the County for appropriate development in the important corridors.
- **Utilities should be planned to provide service to existing and future development.** Develop sewers along K-68 Highway. Provide economical electricity, broadband internet access and fiber-optic cable connections in all city growth areas. Also address stormwater management issues.
- **Work towards a full-service community with businesses and entertainment.** Set groundwork and expectations for development

Other Issues

- **Encourage residential development/redevelopment in downtown.** The City regulations and codes should be applied to 2nd floor housing option in downtown Ottawa. Parking should be addressed to encourage more residential development in Ottawa.
- **Market the existing character and amenities of downtown.** Adopt design guidelines for façade improvements. Encourage brick facades and evening lighting such as on Courthouse Square. Improve night lighting. Develop Prairie Spirit Trail.
- **Market Ottawa regionally.** Work and coordinate closely with KDOC&H, Fr. County and OFCED. Also use Ottawa University and word-of-mouth strategies most effectively.
- **Develop a convention facility to house community activities and attract regional activities to Ottawa.** Southwest of the City possibly along 23rd street. Or along 5th and Main where parking might be a bigger issue.
- **Work to retain existing businesses and industries.**
- **Develop and encourage small businesses and niche-industries**

This Appendix Is For Reference Only

APPENDIX B – CHARRETTE SUMMARY

FUTURE LAND USE, INFRASTRUCTURE AND OUR COMMUNITY - PART A

1. Residential and Non-residential Land Uses. Population projections for Ottawa indicate the City will continue to grow at a rate similar to that of the past decade. This growth will require previously undeveloped land to be developed. – **Discuss the appropriateness of residential development and commercial/industrial growth; mark potential locations for future residential, commercial and industrial development on your map based on the following categories:**

- Moderate to High Density Residential – multifamily to small-lot single-family housing (**mark in Orange**)
- Low to Moderate Density Residential – duplex and traditional single-family housing (**mark in Yellow**)
- Upscale Manufactured Home Parks (**mark in Brown**); Elderly Housing – continuum care, group homes (**mark in Brown Hatch**)
- Commercial – as infill and in Planning Areas, such as the 59 Highway bypass (**mark in Red**)
- Industrial – as extension of Davis Street corridor or other areas (**mark in Purple**)

For example, Areas with potential demand for commercial growth and expansion:

- Eisenhower Avenue between 15th Street and 17th Street
- 23rd Street – west of US 59 Highway
- Eisenhower Avenue and Interstate 35
- K-68 Highway – Davis Road to Interstate 35

List all areas where Ottawa should plan for residential, commercial and industrial growth:

Industrial – East side of Davis to American Eagle

Along Sand Creek Road

Added about 200 acres adjacent to current Industrial Location

Talked about light industry around airport

Light industry discussed S. 15th – Not useable due to being too hard to develop

(land use for parks, etc.)

Commercial – Discussed the area from 9th/Main to 9th/Cedar as a gateway to OU. Could so designate, but it probably would not be used as such)

68 Interchange (w/35) – Both sides – City limits to interchange.

59 Interchange (w/35)

23rd St. – Main to Eisenhower

N. Hwy. 59

Not further on W. 7th because of flood plain

Manufactured Housing – Encourage along major roads for access

S. edge of industrial park

Need for manufactured homes – note for City Planning Commission

Mod-High density Res. – West side of quarry behind Wal-Mart

S. of 15th – West of I-35 – Some hesitation due to infrastructure and no commercial

E. of 23rd and Eisenhower

Gateways. In order to provide a distinct and positive impression for residents and visitors, Ottawa needs to **define and improve “Gateways” to the city.** The planning and design considerations given to gateways should be based upon a hierarchy of importance, with consideration of dominant neighborhood features (Downtown is a distinct area from 68 Highway, for example), location, traffic volumes, street function and visibility. Gateways should be identified as primary and secondary gateways.

Gateways to be addressed are at the following locations:

1. Interstate 35 and US 59 Highway (South end of town)
2. US 59 Highway (North end of town)
3. Interstate 35 and K-68 Highway (East)
4. K-68 Highway (West of Town)
5. Montana (Davis Road) and new US 59 Highway
6. Interstate 35 and Eisenhower Avenue
7. Interstate 35 and 15th Street
8. Downtown.

The major features of these gateways should include:

- A prominent feature such as large-scale public art, statuary, fountain, garden or small park-like setting.
- Signage to clearly identify entrances. Brick, stone or other high-quality materials and the city logo should be incorporated into the signage to further establish the gateway, such as the historic character of Downtown.
- Landscaping to accent the surrounding corridor and prominent features. For example, a combination of street trees, ornamental trees, shrubbery, ground covers and ornamental plantings could be used to accent and coordinate the design. These materials should be repeated for effect.

List the improvements you think should be the prominent elements of each Gateway. List specifics, such as for the Downtown: benches, trash receptacles, pedestrian scale lighting, unique paving patterns at crosswalks, and other streetscape elements.

Classy – gazebo

Quality – historical, Native American

Tie all of the following with a common theme:

Marquis signs updating community events

Something that depicts a quality time in Ottawa history (Native Am. history?)

Build on a theme (Victorian?) – gazebo

Primary – 59 and 35 / 68 and 35; N59 Primary now; move to secondary once bypass built

Secondary – 68 west of town; 35 and Eisenhower (could move to primary); I 35 and 15th

Large sculptures?

Great American Elms that used to line Main St. – Resurrect the concept of a uniform type of tree – probably down Main St. of 68 Hwy (good buffer)

2. **Planned Annexations.** Generally, the City policy has been to annex only those who initiate annexation into the City. However, through the use of controlled annexations the City would position itself to review and approve developments that will enhance and promote Ottawa’s preferred future. – **Mark specific improvements the city should plan for in the designated “Planning Areas” (where there is potential for future targeted annexation). Describe why these areas should be annexed; also, what priority these services should be planned in, if you feel one area is more “ripe” for development than another.**

Secondary area

We have mapped the best areas

Expand the area by Hwy to the flood plain

See Map

2. **Cross-town Traffic Links.** The city needs to plan for corridor links, including:
- Davis Road –K 68 Highway to future Bypass
 - Eisenhower Avenue – Interstate 35 to 7th Street
 - 15th Street – Interstate 35 to Eisenhower Avenue
 - 23rd Street – US 59 Highway to Eisenhower Avenue

Identify corridors that should be protected today in order to preserve Ottawa’s thoroughfare needs in the future. Discuss how these might be protected, including land use and development limitations such as added rights-of-way dedication, deeper setbacks, etc.

Lincoln or Davis or Montana St extend N. to K-68

Insure setbacks are all identified links for future widening

Create attractive, easily recognizable image at the primary gateways to our community

Extend Lincoln St. across the river (already in FAU road) or Montana/Davis

Yes protect deeper setbacks

All roads listed above need to be preserved

FUTURE LAND USE, INFRASTRUCTURE AND OUR COMMUNITY - PART B

Goal 1: Residential and Non-residential Land Uses.

Establish a land use plan that will create function, cohesiveness throughout the community

Objective Statements:

1. *Proper usage in appropriate areas*
2. *Access management*
3. *Government attitude that is proactive, cooperative and facilitative*

Goal 2: Gateways.

Create an easily recognizable image at the primary gateways to our community

Objective Statements:

1. *City to take lead*
2. *Artistically and historically represent the community.*
3. *Be site sensitive*

Goal 3: Cross-town Traffic Links.

Reconcile short term and long term needs and vision of the community

Objective Statements:

1. *Create a strong inter-local agreement*
2. *Identify proper land use based upon growth trends and issues*
3. *Anticipate and coordinate infrastructure needs*

Goal 4: Planned Annexation.

Ensure accessibility to, from and within the community now and in the future

Objective Statements:

1. *Identify thoroughfares*
2. *Ensure adequate setbacks*
3. *Facilitate traffic flow and safety*

QUALITY OF LIFE AND OUR COMMUNITY - PART A

1. **Public Art.** Public art is often limited to sculptural pieces plunked down into the streetscape. - **Describe public art opportunities and how they might be used in the gateway areas and downtown. Banners? District signage? Directional signage? Street signs? Street furniture? Other?**
DOWNTOWN as a "gateway at 1st, 5th, bridge awnings

Overall impression as important as specific projects

Consistent vibrant image encouraged (awnings on more buildings, Victorian color, unique district signage

Symbol to represent distinguish – signs, attractions, important events

Character: Who are we? What are we? Victorian, modern-future, small 50s town, small city? What do we do well and jazz it up!

Hire consultant to help create consistency with distinction

Install mural from DOWNTOWN

Awnings in DOWNTOWN as district signage (Downtown OP).

Victorian colors in rehabbed building (2nd and Main).

Street painting to high school/college. "Celebrate Ottawa." Multi-color and vibrant.

See signs in front of "Ottawa Univ." building. "Welcome to Ottawa" at entrances with school logos. Street signs with logo. 10th & Main – main driveway to University (Roadway needs to be widened).

Chimes at University being updated (\$20k) (play at noon).

Branding is desired.

Fire hydrants – black and gold with numbering for pressure.

2. **Landscaping.** Landscaping can create transitions between uses and help achieve greater compatibility within Ottawa. - **Describe how landscaping might be used to create buffers and transitions between uses? Who should be responsible for providing the landscaping? Maintenance?**

Better access to green spaces, bike paths, pedestrian

Highlight sidewalk system and trail with landscaping at 15th, 17th 234d bridges.

New partnering – Does OU have people and equipment to work with City, RMH, etc.?

General – City specific projects for specific groups requires a more professional approach

Standard for developers – begin a new though of expectation based on cost of construction?

Maintenance is inconsistent (based on volunteer work).

Contract with Ottawa University to maintain (partner).

Landscaping such as street trees can be used to provide shade, separation from the street and a repetitive design element within the community. - **Describe how street trees and other special plantings could be used to identify different districts or unique corridors. Identify areas where special landscaping could be used. Who should be responsible for providing the landscaping? Maintenance?**

Landscaping at corners could be expanded. Percent of cost to go toward landscaping for commercial and industrial. Want Louisburg feed as opposed to new Gardner development (see interstate).

Don't drive out developers.

3. **University District.** The development of unique districts can help attract users seeking opportunities for special uses and activities in Ottawa. - **Draw the potential boundaries of a unique university district. Describe uses that would be appropriate within the district. What other special elements could define this unique district? Describe how these elements might be implemented?**

Signage – off Main, 9th -15th, Main-Lincoln, Mulberry to Cedar, 9th easiest, 10th prettiest, 11th maybe needs best works off 15th at Cedar, I-35 exit

Chimes at noon, 6pm to distinguish function

Find out on future plans – 9th enhancement, entry off Cedar from Ad building, parking, building locations on campus

Path, lighting, housing, commercial (specialized bookstore, coffeehouse, restaurant, clothing)

Signage (I-35, Main)

15th and Cedar/9th and Cedar is planned as new university corridor. Entrance from I-35 via 15th Street exit. 7th to 15th, east to Lincoln. Stronger connection to downtown via improved streets, sidewalks, lighting bike trails.

Uses: coffeehouses; sandwich shops; commercial services

Arrowhead as symbol

4. **Housing Quality and Diversity.** The need for high-quality residential development was identified during the visioning and focus session workshops. - **Describe characteristics that are desired for new residential housing and subdivisions in Ottawa. Streetscape? Lighting? Access? Pedestrian circulation? Open space? Landscaping? What residential development standards, if any, should the city use to encourage housing variety while preserving the integrity of existing neighborhoods?**

Mixed use explored more.

Encourage more single family development within multi (clubhouse, pool in a new development –Brandon Woods).

Encourage City staff to work with potential developers – projects, expectation, job oversight. Lighting standards set by city.

Encourage city to keep access good and sidewalks, easements.

Open space has some recommendation from city to developer.

Landscaping – minimum requirements from city.

Need to look at sidewalk requirements. Interest in mixed use development (mixed use district).

Lost residents to Brandon Woods assisted living.

Can standards be lowered for mobile homes? Need to upgrade existing gravel streets. Allow intermediate standards for existing development.

New versus old – should standards be laxer for existing development? Richard build new “starter houses” as example.

Need minimum lighting standards for new development (see existing regs?).

Access is needed to and within development – good access to collectors.

The need for multi-family and rental housing was also identified. Well-designed, multi-family and rental housing can be an asset to the community. **What characteristics are desired for multi-family and other rental housing options in Ottawa? Describe how the standards for these higher density housing options might vary from those for single-family and low-density housing options.**

Flexible – what is already there and how does it fit the project

New – curb and gutter

Old – chip and seal or asphalt... this is better than gravel or no project

Elements of good design always think of areas developed separately

Hard top paved vs. dirt gravel

Higher standards at gateways. Views from I-35 are important

Housing for Wal-Mart employees

Encourage infill such as K-68 (may take frontage road).

5. **Retail and Commercial Service Opportunities.** In order to function as a “full-service” community, Ottawa must attract and retain retail and commercial service uses. A lack of basic services will affect residents’ lives and their decision to locate or stay in Ottawa. – **Describe services currently needed in the Ottawa community. Identify areas where development of these services might be appropriate, including future growth areas.**

Shop hometown first, user friendly

How can we help you be in our community

Clothing, bike shop

Recreational service; clothing; dining (not fast food); auto dealers; appliances; bike shop; Applebees; theater

Promote existing businesses – what initiatives can be used?

6. **Parks and Recreation.** During the visioning and focus sessions, participants identified needs for new and improved facilities and programs for active and passive recreation. Among other factors that affect the quality of life in a community, high-quality parks and recreation facilities and programs have been linked to the successful attraction of business and residents. - **Describe the unmet needs of the community. Identify areas where existing open space should be preserved, where new parks could be developed and where existing parks expanded to meet these needs.**

5th and Main, 15th/17th and 23rd, Main to Eisenhower (fair grounds), horseman trail, biking areas, University district.

Look for floodplain areas

Park with a lake

Old quarry for special housing

More in residential districts. Better access to green spaces via sidewalks and trails. Walking/Biking are big needs. Build on “walkable community.” 23rd Street not an example for sidewalks, but need consistent setbacks and improvements.

Open space/Parks

5th and Main?

15th

Fairgrounds location (county owned)

15th – 23rd to Eisenhower (floodplain)

University area needs park

Area around old quarry area (needs like

Kanza Rail Trail Group

QUALITY OF LIFE AND OUR COMMUNITY - PART B

Goal 1: Public Art.

To incorporate public art into the lifestyle of the community.

Objective Statements:

1. Use of brand logo to identify local icons, landmarks, districts (ex. City logo on water tower, OU arrowhead to direct traffic)
2. Set apart gateways (downtown, outer limits, districts) with (lighting, signage, textures surfaces) appropriate (vibrant) artwork
3. Emphasize local strengths (areas of interest and identity)

Goal 2: Landscaping.

Add value to existing and new development

Objective Statement:

1. Require a percent of development cost to landscape, greenspace, access
2. Develop streetscape that defines access points (bicycle paths, important intersections)
3. Create a reward system to identify good landscape design

Goal 3: University District.

Promote a University District to enhance visibility and value for both OU and community.

Objective Statements:

1. Define boundaries (7th, 15th, Main, Mulberry)
2. Develop appropriate signage to define access points to enhance within the community
3. Develop infrastructure to support this

Goal 4: Housing Quality and Diversity.

Support development of affordable and appropriate housing for all segments of community

Objective Statements:

1. *Infrastructure for new development*
2. *Develop flexible standards of good design for different projects.*

Goal 5: Retail and Commercial Service Opportunities.

Enhance self-contained, full service community shopping opportunity

Objective Statements:

1. *Assess the local market for basic specialized services*
2. *Emphasize hometown shopping first –market and promote local opportunity*
3. *Educate merchants on value of marketing and management of business*

Goal 6: Parks and Recreation.

Provide adequate facilities and opportunities for recreation to the community

Objective Statement:

1. *Identify specific areas to create, promote recreation and green space*
2. *Connection and access to these areas throughout the community (equitable distribution).*
3. *Provide easy access through working biking and driving corridors which are well lighted.*

ECONOMIC DEVELOPMENT AND OUR COMMUNITY - PART A

1. **Downtown Ottawa.** There are several methods that communities have used to bring life to downtowns. Some of the successful ones have been:

- Encouraging specialty and niche businesses in well maintained historic districts;
- Organization and promotion of fairs and festivals at periodic intervals. Using local artists and musicians have proven to be popular at such occasions. These occasions give a boost to local businesses and also encourage local businesses to open late;
- Organizing University functions such as a weekend forum, in downtown, to encourage community dialogue and participation. Such events also attract tourists, especially ex-students and their families.
- A “Main Street” program that has encouraged use of design guidelines, organization of activities, marketing etc.

Which of the above or other such mechanisms can be used in downtown Ottawa? Suggest and mark on your map, locations for such activities. Discuss issues such as organization, marketing, parking etc. that need to be addressed for such activities.

All are pertinent. OU tends to have events on campus only.

Leavenworth has worked on a unified look in awnings, etc. should we?

Downtown businesses used to stay open late, now close early; aren't committed to serving customers.

Upstairs development good. Few choices after 5-5:30. Business Owner's choice – we can only encourage. Parking is a problem with renovating upstairs. They should have space reserved close – not necessarily in front. Emphasize one evening a week? Events and staying open late on that evening.

More lawyers and survey offices, etc that close at 5. Room for retail? Room for both?

Traffic needs to be slowed down. What is downtown? Tecumseh/K-68 to 7th St. East-West: Hickory – Walnut. What are Main Streets parameters? From River South

Would be interested in seeing survey of uses first and second floors.

Want all of the suggestions under discussion question. Traffic calming

1 day of the week – art walk – OU and downtown retailers.

2. **Residential/Mixed use development in Downtown.** In order to encourage housing on the 2nd floor of commercial buildings, building code requirements and parking issues have been identified. **Are their any other barriers to downtown housing? Show on your map, areas that are more conducive to housing and mixed use development. Mark areas where parking is a concern. Discuss the need for the City to conduct a housing/market study and/or a parking study in Downtown Ottawa. List other programs and incentives that might encourage/facilitate downtown housing.**

Good to have housing feasibility study for second floor renovations for residential. Who pays for study?

City? Look at Ottasco info.

City has rendering low interest fund too. No economic development director in city staff. It is OFCED job.

Discourage strip malls or larger market areas to encourage downtown.

3. **Improve labor pool.** Partnerships with the NCCC, OU and the School District can be used to promote work skills. **How can the community be proactive for programs such as trade schools, career fairs and youth councils. What type of internship programs currently exist and what additional opportunities remain to be exploited?**

Just had Career Fair at OHS. OU not involved. Not sure if NCCC was. Fair geared more for industrial recruitment. More OU “branding” of Ottawa?

Improve the schools

Housing catching up from a few years ago but still needed.

Need to promote OU

Better School district

Housing

4. **Infrastructure and the business climate.** Infrastructure improvements help attract new businesses and retain existing ones. Infrastructure needs such as economical electricity, broadband internet access and fiber-optic cables have already been identified. **Identify other infrastructure improvements that need to be made in order to help existing businesses. On your map, show areas where future business parks can be located. Discuss phasing and extension of infrastructure and facilities into these areas. Which areas are easier to develop than others? List opportunities and constraints. Would the location of a regional convention center facility be feasible in Ottawa? Should it be public or private? How can Ottawa be a contender for such a facility?**

Will fiber will be made available to rest of community? no.

Wireless is the way to go and needed

New sewer and water plans

What about streets? No new unpaved streets

Infrastructure improvements should open up development

Why hasn't industrial park taken off?

Regional convention center: there is a need for both those who are willing to pay and non-profits.

New sewer plant

Electric substation

Gravel streets plan and sidewalk plan

Benefit districts exist

Community Center?

23rd Street for sewer

5. **Community Marketing.** Ottawa needs to be marketed regionally by working closely with the KDOHC and the OFCED. Ottawa University and the “word-of-mouth” mechanisms also need to be used effectively. **Identify the strengths of the community and the amenities available that can be used in a marketing strategy. Identify key improvements that can help marketing efforts in the future. Does the city need to conduct a marketing study to identify its niche in the region? Who are the city’s main contenders? Which city/cities can Ottawa learn from?**

Should push being a university town. Ottawa’s geographic location is great asset. Neighborhood schools idea is a plus but schools now aren’t a strength. We don’t articulate well the academic strengths of the schools. Info should be made available to employers, etc. Better community web site needed.

University town

Market school district location

Web links

ECONOMIC DEVELOPMENT AND OUR COMMUNITY - PART B

Goal 1: Downtown Ottawa.

Retail – Promote retail and residential development in downtown (Tecumseh to Hickory-Walnut.

Objective Statements:

1. *Slow traffic in the downtown area.*
2. *Use zoning to promote niche retail.*
3. *Use financial incentives.*

Goal 2: Residential/Mixed use development in Downtown.

Promote housing

Objective Statements:

1. *Conduct housing feasibility study for second floor renovations for residential use.*
2. *Parking for residents*
3. *Promote and use tax incentive, explore funding options.*

Goal 3: Improve labor pool.

Trained, well equipped, well informed labor pool.

Objective Statements:

1. *Market available programs.*
2. *Adjust to market changes*

Goal 4: Infrastructure and the business climate.

Continue support for improvements in city and future land usage (planning area)

Objective Statements:

1. *Establish a need for and market for a meeting/convention facility*
2. *Promote wireless internet*
3. *Encourage more city-county partnership*

Goal 5: Community Marketing.

Accentuate the local assets

Objective Statements:

1. *Articulate educational (school district/OU) achievements*
2. *Community websites, links to other organizations*
3. *Market geographic location, university town*

This Appendix Is For Reference Only

APPENDIX C – NRPA GUIDELINES AND STANDARDS

NATIONAL RECREATION AND PARK ASSOCIATION’S (NRPA) STANDARDS

A standard is a benchmark or acceptable measure of performance or delivery that has been agreed upon by professionals or a professional organization. Unless a standard is mandated by law, such as the Americans with Disabilities Act (ADA), there is no requirement that it be used as anything but as a guideline.

The 1995 NRPA guidelines follow a more comprehensive and agency-specific methodology for determining the appropriate level of service for a given geographic area. The new approach incorporates complex components that require undertaking a detailed needs assessment and require an analysis of the current inventory of, and demand for, existing park facilities. While in many respects the approach is meritorious, a careful review of the methodology reveals a number of potential weaknesses when it is applied in specific instances. One of the weaknesses is that the approach calls for an extremely detailed examination of the current usage of all individual elements of parks and facilities.

Careful consideration of the City’s requirements determined that the traditional 1981 approach to develop standards is more appropriate. The 1981 NRPA guidelines include park acreage standards against which the existing ratio of parkland to population can be evaluated. These standards are useful because they are based on a simple ratio of park acreage to a given population unit (1,000 persons) and are also useful for projecting existing and future needs in the city. Other important factors used to determine standards will include:

- community demographics (profile to include age, sex, household size, income, etc;)
- census tract data (to understand where citizens reside relative to age and household size and density);
- program demand (to understand program and facility needs that citizens want);
- other providers (to understand what the Ottawa Recreation Commission’s role should be relative to demand and market analysis of other providers);
- program trends (to understand new programs and analyze if they are a trend or a fad);
- land use analysis (to understand if parks, open space and facility space requirements are compatible with the land use analysis within the Comprehensive Plan);
- mobility and regional opportunities (to understand economic climate and need for “close to home” opportunities to recreate);
- trafficway system (to understand barriers/constraints of the trafficway system as it can limit access to parks);
- existing conditions within the park system to include types of parks and their amenities (to understand the existing parks by type: mini parks, neighborhood parks, community parks, special use parks, natural resource areas; to understand existing amenities and their ability to meet demand; to understand the need for elimination of existing amenities for replacement by a need which is in more of a demand; and
- practicality of recommendations for new parks based on the city’s ability to acquire, develop and manage them.

Table C-1: Park Type Development Descriptions

Type:	Mini Park
Size:	2,500 sq. ft. to 1 acres
Service Area:	¼ mile or less
Location:	Located where there may be an isolated or limited population or a unique recreational need
Primary User:	All ages depending on the type of mini park
Development Character:	Small areas intended primarily for the use of children up to the early elementary grades; however, a mini park can also serve the need for unique recreational opportunities, landscaped public use areas in an industrial/commercial area, scenic overlook, arbor, sitting area and play area adjacent to a downtown shopping district.
Desirable Site Characteristics	Within neighborhoods and in close proximity to apartment complexes, townhouse development or housing for the elderly.
Suggested Facilities:	<ul style="list-style-type: none"> ▪ Play apparatus ▪ Benches ▪ Sandboxes ▪ Shade trees ▪ Bike rack (2 – 4 bikes) ▪ Pathway connection
Activities:	<ul style="list-style-type: none"> ▪ Non-organized play ▪ A quiet place to view others and/or a vista to enjoy landscapes and natural resources
Type:	Neighborhood Park
Size:	Usually not less than 5 acres
Service Area:	1/2 mile
Location:	Primarily for passive recreational needs for all ages but may have designated active areas. Easily accessible to neighborhoods, geographically centered with safe walking and bike access.
Primary User:	For all ages
Development Character:	Open lawn area, shrubbery, picnic areas, drinking fountains, area for court games, and some program potential. Some communities are not providing parking as is typically not required for those who can walk to the park; even lighting can be optional.
Desirable Site Characteristics	Suited for intense development. Easily accessible to neighborhood population – geographically centered with safe walking and bike access. May be developed as a school park facility.
Suggested Facilities:	<ul style="list-style-type: none"> • Tot equipment (pre-school) (1 – 2) • Young child play equipment (geared to ages two to five years old.) • Older child equipment (geared to ages five to twelve years old) • Benches • Picnic settings • Open turf area, gazebo • Bike rack • Pathway connection • Courts • Playfields
Activities:	<ul style="list-style-type: none"> • Day use, general play • Supervised group/individual play • Neighborhood gathering point

Continued on the following page

Table C-1: Park Type Development Descriptions (continued)

Type:	Community Park
Size:	Optimal size should exceed 25 acres
Service Area:	1 mile
Location:	Within approximately 1 to 2 miles of neighborhoods
Primary User:	All age groups
Development Character:	To meet needs of several neighborhoods. They allow for group activities and opportunities which are not feasible at the neighborhood level. Design features might include large play structures, informal fields for youth play, tennis and volleyball courts, pools, disc golf, trails, picnic areas, open space and unique landscapes/features, study areas, ornamental gardens and cultural facilities such as concerts in the park.
Desirable Site Characteristics	May include natural features, such as water bodies, and areas suited for intense development. Easily accessible to neighborhood served.
Suggested Facilities:	<ul style="list-style-type: none"> ▪ Tennis courts ▪ Basketball ▪ Open irrigated field ▪ Parking lot ▪ Young child play equipment (geared to ages two to five years old.) ▪ Older child equipment (geared to ages five to twelve years old) ▪ Soccer practice ▪ Pick-up softball ▪ Basketball ▪ Tennis ▪ Family picnicking ▪ Day use, general play ▪ Skate boarding ▪ Benches ▪ Drinking fountain ▪ Bike racks ▪ Pathway connection ▪ Picnic settings ▪ Shade structure pavilion
Activities:	

Table C-1: Park Type Development Descriptions (continued)

Type:	Urban Greenspace	
Size:	No established size as communities should acquire as much of this land as is reasonable	
Service Area:	Entire population	
Location:	In, or near, an urban area	
Primary User:	All residents	
Development Character:	Passive area in landscaped or natural state in or near urban areas. May provide recreational uses when needed; provides environmental quality; aesthetic experience; or land banking	
Suggested Facilities:	<ul style="list-style-type: none"> ▪ Swimming pool (25 meter) ▪ Restroom/change house/pool equipment building ▪ Lighted tennis court (2 +) ▪ Lighted basketball court (1) ▪ Picnic pavilion (covered seating for 40 to 50 people) ▪ Young child play equipment (geared to ages two to five years old.) ▪ Older child equipment (geared to ages five to twelve years old) 	<ul style="list-style-type: none"> ▪ Soccer field with goals (120' X 210') ▪ Softball field with backstop (200' radius) ▪ Picnic setting ▪ Bike racks ▪ Drinking fountains ▪ Pathway connections (lighted) ▪ Off-street parking 20–30 cars (lighted)
Activities:	<ul style="list-style-type: none"> ▪ Natural lands ▪ Forests ▪ Watershed and waterfront ▪ Hiking 	

Table C.4: NRPA Standards Condensed

Component	Service Area	Desirable Size	Acres/1,000 Population
Local/Close-to-Home Space:			
Mini Park	Less than ¼ mile radius	1 acre or less	0.25 to 0.5A
Neighborhood Park/Playground	¼ to ½-mile radius to serve a population up to 5,000 (a neighborhood)	15+ acres	1.0 to 2.0A
Community Park	Several neighborhoods, 1 to 2 mile radius.	25+ acres	5.0 to 8.0A
TOTAL CLOSE TO HOME SPACE – 6.25 – 10.5 Acres/1,000			
Regional/Metropolitan Park	Several communities. One hour driving time.	200+ acres	5.0 to 10.0A
Regional Park Reserve	Several communities. One hour driving time.	1,000+ acres (sufficient area to encompass the resource to be preserved and managed.)	Variable
TOTAL REGIONAL SPACE – 15 – 20 Acres/1,000			

The National Standard suggests a park system should be comprised of **6.25 to 10.5** close-to-home acres of developed open space per 1,000 population and 15 to 20 acres of regional space per 1,000 population.

NRPA FACILITIES STANDARDS

Parks are only a component of the actual Parks, Recreation and Open Space System. The facilities and amenities at a park create the recreational opportunities. Suggested guidelines of the National Recreation and Park Association are shown to establish a benchmark to which Cities can compare themselves.

Table C.5: NRPA's Recreational Facilities Standards

Activity / Facility	Recommended Space Requirements	Recommended Size and Dimensions	# of Units Per Population	Service Radius
Badminton	1620 sq. ft.	Singles – 17' X 44' Doubles – 20' X 44' With 5' unobstructed area on all sides	1 per 5000	¼ - ½ mile
Basketball 1. Youth 2. High School 3. Collegiate	2400 – 3036 sq. ft. 5040 – 7280 sq. ft. 5600 – 7980 sq. ft.	46'-50' X 84' 50' X 84' 50' X 94' with 5' unobstructed space on all sides	1 per 5000	¼ - ½ mile
Handball (3-4 wall)	800 sq. ft. for 4-wall, 1000 for 3-wall	20' X 40' – Minimum of 10' to rear of 3-wall court. Minimum 20' overhang clearance.	1 per 20,000	15 – 30 minute travel time
Ice Hockey	22,000 sq. ft. including support area.	Rink 85' X 200' (minimum 85' X 185'). Additional 5000 sq. ft. support area.	Indoor – 1 per 100,000 Outdoor – depends on climate	½ - 1 hour travel time
Tennis	Minimum of 7200 sq. ft. single court (2 acres for complex)	36' X 78'. 12' clearance on both sides; 21' clearance on both ends.	1 court per 2000	¼ - ½ mile
Volleyball	Minimum of 4000 sq. ft.	30' X 60'. Minimum 6' clearance on all sides.	1 court per 5000	¼ - ½ mile
Baseball 1. Official 2. Little League	3.0 – 3.85 A minimum 1.2 A minimum	Baselines – 90' Pitching distance – 60 ½' Foul lines – min. 320' Center field – 400'+ Baselines – 60' Pitching distance – 46' Foul lines – 200' Center field – 200' – 250'	1 per 5000	¼ - ½ mile
Field Hockey	Minimum 1.5A	180' X 300' with a minimum of 10' clearance on all sides.	1 per 20,000	15 – 30 minutes travel time
Football	Minimum 1.5A	160' X 360' with a minimum of 6' clearance on all sides.	1 per 20,000	15 – 30 minutes travel time
Soccer	1.7 to 2.1 A	195' to 225' X 330' to 360' with a 10' minimum clearance on all sides	1 per 10,000	1 – 2 miles

CITY OF OTTAWA, KANSAS - COMPREHENSIVE PLAN

Activity / Facility	Recommended Space Requirements	Recommended Size and Dimensions	# of Units Per Population	Service Radius
Golf – Driving Range	13.5A for minimum of 25 tees	900' X 690' wide. Add 12' width for each additional use.	1 per 50,000	30 minutes travel time
¼ Mile Running Track	4.3A	Overall width – 276' Length – 600.02' Track width for 8 to 4 lanes is 32'	1 per 20,000	15 – 30 minutes travel time
Softball	1.5 –2.0 acres	Baselines – 60' pitching dist. – 45' men. & 40' women. Fast pitch field radius from plate – 225' & Slow pitch – 300' (men) & 250' (women)	Same as baseball in dimensions for 16".	¼ - ½ mile. Slight difference, may be used for youth baseball.
Multiple Recreation Court (basketball, volleyball, tennis)	9840 sq. ft.	120' X 80'	1 per 10,000	1.2 miles
Trails	N/A	Well defined head maximum 10' width, maximum average grade 5% not to exceed 15%. Capacity rural trails – 40 hikers/day/mile. Urban trails – 90 hikers/day/mile	1 system per region	N/A
Archery Range	Minimum .65A	300' length x minimum 10' wide between targets. Roped clear space on sides of range minimum of 30', clear space behind targets minimum of 90' X 45' with bunker.	1 per 50,000	30 minutes travel time
Combination Skeet & Trap Field (8 station)	Minimum 30A	All walks and structures occur within an area approximately 130' wide by 115' deep. Minimum cleared area is contained within two superimposed segments with 100-yd radii (4 acres). Shot-fall danger zone is contained within two superimposed segments with 300-yd radii (36 acres)	1 per 50,000	30 minutes travel time
Golf				
1. Par 3 (18 hole)	50 – 60A	Average length-vary 600 – 2700 yards	--	
2. 9-hole standard	Minimum 50A	Average length 2250 yards	1/25,000	½ to 1 hour travel time
3. 18-hole	Minimum 110A	Average length – 6500 yards	1/50,000	

CITY OF OTTAWA, KANSAS - COMPREHENSIVE PLAN

Activity / Facility	Recommended Space Requirements	Recommended Size and Dimensions	# of Units Per Population	Service Radius
standard				
Swimming Pools	Varies on size of pool and amenities. Usually ½ to 2A size.	Teaching – minimum of 25 yards X 45' even depth of 3 – 4 feet. Competitive – minimum of 25m X 16m. Minimum of 27 sq. ft. of water surface per swimmer. Ratios of 2:1 deck vs. water.	1 per 20,000 (pool should accommodate 3 – 5% of total population at a time)	15 to 30 minutes travel time
Beach Area	N/A	Beach area should have 50 sq. ft. of land and 50 sq. ft. water per user. Turnover rate is 3. There should be 3 – 4A supporting land per A of beach.	N/A	N/A

This Appendix Is For Reference Only

APPENDIX D– KANSAS DEPARTMENT OF COMMERCE GRANT PROGRAMS

U.S. SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG)

Eligible Activities. Nearly every type of public improvement or facility is eligible except work on a general public office such as a city hall or courthouse. However, the State has prioritized funding for the most critical needs involving public health and safety.

NEIGHBORHOOD DEVELOPMENT

Eligible Activities. Under the neighborhood development competition, the housing needs of the community shall be addressed. These needs shall be limited to a target area of no more than 200 units or less than 20 units. In addition to the housing needs, the neighborhood development may also include public facilities that need to be addressed within the target area.

HOUSING INFRASTRUCTURE

Eligible Activities. Street, street accessories, storm sewer, drainage, site improvements, water, sanitary sewer, mini-parks, land acquisition, professional services, engineering design and inspection, administration, and audit are eligible for this program. All public infrastructures must be built on right-of-way owned by a local government. Eighty percent of the units must be initially owner-occupied. Land acquisition is not eligible when the developer is a for-profit entity. Land may be acquired with CDBG funds by a city, county, Public Housing Authority (PHA), or not-for-profit community-based organization or land trust and must be subdivided and provided to a builder or prospective homeowner.

DOWNTOWN REVITALIZATION

Eligible Activities. Improvements of public infrastructure and facilities within a traditional downtown or Central Business District (CBD).

EMERGENCY

Eligible Activities. Nearly every type of public improvement or facility is eligible except work on a general public office such as a city hall or courthouse. Only activities needed to resolve the emergency are eligible.

SPECULATIVE INDUSTRIAL BUILDING LOAN

Eligible Activities. Eligible uses include the purchase of an existing building and improvements, or the construction of a new building. Also, purchase of land and development of on-site infrastructure is eligible.

TELECOMMUNICATIONS

Eligible Activities. CDBG funds are limited to those up-front cost associated with the establishment of the Community Information Network i.e., purchase of hardware or software, unit workplace equipment, one-time utility installation costs, initial training costs, if applicable, etc. **No recurring costs** such as utility basic rates or bills, monthly Internet server charges, lease or rental payments, etc. may be paid with CDBG funds.

CDBG INDUSTRIAL INFRASTRUCTURE GRANT

Purpose

This program assists local governments in the development of public infrastructure that allows industries to locate new facilities, expand existing facilities or prevent the relocation or closing of a facility.

Funding limits

The use of this program is based on the local government exhausting their available resources. The maximum grant per project is the lower of \$500,000; 40% of the industry's capital investment; or \$10,000 per job (depending on the area and type of project). Only items essential for the industry to operate are eligible.

Use of funds

Grant funds may be used for public streets, water or sewer lines, engineering and other public facilities necessary to support the project. Facilities owned by the company or a private utility are not eligible for funding.

Purpose

This program is funded by the federal Community Development Block Grant (CDBG) program. As such, at least 51% of the new jobs to be created by the company must be taken by persons considered "low to moderate income" (LMI).

Application process

The basic premise of the program is that the company must prove that but for the Industrial Infrastructure grant, the project could not occur. A grant would not be eligible if the company's project begins prior to DED's approval of the grant. An environmental review must be conducted by a city or county sponsor, and may be started at any time, even prior to submission of an application. DED will provide a decision on funding within about two to three weeks after the submission of a completed application. DED approves eligible projects on an ongoing basis. There is no deadline for applications to be submitted.

ACTION FUND PROGRAM

Purpose

The purpose of this program is to stimulate the creation of new higher quality jobs by providing a last resort gap loan to new or expanding manufacturing, processing, and or assembly businesses. Payments may be deferred for up to two to three years for faster growing companies if cash flow is inadequate. The projected growth, economic impact of the company, the risk of failure and the quality of management are critical factors for approval.

Funding limits

DED must determine that the borrower has exhausted other funding sources. In any event, an Action Fund Loan would be limited to the LOWER of: \$400,000 per project; 30% of the total project cost; or \$20,000 per new full-time year-round job.

Use of funds

The purchase of new machinery and equipment or working capital are eligible. Refinancing, payout of stockholders, buyouts or lines of credit are not eligible.

Program requirements

This program is funded by the federal Community Development Block Grant (CDBG) program. As such, at least 51% of the new jobs to be created must be taken by persons considered "low to moderate income" (LMI).

Application process

The basic premise of the program is that the company must prove that but for the Action Fund loan, the project could not occur. An Action Fund loan would not be eligible if the company's project began prior to DED's approval of the loan, or if other project funds were distributed to the borrower prior to DED's approval of the loan. An environmental review must be conducted by a city or county sponsor, and may be started at any time, even prior to submission of an application. DED will provide a decision on funding within about 2 to 3 weeks after the submission of a completed application.

INTERIM FINANCING LOAN PROGRAM

Purpose

The purpose of this program is to provide cash flow relief for a company when the need for such assistance can be demonstrated to cause a project to occur.

Approval

The approval of funding is based on the least amount possible to cause the project to occur and the availability of limited funds. DED should be contacted *prior to* proposing this program to a business.

Use of funds

The purchases of new fixed assets or permanent working capital are eligible. Manufacturing, processing and assembly companies are prioritized.

Restrictions

This program is funded by the federal Community Development Block Grant (CDBG) program. The following restrictions apply:

- At least 51% of the new jobs to be created must be taken by persons considered "low to moderate income" (LMI).
- If loan proceeds are used for the financing of building construction or the installation of machinery, federal and state wage rates must be paid to the employees of contractors.
- The company's project cannot begin or funds cannot have been spent prior to the completion of (a) the environmental review and (b) approval of the project by DED.

COMMUNITY DEVELOPMENT CORPORATION

Definition

A Community Development Corporation (CDC) is defined as a not-for-profit or for-profit organization whose board of directors is composed of business, civic and community leaders, which the organization's primary purpose is to encourage and promote the industrial economic, entrepreneurial, commercial and civic development or redevelopment of a community or area; including the provision of housing and community economic development projects that benefit low-income individuals and communities.

Tax credit program

The purpose of this program is to induce investment into Community Banks or Community Development Corporations (CDCs), which then invest in new or growing businesses or real estate development, resulting in an expansion of the tax base, elimination of blight, reduction of reliance on public assistance and the creation of jobs.

Method

A contributor may obtain state tax credit based on 50% of investments or contributions in a Community Bank. The Community Bank or CDC then makes equity investments or loans to a business, or investment in real estate development within a target area.

Eligible investments

Tax credits will be provided by DED based on 50% of the amount of stock purchased in or an unsecured loan made to a for-profit Community Bank, or contributions made to a non-profit Community Bank or CDC. Tax credits will not be approved for contributions or investments other than cash.

Target area

A target area is any area designated by the Community Bank or CDC that includes two or more contiguous “blocks” (as designated by the U.S. Census) where the rate of poverty in the area exceeds 26%.

COMMUNITY CAPACITY BUILDING GRANT PROGRAM

Purposes Of Program: The Kansas Department of Commerce (KDOC) intends to encourage collaborative community development planning and plan implementation activities in the metropolitan areas within the State of Kansas. There are five specific purposes for the Community Capacity Building grant program (MCCB). These are to encourage:

- Neighborhood revitalization planning and plan implementation in blighted urban neighborhoods or neighborhood conservation planning and plan implementation in urban neighborhoods that may become blighted,
- Growth management planning and plan implementation in rapidly growing second and third class cities,
- Inter-jurisdictional planning and plan implementation for community development issues affecting more than one political jurisdiction,
- Downtown revitalization planning and plan implementation, and
- Countywide hazard mitigation planning.

The term collaborative community development planning means that the community has formed an active partnership among the key community-based organizations for the purpose of developing a shared vision for the future and a plan of action to achieve that vision.

Eligible Applicants: Any organization with community development responsibilities that represents a community in a non-metropolitan area of the state may submit an application on behalf of the community it represents. Examples of community development organizations include city or county governments, economic development corporations, Main Street organizations, and regional planning commissions. Other types of organizations may also apply subject to prior approval by the Community Assistance Services (CAS) staff. The applicant organization will assume the responsibility for forming the active partnership as described above. The applicant must be a legal entity with its own identity and have a federal employer identification number (FEIN) at the time of application. The applicant organization must have the financial and technical capacity to administer the grant. The KDOC&H reserves the right to make the final determination if an organization has the capacity to serve as the grantee. The applicant should either be the organization that will primarily be responsible for implementing the plan once it is developed or the organization that will coordinate plan implementation if several organizations will have implementation roles. Regardless of who the applicant for the grant is, the plan must be developed in accordance with the provisions of *K.S.A. 12-741 et. seq.* To be eligible to submit an application, the community must not have any open grants from prior years of the Community Capacity Building grant program.

This Appendix Is For Reference Only

APPENDIX E - DEVELOPMENT OPPORTUNITY AREAS

DEVELOPMENT OPPORTUNITY AREA 1

1

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- Along North Davis Road and is adjacent to the railroad tracks at the north end of the City.

CURRENT ZONING AND DEVELOPMENT

- Mostly industrial; partly in unincorporated County.
- Industrial land uses.
- Agricultural on undeveloped tracts.

SURROUNDING DEVELOPMENT

- Agricultural/Floodplain.
- Industrial, limited Residential.

FUTURE LAND USE

- Industrial uses.

SITE COMMENTS

- Some paved and some unpaved road surfaces.
- No steep slopes.

OPPORTUNITY AGENDA

- Opportunity to create industrial center.
- Infrastructure already in place.
- Area to become major transportation corridor to connect to future US Highway 59 bypass at North Davis to I-35.

Development Opportunity Area 2

2

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- Along K-68 highway west of Interstate 35.

CURRENT ZONING AND DEVELOPMENT

- Currently the majority in unincorporated County.
- Gas Station in southwest corner of intersection.
- Several other commercial businesses in vicinity.
- Residential uses on septic systems in south-eastern part of site.
- Available lots platted.

SURROUNDING DEVELOPMENT

- Mostly vacant land to the north.
- Industrial uses in the north and east abutting tracts.
- Floodplain occupies large area to the south.
- Agricultural uses abuts.

FUTURE LAND USE

- Quarter-mile of Commercial uses along the high-visibility Interstate 35 Corridor.
- Future elementary school location in northeastern part of the site.

SITE COMMENTS

- Good Access planning required.
- Phasing of improvements to coordinate with annexation and K-68 Corridor development east of Interstate 35.

OPPORTUNITY AGENDA

- Opportunity to create a commercial center along K-68 Highway.
- Being along a high-visibility corridor, the site needs to be well-designed and maintained.
- Implement Access Control Standards for development along the Highway Corridor.

Development Opportunity Area 3

3

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- Along K-68 highway east of Interstate 35.

CURRENT ZONING AND DEVELOPMENT

- Currently in unincorporated County.
- Wal-Mart Distribution Center occupies south-eastern part of site.
- Retail implement dealer, KDOT facility, and residential uses in area.

SURROUNDING DEVELOPMENT

- Mostly Agricultural land to the east, north and south.
- Gas Station, small business, residential uses west of Interstate 35.

FUTURE LAND USE

- Quarter-mile of Mixed Use along the high-visibility Interstate 35 Corridor.
- Business Park west and north of the Wal-Mart Distribution Center.

SITE COMMENTS

- Good Access to the sites.
- No steep slopes.
- Existing mix of commercial and non-commercial land uses.

OPPORTUNITY AGENDA

- Opportunity to create a mixed use-business park cluster along K-68 Highway;
- Being along a high-visibility corridor, the site needs to be well-designed and maintained.

Development Opportunity Area 4

4

Current Zoning:



Aerial View of Site



Future Land Use



L LOCATION:

- Along 23rd Street west of US Highway 59.

CURRENT ZONING AND DEVELOPMENT

- Partly zoned C-2 and partly zoned with county designation as recently annexed.

SURROUNDING DEVELOPMENT

- Mostly vacant highly developable land to the north and west.

FUTURE LAND USE

- Mixed uses and Commercial uses along the high-visibility Interstate 35 Corridor.
- Commercial uses along 23rd street, between Eisenhower Avenue and Main Street.
- Low-density Residential uses at the northern part of site.
- Multifamily Residential.

SITE COMMENTS

- Good Access to the site.
- No steep slopes.
- Some floodplain both east and west of Eisenhower.

OPPORTUNITY AGENDA

- Opportunity to create a mixed use and commercial corridor with residential in northern part of site.
- Being along a high visible corridor, the site needs to be well-designed and maintained.

Development Opportunity Area 5

5

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- Along US Highway 59 southeast of Interstate 35 at Princeton Circle Dr. exit.

CURRENT ZONING AND DEVELOPMENT

- Currently in unincorporated County.
- Limited retail uses.

SURROUNDING DEVELOPMENT

- Mostly vacant land, agricultural use.
- Floodplain along Rock Creek occupies large area to the east.

FUTURE LAND USE

- Quarter-mile of Commercial uses along the US Highway 59 corridor. Mixed uses in rest of the areas.

SITE COMMENTS

- Access to the site, good frontage visibility.
- No steep slopes.
- Limited Access points to the property.

OPPORTUNITY AGENDA

- Opportunity to create a commercial/mixed use center.
- Being along a high-visibility corridor, the site needs to be well-designed and maintained.

Development Opportunity Area 6

6

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- North of Interstate 35 and east of the US Highway 59 commercial Corridor.

CURRENT ZONING AND DEVELOPMENT

- Currently in unincorporated County.
- Zoned Industrial.

SURROUNDING DEVELOPMENT

- Adjacent to residential on north and east, commercial on the west and agricultural on the south and east.
- River and Floodplain cuts through the middle of the area.

FUTURE LAND USE

- Commercial/Residential mixed uses along the high-visibility Interstate 35 Corridor.

SITE COMMENTS

- Good Access to the site via Labette road (frontage road along Interstate 35).
- Steep slopes at north end of property.
- Two large lakes and a creek on site.

OPPORTUNITY AGENDA

- Opportunity to create a commercial/residential mixed use center.
 - Use of natural features to design advantage.
- Being along a high-visibility corridor, the site needs to be well-designed and maintained.

Revitalization Opportunity Area 7

7

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- 400-900 blocks of King St., N. Locust St., and Cleveland St.; 400-1300 blocks of N. Main Street; W. Wilson Street to Osborne Terrace.

CURRENT ZONING AND DEVELOPMENT

- Mix of residential, commercial and industrial zoning within City Limits, agricultural zoning in unincorporated County.
- Existing development is mix of agricultural, residential, commercial and industrial uses.

SURROUNDING DEVELOPMENT

- Agricultural, residential.

FUTURE LAND USE

- Residential, Industrial.

SITE CONCERNS

- Opportunity for two family or multi-family buildings.
- Opportunity to redevelop tracts to current development standards.
- New businesses in area expressed interest in “raising the bar” in the area.

OPPORTUNITY AGENDA

- Opportunity for smaller two-family or multi-family buildings.
- Opportunity to redevelop tracts to current development standards.
- New business in area expressed interest in “raising the bar” in the area.

Revitalization Opportunity Area 8

8

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- Proximity to downtown area.
- Appropriate area for multi-family residential, professional offices or service uses.

CURRENT ZONING AND DEVELOPMENT

- Commercial and residential zoning and land use.

SURROUNDING DEVELOPMENT

- Residential.

FUTURE LAND USE

- Commercial.

SITE CONCERNS

- Infrastructure is adequate.
- Parking issues may arise.

OPPORTUNITY AGENDA

- Proximity to downtown area.
- Good area for small professional office, multi-family residential, and daycare, etc.

Revitalization Opportunity Area 9

9

Current Zoning:



Aerial View of Site



Future Land Use



LOCATION:

- Intersection of S. Main Street / US Highway 59 and 17th Street.

CURRENT ZONING AND DEVELOPMENT

- Commercial Zoning.
- Some Industrial and Residential Zoning.
- Mixed Land Uses.

SURROUNDING DEVELOPMENT

- Residential and Commercial.

FUTURE LAND USE

- Commercial and Industrial.
- Some Residential.

SITE CONCERNS

- Infrastructure is adequate.
- Access to properties fronting on US Highway 59 will be restricted.

OPPORTUNITY AGENDA

- Gateway to commercial development.
- Adjacent to Trailhead for Prairie Spirit Rail Trail.

This Appendix Is For Reference Only

APPENDIX F - INDUSTRIAL OVERLAY DEVELOPMENT STANDARDS

The City of Ottawa may apply site development standards in discretely drawn “Industrial Overlay Districts,” such as north of the K-68 Highway corridor where residential growth near the future school is likely to abut industrial uses—current and future industrial land. A generalized set of non-residential and non-commercial standards should be adopted to apply to development visible from public rights-of-way and residential areas. Other industrial areas, not visible to the public, should be exempted from the standards.

INDUSTRIAL OVERLAY DISTRICT—SITE AND BUILDING DESIGN

1. **Compatibility with Other Development:**
 - a. The form and proportion of buildings shall be consistent or compatible with the scale, form and proportion of other development within the industrial park.
 - b. The rhythm of structural mass to voids, such as windows and glass doors, of a front facade should relate to the rhythms established in adjacent buildings.
 - c. Care shall be exercised to coordinate final grades and site arrangement with those of adjoining properties and streets.
2. **Location:** Buildings shall be located to ensure the provision of adequate open space for outdoor gathering areas, facilities, services and amenities and to provide natural indoor light, air and privacy to the extent possible. All buildings, parking lots and other structures shall be located to integrate with the natural topography and to avoid deep cuts and fills, excessive foundation wall depth, unnecessary steps and steep access gradients.
3. **Lot Coverage:** The maximum lot coverage shall be 70 percent. Lot coverage includes those portions of the net site area covered by the ground floor of any structure, parking lots, and private streets and drives. Lot coverage does not include sidewalks or plazas.
4. **Design Focus:** The front facade of a building as well as the main entrance(s) shall be designed as focal points to the building. The main entrances should incorporate devices such as canopies, overhangs, arcades, raised parapets over the door, larger door openings, display windows, accent colors, and other architectural details such as moldings. The remaining portions of the building should be designed in a way that complements and is consistent with the building’s street facade.
5. **Visual Interest:**
 - a. Architectural design should create visual interest through the use of different textures, complementary colors, shadow lines and contrasting shapes. Monotonous design shall be avoided. Variation of detail, form, and siting shall be used to provide visual interest. Facades shall be articulated with variations in the building plane and parapet height, materials and colors, entrance canopies, and landscaping.

At a minimum, facades facing a public or private street shall incorporate at least two of the following features along each applicable façade. These standards shall be applied to each façade individually:

 - (1) Recesses and projections along at least 20 percent of the length of the building façade.
 - (2) Windows, awnings, arcades or other significant architectural feature used along at least 60 percent of the front building façade length or 30 percent of the side or rear building façade length.

- (3) Brick, natural or fabricated all weather stone covering at least 50 percent of the area when applied to the front building façade or 25 percent of the area when applied to a side or rear building façade.
- (4) Landscaping islands or planting against the building, covering at least 30 percent of the length of the building facade.
- b. Loading docks, trash enclosures, outdoor storage and similar facilities and functions shall be incorporated into the overall design of the building and the landscaping so that the visual and acoustic impacts of these functions are reduced to as great an extent as possible and are out of view from adjacent properties and public street.
- c. Long expanses of overhead doors should be relieved by matching their color to the wall or trim, recessing the doors, or adding architectural details to diminish the dominance of the doors.
- d. The use of unusual shapes, color and other characteristics that cause new buildings to call excessive attention to themselves and create disharmony shall not be allowed.

6. **Materials:**

- a. The use of high-quality materials such as brick, glass, stucco, natural and fabricated stone, treated wood or similar durable and visually pleasing material should be used on the front facade and main entrances to the building. The remaining portions of the building should be designed to be compatible with the front facade and building entrance features. The following construction materials shall be permitted:
 - (1) Reinforced Concrete and Masonry– A concrete finish or pre-cast concrete panel (tilt-wall) must have an exposed aggregate, be hammered or sandblasted, or be covered with a cement-based acrylic coating to add visual interest. Masonry includes solid cavity faced or veneered-wall construction or materials. Brick material used for masonry shall be composed of hard fire (kiln fired) all-weather common brick or other all weather facing brick.
 - (2) Corrugated Metal or Aluminum Panels – The use of panels on front building facades or side building facades when abutting a public or private street is prohibited. Corrugated metal or aluminum facades shall be complemented with the use of masonry, whether brick, stone, stucco, split-face block, or broken up with the use of landscaping. Panels shall have a depth of one (1) inch or greater and/or a thickness greater than U.S. Standard 26 gauge.
 - (3) Stucco or Gypsum Concrete/Plaster – These materials shall be complemented with the use of masonry, whether brick, stone, stucco, split-face block, or broken up with the use of landscaping.
 - (4) Treated Wood – The use of wood paneling or plywood on the front building façade or side building facades when abutting a public or private street is prohibited.
 - (5) Structural Steel or Structural Aluminum.
 - (6) Glass.
- b. All elevations of the building shall be designed in a consistent and coherent architectural manner.

- c. Building materials and design shall be subject to the approval of the City.
7. **Roofs:** Careful consideration of durable materials, proportions, and shapes, emphasizing the importance of roofs as integral and embracing elements of the over-all design, is particularly important. Building roof tops shall have at least two of the following features:
- a. Parapets concealing flat roofs and roof top equipment;
 - b. Overhanging eaves;
 - c. Sloped roofs;
 - d. Three or more roof slope planes.
8. **Parking:**
- a. Parking shall be designed in a ways that do not overpower the character of the development nor appear as a dominant feature of the site.
 - b. b. With the exception of customer/visitor parking, parking shall be located to the rear and interior side of the building. Customer/visitor parking stalls shall be located to the front or street side of the building are permitted provided that screening and bonus landscaping and is designed as follows:
 - (1) The parking area shall not exceed 30 percent of the overall parking area developed;
 - (2) Parking shall not span more than 50 percent of the lot width or depth;
 - (3) Parking shall not be located closer than 20 feet to the front or street-side property or lease line;
 - (4) Parking shall be screened with as required for parking visible from residential development; and
 - (5) Planting islands shall cover a minimum of 10 percent of the parking area located to the front or street side of the building. Parking islands shall be planted with a minimum of one Ornamental Tree and shrubbery and/or ground cover.
 - c. On-street parking or loading is prohibited.
 - d. Off-street parking and loading shall be provided on the same lot as the use served except as otherwise approved as part of a shared parking concept.

INDUSTRIAL OVERLAY DISTRICT—LANDSCAPING AND SCREENING

- 1. **Landscaping Plan:** Every site on which a building will be placed shall be landscaped in accordance with plans and specifications submitted to and approved the appropriate local reviewing agency. An on-site grading plan will be part of this landscape plan. The landscape plan must be submitted for review along with the building plans.
- 2. **Installation:** Required landscaping or screening shall be installed at the time of building construction as the season permits. All other materials shall be installed during the next planting season.
- 3. **Maintenance:** The plan shall include provision for ground maintenance such as an adequate supply of hose bibs. After completion, such landscaping shall be maintained in a sightly and well-kept condition.
- 4. **Grass Sod and Seed, and Ground Cover:** The required front and street side yards shall be entirely graded and sodded or seeded from the existing or proposed street curb back to the building excepting only such areas used for plantings, drives, parking, or walks. Rear yards and interior side yards shall be seeded or sodded except areas used for plantings, storage, parking, drives, or walks. Other types of ground cover in limited areas may be approved. All existing trees shall be saved when possible.

5. **Street Trees:** One street tree shall be required for every 40 feet of street frontage. Street trees shall be located in the street yard setback, and shall not be located in the right-of-way.
6. **Landscape Materials:** Landscape materials used for required landscaping and screening shall be approved by the City unless otherwise specified. Evergreen trees and shrubs shall be used as the primary landscape materials when required for screening.
7. **Roof Mounted Equipment:** Roof mounted equipment, including ventilators, and satellite dishes greater than 30" shall be screened from view (100% opacity) or isolated so as not to be visible from ground level of any adjacent public thoroughfare or residentially-zoned area, up to a maximum of three hundred feet (300') away. Screening shall completely obscure from ground level all surfaces of the equipment. The appearance of roof screens shall be coordinated with and integral to the building design to maintain a unified appearance, not merely a separately designed afterthought. It is not the intent of this requirement to increase the height of the screening significantly above that of the equipment in order to screen it from view from tall buildings or from higher ground.
8. **Utilities:** All telephone and cable television lines, electrical services and distribution lines shall be placed underground, except that this provision shall not include meters, electric and telephone service pedestals, transformers, three-phase feeder lines, sub-transmission and transmission lines, electrical substations and such other facilities as the utility may deem necessary to install utilizing "overhead" type construction. These aboveground utilities shall be located as close to the building as permitted by the utility company and screened from view of public streets to the extent possible through the use of landscaping or screening walls that are integrated into the overall site design.
9. **Mechanical Equipment:** All electrical and mechanical equipment located adjacent to the building and visible from any adjacent public thoroughfare or residentially-zoned area shall be screened from view (100% opacity), up to a maximum of three hundred feet (300') away. Screening shall completely obscure from ground level all surfaces of the equipment. Such screens and enclosures shall be treated as integral elements of the building's appearance.
10. **Trash:** All trash, refuse, debris or garbage shall be contained within an enclosed building or container designed for such purposes. Outdoor containers or dumpsters shall be shielded on all sides by a wall or decorative fence constructed of the same or complementary materials to those used on the primary building. The use of landscaping to further decrease the visual impact of the trash enclosures is encouraged.
11. **Loading Docks:**
 - a. Loading areas shall not be located at the front of the building, and where visible from the front of the building, shall be screened from view from the street and neighboring properties.
 - b. Where visible from a public street or residential-zoned property, the visual impact of loading docks shall be minimized to the greatest extent possible through the use of landscaping, fences and berms.
 - c. Where possible the screening shall be an integral part of the building structure and be used in conjunction with landscaping, ground cover, trees and shrubbery. If the screening is not an integral part of the building, then landscaping ground cover, trees and shrubbery shall be used to screen the loading area.
12. **Exterior Storage:** Except during permitted construction periods, all exterior storage of equipment, raw materials or finished products shall be fully screened from the view of adjacent parcels and streets by a visual barrier such as a solid screen fence. Such exterior storage shall not exceed the height of the barrier. The barrier shall be a minimum of 6 feet in height. Additional height or screening such as landscaping may be required based upon the height of the items to be screened. Chain-link fence with vertical slats shall not be permitted.

13. **Parking:** Parking lots shall be screened from view from surround residential development. Such screening shall be effective to a height of 42 inches for vehicles under 6 foot in height. For vehicles over 6 foot in height, the screen shall be effective to a height of 6 foot. If landscaping is utilized to provide screening, the effective height shall be reached upon maturity, but in no case shall the initial effectiveness be less than 50% of the required effectiveness.

This Appendix Is For Reference Only

APPENDIX G - COMMERCIAL COORIDOR DESIGN GUIDELINES

SITE APPROPRIATENESS – RETAIL STRIP CENTERS:

- (1) **Purpose:** In order for the retail centers to best serve as neighborhood or community shopping centers, certain parameters need to be addressed. These include:
 - a. *appropriate site location;*
 - b. efficient site shape and size; and
 - c. site accessibility.
- (2) **Guidelines:**
 - a. Retail centers should typically be located at the intersection of two major thoroughfares.
 - b. Sites for neighborhood commercial centers should generally be at least six acres to accommodate 30,000 - 100,000 square feet of retail space including serving a one (1) mile radius. Community centers should be planned for a larger site.
 - c. To gradually phase in access control standards, Ottawa should plan sites to be accessible from major thoroughfares at future median breaks.
 - d. Sites should be accessed from local streets that are segregated from the street system of residentially zoned land.
 - e. Topography and drainage should be addressed with regard to corner shopping locations.

BUILDING ARRANGEMENT:

1. **Purpose:** Proper arrangement of buildings on a site provides for efficient and viable long-term use. Key issues include:
 - a. storefront visibility and accessibility;
 - b. relationship of buildings to each other;
 - c. orientation to thoroughfares;
 - d. compatibility with surrounding land uses; and
 - e. re-use of buildings and adaptability for new tenants.
- (2) **Guidelines:**
 - a. Storefronts should generally be visible from main circulation aisles unless a “mall” or courtyard approach is used.
 - b. Buildings should be arranged to reduce visibility of service areas from streets, customer parking areas and adjacent properties.

- c. Buildings should be grouped along one side lot line, with one end at the front yard building setback, and with the front setback landscaped, providing a 10' setback for all paved off-street parking.

ACCESS:

- (1) **Purpose:** Safe and efficient access to the corner shopping center or commercial strip minimizes potential vehicular and pedestrian conflicts. The key issues include:
 - a. location of (future) median breaks along major thoroughfares;
 - b. number and location of entry drives;
 - c. design of entry drives; and
 - d. traffic visibility.
- (2) **Guidelines:**
 - a. Driveways should typically be spaced with a minimum of 125 feet from the intersections of major thoroughfares unless a one-way traffic flow is used. All other driveway and median openings should adhere to a Driveway Access Standard.
 - b. The ingress side of the main entrance drive should be the largest radius allowed by ordinance for better access into the site, particularly at major centers, such as along 68 Highway frontage roads.
 - c. Driveways should maintain an appropriate sight distance triangle at all perimeter entrances.
 - d. Main entrance drives should generally be located at median breaks providing left turn access to and from the site. Continuation left-turn lanes should be broken with medians at major intersections.
 - e. Main entrance drives should connect to a "straightaway" aisle that does not dead end or require an immediate turn to approach the main building.
 - f. Aisles intersecting with entrance drives should be spaced a minimum of 20 feet from the entrance line to provide for smooth turning movements.

CIRCULATION AND PARKING:

- (1) **Purpose:** Proper circulation and parking systems minimize confusion and facilitate safe and easy pedestrian and vehicular movement within the center. The key issues include:
 - a. traffic aisle alignment;
 - b. traffic speed and safety;
 - c. parking location and layout;

- d. service area parking and circulation;
- e. customer pick-up areas;
- f. drive-thru building circulation; and
- g. pedestrian circulation and safety.

(2) **Guidelines:**

- a. Provide a 10' setback from street-side property lines for all off-street parking drives and spaces.
- b. Main drive aisles should generally be free of parking when adjacent to large anchor tenants of 30,000 square feet of floor area or more.
- c. The direction of traffic flow should be identified.
- d. Lanes should be provided for drive-thru facilities, including stacking space, that are physically separated from other circulation and parking aisles.
- e. Parking aisles should be oriented toward anchor stores to minimize the number of parking lanes crossed by pedestrians.
- f. Typically provide right angle intersections (80 to 100 degrees) with no more than 2 traffic lanes crossing at any interior intersection.
- g. Parking should be arranged to provide readily accessible spaces for each establishment.
- h. The parking layout should maximize the amount of parking in front of the building and minimize the amount behind.
- i. Separate service vehicle circulation from customer circulation routes.
- j. Allow for all tenants to be accessed from within the development through cross-access agreements.

BUILDING ELEMENTS:

- (1) **Purpose:** In order to create a positive overall development character, all structures (including separate pad site structures) at shopping centers should have an attractive and uniform architectural treatment. The key issues include:
 - a. consistency of design between structures;
 - b. materials standards; and
 - c. rear facade treatment.

(2) **Guidelines:**

- a. The facade design plan of the entire project should be submitted with site plan review.

- b. Facades and rooflines facing streets or main parking areas should be consistent throughout the development in design, color and materials, including that of both principal and accessory structures.
- c. Rooflines, overhangs, and the front fascia should be extended to the rear of the building(s).
- d. High quality, low maintenance building materials are recommended.
- e. Signage located on the buildings should be consistent in size, location and material throughout the project.
- f. Rear facades should be of finished quality and should be of color and materials that blend with the remainder of the building(s).

SERVICE FACILITIES

- (1) **Purpose:** Service areas should be appropriately located and designed to efficiently and inconspicuously serve the shopping center development without disrupting on-site circulation or adjacent land uses while maintaining visibility for security purposes. The key issues include:
 - a. location of service areas;
 - b. visibility of service areas; and
 - c. treatment of pad site service areas
 - d. location of trash containers.
- (2) **Guidelines:**
 - a. Service facilities should generally be located in a central area to be used by several retail establishments.
 - b. Service and docking facilities should be separate from main circulation and parking functions.
 - c. Trash containers should be located in appropriately screened central service areas, and not visible from the public street.
 - d. All dumpsters should be screened on all sides exposed to a public right-of-way or abutting residential use. All dumpsters should be shown on the approved site plan and whenever possible shall be clustered.
 - e. Service areas should be easily accessible by service vehicles.
 - f. Pad site service areas should be screened from the remainder of the development and physically separated from the circulation aisles and parking areas serving the remainder of the site.

- g. Pad site service areas should typically be screened by an extension of the building, if practicable.
- h. Service facilities should be screened from the remainder of the project, adjacent land uses and major thoroughfares. Extended wing walls from the building may be used to screen service areas. When used, these walls may be of solid construction if lighted on both sides, or a minimum of 30% of open construction if lighted on only one side. A combination of landscaping and screening walls may also be used.

UTILITIES/MECHANICAL/OUTDOOR STORAGE

- (1) **Purpose:** The location and treatment of utilities, mechanical functions and outdoor storage areas should be managed and coordinated to achieve physical and visual order within the shopping center development. The key issues include:
 - a. location of facilities; and
 - b. visual impact of utilities.
- (2) **Guidelines:**
 - a. Typically, utilities should be underground from right-of-way to building to reduce visual clutter.
 - b. Locate utility metering within a designated service area.
 - c. Locate mechanical equipment in the designated service area and screen from the project and adjacent land uses.
 - d. Limited outdoor storage will only be permitted in designated service areas that are screened from the remainder of the project, adjacent land uses and streets.
 - e. Utility conduit and boxes should be painted to match building color.
 - f. Roof mounted mechanical units shall be screened from view with a parapet wall, mansard roof, or other screening, equal in height to the unit(s) except when that distance exceeds five (5) feet. In this case, an additional setback will be required at a ratio of two (2) feet horizontal for each additional foot of vertical height above five (5) feet.

BUFFERS AND SCREENS

- (1) **Purposes:** Proper use of buffers and screens will lessen the differences between land uses and diminish the visual impact of undesirable elements. The key issues include:
 - a. unified character;
 - b. high quality construction;
 - c. longevity of screening;
 - d. disparity between land uses; and

- e. visibility of undesirable elements.

(2) **Guidelines:**

- a. Architectural screens should be an extension of the development's architectural treatment and consistent in color and design. The development of an office business park where there is high interstate visibility, affords a chance to create an attractive "front door" appearance.
- b. Screening walls should be constructed of low maintenance, high quality materials that are consistent with the building facade material.
- c. Landscape screens (typically 18 inches to 36 inches in height) should be provided between all parking areas and streets.
- d. Landscape screens may include a combination of plant massing, earth berming and walls.
- e. A 10-foot to 15-foot wide landscape buffer should be provided to separate the retail use from residential land uses. A masonry wall or combination wall and landscaping may be substituted for this buffer.

LANDSCAPING

- (1) **Purpose:** The location and design of landscaped areas, entrances and edges should effectively reinforce development's character and quality, identify its entry points and break the massiveness of a center's parking area. The key issues include:

- a. unified development image and character;
- b. parkway treatment;
- c. identifiable entrances;
- d. visual dominance of parking area; and
- e. existing mature trees.

(2) **Guidelines:**

- a. The landscape plan of the landscaped areas and identified planting types of the entire project should be submitted with site plan review. Specific plantings in the area and when to be planted can be submitted with each phase or be a condition of final approval.
- b. Approximately 15% of the area between the main building face and the front property lines should be of a permeable landscaped surface. (Secondary buildings located between the main building and the front property line should not be included in the area calculation.)
- c. Landscape areas should generally consist of a combination of trees, shrubs and ground cover.

- d. Use landscape areas for transition and integration between pad sites and surrounding land uses.
- e. Minimum 2-inch caliper trees are recommended.
- f. Artificial plants are prohibited.
- g. Preserve existing mature trees where possible.
- h. Special landscape treatment should be employed to highlight and identify entrances.
- i. Landscape areas should be regularly spaced in parking lots to break up massiveness of pavement.
- j. Mechanical irrigation systems are typically recommended to ensure maintenance of plant materials.
- k. Landscaping should be used in conjunction with screening walls when multi-story buildings abut an adjacent property where topography lessens the effect of a wall alone.

This Appendix Is For Reference Only

APPENDIX H -- MULTIFAMILY DEVELOPMENT STANDARDS

MULTIFAMILY DEVELOPMENT GUIDELINES

Multifamily residential land use in Ottawa should be driven by a strong emphasis on the implementation and enforcement of the Ottawa zoning regulations, while exploring innovative regulatory approaches in response to private sector initiatives. The City Plan participants identified a need for more “affordable” housing that is in good condition, so that more local workers stay local, rather than move to rural Franklin County or small towns.

The following neo-traditional planning principles should serve as guidelines when reviewing proposals for new multifamily residential development. The purpose is to make multifamily more acceptable in Ottawa in order to diminish local resistance to higher density rezoning requests. They could also be applied to infill residential development; and the second set of standards is geared specifically to infill housing.

- 1. Encourage the development of logical, interconnected street grids, and avoid “jigsaw” street systems.**

Interconnected, grid-like street systems allow for a more dispersed traffic pattern because there are multiple routes to move from one place to another within the city. A grid configuration of streets helps to minimize peak hour traffic flows. In addition, these interconnected systems are more comprehensible and, thus, easier for visitors and residents alike to find their way around the city. On the contrary, “jigsaw” street systems, with no apparent repetition or order, can be disorienting and tend to funnel traffic to collector-type roads, even for short distance travel. This situation contributes to unnecessarily heavy traffic on main roads at peak traffic periods. It should be noted that a gridded street pattern does not necessarily require all streets to be straight. The design of the roadway system should work with the land. The basic goal for the city's overall road layout is a system of north-south roads that regularly intersect with east-west roads.
- 2. Require the development of tree-lined streets.**

Ottawa should adopt an ambitious street tree program for new development. Street trees provide shade for streets and sidewalks, improve aesthetics, and generally encourage pedestrian use of sidewalks. Street trees also maintain a ceiling or canopy that further imbues a pedestrian scale to the streetscape.
- 3. Require landscaping, primarily through preservation of mature trees and existing vegetation.**

Trees, shrubs, flowers, and other elements of the surrounding environment of a housing area greatly contribute to the quality of life within that area. Shade, wind breaks, beautification, and attraction of songbirds and other wildlife are all benefits of substantial plant communities within housing areas.

Moderate-Density Examples

Recommended

The design creates visual relief from concrete and driveways in duplex and fourplex site plan. Also, interest through the use of varying roof planes, materials.



Recommended

Landscaping softens the density. Public and private open space adds to the residential feel.



Recommended

Grass and landscaped areas provided separation between drives, and soften the main entrances. These additional pervious surfaces define private space and help create a residential character. Combined with the side yards and rear private areas, density is controlled.



Multifamily Examples

Recommended

The design of multifamily housing can make high density development more acceptable, such as use of brick and similar materials. Private access to the outdoors makes the housing livable. Undulating facades and use of a variety of architectural details create interest.



Recommended—Elderly Housing

Design standards for elderly housing can allow for greater density while protecting appearance and use values, such as private open space.



Not Recommended

The main entrances are varied, but grass areas are not sufficient. Extensive concrete areas compromise the livability—unless softened by greater side yards and rear yards.



4. **Require grass or planting strips between curbs and sidewalks.**
This space provides safety for pedestrians on the sidewalks and creates an area suitable for street-tree plantings.
5. **Encourage front porches and other private areas in multifamily town homes.**
Front porches allow homeowners to comfortably spend more time near the front yard and street. This creates a greater opportunity to know ones neighbors, maintain a casual surveillance of the area, and thereby maintain a safe residential neighborhood. This also reinforces a small-town village ambiance.
6. **Require sidewalks on both sides of public streets.**
One of the most significant elements of pedestrian atmosphere and function is that residents can easily walk to other places within the community. By placing sidewalks an/or bike lanes on each side of all streets, pedestrian use is indicated as a priority in the community because of a prominent, safe, and accessible system.
7. **Promote flexible standards to allow differing setback requirements.**
Encourage more green space within a residential community by providing room for more backyard shade trees, landscaping, and in instances where existing vegetation is nearby, more beneficial wildlife habitat.
8. **Encourage visually appealing, points of beautification within subdivisions.**
The development of points of beautification within new subdivisions can enhance the perception of neighborhood, a characteristic that is important in the development and maintenance of small-town atmosphere. Beautification areas should be encouraged particularly at entrances, but should not encourage the inclusion of subdivision identification monument signs.
9. **Develop fence specifications to control type of fencing used along arterial and collector roads in residential areas.**
Privacy fences prohibit visual access to multifamily property and make casual surveillance by law enforcement and neighbors more difficult. Therefore, they should be allowed as partial screens around small, private areas, only, not as perimeter fencing. Visual surveillance is an important part of creating a safe multifamily neighborhood environment.

This Appendix Is For Reference Only

APPENIX I -- INFILL HOUSING DEVELOPMENT GUIDELINES

Without direction from adopted standards, infill development may damage the existing neighborhood fabric. **Figure F.1: Inappropriate Infill Housing** shows how typical infill housing with little consideration of surrounding development meets the goal of filling a vacant lot, but detracts from rather than complements or enhances the existing character. In this example a moderate sized, single story house (center) is shown in relation to two houses with historical features (ends). Although the infill house has an appropriate orientation and similar scale, the mass, proportion, rooflines, pitch and architectural features are inconsistent with the character of the established neighborhood.

Figure F.1: Inappropriate Infill Housing



The infill house (center) has little relation to existing houses.

With little or no change in the footprint and square footage, a "functional" house can be complementary to the surrounding development and an asset to the neighborhood. **Figure F.2: Appropriate Infill Housing** shows how additions such as a stoop, dormers, window treatments and a steeper roof pitch can substantially change the character of a house.

Figure F.2: Appropriate Infill Housing

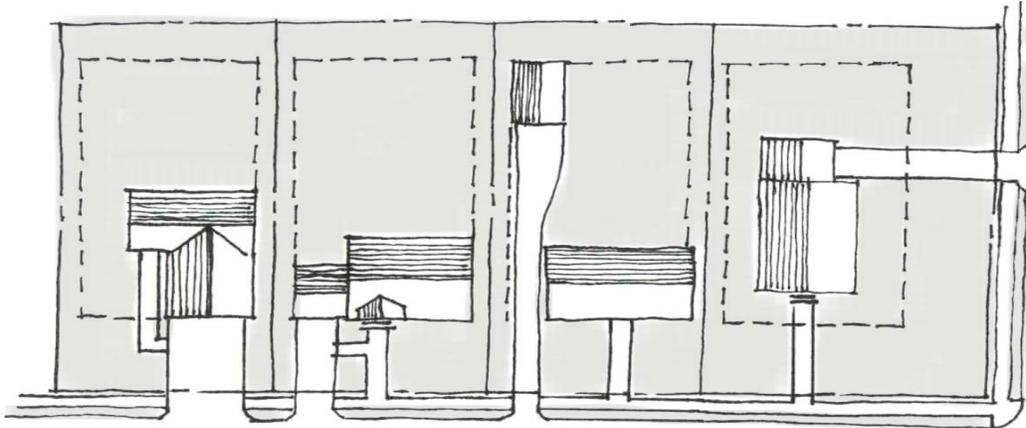


With a few additions and no change in square footage, the infill house (center) blends with existing houses. Massing, proportion, rooflines, pitch and character are similar to surrounding development.

Additional considerations should include building setbacks, entry features and orientation, garage locations and dominance, landscaping and screening of mechanical equipment. **Figure F.3: Inappropriate Infill Lot Development** shows common mistakes made by infill development. The lot to the furthest left illustrates how the garage often becomes the dominant feature. This lot also shows how the entry is recessed and shielded from view by the rest of the house, which is inconsistent with the traditional development patterns. Although

greatly reduced in dominance, the second lot from the left illustrates a prominent garage with no variation in the front façade. The second lot from the right shows no variation in rooflines and no architectural detailing. Finally, the lot to the furthest right shows an inappropriate setback that disrupts the rhythm of the existing pattern of the block.

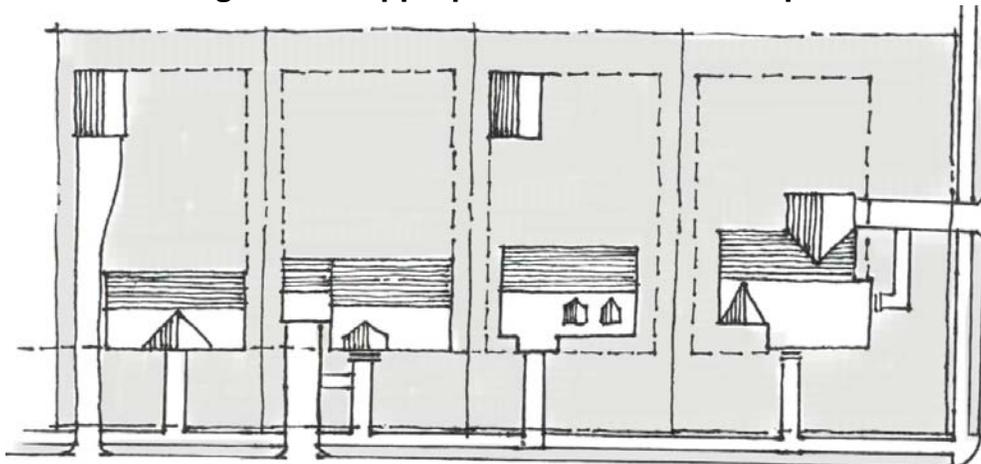
Figure F.3: Inappropriate Infill Lot Development



Inappropriate infill development disrupts the rhythms and patterns established by the existing development.

Figure F.4: Appropriate Infill Lot Development shows how simple modifications to site plans can improve infill housing. This figure shows how garages can be located to the rear or side of the lot to be accessed from the street or alley and reduce their dominance. The second lot from the left shows how an attached garage can be recessed to reduce its dominance and provide variation in the front façade. This figure also illustrates how the addition of stoops, dormers, porches and variation in rooflines can be used to substantially change appearance without substantially changing the building footprints or square footage. Consistent setbacks and dominant entries as shown below help retain the block's streetscape and rhythm.

Figure F.4: Appropriate Infill Lot Development

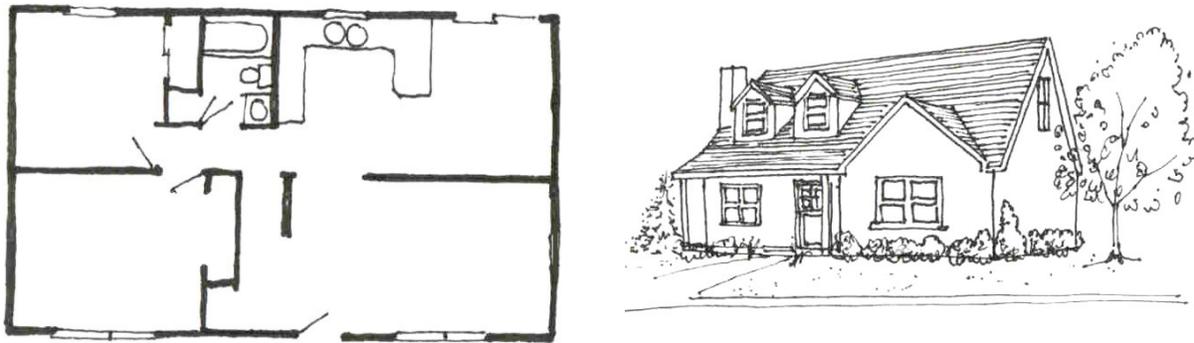


Appropriate infill development complements and continues the rhythm and patterns of the neighborhood.

In addition to providing general housing opportunities, infill housing development is recommended to fill the need for smaller single-family housing. Although smaller housing can help fill the need for entry-level housing, development considerations do not have to be put aside. **Figure F.5: Sample Plans for 1,000 Square Foot House** provides an example of how a house with modest floor plans can be designed to provide traditional character.

To address infill development, additional consideration should be given through the use infill development guidelines for residential neighborhoods. These guidelines should be promoted to preserve and perpetuate the character of the Blue Spring's existing residential development and ensure compatibility between new and existing development. In order to help ensure that guidelines do not hamper development, these guidelines should be promoted by staff when advising developers and builders on infill development projects.

Figure F.5: Appropriate Infill Housing



Although modest in size, exterior details such as dormers, a porch and multiple rooflines provide character and emulate traditional development styles.

To achieve the above objectives, the following guidelines are recommended:

1. **Applicability:** Prior to the issuance of a building permit, all infill residential projects shall reviewed by the City Staff as applicable according to the following standards. For the purpose of these standards, infill residential projects shall be any new development or redevelopment proposed within an existing, established residential area, unless otherwise approved as part of a restricted overlay, historic overlay or planned residential overlay district.
2. **Guidelines:** The physical form and pattern of existing, established residential neighborhoods should be maintained to the greatest extent possible. Infill design should incorporate the following principles:
 - Building orientation should reflect the predominant neighborhood pattern. The front-to-front, back-to-back relationship of typical residential neighborhoods establishes security, privacy, and a very identifiable streetscape that should be maintained. New construction should address the street in a manner consistent with surrounding buildings. In most cases, building facades should be parallel to the street. Front entries and walkways should address the street directly or in a manner consistent with the adjacent properties.
 - Vehicular and pedestrian circulation patterns should be maintained by infill projects.
 - Neighborhood open space patterns, and side, front, and rear yards should be visually preserved. The spacing of infill units (front, rear, and side yards) should generally reflect the spacing of existing homes in the neighborhood.
 - Building heights should be compatible with the average height of homes in the neighborhood. Each project should be particularly sensitive to planning and design of contiguous parcels.

- The streetscape and landscaping should be designed to reflect existing neighborhood forms, rhythm and spacing.
- Architecturally, project design should represent: compatible building form; roof types, slope, and overhang; horizontal and vertical proportions; exterior materials, finishes, and details. Architectural details such as gables, porches, windows, shutters and awnings should be used to create interest in the street façade and minimize monotony.
- The style and image of the neighborhood should be reinforced by infill development. Where an established style and image can not be established, infill design has more latitude and should strive to achieve a stronger neighborhood image.
- Garages should be visual or physically secondary to the primary residential structure to maintain the residential and pedestrian character of the street. Where possible, garages should be recessed. Garages for corner lot development are encouraged to be located and accessed at the rear or side of the primary structure. In no case should the garage dominate the street façade.
- Heating, ventilation and air conditioning (HVAC) equipment should be located at the rear of the structure and screened from adjacent properties.

This Appendix Is For Reference Only

APPENDIX J - QUALITY PLACES AS GUIDING PRINCIPLES

To implement the community's desire to promote quality, well planned growth, the City of Ottawa should follow "Quality Places" principles when implementing the Comprehensive Plan over the years to come. These principles support the City's goals, objective and policies (**Ref. Chapter 3**), and serve as a guide to the specific recommendations herein. When collectively implemented, these principles can have a significant and long lasting impact on the future of Ottawa.

ADOPT ZONING UPDATES ACCORDING TO QUALITY PLACES PRINCIPLES

These principles which are promoted by the professional planning organization, the American Planning Association (APA), are summarized below:

- **A recognition that every level of government**, federal, state, regional and local, plays an important role in adopting and implementing policies that support Quality Places.
- **A regional view of community** developed through regional planning process and implementation. Quality Places recognizes the interdependence of neighborhoods and municipalities in a metropolitan area and promotes balanced, integrated regional development
- **Integration of land use and transportation planning** to provide increased transportation choice. Transportation planning should include alternatives to the automobile, such as public transportation, bicycles and walking. Development must be pedestrian friendly. Land use planning must support the success of non-automotive transportation modes.
- **Efficient use of land and infrastructure**. Efficient land use results from compact building, infill development and reducing the amount of land needed to satisfy street and parking standards. Efficient use of public and private infrastructure starts with creating neighborhoods that maximize the use of existing infrastructure. In areas of new growth, roads, sewers, water lines, schools and other infrastructure should be planned as part of overall growth and investment strategies. Regional cooperation for large infrastructure investments is required to avoid inefficiency and redundancy.
- **A greater mix of uses and housing choices** in neighborhoods and communities focused around human-scale, mixed use centers accessible by multiple transportation modes. Mixed-use developments include housing, varied by type and prices, integrated with commercial development and places of employment. Human-scale design, compatibility with the existing urban context, and quality construction contribute to successful compact, mixed-use development and also promote privacy, safety, visual coherency and compatibility among uses and users.
- **Protection of environmental and cultural resources**. Quality Places protects the natural processes that sustain life, preserve agricultural land, wildlife habitat, and cultural resources; integrate ecological system into the fabric of development; encourage innovative stormwater management; are less consumptive and more protective of natural resources; and ensure air quality and water quality and quantity for future generations.
- **Increased citizen participation** in all aspects of the planning process and at every level of government to ensure that planning outcomes are based in collective decision-making.

IMPLEMENT THE "CREATING QUALITY PLACES" PRINCIPLES

"Creating Quality Places" is a regional program with the goal of fostering the design of quality places. The program's principles serve as a guide to quality development. The program was funded through a grant from the US Environmental Protection Agency and administered by the Mid America Regional Council (MARC), Kansas City, Missouri for use by cities—large and small—throughout the region. The program was facilitated by MARC using four committees that were represented by a broad range of stakeholders including elected and

appointed officials, professional planners, engineers, architects, developers, builders, citizen representatives, and special interest groups. Many of these principles have been well-documented and individually implemented throughout the country.

Following are the design principals which have been divided into four categories: Homes and Neighborhoods, Commercial Areas, Transportation and Public Places, and Environmental Quality. The principles encourage a variety of uses within an area including the mix of residential, office and commercial uses that complement each other. The following is a list of strategies and principles needed to create and maintain successful neighborhoods. These principles should be incorporated into guidelines developed for each District.

Development Principles—Homes and Neighborhoods. Neighborhoods are the building blocks of a community. They are more than subdivisions, and are defined as much by the sense of community they create for their residents as by the structures, streets and amenities within their boundaries. Quality neighborhoods provide residents with a sense of identity and connections, and encourage continuous renewal and reinvestment.

- Quality neighborhoods offer a choice of well designed and maintained housing types and sizes. This variety of housing choices within a community meets the needs of residents of different economic levels and age groups.
- Quality neighborhoods are linked to surrounding areas, and when possible, share commercial spaces and open space resources.
- Quality neighborhoods encourage actions to preserve, restore and reuse historic sites or structures; to conserve and restore environmental resources; and to foster appropriate infill development.
- Quality neighborhoods have a distinct identity that helps define their boundaries and fosters pride and belonging among residents. The distinct features of a neighborhood include public spaces such as a square, a green or an important street intersection and public buildings such as a school, post office, library, community center, or transit stop.
- The streets of a quality neighborhood are pedestrian-friendly. They are laid out in an interconnected network and attractively landscaped to encourage walking. Streets give residents, particularly youth and the elderly, choice and control in their mobility and easy access to important destinations from their residences.
- A variety of quality public green spaces are within easy access of residents in a neighborhood. Green spaces range from small playgrounds within easy walking distance from homes, to neighborhood parks, to community parks that can be shared by several neighborhoods.
- Quality neighborhoods offer the opportunity for residents to work and live within the neighborhood when the scale, character and functions of business settings are compatible with homes.

Development Principles—Commercial Areas. Quality commercial areas pay attention to design, proportion and scale. They accommodate pedestrians, bicycles, and public transit while providing networks for motor vehicles.

- Quality places include a variety of uses (e.g. retail stores, residences, civic buildings, and offices) that create multipurpose activity centers in neighborhoods and cities.
- The scale, character and function of a quality development are compatible and integrated with that of its surroundings while remaining flexible to accommodate the densities, mix of uses, and infrastructure that the market demands. Quality places are built to last with quality materials, are designed to allow for changing uses over time, and provide for shifting markets and consumer needs.
- Quality shopping areas, small or large, are designed to make the pedestrian feel comfortable and safe by providing wide sidewalks, storefronts that open to the street, shade and shelter and a sense of spatial

enclosure. They are designed to facilitate employee and customer access on sidewalks, bicycle trails, transit services and roads.

- Quality shopping areas provide a variety of convenient parking choices consistent with the scale of the development and the location and the type of stores. Parking is divided into smaller components to the rear or side of the buildings, and landscaping and sidewalks provide for safe pedestrian movements. A quality place allows flexible parking arrangements such as on-street parking and shared parking to minimize an over-supply of parking.

Development Principles—Transportation and Public Places. Communities have a shared responsibility to design and maintain a quality public realm, including a balanced transportation system and public places. Improved access for residents, employees and customers, reduced congestion on major roadways, choice among modes of travel, and environmental protection are objectives of a balanced transportation system. Public places create identity for an area and foster a sense of community.

- A quality transportation system accommodates automobiles, public transit, public safety vehicles, freight, pedestrians and bicycles in a balanced way to maximize access and mobility and minimize congestion throughout the community.
- Quality local streets are an integral part of a larger network of routes designed to provide access to homes, shops and businesses, and to keep local traffic off major arterials and, conversely, keep high-speed, through-traffic off local roads.
- The design of a quality local street encourages pedestrian and bicycle use through such features as continuous sidewalks and curbside tree planting as well as various traffic calming measures such as landscaped medians that reduce apparent street width and street parking that protects pedestrians from moving traffic.
- A system of quality local streets complements the planning and development of a regional public transit network. Easy pedestrian access and a mix of uses are encouraged at existing and proposed transit stops to allow transit to become a viable alternative to the automobile. Private development and public places are designed to maximize opportunities for a regional transit network.
- Quality public spaces are provided in urban and suburban areas to encourage social interaction and to foster a distinct sense of place. These quality public places are memorable and reinforce the character of the community. They include amenities that provide comfort and relaxation in all seasons.

Development Principles—Environmental Quality. Because a clean and healthy environment is a critical element of a quality place, the design of quality places balances environmental, economic and social considerations:

- The design of quality places incorporates features and amenities that minimize environmental impacts on water quality caused by storm water runoff and erosion, and on air quality caused by motor vehicle traffic.
- The design of buildings and properties maximizes the efficient use of environmental and economic resources by minimizing energy, water and material use.
- A quality place preserves major natural features in a neighborhood or a community (streams, slopes, wetlands, floodplains and natural habitats) as open space, and links those resources to public places by pedestrian and bike paths.

This Appendix Is For Reference Only

APPENDIX K – MAIN STREET DESIGN GUIDELINES

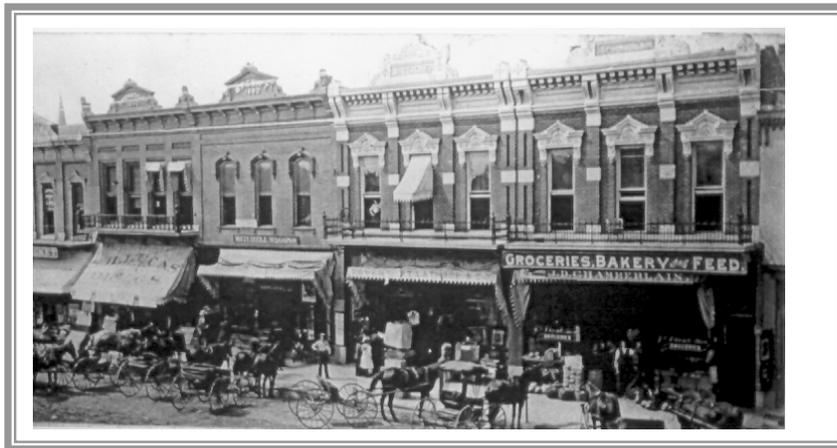
INTRODUCTION

The Ottawa community recognizes the importance of our historic architecture as a link with our past, an asset in the present and a legacy for future generations.

The Mission Statement of the Ottawa Main Street Association reads:

“The Ottawa Main Street Association will promote a positive image of the downtown by preserving our unique historic character; strengthening our district’s retail and economic base; and emphasizing downtown as the center of community activity through a focused program of organization, design, promotion and economic restructuring.”

One goal of these Design Guidelines is to assist the City, property owners, businesses and residents in the management, conservation, rehabilitation and revitalization of that “unique historic character”. Another goal is to help property owners understand their buildings and their importance to the district and the community. A well-prepared design can help stabilize or increase property values.



The downtown

district has

always been one of the centers of social
Commercial and residential activity for the community.

These Guidelines will be reviewed for improvement on a regular basis. We invite everyone to share comments, concerns, and suggestions with us.

PURPOSE

The main purpose of these Guidelines is to help preserve the special historic and architectural character of the Ottawa Main Street District.

- ❖ The Guidelines allow for new construction, compatible in mass, scale and character with existing buildings, but with subtle differences that distinguish it from the old.
- ❖ The Guidelines do not recommend construction that imitates or mimics historic styles or tries to take the District back in time.
- ❖ The Guidelines do not want to preserve the District unchanged.

- ❖ The Guidelines try to create character where little now exists by advocating good design and proposing urban design policies for parking lots, landscaping, street furniture and plazas within the district.
- ❖ By advocating that new construction and alterations be undertaken in conformance with accepted design standards, the Guidelines help protect private property values and public investment. In addition, the program helps maintain the district's special historic character.

DESIGN REVIEW PROCEDURES

The Guidelines are used as part of the review process by the Ottawa Main Street Association for their incentive programs such as low interest loans, revolving fund loans, grant programs, design assistance, volunteer work and public improvements.

To qualify for assistance from these incentive programs, alterations to building exteriors, including awnings, signs, fences, sidewalks or driveways, are reviewed and approved by Ottawa Main Street.

An application for a design review typically includes, as necessary, scale drawings of the plan, elevation and site, construction materials, colors and other information that describe the alteration. A sample application form requesting a design review is available at the Main Street Office.



West side of 100 block South Main

COMMON DESIGN PROBLEMS

During the 1950s and 1960s, several trends in commercial design and style became popular. These trends were applied to downtown architecture in order to imitate malls and strip shopping centers. The introduction and popularization of modern siding materials and the use of diverse color schemes resulted in other problems. Examples include:

- ❖ Using false historical themes such as: "Lumberyard Colonial", "Swiss Chalet", or "Wild West."
- ❖ Adding modern storefronts and large plastic signs that do not relate to the rest of the building.
- ❖ Covering, enclosing, or removing doors and windows.
- ❖ Using only one color and not accenting historic detail.
- ❖ Using clashing bold colors to call attention.
- ❖ Using inappropriate materials such as cedar shakes, molded stone, logs or stained wood.
- ❖ New construction that is incompatible with the form & appearance of existing buildings.

A. GENERAL GUIDELINES:

Rarely do downtown improvement projects involve true "restoration" of a building to its original appearance or a particular date in history. More commonly, projects involve "rehabilitation" - alterations to meet the needs of today's owners and users while retaining the historic character of the building.

The Ottawa Main Street District does not have one single architectural style. The existing collection of buildings is comprised primarily of styles and materials typical of the late 1800s to the mid 1900s. There are several post WWII buildings throughout downtown and some modern (post 1960) buildings.

The design of new construction should respond and relate to the general characteristics of neighboring buildings, including setback, size, shape, materials, color, and ornamentation. Regulating lines, vertical or horizontal emphasis, and the rhythm of windows and entrances should be consistent.

New buildings within the area should be contemporary while maintaining respect for, and a relationship to, the historic commercial buildings.



Recommended:

- ❖ First, focus all improvement projects on general clean up and maintenance efforts.
- ❖ Rehabilitation of all existing buildings should respect and relate to the existing historic commercial buildings.
- ❖ Rehabilitation or alterations should preserve the historic integrity of the building and be compatible with the unique architectural character the rest of the commercial district.
- ❖ Retain original facades. Generally, there is no reason to replace an historic facade with a contemporary substitute.

- ❖ Retain existing windows and openings. Alterations to these elements can create or destroy a building's character.
- ❖ Retain architectural features, such as enriched cornice window heads, enriched trim and cast-iron elements.
- ❖ Restore facades that have been hidden since original construction.
- ❖ Repaint surfaces with colors that replicate the historic colors.
- ❖ Replace modern style doors and windows with new products of material and design similar to those that originally existed.
- ❖ Restore missing original elements and/or details of the building, and if that is not feasible, replace them with similar components sized and proportioned to regain the historic visual character of the building.
- ❖ Design new buildings to be compatible with the major elements of the historical architecture within the District, yet true to the time period in which it is constructed.



Remodeling on the west side 100 block South Main

B. CONTINUOUS EDGE:

A distinguishing feature of the district is a continuous "edge" or consistent setback of commercial buildings along the street. Historically, the only buildings that did not observe the consistent setback were buildings such as courthouse, libraries, schools, and churches. Later, service stations needed a different setback.

The introduction of suburban characteristics in building/site relationships, the formation of vacant lots, and the conversion of building lots to surface parking areas have contributed to interruptions of the continuous "edge".



An edge interruption in the downtown

Recommended:

- ❖ Original setbacks of buildings should be maintained.
- ❖ Interruptions in this continuous "edge" of buildings can disrupt pedestrian flow and should be avoided.
- ❖ In areas where interruptions exist, new buildings, built features, or landscaping should be used to recreate a "continuous edge."

- ❖ In new construction, if disruptions in the continuous edge of buildings cannot be avoided, use landscaping to minimize the disruption.
- ❖ In a block with an existing continuous edge, new buildings should be placed flush with the front facades of neighboring buildings.
- ❖ Minor recesses or projections for entries, arcades and similar elements are acceptable.

Not Recommended:

- ❖ Curb cuts on Main Street.



A curb cut that is no longer needed

- ❖ Demolition of existing buildings, unless no other feasible alternative exists.
- ❖ Construction of new buildings that are free standing.
- ❖ Surrounding buildings with parking unless neighboring buildings have set a precedent.

C. SIZE AND SHAPE:

The historic commercial buildings in downtown Ottawa are typically 25 or 50 feet wide and one or two stories tall, with a few taller. Most have a vertical emphasis. The wider the facade of the building, the more likely it will have a horizontal emphasis.

Some adjacent buildings, originally with a vertical emphasis, are now occupied by one business and the storefront levels have been altered to combine for that business. The storefront level has shifted to a horizontal emphasis while the upper levels maintain the original vertical emphasis.

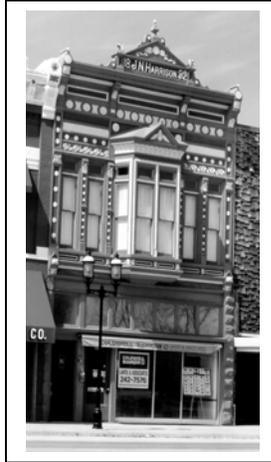
In some cases, the facades of these combined buildings are covered with a false facade that substantially changes them to a horizontal orientation.



Building with horizontal emphasis

Recommended:

- ❖ All remaining historic commercial buildings should maintain their overall size, scale, height, and horizontal or vertical orientation.
- ❖ When rehabilitating adjacent facades that have been combined or covered, attempt to return the emphasis to the original.
- ❖ The heights of traditional commercial buildings should be consistent with the heights established by neighboring buildings. Higher additions should not be visible from the surrounding streets and sidewalks.
- ❖ Limit the maximum height of new buildings and building additions to three and one-half (3 1/2) stories or forty (40) feet.



- ❖ When constructing or modifying a one-story building that adjoins two-story buildings, the height should be consistent with other one-story buildings on the block or consistent with prominent horizontal lines (such as upper windows) of the adjacent buildings.
- ❖ Modifications to historic buildings should retain the existing horizontal or vertical character.



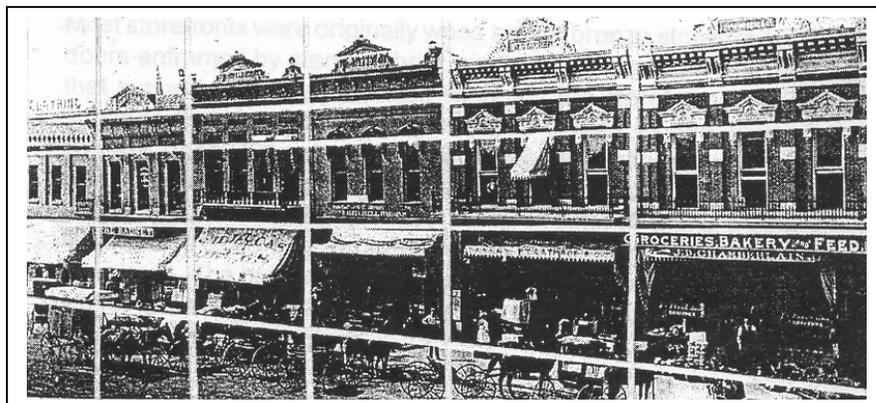
D. SCALE AND PROPORTION:

Regulating Lines

Regulating lines are imaginary horizontal lines used to study relationships between buildings. They also provide a means of imparting human scale to a building by assisting in the perception of the size of a building to the size of a human.

Regulating lines are defined by building height and the location of cornices or building caps, upper level windows, transoms, display windows, and bulkheads. Architectural features such as banding or elements that separate the upper facade and storefront also form regulating lines.

Patterns in the block as a whole establish regulating lines, not just immediately adjacent buildings.



Examples of horizontal regulating lines are the rhythm of window openings and the similar width storefronts.

The majority of buildings in Ottawa relate to some or all of the regulating lines on adjacent buildings. Even when there is a variety of building heights in the same block, there are typically predominant regulating lines for the block.

Recommended:

- ❖ Maintain the alignment of upper level windows along the block.
- ❖ Maintain the clear distinction between the storefront and upper facade.
- ❖ Maintain the alignment of storefront elements (transom window, display windows, bulkhead) with neighboring buildings.

Rhythm of Bays & Openings

The repetition of the storefront bays and the location, size, and shape of the door and window openings create a pattern or rhythm along the street.

Recommended:

- ❖ The rhythm created by the traditional historic commercial buildings should be maintained on all buildings.



Window Shape & Pattern

Upper windows are a predominant character-defining feature on multi-story buildings. In Ottawa, some of the upper story windows have been replaced and many have been covered over.

Recommended:

- ❖ The original masonry window openings should always be maintained.
- ❖ Windows that have been downsized or covered should be reopened to the size and proportion of historic window openings.
- ❖ Window coverings such as shades or curtains can mask unused space or shield windows no longer needed for light.



- ❖ When upper level windows are missing or in need of replacement, new windows should fill the entire opening and resemble the style and profile of the original window.
- ❖ Thermal glazing with clear or Low "E" glass can be used to minimize heat gain and loss without substantially affecting appearance.

Not Recommended:

- ❖ Using reflective or tinted glass. Always use clear glass in windows.
- ❖ Do not block or cover window openings with a solid material, because this action creates a fire hazard by obscuring flames and limiting fire fighting.

E. MATERIALS:

Building materials are an important consideration in how buildings relate to each other and their surroundings. Materials can be indicative of architectural styles and often establish the basic color scheme of a building facade.

The traditional commercial buildings in downtown Ottawa are predominately red or blond brick with pressed metal, stone, cast iron, and cast stone ornamentation.

The pressed metal cornices are a character-defining feature of the downtown and should be preserved.

Buildings without pressed metal cornices typically have corbeled brick cornices or a wall cap of tile, ornamental stone, or cast stone.



Upper floor windows in multi-story buildings are typically double-hung sash with wood frames. Windowsills and lintels are either pressed metal, brick, stone, or cast iron.

Most original storefronts consist of wood and/or bronze storefront windows and doors enframed by stone or brick piers. Many still have cast iron columns that support a steel "I" beam. Spanning the -storefront bay and often decorated with rosettes, this beam supports the wall above and sometimes serves as the lower "storefront cornice."

The bulkheads or base of the storefronts were originally brick or wood.

Later, bulkhead alterations have used new brick, metal panels, wood siding, tile, and pigmented structural glass. In many instances, these materials altered the proportions and regulating lines of the original storefront.

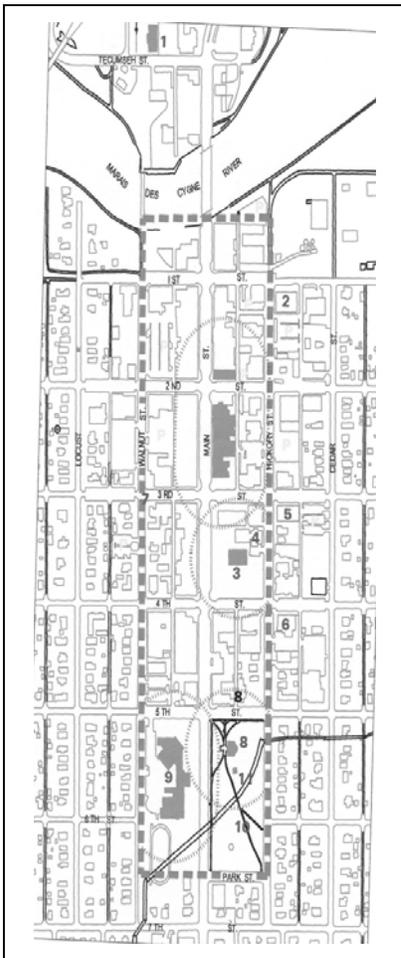
Recommended:

- ❖ All existing historic materials should be retained.
- ❖ Use traditional materials found in the building itself or other historic buildings of similar design and construction.
- ❖ Where it exists or can be substantiated, tile roofs and/or trim should be retained.
- ❖ Metal windows and doors should be primed and enameled. Historically, the painting of exposed metal was a normal treatment.
- ❖ Iron railings should be of a style, historically represented in the building or the district.
- ❖ Contemporary materials may be appropriate if the design and composition relate to the context and other design standards are met.
- ❖ For each structure, the roofing materials visible from the street should match existing materials or incorporate materials historically used in the District.
- ❖ The exterior wall of new buildings should be finished in red or brown brick with trim of wood, metal, or terracotta. Other appropriate accent materials are glazed tile, glass block, limestone, or gray concrete.

Not Recommended:



- ❖ Permanent fences of wire materials should be avoided. Chain-link fences are especially intrusive.
- ❖ Metal, vinyl, asphalt shingle, or wood siding/panels should not be added to buildings and structures.
- ❖ Mirrored or dark glass windows should not be used for buildings. They are not historical in character and create an impression of vacant window openings.



MAIN STREET DISTRICT MAP

Building Key

1. Old Depot Museum
2. Ottawa City Hall
3. Franklin County Courthouse
4. Franklin County Detention Center
5. Municipal Auditorium
6. Post Office
7. U.S. D. 290 Office
8. Carnegie Cultural Center
9. Former Junior & Senior High Schools
10. City Park
11. Dietrich Cabin

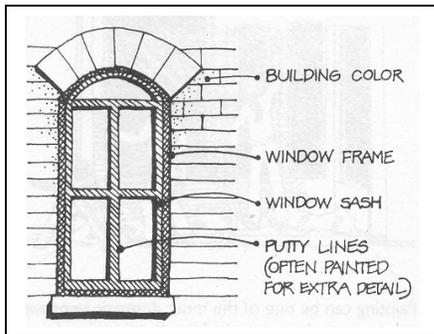
Color Key

- Main Street District
- City Owned Public Parking Lots
- Buildings on National Register of Historic Places
- Buildings within 500 feet of National Register Buildings

F. COLOR:

Choosing the color scheme for a building is to some extent a personal decision and an expression of the commercial establishment. However, there are important factors to take into account.

Color has an important role in how a building fits into its environment. To be a good neighbor, consider how the appearance of your building affects the entire block and the overall character of Ottawa Main Street.



Think about how the sun strikes your building because sunlight can change the hue of paint color. Hold a paint chip to your building on both sunny and cloudy days.

To help make a choice, buy quarts of the colors you are considering and apply the paints to larger sample panels or the building. There is a great difference between a small color chip and an entire wall.

Remember that white paint was not used as much during Victorian times as today. White or near-white colors are glaring and do not blend with most downtown environments. Because they show dirt, they create a long-term maintenance problem.

The dominant colors within the Ottawa commercial district are brick reds and light tans reflected in the existing brick and stone masonry.

Paint color can be used to tie together all the building elements.

A good guide for paint colors are the "heritage" or "historic" paint colors offered by many paint manufacturers. Look for a guide in the store. Ottawa Main Street and the Design Committee would be happy to help you select your colors.

Recommended:

- ❖ Color selections should be coordinated with the original colors of the building, the natural colors existing in the building materials (brick, limestone, etc.), and the colors used on adjacent buildings and throughout downtown.
- ❖ A paint scheme should consist of no more than three colors - one primary color for the body and two accent colors for the primary and secondary trim.
- ❖ Modest or muted color schemes are more appropriate than bright colors.
- ❖ The predominate building material, usually brick, should be considered the primary body color.
- ❖ Accent colors should complement the natural colors already existing in the building and in its immediate surroundings.
- ❖ Select two accent colors that are muted and complement the body color. Accent colors include, but are not limited to, very dark green, slate blue, and golden brown.
- ❖ Accent colors should be used on wood trim such as window frames, storefront frames, and bulkheads, but not on masonry details.
- ❖ If building materials have been painted, it is best to repaint them. Choose a color similar to the natural color of the historic material.

Not Recommended:

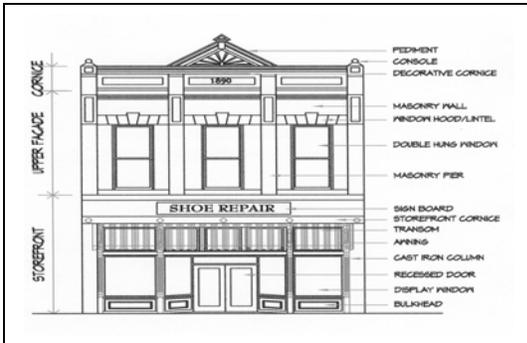
- ❖ NEVER paint unpainted brick!
- ❖ Bright colors that are a striking contrast with the existing natural colors and combinations of bright and intense colors.
- ❖ "Painted Ladies" or fancy paint schemes used to make commercial buildings look like dollhouses.

Suggested Reading

Harrington, Leslie and James Martin. *Benjamin Moore Paints, The Art of Exterior Painting*, IDG Books Worldwide, Inc., Foster City, CA, 2000.

Moss, Roger W. and Gail Caskey Winkler. *Victorian Exterior Decoration*, Henry Holt and Company, New York, 1987.

G. STREET FAÇADE:



Traditional street facades consist of the storefront, the upper façade and the cornice.

Storefront

The storefront consists of the bulkhead, street level entry, large display windows, transom windows and sometimes a storefront cornice. Historically, storefronts were composed almost entirely of glass to create visual openness and provide an inviting relationship to the street. They emphasized the pedestrian orientation of the commercial district and should be retained.

Recommended:

- ❖ Building façades should relate to surrounding buildings.
- ❖ Existing buildings should retain traditional elements and proportion.
- ❖ New construction should incorporate the traditional elements, noted in the illustration on page 21.
- ❖ Where storefronts have been filled in or covered over with solid materials, rehabilitation should restore display windows to their original size and proportions in order to recreate visual openness.
- ❖ The storefront should always fit within its original opening and retain the size and proportion of the original. It should include the original elements of transom window, display windows, bulkhead, and entrance door.
- ❖ The storefront should use appropriate materials.
- ❖ The size, proportions and alignment of windows, door, and bulkhead should relate to neighboring buildings.
- ❖ Restore transom windows that have been removed or covered to their original appearance. When restoration is not feasible, maintain the size and proportion of the original opening.
- ❖ When possible, original building entrances should be retained.
- ❖ Where dropped ceilings conceal the transom, remove some the ceiling to expose it again. If that is not feasible, fill the space on the exterior with opaque panels (wood or glass) and trim designed to resemble the historic transom window. Also, the area can be covered with an awning or used for signage.
- ❖ Doors on the storefront should have clear glass. Avoid using solid metal or solid wood doors in a glass storefront.
- ❖ The primary entrance of new buildings should face the street.

Upper Façade

The upper façade on multi-story buildings consists of regularly spaced windows surrounded by decorative details.

Cornice

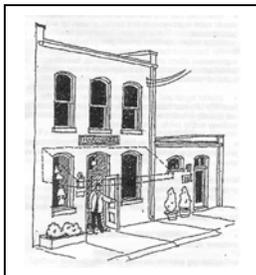
The cornice, generally made of brick, wood or pressed metal, serves as the visual cap of the building, completing its appearance. The cornice defines the top of the building and establishes it's relationship to the top or height of adjacent buildings.

Recommended:

- ❖ Existing cornices and/or building caps should be retained where possible and repaired as needed.
- ❖ Cornices and/or building caps and parapet walls should be inspected for evidence of water infiltration.
- ❖ Flashing should be repaired or installed where necessary.
- ❖ Masonry parapet walls that have missing mortar and surface spalling should be repaired because these are signs of deterioration and possible infiltration.
- ❖ When historic cornices or elements of a cornice have been removed, try to replace them. If replacement is not feasible, design a simplified cornice to define the top of the building and maintain the visual unity of building tops along the block.

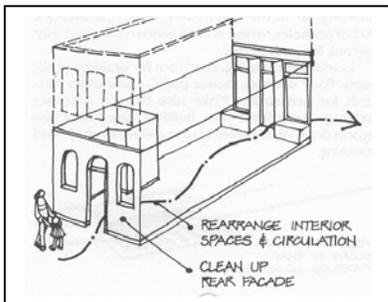


H. REAR FAÇADE:



The rear facades of buildings in the Ottawa Main Street District are viewed from Hickory and Walnut Streets, parking lots and alleyways. They currently do not present an attractive, inviting appearance. General cleanup and beautification is needed.

The rear façade is typically simpler in design than the street façade and has fewer details and ornamentation. The design is dependent on the type of access desired.

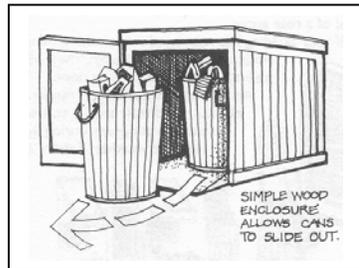


Rear Access

Recommended:

- ❖ Businesses that use rear entrances for employees should make improvements that consist of clean up and beautification.
- ❖ For businesses wanting rear customer access, improvements should include clean-up, beautification, and enhancements that provide a safe, attractive customer entrance.

- ❖ Interior layout and configuration will often dictate the feasibility of a rear customer entrance. Additionally, rear entries are typically effective only when directly accessed by a pedestrian walkway and/or public parking areas.
- ❖ Customers should not be funneled through long corridors, private offices, or service areas to access public selling or service spaces. Rear customer entries should be well maintained and present an inviting image.
- ❖ If business is open after sunset, rear entrances should be well lighted.
- ❖ Color is an effective way to attract attention and identify customer access.
- ❖ An awning over the doorway is an effective and inviting means of identifying a customer entrance.
- ❖ Business sign(s) are necessary to identify customer access.
- ❖ New construction should bury new utility lines.
- ❖ Rear facades should match the primary building materials.
- ❖ When concrete or concrete block is the predominant material, it can be painted to match the color of existing brick.



I. SIGNS:

Signs become a part of the building appearance and therefore, should be designed and placed in an appropriate location on the building. Typically, business signs should not be located on the Upper Façade.

Traditional locations for signs on historic commercial buildings include: on a canvas awning, on the window glass or glass door, mounted flush to the building facade in the panel above the awning or transom windows, and on the transom window area.



A small projecting sign mounted at a height that is appropriate to pedestrians.

Typical locations for signs and awnings

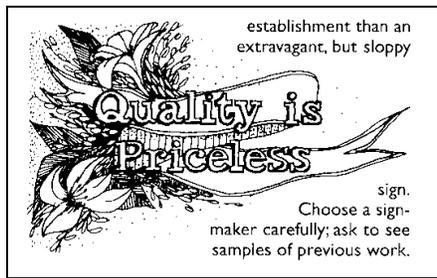
Recommended:

- ❖ First, read and understand the local sign ordinance. Ask questions when in doubt.
- ❖ Signage should be in one or more of the traditional locations.
- ❖ Whenever possible, signage should be placed in the bands, located within the space above or below the windows.
- ❖ Generally, signs should be oriented to pedestrians and/or slow moving automobiles.
- ❖ Keep signs subordinate to the building and fit them within the existing features of the facade.

- ❖ Sign colors should complement the colors of the building.
- ❖ Window signs and temporary on-site signs attached to or painted on a window should not cover more than 25 percent of the window surface area.
- ❖ Currently, the sign ordinance does not permit portable, A-frame, menu board signs. When permitted, consider them as an appropriate, pedestrian-oriented sign for an historic district.



- ❖ Canopy signs should be higher than eight feet above walking grade. No canopy sign should project vertically above the surface of the canopy or awning.
- ❖ For buildings with multiple tenants, one sign for all tenants is encouraged. We encourage placing signboards or directories inside the buildings.
- ❖ Window signs should be painted or gold-leafed directly on windows.
- ❖ The use of indirect, neon and/ or incandescent lighting where historically appropriate on certain buildings, or in conjunction with the restoration of previously existing fixtures is encouraged.
- ❖ The repainting of faded or "ghost signs" on brick exteriors is encouraged.



Not Recommended:

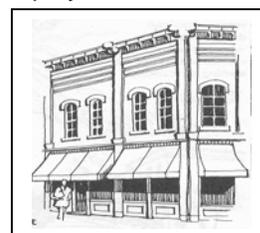
- ❖ Signs that cover architectural details on the building.
- ❖ Signs that are illuminated by fluorescent or backlighting
- ❖ Illuminated signs that contain flashing or moving elements or changes in brightness.
- ❖ The use of plastic or fluorescent color on the exterior of a sign is discouraged. Plastics are not historical, and painted metal signs strengthen the ambience of the District.

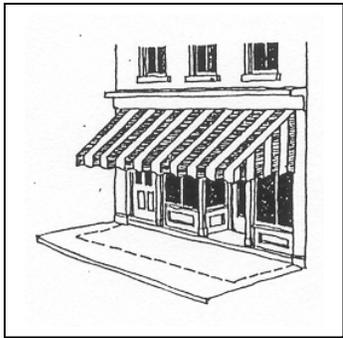
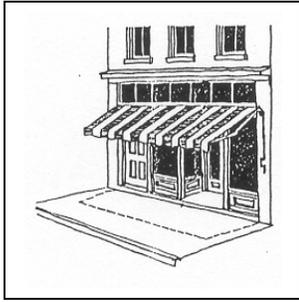
J. AWNINGS AND CANOPIES:

The canvas awning is an important design element in the traditional storefront. It can add character and interest to the storefront.

Awnings protect pedestrians from the weather and protect merchandise displayed in windows from sunlight.

Historically, awnings were both fixed and retractable.





To choose an awning of an appropriate style, size, and color scheme, consider the building's location, exposure to sunlight, and architectural features. Also review the streetscape and follow these guidelines.

Recommended:

- ❖ The awning size and shape should fit the window opening.
- ❖ Awnings should not obscure building's architectural features.
- ❖ Fabric, canvas, and vinyl are appropriate awning materials.
- ❖ Fixed or retractable awnings can both be appropriate. Fixed awning frames should incorporate the body of the awning only.

Not Recommended:

- ❖ Generally, wood, aluminum, shingles, plastic or shiny/slick finishes on fabric, canvas, or vinyl is not appropriate.
- ❖ Round awnings, or those made of plastic or stock aluminum, compromise the character of the building.

- ❖ A vinyl awning can be used if designed with consideration for the building. Often, they are very shiny and thus inappropriate.



K. STREETSCAPE IMPROVEMENTS:

Individual property and business owners sometimes have the opportunity to make Streetscape Improvements that not only benefit themselves but the whole district.

Review the suggested public improvements for ideas.

L. PUBLIC IMPROVEMENTS:

Many improvements will require the cooperation of the City of Ottawa, the individual property owners, the individual business owners, Ottawa Main Street, and many others. Typically, communities undertake these type projects, together.

Ottawa Main Street proposes to have a leadership role in these efforts.

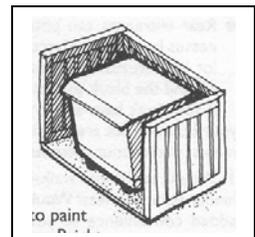
Canopy

- ❖ Revise and repair canopy in the West alley of the 200 South Main block.

Trash Management

A trash management plan is needed for the Main Street District

- ❖ Ottawa Main Street has identified this problem as a future project.



- ❖ For now, individual owners should make provisions for trash collection and screening.
- ❖ Ottawa Main Street is ready to work with a group of owners for a common screened collection point.

Public Spaces

- ❖ Continue to develop Haley Park and make improvements.
- ❖ Develop small appropriate public spaces as sitting areas.

Landscaping

- ❖ Continue and expand landscaping in the District.
- ❖ Encourage and cooperate with private landscaping efforts.

Public Parking

- ❖ Develop adequate public parking to support the activities and businesses of the District.
- ❖ Provide signage to clearly identify parking location and use.
- ❖ Provide adequate lighting for security.
- ❖ Off-street parking should be screened along street frontages with landscaping and/ or low brick walls

Public Art

- ❖ Develop a program to fund, commission and place public art in the District.

Signs and Directories

- ❖ Develop a system of informational, directional and regulatory signs that define and add character to the District.
- ❖ Develop directories that list business locations and points of interest and place in appropriate locations.
- ❖ Develop locations for temporary signs.

Utilities

- ❖ Long-term goals should include burying utility lines to reduce the visual clutter created by the numerous existing lines and poles.
- ❖ Expand street lighting with historic character throughout the District.
- ❖ Confirm appropriate location of adequate fireplugs to serve the district.
- ❖ Confirm adequate fire department access throughout the District.



M. BUILDING AND FIRE CODES

Building Codes have evolved over time gained by protecting life and property.

Older buildings seldom comply with all modern codes. In some cases, older building methods may exceed the requirements of modern codes.

Communities that lose historic buildings learn how difficult and expensive it is to replace them.

- ❖ Seek innovative solutions that adapt the intent of modern code requirements to the existing buildings.
- ❖ Insure that the fire separations of adjacent buildings are appropriate so that a fire is contained to one building.
- ❖ Support efforts to develop a fire-protection plan for the Ottawa Main Street District.

ADDITIONAL INFORMATION SOURCES

Preservation Briefs Online

Website: www2.cr.nps.gov/TPS/briefs/presbhom.htm

More than 40 briefs offering home owners, preservation professionals, organizations, and government agencies guidance on preserving, rehabilitating and restoring historic buildings.

Secretary of the Interior Standards for Rehabilitation Tutorial

Website: www2.cr.nps.gov/e-rehab

This introductory program should be useful for anyone interested in learning more about the Secretary of the Interior's Standards for Rehabilitation, but was designed especially for historic building owners; new members of design review and historic preservation commissions; architects, contractors, and developers; maintenance personnel and others involved in the care of historic buildings; and students in historic preservation courses.

Issues and Initiatives: Smart Growth Tools for Main Street

Website: www.nationaltrust.org/issues/smartgrowth/toolkit/index.html

The National Trust's compilation of information on Smart Growth and planning.

Traditional Building Magazine

Website: www.traditionalbuilding.com

Provides useful information for commercial, civic, institutional, and religious building projects preserving, rehabilitating and restoring historic buildings. Can search a product database, many with direct links to the suppliers. Can view many of the supplier's pages.

Epreservation

Website: <http://epreservation.mgn.com/Home/>

An online community for historic preservation. Through member involvement, ePreservation connects places and people, initiatives and institutions, personal aspirations with professional roles and goals.

A portion of the site relating to building codes:

<http://archive.epreservation.net/resources/regulations/codes.html#statehistoric>

OTTAWA MAIN STREET

There are many other resources to assist property owners in maintaining and returning the natural character to their buildings, including design assistance from the Ottawa Main Street Association's Design Committee, the Kansas State Main Street and the Kansas State Historical Society. For more information on how the Ottawa Main Street Association can assist you, please contact the office at (785) 242-2085 or email to director@ottawamainstreet.org.