



Land Development Committee Agenda

January 2, 2025 at 4:30 PM

Land Development Committee

Jay Shatz, Chair
Bob Rosen
Dara Wood

Staff Liaison

Scot Lahrmer, Village Manager

MINUTES

1. Approval of minutes: October 8, 2024 (available at the meeting)

TOPICS OF DISCUSSION

1. Review the draft Request for Proposals (RFP) related to Amberley Green

ADJOURNMENT



Request for Proposals

Amberley Green, a 133-acre tract

Amberley Village owns the former Crest Hills Country Club located at the southwest corner of Galbraith and Ridge Roads. The site consists of four parcels, totaling 133 acres with the address of 7801 Ridge Road. This natural property, referred to as Amberley Green, is unique in the Greater Cincinnati area because of its size, beauty, potential, and location.

The Village is requesting proposals from qualified public engagement and land use teams to work with the Village on designing, developing, and compiling public feedback for use in a potential development plan for the site. The solicitation of feedback should reflect potential costs associated with development options to ensure that residents are aware of the scope of impact. The partnering organization would be expected to conduct a robust and extensive survey of Amberley Village residents using multiple channels of contact. These may include, but are not limited to, open houses, digital surveys, virtual opportunities, focus groups, and direct mail to reach the highest number of residents.

Secondly, based on the public engagement results, an Amberley Green Land Use Plan (AGLUP) should be developed to directly identify the future growth and development of Amberley Green.

About Amberley Village

Amberley was incorporated as a Village on April 5, 1940. Residents took this action to ensure their local autonomy and guarantee the rural nature of their community. Shortly after incorporation, the Village created a combined Police and Fire Department, now one of only 30 consolidated departments in the United States. Residents enjoy combined fire and police services and excellent response times and currently rely on contract EMS services through the City of Reading Fire Department.

Amberley Village is a first-ring suburb of Cincinnati, with a population of 3,824 within 3.5 square miles. The beauty and serenity of mature trees, primarily one-acre lots, and open green spaces belie Amberley's location at the center of the I-275 circle, with easy access to all major highways and the entire metropolitan Cincinnati area. Ronald Reagan Highway (State Route 126) borders the Village to the north, providing access within 5 minutes to I-71 to the east and I-75 to the west. Amberley is within 15 minutes of downtown Cincinnati and 5 minutes to Kenwood Towne Center, Cincinnati's premier shopping experience. The Greater Cincinnati Airport is 23 miles from the Village in Northern Kentucky.

The Village is approximately 69% residential, 20% park/natural area, and 11% commercial. Varied architectural styles, including mid-century modern, contemporary, and traditional, add to the unique ambiance of the residential area. Though relatively small, with just 1,445 households, Amberley Village provides residents with a high level of service.

The Village is home to seven businesses. Procter and Gamble and Pepsi Bottling, Topicz, EZ Pack, Ohio Pulp Mills, Mercy Health Primary Care, and Lewis Animal Hospital reside in Amberley Village.

Recreationally, Amberley Village has something for everyone. The Mayerson Jewish Community Center, which opened in 2008, serves as a major gathering spot for residents. In addition to a fitness center, indoor and outdoor pools, indoor waterpark, spa, and café, there are programs for all ages ranging from infant and preschool daycare to speakers, films, and performances to senior activities and support services.

Other amenities within the Village's 3.5 square miles include a walking track, ball fields, tennis courts on the Municipal Building grounds, and French Park, which boasts 275 acres of trails, creeks, and picnic areas.

Since the Village acquired Amberley Green, the former cart paths are available for walking or running amidst beautiful views of rolling hills, ponds, and trees. In addition, there are tennis courts on-site, a community garden, a prairie garden with amenities such as seating and signage, and meadowlands.

Amberley prides itself on its diversity. The annual Ice Cream Social and other Village outreach events are occasions to appreciate the mix of ages, races, nationalities, and lifestyles in the Village. In addition, the presence of five synagogues attests to the continued vibrancy of the Village's Jewish history. The Village celebrates its 85th anniversary this year and is known as a relatively prosperous bedroom community. The median age in Amberley Village is 42.5, but 30% of our residents are over 60 years old half of that are over 70. It has a median family income of \$143,289, the second-highest per capita income in Hamilton County. Amberley's median home sale price in 2023 was \$460,900, ranking 6th out of 50 communities in Hamilton County for total property tax valuation per capita. Its large lots, heavily wooded area, and wildlife offer a lifestyle in an urban area without the commuting hassles faced by suburbanites.

Amberley Village Government

Amberley Village operates under the Council/Manager form of government. This system of local government combines the strong political leadership of elected officials (Village Council) with the strong managerial experience of an appointed local government manager (Village Manager). The plan establishes a representative system where all power is concentrated in the elected council and where the council hires a professionally trained manager to oversee the delivery of public services. Amberley is a full-service community with 38 full-time employees and a \$7.8 million General Fund Budget, as part of a \$12 million all-funds budget. The Village Council provides policy and sets direction for the Village Manager.

Village Council

Voters approved the Amberley Village Charter on November 2, 1954. The Charter creates and defines the Village's powers, rights, and privileges. The Charter explicitly outlines that all municipal legislative powers, except the powers of initiative and referendum reserved to the electors, shall be vested in the Village Council. The Amberley Village Council consists of seven members elected to a two-year term. All are voted on at large although five reside in and run for seats reserved for specific geographic districts. The remaining two seats are not designated for any geographic area. Per the charter, the Village Council chooses one of its members as Mayor. Mayor Bob Rosen is the presiding officer of the Council and presides over public functions and represents the Village and Village government in ceremonial and other functions.

The Departments of the Village are Administration, Maintenance, and Police/Fire, which provide services to residents, businesses, and the Village government to support its efforts to serve its citizens. From its founding in 1940, the Village has emphasized public safety with a combined police/fire department. This model of efficiency and effectiveness was further reinforced by the Village Maintenance Department, which also serves the dual role of firefighting. Leaf and brush collection and the most efficient snow removal in the area are also especially valued by residents.

Administration

The Village Manager's Office (also referred to as Administration) performs a variety of jobs. The Village administrative staff assists residents with questions or concerns regarding such items as road repairs, drainage problems, general customer service, trash collection, recyclables, weather-related issues, and zoning issues, and serves as an information source for numerous other parties such as real estate agents checking on zoning matters or contractors inquiring as to Amberley's restrictions on construction projects. In addition to their primary job functions, the administrative staff handles:

- The preparation and filing of zoning approval files and letters, including the storage and maintenance of zoning and construction plans.
- Receipting and depositing all revenue coming into the Village, including checks from the State and County Auditors for the Village's share of various revenues and income tax receipts.
- Property Maintenance code-related complaints and violations involving collaborative work with the Police Department and Service Department to verify the specific complaint, process letters to property owners, and monitor the property to ensure the violation has been corrected.

Maintenance Department

The Maintenance Department is responsible for maintaining all Village-owned properties and the public rights-of-way.

The Maintenance Department's duties include the maintenance, repair, and cleaning of streets, curbs and gutters, ditches, storm sewers, inlets and catch basins, weed and grass cutting, trimming and removal of hazardous trees, brush and leaf collection, traffic signs and pavement markings, road line striping, snow and ice control, ball field maintenance, public buildings and grounds maintenance, jogging track and playground maintenance/inspection, inspection of public improvements, vehicle and equipment maintenance and repairs, fire apparatus maintenance and smaller scale road repair programs.



Police/Fire Department

The Amberley Village Police and Fire Department was established in 1941 as a consolidated Police and Fire Department. At that time, the Department consisted of 5 officers and a part-time Chief. The Department has grown in size since this humble beginning, and the personnel complement for 2024 was 20 sworn officers and 5 civilian dispatchers/clerks. This includes members of the Hamilton County Heroin Task Force, housed with the Village of Amberley.

Amberley Village is unique in that there are only about 30 fully consolidated public safety departments in the country, with 2 existing in Ohio. Life squad and paramedic services are contracted through outside agencies. All patrol officers are state-certified in law enforcement and firefighting and are classified as first responders for life squad purposes. Furthermore, all officers are CPR certified and trained in the use of an AED (automatic external defibrillator), which is supplied in each cruiser. And every police officer/firefighter is a trained 911 dispatcher. This mixture minimizes Village expenditures and maximizes response to the citizens of Amberley Village.

Village officers also have specialized duties. Selected personnel are classified as, but not limited to, investigators, evidence technicians, fire inspectors, intoxilyzer officers, crime prevention officers, firearms training officers, Police training officers, Fire training officers, and auto accident experts. However, the underlying strength of the department remains premised upon the philosophy that the Amberley Village Police and Fire Department mandates cross-training in the basics of all services.

History of Amberley Green Site

Crest Hills Country Club operated at this site when it opened in 1967, but the course closed for business in 2004. The property was the subject of litigation between Village leaders, who wished to maintain the Village's rural-like atmosphere, and developers. Amberley Village acquired the 133-acre Amberley Green property late in 2008 from the Ridge Club after a four-year legal process originating from a lawsuit against the Village for denying the approval for residential development on the property, which was zoned for park use at the time. During the legal proceedings, the court ordered the property re-zoned to Residence A (one-acre lots).



Ultimately, the Village purchased the property for \$8,750,000 (Village insurance paid \$2.9M), which settled the case in 2008. A short-term note was the financial conduit at the time; however, the Village would be required to situate the cost and ongoing expenses in a long-term format. Fortunately, the Village received a \$5.4 inheritance tax check in September 2012, and the \$6.3M short-term note was paid in full in October 2012.

Soon after its purchase in 2008, determining the property's future use became a high priority, and a 16-member Citizen Advisory Committee was established in March 2009. The members were Village residents, including one member of the Village's Planning Commission/Board of Zoning Appeals. The group engaged in a nine-month process that vetted financial options, solicited resident input to cultivate ideas for types of use, and conceptual proposals to guide the course for the future:

RECOMMENDATIONS - Amberley Green

4 concept categories



Institutional / corporate



Community / civic / green space



Agricultural



Residential

Long Range Planning Committee (LRPC) Recommendation

The report from the Long-Range Planning Committee (LRPC) is listed as an available document in the Appendix and includes the following specific recommendations for Amberley Green:

- The LRPC recommends a mixed-use development at Amberley Green encompassing four concept categories that will maximize

economic benefit to the Village while also providing value to residents. Only a leading-edge, well-integrated development is worthy of this unique site.

- The varied concepts of the Committee's recommendations stem from a single, holistic vision of health – fiscal, personal, communal, and environmental. It is assumed that the Village would retain ownership control of the property as it is developed. The Committee recommends that Council and the Village Manager pursue development options incorporating the following four concept categories:
 1. **Institutional/Corporate** – Envisioned as a high-revenue-generating entity such as a health care/research/educational facility or a corporate office, this aspect of the recommended development plan is foundational to the other concept categories. Amberley Green's beauty, location and size represent a unique opportunity for the right user. A national search should be undertaken to identify potential tenants. Evaluation of proposals should include a traffic study to gauge impact on nearby residents.
 2. **Agricultural** – The movement toward regional food economies is gaining momentum nationwide, and Amberley Green offers tremendous potential to capitalize on this trend to the benefit of the Village. This concept category could begin with vegetable gardens/farmer's market but also offers the possibility of expansion to include partnerships with food service businesses, as well as educational and other entities, to create a multi-faceted operation, depending on how the institutional concept category is developed. Basic agriculture is a flexible use relative to other uses and therefore can be pursued immediately. This concept also supports the civic/community category. The soil condition is an area of concern, given its prior use as a golf course. Appendix E contains the results of a soil study conducted on the property in 2011.
 3. **Community/Civic/Green Space** - Areas and/or facilities in which the community may gather should be included in any development plans. Since they may be stand-alone or integrated with the other categories and may be publicly or privately owned, this concept category is the most flexible of the four. Cultural or educational programs could be part of this category, and it should be incorporated with the emphasis on connectivity.
 4. **Residential** - Compact housing styles that would appeal to mixed-demographic groups are envisioned. Application of the sustainability principle in regards to building materials and other environmental considerations, as well as connectivity, should be emphasized. This concept category needs to follow after the institutional/corporate category is fulfilled.

The conclusion of their process resulted in recommendations that were submitted to and adopted by the Village Council in May 2011 as the Long-Range Planning Committee Report and Recommendations.

2009

An agreement between the Village and Mt Notre Dame High School (MND) allows MND to upgrade and use the tennis courts for the school's tennis practice and league play. The agreement began in August 2009, with the initial term ending in July 2014. The agreement included five-year renewal opportunities, and it is still in force today.

In the meantime, the Village's financial picture was experiencing a severe downturn. There were devastating funding cuts by the State because of their reduction in local revenue sharing. Additionally, and the elimination of the inheritance tax, wiped out what had been a 12-million-dollar revenue generator over the prior eight (8) years. What's more, declining property values that reduced revenues and the worst economic recession seen in years were all catalysts to shift the Village's focus toward its finances.

2014

Subsequent to purchasing the property, the Village learned that the Ridge Club was under orders by the State of Ohio Department of Natural Resources to make repairs to the Class 1 dam on the property. Meetings with the Village Engineer and State officials, resulted in the determination that the Village could make certain repairs and lower the dam's height to deregulate. The Village modified the dam and gained exemption from the ODNR jurisdiction. The Village awarded Ford Development a contract worth \$338,670, and the project was completed in October 2014. The dam modification included lowering the dam's height, replacing the primary spillway, and including a control structure, plunge pool, and emergency spillway.

In preparation for rehabbing or demolishing the clubhouse, the Village pursued and received two grants totaling \$30,000 from Hamilton County. The grants were intended to offset the expenses of the abatement of the asbestos-containing materials throughout the interior Amberley Green clubhouse and pool house.

The grants received were \$20,000 from the Urban Land Assistance Program and \$10,000 from the Community Development Block (CDB) Grant Program. A separate grant was sought for the remaining asbestos in the roofing material, but the Village decided not to accept it at the time because it needed to know the clubhouse's future use and who would replace the roof after remediation.

Rainbow Environmental Services was awarded the project at the January 2018 council meeting for \$61,874. The pursuit of grant dollars, coupled with the substantially lower bid received, saved the Village significant tax dollars that would have otherwise been spent on this required abatement.

2015

The Village requested and received letters of interest in August 2015 from several developers to determine possible uses for the property. In 2016, following the review of

the letters of interest, the Village met with each developer to discuss their proposed uses for the property. Each proposal included a mix of residential and commercial uses. Village Council did not reach a consensus on which developer to pursue, thus lacking the necessary votes to move forward with a developer.

At least one of the developer's letters of interest included a role for the Mayerson JCC. However, after no developer was chosen, the JCC asked permission to look exclusively at the property for their purposes. Resolution 2016-21 was approved in May 2016, authorizing the JCC to consider prospective development on Amberley Green.

2016

In 2016, the Land Development Committee heard a presentation about the Mayerson Jewish Community Center's (JCC) work exploring whether the JCC may be interested in developing a portion of the Amberley Green property. Marc Fisher and John Silverman from the JCC and Jose Castrejon and Patrick Quinn from McGill Smith Punshon, Inc. presented their preliminary thoughts and plans involving 27 acres of Amberley Green.

2017

In May 2017, the Village and the JCC considered exploratory elements of a joint project to benefit the Village and the JCC. Some of the items included rehabbing the clubhouse to move and expand some of the JCC's operations to the property, constructing a pool, public restrooms, sports fields, and possibly an amphitheater, as noted in the *JCC/Amberley Green Conceptual Master Plan*. While the JCC initially looked at rehabilitating the existing clubhouse, they ultimately decided not to pursue this option.

In August 2017, the Village retained MKSK Studios to assist in evaluating alternative planning and development scenarios for Amberley Green. Phase 1 was a review of what the JCC had proposed so that the Village could provide any insight for the JCC. Phase 2 was to look at the balance of the land and identify if the JCC should invest in their outdoor camp and redevelop the clubhouse and what the residual land lends itself to. The study represented the Village's active interest in identifying what potential exists for the property. The result was the *Amberley Green 2017 Planning and Visioning Study* dated February 15, 2018.

2018

In late 2018, the Village applied for a \$20,000 CDB grant for a pedestrian and vehicle connectivity study. The Village engaged CT Consultants (Village Engineer) and MKSK to perform the study. The study produced several options for accessing the property and a mixed-use pedestrian path to the property. The study also provided an estimated cost to construct each access point. The final product was the *Amberley Village Connectivity Study*, dated April 30, 2019.

CT Consultants was tasked with proposing a mixed-use path from Section Road to the JCC located at 8485 Ridge Road to provide pedestrian and bike access to the property.

The path was proposed to be constructed on the east side of Ridge Road and would have included bridges to cross low areas and possibly even enter French Park to allow access to the park's current paths. The path's construction was broken down into four sections, ranging from \$357,448 to \$936,900 per section, with a total estimated cost of \$2.5 million.

MKSK was tasked with providing pedestrian access options to the property from the southern neighborhoods and vehicular access from Ridge and Galbraith Roads.

Potential access from the south was proposed through Village-owned properties at the end of Willowbrook Lane (top of Twigwood Lane) and from the end of Fernwood Drive. The estimated cost for constructing the southern access points was \$57,120 for Twigwood access and \$26,460 for the Fernwood access, for a total project cost of \$83,580. Those numbers were later revised.

Ridge Road access to Amberley Green was proposed to be moved north from its existing location to Fairhaven Lane. An estimate was not provided for this option as it would be included in any development.

2019

CT Consultants conducted an additional study regarding vehicular access to Amberley Green from Galbraith Road. Three locations were considered, and the document *Amberley Green Access Study*, dated April 2019, summarized the options and costs. The first and second locations were at the Amberley and Reading corporation line, and the third location was in Reading, across from Knollcrest Drive in Reading. The Galbraith Road access points were mainly geared to allow access to the back or western portions of the property but would also allow a second access to the eastern or Ridge Road side of the property.

Because of the steep topography of the northwestern portion of the property, these access points would require extensive grading and filling. These options cost \$1,183,800 for location 1, \$1,627,300 for location 2, and \$1,341,200 for location 3. It should be noted, however, that the actual cost of location 3 is unknown because the Village would need to acquire two to three houses on Galbraith Road across from Knollcrest Drive.

In May 2019, the Village sought resident input regarding the proposed JCC conceptual proposal on a portion of Amberley Green. The Village held six open house sessions, during which residents could view plans and documents and offer comments, both in person and later in writing. A summary of general feedback was provided to the Village Council and Council directed staff to continue discussions with the JCC, taking into consideration the Village's concerns.

In 2019, the Scottish Rite/Masons approached the Village with interest in rehabilitating the Amberley Green clubhouse and moving their facilities to the property. In February 2020, a presentation was made to the Land Development Committee.

2020

In 2020, the Village contracted with MKSK to perform a study to determine which areas of Amberley Green could be developed and areas that should remain green space. The final report, *Amberley Green Conservation Study Plan Fall 2020*, was an extension of the *Amberley Green 2017 Planning and Visioning Study* dated February 15, 2018.

Both the JCC and Scottish Rite/Masons put their interest in Amberley Green on hold in 2020/2021 during the COVID-19 pandemic.

2022-2024

The Scottish Rite/Masons project remained on hold as their downtown property was being acquired, but the buyer hadn't exercised the option requiring them to vacate. The Scottish Rite/Masons continued to be interested in the former clubhouse until Spring 2024, when they informed the Village that with cost escalations, they could no longer afford the improvements necessary to convert it for their purposes.

The JCC is still interested in making Amberley Green its summer campsite. However, their initial fundraising in 2023 didn't meet their expectations, and the project is on hold. The October 7, 2023, Israeli conflict has also slowed their progress.

Staff began searching for grant funds to demolish the building and the plan is to demolish the former clubhouse in the winter of 2025.

Description of the Property (Amberley Green)

Site Description/Current Conditions

The Village-owned land consists of 4 parcels totaling 133 acres:

526-0050-0009-00	101.20 acres
526-0050-0001-00	20.00 acres
526-0050-0004-00	10.92 acres
671-0018-0012-00	<u>1.182</u> acres (parcel is in the City of Reading)
	133.302 acres

The property's surface consists of undulating and well-wooded plains intersected by numerous valleys. The topography of this property adds to its beauty and creates opportunities for a creative development team. A topographic survey from The Kleingers Group is listed in the appendix for details of slopes. The following describes some of the features on the site:

Tennis Courts. The eastern portion of the site closest to Ridge Road houses five tennis courts. The Village has an agreement with Mount Notre Dame High School (MND), which refurbished and leased the tennis courts. The lease is in year 5 of a 5-year agreement and is renewable for an additional 5 years. The lease is included in the appendix. MND has priority use of the courts for its tennis team. Amberley residents can use the courts when MND is not practicing or hosting a match.

Clubhouse. The clubhouse, located off Ridge Road, is a two-story building in poor condition. Asbestos has been identified within the building, which is no longer accessible. The Village received a grant in 2024 for the demolition of the clubhouse in the first quarter of 2025. After demolition, the property will be graded and available for development. Demolition will include a small portion of the parking lot, the entire pool house, and the outdoor pool area.

Community Garden. The community garden is located west of the clubhouse on the property's southern boundary. The Amberley Green Community Garden was established in 2012 with a grant from WeTHRIVE!, a community wellness initiative of the Hamilton County Department of Public Health and the Center for Disease Control. When the garden was installed, there was no commitment that it would continue on the site or in its current location, but it has been popular with residents. Plans for the Garden during and after the demolition of the Clubhouse are still under discussion.

Dam. In 2014, the Village modified the on-site dam located parallel to Galbraith Road, which removed it from the Ohio Department of Natural Resources (ODNR) jurisdiction.

Other features. There is an additional pond on the property west of the Community Garden. A potential third pond exists west of the pond parallel to Galbraith. It currently drains to the west towards Lake Shore Apartments (Reading). The water features on the property serve as stormwater measures as the stormwater travels primarily to the west, and some areas drain to the south. The property has 3.5 miles of former golf cart/walking paths that traverse the property.

In 2024, grant funds enabled a 6-acre prairie to be planted by the Cincinnati Nature Center along the south property line near the community garden, where development isn't anticipated. The prairie will restore this area for wildflower growth and wildlife. This area includes four viewing areas with benches. There is also an area of meadowlands on the property that is mowed typically once per year. Aerial photos and a prairie map are listed in the Appendix, which shows most of these features.

Zoning

The property is located within the Amberley Village corporation limit; however, 1.1 acres are in the City of Reading. Amberley Green is zoned Residence A, which is one-acre residential zoning. The current zoning was approved during legal proceedings. Further information about the zoning can be found in Chapter 154.25 in the Amberley Village Code, which is included in the Appendix.

In 2019, the Village contracted with Hamilton County Planning and Development to draft zoning regulations for Amberley Green. The Village Council adopted the zoning text in

January 2021. The regulations were incorporated into our zoning code, which is referred to as the Amberley Green District (AGD) zoning text.

The purpose of the Amberley Green District, which is included in the Appendix, is to encourage the preservation of green space and walking trails for residents while allowing limited opportunity for new development. The area included in the district is characterized by steep slopes and unbuildable areas to the west and flatter, more buildable areas to the east. The desire of the Village for these potential development areas is also to include green areas beyond the unbuildable portions of the property and walking trail connections to ensure the preservation of the unique and beautiful qualities of the property.

The Amberley Green District (AGD) can be sought for all properties bounded by East Galbraith Road and the Village corporate limit on the north, Ridge Road to the east, the Village corporation limit to the west, and the northern property lines of northernmost residential properties on Burning Tree Lane, Fernwood Drive, Willowbrook Lane, and Twigwood Lane to the south.

The property is bordered by single-family residential on the south, east, and north. On the western side of the property, it abuts multi-family residential within the City of Reading.

Utilities

Greater Cincinnati Water Works serves the property for water. Water lines abut the property along parts of Ridge and Galbraith Roads. The Metropolitan Sewer District manages the sanitary sewer for this site. Sanitary sewer lines are located on Ridge Road, Galbraith Road, Fernwood Drive, and the dead end of Willowbrook Lane. Duke Energy serves Natural Gas and Electric and is available along parts of Ridge and Galbraith Roads. Hardwired internet and telephone connections can be accessed along parts of Ridge and Galbraith Roads. Utility locations, referenced in the Appendix, have been identified by The Kleingers Group. The capacity of either utility should be verified by the respective utility operator.

Traffic

No comprehensive traffic analysis has been conducted for the site; however, in a brief review of traffic as it was studied for potential use in June 2013 and 2023, the Village is making available a report from The Kleingers Group labeled Preliminary Traffic Assessment and CT Consultants Traffic Study. These assessments are limited in scope but provide some insight into the necessity of traffic analysis related to any development on the site. In addition, the Appendix references a document labeled Turning Counts for Ridge/Galbraith and Ridge/Section Roads. The counts were taken during the morning and early evening peak hours (7:00 a.m. to 9:45 a.m. and 4:00 p.m. to 5:45 p.m.) on September 16, 2014. Traffic volumes on Ridge and Galbraith peak during morning and afternoon commutes. Traffic, its effect on adjacent roadways, and how to address any increased traffic will require a significant traffic study.

Village Objectives

The economics of developing Amberley Green will be a critical factor in determining the way forward. Whatever is developed on the site must maximize the economic benefit to the Village while also providing value to residents. The survey is also expected to meet all the Village objectives concerning land use and public engagement paths.

- Maximize economic benefit to the Village.
- Land use consistent with the needs of the Village.
- Incorporation of green space, buffer areas, and open space to accommodate some community use.
- Create unique opportunities to integrate the property's beauty, location, and size.
- Be sensitive to adjacent single-family residential use.
- Improve economic health and sustainability for the Village.
- Minimize Village financial contribution.
- Amberley will retain ownership of the land at least until the nature of any development is clear.
- Be aesthetically pleasing.
- Obtain feedback from residents about how much they are willing to contribute toward keeping it maintained and green.
- Results should bring value to the Village.
- Engage Amberley residents to elicit thoughtful survey responses.
- Obtain residents' opinions on what (if any) park development they would like to see at Amberley Green and gauge their willingness to absorb the costs.

SCOPE OF WORK

The scope of work for this project is to conduct a comprehensive study to determine resident preference regarding future development at Amberley Green. The study should utilize various outreach methods for public engagement to ensure the greatest possible participation by residents. Utilizing this feedback, an Amberley Green Land Use Plan (AGLUP) should be developed to identify the future growth and development of Amberley Green. The resulting plan should be easily interpreted by the public and include policy statements, goals, objectives, guidelines, maps, illustrations, graphics, charts, and an implementation matrix that will serve as a framework for developing a community gathering place. This framework will provide clear and predictable guidance to developers, stakeholders, and residents, including an estimated cost option for its various features. A scope of work and project schedule identifying tasks and targeted dates for the firm to complete work are expected.

At its October 14, 2024, meeting, the Village Council approved the hiring of a firm with expertise in urban design and planning to update our study and offer recommendations based on the following input:

1. *Conduct a robust and extensive survey of Amberley residents using multiple channels of contact. These include but are not limited to "Open Houses," digital surveys, virtual opportunities, focus groups, and various methods to best reach all demographic groups and the highest number of residents.*

2. *This surveying will ask residents their opinions on what (if any) park development they would like to see part of future development within Amberley Green and how to pay for it.*
3. *Prior to conducting the survey, the vendor hired will meet with Council and the Village Manager in open working session.*
4. *Final Deliverable: an updated AG Visioning Study, including an addendum listing detailed survey results.*

Public Engagement and Participation Plan

The consultant shall be responsible for developing a comprehensive participation program that encompasses public engagement activities. The public engagement activities aim to gather local knowledge and experience from residents and other key stakeholders. At a minimum, the public engagement and participation plan should utilize in-person interactive activities and open houses, traditional media, social media, in-person work sessions, and online polling. The participatory process must also be creatively designed to seek out and involve residents and other stakeholders who are unlikely to participate in a standard meeting-style community engagement process. Additionally, the process must ensure that participation reflects both the current and future citizenry. The overall goal of the participatory process is to increase the ownership of the final product.

Land Use Planning

A Land Use Plan should be created once the public engagement is secured and the fiscal impact clearly describes the costs associated with the anticipated development.

Process

This document outlines the Amberley Green property and relevant information. Additional documents in the Village's possession are listed in the Appendix and can be requested for analysis. The Village Manager will review requests for Proposals. Interviews will be scheduled with those proposals that are of interest to the Village after careful review. This is an informal process, and any meetings with the Village Council will be conducted publicly. Questions and meetings are welcome if developers want clarification or more information; contact should be made with Village Manager Scot Lahrmer (contact information at the end of this document).

Submission Information

Amberley Village is seeking Proposals from qualified and responsible public engagement and land use teams. Submissions to the Village should include a statement of why this project is appealing and how your potential concept could meet Village objectives. Other items of interest to the Village that you may want to include in your submittal:

1. Name of public engagement and land use company or team(s).
2. Contact information for your public engagement and land use team.

3. Principal players on your public engagement and land use team and their roles, including a contingency plan for any staffing changes throughout the project's development. Identify and describe the role of each key staff member assigned to the project. This also applies to any sub-consultants.
4. Outline how you are connected with each other and whether agreements exist that define each role.
5. Professional experience of those on your team and their project involvement, including:
 - A. Track record for your public engagement and land use team either individually or as a group.
 1. Previous Clients. Provide a list of client references, including name, address, contact person, email address, and phone number for whom comparable services have been provided within the last five (5) years.
 2. Previous work. Provide examples or previous work of comparable services provided within the last five (5) years.
6. Describe what interest/purpose you have in Amberley Green or the Village (development opportunity, resident in Village, challenging development, interested in building, etc.?).

SELECTION PROCESS

Responding firms may be requested to take part in an interview process. The interview will provide an opportunity to clarify any issues within a given proposal and explore the firm's approaches that may be used to satisfy all requirements for the Village. Only team members who will be directly responsible for the work, including sub-consultants, should participate in the interview. From the interviews, the Village will select a consultant. The Village may directly negotiate the final scope and fee with the best-qualified consultant.

The Village may investigate the qualifications of any firm or individual under consideration, require confirmation of the information provided, or require additional evidence of qualifications described in this RFP. The Village reserves certain rights, including, but not limited to, the following:

1. Reject any or all the proposals.
2. Issue subsequent Requests for Proposal.
3. Cancel the entire Request for Proposal.
4. Remedy technical errors in the Request for Proposal process.
5. Appoint an evaluation committee to review qualifications and proposals.
6. Seek the assistance of outside technical experts in evaluation.
7. Approve or disapprove the use of subcontractors or sub-consultants.
8. Establish a short list of consultants eligible for discussions after the review of the proposals.
9. Negotiate with any of the consultants.
10. Solicit best and final offers from any of the consultants.

11. Waive informalities and irregularities in RFP.
12. Award without discussion.

Selection will be based on determining which proposal is in the Village's best interest. The Village's decision will be final and not subject to appeal.

This RFP shall not, in any manner, be construed to be an obligation on the Village to enter into a contract or result in any claim for reimbursement of cost for any efforts expended in responding to the RFP or in anticipation of any contract.

Upon completion of the selection process, the Village shall notify all consultants of the selection, and the selected firm shall enter into an agreement with the Village.

PROCESS OUTLINE & TIMING:

- | | |
|--|---------------|
| • Village of Amberley publishes RFP | January 2025 |
| • Response to RFP due to Village | February 2025 |
| • Review of Submittals by Village | March 2025 |
| • Interviews by Village | March 2025 |
| • Staff Recommendation to Village Council | March 2025 |
| • Execution of Contract for Services | March 2025 |
| • Kick-off Meeting with Consultant | TBD |
| • Initial Meeting with Technical Committee | TBD |
| • Initial Meeting with Steering Committee | TBD |

SUBMITTAL OF PROPOSAL

Interested firms shall submit ten (10) printed copies and one electronic copy of the proposal to the following address:

Village of Amberley
ATTN: Scot Lahrmer, Village Manager
7149 Ridge Road
Amberley Village, Ohio 45237
Subject: Public Engagement and Land Use for Amberley Green
slahrmer@amberleyvillage.org

The Village will receive proposals no later than **February ??, 2025, at noon**. This time and date are fixed, and extensions will not be granted. All proposals received after the deadline shown above will be rejected. Proposals received at any place other than listed above will not be considered. Incomplete proposals will be considered null and void and will not be accepted.

Proposals cannot be altered or amended after the submission deadline. Any interlineation, alteration, or erasure made before the opening time of the proposals must be initialed by the signer of the proposal, guaranteeing authenticity.

The Village of Amberley is not responsible for late receipt, such as the non-delivery of U.S. mail or by carrier. The date/time stamp from Amberley Village shall be the official time of receipt. A duly authorized representative of the consultant shall sign all proposals. The name and mailing address of the individual executing the proposal must be provided.

Questions regarding this Request for Proposal may be directed to:

Scot Lahrmer
Village Manager
Amberley Village
slahrmer@amberleyvillage.org

Any questions concerning information included in this RFP must be submitted via e-mail to the Village Manager no later than February ??, 2025, with the subject line: Public Engagement and Land Use for Amberley Green.

All submitted information relating to this proposal shall become part of the public record. Submitting parties may identify in their proposals what information they deem to be proprietary information. The final determination of whether information is subject to the Ohio Open Records Act shall be made by the Village legal counsel.

The Village of Amberley reserves the right to reject any and all proposals. The proposing firm shall bear all costs, including travel and expenses, incurred in preparing this proposal.

Scot Lahrmer, Village Manager
Amberley Village
7149 Ridge Road
Cincinnati, OH 45237
(513) 531-8675
slahrmer@amberleyvillage.org

Index of Documentation

(in Request for Proposals)

[MND Tennis Lease](#)

[MKSK Planning and Visioning Study \(2018\)](#)

[Connectivity Study \(2019\)](#)

[Conservation Study \(2020\)](#)

[Amberley Green Zoning Regulations \(2020\)](#)

[Ordinance 2020-16, Making Changes to Amberley Green Zoning Regulations](#)

[Amberley Green Trail Map](#)

[JCC/Amberley Green Conceptual Master Plan](#) from link in AdminWk folder

Preliminary Traffic Report (2013):
In the folder on shared drive

Traffic Study (2023):
In folder on shared drive

Chapter 154.25:
Link code here

Long Range Planning Report (2010): Need

Utility Locations Document
In folder on shared drive

Soil study conducted on the property in 2011
In folder on shared drive

Other studies referenced in RFP