



City of Bellbrook
15 E. Franklin Street
Bellbrook, Ohio 45305

T (937) 848-4666
F (937) 848-5190

www.cityofbellbrook.org

November 1, 2019

**MEMORANDUM FOR THE VILLAGE REVIEW BOARD
SUBJECT: VILLAGE REVIEW BOARD PUBLIC HEARING SCHEDULED ON
NOVEMBER 7, 2019**

This is to confirm that the Village Review Board will conduct a public hearing on Thursday November 7th, 2019 at 6 PM in the City Council Chambers, 15 E. Franklin St., 2nd floor, Bellbrook. Please find the following enclosed: an agenda, the September 12th meeting minutes, and staff reports for all of the night's cases. Please be advised, we may have 1-2 additional cases depending if the applicant provides a completed application.

Please let me know if you have any questions regarding the enclosed material.

Jeffrey N. Green
Secretary, Village Review Board



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BELLBROOK VILLAGE REVIEW BOARD
PUBLIC HEARING
NOVEMBER 7, 2019
AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF PRIOR MINUTES OF SEPTEMBER 12, 2019

4. OLD BUSINESS: NONE

5. NEW BUSINESS:

- **VRB CASE # 19-5: ARCHITECTURAL IMPROVEMENTS AND SIGNAGE (38 N MAIN ST)**
- **VRB CASE # 19-6: WALL SIGN (22 E FRANKLIN ST)**
- **VRB CASE # 19-7: GROUND SIGN (64 W FRANKLIN ST)**
- **VRB CASE # 19-8: WALL SIGN (64 W FRANKLIN ST)**
- **VRB CASE # 19-9: GROUND SIGN (60 W FRANKLIN ST)**
- **VRB CASE # 19-10: GROUND SIGN (26 N WEST ST)**
- **VRB CASE # 19-11: GROUND SIGN (60 W FRANKLIN ST)**
- **SPEAKER – TONY CALI CHAIR OF BELLBROOK BY DESIGN**

6. OPEN DISCUSSION

7. ADJOURNMENT

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting
September 12, 2019

PRESENT: Dana Duckro
Jacquelin Greenwood
Karen McGill
Jeff Owens, Chair

ABSENT: Jennifer Bowersock

Also present was Jeff Green Planning and Zoning Administrative Assistant.

CALL TO ORDER: Chairman Owens called the meeting to order at 6:00 pm.

ROLL CALL: Mrs. Duckro, yes; Mrs. Greenwood, yes; Mrs. McGill, yes; Chairman Owens, yes.

FORMAL APPROVAL OF MINUTES:

After polling members of Board, as there were no corrections or additions to the regular meeting minutes of June 4, 2019, Mr. Owens declared the minutes approved as written.

OLD BUSINESS - none

NEW BUSINESS:

- **VRB Case #19-3: 41 W Franklin St (New Use Tattoo and Microblading)**

The applicant, Amanda Hayden is requesting approval to open a tattoo and microblading shop at 41 W Franklin St. Zoning Administrative Assistant Jeff Green reported that according to the Bellbrook Zoning Code: uses that are similar, but not principally permitted, require the VRB to make a recommendation before being sent to the Bellbrook Planning Board who holds the final decision on the matter.

The board members discussed the request and asked for clarification on what "microblading" is. Mr. Green noted that microblading is a tattooing of the eyebrows. The board discussed the general business schedule such as days/hours of operation, if a demand was present in Bellbrook, and if the appropriate departments such as the health.

Mr. Green advised that if the request is approved, the occupant will need to get a certificate of occupancy from the county as well as all other permits required via state rules.

Mrs. Greenwood made a motion to approve **VRB Case 19-3 (new use Tattoo and Microblading)**. Mrs. Duckro seconded the motion. The Clerk called the roll. Mrs. McGill, yes; Mrs. Duckro, yes; Mrs. Greenwood, yes; Chairman Owens, yes. The motion passed 4-0.

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting

September 12, 2019

- **VRB Case #19-4: 46 E Franklin St (Temporary Sign)**

The applicant, Chris Judge, is requesting approval to for a temporary sign to be placed at 46 E Franklin St. Zoning Administrative Assistant Jeff Green reported that this sign has been previously approved in the past and is placed up nearly every quarter (as code permits) and discussed the request.

The board members discussed the request and asked for clarification on what does “quarterly” permits mean.

Mr. Green advised the code identifies temporary signs being possible in quarters. As quarters usually coincide with the seasons, it is easier to reference them as everyone knows what the seasons are. Essentially a temporary sign can be placed 30 days per season.

Mrs. McGill made a motion to approve **VRB Case 19-3 (new use Tattoo and Microblading)**. Mrs. Greenwood seconded the motion. The Clerk called the roll. Mrs. McGill, yes; Mrs. Duckro, yes; Mrs. Greenwood, yes; Chairman Owens, yes. The motion passed 4-0.

- **Sidewalks Downtown**

Mr. Green announced that the city is reviewing a new sidewalk ordinance that specifically lays out what is and is not a violation along with what constitutes when a sidewalk would need to be placed on a lot. Mrs. Greenwood asked if sidewalks would need to be placed to those residential areas in the Old Village that were originally platter out in the 1900s. Mr. Green noted that that situation is more unique and we would have to have further approval from council and Planning Board. Mr. Green clarified that the sidewalk ordinance is about classifying whether existing sidewalks are “in need of repair” and giving the city more capability to have people put in sidewalk where one was approved but never built.

- **VRB review of a proposed use**

Mr. Green noted that the city is reviewing a change to the ordinance and wanted the VRB’s opinion as to the proposal. Mr. Green stated that the city is looking into whether or not the VRB should review a use when Planning Board would have final approval. MR. Green further explained that he did not think that a review of use is a good fit for the VRB who is principally looks at design and architectural features over use. The board discussed the proposal in terms of what the board is and is not able to do with the existing regulations. The board noted that the request seemed reasonable.

- **VRB review of a proposed use**

Mr. Green stated that this is another look at whether or not the VRB should review temporary signs. Mr. Green asked what the VRB’s feelings were on see these items. The board discussed the request and noted that they would like to continue to see temporary sign requests however they noted that if a temporary sign was ever previously approved they do not think they would need to see it.

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting
September 12, 2019

- **Upcoming Cases**

Mr. Green instructed the board of potential upcoming cases and wanted the board's availability for the next few weeks to potentially have another meeting with regarding 2-4 potential sign applications that are expected to be received.

At 6:39 PM Mrs. Duckro left the chambers due to personal business

- **Properties around town update**

Mr. Green gave the VRB an update in regards to the property maintenance case regarding 7 W Franklin Street and where the case currently stands. Mr. Owens asked if there was an update regarding the old Dyer building on N Main. Mr. Green noted that nothing is happening as of present but he would expect the new owners to upgrade the building architecturally. Mr. Green further stated that he has let the new owners know that any changes would require VRB approval.

OPEN DISCUSSION

Mr. Green gave the VRB an update in regards to the property maintenance case regarding 7 W Franklin Street and where the case currently stands. Mr. Owens asked if there was an update regarding the old Dyer building on N Main. Mr. Green noted that nothing is happening as of present but he would expect the new owners to upgrade the building architecturally. Mr. Green further stated that he has let the new owners know that any changes would require VRB approval.

Mr. Owens questioned about an update for 100 E Franklin Street as it recently sold. MR. Green stated he spoke to the owner who advised that they are doing an assessment of the building to determine what was possible with the property.

The board asked if there was any news regarding a mural for the Old Fire house. Mr. Green stated, no plans/designs have been submitted.

David Buccalo, 126 Lower Hillside, got up to speak. Mr. Buccalo advised that he was a mayor of Bellbrook and wrote the Old Village Review ordinance and believes that the VRB is the most important board in the City of Bellbrook. Mr. Buccalo stated he believed the VRB might be feeling marginalized and loved the Old Village.

Mr. Buccalo brought with him a photo of the temporary "kindness symbol" that was placed on the Old Fire Station. He stated that it upset him as the VRB did not review the symbol before it was placed on the structure and he thought the artwork looked bad. He advised that the city has been placing signs all over and believed that the city shouldn't be able to put signage in the right-of-way if a regular person can't.

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting
September 12, 2019

Mr. Buccalo listed different properties and how they were invested in the Old Village. He advised that the purpose of the VRB should be to Preserve, Protect, and Promote. Mr. Buccalo reminisced about he used run meetings when was mayor.

Mr. Buccalo offered his help to the VRB or would stay away if that is what the VRB would want. He further explained that they should not rubberstamp whatever the city would bring to them. Mr. Buccalo further spoke on the architectural characteristics of downtown.

Mr. Buccalo noted that buildings should not be torn down as once they are gone, they cannot be brought back, no matter the situation. Mr. Buccalo ended with reiterating that the VRB was an extremely important board and that they should preserve and protect whenever they get the chance.

ADJOURN

Being no further business to come before this regular session of the Chairman declared the meeting adjourned at 7:15 pm.

Jeff Owens, Chairman

Pamela Timmons, Clerk of Council



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 1, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to perform renovations to the exterior structure of the property including the addition of signage at the property located at 38 N Main St, Bellbrook OH, 45305.

Applicant Information

Applicant: Michael Bettencourt
Address: 38 N Main St, Bellbrook OH, 45305

Applicant: Michael Bettencourt
Address: 38 N Main St, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will approve the sign permit. No further approvals are needed for architectural elevations.

Request in relation to the Zoning Code

The request is to perform renovations to the exterior structure of the property including the addition of signage. Interior renovations will also be taking place which will require Greene County Building Department Review. The building will be used for an event space, office, and retail. Please see the attached graphics for a rendering of the building and signs.

Architectural Elevations

Per the application submitted, the materials

Materials – Per the application submitted, materials to be used are: wood, hardy plank, and Boral.

General - One of the principle changes occurring to all sides of the building is the change from horizontal siding to vertical siding. This change will only affect the first story of the building. A

new roof will also be placed on the structure.

Front – The window on the upper floor will be enlarged to further match the windows on the bottom floor. Horizontal siding on the first floor will be replaced with vertical siding. A new projecting wall sign will be installed.

Side (Facing Salt barn) – A wall sign will be placed on the structure. Horizontal siding to be replaced with vertical siding.

Rear – The existing horizontal siding of the first story will be replaced with vertical siding. The existing garage door will be removed with barn doors and an overhang added with an additional sign on top.

Side (patio) – The side will have a garage door style “glass entryway” and be expanded to a patio area for outside enjoyment. The existing horizontal siding of the first story will be replaced with vertical siding.

All proposed materials and styles appear to meet the standards outlined in Article 14.11 of the Old Village standards.

Signage

Applicant is asking for a total of 3 signs:

Front - A 10 sq. ft. projecting wall sign

Side (facing Salt Barn) – 24 sq. ft. wall sign painted onto the wall.

Rear - 12.8 sq. ft. sign placed on the canopy over the barn doors.

All proposed sign locations and size requirements meet the standards outlined in article 18.20B.

Current Photos of the Property

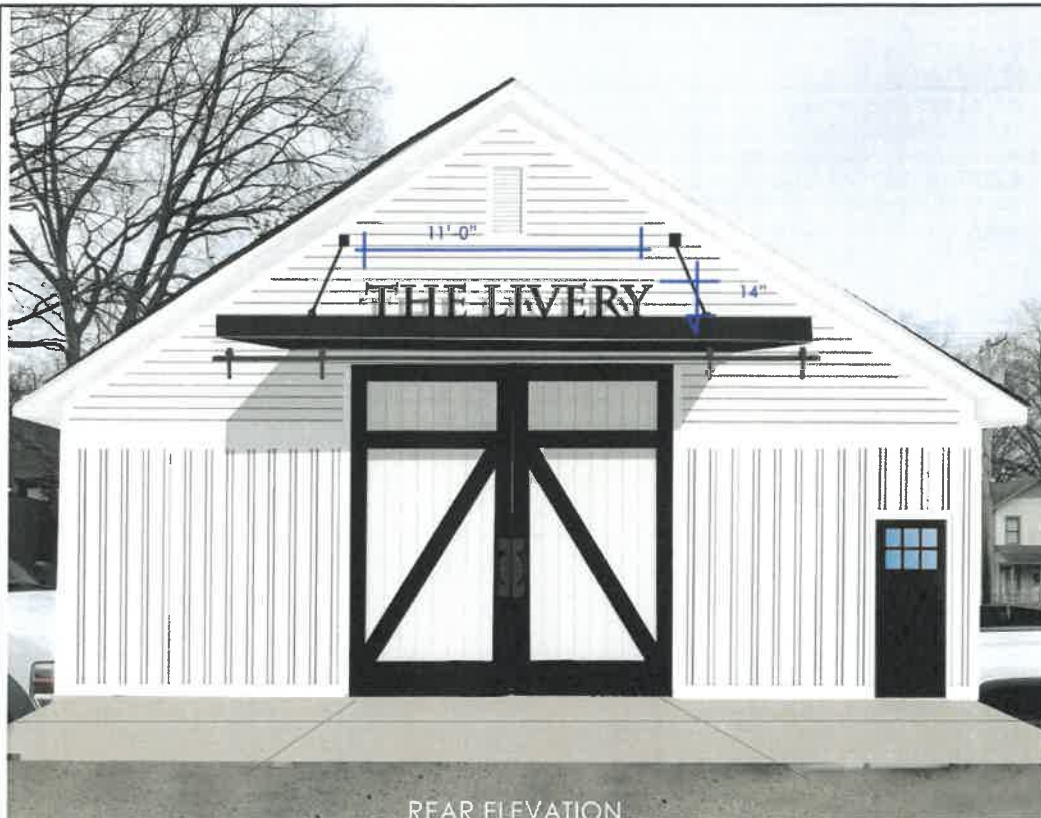




Proposed Changes



FRONT ELEVATION



Recommendation

Staff recommends approval

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Michael Bettencourt PHONE: 937-776-4499
ADDRESS: 38 N. Main St
CITY: Bellbrook OH 45305 ST: OH ZIP: 45305

2. APPLICANT: Michael Bettencourt PHONE: 937-776-4499
ADDRESS: 3818 Fernwood Ct
CITY: Dayton OH 45440 ST: OH ZIP: 45440

3. ARCH FIRM: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

4. CONTRACTOR: M/M Construction PHONE: 937-657-3055
CONTACT PERSON: Teff Miller
ADDRESS: 570 S. Diamond Mill
CITY: New Lebanon ST: OH ZIP: 45745

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

X

STRUCTURAL MODIFICATION

Application for Certificate of Appropriateness

NATURE OF MODIFICATION

Interior renovation

Exterior renovation including barn doors
and barn siding and new roof. We
plan to use the building to host events.

Please see attached drawing for detail

EXTENUATING CIRCUMSTANCES (IF ANY)

Materials used will include: wood, Hardie plank and
Boral. We are going to insulate the outside and
put siding over so we can preserve the interior barn
materials, wood

X

SIGN (ADDITION, REDESIGN OR LIGHTING)

CONSTRUCTION OF A NEW MAIN BUILDING

6. TYPE OF BUILDING (CHECK ONE)

RESIDENTIAL

INDUSTRIAL

X

COMMERCIAL

INSTITUTIONAL

OTHER

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

9. PRESENT ZONING DISTRICT (CHECK ONE):

R-1AA

R-1A

R-1B

R-2

R-3

O-1

B-1

B-2

B-3

X

B-4

A-1

10. BESIDES THE OLD VILLAGE DISTRICT PLAN OVERLAY, OTHER OVERLAY ZONES WHICH APPLY TO
THE AFFECTED PROPERTY ARE (CHECK ALL THAT APPLY):

WP OR WO

FLOODPLAIN

NONE

11. AGE OF BUILDING

1900

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

☒ WOOD FRAME
 ☐ BRICK BEARING WALL
☐ STRUCTURAL STEEL
 ☐ MASONRY/STONE BEARING WALL
☐ REINFORCED CONCRETE
 ☐ OTHER _____

13. BUILDING SIZE (APPROXIMATE): _____ WIDTH _____ DEPTH

A. NUMBER OF STORIES

1.5 2856 sq ft

B. HEIGHT (GRADE TO ROOF CREST) _____

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW

upper front window will be enlarged to match lower front windows

(2) PROPOSED SIZE OF WINDOW _____

(3) ORIGINAL SIZE OF DOOR

Rear garage door will be replaced with

(4) PROPOSED SIZE OF DOOR

2 barn doors and a glass entryway for a more open feel and to enhance architectural features

14. LOT SIZE: WIDTH _____ DEPTH _____

AREA OF LOT: _____

please see attached drawings

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

CONSTRUCTION PLANS, SITE PLAN(S) OR DRAWING(S) SHOWING THE STRUCTURE, THE LOT LINES, THE PROPOSED PROJECT AREA, INCLUDING SETBACKS FOR THE ZONING DISTRICT.

FOR NEW SIGNS, SIGN RE-DESIGNS OR CHANGES IN SIGN LIGHTING, SUBMIT A DIAGRAM OR SCHEMATIC OF THE PROPOSED SIGN INCLUDING DIMENSIONS AND THE PROPOSED PLACEMENT ON STRUCTURE OR LOT.

FOR STRUCTURAL MODIFICATIONS WHICH REPLACE EXISTING DOORS, WINDOWS, OR SIMILAR FEATURES WITH NO SIZE CHANGES OR STYLE CHANGES ON STRUCTURES CONSTRUCTED PRIOR TO 1945, SUBMIT CUT SHEETS OR DRAWING OF PROPOSED REPLACEMENT ITEMS.

FOR STRUCTURAL MODIFICATIONS WHICH CHANGE OR ADD ARCHITECTURAL FEATURES ON A STRUCTURE CONSTRUCTED PRIOR TO 1945, PLEASE PROVIDE A DETAILED DRAWING SHOWING THE ARCHITECTURAL FEATURES AFFECTED OR ADDED AND THE PLACEMENT OF SUCH ARCHITECTURAL FEATURES ON THE STRUCTURE.

FOR ARCHITECTURAL FEATURES PROPOSED TO BE REMOVED, PROVIDE A WRITTEN JUSTIFICATION WHY SUCH ARCHITECTURAL FEATURES SHOULD BE REMOVED, INCLUDING A DRAWING OF BOTH THE EXISTING AND PROPOSED AREA(S) OF WORK.

THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER:

Michael Bettercourt

DATE:

10/14/19

PRINTED NAME:

MS

APPLICANT:

Michael Bettercourt

DATE:

10/14/19

PRINTED NAME:

MS

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR

DATE: _____



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 1, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to install new signage on the property located at 22 E Franklin Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Justin Spargo
Address: 22 E Franklin St, Bellbrook OH, 45305

Property Owner: Thomas & Grushon insurance Agency
Address: 22 E Franklin, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will forward the request to the BZA.

Request in relation to the Zoning Code

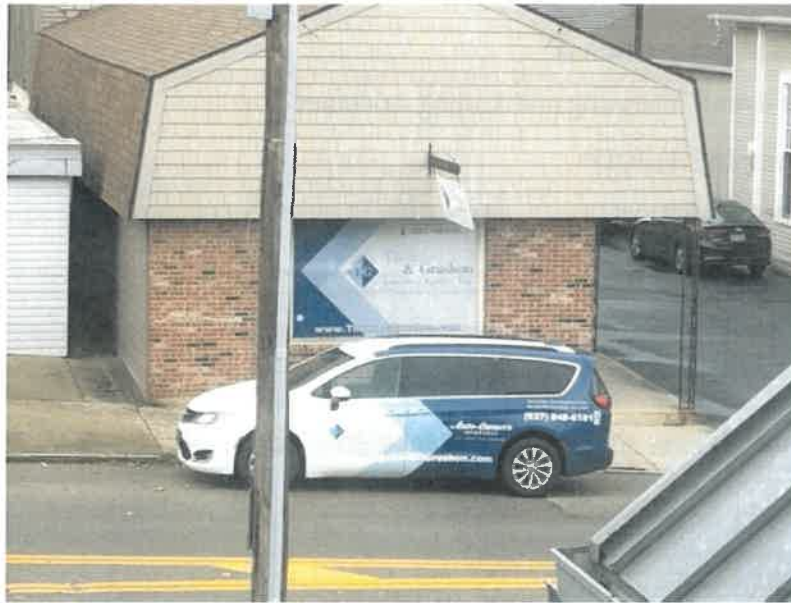
The request is to place a 44 sq. ft. flat sign on the window of the front elevation of the building. It should be noted that the sign has already been installed.

Per section of 18.20B(4)(a)(2), *no flat sign shall exceed 40 sq. ft. in size*. As the proposed sign is 4 sq. ft. over the permitted maximum sign size, a variance will be required. The VRB is therefor asked to render a decision regarding the design and size of the sign. The VRB decision will be sent to the Board of Zoning Appeals to determine if a variance should be granted for the sign's size.

The applicant has also requested that a 4.6 sq. ft. sign on the door for hours of operation. The proposed sign will not require a permit per section 18.20A(7)(c). No approval is needed for VRB approval for small door signs.

Current Photo of the Property

Existing Sign



Proposed Change

Window Sign 99" x 64"



Sign for front door. Approximately 21" x 32"



Recommendation

Staff recommends approval as there does not appear to be too much space for an alternative placement of the flat sign.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Thomas & Graham Ins PHONE: 937-848-6181
ADDRESS: 22 E Franklin St ST: OH ZIP: 45305
CITY: Bellbrook

2. APPLICANT: Justin Spargo PHONE: 937-414-2302
ADDRESS: 153 Viewpoint Dr ST: OH ZIP: 45305
CITY: Bellbrook

3. ARCH FIRM: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____ ST: _____ ZIP: _____
CITY: _____

4. CONTRACTOR: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____ ST: _____ ZIP: _____
CITY: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

_____ STRUCTURAL MODIFICATION

NATURE OF MODIFICATION

EXTENUATING CIRCUMSTANCES (IF ANY)

☒ SIGN (ADDITION, REDESIGN OR LIGHTING)

_____ CONSTRUCTION OF A NEW MAIN BUILDING

6. TYPE OF BUILDING (CHECK ONE) _____ RESIDENTIAL _____ INDUSTRIAL
 _____ COMMERCIAL _____ INSTITUTIONAL
 _____ OTHER _____

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

9. PRESENT ZONING DISTRICT (CHECK ONE):

_____ R-1AA _____ R-1A _____ R-1B _____ R-2
 _____ R-3 _____ O-1 _____ B-1 _____ B-2
 _____ B-3 _____ B-4 _____ A-1

10. BESIDES THE OLD VILLAGE DISTRICT PLAN OVERLAY, OTHER OVERLAY ZONES WHICH APPLY TO THE AFFECTED PROPERTY ARE (CHECK ALL THAT APPLY):

_____ WP OR WO _____ FLOODPLAIN _____ NONE

11. AGE OF BUILDING _____

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

_____ WOOD FRAME _____ BRICK BEARING WALL
_____ STRUCTURAL STEEL _____ MASONRY/STONE BEARING WALL
_____ REINFORCED CONCRETE _____ OTHER _____

13. BUILDING SIZE (APPROXIMATE): _____ WIDTH _____ DEPTH

A. NUMBER OF STORIES _____

B. HEIGHT (GRADE TO ROOF CREST) _____

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW _____

(2) PROPOSED SIZE OF WINDOW _____

(3) ORIGINAL SIZE OF DOOR _____

(4) PROPOSED SIZE OF DOOR _____

14. LOT SIZE: _____ WIDTH _____ DEPTH _____

AREA OF LOT: _____

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

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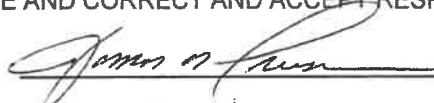
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THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER:



DATE: 10/21/19

PRINTED NAME:

Jim Grushon

APPLICANT:



DATE: 10/21/19

PRINTED NAME:

Justin Spargo

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR

DATE:



CITY OF BELLBROOK

ZONING PERMIT - SIGNS

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305

(937) 848-4666 WWW.CITYOFBELLBROOK.ORG

APPLICANT INFORMATION

DATE RECEIVED 9/13/19 PERMIT # 19-94
PROPERTY ADDRESS 22 E Franklin St ZONING DISTRICT R-1A
PROPERTY OWNER Thomas & Grushon PHONE NUMBER 937-848-6181
APPLICANT NAME Justin Spargo PHONE NUMBER 937-848-16181

REQUEST INFORMATION

BUSINESS NAME Thomas & Grushon Insurance Agency
BUSINESS MAILING ADDRESS 22 E Franklin St Bellbrook OH 45305
SIGN REQUEST NEW PERMANENT SIGN ☒ SIGN REFACE ☐ TEMPORARY ☐ OTHER ☐
SIGN TYPE GROUND ☐ PROJECTING ☐ ROOF ☐ WALL ☐ SANDWICH BOARD ☐ BANNER ☐ OTHER ☒ Flat
SIGN DIMENSIONS HEIGHT 64" WIDTH 99" AREA _____ SQUARE FEET BUILDING FRONTAGE _____ LINEAR FEET
SIGN LOCATION FRONT YARD ☒ SIDE YARD ☐ REAR YARD ☐ SIGN HEIGHT _____ FEET (FROM GROUND TO TOP OF SIGN)
SIGN MATERIALS Vinyl
ADDITIONAL COMMENTS window sticker

PLEASE PROVIDE AN ILLUSTRATION WHICH INCLUDES A COLOR RENDERING OF THE SIGN AND THE LOCATION OF THE SIGN ON THE BUILDING AND/OR PROPERTY.

I UNDERSTAND THAT APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE APPROVAL FOR ANY ADMINISTRATIVE REVIEW, CONDITIONAL USE PERMIT, VARIANCE, OR EXCEPTION FROM ANY OTHER CITY REGULATIONS WHICH ARE NOT SPECIFICALLY THE SUBJECT OF THIS APPLICATION. I UNDERSTAND THAT APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE APPROVAL OF A BUILDING OCCUPANCY PERMIT. I UNDERSTAND FURTHER THAT I REMAIN RESPONSIBLE FOR SATISFYING REQUIREMENTS OF ANY PRIVATE RESTRICTIONS OR COVENANTS APPURTENANT TO THE PROPERTY.

I CERTIFY THAT I AM THE APPLICANT AND THAT THE INFORMATION SUBMITTED WITH THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT THE CITY IS NOT RESPONSIBLE FOR INACCURACIES IN INFORMATION PRESENTED, AND THAT INACCURACIES MAY RESULT IN THE REVOCATION OF THIS ZONING CERTIFICATE AS DETERMINED BY THE CITY. I FURTHER CERTIFY THAT I AM THE OWNER OR PURCHASER (OR OPTION HOLDER) OF THE PROPERTY INVOLVED IN THIS APPLICATION, OR THE LESSEE OR AGENT FULLY AUTHORIZED BY THE OWNER TO MAKE THIS SUBMISSION.

I CERTIFY THAT STATEMENTS MADE TO ME ABOUT THE TIME IT TAKES TO REVIEW AND PROCESS THIS APPLICATION ARE GENERAL. I AM AWARE THAT THE CITY HAS ATTEMPTED TO REQUEST EVERYTHING NECESSARY FOR AN ACCURATE AND COMPLETE REVIEW OF MY PROPOSAL; HOWEVER, AFTER MY APPLICATION HAS BEEN SUBMITTED AND REVIEWED BY CITY STAFF, I UNDERSTAND IT MAY BE NECESSARY FOR THE CITY TO REQUEST ADDITIONAL INFORMATION AND CLARIFICATION.

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT ALL THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.

APPLICANT SIGNATURE [Signature] DATE 9/13/19

OFFICE USE ONLY		
PERMIT FEE	PAYMENT TYPE	REVIEW AUTHORITY
\$ _____	CASH <input type="checkbox"/> CHECK <input type="checkbox"/> # _____	ADMINISTRATIVE <input type="checkbox"/> BZA <input type="checkbox"/> VRB <input type="checkbox"/>
APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>		
APPROVED-CONDITIONS <input type="checkbox"/>	STAFF SIGNATURE _____	DATE ____/____/____



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 4, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to install new signage on the property located at 64 W Franklin Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Matthew Bennet
Address: 242 N Detroit St, Xenia OH, 45385

Property Owner: Brian Koch
Address: 92 W Franklin St, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will approve the sign permit.

Request in relation to the Zoning Code

The request is to place a 34 sq. ft. (17 sq. ft. per side) ground sign along W Franklin Street. The sign will be placed where the existing sign poles were left in the front yard. Per the application submitted, the sign will be a total of 6' in height and will be made of an Aluminum Composite Material with polyethylene core vinyl lettering.

Per section of 18.20B(4)(a)(3), *no free standing sign shall exceed 36 sq. ft. in size for total exposed spaces*. As such, the proposed sign meets the minimum size requirements for the site and would not require a variance. Per the applicant, the existing sign (at the time) was taken down less than a year ago when the previous tenant moved out.

It should be noted that there currently is a wayfinding ground sign for the Bellbrook Plaza currently on site. While typically speaking, 2 ground signs would not be permitted on the same site this building expands significantly to the rear of the building and is considered a "Multi-Occupant Building" which allows for more signage than a single occupant building. The VRB granted the location and size for the previous sign (where the proposed sign is to be placed) in

2012. The previously approved sign measured 34 sq. ft. As such, this will be a similar approval to the one done in 2012.

Current Photo of the Property




Proposed Location and Design






51 in

Mon-Fri 9:00a-5:00p

 **BELLBROOK
INSURANCE**
DIV. OF ANDERSON WILLIAMSON INSURANCE
SINCE 1884

937-310-1460
www.bellbrookins.com

48 in

   **PROGRESSIVE**

Recommendation

Staff recommends that the proposed sign be approved as submitted.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Brian Koch PHONE: 937-848-6651
ADDRESS: 164 W. Franklin St
CITY: Bellbrook ST: OH ZIP: 45305

2. APPLICANT: 242 N. Detroit PHONE: 937-305-2232
ADDRESS: Xenia
CITY: Xenia ST: OH ZIP: 45385

3. ARCH FIRM: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

4. CONTRACTOR: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

STRUCTURAL MODIFICATION

NATURE OF MODIFICATION

EXTENUATING CIRCUMSTANCES (IF ANY)

☒ SIGN (ADDITION, REDESIGN OR LIGHTING)

☐ CONSTRUCTION OF A NEW MAIN BUILDING

6. TYPE OF BUILDING (CHECK ONE)

<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> INDUSTRIAL
<input checked="" type="checkbox"/> COMMERCIAL	<input type="checkbox"/> INSTITUTIONAL
<input type="checkbox"/> OTHER	<input type="checkbox"/>

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

9. PRESENT ZONING DISTRICT (CHECK ONE):

<input type="checkbox"/> R-1AA	<input type="checkbox"/> R-1A	<input type="checkbox"/> R-1B	<input type="checkbox"/> R-2
<input type="checkbox"/> R-3	<input type="checkbox"/> O-1	<input type="checkbox"/> B-1	<input type="checkbox"/> B-2
<input type="checkbox"/> B-3	<input checked="" type="checkbox"/> B-4	<input type="checkbox"/> A-1	

10. BESIDES THE OLD VILLAGE DISTRICT PLAN OVERLAY, OTHER OVERLAY ZONES WHICH APPLY TO THE AFFECTED PROEPRTY ARE (CHECK ALL THAT APPLY):

☐ WP OR WO ☐ FLOODPLAIN ☒ NONE

11. AGE OF BUILDING

THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER:

Brian Koch

DATE:

10-24-19

PRINTED NAME:

[Signature]

APPLICANT:

Matthew Bennett

DATE:

10-24-19

PRINTED NAME:

[Signature]

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR

DATE:

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

_____ WOOD FRAME _____ BRICK BEARING WALL
_____ STRUCTURAL STEEL _____ MASONRY/STONE BEARING WALL
_____ REINFORCED CONCRETE _____ OTHER _____

13. BUILDING SIZE (APPROXIMATE): _____ WIDTH _____ DEPTH

A. NUMBER OF STORIES _____

B. HEIGHT (GRADE TO ROOF CREST) _____

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW _____

(2) PROPOSED SIZE OF WINDOW _____

(3) ORIGINAL SIZE OF DOOR _____

(4) PROPOSED SIZE OF DOOR _____

14. LOT SIZE: WIDTH _____ DEPTH _____

AREA OF LOT: _____

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

CONSTRUCTION PLANS, SITE PLAN(S) OR DRAWING(S) SHOWING THE STRUCTURE, THE LOT LINES, THE PROPOSED PROJECT AREA, INCLUDING SETBACKS FOR THE ZONING DISTRICT.

FOR NEW SIGNS, SIGN RE-DESIGNS OR CHANGES IN SIGN LIGHTING, SUBMIT A DIAGRAM OR SCHEMATIC OF THE PROPOSED SIGN INCLUDING DIMENSIONS AND THE PROPOSED PLACEMENT ON STRUCTURE OR LOT.

FOR STRUCTURAL MODIFICATIONS WHICH REPLACE EXISTING DOORS, WINDOWS, OR SIMILAR FEATURES WITH NO SIZE CHANGES OR STYLE CHANGES ON STRUCTURES CONSTRUCTED PRIOR TO 1945, SUBMIT CUT SHEETS OR DRAWING OF PROPOSED REPLACEMENT ITEMS.

FOR STRUCTURAL MODIFICATIONS WHICH CHANGE OR ADD ARCHITECTURAL FEATURES ON A STRUCTURE CONSTRUCTED PRIOR TO 1945, PLEASE PROVIDE A DETAILED DRAWING SHOWING THE ARCHITECTURAL FEATURES AFFECTED OR ADDED AND THE PLACEMENT OF SUCH ARCHITECTURAL FEATURES ON THE STRUCTURE.

FOR ARCHITECTURAL FEATURES PROPOSED TO BE REMOVED, PROVIDE A WRITTEN JUSTIFICATION WHY SUCH ARCHITECTURAL FEATURES SHOULD BE REMOVED, INCLUDING A DRAWING OF BOTH THE EXISTING AND PROPOSED AREA(S) OF WORK.



CITY OF BELLBROOK

ZONING PERMIT - SIGNS

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305

(937) 848-4666 WWW.CITYOFBELLBROOK.ORG

APPLICANT INFORMATION

DATE RECEIVED 10/24/19PERMIT # 19-93PROPERTY ADDRESS 64 W Franklin StZONING DISTRICT B-4PROPERTY OWNER Brian KochPHONE NUMBER 937-848-6651APPLICANT NAME Matthew BennettPHONE NUMBER 9373052232

REQUEST INFORMATION

BUSINESS NAME Bellbrook InsuranceBUSINESS MAILING ADDRESS 64 W Franklin StSIGN REQUEST NEW PERMANENT SIGN ☐ SIGN REFACE ☒ TEMPORARY ☐ OTHER ☐SIGN TYPE GROUND ☒ PROJECTING ☐ ROOF ☐ WALL ☐ SANDWICH BOARD ☐ BANNER ☐ OTHER ☐SIGN DIMENSIONS HEIGHT 48" WIDTH 51" AREA 17 SQUARE FEET BUILDING FRONTAGE 66 LINEAR FEETSIGN LOCATION FRONT YARD ☒ SIDE YARD ☐ REAR YARD ☐ SIGN HEIGHT 6 FEET (FROM GROUND TO TOP OF SIGN)SIGN MATERIALS Aluminum Composite Material .012" with solid polyethylene core vinyl letteringADDITIONAL COMMENTS Sign is replacing one that was there from the business prior to this one.

PLEASE PROVIDE AN ILLUSTRATION WHICH INCLUDES A COLOR RENDERING OF THE SIGN AND THE LOCATION OF THE SIGN ON THE BUILDING AND/OR PROPERTY.

I UNDERSTAND THAT APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE APPROVAL FOR ANY ADMINISTRATIVE REVIEW, CONDITIONAL USE PERMIT, VARIANCE, OR EXCEPTION FROM ANY OTHER CITY REGULATIONS WHICH ARE NOT SPECIFICALLY THE SUBJECT OF THIS APPLICATION. I UNDERSTAND THAT APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE APPROVAL OF A BUILDING OCCUPANCY PERMIT. I UNDERSTAND FURTHER THAT I REMAIN RESPONSIBLE FOR SATISFYING REQUIREMENTS OF ANY PRIVATE RESTRICTIONS OR COVENANTS APPURTENANT TO THE PROPERTY.

I CERTIFY THAT I AM THE APPLICANT AND THAT THE INFORMATION SUBMITTED WITH THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT THE CITY IS NOT RESPONSIBLE FOR INACCURACIES IN INFORMATION PRESENTED, AND THAT INACCURACIES MAY RESULT IN THE REVOCATION OF THIS ZONING CERTIFICATE AS DETERMINED BY THE CITY. I FURTHER CERTIFY THAT I AM THE OWNER OR PURCHASER (OR OPTION HOLDER) OF THE PROPERTY INVOLVED IN THIS APPLICATION, OR THE LESSEE OR AGENT FULLY AUTHORIZED BY THE OWNER TO MAKE THIS SUBMISSION.

I CERTIFY THAT STATEMENTS MADE TO ME ABOUT THE TIME IT TAKES TO REVIEW AND PROCESS THIS APPLICATION ARE GENERAL. I AM AWARE THAT THE CITY HAS ATTEMPTED TO REQUEST EVERYTHING NECESSARY FOR AN ACCURATE AND COMPLETE REVIEW OF MY PROPOSAL; HOWEVER, AFTER MY APPLICATION HAS BEEN SUBMITTED AND REVIEWED BY CITY STAFF, I UNDERSTAND IT MAY BE NECESSARY FOR THE CITY TO REQUEST ADDITIONAL INFORMATION AND CLARIFICATION.

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT ALL THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.

APPLICANT SIGNATURE *Matthew Bennett* DATE 10/23/2019

OFFICE USE ONLY

PERMIT FEE	PAYMENT TYPE	REVIEW AUTHORITY
\$ <u>50.00</u>	CASH <input type="checkbox"/> CHECK <input checked="" type="checkbox"/> # <u>6007</u>	ADMINISTRATIVE <input type="checkbox"/> BZA <input type="checkbox"/> VRB <input type="checkbox"/>
APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>	STAFF SIGNATURE <u><i>[Signature]</i></u>	DATE <u>10/24/19</u>
APPROVED-CONDITIONS <input type="checkbox"/>		

REGULATION OF SIGNS

A. PURPOSE

THE CITY'S SIGN REGULATIONS EXIST TO PROTECT EACH PERSON'S CONSTITUTIONAL RIGHT TO FREEDOM OF SPEECH AND TO PROTECT THE PUBLIC HEALTH, SAFETY, CONVENIENCE, COMFORT, PROSPERITY, AND GENERAL WELFARE. THE CODE REGULATES THE TIME, PLACE, AND MANNER IN WHICH SIGNS ARE DISPLAYED TO ACHIEVE THE FOLLOWING:

- a) PERMIT NON-COMMERCIAL SIGNS ON ANY PROPERTY WITHIN THE CITY.
- b) PERMIT SIGNS, WHICH DO NOT CREATE A POTENTIAL HAZARD TO THE PUBLIC SAFETY.
- c) PERMIT COMMERCIAL SIGNS APPROPRIATE TO THE LAND USE AND/OR ZONING CLASSIFICATION OF EACH PROPERTY WITHIN THE CITY.
- d) CREATE A MORE AESTHETICALLY PLEASING CITY.
- e) ELIMINATE VISUAL CLUTTER WITH THE CITY.

B. PERMIT REQUIRED

NO BUILDING OR OTHER STRUCTURE SHALL BE ERECTED, MOVED, ADDED TO, STRUCTURALLY ALTERED, NOR SHALL ANY BUILDING, STRUCTURE OR LAND BE ESTABLISHED OR CHANGED IN USE WITHOUT A PERMIT ISSUED BY THE ZONING INSPECTOR. ZONING PERMITS SHALL BE ISSUED ONLY IN CONFORMITY WITH THE PROVISIONS OF THIS ORDINANCE UNLESS THE ZONING INSPECTOR RECEIVED A WRITTEN ORDER FROM THE BOARD OF ZONING APPEALS OR FROM THE CITY COUNCIL, AS PROVIDED BY THIS ORDINANCE.

C. PERMITTED SIGNS (ZONING CODE: 18.20 A)

- a) THIS SECTION REGULATES SIGNS IN EACH ZONING DISTRICT OF THE CITY OUTSIDE OF THE OLD VILLAGE DISTRICT.
- b) SIGN REQUESTS THAT DO NOT MEET THE STANDARDS OF THE CODE CAN BE GRANTED A VARIANCE. A VARIANCE MUST BE REQUESTED BY THE APPLICANT AND WOULD NEED APPROVAL BY THE BELLBROOK BOARD OF ZONING APPEALS BEFORE A ZONING PERMIT CAN BE ISSUED.

D. PERMITTED SIGNS (OLD VILLAGE DISTRICT) (ZONING CODE: 18.20 B)

- a) THIS SECTION REGULATES SIGNS IN THE OLD VILLAGE DISTRICT.
- b) ALL SIGN REQUESTS FOR PROPERTIES IN THE OLD VILLAGE DISTRICT MUST BE APPROVED BY THE BELLBROOK VILLAGE REVIEW BOARD BEFORE A ZONING PERMIT CAN BE ISSUED.
- c) SIGN REQUESTS THAT DO NOT MEET THE STANDARDS OF THE CODE CAN BE GRANTED A VARIANCE. A VARIANCE MUST BE REQUESTED BY THE APPLICANT AND WOULD NEED A RECOMMENDATION BY THE BELLBROOK VILLAGE REVIEW BOARD AND APPROVAL BY THE BELLBROOK BOARD OF ZONING APPEALS BEFORE A ZONING PERMIT CAN BE ISSUED.



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 4, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to install a new flat on the property located at 64 W Franklin Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Brian Koch
Address: 64 W Franklin St, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will approve the sign permit.

Request in relation to the Zoning Code

The request is to place a 32 sq. ft. wall sign placed along the wall facing Bellbrook Plaza (see attached photo for location.) Per the application submitted, the sign specifications indicate the sign will be 4'x8' (32 sq. ft.) and be made of a Plastic Composite with an aluminum face.

Per section of 18.20B(4)(a)(2), No sign attached flat against the face of a building or painted thereon, shall be larger than forty (40) square feet and shall not extend more than twelve (12) inches from the building face. As such, the proposed sign meets the minimum size requirements for the site and would not require a variance.

It should be noted that this building is considered a "Multi-occupant Building" which allows for more signage than a single occupant building.

Current Photo of the Property



Proposed Location and Design





Recommendation

Staff recommends that the proposed sign be approved as submitted.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Brian Koch PHONE: 937-239-6651
ADDRESS: 64 W. Franklin St.
CITY: Bellbrook, OH ST: OH ZIP: 45305
Rear of building

2. APPLICANT: Brian Koch PHONE: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

3. ARCH FIRM : _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

4. CONTRACTOR: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

Application for Certificate of Appropriateness

CONSTRUCTION OF A NEW MAIN BUILDING

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

9. PRESENT ZONING DISTRICT (CHECK ONE):

10. BESIDES THE OLD VILLAGE DISTRICT PLAN OVERLAY, OTHER OVERLAY ZONES WHICH APPLY TO THE AFFECTED PROEPRTY ARE (CHECK ALL THAT APPLY):

11. AGE OF BUILDING

25-30 yrs

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

☐ WOOD FRAME☐ BRICK BEARING WALL☐ STRUCTURAL STEEL☐ MASONRY/STONE BEARING WALL☐ REINFORCED CONCRETE☒ OTHER Plastic composite w/ aluminum frame13. BUILDING SIZE (APPROXIMATE): 30' WIDTH30' DEPTH 4'x8'A. NUMBER OF STORIES 1

B. HEIGHT (GRADE TO ROOF CREST) _____

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW _____

(2) PROPOSED SIZE OF WINDOW _____

(3) ORIGINAL SIZE OF DOOR _____

(4) PROPOSED SIZE OF DOOR _____

14. LOT SIZE: WIDTH _____ DEPTH _____

AREA OF LOT: _____

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

CONSTRUCTION PLANS, SITE PLAN(S) OR DRAWING(S) SHOWING THE STRUCTURE, THE LOT LINES, THE PROPOSED PROJECT AREA, INCLUDING SETBACKS FOR THE ZONING DISTRICT.

FOR NEW SIGNS, SIGN RE-DESIGNS OR CHANGES IN SIGN LIGHTING, SUBMIT A DIAGRAM OR SCHEMATIC OF THE PROPOSED SIGN INCLUDING DIMENSIONS AND THE PROPOSED PLACEMENT ON STRUCTURE OR LOT.

FOR STRUCTURAL MODIFICATIONS WHICH REPLACE EXISTING DOORS, WINDOWS, OR SIMILAR FEATURES WITH NO SIZE CHANGES OR STYLE CHANGES ON STRUCTURES CONSTRUCTED PRIOR TO 1945, SUBMIT CUT SHEETS OR DRAWING OF PROPOSED REPLACEMENT ITEMS.

FOR STRUCTURAL MODIFICATIONS WHICH CHANGE OR ADD ARCHITECTURAL FEATURES ON A STRUCTURE CONSTRUCTED PRIOR TO 1945, PLEASE PROVIDE A DETAILED DRAWING SHOWING THE ARCHITECTURAL FEATURES AFFECTED OR ADDED AND THE PLACEMENT OF SUCH ARCHITECTURAL FEATURES ON THE STRUCTURE.

FOR ARCHITECTURAL FEATURES PROPOSED TO BE REMOVED, PROVIDE A WRITTEN JUSTIFICATION WHY SUCH ARCHITECTURAL FEATURES SHOULD BE REMOVED, INCLUDING A DRAWING OF BOTH THE EXISTING AND PROPOSED AREA(S) OF WORK.

THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER:

Brian L. Koch

DATE:

7/10/19

PRINTED NAME:

Brian L. Koch

APPLICANT:

Brian L. Koch

DATE:

7/10/19

PRINTED NAME:

Brian L. Koch

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR

DATE: _____



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 6, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to perform a face change on an existing ground sign located at 60 W Franklin Street, Bellbrook OH, 45305.

Applicant Information

Property Owner: Brian Koch
Address: 92 W Franklin St, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will approve the sign permit.

Request in relation to the Zoning Code

The request is to perform a face change for the existing Bellbrook Village Suites ground sign located at 60 W Franklin Street. Per a discussion with the applicant, two of the existing tenants signs: WIW Enterprises and Schaefer will both double in size while 2 of the "For Lease" signs will be removed in exchange.

Per the applicant, no change in the signs size is being requested as this is just a face change. Per section 18.20B(6)(b) *No new sign shall be erected and no change in size, shape, color or content of an existing conforming sign shall be permitted without prior approval of the Village Review Board.* As 2 of "For Lease" signs are being removed and the WIW and Schaefer signs will be doubled in size, a content change is occurring which is why VRB approval is needed.

Proposed Location and Design



Recommendation

Staff recommends that the proposed face change be approved as submitted.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Brian Koch PHONE: 937.239.6651
ADDRESS: 60 W. Franklin St.
CITY: Bellbrook, OH ST: OH ZIP: 45305
(Bellbrook Village Suites)

2. APPLICANT: PHONE: _____
ADDRESS: 92 W. Franklin St.
CITY: Bellbrook ST: OH ZIP: 45305

3. ARCH FIRM: PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

4. CONTRACTOR: PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

STRUCTURAL MODIFICATION

NATURE OF MODIFICATION

Face lift

EXTENUATING CIRCUMSTANCES (IF ANY)

X

SIGN (ADDITION, REDESIGN OR LIGHTING)

Face lift

CONSTRUCTION OF A NEW MAIN BUILDING

6. TYPE OF BUILDING (CHECK ONE)

RESIDENTIAL

INDUSTRIAL

X COMMERCIAL

INSTITUTIONAL

OTHER

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

9. PRESENT ZONING DISTRICT (CHECK ONE):

R-1AA

R-1A

R-1B

R-2

R-3

O-1

B-1

B-2

B-3

B-4

A-1

10. BESIDES THE OLD VILLAGE DISTRICT PLAN OVERLAY, OTHER OVERLAY ZONES WHICH APPLY TO THE AFFECTED PROEPRTY ARE (CHECK ALL THAT APPLY):

WP OR WO

FLOODPLAIN

NONE

11. AGE OF BUILDING

35 yrs

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

____ WOOD FRAME X BRICK BEARING WALL
____ STRUCTURAL STEEL _____ MASONRY/STONE BEARING WALL
____ REINFORCED CONCRETE _____ OTHER _____

13. BUILDING SIZE (APPROXIMATE): _____ WIDTH _____ DEPTH

A. NUMBER OF STORIES _____

B. HEIGHT (GRADE TO ROOF CREST) _____

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW . _____

(2) PROPOSED SIZE OF WINDOW _____

(3) ORIGINAL SIZE OF DOOR _____

(4) PROPOSED SIZE OF DOOR _____

14. LOT SIZE: WIDTH _____ DEPTH _____

AREA OF LOT: _____

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

CONSTRUCTION PLANS, SITE PLAN(S) OR DRAWING(S) SHOWING THE STRUCTURE, THE LOT LINES, THE PROPOSED PROJECT AREA, INCLUDING SETBACKS FOR THE ZONING DISTRICT.

FOR NEW SIGNS, SIGN RE-DESIGNS OR CHANGES IN SIGN LIGHTING, SUBMIT A DIAGRAM OR SCHEMATIC OF THE PROPOSED SIGN INCLUDING DIMENSIONS AND THE PROPOSED PLACEMENT ON STRUCTURE OR LOT.

FOR STRUCTURAL MODIFICATIONS WHICH REPLACE EXISTING DOORS, WINDOWS, OR SIMILAR FEATURES WITH NO SIZE CHANGES OR STYLE CHANGES ON STRUCTURES CONSTRUCTED PRIOR TO 1945, SUBMIT CUT SHEETS OR DRAWING OF PROPOSED REPLACEMENT ITEMS.

FOR STRUCTURAL MODIFICATIONS WHICH CHANGE OR ADD ARCHITECTURAL FEATURES ON A STRUCTURE CONSTRUCTED PRIOR TO 1945, PLEASE PROVIDE A DETAILED DRAWING SHOWING THE ARCHITECTURAL FEATURES AFFECTED OR ADDED AND THE PLACEMENT OF SUCH ARCHITECTURAL FEATURES ON THE STRUCTURE.

FOR ARCHITECTURAL FEATURES PROPOSED TO BE REMOVED, PROVIDE A WRITTEN JUSTIFICATION WHY SUCH ARCHITECTURAL FEATURES SHOULD BE REMOVED, INCLUDING A DRAWING OF BOTH THE EXISTING AND PROPOSED AREA(S) OF WORK.

THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER: Brian L. Koch DATE: 9/12/19

PRINTED NAME: Brian L. Koch

APPLICANT: Brian L. Koch DATE: 9/12/19

PRINTED NAME: Brian L. Koch

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR _____ DATE: _____



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 4, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to install new signage on the property located at 26 N West Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Brian Koch
Address: 64 W Franklin St, Bellbrook OH, 45305

Property Owner: Brian Koch
Address: 92 W Franklin St, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will approve the sign permit.

Request in relation to the Zoning Code

The request is to place a 20 sq. ft. ground sign in the vegetated area in front of the Bellhop Café at the intersection of N West Street and Bellbrook Plaza (see attached photo for location.) Per the application submitted, the sign specifications indicate the sign will be 5'x4' and be made of a Plastic Composite with an aluminum face. Per a discussion with the applicant, the sign will be held in place by two wooden pillars and angled towards W Franklin/ N West St.

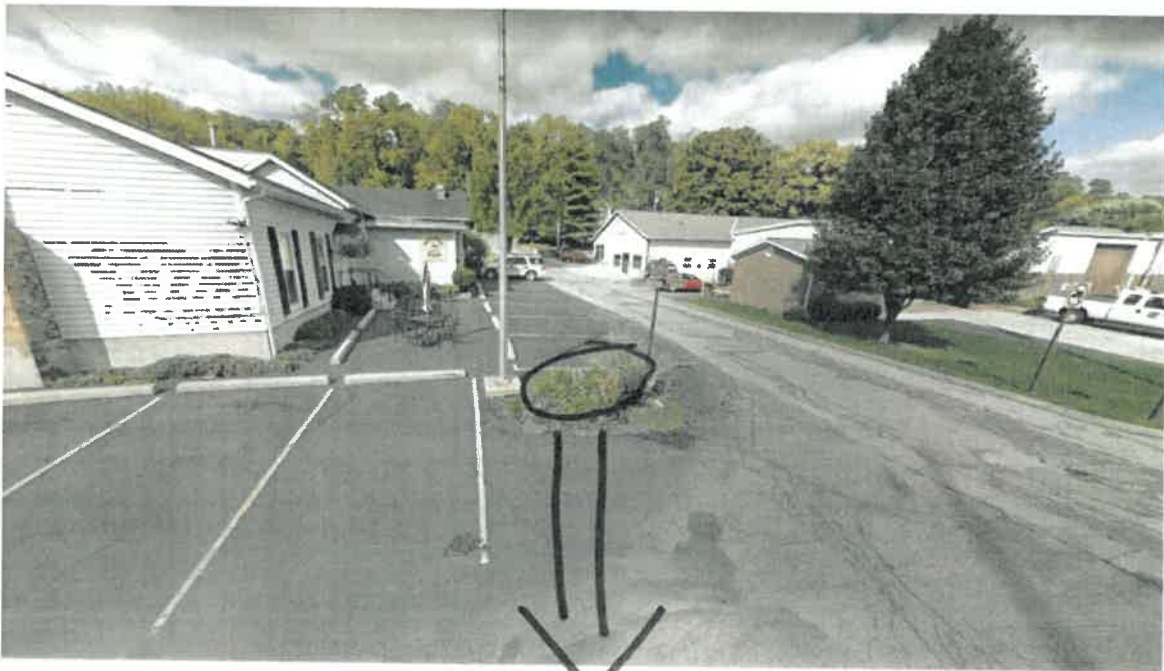
Per section of 18.20B(4)(a)(2), *No free standing sign shall be larger than thirty-six (36) square feet total exposed faces.* As such, the proposed sign meets the minimum size requirements for the site and would not require a variance as it will only have one side.

Per the application submitted, this sign will be a "replacement" of the main entrance sign for safety reasons. It should be noted that this building is considered a "Multi-occupant Building" which allows for more signage than a single occupant building.

Current Photo of the Property



Proposed Location and Design



Sign Location

(One sided)

5'



Entrance



Recommendation

Staff recommends that the proposed sign be approved as submitted.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Brian L. Koch PHONE: 937-239-6651
ADDRESS: 26 N. West St.
CITY: Bellbrook Oh 45305 ST: OH ZIP: 45305

2. APPLICANT: _____ PHONE: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

3. ARCH FIRM : _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

4. CONTRACTOR: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION  FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

STRUCTURAL MODIFICATION

NATURE OF MODIFICATION

EXTENUATING CIRCUMSTANCES (IF ANY)

*Relocating main entrance of the
Bellbrook Plaza for safety reasons.*

X

SIGN (ADDITION, REDESIGN OR LIGHTING)

NEW

CONSTRUCTION OF A NEW MAIN BUILDING

6. TYPE OF BUILDING (CHECK ONE)

☐ RESIDENTIAL☐ INDUSTRIAL☒ COMMERCIAL☐ INSTITUTIONAL☐ OTHER

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

9. PRESENT ZONING DISTRICT (CHECK ONE):

<input type="checkbox"/> R-1AA	<input type="checkbox"/> R-1A	<input type="checkbox"/> R-1B	<input type="checkbox"/> R-2
<input type="checkbox"/> R-3	<input type="checkbox"/> O-1	<input type="checkbox"/> B-1	<input type="checkbox"/> B-2
<input type="checkbox"/> B-3	<input type="checkbox"/> B-4	<input type="checkbox"/> A-1	

10. BESIDES THE OLD VILLAGE DISTRICT PLAN OVERLAY, OTHER OVERLAY ZONES WHICH APPLY TO THE AFFECTED PROEPRTY ARE (CHECK ALL THAT APPLY):

☐ WP OR WO ☐ FLOODPLAIN ☐ NONE

11. AGE OF BUILDING

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

_____ WOOD FRAME

_____ BRICK BEARING WALL

_____ STRUCTURAL STEEL

_____ MASONRY/STONE BEARING WALL

_____ REINFORCED CONCRETE

☒ OTHER Plastic composite w/ aluminum face

13. BUILDING SIZE (APPROXIMATE):

_____ WIDTH

_____ DEPTH

5' x 4'

A. NUMBER OF STORIES _____

B. HEIGHT (GRADE TO ROOF CREST) _____

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW

(2) PROPOSED SIZE OF WINDOW

(3) ORIGINAL SIZE OF DOOR

(4) PROPOSED SIZE OF DOOR

14. LOT SIZE:

WIDTH

DEPTH

AREA OF LOT: _____

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

CONSTRUCTION PLANS, SITE PLAN(S) OR DRAWING(S) SHOWING THE STRUCTURE, THE LOT LINES, THE PROPOSED PROJECT AREA, INCLUDING SETBACKS FOR THE ZONING DISTRICT.

FOR NEW SIGNS, SIGN RE-DESIGNS OR CHANGES IN SIGN LIGHTING, SUBMIT A DIAGRAM OR SCHEMATIC OF THE PROPOSED SIGN INCLUDING DIMENSIONS AND THE PROPOSED PLACEMENT ON STRUCTURE OR LOT.

FOR STRUCTURAL MODIFICATIONS WHICH REPLACE EXISTING DOORS, WINDOWS, OR SIMILAR FEATURES WITH NO SIZE CHANGES OR STYLE CHANGES ON STRUCTURES CONSTRUCTED PRIOR TO 1945, SUBMIT CUT SHEETS OR DRAWING OF PROPOSED REPLACEMENT ITEMS.

FOR STRUCTURAL MODIFICATIONS WHICH CHANGE OR ADD ARCHITECTURAL FEATURES ON A STRUCTURE CONSTRUCTED PRIOR TO 1945, PLEASE PROVIDE A DETAILED DRAWING SHOWING THE ARCHITECTURAL FEATURES AFFECTED OR ADDED AND THE PLACEMENT OF SUCH ARCHITECTURAL FEATURES ON THE STRUCTURE.

FOR ARCHITECTURAL FEATURES PROPOSED TO BE REMOVED, PROVIDE A WRITTEN JUSTIFICATION WHY SUCH ARCHITECTURAL FEATURES SHOULD BE REMOVED, INCLUDING A DRAWING OF BOTH THE EXISTING AND PROPOSED AREA(S) OF WORK.

THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER: Brian L. Koch DATE: 9/10/19

PRINTED NAME: Brian L. Koch

APPLICANT: Brian L. Koch DATE: 9/10/19

PRINTED NAME: Brian L. Koch

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR

DATE:



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 6, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to redesign an existing ground sign located at 60 W Franklin Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Brian Koch
Address: 60 W Franklin St, Bellbrook OH, 45305

Property Owner: Brian Koch
Address: 92 W Franklin St, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will approve the sign permit.

Request in relation to the Zoning Code

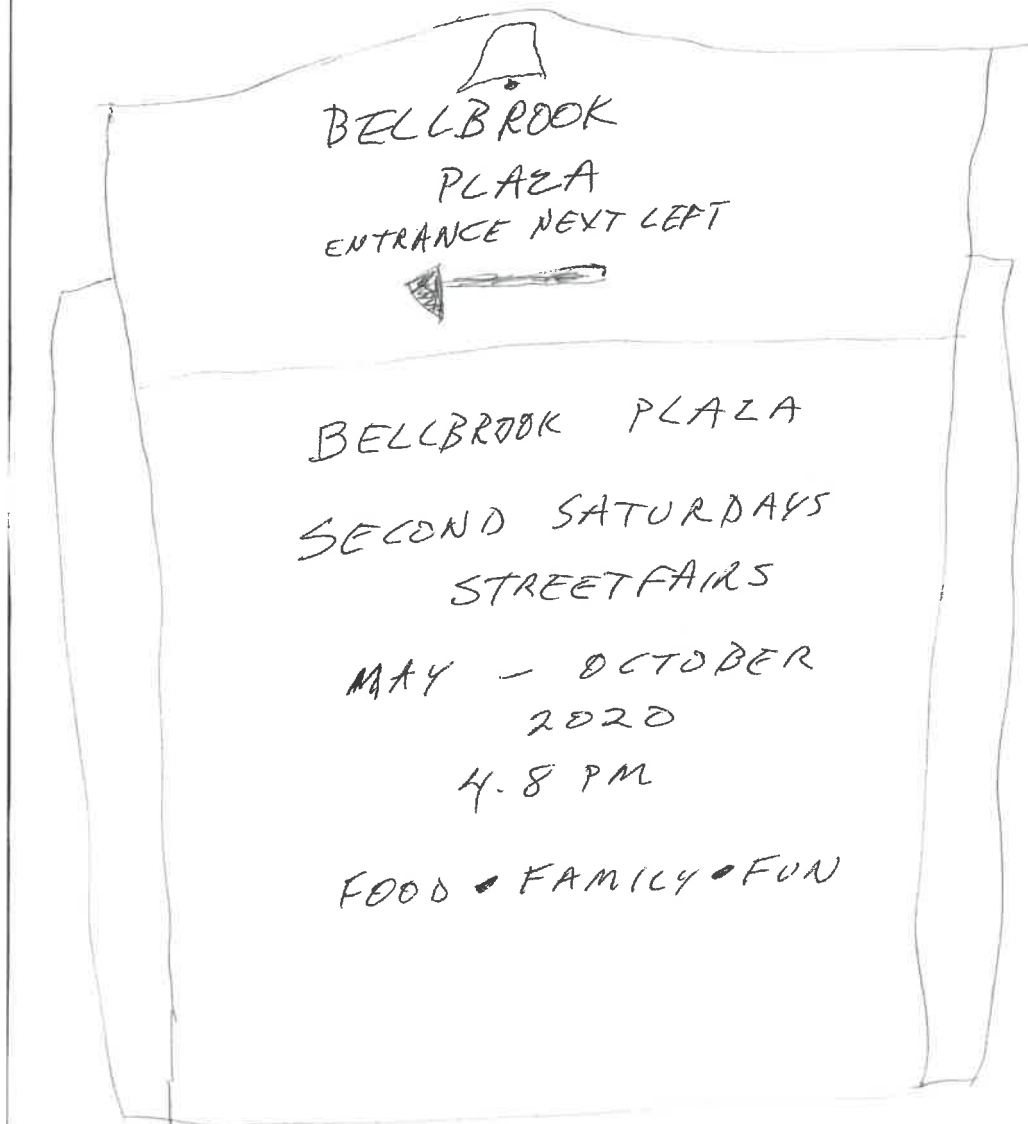
The request is to perform a face change for the existing Bellbrook Village Plaza ground sign located at 60 W Franklin Street. Per the application submitted, the sign will be redesigned as a wayfinding sign on the top 1/3rd of the sign while the bottom 2/3rds would be a downtown bulletin board.

Per the application, The sign measures 12'x6' (72 sq. ft.). Per section 18.20B(6)(b) *No new sign shall be erected and no change in size, shape, color or content of an existing conforming sign shall be permitted without prior approval of the Village Review Board.* It should be noted that the existing exceeds both the minimum size requirements; however the sign is considered "grandfathered-in" due to the age of the sign present. This means that so long as the sign does not get taken down and the physical characteristics (height/size) of the sign do not change, then it is permitted to stay as is.

Current Photo



Proposed Design



Recommendation

If the Village Review Board fines the design of the sign tolerable, staff would recommend approval.



CITY OF BELLBROOK

ZONING PERMIT - SIGNS

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305

(937) 848-4666 WWW.CITYOFBELLBROOK.ORG

APPLICANT INFORMATION

DATE RECEIVED / / PERMIT #
PROPERTY ADDRESS 100 W. FRANKLIN ST. ZONING DISTRICT R-1A
PROPERTY OWNER BRIAN L KOCH PHONE NUMBER 937-239-6651
APPLICANT NAME BRIAN L KOCH PHONE NUMBER 937-239-6651

REQUEST INFORMATION

BUSINESS NAME BELLBROOK PLAZA
BUSINESS MAILING ADDRESS 63 Bellbrook Plaza, Bellbrook 45305
SIGN REQUEST NEW PERMANENT SIGN ☐ SIGN REFACE ☒ TEMPORARY ☐ OTHER ☐
SIGN TYPE GROUND ☒ PROJECTING ☐ ROOF ☐ WALL ☐ SANDWICH BOARD ☐ BANNER ☐ OTHER ☐
SIGN DIMENSIONS HEIGHT 12' WIDTH 6' AREA SQUARE FEET BUILDING FRONTAGE LINEAR FEET
SIGN LOCATION FRONT YARD ☒ SIDE YARD ☐ REAR YARD ☐ SIGN HEIGHT FEET (FROM GROUND TO TOP OF SIGN)
SIGN MATERIALS

ADDITIONAL COMMENTS This is to repurpose the Bellbrook Village Plaza sign at the former entrance to a downtown bulletin board sign.

PLEASE PROVIDE AN ILLUSTRATION WHICH INCLUDES A COLOR RENDERING OF THE SIGN AND THE LOCATION OF THE SIGN ON THE BUILDING AND/OR PROPERTY.

I UNDERSTAND THAT APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE APPROVAL FOR ANY ADMINISTRATIVE REVIEW, CONDITIONAL USE PERMIT, VARIANCE, OR EXCEPTION FROM ANY OTHER CITY REGULATIONS WHICH ARE NOT SPECIFICALLY THE SUBJECT OF THIS APPLICATION. I UNDERSTAND THAT APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE APPROVAL OF A BUILDING OCCUPANCY PERMIT. I UNDERSTAND FURTHER THAT I REMAIN RESPONSIBLE FOR SATISFYING REQUIREMENTS OF ANY PRIVATE RESTRICTIONS OR COVENANTS APPURTENANT TO THE PROPERTY.

I CERTIFY THAT I AM THE APPLICANT AND THAT THE INFORMATION SUBMITTED WITH THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT THE CITY IS NOT RESPONSIBLE FOR INACCURACIES IN INFORMATION PRESENTED, AND THAT INACCURACIES MAY RESULT IN THE REVOCATION OF THIS ZONING CERTIFICATE AS DETERMINED BY THE CITY. I FURTHER CERTIFY THAT I AM THE OWNER OR PURCHASER (OR OPTION HOLDER) OF THE PROPERTY INVOLVED IN THIS APPLICATION, OR THE LESSEE OR AGENT FULLY AUTHORIZED BY THE OWNER TO MAKE THIS SUBMISSION.

I CERTIFY THAT STATEMENTS MADE TO ME ABOUT THE TIME IT TAKES TO REVIEW AND PROCESS THIS APPLICATION ARE GENERAL. I AM AWARE THAT THE CITY HAS ATTEMPTED TO REQUEST EVERYTHING NECESSARY FOR AN ACCURATE AND COMPLETE REVIEW OF MY PROPOSAL; HOWEVER, AFTER MY APPLICATION HAS BEEN SUBMITTED AND REVIEWED BY CITY STAFF, I UNDERSTAND IT MAY BE NECESSARY FOR THE CITY TO REQUEST ADDITIONAL INFORMATION AND CLARIFICATION.

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT ALL THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.

APPLICANT SIGNATURE Brian L. Koch DATE 11 / 4 / 19

OFFICE USE ONLY		
PERMIT FEE	PAYMENT TYPE	REVIEW AUTHORITY
\$	CASH <input type="checkbox"/> CHECK <input type="checkbox"/> #	ADMINISTRATIVE <input type="checkbox"/> BZA <input type="checkbox"/> VRB <input type="checkbox"/>
APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>		
APPROVED-CONDITIONS <input type="checkbox"/>	STAFF SIGNATURE	DATE <u> </u> / <u> </u> / <u> </u>

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Brian Koch PHONE: 937-239-6651
ADDRESS: 60 W. Franklin St.
CITY: Bellbrook ST: OH ZIP: 45305

2. APPLICANT: _____ PHONE: _____
ADDRESS _____
CITY _____ ST: _____ ZIP: _____

3. ARCH FIRM: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY _____ ST: _____ ZIP: _____

4. CONTRACTOR: _____ PHONE: _____
CONTACT PERSON _____
ADDRESS: _____
CITY _____ ST: _____ ZIP: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

Repurpose of sign

X SIGN (ADDITION, REDESIGN OR LIGHTING)

6. TYPE OF BUILDING (CHECK ONE)

INDUSTRIAL

INSTITUTIONAL

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

9. PRESENT ZONING DISTRICT (CHECK ONE):

R-2

B-2

A-1

NONE

FORM VRB 1-2

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

☒ WOOD FRAME ☐ BRICK BEARING WALL
☐ STRUCTURAL STEEL ☐ MASONRY/STONE BEARING WALL
☐ REINFORCED CONCRETE ☐ OTHER _____

13. BUILDING SIZE (APPROXIMATE): _____ WIDTH _____ DEPTH

A. NUMBER OF STORIES _____

B. HEIGHT (GRADE TO ROOF CREST) _____

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW _____

(2) PROPOSED SIZE OF WINDOW _____

(3) ORIGINAL SIZE OF DOOR _____

(4) PROPOSED SIZE OF DOOR _____

14. LOT SIZE: WIDTH _____ DEPTH _____

AREA OF LOT: _____

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

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Application for Certificate of Appropriateness

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OWNER: Brian L. Koch DATE: 11/5/19
PRINTED NAME: Brian L. Koch

APPLICANT: Brian L. Koch DATE: 11/5/19
PRINTED NAME: Brian L. Koch

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CITY OF BELLBROOK ZONING INSPECTOR _____ DATE: _____