



City of Bellbrook

15 E. Franklin Street

Bellbrook, Ohio 45305

T (937) 848-4666

F (937) 848-5190

[www.cityofbellbrook.org](http://www.cityofbellbrook.org)

**BELLBROOK VILLAGE REVIEW BOARD**  
**PUBLIC HEARING**  
**SEPTEMBER 12, 2019**  
**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF PRIOR MINUTES OF JUNE 4, 2019**

**4. OLD BUSINESS:     NONE**

**5. NEW BUSINESS:**

- **VRB CASE # 3-19: PROPOSED USE AT 41 W FRANKLIN ST**
- **SIDEWALKS DOWNTOWN**
- **UPCOMING CODE CHANGES**

**6. OPEN DISCUSSION**

**7. ADJOURNMENT**





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September 5, 2019

**MEMORANDUM FOR THE VILLAGE REVIEW BOARD  
SUBJECT: VILLAGE REVIEW BOARD PUBLIC HEARING SCHEDULED ON  
SEPTEMBER 12, 2019**

**SUBJECT: DISPOSITION OF VRB CASE #19-04: 41 W FRANKLIN ST., SIGNAGE**

This is to confirm that the Village Review Board will conduct a public hearing on September 12, 2019 at 6 PM in the City Council Chambers, 15 E. Franklin St., 2nd floor, Bellbrook. Please find the following enclosed: an agenda for the evening's meeting as well as the case file to be reviewed. Also included are the prior minutes of June 4, 2019 for your review. These minutes will be publicly approved at this meeting.

**VRB CASE # 19-03: 41 W FRANKLIN ST, PROPOSED USE, OLD VILLAGE DISTRICT**

Ms. Amanda Haydon, has provided documentation regarding a request for a proposed use of "permanent art" located at 41 W Franklin St., Old Village. The property is zoned B-4, Central Business District. The proposed business is called "luminary Micro-blading and Tattoo Design." The proposed use does is not considered a principally approved use and thus requires a recommendation on the matter to be made by the VRB which will be forwarded to the Planning Board, where a final decision will be made on the matter.

Please let me know if you have any questions regarding the enclosed material; otherwise I will see you on September 12<sup>th</sup> at 6 PM.

Jeffrey N. Green  
Secretary, Village Review Board





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

### Summary of the Request

The request is to open a tattoo and microblade business at 41 W Franklin Street. Per the application submitted, the property is currently vacant.

### Applicant Information

Applicant: Amanda Haydon  
Address: 41 W Franklin St, Bellbrook OH, 45305

Property Owner: Joe Myers (J & B MEYERS LLC)  
Address: 4322 Pueblo Trail, Jamestown OH 45335

### Additional Actions or Next Steps to be taken by the City

The Village Review Board will make a recommendation of the request to Planning Board where the final decision will be made.

### Request in relation to the Zoning Code

This request, in staff's opinion, is similar to service shops such as a barber which is an approved use in the B-4 Zoning District. While a service shop is not defined in the zoning code, the code does list acceptable service shop uses as barbers, beauty and laundry as acceptable types of service shops.

Per section 12.02(3) of the Bellbrook Zoning Code, "Other uses, which in the opinion of the Planning Board are similar to the above uses indicated as being permitted. The Planning Board shall receive a written recommendation from the Village Review Board when considering other or additional uses in the Old Village District."

As per section 12.02(3), it is the Village Review Board's duty to make a recommendation to

Planning Board on VRB's opinion regarding the proposed use being similar to approved uses in Old Village. Please see enclosed zoning code for a full list of approved uses for the B-4 Zoning District.

### Photo of the Property





# CITY OF BELLBROOK

## ZONING PERMIT - COMPLIANCE

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305  
(937) 848-4666 [WWW.CITYOFBELLBROOK.ORG](http://WWW.CITYOFBELLBROOK.ORG)

### APPLICANT INFORMATION

DATE RECEIVED 8/22/2019 PERMIT # \_\_\_\_\_  
PROPERTY ADDRESS 41 W Franklin St. Bellbrook, OH ZONING DISTRICT R-1A  
PROPERTY OWNER Joe Meyers PHONE NUMBER 937-673-1315  
APPLICANT NAME Amanda Haydon PHONE NUMBER 937-623-6982

### REQUEST INFORMATION

BUSINESS NAME Luminary Microblading and Tattoo Design  
BUSINESS MAILING ADDRESS 41 W Franklin St. Bellbrook, OH  
EXISTING USE Vacant space PROPOSED USE Permanent Art  
DESCRIPTION - INCLUDE SPECIFIC TYPE OF USE, HOURS OF OPERATION NUMBER OF EMPLOYEES AND OTHER PERTINENT INFORMATION  
Permanent Makeup, art / hours: 9AM-6PM /  
3 employees / Shop will be ran on single and disposable  
use / tools.

PLEASE PROVIDE A FLOOR PLAN SHOWING INSIDE WALLS/DOORS AND EXTERIOR WINDOWS/DOORS AND ANY OTHER PERTINENT SITE CHARACTERISTICS. ADDITIONALLY, OTHER INFORMATION MAY BE REQUIRED FOR OCCUPANCY PERMIT REVIEW THROUGH THE GREENE COUNTY DEPARTMENT OF BUILDING REGULATION.

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.

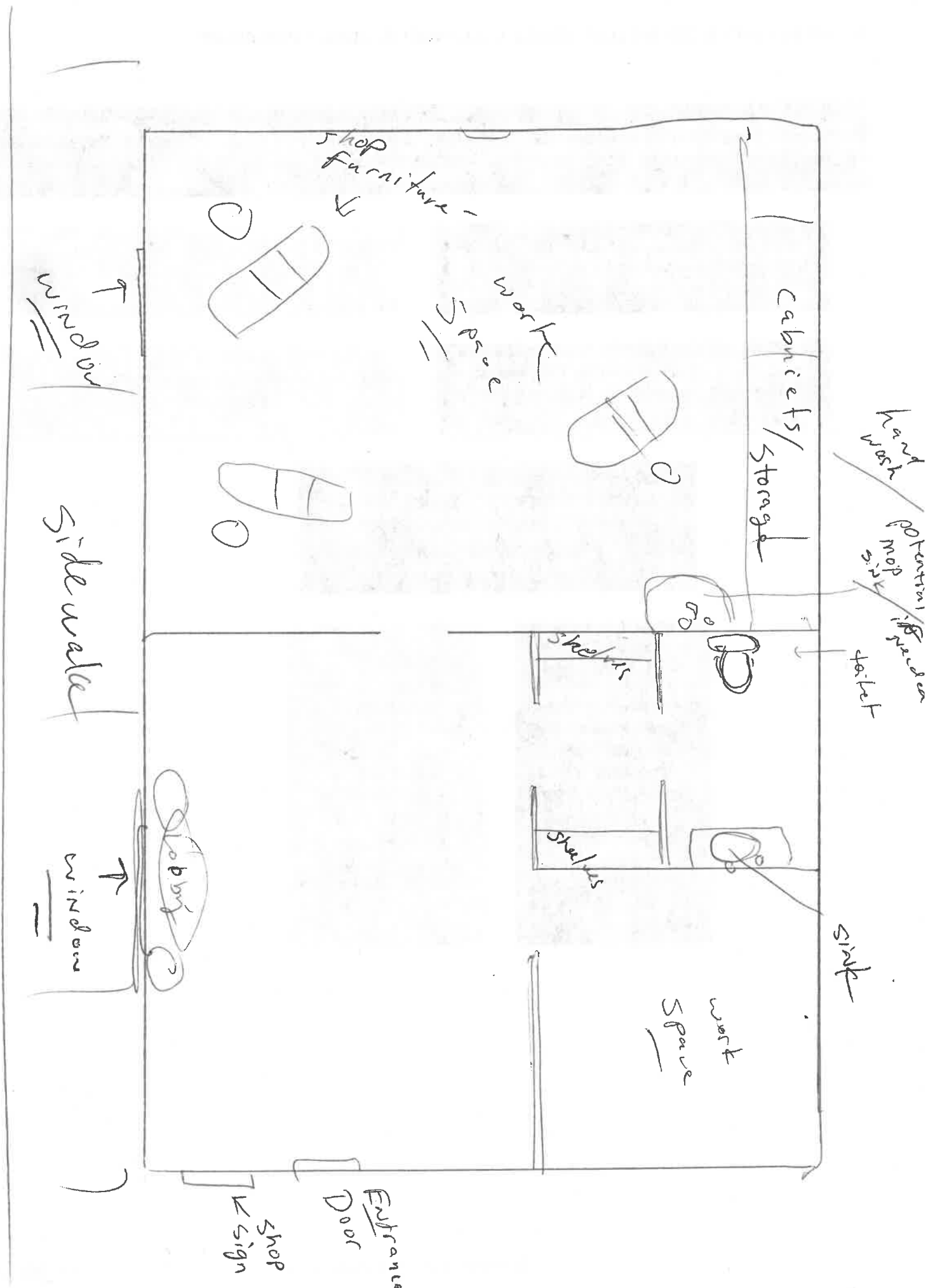
I CERTIFY THAT STATEMENTS MADE TO ME ABOUT THE TIME IT TAKES TO REVIEW AND PROCESS THIS APPLICATION ARE GENERAL. I AM AWARE THAT THE CITY HAS ATTEMPTED TO REQUEST EVERYTHING NECESSARY FOR AN ACCURATE AND COMPLETE REVIEW OF MY PROPOSAL; HOWEVER, AFTER MY APPLICATION HAS BEEN SUBMITTED AND REVIEWED BY 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 Amanda Haydon DATE 8/22/2019

OFFICE USE ONLY		
PERMIT FEE \$20.00	PAYMENT TYPE CASH <input type="checkbox"/> CHECK <input type="checkbox"/> # _____	REVIEW AUTHORITY 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 ____/____/____





W. W. Franklin  
Sketch

## CITY OF BELLBROOK ZONING COMPLIANCE/OCCUPANCY REQUEST FLOW CHART

City staff reviews the completed application for compliance with applicable provisions of the Zoning Code, other city ordinances, and ensures there are no outstanding zoning or property maintenance violations on the property.

Application request is approved and Zoning Permit is issued.

City staff denies the application based upon standards of the municipal code and other guidelines.

Applicant schedules a fire safety inspection through the Bellbrook Fire Department.  
Phone: (937) 848-3272

Applicant may revise the request and submit a new application for review.

Applicant applies for an Occupancy Permit through the Greene County Department of Building Regulation.  
Phone: (937) 562-7420

Building Inspector approves the Certificate of Occupancy Permit. The permit will be issued to the applicant to be posted at their business location.

Building Inspector denies occupancy permit application. Applicant may revise the request and submit a new application for review. If the proposed use is significantly altered, a new Zoning Permit may be required.