

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

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

www.cityofbellbrook.org

BELLBROOK VILLAGE REVIEW BOARD
PUBLIC HEARING
JUNE 9, 2020
AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF PRIOR MINUTES OF FEBRUARY 25, 2020
4. OLD BUSINESS: none
5. NEW BUSINESS
 - VRB 20-72 Projecting Sign (11 E Franklin Street)
6. OPEN DISCUSSION
7. ADJOURNMENT



RECORD OF PROCEEDINGS
Minutes of Bellbrook Village Review Board Meeting
February 25, 2020

PRESENT: Jacquelin Greenwood
Karen McGill
Jeff Owens, Chair

Also present was Zoning Administrator Jessica Hansen.

ABSENT: Jen Bowersock

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

ROLL CALL: 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 January 27, 2020, Mr. Owens declared the minutes approved as written.

OLD BUSINESS – none

NEW BUSINESS

- **20-19-VRB: Temporary Sign (46 E Franklin Street)**

Mrs. Hansen presented this case for a temporary sign for Education Concepts. This is a recurring request for this business. The information such as tutoring or SAT test preparation on the sign changes depending on the time of year.

Mrs. McGill made a motion to approve **20-19-VRB: Temporary Sign (46 E Franklin Street)**. Mrs. Greenwood seconded the motion. The secretary called the roll. Mrs. McGill, yes; Mrs. Greenwood, yes; Chairman Owens, yes. The motion passed 3-0.

- **20-09-VRB: Sign (90 E Franklin Street)**

Mrs. Hansen shared the staff report on the request for a projecting sign for 90 E Franklin Street. This is a new sign for Patricia Campbell's office and is similar to the previously approved sign and meets all of the zoning code requirements

Mrs. McGill made a motion to approve **20-09-VRB Sign (90 E Franklin Street)**. Mrs. Greenwood seconded the motion. The Clerk called the roll. Mrs. McGill, yes; Mrs. Greenwood, yes; Chairman Owens, yes. The motion passed 3-0.

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting

February 25, 2020

- **20-21-VRB: Sign (18 E Franklin Street)**

The Zoning Administrator presented the case for a new face on a pole sign for Verona's Pizza. The applicant did not request that the sign be lighted.

Mrs. Greenwood made a motion to approve **20-21-VRB: Sign (18 E Franklin Street)** with the condition that the sign not be internally lit. Mrs. McGill seconded the motion. The Clerk called the roll. Mrs. Greenwood, yes; Mrs. McGill, yes; Mr. Owens, yes. The motion passed 3-0.

OPEN DISCUSSION

Mrs. Hansen explained that staff was in the process of updating and reorganizing Zoning Codes 18.20B Permitted Signs (Village District) and Article 14 Bellbrook Village Plan. The Planning Board has been tasked with reviewing the Zoning Codes. The Board prioritized the work to be done. These two sections of code were identified as priorities to update. These sections are being reviewed, reformatted, and the addition of diagrams and images.

The Zoning Administrator also told the VRB that the term "village" was replaced since most of the residents are unclear of the meaning and area identified. Terms will be changed to reflect the vocabulary used by the new Bellbrook Comprehensive Plan that was approved by City Council in March 2019. Mrs. Hansen also stated that there will be delineation between requirements for residential and commercial properties with commercial properties being regulated more strictly than residential properties. Mrs. Hansen added that information will be gathered for a historic registry with the help of Greene County.

Mrs. Hansen explained that the Sign code is being reviewed to make it more easily understandable. The Zoning Inspector will be able to approve requests for signs that do not require a variance or those that meet code specifications. For unique or contemporary designs, the Board will be the review entity.

Mr. Owens asked how this affects temporary signs. Mrs. Hansen replied that the time allowed can be updated to include the option to renew every 90 days with a limit of 90 days out of 180.

Mrs. Greenwood asked about holiday signs. Mrs. Hansen explained that as the code is written now these would have to be approved by the VRB. These should be exempt. She added that sandwich board signs are exempt in other municipalities. They fall under the authority of the Zoning Administrator since these are allowed on the sidewalk but not blocking traffic flow.

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ADJOURN

Being no further business to come before this regular session of the Chairman declared the meeting adjourned at 7:00 pm.

Jeff Owens, Chairman

Pamela Timmons, Clerk of Council

Sign Information:

The request is to place a 24" diameter aluminum composite projecting sign from the existing mounting hardware at 11 E Franklin Street. The sign will be hung with chain hardware.

Size: 3.14 Square Feet, 3mm in thickness

Height: 11 Feet from ground to top of sign, 9 feet to bottom of sign from sidewalk.

Per section 18.20B(3)(b), *In no case should the sign or its supports extend above the highest point of the building supporting the sign. A sign may project from a building beyond the property line and over a public sidewalk providing:*

(1) it does not intrude more than 3/4 of the sidewalk width; and

(2) it clears the sidewalk by ten (10) feet.

Discussion

The sign meets all regulations with the exception of regulation *18.20B(3)(b)(2)* because the sign will end up being 9 feet over the sidewalk. The Village Review Board should decide if they wish to send their approval for the proposed sign onto the Board of Zoning Appeals.



THANK YOU
BELLBROOK
FOR YOUR KINDNESS
THE SABIN FAMILY

BELLA
REALTY
GROUP



CITY OF BELLBROOK

ZONING PERMIT - SIGNS

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305
(937) 848-4666 WWW.CITYOFBELLBROOK.ORG

APPLICANT INFORMATION

DATE RECEIVED 5/29/2020 PERMIT # 20-72
 PROPERTY ADDRESS 11 E Franklin Street, Bellbrook OH ZONING DISTRICT R-1A
 PROPERTY OWNER Richard Brown PHONE NUMBER _____
 APPLICANT NAME Amanda Adams PHONE NUMBER (937) 705-6014

REQUEST INFORMATION

BUSINESS NAME Bellbrook Barber Co
 BUSINESS MAILING ADDRESS 11 E Franklin Street, Bellbrook OH
 SIGN REQUEST NEW PERMANENT SIGN SIGN REFACE TEMPORARY OTHER New sign on existing bracket
 SIGN TYPE GROUND PROJECTING ROOF WALL SANDWICH BOARD BANNER OTHER
 SIGN DIMENSIONS HEIGHT 24" WIDTH 24" AREA 4 SQUARE FEET BUILDING FRONTAGE 15 LINEAR FEET
 SIGN LOCATION FRONT YARD SIDE YARD REAR YARD SIGN HEIGHT 11 FEET (FROM GROUND TO TOP OF SIGN)
 SIGN MATERIALS 3mm Aluminum Composite & Hanging chain hardware
 ADDITIONAL COMMENTS Circular hanging sign which will be hung from existing sign bracket

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 *Amanda Adams* DATE 5/28/2020

OFFICE USE ONLY		
PERMIT FEE \$ <u>50.00</u>	PAYMENT TYPE CASH <input type="checkbox"/> CHECK <input type="checkbox"/> #	REVIEW AUTHORITY ADMINISTRATIVE <input type="checkbox"/> BZA <input checked="" type="checkbox"/> VRB <input checked="" type="checkbox"/>
APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>	STAFF SIGNATURE _____ DATE ____/____/____	
APPROVED-CONDITIONS <input type="checkbox"/>		

Not yet paid
will also need
\$100 variance fee