

**BELLBROOK VILLAGE REVIEW BOARD**  
**PUBLIC HEARING**  
**SEPTEMBER 1, 2020**  
**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF PRIOR MINUTES OF AUGUST 4, 2020
4. OLD BUSINESS: none
5. NEW BUSINESS
  - **VRB 20-124 Wall Sign (119 E Franklin)**
    - Staff Summary
    - Property Owner
6. OPEN DISCUSSION
7. ADJOURNMENT

Zoom webinar information  
Webinar ID: 844 0561 4189  
Passcode: 638614



**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook Village Review Board Meeting  
August 4, 2020

**PRESENT:** Thad Camp  
Jacquelin Greenwood  
Karen McGill  
Jeff Owens, Chair

Also present was Planning and Zoning Administrator Jessica Hansen.

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

**ROLL CALL:** Mr. Camp, yes; Mrs. Greenwood, yes; Mrs. McGill, yes; Chairman Owens, yes.

Mr. Camp made a motion to excuse Mrs. Bowersock from the Village Review Board meeting. The motion was seconded by Mrs. McGill. All were in favor. The motion passed.

**FORMAL APPROVAL OF MINUTES:**

After polling members of Board, as there were no corrections or additions to the regular meeting minutes of July 7, 2020, Mr. Owens declared the minutes approved as written.

**OLD BUSINESS** – none

**NEW BUSINESS**

- **VRB Case 20-101 Wall Sign (90 E Franklin Street)**

Mrs. Hansen presented the staff report for 90 E Franklin. This request from Mr. Campbell is for a wall sign. This is in addition to the ground sign that this board approved earlier this year. The sign will be attached to the front of the building. It will be aluminum with a white wrap material, black text and is approximately 4 square foot. It meets all zoning codes and staff recommends approval.

Mrs. Greenwood made a motion to approve VRB 20-101 Wall Sign at 90 E Franklin Street. Mr. Camp seconded the motion. The clerk called the roll. Mrs. Greenwood, yes; Mr. Camp, yes; Mrs. McGill, yes; Mr. Owens, yes. The motion passed 4-0.

**OPEN DISCUSSION** - none

**ADJOURN**

Being no further business to come before this regular session of the Chairman declared the meeting adjourned at 6:11 pm.

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Minutes of Bellbrook Village Review Board Meeting  
August 4, 2020

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Jeff Owens, Chairman

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Pamela Timmons, Clerk of Council

To: Village Review Board  
From: Jessica Hansen, City Planner  
Date: August 28, 2020  
Subject: 119 E Franklin St, Bellbrook Ohio 45305, 20-124 Wall Sign for Pretek Group

## Summary

The request is to install a wall sign at 119 E Franklin.

## Applicant Information:

- **Applicant Name:** Jeff Von Handorf
- **Property Owner:** Nivo Holdings
- **Property Owner Address:** 119 E Franklin Street, Bellbrook, Ohio 45305



## Property information:

- **Parcel Number:** [L35000200050007600](#)
- **Land Use:** Greene County Auditors Land Use Code: 442 – Medical Clinics and Offices
- **Bellbrook Comprehensive Plan:** Historic Mixed-Use Downtown-Area - *that represents traditional downtown Bellbrook area with a mixture of uses and historic structures.*
- **Current Zoning:** B-4 Central Business District.
- **Flood Plain:** In 100 year Flood Plain District. 82 % of parcel is in the 100 year Flood Plain.



Highlighted amount of parcel in Flood Plain

- **WO/WP:** In Wellhead Protection District.
- **Acres:** .71
- **OdB Ockley-Urban Land Complex, Undulating Soils**

### **Sign Dimensions:**

**Height:** 24 inches      **Width:** 48 inches      **Total:** 8 Square-feet

**Location:** Front of the building approximately 7 feet from ground to top of sign.

**Material:** Alupalite and Vinyl

*Alupalite is a strong, aluminum composite panel with a high-density corrugated polypropylene core that will not swell, corrode, rot, wick water, or delaminate even under prolonged water exposure.*

### **Sign:**



### **Relevant Code Information:**

#### **18.20(B)(3)(b) Flat:**

*Flat signs may take any shape or any direction across the facade of a building provided it conforms to the general character of the building to which it is attached. No flat sign shall project above the cornice of the building to which it is attached.*

#### **18.20(B)(4)(a)(2) Flat:**

*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.*

**Discussion:**

The sign meets all current zoning regulations, staff recommends the Village Review Board approve the request for a wall sign at 119 E Franklin St.



# CITY OF BELLBROOK

## ZONING PERMIT - SIGNS

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

DATE RECEIVED 8/24/2020 STAFF USE APPLICATION # 20-124

### APPLICANT INFORMATION

PROPERTY ADDRESS 119 E. FRANKLIN ST. ZONING DISTRICT \_\_\_\_\_  
PROPERTY OWNER NIVO HOLDINGS PHONE NUMBER (937) 771-1048  
APPLICANT NAME JEFF VON HANDORF PHONE NUMBER (937) 623-0733  
APPLICANT EMAIL jvonhandorfe@pretekgroup.com

### REQUEST INFORMATION

BUSINESS NAME PRETEK GROUP  
BUSINESS MAILING ADDRESS PO BOX 751471 DAYTON, OH 45475  
SIGN REQUEST NEW PERMANENT SIGN  SIGN REFACE  TEMPORARY  OTHER   
SIGN TYPE GROUND  PROJECTING  ROOF  WALL  SANDWICH BOARD  BANNER  OTHER   
SIGN DIMENSIONS HEIGHT 24" WIDTH 48" AREA 8 SQUARE FEET BUILDING FRONTAGE 33 LINEAR FEET  
SIGN LOCATION FRONT YARD  SIDE YARD  REAR YARD  SIGN HEIGHT 7± FEET (FROM GROUND TO TOP OF SIGN)  
SIGN MATERIALS ALUMALITE/VINYL  
ADDITIONAL COMMENTS SIGN WILL BE MOUNTED TO FRONT OF BUILDING - SEE ATTACHED SHEETS.

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 8/14/2020

OFFICE USE ONLY		
PERMIT FEE	PAYMENT TYPE	REVIEW AUTHORITY
\$ <u>50.00</u>	CASH <input type="checkbox"/> CHECK <input checked="" type="checkbox"/> # <u>555</u>	ADMINISTRATIVE <input type="checkbox"/> BZA <input type="checkbox"/> VRB <input checked="" type="checkbox"/>
APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>	STAFF SIGNATURE _____	DATE ____/____/____
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.



Proposed Building With Pretek Group Sign From Front Parking Lot

# 119 E. Franklin Street – Proposed Business Sign



Existing Building Without Pretek Group Sign From E Franklin St



Proposed Building With Pretek Group Sign From E Franklin St