



CITY COUNCIL REGULAR MEETING AGENDA **Monday, August 11, 2025 at 7:00 PM**

15 East Franklin Street Bellbrook, Ohio 45305
T (937) 848-4666 | www.cityofbellbrook.org

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF THE MINUTES**
 - [A.](#) Approval of the July 28, 2025 Meeting minutes.
- 5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST**
- 6. CITIZEN COMMENTS**
- 7. CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS**
- 8. PUBLIC HEARING OF PROPOSED ORDINANCES**
- 9. INTRODUCTIONS OF ORDINANCES**
- 10. ADOPTION OF RESOLUTIONS**
- 11. OLD BUSINESS**
 - [A.](#) Discussion regarding Short Term Rental Ordinance
 - [B.](#) Discussion about amendment to Ordinance 2025-O-12
- 12. NEW BUSINESS**
- 13. CITY MANAGER'S REPORT**
- 14. COMMITTEE REPORTS**
 - A. Safety Committee
 - B. Service Committee
 - C. Finance/Audit Committee
 - D. Community Affairs Committee
- 15. CITY OFFICIAL COMMENTS**
- 16. EXECUTIVE SESSION**
- 17. ADJOURNMENT**

File Attachments for Item:

A. Approval of the July 28, 2025 Meeting minutes.

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
July 28, 2025

Item A. Section 4, Item

1. CALL TO ORDER:

Mayor Schweller called the Regular Meeting of the Bellbrook City Council to order at 7:00pm

2. PLEDGE OF ALLEGIANCE:

Mayor Schweller led the Council in the Pledge of Allegiance.

3. ROLL CALL

PRESENT

Mr. Logan Ashley

Mrs. Katherine Cyphers

Mr. Forrest Greenwood

Mr. Brady Harding

Deputy Mayor Ernie Havens

Mr. T.J. Hoke

Mayor Mike Schweller

4. APPROVAL OF THE MINUTES

A. Approval of the July 14, 2025, Meeting Minutes.

Mayor Schweller asked if anyone had comments or corrections to the minutes of the July 14, 2025, meeting. Hearing none, the minutes were declared to be approved.

5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST

6. CITIZEN COMMENTS

Kevin Price of 3249 Spillway Court spoke about a pedestrian safety issue on N Main Street regarding an alley from the post office exiting onto N. Main Street.

7. CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS

Rebecca Langdon 2237 Creekview had questions and concerns with the zoning code change.

8. PUBLIC HEARING OF PROPOSED ORDINANCES

A. Ordinance 2025-O-11 AN ORDINANCE AMENDING PART EIGHT "BUSINESS REGULATION AND TAXATION CODE," TITLE TWO "BUSINESS REGULATION" OF THE BELLBROOK CODE OF ORDINANCES BY REPEALING CHAPTER 872 "SALE OF DRUG PARAPHERNALIA" IN ITS ENTIRETY AND ENACTING A NEW CHAPTER 872 "RECREATIONAL MARIJUANA" PURSUANT TO OHIO REVISED CODE SECTION 3780.25 (Hoke)

Mr. Hoke read the Ordinance.

Mayor Schweller opened the public hearing.

Mayor Schweller asked if anyone wished to speak in favor or opposed to the Ordinance.

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
July 28, 2025

Item A. Section 4, Item

Motion made by Mr. Hoke, Seconded by Deputy Mayor Havens.
Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

- B. Ordinance No. 2025-O-12 AMENDING ARTICLE 18 – GENERAL PROVISIONS OF THE BELLBROOK ZONING CODE (Ashley)
Mr. Ashley read the Ordinance
Mayor Schweller opened the public hearing.
Mr. Schommer explained the Ordinance.
Mr. Harding thanked Ms. Langdon for speaking earlier. He said he has not seen an overwhelming desire for chickens from the community and would like to see the issue move to a ballot.
Mr. Greenwood said the setback requirements are “stiff.” He asked if there was the possibility for variances.
Mr. Havens also thanked Ms. Langdon for speaking on the topic.
Mayor Schweller asked if anyone present wished to speak for or against the issue.
Rebecca Langdon spoke again.
Mayor Schweller closed the public hearing. He asked council if there was a desire to have additional discussion.
Mr. Greenwood and Mrs. Cyphers noted they wished additional discussion.
All but Deputy Mayor Havens wished to table this item.
Mayor Schweller...move to next reading.

9. INTRODUCTIONS OF ORDINANCES

- A. Ordinance 2025-O-13 AMENDING ORDINANCE 2024-O-14 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY (Cyphers)
Mrs. Cyphers read the Ordinance.
Mr. Schommer explained the Ordinance.
Motion to adopt Ordinance 2025-O-13 at introduction.
Motion made by Mrs. Cyphers, Seconded by Mr. Greenwood.
Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

10. ADOPTION OF RESOLUTIONS

- A. Resolution No. 2025-R-15 AUTHORIZING AND RATIFYING AN ADJUSTMENT TO THE CITY’S CAPITAL ASSET THRESHOLD FROM \$5,000 TO \$10,000 (Havens)
Deputy Mayor Havens read the Resolution.
Mr. Schommer explained the Resolution.
Motion to adopt Resolution 2025-R-15.
Motion made by Deputy Mayor Havens, Seconded by Mr. Hoke.
Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller.

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
July 28, 2025

Item A. Section 4, Item

B. Resolution 2025-R-16 AUTHORIZING AND RATIFYING TRANSFERS AND ADVANCES WITHIN VARIOUS FUNDS OF THE CITY OF BELLBROOK (Greenwood)

Mr. Greenwood read the Resolution.

Mr. Schommer explained the Resolution.

Motion to adopt Resolution 2025-R-16.

Motion made by Mr. Greenwood, Seconded by Mrs. Cyphers.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller.

11. OLD BUSINESS

12. NEW BUSINESS

13. CITY MANAGER'S REPORT

Mr. Schommer gave a brief update on restricted turns for trucks. Positive exchanges from neighboring businesses. Input from residents involved in the process reported positive results.

Mr. Schommer gave an explanation regarding the water main break in front of the City Administration building last week. With the assistance of a piece of equipment from the City of Fairborn, the leak was identified and repaired. Bellbrook purchased the equipment and Mr. Schommer thanked Ryan Pasley and his team.

Short term rental information was given to Council. Mr. Schommer asked that Council review the information for the next meeting.

Mr. Schommer shared pictures of Pioneer Cemetery and the ongoing efforts from partnering organizations to restore the grave markers.

14. COMMITTEE REPORTS

- A. Safety Committee – Mr. Hoke said 6 new mobile radios funded through the State Fire Marshal grant. Silver awarded by Lexipol for Fire Rescue One.
- B. Service Committee – Commented on the recent purchase of the equipment. Gave an update on PFAs testing.
- C. Finance/Audit Committee – Nothing to report.
- D. Community Affairs Committee – Nothing to report.
- E. Community Affairs Committee report for Historical Museum Board of Trustees applicant.

15. CITY OFFICIAL COMMENTS

Mr. Ashley – Nothing.

Mrs. Cyphers – Thanked Rebecca Langdon for speaking.

Mr. Greenwood – A bus stop has been identified for several students from downtown to their respective schools.

Mr. Harding – Reminded that this weekend is the celebration of the 200th anniversary of the Museum. Also mentioned the City of Kettering's safe seniors' program and said he would like to see Bellbrook consider the program in the future.

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
July 28, 2025

Item A. Section 4, Item

Mr. Hoke – Bellbrook Lyons fest is coming up and asked for Blackjack dealers. Attended Hall of Fame induction ceremony for Bellbrook football players and coaches and congratulated the inductees.

Deputy Mayor Havens – Commented he’s pleased that the City purchased the equipment for water mains. Commented on the alley by the post office. Thanked Rebecca Langdon.

Mayor Schweller – Nothing.

16. EXECUTIVE SESSION

A. A motion to enter executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Motion made by Deputy Mayor Havens, Seconded by Mr. Hoke.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller.

Entered at 8:35pm.

Motion to exit Executive Session.

Motion made by Deputy Mayor Havens, Seconded by Mr. Hoke.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller.

Exited executive session at 9:33.

17. ADJOURNMENT

Michael Schweller, Mayor

Robert Schommer, Clerk of Council

File Attachments for Item:

A. Discussion regarding Short Term Rental Ordinance

Short Term Rental Information

Interest in short term rentals (STRs), many of which are advertised on platforms such as VRBO and Airbnb, have increased over the last several years both from residents concerned about such uses operating in their neighborhoods and from individuals wishing to acquire properties for such use or utilizing their property for such use. Short-term rentals are understood to be any rental that is offered for rent for a period of less than thirty (30) consecutive days (you will occasionally see definitions that lower this number to 25 - 28 days). Most STRs operate within residential neighborhoods inside of single, two unit, and multi-unit dwellings.

In recent years, many jurisdictions have adopted standards regulating STRs; some cities prohibit them entirely via zoning or business code regulation, others have licensing requirements but otherwise allow them to operate, and others allow them to operate subject to strict requirements. Other jurisdictions have moratoriums on such use to give them time to study their options.

Below is a breakdown of five local jurisdictions and their policies regarding STRs:

Beavercreek

- STR is defined as all or any portion of a residential dwelling unit for dwelling, lodging, or sleeping purposes intended for travel and tourism occupied for a renter for a period of less than thirty (30) consecutive days.
- Short-term rental license required.
- \$100 fee – valid for two years.
- STR subject to the city's 3% hotel/motel/STR tax.
- Prohibited in plats where restrictive covenants do not allow such uses (i.e. HOA's).

Centerville

- STR is defined as any room or dwelling unit that is rented wholly or partially to transients for a fee; for dwelling, lodging or sleeping purposes; for no more than twenty-nine (29) consecutive days by persons other than the permanent occupant or owner; from which the permanent occupant or owner receives monetary compensation whether such compensation is paid directly by the short-term guest or is collected and remitted to the permanent occupant or owner by a hosting platform.
- Short-term rental license required.
- \$100 fee – valid for one year.
- STR subject to the city's 3% hotel/motel/STR tax.

- STRs only permitted to operate in the City's Architectural Preservation zoning district.

Kettering

- Based on current zoning code language, such uses are not permitted within most zoning districts in the City except in areas where Motels are permitted unless the uses are operated in ways that comply with standards for Bed & Breakfasts or if someone is renting out a bedroom in a dwelling they otherwise occupy. However, due to issues related to how such uses are defined, the current regulations in Kettering's Codified Ordinances are not enforceable, so these uses are permitted by default in Kettering's residential zoning districts.
- In January of 2024 the City Council directed staff to enact regulations similar to Xenia, which allows STRs with minimal regulations.
- The standards have not yet been enacted but are part of a zoning code amendment that is currently going through the review and approval process with the Planning Commission.
- Once approved, Kettering will **not** require a license and fee.
- Their definition of an STR will be a dwelling unit or a room or rooms within a dwelling unit where sleeping accommodations are offered for consideration to Short Term Rental guests for fewer than twenty-eight (28) consecutive days.
- Kettering does not currently have a lodging tax but does collect tax based on STRs being a business operation.
- Based on data collected, they have an estimated 99 STRs in Kettering and have received very few complaints over the past few years. The main complaint was concerns about the conversion of existing rental units into STRs (4), concerns about not knowing who is staying at the STRs (3), loud parties (2) and vehicles parking in the street (1).

Waynesville

- STR is defined as any room or dwelling that is rented wholly or partly for a fee for less than thirty (30) consecutive days by persons other than the owner from which the owner receives monetary compensation, whether such compensation is paid directly by short term rental guest or is collected and remitted to the owner by a hosting platform.
- Short-term rental license required.
- \$100 fee – valid for one year.
- STR subject to the village's 3% Lodging Excise tax.

Xenia

- STR defined as a dwelling unit, a room or rooms within a dwelling unit, or an accessory dwelling unit where sleeping accommodations are offered for consideration to Transient Guests for less than thirty (30) consecutive days.
- Currently Xenia does not require a STR registration or license.
- Currently they do not collect a lodging tax. Law Director is working on it, however; it has been put on the “back burner”.

Yellow Springs

- STR is defined as a dwelling unit, a room or rooms in a dwelling unit, or an accessory dwelling unit where sleeping accommodations are offered for consideration to people occupying a room or rooms for less than thirty (30) consecutive days. Other terms used: Bed & Breakfasts, Transient Guest Lodging.
- Permitted but heavily restricted. Considered conditional uses and spacing requirements (500’ minimum spacing between STRs) limit the number they may operate.
- Approval of a Conditional Use application.
- Transient Occupancy Registration Certificate required.
- \$100 fee – valid for one year.
- STR subject to the village’s 3% Lodging Excise Tax

File Attachments for Item:

B. Discussion about amendment to Ordinance 2025-O-12

This Section outlines the requirements for keeping small livestock, as defined by the Bellbrook Municipal Code Chapter 618 Section 618.01.

The keeping of small livestock is permitted, provided the following criteria are met:

- (A) A zoning permit is required by the City of Bellbrook. No person shall keep any small livestock without first having obtained a permit from the Community Development Administrator.
- (B) The principal use of the lot is a single-family residential dwelling.
- (C) Allowed densities for keeping any combination of small livestock animals shall be as follows:
 - (1) Lots smaller than 0.5 acres: no more than three (3) small livestock animals
 - (2) Lots 0.5 acre to less than 1.0 acre: no more than six (6) small livestock animals
 - (3) Lots 1.0 acres to less than 2.5 acres: no more than twelve (12) small livestock animals
 - (4) Lots 2.5 acres to less than 5.0 acres: no more than fifteen (15) small livestock animals
- (D) It shall be unlawful to keep more animals than the lot size allows.
- (E) All small livestock shall be provided with an outdoor, covered, predator-proof sheltering structure, which shall be kept in sound and usable condition. The sheltering structure shall be thoroughly ventilated, designed to be easily accessed and cleaned, and of sufficient size to permit free movement of the animals.
- (F) The sheltering structure must be of a size to allow for 4 square feet per individual small livestock animal.
- (G) Any outdoor sheltering structure shall be placed in the rear yard of the property, and in no case shall the outdoor sheltering structure be closer than 50 feet to a residential property other than the single-family residential dwelling where the small livestock animal(s) are kept. In no case shall the outdoor sheltering structure be closer than 25 feet to an abutting property line.
- (H) Structures or appurtenances for keeping small livestock animals may not be in a front or side yard.
- (I) ~~There shall be no more than one (1) sheltering structure on the property.~~ Sheltering structures shall be considered accessory structures and with the exception of placement requirements as outlined in Section G, shall meet the standard accessory structure requirements in the Bellbrook Zoning Code.
- (J) All feed must be stored in a rodent-proof container, and animals must not be fed in a manner likely to attract rodents, such as dispersing the feed on the ground.
- (K) Unless attended by a keeper, all small livestock animals shall be kept in an outdoor sheltering structure at all times, and the sheltering structure must be within a fully enclosed fenced yard. No small livestock shall be allowed to roam "at large" in the city. See Sec. 618.14. - Impounding and redemption.
- (L) Keeping small livestock pursuant to this Section shall be strictly for personal or household use rather than for any commercial use. The sale of animal products in residentially zoned districts for commercial or regular retail purposes, including but not limited to meat, eggs, and fur, shall be prohibited.
- (M) Small livestock animals may be slaughtered and butchered on-site of the property, where they are kept only ~~inside the primary structure and otherwise~~ out of public view.

All waste must be bagged and disposed of with household trash to prevent nuisance and health hazards.

- (N) Manure from small livestock must be disposed of in one of the following manners:
- (1) Household trash collection: Manure must be bagged, placed in a waterproof container, and disposed of with household trash.
 - (2) Composted and applied on-site: Manure must be kept in a rodent-proof container designed to limit odors. The containers must be located in the property's defined rear yard at least 8 feet from any property line. Finished compost may be applied on-site.
 - (3) Directly applied on-site: Manure applied directly on-site must be done in a way that prevents nuisance and polluted stormwater runoff.
- (O) Notwithstanding compliance with the requirements of this Section, small livestock shall not be kept in such a manner or of such disposition as to cause any unhealthy condition, interfere with the normal use and enjoyment of human or animal life of others or interfere with the normal use and enjoyment of any public property or property of others. Small livestock shall be kept only in conditions that limit odors and noise and the attraction of insects and rodents so as not to cause a nuisance to occupants of nearby buildings or properties and not to cause health hazards. See Sec. 618.13. - Nuisance conditions prohibited.
- (P) The person keeping small livestock is responsible for being aware of and abiding by all applicable local, state, or federal requirements, including but not limited to the Ohio Department of Agriculture's Ohio Livestock Care Standards and private deed or covenant restrictions.