



**PLANNING BOARD MEETING AGENDA**  
**Thursday, July 18, 2024 at 6:00 PM**

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

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE MINUTES**
  - A. Approval of the Minutes from the June 20, 2024, Planning Board Meeting
4. **OLD BUSINESS**
5. **NEW BUSINESS**
  - A. 2024-PB-02 Proposed re-plat of 1831 N. Belleview Drive, Combining lots 124 and 125 into the proposed 125A
6. **OPEN DISCUSSION**
7. **ADJOURNMENT**

# RECORD OF PROCEEDINGS

Planning Board  
June 20, 2024

Item A. Section 3, Item

## 1. CALL THE MEETING ORDER:

Mr. Bennett called the meeting of the Bellbrook Planning Board to order at 6:00 pm

## 2. ROLL CALL

PRESENT

Mr. Bennett

Mr. Tuttle

Mr. Boehmer

ABSENT

Dr. Van Veldhuizen

Mr. Dahling

## 3. APPROVAL OF THE MINUTES

Mr. Bennett asked if anyone had comments or corrections to the minutes of the April 18, 2024, meeting. Hearing none, the minutes were declared to be approved.

## 4. OLD BUSINESS

None

## 5. NEW BUSINESS

**2024-PB-01**: Proposed Re-zoning of 12 W. Franklin Street from B-4, Central Business District to PD-4, Planning mixed use development

Mr. Foster explained the building is city owned. Mentioned the building was the city's sign shop and was a Fire Department.

Paula Disalvo of 108 S. Main Street Bellbrook Ohio 45305. Spoke on the parking issues downtown.

Mr. Foster explained the parking issues downtown are being investigated.

Mr. Foster mentioned the Planning Board will make a recommendation. Will then move to The Council.

## 6. OPEN DISCUSSION

Motion to recommend approval for 2024-PB-01

Motion made by Mr. Tuttle, Seconded by Mr. Boehmer

Voting Yea: Mr. Bennett, Mr. Tuttle, Mr. Boehmer

Motion Carries

# RECORD OF PROCEEDINGS

Planning Board

June 20, 2024

Item A. Section 3, Item

## 7. ADJOURNMENT

Hearing no further business coming before the Council, Mr. Bennett declared the meeting adjourned at 7:20 pm

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Denny Bennett, Chairperson

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Rob Schommer, Clerk of Council



# Subdivision Lot Split/Combination Application

Date: 06/26/2024

### Applicant / Owner

Applicant Name: BRIANNE T JANUSZY &  
SHANE L SMITH  
Address: 1831 N BELLEVIEW RD  
City, State, Zip: BELLBROOK, OH 45305  
Phone: 0000000000  
Email: bri.smith.ou@gmail.com

Engineer/Surveyor B A LAND PROFESSIONALS  
Name:  
Address: 3707 W SALINAS CIR  
City, State, Zip: DAYTON, OH 45440  
Phone: 9372865043  
Email: BENSON@BALANDPROS.COM

### Project

Subdivision Name: BELLEVIEW PLAT, SECTION  
3  
Section: SEC 8, TWP 2, RNG 6 M.Rs.  
Location: 1831 N BELLEVIEW RD  
Deed Book: IR 2022011066  
Page: IR 2022011066  
# of Lots: 1  
Gas Utilities: YES

Electric Utilities: YES  
Water Utilities: YES  
Sanitary Sewer: YES  
Storm Sewer: YES  
Flood Plain: NO  
Periodic Flooding: NO  
Federal Land: NO  
Proposed Use: RESIDENTIAL - LOT  
COMBINATION

Comments: COMBINING 2 LOTS INTO 1

I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS GIVEN ON THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT COMPLETING THIS APPLICATION DOES NOT GRANT APPROVAL OF THE PROPOSED LOT SPLIT AND/OR COMBINATION, I UNDERSTAND THAT IT IS THE DUTY OF THE PLANNING BOARD AND CITY COUNCIL TO DO SO.

DONOVAN BENSON

Name

06/26/2024

Date

### RECORD PLAN BELLEVIEW PLAT, SECTION 3 REPLAT OF LOTS 124 & 125 CITY OF BELLBROOK, GREENE COUNTY, OHIO CONTAINING 1.0858 TOTAL ACRES

#### DEDICATION

WE, THE UNDERSIGNED, BEING ALL THE OWNERS AND UENHOLDERS OF THE LANDS HEREIN PLATTED, DO HEREBY VOLUNTARILY CONSENT TO THE EXECUTION OF THE SAID PLAT.

EASEMENTS SHOWN ON THIS PLAT ARE FOR THE CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR, REPLACEMENT OR REMOVAL OF WATER, SEWER, GAS, ELECTRIC, TELEPHONE, CABLE, TELEVISION, OR OTHER UTILITY LINES OR SERVICES, AND FOR GRADING AND PAVEMENT WORK ASSOCIATED WITH ANY IMPROVEMENTS TO THE PUBLIC RIGHT-OF-WAY, AND FOR THE EXPRESS PRIVILEGE OF CUTTING, TRIMMING OR REMOVING ANY AND ALL TREES OR THEIR OBSTRUCTIONS WITHIN SAID EASEMENT, TO THE FREE USE OF SAID EASEMENTS AND FOR PROVIDING INGRESS AND EGRESS TO THE PROPERTY FOR SAID PURPOSES AND ARE TO BE MAINTAINED AS SUCH FOREVER.

OWNERS: BRIANNE T JANUSZYK  
BY: \_\_\_\_\_

WITNESS  
OWNERS: SHANE L SMITH  
BY: \_\_\_\_\_

WITNESS

#### ACKNOWLEDGEMENT

STATE OF OHIO SS:  
COUNTY OF GREENE

BE IT REMEMBERED THAT ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024 A.D. BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE SAID COUNTY AND STATE, PERSONALLY CAME \_\_\_\_\_ THE MANAGER OF \_\_\_\_\_ ON BEHALF OF SAID CORPORATION FOR AND AS THE ACT OF THE MANAGER OF \_\_\_\_\_ AND ACKNOWLEDGED THE SIGNING AND EXECUTION OF THE FOREGOING PLAT TO BE THEIR VOLUNTARY ACT AND DEED.

IN TESTIMONY WHEREOF, I HAVE SET MY HAND, AND NOTARY SEAL ON THE DAY AND DATE WRITTEN HEREON:

NOTARY PUBLIC \_\_\_\_\_ MY COMMISSION EXPIRES \_\_\_\_\_

#### LIEN HOLDER

BY: \_\_\_\_\_

WITNESS

#### ACKNOWLEDGEMENT

STATE OF OHIO SS:  
COUNTY OF GREENE

BE IT REMEMBERED THAT ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024 A.D. BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE SAID COUNTY AND STATE, PERSONALLY CAME \_\_\_\_\_ THE MANAGER OF \_\_\_\_\_ ON BEHALF OF SAID CORPORATION FOR AND AS THE ACT OF THE MANAGER OF \_\_\_\_\_ AND ACKNOWLEDGED THE SIGNING AND EXECUTION OF THE FOREGOING PLAT TO BE HIS VOLUNTARY ACT AND DEED.

IN TESTIMONY WHEREOF, I HAVE SET MY HAND, AND NOTARY SEAL ON THE DAY AND DATE WRITTEN HEREON:

NOTARY PUBLIC \_\_\_\_\_ MY COMMISSION EXPIRES \_\_\_\_\_

#### DESCRIPTION

LOCATED IN CITY OF BELLBROOK, GREENE COUNTY, OHIO AND BEING A RE-PLAT OF ALL OF LOTS 124 & 125 OF BELLEVIEW PLAT, SECTION 3, AS RECORDED IN PB 5, PG 19, KNA PC 32, PG 67A, IN THE NAME OF BRIANNE T JANUSZYK & SHANE L SMITH, AS RECORDED IR 202201066.

#### VICINITY MAP

NOT TO SCALE

#### SITE LOCATION

LAT -39°38'33.3" N  
LON -84°05'45.1" W

#### ACCEPTANCE AND APPROVALS

BELLBROOK QTY

DATE \_\_\_\_\_

#### GREENE COUNTY AUDITOR

TRANSFERRED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.

GREENE COUNTY AUDITOR \_\_\_\_\_

#### GREENE COUNTY RECORDER

FILED FOR THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024, AT \_\_\_\_\_

FEE \_\_\_\_\_

PLAT CABINET \_\_\_\_\_ PAGE \_\_\_\_\_

GREENE COUNTY RECORDER \_\_\_\_\_

#### CERTIFICATE OF SURVEYOR

THIS RECORD PLAN WAS PREPARED IN ACCORDANCE WITH O.A.C. CHAPTER 4733-37 AND O.R.C. 711.01-40, AND GREENE COUNTY SUBDIVISION REGULATIONS. I CERTIFY THAT THIS RECORD PLAN WAS MADE UNDER MY DIRECT SUPERVISION AND IS BASED UPON ACTUAL FIELD LOCATIONS.

J BRYANT ABT, P.S. DATE: \_\_\_\_\_  
OHIO PROFESSIONAL SURVEYOR # 8593

#### NOTES

- NORTH AND BEARING SYSTEM BASED UPON THE OHIO STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NAD83(11), AND THE OHIO DEPARTMENT OF TRANSPORTATION RTN (REAL TIME NETWORK) AS COLLECTED UTILIZING AN SP80 RECEIVER DURING A FIELD SURVEY CONDUCTED BY B A LAND PROFESSIONALS, DATED 06/20/2024.
- LINE OF OCCUPATION WHERE THEY EXIST GENERALLY AGREE WITH BOUNDARY LINES UNLESS OTHERWISE SHOWN ON PLAT.

#### LEGEND

- FOUND 1" IRON PIPE
- ⊙ FOUND 5/8" IRON PIN (NO CAP)
- SET 5/8" X 30" IRON PIN WITH YELLOW CAP STAMPED "BA LAND PROFESSIONALS"
- BOUNDARY LINE
- - - ADJOINER LINE
- - - EASEMENT LINE
- ROADWAY CENTERLINE

#### PERTINENT DOCUMENTS

- S.R. 32, PG.67A
- IR 202201166
- ORV 3633, PG 21
- IR 2023010617
- IR 2019010184



To: Planning Board  
 From: Jason Foster, Community Development Administrator  
 Date: July 2, 2024  
 Subject: Staff Report for the proposed re-plat of 1831 N. Belleview Drive

**Summary of the Request**

The applicants, Shane Smith and Brianne Junuszyk, owners of 1831 N. Belleview Drive, are requesting approval of a re-plat of the aforementioned property. The existing conditions are two separate lots, lot 124 is 0.5435 acres and lot 125 is 0.5423 acres. The applicant’s request is to combine the two lots into one, creating what would become lot 125A totaling 1.0858 acres. This proposal cleans up the property not only with Greene County, but with the City of Bellbrook as well. Considering the house crosses the property line, staff believes this is a more than reasonable request.

**Applicant Information**

Shane Smith and Brianne Januszyk, owners of 1831 N. Belleview Drive  
 Surveyor: Donovan Benson of B A Land Professionals

**Current Zoning District**

R-1A

**Parcel Identification**

L35000100100006200 and L35000100100006300

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

If the proposed re-plat is approved, the applicant will record the re-plat with Greene County

**Applicant’s Reason for the Request**

Combining two lots into one.

<b>Surrounding Land Use within 1,000 Feet</b>
Residential
<b>Previous Related Development Decisions in the Immediate Area (3-5 Years)</b>
N/A
<b>Comprehensive Plan Applied to the Geographical Area</b>
N/A
<b>Existing Public Utilities</b>
All public utilities are on site
<b>Soil Survey Data</b>
N/A
<b>Classification of Streets, Traffic Volumes &amp; Direction, Planned Improvements</b>
N/A
<b>Flood Plain Information</b>
N/A
<b>Comments from City and County Agencies</b>
N/A
<b>Supporting Maps &amp; Graphics</b>
Attached to packet
<b>Staff Recommendation</b>
Staff recommends the Planning Board consider this request.

# PLANNING BOARD DECISION RECORD

Item A. Section 5, Item

Decision No. PB 24-05

July 18, 2024

## City of Bellbrook State of Ohio

### Planning Board Decision Record PB 24-05

WHEREAS, on June 26, 2024, the applicants, Shane Smith and Brianne Januszyk requested a re-plat and combination of lots 124 and 125 of the Belleview Plat, Section 3, addressed as 1831 N. Belleview Drive. Parcel numbers L35000100100006200 and L35000100100006300 (Planning Board Case 2024-PB-02); and

WHEREAS, the requesting application indicates the property at 1831 N. Belleview Drive is currently two separate lots. Lot 124 measures 0.5435 acres and Lot 125 measures 0.5423 acres. The proposed combination creates Lot 125A measuring 1.0858 acres; and

WHEREAS, Article 17 of the Bellbrook Zoning Code gives the Planning Board authority to make a decision on the proposed re-plat of 1831 N. Belleview Drive.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Bellbrook Planning Board that:

Section 1. There was a valid motion placed on the floor to approve the proposed re-plat of 1831 N. Belleview Drive in accordance to the Staff Report and attachments hereto dated July 2, 2024.

Section 2. That it is found and determined that all formal actions of the Planning Board relating to the adoption of this Decision Record Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including §121.22 of the Revised Code of the State of Ohio.

MOTION STATED BY: \_\_\_\_\_ and SECONDED BY: \_\_\_\_\_

Roll call vote showed \_\_\_\_ Yeas; \_\_\_\_ Nays.

Motion to approve is \_\_\_\_\_ this 18<sup>th</sup> day of July 2024

AUTHENTICATION:

\_\_\_\_\_  
Denny Bennett, Planning Board Chair

\_\_\_\_\_  
Rob Schommer, Clerk/Secretary



# PLANNING BOARD DECISION RECORD

*Item A. Section 5, Item*

Decision No. PB 24-05

July 18, 2024