



VILLAGE REVIEW BOARD MEETING AGENDA

Tuesday, March 01, 2022 at 6:00 PM

15 East Franklin Street Bellbrook, Ohio 45305

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1. OATH OF OFFICE

A. Swearing in and Oath of Office for Re-appointed members

2. CALL TO ORDER

3. ROLL CALL

4. ELECTION OF OFFICERS

A. Election of Chair. Floor to be opened for nominees. Once nominees are named and seconded, floor will be closed for nominees and motion for appointment made.

B. Election of Vice-Chair. Floor to be opened for nominees. Once nominees are named and seconded, floor will be closed for nominees and motion for appointment made.

5. APPROVAL OF THE MINUTES

A. Approval of the December 7, 2021 and February 1, 2022 VRB Meeting Minutes

6. OLD BUSINESS

7. NEW BUSINESS

A. VRB 22-02 Accessory Building

8. OPEN DISCUSSION

9. ADJOURNMENT

RECORD OF PROCEEDINGS

Bellbrook Village Review Board

February 1, 2022

Item A. Section 5, Item

CALL THE MEETING ORDER:

Mr. Owens called the meeting of the Bellbrook Village Review Board to order at 6:00pm

ROLL CALL:

PRESENT: Thad Camp; Jackie Greenwood; Karen McGill; Jeff Owens; LaKesha Taylor

ABSENT:

ALSO PRESENT:

Jason Foster, Community Development Administrator

Rob Schommer, City Manager

APPROVAL OF MINUTES:

None

OLD BUSINESS:

None

NEW BUSINESS:

VRB 22-01: 41 W. Franklin Street – Sign Permit

Mt. Foster presented the application for Baxter's Beauty Bar to place 2 signs on the business. One sign is on the existing ground sign and the other is a wall sign. He stated both signs meet the requirements of the sign code.

Mr. Camp asked if both signs are coming down with new ones being placed. Mr. Foster indicated the existing signs remain, with the business name being added.

Mrs. Greenwood asked the applicant if she plans to put a light on the sign. The applicant stated the sign is already lit.

A motion to approve the sign application.

Motion made by Mr. Camp, seconded by Mrs. Greenwood

Voting Yea: Mr. Camp, Mrs. Greenwood, Mrs. McGill, Mr. Owens, Mrs. Taylor

Article 14 revisions.

Mr. Foster reviewed recommended changes to Article 14 of the Bellbrook Zoning Code as included and noted in the provided attachments.

RECORD OF PROCEEDINGS

Bellbrook Village Review Board

February 1, 2022

Item A. Section 5, Item

Mr. Schommer added the amendments in the last section regarding sign approval process noted is something that by due process of the City Code it needs to be done. The current language places a higher standard of approval giving the Board approval authority not granted by Code and should remain with the zoning administrator.

Mrs. Greenwood asked regarding sign approval, that is an application meets the standards of the code, that it can be approved by staff. Mr. Schommer stated she was correct. She then asked if a business asked for another sign would it be approved. Mr. Schommer stated if the application met the code, it can be reviewed and approved, and if it did not it would require a variance and Board approval.

Mrs. Greenwood noted she saw nothing about sandwich signs and wondered if it was in the revisions, asking about regulations for where to put them, how many, size, etc. Mr. Schommer noted the amendments reviewed this meeting are for Article 14, and her topic would be in the Sign Code section of the Zoning Code. Mrs. Greenwood added additional comments about other sections of the Code.

Mrs. Greenwood continued comments about sign codes, including digital and moving signs with technology. She asked if the revisions included dealing with people who violated the code. Mr. Foster noted that code enforcement is part of the code and process.

Mr. Owens stated we are too generous with the number of signs for businesses and that should be addressed in code revisions. He added revisions should include requirements for closed businesses to remove signs. Mr. Foster stated those items will be considered during the revision of the applicable section of code.

Mr. Owens asked about sign permits being approved without the Board seeing them. Mr. Foster stated that is the process. Mr. Owens then noted there may have been signs approved that after additional looking, they should not have been, and how that will be handled. Mr. Schommer noted it is the responsibility of the Community Development Administrator to review and approve sign permits, and of the it is permitted by the code, then in all likelihood it will be permitted, thus the purpose of a permit process.

A motion to recommend amendments to article 14 as presented by the staff report of February 1.

Motion made by Mr. Camp, seconded by Mrs. McGill

Voting Yea: Mrs. Greenwood, Mrs. McGill, Mr. Owens, Mrs. Taylor

OPEN DISCUSSION:

Mrs. Greenwood asked is she can get a new zoning book. Mr. Foster noted he will provide one.

ADJOURNMENT:

A motion to adjourn the meeting.

Motion made by Mr. Camp, seconded by Mr. Owens.

Voting Yea: Mrs. Greenwood, Mrs. McGill, Mr. Owens, Mrs. Taylor

RECORD OF PROCEEDINGS

Bellbrook Village Review Board

February 1, 2022

Item A. Section 5, Item

With no further business coming before the Board, Chair Person Owens declared the meeting adjourned at 6:30 pm.

Jeff Owens, Chair Person

Rob Schommer, Clerk of Council

RECORD OF PROCEEDINGS

Bellbrook Village Review Board
December 7, 2021

Item A. Section 5, Item

CALL THE MEETING ORDER:

Chair Person Owens called the meeting of the Bellbrook Village Review Board to order at 6:00pm

ROLL CALL:

PRESENT: Jackie Greenwood; Karen McGill; Jeff Owens; LaKesha Taylor

ABSENT: Thad Camp

ALSO PRESENT:

Rob Schommer, City Manager

APPROVAL OF MINUTES:

Mr. Owens asked if any member had comments or corrections to the minutes of the October 5, 2021 meeting.

A motion to approve the October 5, 2021 Minutes.

Motion made by Mrs. Greenwood, seconded by Mrs. McGill

Voting Yea: Mrs. Greenwood, Mrs. McGill, Mr. Owens, Mrs. Taylor

OLD BUSINESS:

None

NEW BUSINESS:

VRB 21-115 22 E. Franklin Street projecting sign.

Mr. Schommer reported Thomas & Grushon agency is undergoing some management and building changes and seek to include a projecting sign to their building similar to those on other buildings in the area. Mr. Schommer indicated the request meets the requirements of the sign code and recommends approval for the application.

Mr. Owens asked about a supplemental photo and Mr. Schommer noted it was showing a sign they will be replacing on their door.

Mrs. Greenwood asked what the chance was to remove the sign in their front window, Mr. Schommer did not know. Mr. Owens noted the sign is on the inside and not regulated.

A motion to approve the sign application for VRB 21-115

Motion made by Mrs. Greenwood, seconded by Mrs. Taylor.

RECORD OF PROCEEDINGS

Bellbrook Village Review Board

December 7, 2021

Item A. Section 5, Item

Voting Yea: Mrs. Greenwood, Mrs. McGill, Mr. Owens, Mrs. Taylor

VRB21-119 53 W. Franklin street replacement sign.

Mr. Schommer noted the applicant will be replacing an existing sign as they moved into a new location. The location is already permitted for a sign and this is only a branding and name change.

Mr. Owens asked if taking down an old sign and putting up a new one is that refacing or replacement. Mr. Schommer stated it is intended to mean the same thing. Mr. Owens then questioned the size of the sign stating it is 32 square feet, more than the limit of 24 square feet. Mr. Schommer again noted they are refacing what is currently there. Mr. Owens stated again it should be 24 and Mr. Schommer stated the Board can deny it.

Mrs. Greenwood asked if the sign that is there coming down. Mr. Schommer again stated they are refacing the sign for the same listed size of 4X8. Mr. Owens stated he does not feel the sign currently up there is larger than 24 square feet. Mr. Owens stated it is not within the code and we are too generous with signs and there are too many signs allowed. Additional discussion agreed the sign should not be bigger than the others on the assumption the applicant was intending to make it larger.

Mr. Owens asked if moving from another location does the sign for a vacant space have to be removed. Mr. Schommer stated he was not aware of any requirement but would verify.

A motion to approve the sign limited to keeping the size of the existing sign.

Motion made by Mr. Owens, seconded by Mrs. Greenwood.

Voting Yea: Mrs. Greenwood, Mrs. McGill, Mr. Owens, Mrs. Taylor

OPEN DISCUSSION:

Mrs. Greenwood asked if anything was being done with the old hardware store. Miscellaneous comments about the building and various Christmas activities, but no information about the building.

Mr. Owens commented about sandwich boards and explained his beliefs what they are and how they are applied and various other opinions and comments noting leaving sandwich board signs out being junky.

Mrs. Greenwood stated she has seen it and also sees business signs out where they are not supposed to be and all the campaign signs being left out.

Mr. Schommer noted the current sign code exempts sandwich board signs and to properly regulate them would require a code change. He noted there are some other things within the sign code that need amended which is a work in progress..

Mr. Owens asked if we are too generous with allowing the number of signs approved. Mr. Schommer stated there needs to be some discretion for odd lots and different facing buildings.

Mr. Owens asked about a sign at 36 N. Main Street and whether it came through for any approval.

RECORD OF PROCEEDINGS

Bellbrook Village Review Board

December 7, 2021

Item A. Section 5, Item

Mrs. Greenwood asked what type of business is above McIntosh's. It was state it is believed to be a hair salon. Mrs. Greenwood made various comments about what used to be in the building.

Mrs. Taylor stated we should notify the business owners about sandwich board signs asking them to remove them at night. She also noted to ask businesses what their plans were and if they needed all their signs.

There were various comments and conversations ongoing.

Mr. Owens asked if attendees in the audience had anything to add. The attendees stated they were there for the sign permits. There was a discussion between Mr. Owens and the applicant about the number of signs needed for the business.

Mrs. Taylor asked the applicants if they could have the same style and design on the door. The applicant stated they have a logo design.

Mr. Owens thanked and congratulated the applicant as a local business owner.

ADJOURNMENT:

With no further business coming before the Board, Chair Person Owens declared the meeting adjourned at 6:38pm.

Jeff Owens, Chair Person

Rob Schommer, Clerk of Council



To: Village Review Board
 From: Jason Foster, Community Development Administrator
 Date: February 24, 2022
 Subject: Staff Report for 46 E. Franklin Street

Summary of the Request

The applicant, Dwight Bartlett, is requesting approval for the construction of a 2,400 square foot accessory building on the property located at 46 E. Franklin Street. The Code allows for 600 square feet of accessory buildings on a single property. The request is for variance of 1,800 square feet. The building itself is a 40' x 60' steel structure with dual overhead doors facing Ryder Ct. The setback from E. Franklin St. is approximately 80 feet.

Applicant Information

Dwight Bartlett, Owner

Current Zoning District

B-4

Parcel Identification

L35000100060012000

Additional Actions or Next Steps to be taken by the City

The Village Review Board will make a recommendation to the Board of Zoning Appeals

Applicant's Reason for the Request

The applicant also owns 26 E. Franklin St. (former Township Hall). In an effort to sell the building as part of a large redevelopment project, the applicant is requesting the variance to move the contents of 26 E. Franklin St. to the new facility.

Surrounding Land Use within 1,000 Feet
Commercial, single-family residential, multi-family residential
Previous Related Development Decisions in the Immediate Area (3-5 Years)
N/A
Comprehensive Plan Applied to the Geographical Area
The Comprehensive Plan encourages the redevelopment of the Old Village District. This variance request is the first step in the redevelopment of 26 E. Franklin St.
Existing Public Utilities
Water, Gas, Electric, Sanitary Sewer
Soil Survey Data
N/A
Classification of Streets, Traffic Volumes & Direction, Planned Improvements
The applicant, upon approval, plans to add a curb cut to the rear of 46 E. Franklin St. The City Engineer has reviewed and approved the proposed curb cut.
Flood Plain Information
N/A
Comments from City and County Agencies
The City Engineer has reviewed the entirety of the project and had no issue.
Supporting Maps & Graphics
See attached
Staff Recommendation
Staff recommends the approval of this variance to allow for the construction of a 2,400 square foot accessory building at 46 E. Franklin St.

Customized Property Map



Greene County Legend

- Interstate Highway
- US Highway
- State Route
- Local Roads
- Schools
- Parks
- Buildings
- Hydrography
- Parcel Number
- Parcel Boundary
- Competition Boundary
- Topography

This map was prepared as a base map for Greene County as prepared by the Greene County Engineer in accordance with Section 5713.09 of the Ohio Revised Code. Greene County assumes no legal responsibility for the use of this map. Users are encouraged to contact the Greene County GIS Department.

Created On: 2/17/2022

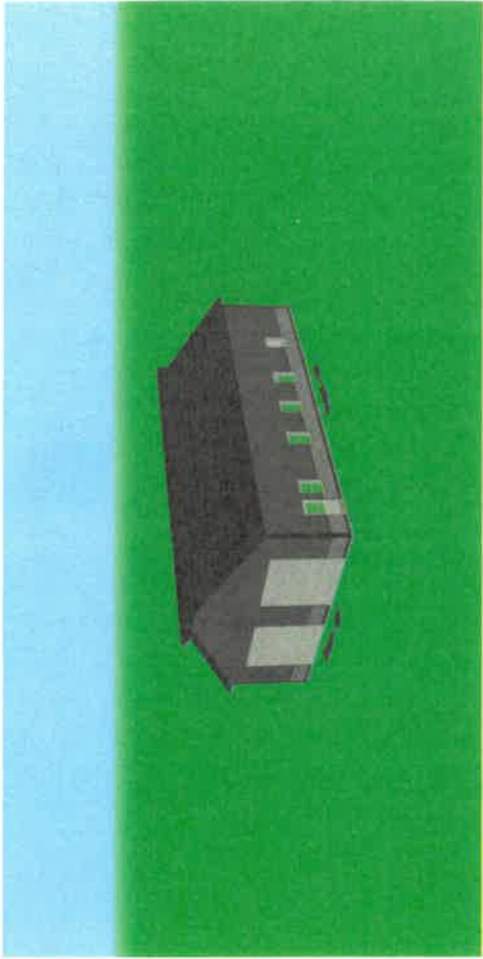
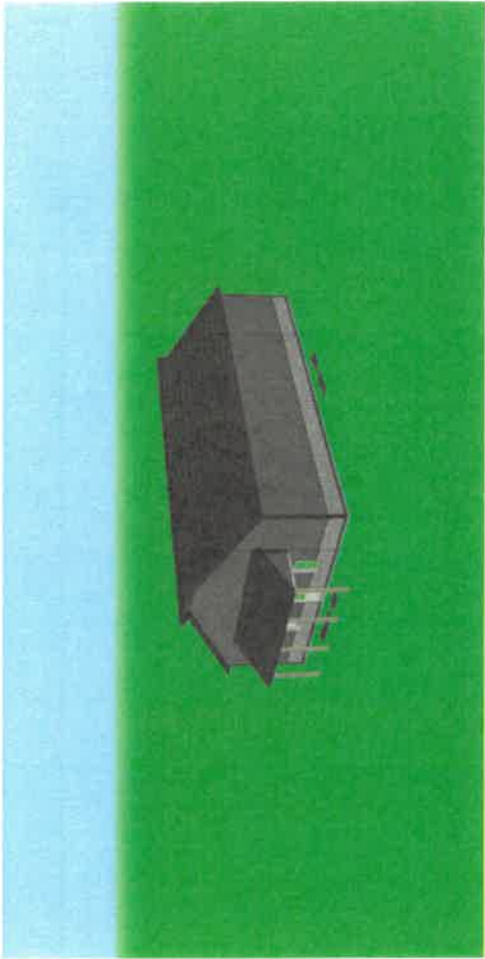
1 inch = 40 feet

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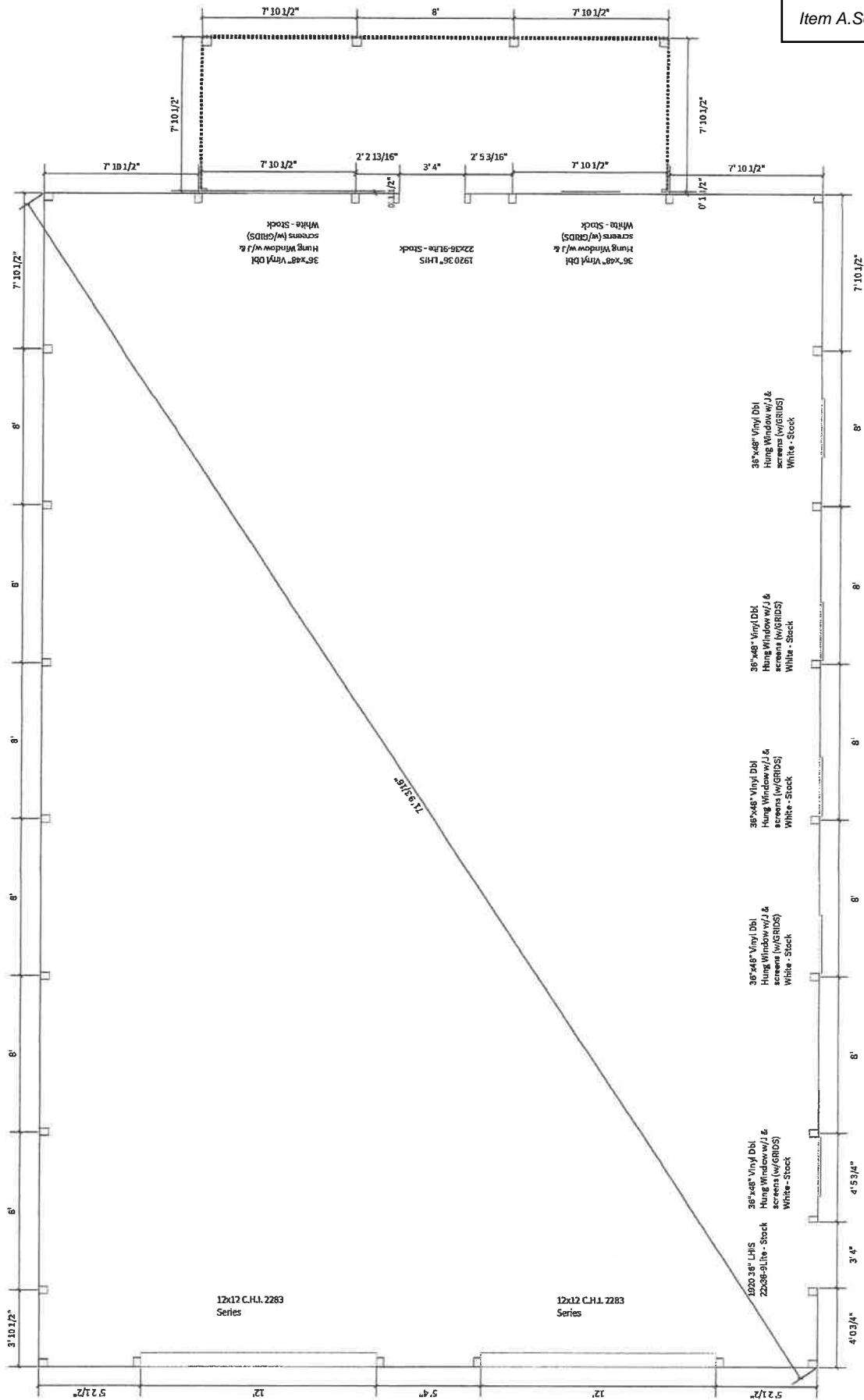
Greene County Auditor's Office

Summary	
Width	40'
Length	60'
Ceiling Height	14'
Slab Depth	0'
Slab Offset	-0.5'
Overhangs	4
Roof Pitch	6/12

Job Information	
Estimate Type	Ag Building
PO Number	
Name	Dwight Bartlett copy 6
Description	40x60x14
Email	
Phone	937-307-6634
Address	
City	Bellbrook
Zip	45305
State	OH
Referred To	
Approx. Lead Time	
Loading	21-4-4

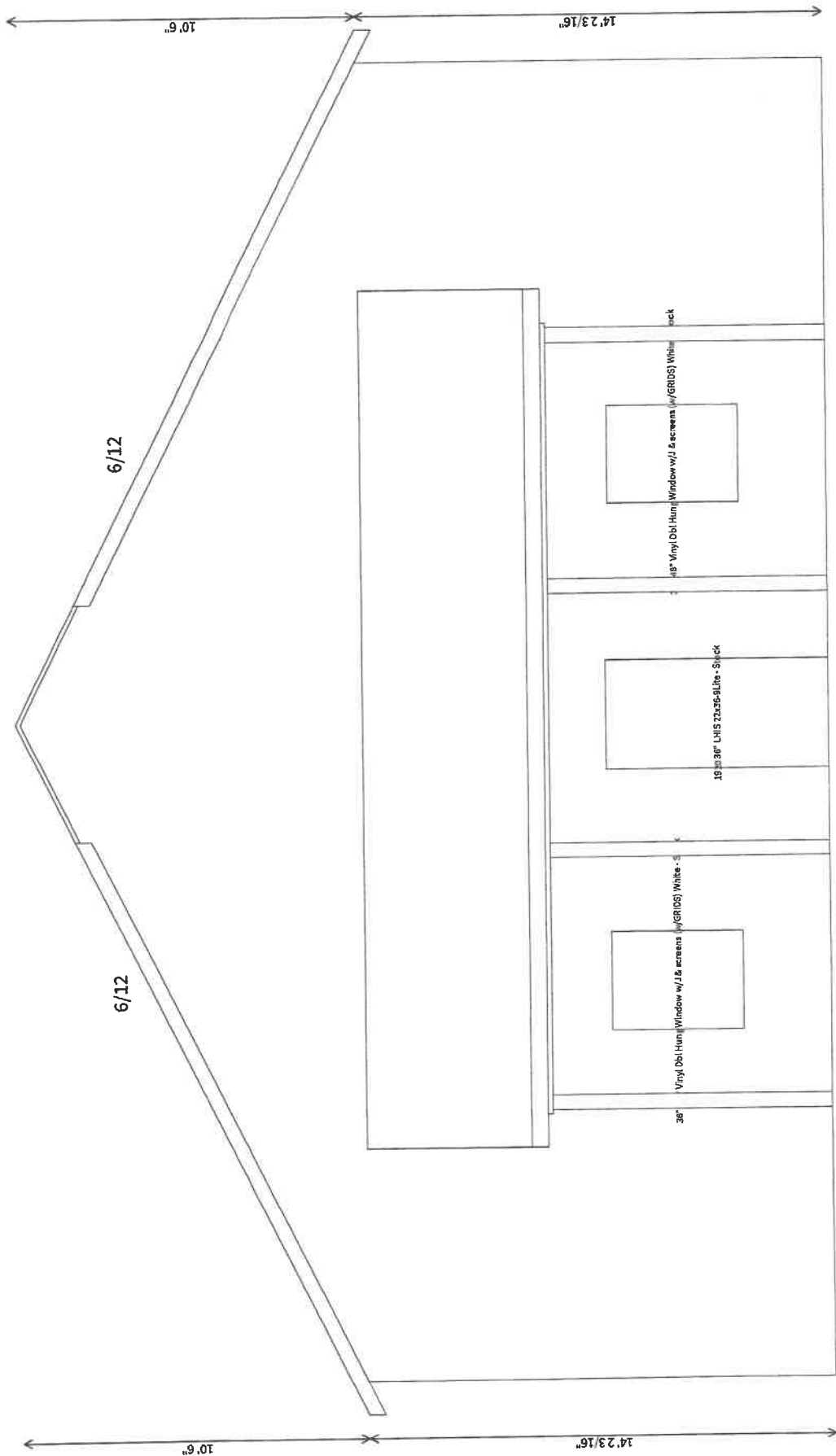


Post Layout



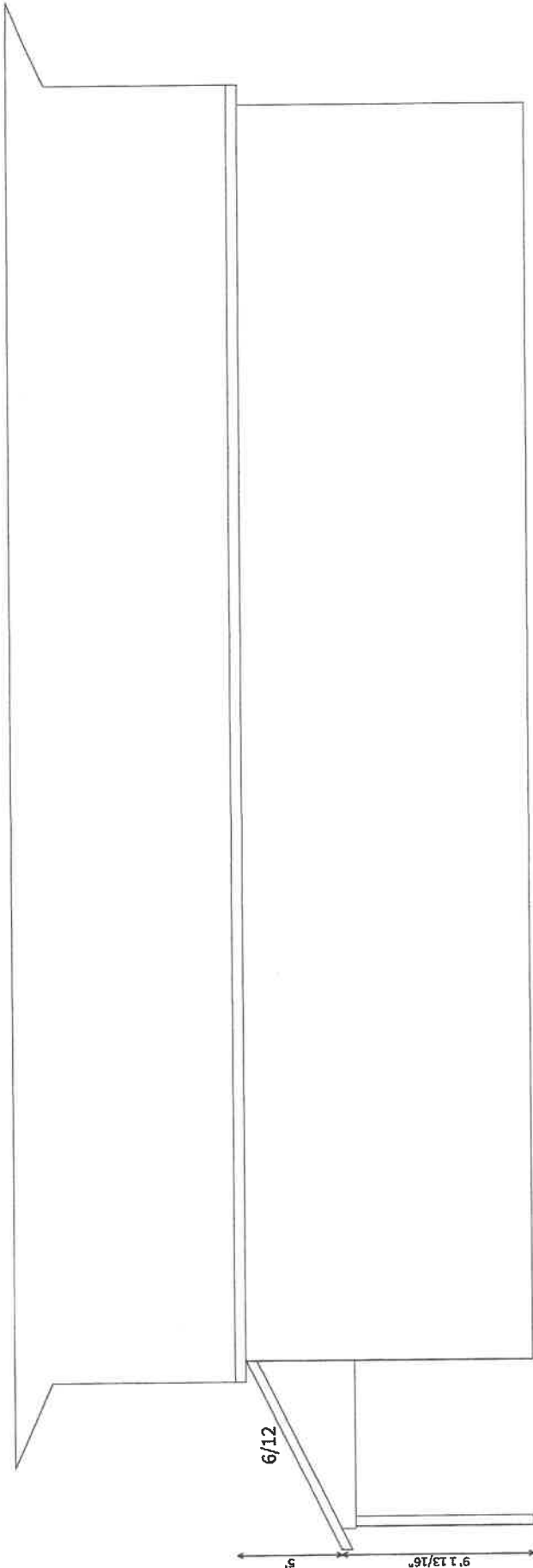
Front Elevation

Item A.Section 7, Item

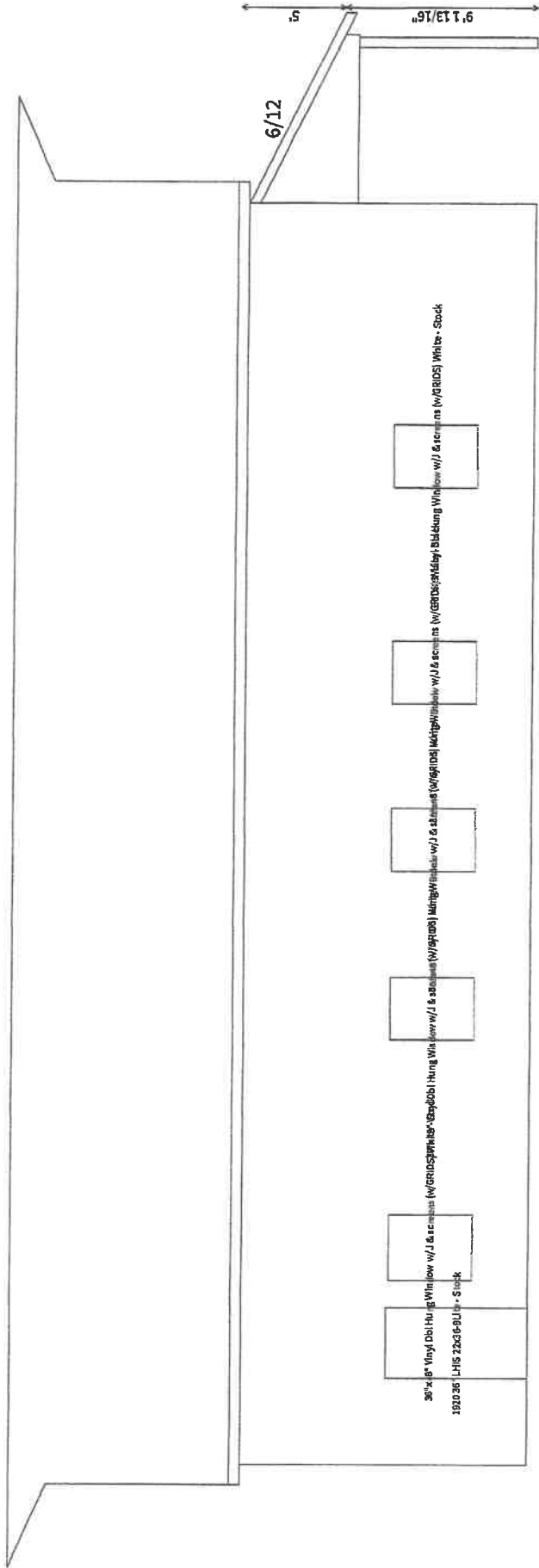


Left Elevation

Item A. Section 7, Item



Right Elevation



Back Elevation

