Board of Zoning Appeals

August 20, 2019   6:15 PM

Agenda

1. Call to Order
2. Roll call
3. Approval of prior minutes of July 16, 2019
4. New Business:
   PRC Case 19-02: Variance Request – 7 W Franklin Street
   - Staff Summary
   - Property Owner
   - Public Input
   - Board Discussion/Decision
5. Old Business:
6. Open Discussion
7. Adjournment
August 15, 2019

Memorandum for the Board of Zoning Appeals / Property Review Commission

Subject: Public Hearing on August 20, 2019

This is to confirm that the Board of Zoning Appeals and Property Review Commission will conduct a public hearing on July 20, 2019 at 6:15PM to discuss one property maintenance case. Please find enclosed: an agenda for the meeting, the minutes to approve from July 16, 2019 and case materials.

PRC Case #19-02: 7 W Franklin Street

This is a request by the City of Bellbrook to forward the case dealing with 7 W Franklin Street for prosecution. The property in question is located at 7 W Franklin Street, Bellbrook OH, 45305. As of 8/7/2019, 26 property maintenance and zoning violations exist on the property.

Please let me know if you have any questions on this material.

Sincerely,

Jeff Green
Planning and Zoning
To: Property Review Commission  
From: Jeff Green, Planning and Zoning Assistant  
Date: August 15, 2019  
Subject: Staff Report for BZA Case 19-02 – 7 W Franklin St

### Summary of the Request

This is a request by the City of Bellbrook to forward the case dealing with 7 W Franklin Street for prosecution. The property in question is located at 7 W Franklin Street, Bellbrook OH, 45305. As of 8/7/2019, 26 property maintenance and zoning violations exist on the property.

### Applicant Information

Property Location:
7 W Franklin St  
Bellbrook, Ohio 45305

Property Owner: Greg L Dart  
74 E Franklin St  
Bellbrook, OH 45305

### Current Zoning District

B-4, Central Business District

### Parcel Identification

Parcel ID # L35000100020007300 and L35000100020000400

### Property Maintenance/Zoning Issues

The property currently has 26 property maintenance issues. Please see the attached "breakdown of violations" located for the property along with pictures and the property maintenance/zoning code.
### Applicant’s Reason for the Request

This is a request by the city to forward the case for prosecution for numerous violation and maintenance issues. The city contacted Mr. Dart in via phone May 2019 and informed him that the city would begin performing code enforcement downtown to prepare it for revitalization efforts and that his building had some issues that would need attention. A letter was sent to Mr. Dart dated May 22, 2019 informing him of 29 property maintenance and zoning issues found on the property with the city requesting a realistic time frame to bring the property up to code by no later than June 24, 2019.

By the beginning of July no work had appeared to have been performed on the stated issues nor had any timeframe or communication been received by Mr. Dart. On July 2, 2019 the city sent Mr. Dart a formal violation again stating the violations found on the property and gave him until July 26, 2019 to abate the issues. A follow up inspection was conducted on July 29, 2019; 26 of the 29 violations are remaining. On August 7th, Mr. Dart was sent fines and a notification stating that a PRC meeting would be scheduled for August 20, 2019.

#### History of the Violation

5/10/19 Called Mr. Dart who picked up. Spoke to Mr. Dart regarding the status of the building and need for repair. Mr. Dart advised that he has plans to work on the building, starting with cleaning it out. I informed Mr. Dart, that the violations are principally regarding the exterior of the building which is what will need to be prioritized. I informed Mr. Dart that I would be sending a letter in the near future regarding the violations on site.

5/22/19 Conducted an extensive review of the property. Property has multiple violations on all sides and will require extensive work. Letter sent asking for a timeframe to begin and finish work on the building.

7/2/19 No work appears to have been done on the building. Letter sent (Certified)

7/3/19 Further pictures taken showing lack of work

7/29/19 Pictures taken of property as violation date is up. Some work appears to have been done: shingles in awning have been painted, trim in rear of building up, soffit was attempted to be placed but looks to have fallen. Majority of building still requires work. Invoice will be sent for lack of work on other issues.

8/7/19 Letter sent to Mr. Dart along with letter advising the PRC would have a hearing regarding this property

### Surrounding Land Use within 1,000 Feet

The land surrounding the subject property is along W Franklin st (in the Old Village) is zoned as B-4 Central Business District. Off of W Franklin, the land predominantly becomes single or
multifamily residential.

Previous Violations

Jun 2011: Violations for inoperable vehicle, vegetation, and broken window;
July 2014: Violations for outside storage and sanitation (went before PRC)
May 2018: Violation for vegetation

Supporting Maps & Graphics
August 7, 2019

GREG L DART
74 E FRANKLIN ST
BELLBROOK, OHIO 45305

Mr. Dart,

This letter is a follow up on the progression of the numerous property maintenance and zoning violations for your property located at 7 W Franklin Street, Bellbrook OH 45305. In my letters to you dated May 22, 2019 and July 2, 2019; 29 property maintenance/zoning violations were identified and ordered to be brought up to code by no later than 7/26/19. To date, I have confirmed that of the 29 original violations identified, 26 violations are still present.

As such, please find the following enclosed:
1) Invoice # 0000122
2) List of remaining violations

The above referenced invoice is a result of the violations not being abated and with payment being due no later than 9/10/2019. Should payment not be received, if the invoice is not paid in full the city has the right to file a lien on the property.

In addition, the city has forwarded this case to the Bellbrook Property Review Commission who will hold a public hearing on Tuesday August 20th, 2019 at 6:15 PM regarding the remaining violations on the site. You (or your representative) are highly encouraged to attend the public hearing to speak to the board.

Should you have any questions, please feel free to contact me at 937-848-4666 or by emailing me at j.green@cityofbellbrook.org.

Respectfully,

Jeff Green
City of Bellbrook
July 2, 2019

GREG L DART
74 E FRANKLIN ST
BELLBROOK, OHIO 45305

Notification of Property Maintenance and Zoning Violations

This is to notify you that the property located at 7 W Franklin St, Bellbrook, OH 45305, is in violation of various sections of the Bellbrook Property Maintenance and Zoning Codes. As stated in my previous letter to you dated May 22, 2019; the city had requested a timeframe for when work could begin to address the multiple property maintenance and zoning issues located on your property. To date, no timeframe has been received nor has any work on the violations begun.

Violations(s):
-A full list of all violations can be found on page 2-4 enclosed with this letter

Please take the following action(s) by 7/26/2019:
-Abate all property maintenance and zoning issues (needed corrective actions found on page 2-4)

Penalties
Failure to abate the listed property maintenance violations will result in $250 fine, per violation, as indicated per section 1450.99(b) of the property maintenance code. Failure to abate the zoning violations will result in a $25 fine per day (not to exceed $250) for each zoning violation as indicated in section 19.12(3) of the zoning code. Should the fine not be paid, the city reserves the right to place a lien on the property.

Right to Appeal
Any person directly affected by a decision of the Code Official or a notice or order issued under this Code shall have the right to appeal to the Bellbrook Property Review Commission (BPRC), provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this Code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this Code do not fully apply, or the requirements of this Code are adequately satisfied by other means.

If you would have any questions or concerns, please feel free contact me to discuss this issue. I can be reached at 937-848-4666 or by email for J.green@cityofbellbrook.org.

Jeff Green
City of Bellbrook
Violations

1) Vegetation (1450.31(d)) – vegetation overgrowth is occurring between 7 W Franklin and 15 W Franklin. Remove all overgrowth vegetation from your portion of the property.

2) Construction Equipment (1450.31(m)) – The construction dumpster located at the rear of the property must be removed. A dumpster is permitted on-site but it must have a tight-fitted lid.

3) Outside Storage (1450.31(jj)) – The materials being stored in the rear and side of the property must be removed and placed in an enclosed structure or screened from public view.

4) Sidewalk and Driveways (1450.31(c)) – Portions of the sidewalk are becoming cracked and uneven. These portions of sidewalk must be repaired and placed within safe condition.

5) Protective Treatment (1450.32(b)) –
   a. Roof – The roof has significant oxidation (rusting). Remove the rust from the roof and apply a coat of a preventative material to prevent any further rusting. Any damaged portions of roof must be repaired.
   b. Wall – The metal wall, as seen in the rear/side of the building, is beginning to rust. Remove the rust and apply a coat of preventative material to prevent further rusting. Replace any damaged material as needed.
   c. Windows – The windows (and the frames) around the building have peeled paint or rust forming on them. Remove the rust/peeled paint and apply new paint/protective material to further prevent deterioration.
   d. Garage Door Frame – Peeling paint is above the garage door frame. Remove the peeled/flaking paint and apply new paint to prevent further deterioration.
   e. Wooden Shingles – The wooden shingles located along W Franklin St need cleaned and a coat of weatherproofed material applied to prevent further deterioration. In addition at both ends of the wood shingles a cover or cap needs to be installed to prevent further erosion.
   f. Wooden siding – The wooden siding/support between the properties 7 and 15 W Franklin needs to be replaced or (if possible) treated to prevent further deterioration with paint or another weatherproofing material.
   g. Door Frame – The frame of the door to the rear of the building is in need of repair and protective treatment/paint applied.
   h. Loudspeaker – The loudspeaker along the front of the building needs to have the rust removed and protective treatment applied to prevent further deterioration.
6) **Street Number (1450.32(c))** – Currently, no street number exists that is easily observed from the public way. Place a street number on the building along W Franklin Street that can be easily observed from the right-of-way.

7) **Roofs and Drainage (1450.32(g))** –
   a. The portion of the building facing S Main St has stains on the stone and rust running down the side of the building. Fix the gutters/roof to prevent further leakage and remove the stains and oxidation from the side of the building.
   b. The downspout along S Main Street (near the intersection of S Main and W Franklin) partially is emptying out into the sidewalk. Fully cover the downspout so no further water moves onto the public sidewalk and lower part of the building.

8) **Foundation walls (1450.32(e))** – There are several instances of cracks and breaks along the foundational walls. These cracks occur both along W Franklin St. and S Main St. These breaks and cracks must be fixed.

9) **Exterior Walls (1450.32(f))** –
   a. **Siding** - There are several portions of the building that has missing or damaged siding. Install new siding to the affected areas and remove the damaged portions.
   b. **Soffits** – A soffit is missing near the downspout in the rear of the building. Install a new soffit to the area and ensure soffits are properly installed throughout the building.
   c. **Eaves and fascia** – The Eaves/fascia of the building are in need of repair and protective treatment applied.
   d. **Flashing** – The flashing on the rear of the building has been removed exposing the wood. New flashing is needed.
   e. **Retaining Wall** – The retaining wall on your property has deteriorated to the point that a large chunk has fallen off. Remove the chunk that fell off from the property and repair the retaining wall.

10) **Decorative Features (1450.32(h))** – The flower holders, and other decorative features, must be sanded and repainted in a weatherproof paint to prevent further deterioration.

11) **Handrails and Guards (1450/32(l))** - The handrail along South Main St. must be firmly fastened with the rust removed and weatherproofing material applied to prevent further deterioration.

12) **Window, Skylight and Door Frames (1450.32(m))** -
a. **Door** - The front door along W Franklin St must be repaired and repainted to prevent deterioration and weathertight.

b. **Window** – the window in the rear of the building must be repaired/replaced

13) **Motor vehicles (1450.31(h))** – The bus parked in the rear does not have up-to-date registrations. Remove the vehicle from the property or put proper registration on it.

14) **Unsafe Equipment (1450.13(a)(2))** – Electrical Outlets and wires around the building must be properly hung or capped for the safety of the public.

15) **Parking (18.16(1)(j))** – The parking lot in the rear of the property must be maintained. Remove all vegetation where vehicles are parked. Parking can only occur on those areas that currently have gravel. If more parking is needed, it will need to be paved. (ZONING)

16) **Maintenance of Signs (19.20A(9)(c))** – The sign has chipped/flaked paint. Sand the sign and repaint it. In addition, portions of the concrete base of the sign are being eroded. Repair the concrete base. (ZONING)

If you would like a copy of the sections of code that the 7 W Franklin St (Bellbrook OH) is currently in violation for, please let me know and I will have one made for you.
or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this Code.

(c) Vacant Structures and Land. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

1450.31 EXTERIOR PROPERTY AREAS.
(a) Sanitation. All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

(b) Grading and Drainage. Excluding approved retention and reservoirs, all premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon. No stormwater (including sump pump discharge) shall be discharged so as to accumulate and create an unsafe condition on any abutting property. No stormwater shall be discharged in a manner that creates a public nuisance.

(c) Sidewalks and Driveways. All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

(d) Vegetation. All premises and exterior property shall be maintained free from weeds or plant growth in accordance with Chapter 678 of the Bellbrook Municipal Code.
   (1) All plant materials, including trees and shrubs, afflicted with decay, disease, insect infestation, or otherwise considered dangerous to other plant material, shall be removed or appropriately treated, and dead trees and shrubs and “high risk” trees that pose an imminent danger to subject property or adjacent properties shall be removed. All sound plant materials, including trees and shrubs, shall be properly maintained and have no evident signs of neglect.
   (2) All lawns, hedges, bushes, trees and other vegetation shall be kept trimmed and shall not be permitted to become overgrown and unsightly where exposed to public view or where such vegetation may constitute a blighting influence on adjoining property.

(e) Rodent Harborage. All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After pest elimination, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

(f) Exhaust Vents. Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another tenant.

(g) Accessory Structures. All accessory structures, including but not limited to detached garages, sheds, permanent outdoor play equipment, lighting fixtures, fences and walls shall be
maintained structurally sound and in good repair at all times.

(1) Swimming Pools. Swimming pools shall be maintained in a clean and sanitary condition, and in good repair.

(h) **Motor Vehicles.** Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.

(i) **Defacement of Property.** No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti. It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.

(j) **Outside Storage.** In residential zones, all outdoor storage shall be effectively screened from view and storage of miscellaneous items must be within enclosed structures or screened as required in the Zoning Code. No person shall accumulate, cause to be accumulated, or allow to be accumulated junk upon any property located within the City.

(k) **Storage of Firewood.** Firewood must be stacked and piled in a reasonably compact and orderly fashion.

(l) **Brush Piles.** Brush piles are not permitted in a front yard and are limited to one per property.

(m) **Construction Equipment.** Unless construction equipment is actively being used for construction purposes on the property upon which the equipment is located, all construction equipment must not remain outside more than fifteen days.

(n) **Remedy Vacant or Unattended Properties.** Whenever the Code Official becomes aware of the existence of a vacant or unattended property which has not been maintained in a clean, safe and sanitary manner, the Code Official shall give or cause to be given as provided in this Code, to the owner of the property, written notice of such violation and requiring the unclean, unsafe or unsanitary conditions to be removed. If an owner fails to remove the unclean, unsafe or unsanitary conditions within the time specified on the notice and order, the Code Official may remove or cause to be removed the unclean, unsafe, unsanitary conditions and may employ the necessary labor to perform such work or cause it to be done by the appropriate City Department.

(o) **Drainage Ways.** Owners are obligated to maintain drainage ways in the same manner as the rest of their property. These tasks include all normal and routine maintenance such as mowing grass and weeding, removing brush and other vegetation, removing obstructions such as fallen trees and limbs and policing their yards for litter and other debris.
Drainage ways shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon.

(1) Drainage Swales. Swales are to be maintained by the owners of the parcels on which they are located, and at no time shall anyone plant shrubs and/or trees in, or discharge, empty or place any material, fill or waste into, any swale so as to divert or impede drainage flow.

(p) Garbage and Rubbish Containers. The owner and operator of every establishment producing garbage, vegetable wastes or other putrescible materials shall provide, and at all times cause to be used, leakproof approved containers provided with closely fitting covers for the storage of such materials until removed from the premises for disposal. Properly constructed compost piles shall be exempted.

Trash containers shall be removed from the public right of way not later than twenty-four hours after trash pick-up. The containers shall be returned to the public right-of-way area not earlier than twenty-four hours before the next trash pick-up.

1450.32 EXTERIOR STRUCTURE.

(a) In General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the health, safety or welfare.

(b) Protective Treatment. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

(c) Street Numbers. Each structure to which a street number has been assigned shall have such a number displayed in a position easily observed and readable from the public way.

(d) Structural Members. All structural members shall be maintained free from deterioration and shall be capable of safely supporting the imposed dead and live loads.

(e) Foundation Walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

(f) Exterior Walls. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.
(g) Roofs and Drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

(h) Decorative Features. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

(i) Overhang Extensions. All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

(j) Stairways, Decks, Porches and Balconies. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

(k) Chimneys and Towers. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

(l) Handrails and Guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

(m) Window, Skylight and Door Frames. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.
   1. Openable Windows. Every window, other than a fixed window, shall be capable of being easily opened.
   2. Glazing. All glazing materials shall be maintained free from cracks and holes.

(n) Insect Screens. During the period from April 1 to December 1, every door and window or other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than sixteen mesh per inch and every screen door used for insect control shall have a self-closing device in good working condition.
   Exception: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

(o) Doors. All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Every door available as an exit shall be capable of being opened from the outside.
(p) Basement Hatchways. Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

(q) Guards for Basement Windows. Every basement window that is openable shall be supplied with rodent shields, storm windows or other approved protection against the entry of rodents.

(r) Building Security. Doors, windows or hatchways for dwelling units, room units or housekeeping units shall be provided with devices designed to provide security for the occupants and property within.

1450.90 EXISTING STRUCTURES.
(a) Alterations or Repairs.
   1. Alterations or repairs, other than increasing the height or area of a structure, may be made to any structure without requiring the existing structure to comply with all requirements of this Code for new construction, provided such work conforms to the requirements of this Code. Alterations or repairs shall not cause an existing structure to become unsafe or adversely affect the performance of the building.
   2. Alterations or repairs to an existing structure which are nonstructural and do not adversely affect any structural member or any part of the structure having a required fire-resistance rating, may be made with the same materials of which the structure is constructed.
   3. Anything to the contrary herein notwithstanding, this Code shall not require the alteration of a lawful structure, existing on the effective date of the adoption or amendment of this Code, that could not be built under the terms of this Code. Such a lawfully nonconforming structure may be continued so long as it remains otherwise lawful, subject to the following provisions:
      A. No such nonconforming structure may be enlarged or altered in a way which increases its nonconformity, but any structure or portion thereof may be altered to decrease its nonconformity.
      B. Should such nonconforming structure or nonconforming portion of a structure be destroyed by any means to an extent of more than fifty percent of its replacement cost at the time of destruction, it shall not be reconstructed except in conformity with the provisions of this Code.
      C. Should such structure be moved for any reason for any distance whatever, it shall thereafter conform to the regulations of this Code.

(b) Other Ordinances. This Code establishes minimum requirements for the initial and continued occupancy and use of all structures and premises and does not replace or modify requirements otherwise established by ordinance which may be additional or more stringent for the construction, repair, alteration or use of structures, equipment or facilities.

1450.99 VIOLATIONS: LEGAL AND EQUITABLE REMEDIES.
(a) Unlawful Acts. It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this Code.