



November 27, 2019

MEMORANDUM FOR THE VILLAGE REVIEW BOARD
SUBJECT: VILLAGE REVIEW BOARD PUBLIC HEARING SCHEDULED ON
December 2nd, 2019

City of Bellbrook
15 E. Franklin Street
Bellbrook, Ohio 45305

T (937) 848-4666
F (937) 848-5190

www.cityofbellbrook.org

This is to confirm that the Village Review Board will conduct a public hearing on Monday December 2nd, 2019 at 6 PM in the City Council Chambers, 15 E. Franklin St., 2nd floor, Bellbrook. Please find the following enclosed: an agenda, the November 7th meeting minutes, and staff reports for all of the night's cases.

Please let me know if you have any questions regarding the enclosed material.

Jeffrey N. Green
Secretary, Village Review Board



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BELLBROOK VILLAGE REVIEW BOARD
PUBLIC HEARING
DECEMBER 2, 2019
AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF PRIOR MINUTES OF NOVEMBER 7, 2019

4. OLD BUSINESS: NONE

5. NEW BUSINESS:

- **VRB CASE # 19-10: GROUND SIGN (26 N WEST ST)**
- **VRB CASE # 19-11: PROJECTING WALL SIGN (26 E FRANKLIN ST)**
- **VRB CASE # 19-12: FLAT SIGN (6 W FRANKLIN ST)**

6. OPEN DISCUSSION

7. ADJOURNMENT

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting

November 7, 2019

PRESENT: Dana Duckro
Jennifer Bowersock
Jacquelin Greenwood
Karen McGill
Jeff Owens, Chair

Also present was City Manager Melissa Dodd.

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

ROLL CALL: Mrs. Duckro, yes; Mrs. Bowersock, yes; Mrs. Greenwood, yes; Mrs. McGill, yes; Chairman Owens, yes.

FORMAL APPROVAL OF MINUTES:

After polling members of Board, as there were no corrections or additions to the regular meeting minutes of September 12, 2019, Mr. Owens declared the minutes approved as written.

OLD BUSINESS - none

NEW BUSINESS:

- **VRB Case #19-5: Architectural Improvements and Signage (38 N Main St)**

The City Manager explained that this request is by the new owners of the Dyer Construction/Diamond Concrete building. They are renovating and starting a new business in the location that pays homage to the building's beginnings as a horse livery for the hotel. The name of the new business will be The Livery. The siding is being upgraded, the front window enlarged, the removal of the rear door, and the addition of barn doors and roll-up doors to the side and rear elevations.

Jessica and Mike Bettencourt, owner Bella Baby saw an opportunity to add an event space to Bellbrook. Mrs. Greenwood commented that she is happy with that plan since she had heard it was going to become a wine bar and it is better than a storage area for coffins. Mrs. Bettencourt is hoping to get approval quickly so that construction can begin before winter weather arrives.

Mr. Owens asked about the signage concerning the sign over the front door. Mrs. Bettencourt answered that the drawings just give a rough idea of location of the sign not what it will say.

Mrs. Duckro asked about the sign painted on the side of the building and if it includes an arrow. Mr. Bettencourt replied that the arrow is there to help customers find the event space which is in the rear of the building. Mr. Owens asked if the arrow was included in the dimensions of the sign because that could mean the sign is outside of the zoning requirements. Mrs. Bettencourt answered that the arrow was separate but that could be adjusted to meet the standards.

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Mrs. Duckro asked what the capacity of the building is. Mr. Bettencourt said he thought the total occupancy of the entire building is 95.

Mrs. Duckro made a motion to approve **VRB Case #19-5: Architectural Improvements (38 N Main St)**. Mrs. McGill seconded the motion. The Clerk called the roll. Mrs. Duckro, yes; Mrs. McGill, yes; Mrs. Bowersock, yes; Mrs. Greenwood, yes; Chairman Owens, yes. The motion passed 5-0.

- **VRB CASE # 19-6: WALL SIGN (22 E FRANKLIN ST)**

Mrs. Dodd explained that this case was a window sign for Thomas and Grushon Insurance Agency. This is a vinyl wrap sign that adheres to the outside of the window. It is the exact size of the window which makes the total 44 square footage which is 4 foot greater than what the code allows. But to make it meet code would leave an empty border and look awkward. If it was installed on the inside of the building it would not be a violation. If the VRB approves the sign the case will have to go to the BZA for a variance.

Justin Spargo, from Thomas and Grushon said they had not known that the sign would be put on the outside of the building. The decision to add a sign was due to many customers having difficulty finding their business.

Mr. Owens commented that it is a big and ugly sign that covers a large percentage of the front of the building. He added that the fact that this kind of sign could be placed inside the window without needing any kind of approval should be looked at.

Mrs. Duckro made a motion to approve **VRB Case #19-6: Wall Sign (22 E Franklin St)**. Mrs. Bowersock seconded the motion. The Clerk called the roll. Mrs. Duckro, yes; Mrs. Bowersock, yes; Mrs. Greenwood, yes; Mrs. McGill, yes; Mr. Owens, yes. The motion passed 5-0.

- **VRB CASE # 19-7: GROUND SIGN (64 W FRANKLIN ST)**

The City Manager explained that this is one of several requests by properties owned by Brian Koch. This one is for Bellbrook Insurance. The sign is black and white and made of an aluminum composite. It is going on the posts that are already in place.

The way-finding sign that is also on that property which is not allowed will be removed at some point since Mr. Koch is rebranding the Bellbrook Plaza.

Mrs. Greenwood made a motion to approve **VRB Case #19-7: Ground Sign (64 W Franklin St)**. Mrs. McGill seconded the motion. The Clerk called the roll. Mrs. Greenwood, yes; Mrs. McGill, yes; Mrs. Duckro, yes; Mrs. Bowersock, yes; Mr. Owens, yes. The motion passed 5-0.

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- **VRB CASE # 19-8: WALL SIGN (64 W FRANKLIN ST)**

Mrs. Dodd explained that the request is for a sign to be placed on the wall of 64 W Franklin Street facing Bellbrook Plaza. The sign follows the sign requirements and will be 32 sq. ft. and made of a plastic composite with an aluminum face. This is a multi-occupant building but this will be the only sign going on it. It just shows the Dayton Monument logo. This business does not have visibility from Franklin Street.

Darryl McGill 3846 W Franklin Street, commented that this is a fundamental fairness issue. If the other businesses in building want a sign, it needs to be fairly split among them. Mrs. Dodd answered that this business owner is also the property owner.

Mrs. Duckro asked about the color of the sign. It looks to be white or off white according to Mrs. Dodd

Mrs. Duckro made a motion to approve **VRB Case #19-8: Wall Sign (64 W Franklin St)**. Mrs. Bowersock seconded the motion. The Clerk called the roll. Mrs. Duckro, yes; Mrs. Bowersock, yes; Mrs. Greenwood, yes; Mrs. McGill, yes; Chairman Owens, yes. The motion carried 5-0.

- **VRB CASE # 19-9: GROUND SIGN (60 W FRANKLIN ST)**

Mrs. Dodd presented this case which is for a ground sign for Bellbrook Village Suites. This building is split to hold multiple businesses. The current sign is made of five slats that identify the businesses inside. The request is to change the size of several of the slats. For two of the businesses the slat size will be increased to double in size and be more prominent. Leaving one single slat at the bottom. Mrs. Dodd reached out to Mr. Koch to ask when this sign was originally approved. Some research needs to be done on this sign. Mr. Owens added that the sign changed since it was HER Realty.

The board would like to know how many suites are in the building. Does the size of the slats/typeface coincide with the amount of space the business occupies? There was also a question about the visibility of the lowest slat due to the vegetation growing around the base. Mrs. Duckro asked about the word placement.

Mrs. Duckro made a motion to table **VRB Case #19-9 Ground Sign (60 W Franklin St)** until more information is provided by Mr. Koch.

- **VRB CASE # 19-10: GROUND SIGN (26 N WEST ST)**

Mrs. Dodd presented this case for an entrance sign to be placed by BellHOP Café. This is part of the new branding of Bellbrook Plaza. It is a wayfinding sign to direct traffic into the plaza. This will be a 5' x 4' one-sided sign.

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Mrs. Duckro asked why it is not two-sided because traffic also comes from the other direction. Mr. Owens added that other side of the sign would just be an ugly white piece of board. Other board members agreed and also wanted to know about how the sign will affect the parking spot next to it.

Mrs. Duckro also asked about the height of the poles and overall height of the signs. She also wondered about the material of the poles. The request states wooden poles, but the poles for his other businesses are metal and so these are not consistent. Mr. Owens is concerned with the overall height due to visibility around it for drivers.

Mrs. Greenwood asked if the Plaza wayfinding sign would come down as it is a hazard. She stated that the Bellbrook Plaza sign attached to the street sign at the corner of Franklin and S East Streets should not be allowed. Mr. Owens replied that the City has authority to place signage as needed. Mrs. Greenwood asked if that meant any business can get the city to put up a way-finding sign. She added that signs are within the overview of the Village Review Board. Mrs. Dodd said they could look at bringing that sign before the board, but that the one that is there now is temporary. That's one of the reasons Mr. Koch is requesting approval for this sign.

Mr. Owens added that the temporary sign was placed by the city when Mr. Koch removed the curb cut entrance near the Dairy Shed which he thinks is great. Mrs. Greenwood asked if that was going to be a policy the city makes to be able to put signs on roadway signs. Mrs. Dodd agreed to bring other signs to the board.

The board also wants to know if there will be any lights. Mrs. Dodd answered that the request is missing a lot of necessary information. The board would like to see all of the information about the sign including the graphic. Due to the missing information needed for this request, Mrs. Bowersock made a motion to table **VRB Case #19-10 Ground Sign (26 N West St)**. Mrs. McGill seconded the motion.

- **VRB CASE # 19-11: GROUND SIGN (60 W FRANKLIN ST)**

Mrs. Dodd started the discussion by saying that this request was put together quickly by Mr. Koch.

Mrs. McGill stated that she did not like that all of the business names are gone from the new version or that the board was cork. Mrs. Dodd said it would not be cork, but something that is easily changeable for listing events that is weather resistant. This is probably going to have a closure something like what the Presbyterian Church has.

Mr. Owens opined that he liked the idea of getting rid of all the little signs. Mrs. McGill disagreed because people need to know what is back in the Plaza. Mr. Owens added that he appreciates all the work that Mr. Koch has done. He wondered if an electronic display would solve that problem since the board has already approved such signs. Mrs. Dodd said she would not encourage more electronic signs downtown. Mr. Owens said he thinks they are useful and do not need to be flashy.

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Mrs. Dodd said that the size of the current signs are pedestrian-sized and not legible for drivers on Franklin Street unless it is a recognizable logo. Mrs. Duckro asked if the sign could be something like the Bellbrook Village Suites sign with slats. Then some slats could list the businesses and others could be switched out for events. This would provide a consistency. Mrs. Dodd relayed that the problem has to do with any changes to what businesses are located in the Plaza. This idea eliminates the cost involved with producing the business names.

Mrs. Duckro wondered if the businesses in the Plaza know they are about to lose their visibility. She added that they do want to support the businesses we have in Bellbrook. The board wonders how much it costs to change a slat. Mr. Owens said there needs to be a way to keep the posted signs more current citing that HER Realty moved over two years ago.

The board requested a visioning conversation with Mr. Koch before he pays for a conceptual drawing.

Mrs. Duckro made a motion to table **VRB Case #19-9 Ground Sign (60 W Franklin St)**. Mrs. McGill seconded the motion.

- **Tony Cali, organizer and chairperson of Bellbrook By Design**

Mr. Cali described that the inspiration for this community group came when he attended the Downtown Revitalization meetings this summer. He owns the AllState Insurance company in town. The treasurer and secretary both live in Bellbrook. So far, the committee, along with the others in the group have been busy working on their visioning for what they want to be. They are working with Greene Giving to start a 501C organization. They are meeting with all the local service groups to spread the word. There is a lot of energy after hearing from the consultant and the city administration which he wanted to keep going.

The group is not looking to take over any of the good works other service organizations are doing, but to provide support to them by linking people with skills and ideas with projects in our city.

Mr. Cali asked if the board had any questions for him and what is the best way to learn about the Village Review Board's objectives. Mr. Owens said to start with the Village Review Board information. Mr. Cali said he is going to read it along with the Comprehensive Plan.

Mr. Cali recounted stories from Michael Nettis, Brian Koch and others. They are creating a database of residents that lists skills and interests. The website is bellbrookbydesign.org where people can add their names to the database or put ideas and projects for our community.

David Buccalo, 126 Lower Hillside, asked if he is committing to bring any ideas that affect the old village, including business ideas, zoning, residential issues, signage, etc., to the Village Review Board and not bypass them. He said the board needs to be completely informed. Mr. Cali said they will follow the rules. Mr. Buccalo admitted that he didn't know if that was a rule, but he asked Mr. Cali to commit to doing it and make it part of the process.

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Mr. Cali said that even though his group is not a government entity, they will do their best to abide by the rules. He admitted that they might bring some challenges too. He also said that it would not make sense to bring every idea someone gets before the board before they explore the idea themselves.

Mr. Buccalo asked if Mr. Cali would get board approval for things like signs for a special event. They don't want to be the last to know. He said he thought most of the board lived in the Old Village. Mr. Buccalo said there is a general fear of people living in here are going to be excluded from the activity. From a business perspective, he believes it makes sense to have good relations with the residents. Mr. Cali said that reminded him of an interesting idea he had heard concerning the old school building that would be symbiotic between business and residential. He also answered, that if there was anyone within the city who felt left out of the Bellbrook By Design group, it might be because they did not attend any of the Downtown Revitalization meetings this summer. He welcomes input from the residents. He opined that he would not like an electronic sign across the street from his home, like the one the board discussed earlier.

Mr. Cali closed with a request for everyone to try to get the word out about the new group and joining with the other local service organizations.

Mr. Owens discussed a new sign for the Blueberry Café. The sign is the same but going to be moved over closer to the new doorway.

OPEN DISCUSSION

David Buccalo, 126 Lower Hillside, said he thought this board was doing a good job. He said he is concerned that this board is being marginalized to the point of being disbanded, or at least de facto disbanded. The Mayor said it was not. Mr. Buccalo talked about the sign ordinance which was written many years ago saying he was told that the city is exempt from those rules. The reason for that was so that the Police or Service Department would not have to go through an approval process. At that time there was no concept of temporary signs or public art displays. Mr. Buccalo would like to see that loophole closed especially in the old village. The city should follow the same rules. The idea of the old village zoning came about because the city came to the residents at the time saying they wanted to do something to help the old area and in exchange for accepting additional regulations the Village Review Board was created. He recounted that the idea was to keep people from on top of the hill from telling people on the bottom of the hill how to live. It can become very invasive such as telling someone what kind of mailbox they need to put up or what color you can put on your house. Mr. Buccalo said that in the old village there is older infrastructure. He then said he thinks what is happening on the Dart

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property should be going through this board. The promise that was made was that you were not going to have someone else telling you what to do. He does not believe people in the old village will just give each other a free pass. He thinks people will maintain standards. He said Mr. Dart has been given 26 violations and threatened with over \$6,700 in fines. He said the repairs to that property will cost over \$100,000. He said the property is essentially how it was in 1989 when it was a hardware store. He dislikes people saying what the property "should be" when they aren't stepping up with a checkbook. He does not think the BZA/PRC or the Planning Board should have authority over this case. He would like to see the Property Review Board be restricted and their authority over the old village be withdrawn and given to the Village Review Board. He emphasized again that this is the most important board in the city.

ADJOURN

Being no further business to come before this regular session of the Chairman declared the meeting adjourned at 7:00 pm.

Jeff Owens, Chairman

Pamela Timmons, Clerk of Council



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 27, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to install a new ground sign on the property located at 26 N West Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Brian Koch
Address: 64 W Franklin St, Bellbrook OH, 45305

Property Owner: Brian Koch
Address: 92 W Franklin St, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, a staff will approve the sign permit.

Request in relation to the Zoning Code

The request is to place a 30 sq. ft. ground sign in the vegetated area in front of the Bellhop Café at the intersection of N West Street and Bellbrook Plaza (see attached photo for location.) Per the applicant, the sign will have a total height of 6 feet. Per the application submitted, the sign specifications indicate the sign will be 5'x6' and be made of a Plastic Composite with an aluminum face. Per a discussion with the applicant, the sign will be held in place by two wooden pillars and angled towards W Franklin/ N West St.

Per section of 18.20B(4)(a)(2), *No free standing sign shall be larger than thirty-six (36) square feet total exposed faces.* As the proposed sign has only one face measuring a total of 30 sq. ft., it would meet the size requirement outlined in the code.

Per section of 18.20B(3)(c), *No free standing sign shall be mounted on the roof of a building nor shall it reach a greater height than the lowest point of the cornice of the building or facility it represents. In no case shall any portion of a free standing sign be located off the property of the facility it represents. All such signs shall be allowed the same area and be subject to the*

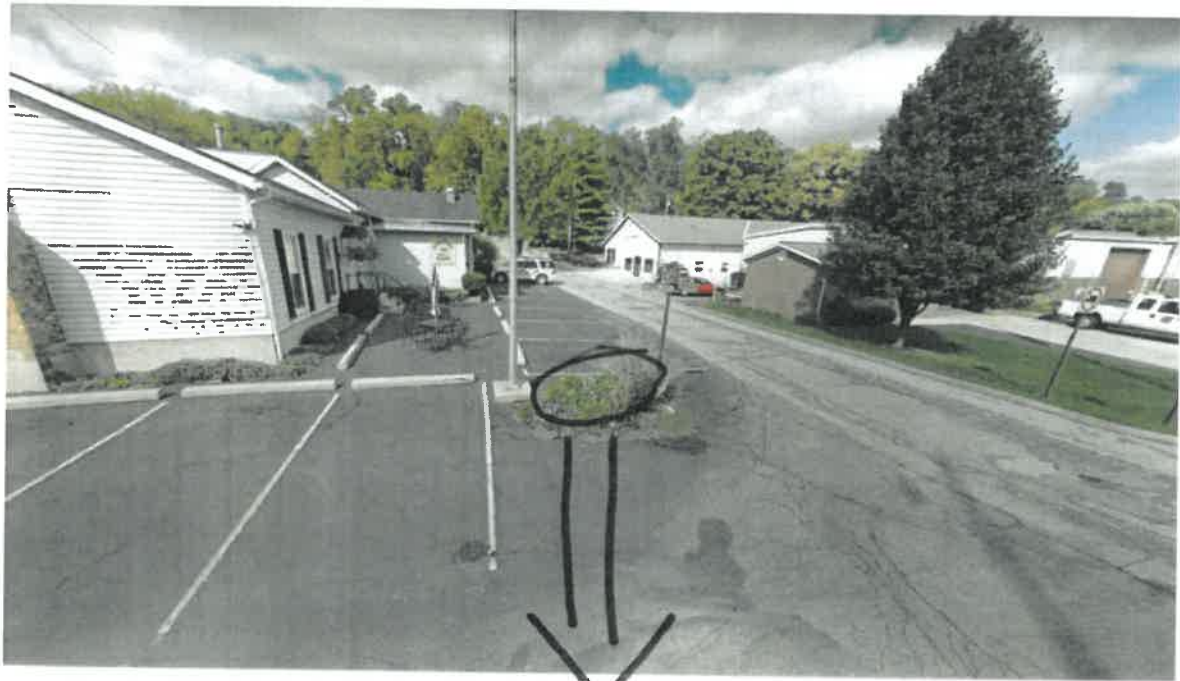
restrictions outlined for projecting signs. Per the applicant, the sign will measure 6 feet in height (with the posts) and as such meets the minimum height and placement requirements of the code.

Per section of 18.20B(4)(a)(6), Allowable materials are stone, wood and metal. Facsimiles of stone, wood and metal produced from other materials are permissible if deemed acceptable by the Village Review Board. Per the application submitted, the via plastic composite with an aluminum face which is considered an acceptable material.

Current Photo of the Property



Proposed Location and Design



Sign Location

60"x72" SIGNBOARD 1X EACH SS

Welcome to

Bellbrook

Plaza

Recommendation

Staff recommends that the proposed sign be approved as submitted.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER:

ADDRESS:

CITY:

Brian L. Koch

26 N. West St.

Bellbrook Oh 45305

PHONE:

937-239-6651

ST:

OH

ZIP:

45305

2. APPLICANT:

ADDRESS

CITY

PHONE:

ST:

ZIP:

3. ARCH FIRM :

CONTACT PERSON:

ADDRESS:

CITY

PHONE:

ST:

ZIP:

4. CONTRACTOR:

CONTACT PERSON

ADDRESS:

CITY:

PHONE:

ST:

ZIP:

5. REASON FOR APPLICATION:

_____ DEMOLITION

 FULL

_____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

Relocating main entrance of the
Bellbrook Plaza for safety reasons.

CONSTRUCTION OF A NEW MAIN BUILDING

OTHER

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

 B-3 B-4 A-1

WP OR WO FLOODPLAIN NONE

FIGURE 6 | The effect of the concentration of the inhibitor on the inhibition rate of the reaction.

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

☐ WOOD FRAME☐ BRICK BEARING WALL☐ STRUCTURAL STEEL☐ MASONRY/STONE BEARING WALL☐ REINFORCED CONCRETE☒

OTHER

Plastic composite w/ aluminum face

13. BUILDING SIZE (APPROXIMATE):

WIDTH

DEPTH

5' x 4'

A. NUMBER OF STORIES

B. HEIGHT (GRADE TO ROOF CREST)

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW

(2) PROPOSED SIZE OF WINDOW

(3) ORIGINAL SIZE OF DOOR

(4) PROPOSED SIZE OF DOOR

14. LOT SIZE:

WIDTH

DEPTH

AREA OF LOT:

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

CONSTRUCTION PLANS, SITE PLAN(S) OR DRAWING(S) SHOWING THE STRUCTURE, THE LOT LINES, THE PROPOSED PROJECT AREA, INCLUDING SETBACKS FOR THE ZONING DISTRICT.

FOR NEW SIGNS, SIGN RE-DESIGNS OR CHANGES IN SIGN LIGHTING, SUBMIT A DIAGRAM OR SCHEMATIC OF THE PROPOSED SIGN INCLUDING DIMENSIONS AND THE PROPOSED PLACEMENT ON STRUCTURE OR LOT.

FOR STRUCTURAL MODIFICATIONS WHICH REPLACE EXISTING DOORS, WINDOWS, OR SIMILAR FEATURES WITH NO SIZE CHANGES OR STYLE CHANGES ON STRUCTURES CONSTRUCTED PRIOR TO 1945, SUBMIT CUT SHEETS OR DRAWING OF PROPOSED REPLACEMENT ITEMS.

FOR STRUCTURAL MODIFICATIONS WHICH CHANGE OR ADD ARCHITECTURAL FEATURES ON A STRUCTURE CONSTRUCTED PRIOR TO 1945, PLEASE PROVIDE A DETAILED DRAWING SHOWING THE ARCHITECTURAL FEATURES AFFECTED OR ADDED AND THE PLACEMENT OF SUCH ARCHITECTURAL FEATURES ON THE STRUCTURE.

FOR ARCHITECTURAL FEATURES PROPOSED TO BE REMOVED, PROVIDE A WRITTEN JUSTIFICATION WHY SUCH ARCHITECTURAL FEATURES SHOULD BE REMOVED, INCLUDING A DRAWING OF BOTH THE EXISTING AND PROPOSED AREA(S) OF WORK.

THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER: Brian L. Koch DATE: 9/10/19
PRINTED NAME: Brian L. Koch

APPLICANT: Brian L. Koch DATE: 9/10/19
PRINTED NAME: Brian L. Koch

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR _____ DATE: _____



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 27, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to install a new projecting wall sign on the property located at 26 E Franklin Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Little Miami Handworks LLC
Address: 26 E Franklin St, Bellbrook OH, 45305

Property Owner: Victorian Bellbrook LLC
Address: 26 E Franklin, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will forward the request to the BZA.

Request in relation to the Zoning Code

The request is to place a 16 sq. ft. projecting wall sign above the 2nd story windows on the front elevation of the building. Per the application submitted the sign will be created out of wood and have vinyl print.

Per section of 18.20B(4)(a)(1), *No projecting sign shall be larger than thirty-six (36) square feet total exposed faces, except at the corner of two (2) public streets.* Per the application submitted, the proposed sign will measure 16 sq. ft. which would meet the size requirement of the zoning code.

Per section of 18.20B(3)(a), *In no case should the sign or its supports extend above the highest point of the building supporting the sign. A sign may project from a building beyond the property line and over a public sidewalk providing:*

- (1) it does not intrude more than 3/4 of the sidewalk width; and*
- (2) It clears the sidewalk by ten (10) feet.*

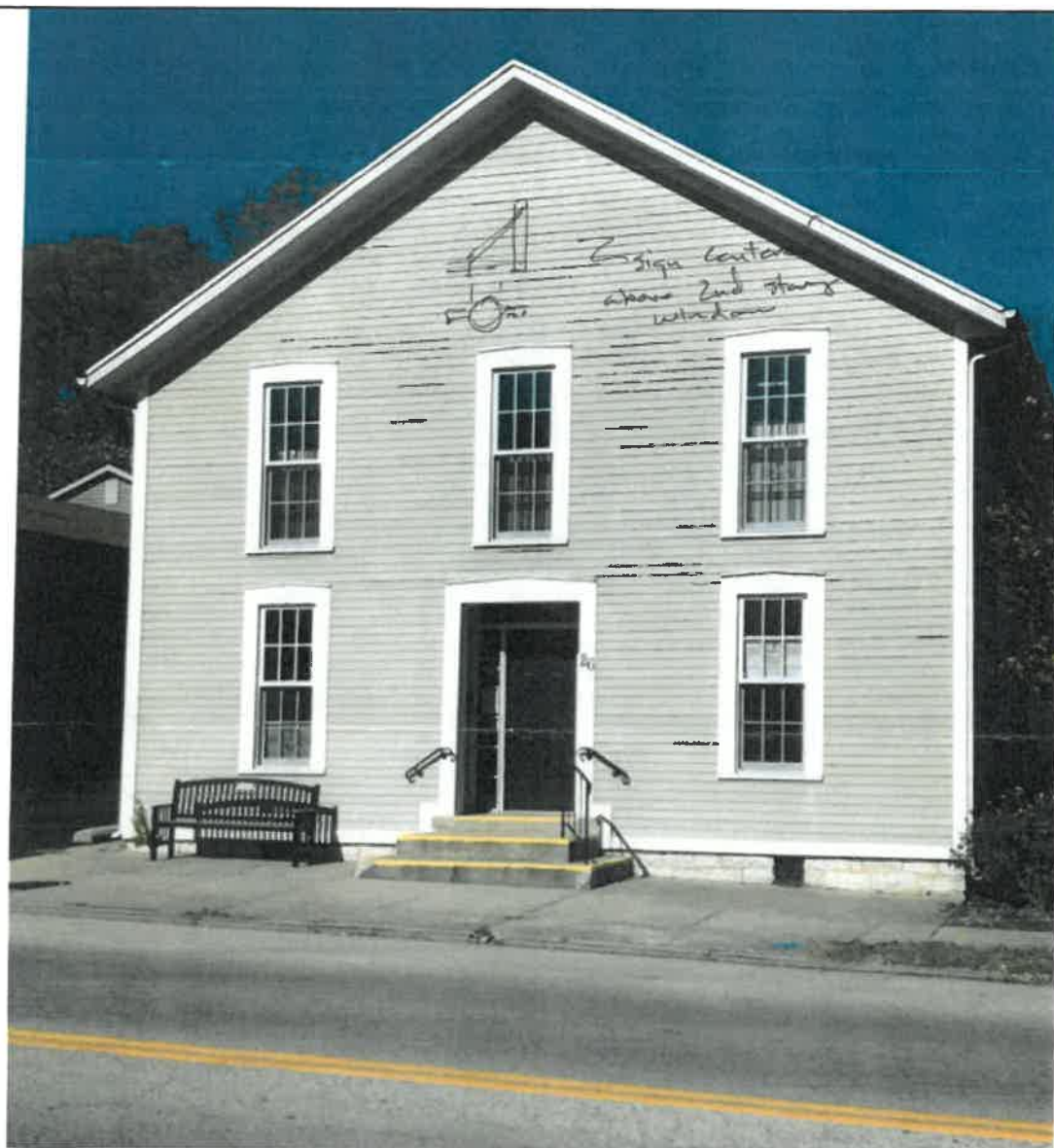
Per the submitted application, the sign will be 14+ feet from the ground meeting the minimum height requirement of the code. In regards to the sidewalk width, per GIS, the sidewalk looks to measure 12 feet in width from the street to the building. As the sign measures 4 feet in width, the proposed sign would take up roughly 33% of the width of the sidewalk and would meet code.

Per section of 18.20B(4)(a)(6) *Allowable materials are stone, wood and metal. Facsimiles of stone, wood and metal produced from other materials are permissible if deemed acceptable by the Village Review Board.* Per the application submitted, the proposed sign will be constructed from wood which would be considered an acceptable sign material.

Photo of the Property



Proposed Change





Recommendation

Staff recommends the proposed sign be approved as submitted.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Victorian Bellbrook PHONE: 937-475-1659
ADDRESS: 70 Boylston St
CITY: Bellbrook OH 45305 ST: _____ ZIP: _____

2. APPLICANT: LITTLE MIAMI HANDWORKS PHONE: 937-307-6634
ADDRESS: 26 E. FRANKLIN
CITY: Bellbrook OH 45305 ST: _____ ZIP: _____

3. ARCH FIRM: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

4. CONTRACTOR: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

STRUCTURAL MODIFICATION**NATURE OF MODIFICATION**

EXTENUATING CIRCUMSTANCES (IF ANY)

 X SIGN (ADDITION, REDESIGN OR LIGHTING) CONSTRUCTION OF A NEW MAIN BUILDING

6. TYPE OF BUILDING (CHECK ONE)

 RESIDENTIAL INDUSTRIAL X COMMERCIAL INSTITUTIONAL OTHER

7. PRESENT TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

8. PROPOSED TYPE OF USE (PER ZONING ORDINANCE LISTING)

ARTICLE # 12, SEC. 12.02 (1)(I) - CENTRAL BUSINESS DISTRICT

9. PRESENT ZONING DISTRICT (CHECK ONE):

<u> </u> R-1AA	<u> </u> R-1A	<u> </u> R-1B	<u> </u> R-2
<u> </u> R-3	<u> </u> O-1	<u> </u> B-1	<u> </u> B-2
<u> </u> B-3	<u> X </u> B-4	<u> </u> A-1	

10. BESIDES THE OLD VILLAGE DISTRICT PLAN OVERLAY, OTHER OVERLAY ZONES WHICH APPLY TO THE AFFECTED PROEPRTY ARE (CHECK ALL THAT APPLY):

 WP OR WO FLOODPLAIN NONE11. AGE OF BUILDING

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

 X WOOD FRAME BRICK BEARING WALL
 STRUCTURAL STEEL MASONRY/STONE BEARING WALL
 REINFORCED CONCRETE OTHER

13. BUILDING SIZE (APPROXIMATE): WIDTH DEPTH

A. NUMBER OF STORIES

B. HEIGHT (GRADE TO ROOF CREST)

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW

(2) PROPOSED SIZE OF WINDOW

(3) ORIGINAL SIZE OF DOOR

(4) PROPOSED SIZE OF DOOR

14. LOT SIZE: WIDTH DEPTH

AREA OF LOT:

ATTACH A WRITTEN DESCRIPTION OF DETAILS OF PROPOSED WORK ALONG WITH THE FOLLOWING:

CONSTRUCTION PLANS, SITE PLAN(S) OR DRAWING(S) SHOWING THE STRUCTURE, THE LOT LINES, THE PROPOSED PROJECT AREA, INCLUDING SETBACKS FOR THE ZONING DISTRICT.

FOR NEW SIGNS, SIGN RE-DESIGNS OR CHANGES IN SIGN LIGHTING, SUBMIT A DIAGRAM OR SCHEMATIC OF THE PROPOSED SIGN INCLUDING DIMENSIONS AND THE PROPOSED PLACEMENT ON STRUCTURE OR LOT.

FOR STRUCTURAL MODIFICATIONS WHICH REPLACE EXISTING DOORS, WINDOWS, OR SIMILAR FEATURES WITH NO SIZE CHANGES OR STYLE CHANGES ON STRUCTURES CONSTRUCTED PRIOR TO 1945, SUBMIT CUT SHEETS OR DRAWING OF PROPOSED REPLACEMENT ITEMS.

FOR STRUCTURAL MODIFICATIONS WHICH CHANGE OR ADD ARCHITECTURAL FEATURES ON A STRUCTURE CONSTRUCTED PRIOR TO 1945, PLEASE PROVIDE A DETAILED DRAWING SHOWING THE ARCHITECTURAL FEATURES AFFECTED OR ADDED AND THE PLACEMENT OF SUCH ARCHITECTURAL FEATURES ON THE STRUCTURE.

FOR ARCHITECTURAL FEATURES PROPOSED TO BE REMOVED, PROVIDE A WRITTEN JUSTIFICATION WHY SUCH ARCHITECTURAL FEATURES SHOULD BE REMOVED, INCLUDING A DRAWING OF BOTH THE EXISTING AND PROPOSED AREA(S) OF WORK.

THE OWNER AND THE APPLICANT DO HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN AND IN THE ACCOMPANYING MATERIALS ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND CORRECT AND ACCEPT RESPONSIBILITY FOR THE SAME.

OWNER:

[Signature]

DATE: 11/19/19

PRINTED NAME:

Dwight W. BARTLETT JR

APPLICANT:

[Signature]

DATE: 11/19/19

PRINTED NAME:

Dwight Bartlett

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

[Signature]
CITY OF BELLBROOK ZONING INSPECTOR

DATE: _____



CITY OF BELLBROOK

ZONING PERMIT - SIGNS

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305

(937) 848-4666 WWW.CITYOFBELLBROOK.ORG

APPLICANT INFORMATION

DATE RECEIVED 11 / 19 / 19

PERMIT # 19-103

PROPERTY ADDRESS ~~2600~~ 26 E. FRANKLIN

ZONING DISTRICT R-1A

PROPERTY OWNER Victorian Bellbrook LLC

PHONE NUMBER 937 475 6659

APPLICANT NAME Little Miami Handworks LLC

PHONE NUMBER 937 307 6634

REQUEST INFORMATION

BUSINESS NAME Little Miami Handworks LLC

BUSINESS MAILING ADDRESS 26 E. Franklin Bellbrook OH 45305

SIGN REQUEST NEW PERMANENT SIGN ☒ SIGN REFACE ☐ TEMPORARY ☐ OTHER ☐

SIGN TYPE GROUND ☐ PROJECTING ☒ ROOF ☐ WALL ☐ SANDWICH BOARD ☐ BANNER ☐ OTHER ☐

SIGN DIMENSIONS HEIGHT 2' WIDTH 4' AREA 16 SQUARE FEET BUILDING FRONTAGE 32' LINEAR FEET

SIGN LOCATION FRONT YARD ☐ SIDE YARD ☐ REAR YARD ☐ SIGN HEIGHT 14' FEET (FROM GROUND TO TOP OF SIGN)

SIGN MATERIALS WOOD - ~~BRASS~~ Vinyl Print

ADDITIONAL COMMENTS _____

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 11 / 2 / 2019

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



To: Village Review Board
From: Jeff Green, Planning and Zoning Assistant
Date: November 27, 2019
Subject: VRB Staff Report

Summary of the Request

The request is to install a new ground sign on the property located at 6 W West Street, Bellbrook OH, 45305.

Applicant Information

Applicant: Bella Hart
Address: 6 W Franklin St, Bellbrook OH, 45305

Property Owner: Hartstone Capital LLC
Address: 1513 Chestnut Grove, Bellbrook OH, 45305

Additional Actions or Next Steps to be taken by the City

If VRB approves of the request, staff will approve the sign permit.

Request in relation to the Zoning Code

The request is to place a 3'x4' (12 sq. ft.) interactive flat sign on a window at the property located at 6 W Franklin Street. The interactive sign will be placed on the middle window to the west of the front the door. It should be noted that the windows directly adjacent to the proposed sign will also have signage but will be located on the inside of the window.

Per section 18.20A(4)(a), Any sign located inside or behind a window shall not be subject to any provision of the Ordinance, except the Prohibited Signs and Sign Characteristics contained in this Ordinance. As such, any signage located behind a window will NOT require VRB approval nor will a permit be required.

Per section of 18.20B(4)(a)(2), 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. Per the applicant, the proposed sign measures 3' x 4' (12 sq. ft.) and meets the minimum size requirement as stated in the ordinance.

Per section of 18.20B(3)(b), *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. Per the application, be located on the first floor window of the building and would meet the minimum height requirements.*

Photo of the Property



Proposed Location and Design



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

This application should be used for demolitions (Section 4.1 of the Guidelines, structural modifications (Section 4.2), construction of a new main building (Section 4.3), and erection of a sign (Section 4.4). A separate application must be completed for each property involved in the proposed change. Each blank must be filled; if a question does not apply, write "N/A" in the blank. If the provided space is insufficient for an answer, attach additional pages identifying the address of the property affected and the question number to which the answer relates. Attach any required plans or drawings. PRINT LEGIBLY OR TYPE. THE APPLICATION MUST BE SIGNED BY THE OWNER AND THE APPLICANT.

GENERAL INFORMATION

ADDRESS OF PROPERTY AFFECTED:

1. OWNER: Bella Hart PHONE: 9377601308
ADDRESS: 60 W. Franklin St.
CITY: Bellbrook OH 45305 ST: OH ZIP: 45305

2. APPLICANT: // PHONE: _____
ADDRESS: _____ ST: _____ ZIP: _____
CITY: _____

3. ARCH FIRM : _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____ ST: _____ ZIP: _____
CITY: _____

4. CONTRACTOR: _____ PHONE: _____
CONTACT PERSON: _____
ADDRESS: _____ ST: _____ ZIP: _____
CITY: _____

5. REASON FOR APPLICATION:

_____ DEMOLITION _____ FULL _____ PART

REASON WHY DEMOLITION IS DESIRED:

PROPOSED USE FOLLOWING DEMOLITION:

12. PRIMARY TYPE OF CONSTRUCTION (CHECK ONE):

☐ WOOD FRAME
 ☐ BRICK BEARING WALL
☐ STRUCTURAL STEEL
 ☐ MASONRY/STONE BEARING WALL
☐ REINFORCED CONCRETE
 ☒ OTHER _____

13. BUILDING SIZE (APPROXIMATE): _____ WIDTH _____ DEPTH

A. NUMBER OF STORIES 2

B. HEIGHT (GRADE TO ROOF CREST) Not sure

C. WINDOW OR DOOR CHANGES

(1) ORIGINAL SIZE OF WINDOW

(2) PROPOSED SIZE OF WINDOW

(3) ORIGINAL SIZE OF DOOR

(4) PROPOSED SIZE OF DOOR

N/A

14. LOT SIZE: WIDTH _____ DEPTH _____

AREA OF LOT: _____

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OWNER:

Belle Hunt 

DATE: 11-26-19

PRINTED NAME:

Belle Hunt

APPLICANT:



DATE: 11-26-19

PRINTED NAME:

Belle Hunt

BASED UPON THE STATEMENTS FOUND IN THE ABOVE APPLICATION, THE PROPOSED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS IS FOUND TO COMPLY WITH THE CITY OF BELLBROOK ZONING ORDINANCES AND THE PERMIT IS HEREBY GRANTED BY APPROVAL OF THE VILLAGE REVIEW BOARD ON

CITY OF BELLBROOK ZONING INSPECTOR

DATE:

It will be an interactive screen for
walk in traffic to find buses on
the outside of the building / will be
so gorgeous ♡ Belle