

City of Bellbrook

15 E. Franklin Street
Bellbrook, Ohio 45305

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www.cityofbellbrook.org

BELLBROOK VILLAGE REVIEW BOARD

PUBLIC HEARING

AUGUST 4, 2020

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF PRIOR MINUTES OF JULY 7, 2020

4. OLD BUSINESS: none

5. NEW BUSINESS

- **VRB 20-101 Wall Sign (90 E Franklin)**
 - Staff Summary
 - Property Owner

6. OPEN DISCUSSION

7. ADJOURNMENT

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting

July 7, 2020

PRESENT: Thad Camp
Jen Bowersock
Jacquelin Greenwood
Karen McGill
Jeff Owens, Chair

Also present was Planning and Zoning Administrator Jessica Hansen.

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

ROLL CALL: Mr. Camp, 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 June 9, 2020, Mr. Owens declared the minutes approved as written.

OLD BUSINESS – none

NEW BUSINESS

- **VRB Case 20-90: Multiple Signs (115 E Franklin Street)**

Mrs. Hansen presented the staff report for 115 E Franklin that is occupied by Covenant Animal Clinic. They are requesting new sign faces for the existing signs for their business. There are no changes to the location or sizes of the signs.

Mr. Camp made a motion to approve VRB 20-90 Multiple Signs at 115 E Franklin Street. Mrs. Bowersock seconded the motion. The clerk called the roll. Mr. Camp, yes; Mrs. Bowersock, yes; Mrs. Greenwood, yes; Mrs. McGill, yes; Mr. Owens, yes. The motion passed 5-1.

- **VRB Case 20-73: Ground Sign (80 E Franklin Street)**

Mrs. Hansen presented the staff report for 80 E Franklin that is occupied by Grace and Love Cakes bakery owned by Pamela Jeltema. The sign will be 20 sq. ft. per side. It meets all of the sign regulations.

Pamela Jeltema, 80 E Franklin Street, thanked Council member Ernie Havens for his assistance and support.

Mrs. Greenwood asked if the sign will be lighted. Ms. Jeltema answered there is a ground light that will point at the sign and the flag that is already there.

RECORD OF PROCEEDINGS

Minutes of Bellbrook Village Review Board Meeting

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Mr. Camp made a motion to approve VRB 20-73 Ground Sign at 80 E Franklin Street. Mrs. Greenwood seconded the motion. The clerk called the roll. Mr. Camp, yes; Mrs. Greenwood, yes; Mrs. Bowersock, yes; Mrs. McGill, yes; Mr. Owens, yes. The motion passed 5-1.

- **VRB Case 20-75: Accessory Structure (7 W Franklin Street)**

Mrs. Hansen presented the staff report for 7 W Franklin for a certificate of appropriateness for the Little Free Art Gallery. Mrs. Hansen explained that the structure was a repurposed dog house on wheels that is made of wood with a glass door that had been chained to a public bench in front of 7 W Franklin Street and sitting in the right of way. Mrs. Hansen added that the requester compares it to the Little Free Libraries but those have an average size of 6.92 cubic ft. whereas the Art Gallery has a size of 95 cubic ft. Staff is recommending that the structure be taken off of the wheels and be placed in between 7 W Franklin and the next building owned by Mr. and Mrs. Disalvo.

Speaking for the Little Free Art Gallery were Rick Martin and John Landsiedel. Mr. Landsiedel stated that the stretch of sidewalk in front of the building includes 6 ft of private property. It is on wheels so that it can be rolled inside as needed. The large size is due to the size of some of the art that he is loaning to kids. Plus if it were between the buildings he could not keep an eye on it.

Mrs. McGill commented that this is a great idea since art is one of the classes being cut from the school curriculum.

Mrs. Greenwood said she thinks the structure looks top-heavy and is concerned about safety. She also asked about the glass door. Mr. Landsiedel stated that the door is plexiglass and it is locked when he is not in his art gallery next door to keep an eye on it.

Mr. Owens asked if children will be able to reach all the way in to get the art or might they climb in. Mr. Landsiedel answered that when the gallery is locked he pushes the art to the back. When it is unlocked he pulls the art to the front so that it can be seen.

Mrs. Greenwood asked the other board members about setting precedence and if others in the city started putting out similar structures. She asked that if it is on wheels, couldn't it be rolled inside whenever Mr. Landsiedel is not around. He replied that it would require a lot of work to move it inside every day and he is wanting to entice kids to check out the art.

The board discussed making the approval temporary. Mr. Camp added that as an insurance agent he feels the chains are unsafe and asked that a better means of securing the structure in place be included in the conditions.

Mr. Camp made a motion to grant VRB 20-75 Accessory Structure at 7 W Franklin Street with the following conditions: the structure may be placed outside of 7 W Franklin Street until October 15, 2020, and it must be secured to the building without the use of chains. Mrs. McGill seconded the motion. The

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clerk called the roll. Mr. Camp, yes; Mrs. McGill, yes; Mrs. Greenwood, no; Mrs. Bowersock, yes; Mr. Owens, yes. The motion passed 4-1.

- **2020 Census Sign at Winter's Library**

Mrs. Hansen explained that the Census Committee has requested that these signs be placed outside of the public library. The census is critically important to local government. For every person not counted, the city losses between \$1,200.00 and \$1,800.00. Mrs. Hansen added that she created the design for this year's Greene County Census. There is no cost to the city. Zoning code allows for signs that have no commercial message.

Mrs. McGill made a motion to approve the placement of a 2020 Census sign at Winter's Library. Mrs. Bowersock seconded the motion. The clerk called the roll. Mrs. McGill, yes; Mrs. Bowersock, yes; Mr. Camp, yes; Mrs. Greenwood, yes; Mr. Owens, yes. The motion passed 5-1.

OPEN DISCUSSION

ADJOURN

Being no further business to come before this regular session of the Chairman declared the meeting adjourned at 7:08 pm.

Jeff Owens, Chairman

Pamela Timmons, Clerk of Council

To: Village Review Board
From: Jessica Hansen, City Planning & Zoning
Date: July 30, 2020
Subject: 90 E Franklin St, Bellbrook Ohio 45305

Summary

The request place a wall sign at 90 E Franklin St.

Applicant Information:

- **Applicant Name:** Scott Campbell
- **Property Owner:** Rycorp Properties
- **Property Owner Address:** 90 E Franklin Street, Bellbrook, Ohio 45305

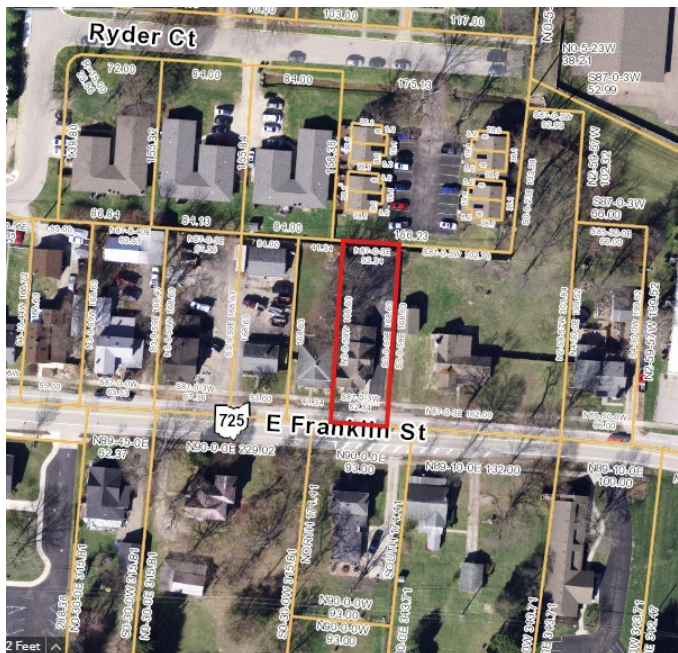


Figure 1 Location Map

Sign Information

Current Zoning: B-4 Central Business District.

Height 20 Inches | **Width** 28 inches | **Area** 3.887 Sq FT

Sign Location: Front Wall

Sign Height: 4.5 Feet (from ground to top of sign)

Materials: Aluminum with wrap.

Sign Type: Wall

Frontage: 52.34 Feet

Related Code Information:

Article 18.20B(4)(a)(2)

(2) Flat:

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.

Article 18.20B(3)(b)

(b) Flat:

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.

Article 18.20B(6) & (9)

(6) Materials:

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.

(9) Design:

The design (shape, material, colors, lettering) of signs shall in total be compatible with late 19th century architecture characteristic of the Old Village

Discussion:

The sign meets all the requirements of the Zoning Ordinance of the City of Bellbrook and more specifically those of Article 14 and Article 18.20B. Staff recommends the Village Review Board approve the permit for the aforementioned sign.

Please see Following Pages for more images and materials regarding the Sign Permit.



Sign Design Example 1



Figure 3 Property

needs VRB approval



CITY OF BELLBROOK

ZONING PERMIT - SIGNS

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305

(937) 848-4666 WWW.CITYOFBELLBROOK.ORG

APPLICANT INFORMATION

DATE RECEIVED 7/2/2020 PERMIT # 20-101
PROPERTY ADDRESS 90 East Franklin Street ZONING DISTRICT R-1A
PROPERTY OWNER Rycamp Properties LLC PHONE NUMBER 937-203-5296
APPLICANT NAME Scott Campbell PHONE NUMBER ''

REQUEST INFORMATION

BUSINESS NAME Law Office of Patricia N Campbell
BUSINESS MAILING ADDRESS 90 East Franklin Str. Bellbrook OH 45305
SIGN REQUEST NEW PERMANENT SIGN ☐ SIGN REFACE ☐ TEMPORARY ☐ OTHER ☒ Additional Sign
SIGN TYPE GROUND ☐ PROJECTING ☐ ROOF ☐ WALL ☒ SANDWICH BOARD ☐ BANNER ☐ OTHER ☐
SIGN DIMENSIONS HEIGHT 20 WIDTH 28 AREA 560 SQUARE FEET BUILDING FRONTAGE 26 LINEAR FEET
SIGN LOCATION FRONT YARD ☒ SIDE YARD ☐ REAR YARD ☐ SIGN HEIGHT 4.5 FEET (FROM GROUND TO TOP OF SIGN)
SIGN MATERIALS Aluminum with Plastic Wrap
ADDITIONAL COMMENTS

Campbell Scott 903@gmail.com

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 Scott Campbell DATE 7/2/20

OFFICE USE ONLY

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

REGULATION OF SIGNS

A. PURPOSE

THE CITY'S SIGN REGULATIONS EXIST TO PROTECT EACH PERSON'S CONSTITUTIONAL RIGHT TO FREEDOM OF SPEECH AND TO PROTECT THE PUBLIC HEALTH, SAFETY, CONVENIENCE, COMFORT, PROSPERITY, AND GENERAL WELFARE. THE CODE REGULATES THE TIME, PLACE, AND MANNER IN WHICH SIGNS ARE DISPLAYED TO ACHIEVE THE FOLLOWING:

- a) PERMIT NON-COMMERCIAL SIGNS ON ANY PROPERTY WITHIN THE CITY.
- b) PERMIT SIGNS, WHICH DO NOT CREATE A POTENTIAL HAZARD TO THE PUBLIC SAFETY.
- c) PERMIT COMMERCIAL SIGNS APPROPRIATE TO THE LAND USE AND/OR ZONING CLASSIFICATION OF EACH PROPERTY WITHIN THE CITY.
- d) CREATE A MORE AESTHETICALLY PLEASING CITY.
- e) ELIMINATE VISUAL CLUTTER WITH THE CITY.

B. PERMIT REQUIRED

NO BUILDING OR OTHER STRUCTURE SHALL BE ERECTED, MOVED, ADDED TO, STRUCTURALLY ALTERED, NOR SHALL ANY BUILDING, STRUCTURE OR LAND BE ESTABLISHED OR CHANGED IN USE WITHOUT A PERMIT ISSUED BY THE ZONING INSPECTOR. ZONING PERMITS SHALL BE ISSUED ONLY IN CONFORMITY WITH THE PROVISIONS OF THIS ORDINANCE UNLESS THE ZONING INSPECTOR RECEIVED A WRITTEN ORDER FROM THE BOARD OF ZONING APPEALS OR FROM THE CITY COUNCIL, AS PROVIDED BY THIS ORDINANCE.

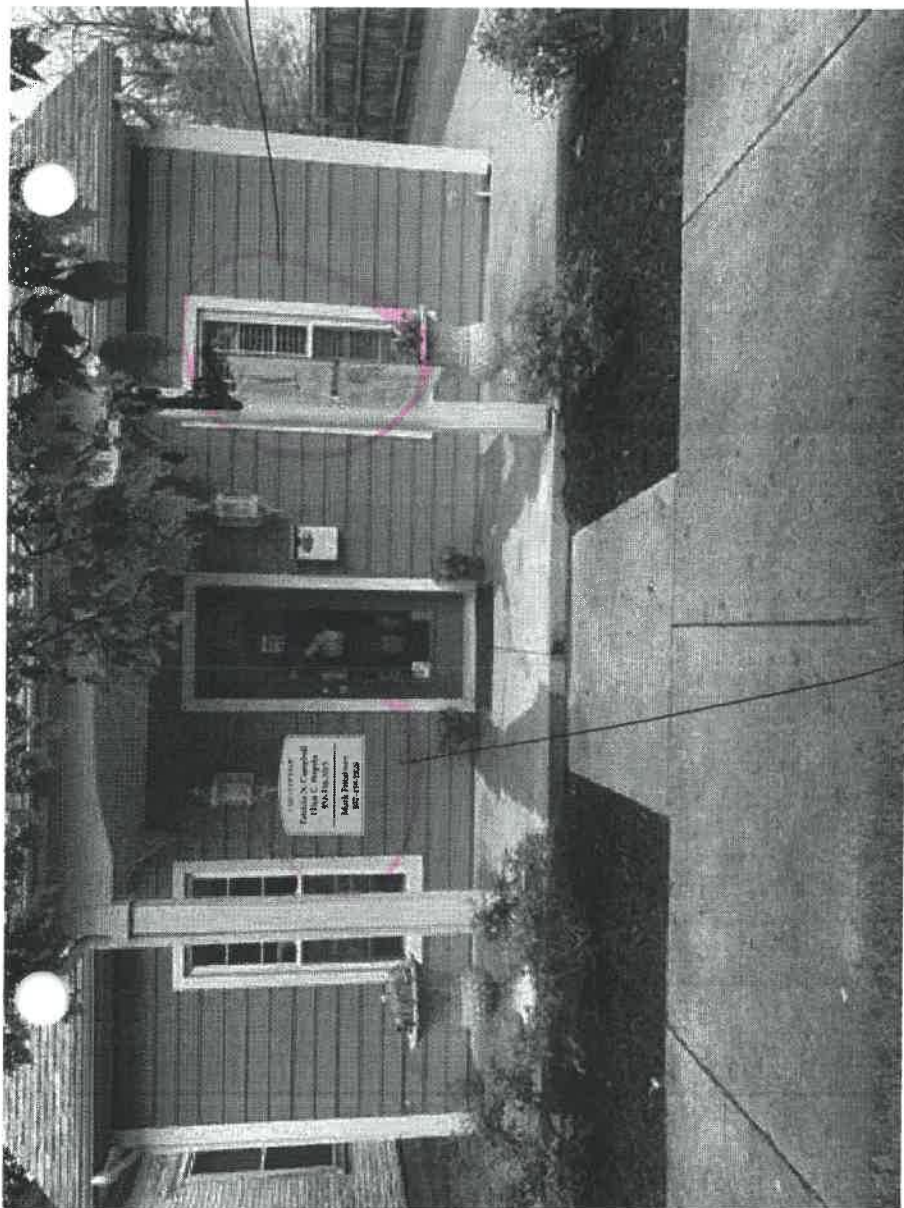
C. PERMITTED SIGNS (ZONING CODE: 18.20 A)

- a) THIS SECTION REGULATES SIGNS IN EACH ZONING DISTRICT OF THE CITY OUTSIDE OF THE OLD VILLAGE DISTRICT.
- b) SIGN REQUESTS THAT DO NOT MEET THE STANDARDS OF THE CODE CAN BE GRANTED A VARIANCE. A VARIANCE MUST BE REQUESTED BY THE APPLICANT AND WOULD NEED APPROVAL BY THE BELLBROOK BOARD OF ZONING APPEALS BEFORE A ZONING PERMIT CAN BE ISSUED.

D. PERMITTED SIGNS (OLD VILLAGE DISTRICT) (ZONING CODE: 18.20 B)

- a) THIS SECTION REGULATES SIGNS IN THE OLD VILLAGE DISTRICT.
- b) ALL SIGN REQUESTS FOR PROPERTIES IN THE OLD VILLAGE DISTRICT MUST BE APPROVED BY THE BELLBROOK VILLAGE REVIEW BOARD BEFORE A ZONING PERMIT CAN BE ISSUED.
- c) SIGN REQUESTS THAT DO NOT MEET THE STANDARDS OF THE CODE CAN BE GRANTED A VARIANCE. A VARIANCE MUST BE REQUESTED BY THE APPLICANT AND WOULD NEED A RECOMMENDATION BY THE BELLBROOK VILLAGE REVIEW BOARD AND APPROVAL BY THE BELLBROOK BOARD OF ZONING APPEALS BEFORE A ZONING PERMIT CAN BE ISSUED.

Existing Sign



New Sign
White Background
Black Type