PLANNING COMMISSION MEETING

Thursday, November 17, 2022, 7:30 PM

CITY HALL

301 SYCAMORE STREET, BROOKVILLE, OHIO 45309

www.brookvilleohio.com

https://brookvilleoh.webex.com/brookvilleoh/j.php?MTID=m267826e67fa9628afbe28914fc94e612
Meeting number: 2633 029 3681 Password: 2rRbNJRPd53
Join by phone: +1-415-655-0001 US Toll Access code: 263 302 93681

Agenda

I. Opening

a. Call to Order

b. Pledge of Allegiance

c. Roll Call

II. Adoption of Agenda

III. Approval of Minutes

a. Approval of October 20, 2022 Regular Meeting Minutes

IV. Reports

a. Law Director - Electronic Message Center Sign - 590 Upper Lewisburg Salem Road

V. Old Business

VI. New Business

VII. Adjournment

Chairperson Ryan Henderson • Mayor Chuck Letner
Members: • Ken Claggett • Don Cordes • Ronda Dittrick • Damian Kristof • Curt Schreier

Brookville Planning Commission
Regular Meeting
October 20, 2022

The Regular Meeting of the Brookville Planning Commission was called to order by Mayor Letner at 7:30 p.m. on October 20, 2022. The meeting was held in the City Council Chambers and virtually using Webex. The Pledge of Allegiance was recited. Mayor Letner; Members Claggett, Cordes, Dittrick, Kristoff and Schreier; Law Director Stephan, Manager Keaton and Clerk Duncan were present. Chairperson Henderson was absent.

Roll call by Clerk Duncan.

Motion by Schreier, second by Cordes to adopt the Agenda with an addition to designate a Vice Chairperson. All yeas, motion carried.

Motion by Claggett, second by Dittrick to approve the minutes of the August 18, 2022 Planning Commission Meeting. Claggett yea, Kristoff abstain, Schreier yea, Dittrick yea, Cordes yea, Letner yea. Motion carried with five yeas and one abstention.

Law Director Stephan presented a draft of an Ordinance to establish a Special Use in the General Business District Section 1137.02(b) to permit a mixed use of residential and business in the same structure or in close proximity to one another in the same General Business District. Residential uses shall include single family, two-family and multi-family uses as described in the permitted uses and special uses in Sections 1129.02(a) and 1129.02(b) of the Code of Ordinances. The business uses shall include permitted and special business uses as described in 1137.02(a) and (b). Section 1129.02(a) and (b) incorporate the R-2 permitted and special uses including two-family use. Single family uses are also incorporated by reference in the R-2 district. In the business uses, this proposed Ordinance refers to the permitted and special uses that are listed in our General Business District code. The purpose of this proposed Ordinance would be to create walkable communities by having business and residential uses in the same structure, or in close proximity to each other within the same General Business District.

Member Schreier inquired if this would also include any annexed areas?

Law Director Stephan replied the General Business category could be applied to annexed areas. Law Director Stephan stated he is also working on a Planned Development mixed use.

Member Schreier asked if any current businesses with residences above them are excluded from this proposed ordinance?

Law Director Stephan replied most of those are in the CC zoning on Market Street, where single family uses are a Special Use. This will address existing buildings that do have residential or could be used for residential.

Motion by Dittrick, second by Kristoff to direct Law Director Stephan to present the proposed Ordinance to Council that establishes a Special Use in the General Business District to permit a

mixed use of residential and business in the same structure, or in close proximity to one another in the same General Business District. All yeas, motion carried.

Law Director Stephan stated Planning Commission should have a copy of zoning permits issued in the month of September. Applications for single-family housing permits have slowed but not stopped.

Member Dittrick inquired how long a storage pod can remain on a driveway?

Law Director Stephan replied under our code, the pod can be placed on the driveway for three days without a permit, or thirty days with a permit.

Motion by Schreier, second by Cordes to nominate Member Claggett to serve as Vice-Chairperson of Planning Commission. Cordes yea, Claggett abstain, Kristoff yea, Schreier yea, Dittrick yea, Letner yea. Motion carried with five yeas and one abstention.

Member Claggett inquired if the liquor issue for the Mexican restaurant will be on the upcoming ballot.

Mayor Letner replied it will be on the ballot for voters in Precinct B.

Member Claggett commented it is nice to see the 200 block of Market Street thriving.

Mayor Letner replied new business is coming to the 100 block as well, with a possible gourmet food shop and deli.

Motion by Claggett, second by Cordes to adjourn. All yeas, motion carried.

_____ _____

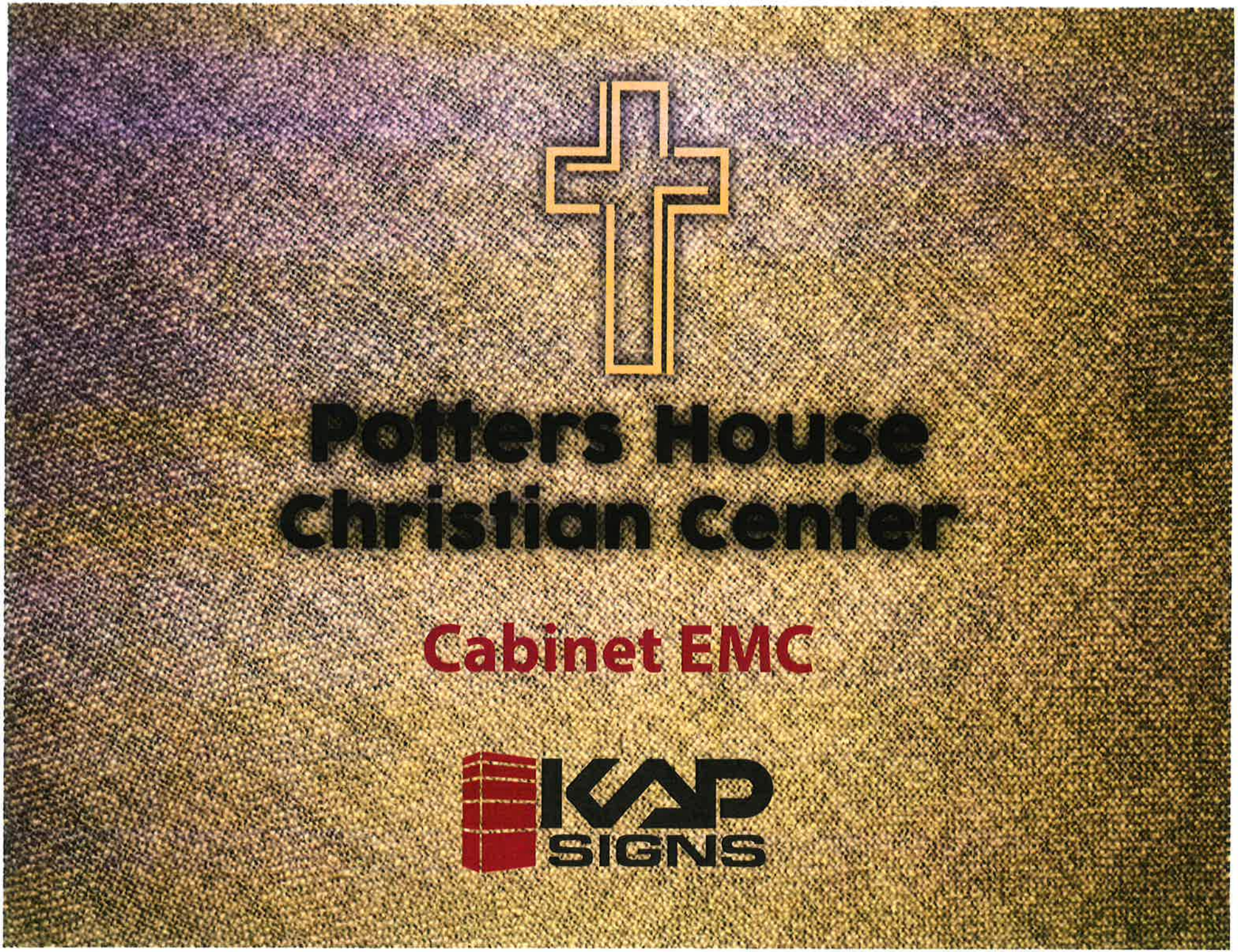
Kimberly Duncan, Clerk Charles Letner, Mayor

MEMORANDUM:
DATE: NOVEMBER 11, 2022
TO: CITY OF BROOKVILLE PLANNING COMMISSION
FROM: RODNEY L. STEPHAN, LAW DIRECTOR
RE: ELECTRONIC MESSAGE CENTER ON SIGNS

I am forwarding a proposed sign for the Potters House Christian Center. This church is located at 590 Upper Lewisburg-Salem Rd. This property is located in a highway service district. The proposed wall sign contains an electronic message center.

An issue with the proposed sign is that our zoning code only permits Electronic Message Centers on "a freestanding, permanent, ground-mounted sign" under 1161.05.2(a)(4).

I am requesting consideration by Planning Commission of whether the zoning code should be amended to permit electronic message centers on wall signs.


Potters House
Christian Center
Cabinet EMC
KAP
SIGNS

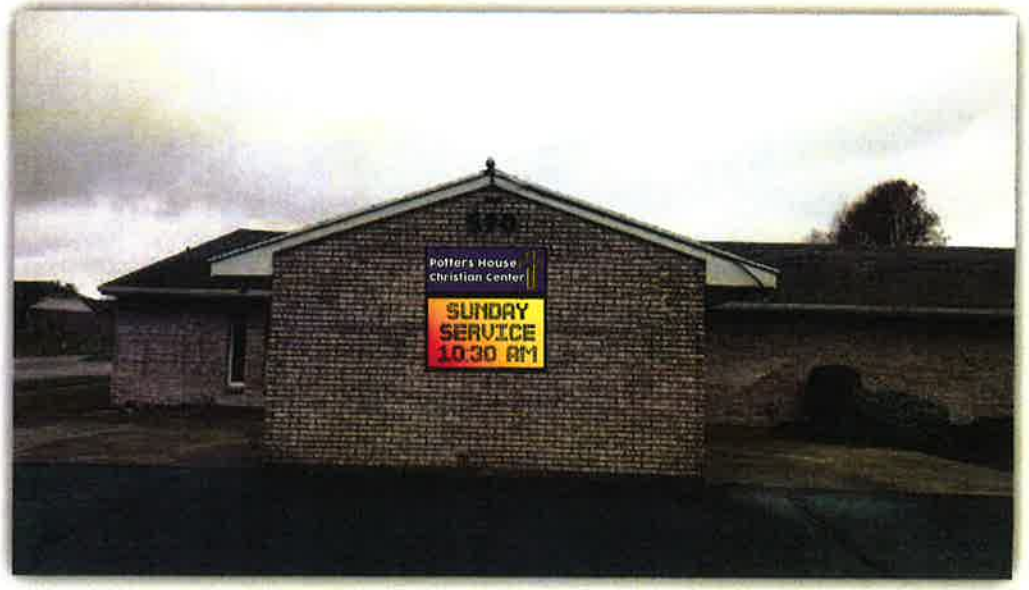
KAP SIGNS
7464 Webster St., Dayton, OH 45414
Dave Williams office (937) 223-2155▪ cell (513) 600-8298▪fax (937) 223-7603

Potters House Christian Center 590 Upper Lewisburg Salem Rd Brookville, OH 45309

Cabinet EMC (11-2-2022)

Existing

Proposed



Client Signature insures that all spelling, colors and specifications for signage rendered on this sketch meet client satisfaction. Approved by: _____ Date: _____

The original design and information contained herein are the property of KAP Signs and subject to return. Any reproduction or reuse of this drawing without the express written consent of KAP Signs is strictly forbidden.
Violators will be held accountable for their actions and any viable legal action will be pursued to correct any damages that result from improper use of these materials.

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Cabinet EMC (11-2-2022)

Colors

Oracal 8800-021 Yellow

Oracal 8800-040 Violet

16 mm Full Color

Remove existing single faced cabinet and banners leave with customer.

Furnish and install (1) single faced internally illuminated sign cabinet with 16 mm full color watchfire electronic message center. Cabinet to be aluminum fabricated painted black, flat polycarbonate face with first surface applied vinyl to make logo and copy. Electronic message center to be watchfire 16 mm full color with a viewing area of 3′ x 5′. Overall size of sign 65″ H x 63″W, totaling 28.44 square feet.

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PRODUCT SPECIFICATIONS

Pixel Pitch:	W16mm LED RGB
Pixel Matrix:	54 X 90
Ventilation Style:	Front Ventilation
Cabinet Size:	41in H x 5ft 3in L x 5in D
Viewing Area:	36in H x 5ft L
Cabinet Style:	Single Face (Slim)
Character Size:	6 lines / 18.0 Characters at a 4" type
Approx. Weight:	276.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	8-10 weeks (after this document is signed & returned and receipt of down payment).
Electrical Service:	120 VOLT 5.0 amps (5.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 18 hours of operation a day, plus or minus 10% depending on how the sign is programmed. *Example: 3.1 KWHrs a day x $0.07 = $0.22/Day*

STANDARD FEATURES

Brightness	Daytime 10000 NITs Maximum;Nighttime 750 NITs Maximum
Color	LED RGB
Color Capability	Min. 18.0 Quadrillion
Energy-Conscious LED	Use optional Sign Brightness Adjustment to run sign at less than 10000 NITs.
Includes	Ignite Graphics Software
Video	plays prerecorded clips up to 30FPS;Imports Windows Video (AVI);Animated Text & graphics
Viewing Angles	140 Horiz/70 Vert

OPTIONS

Software	Ignite OPx (cloud-based, single region)
Software Training	Web Based Software Training
Communications	OPx - 4G Wireless with Watchfire Cellular Data Plan
Wireless Data Plan	Life-of-sign Data Plan
Power Requirements	Standard As Quoted
Temperature Sensor	Not Ordered
Sign Mounting Kit	Not Ordered / Not Required
Warranty	Standard 5-Year Parts Warranty
Technician On-Site	Not Ordered

OPx Customer Email (required): _____

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MANUFACTURER WARRANTY

Watchfire warrants its manufactured displays against defects in material and workmanship for 5 years from the date of shipment when installed according to published guidelines and operated in typical environmental conditions. During the warranty period, Watchfire will repair or replace those parts of the display system which prove to be defective. Repaired or replaced parts provided under warranty will be covered for the balance of the original warranty period. Parts replaced or repaired outside of any warranty period shall have a warranty of replacement for 1 year from date of shipment.*

*Any parts not manufactured by Watchfire, but which are added to the System manufactured by Watchfire, are covered only by their original manufacturer's warranty. Watchfire is not responsible for availability of telecommunications or Internet or for limitations caused by environmental conditions or incompatibilities with other systems.

5-YEAR
MANUFACTURER
WARRANTY

ZONING PERMITS 2021-2022

	ZONING PERMITS OCTOBER 2022										
Date	Address	Application	Name	Zoning Permit #	Special Use	Subdivision Major/Minor	Zoning Approved/ Denied	Building # Residential Commercial	Building Completion Date	C/O	Misc. Permit Information
10/11/2022	223 E. Westbrook	Fence Permit	Moore	4463			A-10-11-22				
10/12/2022	362 N. Wolf Creek Pk	Fence Permit	Friedlander	4464			A-10-12-22				
10/12/2022	424 Poplar St.	Fence Permit	Friedlander	4465			A-10-12-22				
10/17/2022	407 Edgebrook Ave	Driveway approach/curb	Brothers	4466			A-10-17-22				
10/19/2022	229 Crosswell Ave	Pavillion	Guillen	4467			A-10-19-22				
10/24/2022	524 E. Westbrook Rd	Storage Shed	Hayes	4468			A-10-26-22				