



To: Planning Board  
From: Jason Foster, Community Development Administrator  
Date: July 11, 2023  
Subject: Staff Report for 2023-PB-05

**Summary of the Request**

Staff felt an alteration to 18.20, Signs in the City of Bellbrook Zoning Code was necessary to regulate illuminated window signage. Currently, the Zoning Code does not regulate window signage in any way. Several commercial operations have an abundance of illuminated window signage that has become a distraction to traffic. The proposed changes to the definition of window signage and exempt signs, allows the City to regulate the amount of illuminated window signage a business may have. These changes also allow the enforcement of the proposed changes if a business is in non-compliance.

**Applicant Information**

City of Bellbrook

**Current Zoning District**

N/A

**Parcel Identification**

N/A

**Additional Actions or Next Steps to be taken by the City**

If approved, city staff would forward to the legal department for approval and ultimately City Council for final adoption.

**Applicant's Reason for the Request**

To regulate illuminated window signage.

<b>Surrounding Land Use within 1,000 Feet</b>
N/A
<b>Previous Related Development Decisions in the Immediate Area (3-5 Years)</b>
N/A
<b>Comprehensive Plan Applied to the Geographical Area</b>
N/A
<b>Existing Public Utilities</b>
N/A
<b>Soil Survey Data</b>
N/A
<b>Classification of Streets, Traffic Volumes &amp; Direction, Planned Improvements</b>
N/A
<b>Flood Plain Information</b>
N/A
<b>Comments from City and County Agencies</b>
N/A
<b>Supporting Maps &amp; Graphics</b>
Enclosed
<b>Staff Recommendation</b>
Staff recommends the approval of the alteration to section 18.20, Signs in the City of Bellbrook Zoning Code