



To: Planning Board  
From: Cathi Spaugy, Community Development Administrator  
Date: March 16, 2026  
Subject: Staff Report – Proposed Lot Split – 60 E. South Street  
Case – 2026-PB-01  
(Parcel ID – L35000200050007100)

<b>Summary of the Request</b>
The applicant Bellbrook Sugarcreek Schools Board of Education, owners of 60 E. South Street, are requesting approval of a lot split of the property. The existing conditions are one lot equaling 7.664 acres. The applicant’s request is to split the lot into two parcels, one building on each parcel. Creating Parcel I total - 1.735 acres and Parcel II total- 5.929 acres.
<b>Applicant Information</b>
Bellbrook Sugarcreek Schools Board of Education, owners of 60 E. South Street Surveyor: Luis G Riancho – LGR & Associates, Inc. Surveying, GPS Service Engineering Layout
<b>Current Zoning District</b>
R-2
<b>Parcel Identification</b>
L35000200050007100
<b>Additional Actions or Next Steps to be taken by the City</b>
If the proposed lot split is approved, the applicant will record the lot split with Greene County.
<b>Applicant’s Reason for the Request</b>
Splitting existing lot into two parcels.
<b>Surrounding Land Use within 1,000 Feet</b>

Residential & Park
<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>
All public utilities are on site.
<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>
Attached to packet.
<b>Staff Recommendation</b>
Staff recommend the Planning Board consider this request.