



COLERAIN TOWNSHIP BOARD OF ZONING APPEALS

Minutes

4200 Springdale Road – Cincinnati, Ohio 45251

Wednesday, October 22, 2025 – 6:00 PM

1. Meeting Called to Order
Board Chair Roberto called the meeting to order at 6:00pm.
2. Pledge of Allegiance
All recited the Pledge of Allegiance.
3. Explanation of Procedures
Board Chair Roberto gave an explanation of procedures for the meeting.
4. Roll Call
Present and Voting: Board Member Bartolt, Board Member Sidow, Alternate Board Member Thiemann, Board Chair Roberto
Not Present and Not Voting: Board Member Shupp, Board Member Owens, Alternate Board Member Smith
5. Swearing in: appellants, attorneys, and all speakers in the cases
6. Hearing of Appeals
 - a. **BZA-25-28:** The applicant is requesting a variance that will allow for a fence in the front yard of a corner lot in the SUR (Single Unit Residential) Zoning District at 9101 Coogan Drive.
 - **Staff Presentation:** Presentation given by Senior Planner, David Peters
 - **Details of case:** The applicant is requesting a variance that will allow a 6-foot privacy fence to be in the front yard of their property. The property is a corner lot on Chopin Drive and Coogan Drive. The applicant has minimal back yardage due to their type of lot, thus wanting to place the fence into their front yard. The obstruction limits visibility for vehicles backing from the driveway and for pedestrians traveling along the adjacent sidewalk.
 - **Staff Recommendation:** Denial
 - **Applicant Presentation:** Applicant, Charles Rogers, said that their fence was purchased with the house and was put up for the safety of their child. They believe their fence is not a detriment to the area as other neighbors have fences. The applicant proposed putting in a safety mirror or cutting a corner of

COLERAIN

TOWNSHIP ~ OHIO

their fence to help with the vision clearance issue. The applicant, Champele Rogers, mentioned that shortly after the purchase of their home, they were approached by a Code enforcement officer asking them if they received a permit from the township. The applicant was unaware of needing a permit and was then told by planning staff that their privacy fence was prohibited. The applicant continued for several minutes to stress their concern about taking down the privacy fence in the front yard.

- **Meeting attendees speak in favor or against case:** None

Motion: Board Member Bartolt motioned to close the public hearing portion. Board Member Sidow seconded the motion.

Vote Result: Passed. Yes (4), No (0), Abstained (0)

Questions for the Applicant:

- **Board Member Bartolt:** Asked staff if there was not a fence on the property, but instead they were thinking of putting one in, where would the fence be able to go? Staff stated that a privacy fence can go along the front plane of the house. Anything in front of the house would need to be 4ft tall and 50% open. Mr. Bartolt wanted to confirm that the yellow line in front of the car on the presentation is where the fence could go. Staff stated yes. Mr. Bartolt noted that the variance stays with the property, even if the owners don't use the driveway, the next homeowner could. Staff stated that is correct and if the variance were to be approved, the driveway should be permanently removed for safety.
- **Alternate Board Member Thiemann:** No questions
- **Board Member Sidow:** Asked the applicant who put the fence up. The applicant stated that the seller put up the fence. The seller only expressed that the fence needed to be 5ft away from the sidewalk. No other regulations were disclosed to them.
- **Board Chair Roberto:** Asked the applicant if they are amenable to moving the fence off the sidewalk. The applicant was thinking they could angle the fence from the driveway to the midpoint of the front fence. Mr. Roberto restated his question asking if the property owner would be willing to put the fence along the house line. The applicant argued that if they remove the fence and place it to the location the board is requesting, they would lose half their yard and thus it would not be their yard anymore. Mr. Roberto explains the differences in yards and how it is still their property. The applicant debated Mr. Roberto for several minutes.

Motion: Board Member Bartolt motioned to deny the variance. Board Member

COLERAIN

TOWNSHIP ~ OHIO

Thiemann seconded the motion.

Vote Result: Passed. Yes (4), No (0), Abstained (0)

BZA-25-31: The applicant is requesting conditional use approval that will allow for

b. a 'Day Care Center' in the SUR

(Single Unit Residential) Zoning District at 3261 W. Galbraith Road.

- **Staff Presentation:** Presentation given by Senior Planner, David Peters
- **Details of case:** The applicant is requesting a use variance to allow a daycare center to operate at 3261 W Galbraith Rd. The property sits between residential and commercial businesses at only 150 feet from the Colerain Ave Corridor, which permits Daycare Centers by right. The use appears as a more intense use than the small retail area that was there previously. Staff proposed to mitigate the intensity of the site by removing the pole sign that is on the site.
- **Staff Recommendation:** Approval with conditions
 - **Conditions:** 1. Prior to initiation of the approved use, the pole sign situated within the public right-of-way shall be fully removed in its entirety, including all sign components, cabinets, and structural support. 2. due to site constraints, the Master Parking Plan requirement shall be waived.
- **Applicant Presentation:** The applicant states the owner is willing to remove the sign. As for the parking, there are eight parking spaces in the front of the building and six to seven along the side. There will be a playground in the back of the building, fenced in. There will be four to five operating staff throughout the day. There could be between 20-30 kids that could occupy the space. As for pickup, staff will park at the side of the building and the front of the building will be open for parents. The applicant feels this is not an outrageous ask since there are businesses beside theirs, going up to Colerain Ave. The operating hours will also be offset with the rush hour on Galbraith Rd.
- **Meeting attendees speak in favor or against the case:** None

Motion: Board Member Sidow motioned to close the public hearing. Board Member Bartolt seconded the motion.

Vote Result: Passed. Yes (4), No (0), Abstained (0)

Questions for the Applicant:

- **Board Member Bartolt:** Asked staff if having two buildings on a lot would impact this case. Staff stated that the board can consider it into the intensity of the site, but it does not hinder the applicant's ability to operate. Mr. Bartolt asked if we could require the applicant to tear down the building if they eventually own the other property on the parcel. Staff stated that this would be a difficult ask if the applicant doesn't end up owning the building. Mr. Bartolt

COLERAIN

TOWNSHIP ~ OHIO

asked staff for their professional opinion about not making the applicant have a Master Parking Plan. Staff stated they are for less parking in the Township but also believe they could make the traffic flow and parking work for this property without the plan.

- **Alternate Board Member Thiemann:** Asked the applicant if they own the property. The applicant stated that they do not own the property but have been in childcare for twenty-two years and owns a smaller facility. Mr. Thiemann asked if they were trying to buy the property. The applicant stated they would like to eventually. Mr. Thiemann asked if they had their licensing for daycare operations. The applicant stated they wanted to receive approval through the Township before they applied for the licensing since there is a fee for license application.
- **Board Member Sidow:** No questions
- **Board Chair Roberto:** Asked the applicant if they will be renting or purchasing the property. The applicant stated they might purchase it later down the line but not at this moment. Mr. Roberto asked about the playground area. The applicant stated that the playground area will be secured with a privacy fence and will have two workers outside as the kids are outside. Mr. Roberto asked if the applicant will be renting out the whole building or just the bottom floor of the building. The applicant stated they are only renting out the storefront and bottom floor, not the top floor. The top floor is totally closed off from the bottom floor. Mr. Roberto's biggest concern is who will be occupying the top floor if not the applicant.

Motion: Board Member Bartolt motioned to approve variance with the two conditions made by staff. Board Member Thiemann seconded the motion.

Discussion: Mr. Roberto asked staff why they are waiving the Master Parking Plan. Staff stated that if the master parking plan was to be imposed, the applicant would fail it since this is a non-conforming lot and their property line is set close to the building.

Vote Result: Failed. Yes (2), No (2), Abstained (0)

- BZA-25-33:** The applicant is requesting a variance that will allow for signage that
- c. exceeds the allowed height in the AMC (Avenue Mixed Central) Zoning District at 8810 Colerain Avenue.

- **Staff Presentation:** Presentation given by Senior Planner, David Peters
- **Details of case:** The applicant is requesting a variance to permit a monument sign exceeding the maximum height allowed in the avenue mixed central area. The sign will be brought over from a different township. The sign will be a monument sign that will exceed the allowed maximum height for Colerain Township. The applicant is also applying for a wayfinding sign that is taller than the allowed 5ft height maximum and only allows them on lots five acres or greater. The applicant indicates the signage design is based on Hyundai's

COLERAIN

TOWNSHIP ~ OHIO

national branding and was relocated from another facility where taller signage was permitted.

- **Staff Recommendation:** Approval with conditions
 - Conditions: 1. The base of the monument sign shall comply with the design standards of Section 4.8.4(A)(3) of the resolution. 2. A minimum five-foot landscaped radius shall be installed and maintained around the base of the sign in accordance with table 4.8.3-D. Landscaping shall consist of a mix of shrubs ornamental grasses, and ground cover to provide year-round visual interest and finished appearance.
- **Applicant Presentation:** Stated they would answer any questions the board might have.
- **Meeting attendees speak in favor or against case:** No

Motion: Board Member Bartolt motioned to close public hearing. Board Member Thiemann seconded the motion.

Vote Result: Passed. Yes (4), No (0), Abstained (0)

Questions for the Applicant:

- **Board Member Bartolt:** No questions
- **Alternate Board Member Thiemann:** no questions
- **Board Member Sidow:** No questions
- **Board Chair Roberto:** Asked staff why they were recommending approval for a monument sign that's double the allowed size in the Township. Staff stated that they recommended approval because they believe a shorter sign would lead to a competitive disadvantage, since most automobile signage is taller than allowed.

Motion: Board Member Sidow motioned to approve variance with the conditions given by staff. Board Member Bartolt seconded the motion.

Vote Result: Passed. Yes (3), No (1), Abstained (0)

7. Unfinished Business

8. Approval of Minutes

a. September 24, 2025 Minutes

Motion: Board Member Bartolt motioned to approve the September 24, 2025 Minutes as written. Board Member Thiemann seconded the motion.

COLERAIN

TOWNSHIP ~ OHIO

Vote Result: . Yes (4), No (0), Abstained (0)

9. Next Meeting: November 12, 2025
cases will be heard at the next meeting.

10. Administrative Matters
None

11. Adjournment

Motion: Board Member Bartolt motioned to adjourn the meeting. Board Member Thiemann seconded the motion.

Vote Result: Passed. Yes (4), No (0), Abstained (0)



Record Number:

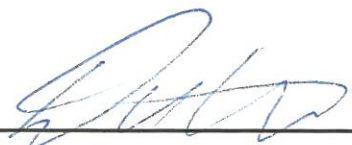
BZW-25-4

Approval of Meeting Minutes

Colerain Township Board of Zoning Appeals

4200 Springdale Road • Cincinnati, OH 45251

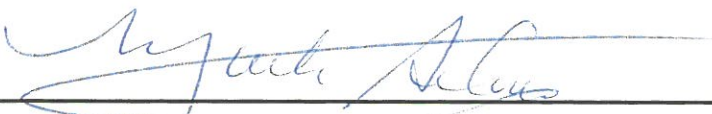
Meeting Date: Wednesday, November 12, 2025 – 6:00 P.M.



Mr. David J. Peters, Board of Zoning Appeals Administrator

11/12/25

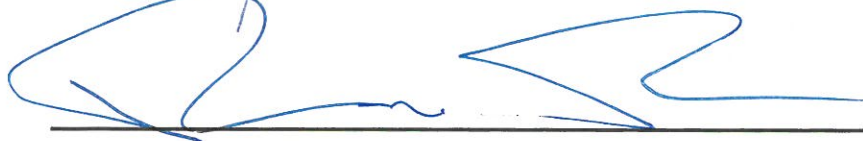
Date



Mr. Mark Schupp, Secretary

11/12/25

Date



Mr. Ronald J. Roberto, Chairman

11/12/25

Date

Official Record Retention: Approved meeting minutes are archived in the following locations:

- A printed copy in the Colerain Township Board of Zoning Appeals Minutes Book
- A digital file on the Zoning Administration drive at **08 Board of Zoning Appeals > 05 Minutes**, labeled with the **BZZ** prefix and record number listed above
- An electronic copy in CivicClerk, associated with the relevant meeting

Meeting minutes prepared by **Ms. Juliana Petti**, Assistant Board of Zoning Appeals Administrator