

**Meeting Minutes  
Sycamore Township Zoning Commission  
Township Administration Building  
8540 Kenwood Road  
Monday, February 10, 2020  
6:00 p.m.**

February 10, 2020

Mr. Roger Friedmann – Chairman  
Mr. Rich Barrick – Vice-Chairman  
Ms. Anne Flanagan – Member  
Mr. Bill Mees – Secretary  
Mr. Steve Roos – Member  
Mr. Bill Swanson- Alternate

**Item 1. – Meeting called to Order**

Mr. Friedmann called the regular meeting of the Zoning Commission to order at 6:00 p.m. on Monday, February 10, 2020.

**Item 2. – Roll Call of the Board**

Mr. Mees called the roll.

Members Present: Ms. Flanagan, Mr. Swanson, Mr. Friedmann, Mr. Roos and Mr. Mees

Members Absent: Mr. Barrick

Staff Present: Skylor Miller, Kevin Clark and Jessica Daves

**Item 3. – Approval of Meeting Minutes**

Mr. Friedmann entertained a motion to approve the December 9, 2019 meeting minutes.

There was discussion about a change to Mr. Swanson's name on the meeting minutes.

Ms. Flanagan made a motion to approve the December 9, 2019 meeting minutes.

Mr. Mees seconded.

All voted AYE.

**Item 4.-Old Business**

2019-20MA (Continued to March 9, 2020)

Molly Ironmonger

4777 East Galbraith Road

Major Adjustment to a PUD

**Item 5.-New Business**

2020-01MA

The Myers Y. Cooper Company

8250-8300 Kenwood Road

Major Adjustment to a PUD

Mr. Miller presented the case in a PowerPoint.

Mr. Miller said this site is known as the Sycamore Executive Center and we are looking at phase two. The site is a little over 2.5 acres, 2.78 net acres with, 485 feet of road frontage. This adjustment does not change the current ISR of .63. Based on the calculation in the Zoning Resolution, each building would be permitted 92.5 square feet of total signage but they would be limited to a maximum of two signs on the exterior of the building. Based on the modular layout of the interior, the buildings could have up to six tenants each. The applicant is requesting to be able to divide the total square footage into a maximum of six signs on the exterior of the building.

Mr. Miller discussed the site and the proposed plan.

Mr. Miller said the proposed signs will not be illuminated. They will be post construction on the brick face.

There was discussion about the approved monument sign and the history of the property.

Mr. Miller said should a motion to approve a major change to the PUD the staff recommends the following conditions.

1. New wall signs shall comply with Chapter 13 of the Sycamore Township Zoning Resolution. Unless superseded by the following conditions.
2. Maximum total signage area of 92 square feet will be utilized, per building.
3. A maximum of six (6) signs shall be permitted per building.
4. Each sign shall have a maximum dimensions of 15" tall by 12' long.
5. Sign designs shall be limited to non-illuminated white stud mounted letters.
6. Signage shall be placed on building façade facing Kenwood Road only.

Mr. Jeff Baumgarth, Myers Y. Cooper Company, 9301 ste 2B, Montgomery Road, Cincinnati, OH 45242, addressed the board.

Mr. Baumgarth said they are not looking to increase the square footage of the sign area they are just looking to divide that sign area out among the possible six tenants in each building. So each tenant has some representation and their customers can identify which door to go in for their business. The signs would be white stud mounted letters, not illuminated, so very tasteful in design and not projecting any additional light out on any of the neighbors or the roadway.

Mr. Mees asked if the monument sign had space for all tenants.

Mr. Baumgarth said no, it does not. The monument sign has 9-10 slots on it and they have the potential for 12 tenants. The road sign will help people to identify where to pull in off the street but once they are in the complex, they won't know where to go to get to the particular office that they are headed to. That is the reason for wanting signage above the window of each suite, so people know where to go to get to that individual office.

Mr. Mees asked Mr. Baumgarth if that would be a lighted sign similar to the other ones they have.

Mr. Baumgarth answered correct.

Mr. Mees asked Mr. Baumgarth if they have two entrances that feed three suites from each of the entrances.

Mr. Baumgarth answered correct.

Mr. Mees asked Mr. Baumgarth if he thought having this number of signs on the face of the building gives some tenant presence to the road. Do you think this is really helpful getting them to go into the right door?

Mr. Baumgarth answered they have already had issues with the first tenant who is moving in having deliveries. Once the delivery driver pulls in they have no idea which door to go in to get to that particular tenant. They are putting address numbers on the buildings per the fire departments request as well. Having the tenant name gets people to where their office is more so than an address does.

Mr. Swanson said it might be confusing that there are no entrances associated with the four signs in the middle. It might lead people to think this is where they need to go but it is not really the entrance to the building.

Mr. Baumgarth said the two entrances were stipulated by the Township when they were designing, the building not to have individual doors for each suite. They are limited to the two entrances. The hope was the signs on the northern half of the building would send people to that northern door and the signs on the southern half would send people to that southern door.

There was discussion about the entrances, suites and the monument sign.

Ms. Flanagan asked Mr. Baumgarth about the signs uniform and style.

Mr. Baumgarth said they would be the white block letters. They may necessitate a slightly different font for each sign based on how many letters they are trying to squeeze into the twelve foot limit but the style would be identical for all of them.

Mr. Friedmann asked if there were any other questions for the applicant.

No response.

Mr. Friedmann asked for any other comments on this application.

No response.

Mr. Friedmann entertained a motion to recommend.

Mr. Mees moved to considered Case 2020-01MA with the six recommendations from staff.

Ms. Flanagan seconded.

Mr. Mees said it feels like there is a lot of signage but he suspects that they are probably not going to have 12 small tenants so it will be more reasonable when it plays out. The desire to have everything consistent makes the buildings look good, the placement and the size are attractive there.

Mr. Roos said he agrees with Mr. Mees.

Ms. Flanagan said she thinks it is helpful to our community so they can identify where they are trying to go. She said she just would like to make sure they are consistent in style just so they don't get too much visual clutter.

Mr. Swanson said, in his view, he thinks it is overkill with the signs.

Mr. Friedmann said he shares that concern a little bit. He said he suggests that they amend the motion to indicate no more than one sign per tenant but in fact there is a tenant who is taking four of the spaces, there is only one sign for that particular tenant. He said he agrees with Mrs. Flanagan, he thinks they should have some language that there is a consistent style to the signs placed on the building.

Mr. Mees amended his motion accordingly, no more than one sign per tenant and non-illuminated white stud mounted letters of consistent font and style.

Ms. Flanagan seconded.

Mr. Mees called roll.

Ms. Flanagan – YES  
Mr. Swanson- NO  
Mr. Friedmann – YES  
Mr. Roos-YES  
Mr. Mees – YES

**Item 5. – Miscellaneous business**

There was discussion about the Land Use Steering Committee.

**Item 6. – Date of Next Meeting**

The date of the next meeting is Monday, March 9, 2020 at 6:00 p.m.

**Item 7. – Adjournment**

Mr. Friedmann entertained a motion to adjourn.

Mr. Mees moved to adjourn.

Mr. Roos seconded.

All voted AYE.

Meeting adjourned 6:22 p.m.

Minutes Recorded by: Jessica Daves  
Planning & Zoning Assistant