

Bristol Twp. Zoning Commission
Meeting Minutes December 11, 2019

- 1) The meeting was called to order by Chairman Weeks at 7:00 PM.
- 2) Roll Call: Present – Mr. Weeks, Mrs. Mastromatteo, Miss Ash, Mr. Holko, Mrs. Marino.
- 3) The Pledge of Allegiance was led by Mr. Weeks.
- 4) Mr. Weeks reading of Public Notice of meeting, posted in the Tribune on December 11, 2019, into the record.
- 5) BTZC-19-49: Motion to approve the minutes from the meeting held on November 13, 2019 was made by Mrs. Mastromatteo.
Second was made by Miss Ash.
Discussion: none
Roll Call: Mr. Weeks – yes, Mrs. Mastromatteo – yes, Miss Ash – yes, Mr. Holko – yes, Mrs. Marino – yes.
The Secretary will forward the approved minutes to the twp. fiscal officer for posting on the twp. web site.
- 6) General: Open to the public for questions comments (5 min. maximum time per individual).
Attendance: Sandy Ash, Ray French.
There were no questions or comments at this time.
- 7) Zoning Inspector report. There was no Zoning Report at this time.
- 8) Discussion on ORC Section 4501.01. Compare definitions in this section to our zoning resolution. The Chairman tabled this until next year..
- 9) Discussion on Section 35: Sign Regulations. See attached file.

Section 35: Sign Regulations

Text deletions are in RED, Text additions are in Green

Purpose

The purpose of these sign regulations is to promote and protect the public health, safety and welfare of the citizens of Bristol Township and promote an attractive physical environment establishing uniform standards for the size, height, location, setback, lighting and other requirements for the character, appearance, installation and maintenance of signs.

Scope

The regulations of this section shall govern and control the erection, enlargement, expansion, alteration, operation, maintenance and relocation of any sign that is visible

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from any street, sidewalk or public/private common open space. These regulations shall also govern the removal of signs determined to be physically unsafe or which create a safety hazard to the public. The regulations of this section shall be in addition to any provisions of Chapter 5516 of the Ohio Revised Code and the Ohio Basic Building Code (OBBC) applicable to the construction and maintenance of signs.

A. Zoning Certificate Required

No sign shall be erected, enlarged, expanded, altered, relocated or reconstructed on public or private property, unless all provisions of this section have been met and a zoning certificate or conditional zoning certificate issued by the Zoning Inspector. See Appendix A for zoning certificate fee(s).

B. General Requirements for all Signs and Districts

The following regulations and restrictions shall apply to all signs located and erected within the Township of Bristol, regardless of type, style, location, design or other classification.

1. Location:

A) No sign shall be located within the right-of-way of any public or private road within the township, except publicly owned signs, such as traffic control signs and directional signs.

B) All signs and their supporting structures shall maintain clearance from surface and underground utilities, conduits or easements for water, sewage, gas, electricity or communications equipment.

C) The placement of signs and their supporting structures shall not interfere with natural or artificial drainage ways.

2. Lighting and Movement:

A) Animated signs, Electrically Activated Changeable Copy Signs, Electronic Message Centers and Variable Message Sign Faces are prohibited in the "R" and "RA" Districts and conditionally permitted (see Section 33) in the "B" and "I" districts. (See Section "J" definition of terms). Special consideration should be given to ensure the signs do not cause a distraction or nuisance to the residents adjacent to or bordering the permitted property.

1. No sign shall incorporate scrolling/streaming/moving text or animated images. Nor shall any sign incorporate the illusion of scrolling/streaming/moving text or animated images. These types of signs are prohibited in the "R" and "RA" districts. (See appendix E). Signs that incorporate scrolling/streaming/moving text/animated images, or any sign that incorporates the illusion of scrolling/streaming/moving text/animated images, are prohibited in the "R" and "RA" districts.
2. These signs are conditionally permitted (see section 33) in the "B" and "I" districts, special consideration should be given to ensure the signs do not cause a distraction or nuisance to the residences that are

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- adjacent or bordering the "B" and "I" districts. (See appendix E)
3. A maximum of one (1) on premises EMC sign shall be permitted per building lot.
 4. Copy shall not change more frequently than eight (8) seconds per frame.
 5. All EMC signs shall be equipped with and shall use photosensitive electronics to automatically adjust brightness and contrast based on ambient light conditions (night vs day)
- B) Intensity: Any illuminated sign or lighting device shall employ only light emitting a light of constant intensity and no sign shall be illuminated by or contain flashing, intermittent, rotating or moving lights, or incorporate reflective materials which imitate or create the illusion of flashing or moving lights.
- C) Illumination: In no event shall an illuminated sign or lighting device be placed or directed so as to permit the beams and illumination there from, to be directed or beamed upon a public thoroughfare, highway, sidewalk or adjacent premises so as to cause glare or reflection that may constitute a traffic hazard or other nuisance.

3. Sight interference:

- A) No sign shall be permitted that interferes with the visibility of pedestrian or vehicular traffic entering, leaving or operating on thoroughfares.

4. Design, Construction and Maintenance:

- A) All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this Resolution at all times. Should any sign be or become unsafe or be in danger of falling, the owner shall upon receipt of written notice from the Bristol Zoning Inspector proceed at once to put such sign in a safe and secure condition or remove the sign.

5. Measurement Standards:

- A) Sign area shall include the face of all the display area(s) of the sign, not including the bracing, framing and structural supports of the sign, unless such support members are made part of the message or face of the sign. The area of letters, numbers or emblems mounted on a building wall shall be computed by enclosing such letters, numbers or emblems with the smallest single continuous perimeter.

C. Specific Requirements for Certain Signs

The regulations set forth herein shall apply to all permitted signs or conditionally permitted signs.

A 1. Free-Standing Signs: [see section J for definition and Appendix F for example(s)].

A) All free-standing signs shall be erected in a landscaped setting. Neither the landscaping nor the ground sign shall obstruct the view of vehicles entering or exiting the property.

1) Residential District: Free standing signs shall be conditionally permitted for all uses and shall conform to the following:

a) Ground sign shall be located no closer than ten (10) feet from the street right-of-way line. Such sign shall be located no closer than twenty-five (25) feet from any side lot line.

2) Non-Residential Districts: Free standing signs in non-residential districts shall conform to the following:

a) Free standing signs/on premises signs not over thirty (30) feet in height, having a maximum total sign area on one hundred (100) square feet per display area and located not closer than ten (10) feet to any street right-of-way line and not closer than thirty (30) feet to any adjoining lot line may be erected to serve a group of business establishments. There shall be only one free-standing sign for each building, regardless of the number of businesses conducted in said building.

B.2. Wall Signs: (see section J for definition and Appendix F for example)

A) Residential Districts: Not Permitted

B) Non-Residential Districts:

1. Wall signs in non-residential districts shall conform to the following:

a) On premises wall signs pertaining to non-conforming use shall be permitted on the same premises of such use provided the area of such sign does not exceed twelve (12) square feet.

C.3. Temporary Signs: (see section J for definition).

A) Residential Districts and Non-Residential Districts:

1. Temporary signs may be permitted and shall conform to the following:

a) One temporary sign may be permitted in the residential district for non-commercial special, civic, and institutional events for a period of sixty (60) days.

b) One temporary sign may be permitted in the commercial/business district or industrial district for a period of sixty (60) days. The sign must be maintained in good structural condition.

4. Electronic and Manual Changeable Copy Signs (see section J for definitions and Appendix F for examples).

A. Where conditionally permitted changeable copy, by electric or a non-electric means, may be utilized on a free standing or building sign/wall sign which advertises a bona fide business (see section 9 definitions) conducted on the premises or product sold on the premises.

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- B. Only one (1) EMC/Changeable copy sign is conditionally permitted on a building lot.
- C. EMC Changeable copy signs are conditionally permitted, provided that the display does not change more than once every eight (8) seconds.
- D. Achieves a change to another static image in a period of two (2) seconds or less. No animation is permitted in the transition.
- E. All EMC signs shall have an automatic dimming controls that adjusts the brightness to the ambient light at all times, day or night.
- F. Contain a default design that will freeze the sign in one position if a malfunction occurs.

E. Exemptions

1. The signs that are exempt from the provisions of these regulations shall be permitted.

The signs shall not be illuminated nor animated unless as specifically provided and shall not extend nor be placed in a required right of way.

- A) Real estate signs not exceeding six (6) square feet in area in any Residential district which advertise the sale, rental or lease of the premises. Open House signs may be permitted; but shall be erected no more than 5 days prior to and removed the day of the open house.
- B) Professional or occupational name plates
- C) Temporary signs denoting the architect engineer, or contractor when placed upon work under construction, to be removed upon completion of the building.
- D) Memorial signs or tablets, names or buildings, and date of erection when cut into any masonry surface or when constructed of bronze or other noncombustible materials.
- E) Traffic signs, legal notices, railroad crossing signs, and temporary emergency signs.
- F) The flag, pennant, or insignia of any nation, state, city, township or other political unit or educational, charitable, philanthropic, civic, professional, religious or like campaign, drive, movement, or event. No political signs are permitted on any property owned by Bristol Township; examples, the park, cemeteries, fire department, but not limited to these areas.
- G) "No trespassing" signs or other such signs regulating the use of a property such as "no hunting", "no fishing", etc.
- H) Changing of the advertising copy or message of an approved painted or printed sign.
- I) Poster signs when exhibited from inside a window.

F. Prohibited Signs

- 1) Signs that display any written or graphic message that is lewd, lascivious or obscene.
- 2) Any sign, whether otherwise allowable or exempt under this Section, that constitutes a traffic safety hazard; obstructs the vision of motorists or

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pedestrians; interferes with any official traffic control devices; utilizes flashing or revolving red, green, blue or amber lights; or utilizes the words "stop", "look", "danger" or any other word, phrase, symbol or character in such a manner as to interfere with, mislead or confuse traffic.

- 3) Signs that contain any mirror or mirrored device.
- 4) Cemetery Fence: See Cemetery Rules: No signs are permitted per Bristol Twp. Trustees Motion #134-2015, adopted on July 21, 2015.
- 5) Illumination: In no event shall an illuminated sign or lighting device be placed or directed so as to permit the beams and illumination there from, to be directed or beamed upon a public thoroughfare, highway, sidewalk or adjacent premises so as to cause glare or reflection that may constitute a traffic hazard or other nuisance.

G. Administration Procedures

- 1) Upon filing of an application for a zoning certificate, the Zoning Inspector shall examine the plans, and specifications, and may inspect the premises upon which the sign is proposed to be erected or affixed. If the proposed sign is in compliance with all the requirements these regulations and other applicable codes, a zoning certificate will be issued. Any certificate issued in accordance with this section shall automatically become null and void unless the work for which it was issued has visibly commenced within six (6) months of the date of issue or if the work authorized by it is suspended or abandoned for one year.
2. Any sign subject to regulations by the Ohio Department of Transportation (ODOT) under Ohio Revised Code Chapter 5516 and which is required to obtain a state permit shall not be issued a zoning certificate without evidence that the state permit has first been issued, or notification from ODOT that a state permit is not required.
3. An application for a sign zoning certificate or a conditional zoning certificate shall be made to the Zoning Inspector and shall include the following:
 - a.) Detailed drawings of the sign showing the color, design, size, background, and material of the sign and the frame or structure;
 - b) A complete building sketch or photograph showing the location of the sign and its relationship to the building, the site, the adjacent parcels and parking lots, drives and sidewalks.
 - c) A certificate fee for each sign application, pursuant to the current fee schedule.

H. Non-Conforming Signs

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1. Any sign lawfully erected and in existence on the effective date of these regulations which does not meet the requirements may be maintained as a legal non-conforming sign provided it has not become a safety hazard.

I. Maintenance and Removal of Signs

1. All signs shall be maintained in good structural condition and in conformance with these regulations and all applicable building codes. The Zoning Inspector shall have the right to order the repair or removal of any sign which is defective, damaged or substantially deteriorated. When a sign is removed for any reason, a new certificate for future installation of the sign shall be obtained, or all mast arms, guys of any nature, clips, brackets and all structures of the old sign shall be removed with the sign.
2. When a Zoning Inspector finds, upon investigation, that a sign endangers the public safety by reason of its location and placement; is dangerous or materially, electrically or structurally defective; has been abandoned, or for which no required certificate has been issued, such sign shall be declared a public nuisance. The Zoning Inspector shall notify the owner of the sign and the owner of the land on which the sign is located, by certified mail, of such findings. Such notice shall advise the sign and property owners that the sign has been declared a public nuisance and shall be removed within thirty (30) days from the date of notification. Failure to remove the sign within the stated period shall constitute a violation of these Regulations. The sign owners or property owners may appeal such decision to the Board of Zoning Appeals.
3. If a repair is made and there is no material change, a new certificate is not required.

J. Definition of terms

The words, terms, or phrases used in this section shall be defined as follows;

Abandoned Sign - A sign which for a period of at least sixty (60) consecutive days no longer advertises or identifies a legal business establishment, product or activity.

Alteration – Any change in copy, color, size or shape, which changes appearance of a sign, or a change in position, location, construction or supporting structure of a sign, except that a copy change on a sign is not an alteration.

Animated Sign- A sign employing actual motion, the illusion of motion, or light and/or color changes achieved through mechanical, electrical, or electronic means. Animated signs, which are differentiated from changeable signs as defined and regulated by this Code, include the following types:

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- a. Environmentally Activated: Animated signs or devices motivated by wind, thermal changes, or other natural environmental input. Includes spinners, pinwheels, pennant strings, and/or other devices or displays that respond to naturally occurring external motivation.
- b. Mechanically Activated: Animated signs characterized by repetitive motion and/or rotation activated by a mechanical system powered by electric motors or other mechanically induced means.
- c. Electrically Activated: Animated signs producing the illusion of movement by means of electronic, electrical, or electromechanical input and/or illumination capable of simulating movement through employment of the characteristics of one or both of the classifications noted below:
 - 1. Flashing: Animated signs or animated portions of signs whose illumination is characterized by a repetitive cycle in which the period of illumination is either the same as or less than the period of non-illumination. For the purposes of this ordinance, flashing will not be defined as occurring if the cyclical period between on-off phases of illumination exceeds four (4) seconds.
 - 2. Patterned Illusionary Movement: Animated signs or animated portions of signs whose illumination is characterized by simulated movement through alternate or sequential activation by various illuminated elements for the purpose of producing repetitive light patterns designed to appear in some form of constant motion.

Area of Sign - Refer to measurement standards.

Building Identification Sign - Any sign containing the name or address of a building and may include hours of operation and emergency information, such sign being located on the same **site** building site as the structure.

Changeable Copy Sign: A sign with the capability of content changed by means of manual or remote input, includes the following types:

- a. Manually activated: A changeable sign whose message copy or content can be changed manually on a display surface.
- b. Electrically activated: A changeable sign whose message copy or content can be changed by means of remote electrically energized on-off switching combination of alphabetic or pictographic components arranged on a display surface. Illumination may be integral to the components such as characterized by lamps or other light-emitting devices or it may be from an external light source designed to reflect off the changeable component display, (See also Electronic Message Center)

Construction Sign - A non-permanent sign identifying the persons, firms or business directly connected with a construction project.

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Directional Sign - A permanent instructional sign located on private property at or near the public right-of-way, directing or guiding vehicular traffic onto the property and/or toward parking or other identified locations on the property.

Display Time: The amount of time a message and/or graphic on an Electric Message Center.

Dissolve: A mode of message transition on an Electric Message Center sign accomplished by varying the light intensity or pattern, in which the first message gradually appears to dissipate and lose legibility with gradual appearance and legibility of the second message.

Dynamic Frame Effect: An Electronic message Center sign frame effect in which the illusion of motion and/or animation is used.

Electronic Message Center: An electrically activated changeable sign whose variable message and /or graphic presentation capability can be electronically programmed by; computer from a remote location. Also known as ECM. ECM's typically use light emitting diodes (LEDs) as a lighting source. See also the following terms associated with Electronic Message Centers: Display Time, Dissolve, Dynamic Frame Effect, Fade, Frame, Frame effect, Scroll, Transition and Travel.

Fade: A mode of Message of message transition on Electronic Message Center sign accomplished by varying the light intensity, where the first message is gradually reduces intensity to the point of not being legible and the subsequent message gradually increases intensity to the point of legibility.

Frame Effect: A visual effect on an Electronic Message Center sign applied to a single frame. (see also Dynamic frame effect)

Freestanding Sign - Any sign which is permanently affixed in or upon the ground, attached to any building or structure, supported by one or more structural members. Free standing signs may consist of a variety of types including Low Profile Ground Mounted, Monument, Pole and Pylon. See Appendix F.

Governmental Sign - A sign erected and maintained pursuant to and in discharge of any governmental functions, or required by law, ordinance or other governmental regulation.

Holiday Decorations - Signs or displays including lighting which are a non-permanent installation celebrating national, state, and local holidays or holiday seasons.

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Illegal Sign - Any sign placed without proper approval or permits as required by this Code at the time of sign placement. Illegal sign shall also mean any sign placed contrary to the terms or time limits of any permit and any nonconforming sign which has not been brought into compliance with any applicable provisions of this Code.

Illuminated Sign - Any sign for which an artificial source of light is used in order to make readable the sign's message, including internally and externally lighted signs and reflecting, glowing or radiating signs.

Instructional Signs - A sign clearly intended for instructional purposes, as determined by the Zoning Enforcement Officer shall not be included in the permitted sum of the sign area of identification wall signs, provided such sign is not larger than necessary to serve the intended instructional purpose, and such sign are not in a location, nor includes design characteristics, that constitute or serve the purposes of an identification sign.

Logo - An emblem, letter, character, pictograph, trademark, or symbol used to represent any firm, organization, entity, or product.

Political and Noncommercial Signs - Any sign designed for the purpose of supporting or opposing a candidate, proposition or other measure at an election or for any other noncommercial expression not related to the advertisement of any product or service or the identification of any business.

Real Estate Sign - Any non-permanent sign pertaining to the sale, exchange, lease, rental, or availability of land, buildings, condominium and similar units, or apartments. Such signs may include building name and address, price and amenities, identity of seller or broker, and similar information.

Scroll: A mode of message transition on Electronic Message Center sign in which the message appears to move vertically across the screen.

Sign - Any name, figure, character, outline, display, announcement, or device, or structure supporting the same, or any other device of similar nature designed to attract attention outdoors, and shall include all parts, portions, units, and materials composing the same, together with the frame, background, and supports or anchoring thereof. A sign shall not include any architectural or landscape features that may also attract attention.

Sign Face - An exterior display surface of a sign including nonstructural trim exclusive of the supporting structure.

Special Event Sign - Any temporary or non-permanent sign advertising or pertaining to any civic, patriotic or special event of general public interest.

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Streaming: A method of transmitting data (especially video and audio material) over a computer network as a steady, continuous flow, allowing playback to start while the rest of the data is still being received.

Temporary Sign - A sign which is neither permanently anchored to the ground or permanently affixed to a structure, nor mounted on a chassis, and is intended to be removed after a limited period of display.

Transition: A visual effect used on an Electronic Message Center to change from one message to another.

Travel: A mode of a message on Electronic Message sign in which the message appears to move horizontally across the display surface.

Variable Copy Sign: Manually activated: A changeable sign whose message copy or content can be changed manually on a display surface.

Variable Message Sign Face: Means one whose message is partially changed by electronic process or remote control, including, but not limited to, rotating cubes, rotating vertical triangular slats, messages changed by turning lights on or off, remote numeric displays, scrolling messages, glow cubes, light emitting diodes, cathode ray tubes and florescent discharge or other similar technology approved by the director. Furthermore, digit(s) changed infrequently is/are not considered moving flashing or intermittent lights or moving parts will be deemed a change of copy only.

Wall Sign - Any sign attached to or painted on the exterior wall of a building or structure in a plane parallel or approximately parallel to the plane of said wall. See Appendix F.

Window Sign - Any sign that is viewable through and/or painted or affixed in any manner to a window or exterior glass door such that it is intended to be viewable from the exterior (beyond the sidewalk immediately adjacent to the window), including signs located inside a building but visible primarily from the outside of the building.

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BTZC-19-50: Motion to approve the text additions and text deletions to Section 35: Signs was made by Mrs. Mastromatteo.

Second was made by Mr. Holko.

Discussion: There was discussion to make sure everything we thought need at this time was in this document.

Roll Call: Mr. Weeks – yes, Mrs. Mastromatteo – yes, Miss Ash – yes, Mr. Holko – yes, Mrs. Marino – yes.

The chairman will forward the required documents to the Trumbull County Planning Commission for their review.

- 10) Reminder only: Discuss solar panel and wind farms/turbines at a future meeting as information is gathered. Mr. Holko volunteered to research Solor Panels for February 2020 meeting. Mrs. Mastromatteo volunteered to research Wind farms/turbines for February 2020 meeting.

- 11) Review Calendar for 2020:

*Quarterly/Regular Meetings 2020	Work Sessions	Public Hearings
*January 8		
February 12		
March 11		
*April 8		
May 13		
June 10		
*July 8		
August 12		
September 9		
*October 14		
November 11		
December 9		

BTZC-19-51: Motion to move the January 8th meeting to January 15th, to give us time to get information back from the Trumbull County Planning Commission, was made by Mrs. Mastromatteo.

Second was made by Miss Ash.

Discussion: none

Roll Call: Mr. Weeks – yes, Mrs. Mastromatteo – yes, Miss Ash – yes, Mr. Holko – yes, Mrs. Marino – yes.

The Chairman will get with the Fiscal Officer to see if that date is available.

- 12) There was a short discussion on the e-mail from Jason Toth, Asst. Prosecutor, to Ellen Gordon on Nov. 19, 2019, forwarded to Ken on Nov. 22, 2019, forwarded to the Zoning Commission on Nov. 23, 2019.

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- 13) Mr. Weeks informed us that Ms. Katie Phillips was employed to by the Platts and Zoning Community Development Coordinator for the Trumbull County Planning Commission.
- 14) Goals for 2020: Check the Code book for information that needs to be updated. Miss Ash volunteered to research Cell Towers for discussion in March.
- 15) BTZC-19-52: Motion to adjourn was made by Miss Ash.
Second was made by Mrs. Mastromatteo.
Roll Call: Mr. Weeks – yes, Mrs. Mastromatteo – yes, Miss Ash – yes, Mr. Holko – yes, Mrs. Marino – yes.
Meeting was adjourned at 7:38.

Submitted by Carolyn Marino, Secretary