



WEST CHESTER TOWNSHIP COMMUNITY DEVELOPMENT

AGENDA BOARD OF ZONING APPEALS July 13, 2026 6:00 P.M. Township Hall 9113 Cincinnati-Dayton Road

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1. Call to Order
 2. Roll Call
 3. Old Business
 - Approve meeting minutes from June 8, 2026
 - **BZA 26-08 KAO USA, Robert Humbarger and Loren Conrad**
The applicant has requested a variance from Table 9.07-6 to allow a directional sign that exceeds the maximum area and height requirements in the M (Industrial) District for the property located at 8778-8910 Le Saint Drive.
 4. New Business
 - **BZA 26-16 Chris and Cyndi English**
The applicants have requested a variance from WTCZR 3.06.B.5 in reference to a proposed accessory structure in excess of 200 square feet in the R-PUD (Residential Planned Unit Development) District for the property located at 4621 Kohls Court.
 - **BZA 26-17 Atlantic Sign Company, on behalf of Butler Tech**
The applicant has requested approval to install two non-illuminated, double-sided, monument-style entry/exit directional signs for the B-2 (General Business) District zoned subject property, with each proposed sign measuring approximately 22.2 square feet in sign area and 6.75 feet tall for the property located at 8450 Capstone Boulevard.

The proposed signage may be reviewed under two potential sections of the WCTZR:
 - **Freestanding Sign Classification:** If classified as freestanding monument signs, the request should be reviewed under WCTZR 9.07.C, which permits one (1) freestanding sign per lot frontage in the B-2 (General Business) District, with a maximum sign area of 0.5 square foot per lineal foot of lot frontage or 80 square feet, whichever is less and a maximum height of ten feet.
 - **Directional Sign Classification:** Alternatively, if classified as directional signs, the request should be reviewed as an area variance from WCTZR 9.07.F, because directional signs are limited to 6 square feet in area and 4 feet in height, while the proposed signs are 22.2 square feet in area and 6.75 feet in height.

- **BZA 26-18 M/I Homes of Cincinnati, LLC**

The applicant has requested a variance from WCTZR 4.01.C.1 to develop a single-family residential subdivision served by private streets in the R-3 (Transitional Residence) District. Under WCTZR 4.01.C.1 residential lots must have frontage on a public dedicated right-of-way. The WCTZR definition of "lot frontage" further ties frontage to a property line abutting a legally recorded public street right-of-way. Because the proposed lots would be served by private streets rather than a public dedicated right-of-way, the applicant seeks a variance from these requirements for the property located at 9074 Cox Road.

5. Unfinished Business

6. Administrative Matters

7. Adjournment - Next meeting is scheduled for Monday, August 10, 2026 @ 6:00 PM

Expectations of Decorum Statement

Please be mindful of decorum. Avoid speaking from the audience, interrupting others, clapping, repetitive comments, or engaging in side conversations while a case is being heard. The Board is here to listen carefully and consider the evidence and testimony presented, and maintaining decorum helps ensure that all participants are treated fairly and respectfully.

We appreciate everyone's cooperation and participation in tonight's meeting.

When addressing the BZA during Public Comment:

For each case, members of the public are welcome to address the BZA. When called upon, please be mindful of the following:

1. Please come to the podium and speak into the microphone.
2. Please state your name and address for the record before making your comments.
3. Comments should be limited to the case currently under consideration and presented in an orderly manner.
4. All comments should be directed to the BZA members at the dais. Comments should not be directed to staff, the applicant, or other members of the public.
5. After you have finished your comments to the BZA, you may only return to the podium to speak again if the Chair requests that you do so.