



VILLAGE OF ST. BERNARD
 110 Washington Avenue, St. Bernard, Ohio 45217
 Phone: (513) 242-7770 • Website: www.cityofstbernard.org

Board of Zoning Appeals
April 13, 2026 @ 6:00pm
 Council Chambers
 110 Washington Ave
 St Bernard, Ohio 45217

Gary Schildmeyer
 Chairperson

Gary Schildmeyer Chair	Kelly Valerius Vice Chair	Brian Speed Board Member	Keith Geraci Board Member	Ron Feldman Board Member
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Roll Call:		2 Public Hearing(s)		
SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Swearing in of Those Providing Testimony to the BZA:
 Chair

Conflict of Interest Statement

Prior to consideration of the following agenda items, each member should examine the agenda to determine whether he or she has any conflict of interest with any agenda item. If so, please note the agenda item for which you intend to abstain or recuse yourself as an exception to the upcoming motion. You may not discuss or vote on any item you have a conflict of interest with or act in any way to influence the deliberation or vote.

Motion: I move that a note be made upon the minutes that each member of the BZA was furnished a copy of the agenda prior to its being considered at this meeting, and that, with the exception of the items so noted, no member has identified any conflict of interest regarding any agenda item.

Motion

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Roll Call of Vote

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN



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New Business:

Agenda Item #1

BZA 2026-04-004: Variance Request for 4320 Vine Street

Variance 1: 1185.02 Business Signs

(a) Total sign area permitted shall not exceed one and one-half square feet for each foot of storage frontage. Maximum sign height shall not exceed four feet for uses with a frontage of fifty feet or more and shall not exceed two feet, six inches for uses with a frontage under fifty feet. Illumination for any sign shall minimize glare upon a public street or adjoining property.

Staff: Andrew Schweier

Motion

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Roll Call of Vote

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

New Business:

Agenda Item #2

BZA 2026-04-005: BZA Policy and Procedures Manual

Staff: Andrew Schweier

Motion

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Roll Call of Vote

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN



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Approve March Minutes

Motion

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Roll Call of Vote

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Approve Notice of Decision 2026-03-003

Motion

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Roll Call of Vote

SCHILDMEYER	VALERIUS	SPEED	GERACI	FELDMAN

Adjournment:

Motion

Feldman	GERACI	SPEED	SCHILDMEYER	PC MEMBER

Roll Call of Vote

Feldman	GERACI	SPEED	SCHILDMEYER	PC MEMBER



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REPORT TO THE VILLAGE OF ST. BERNARD BOARD OF ZONING APPEALS
FOR MEETING DATE OF APRIL 13, 2026
BZA 2026-04-004

CASE NO. BZA: 2026-04-004
PROPERTY ADDRESS: 4320 Vine Street
PARCEL ID # 582-0013-0106-00
APPLICANT: Roger Bacon High School

PROPOSED REQUEST:

The applicant is requesting one variance for the construction of a new sign at Roger Bacon High School. The sign will be attached to the wall of the newly constructed Chapel addition.

Variance 1: 1185.02 Business Signs

(a) Total sign area permitted shall not exceed one and one-half square feet for each foot of storage frontage. Maximum sign height shall not exceed four feet for uses with a frontage of fifty feet or more and shall not exceed two feet, six inches for uses with a frontage under fifty feet. Illumination for any sign shall minimize glare upon a public street or adjoining property.

The height of the proposed sign is approximately 10.27 feet. **A variance request of 160%**

BACKGROUND INFORMATION

The subject property is located at 4320 Vine Street. The subject property is located on the east side of Vine between Mitchell Ave and Orchard St.

According to the Hamilton County Auditor's website 4320 Vine Street is 9.150 acres in size. The Auditors Office shows that the school was built in 1930.



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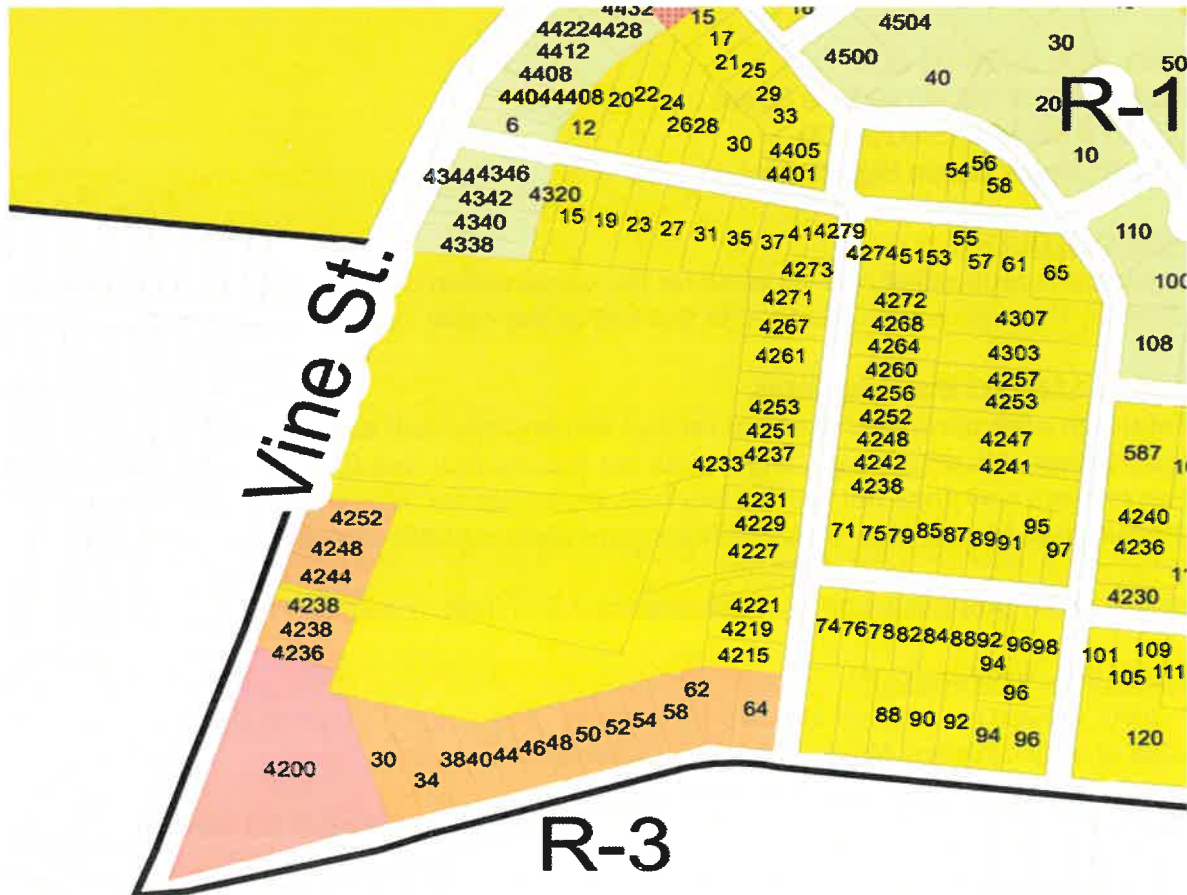


Figure 1: Zoning Map. Shows that the subject properties are within the “R-2 One and Two Family Residence District”.

The properties to the north in bright yellow are zoned R-2 One- and Two-Family Residence. The properties to the north in light yellow are zoned R-1, One Family Residence District. The properties in bright yellow to the South are zoned “R-2” One- and Two-Family Residence. The properties in tan are zoned R-3 Multi Family Residence District. The properties in pink are zoned B-1 Neighborhood Business District. The properties to the east in bright yellow are zoned R-2 One- and Two-Family Residence. The properties in bright yellow to the west are zoned “R-2” One- and Two-Family Residence. The properties in tan are zoned R-3 Multi Family Residence District.



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FOR MEETING DATE OF APRIL 13, 2026
BZA 2026-04-004

St. Bernard Zoning Ordinance:

The following are the applicable sections of the St. Bernard Zoning Ordinance:

Variance 1: 1185.02 Business Signs

(a) Total sign area permitted shall not exceed one and one-half square feet for each foot of storage frontage. Maximum sign height shall not exceed four feet for uses with a frontage of fifty feet or more and shall not exceed two feet, six inches for uses with a frontage under fifty feet. Illumination for any sign shall minimize glare upon a public street or adjoining property.

STAFF COMMENTS:

On February 6, 2026 Staff received an email from Steve Schad, Roger Bacon High School, in regard to a new sign to be placed on the wall of the new Chapel construction. Staff advised that they would review the submitted document and a meeting could be set for a review when convenient for Roger Bacon High School.

Staff reviewed the proposed signage request and found that the sign would be approximately eighteen (18) feet wide by ten (10) feet tall or 180 sq ft total.

Staff measured the front façade of the existing building and found that the length is approximately 172 feet long. By code, the school is permitted to have approximately 258 (172x1.5) square feet of wall signage on Vine Street. The proposed signage is 70 square feet less than permitted. This calculation does not include the addition, which would permit an additional amount of square footage.

The approval of this sign would place Roger Bacon High School at 258 sq ft of signage which is the maximum based on current calculations. The addition would provide slightly more allowance. These calculations do not include the Spartan logo which is attached to the building and counts as signage.

The wall for the proposed sign sits approximately 235 feet from the roadway.

The school currently has a changeable copy ground sign which is 78 square feet (7.66x10.17). Ground signs and changeable copy signs are not currently permitted under the St. Bernard zoning ordinance. Staff has researched Village files and has not located any information related to the sign. It would have required a Board of Zoning Appeals Use Variance at the time it was installed. The zoning code no longer allows Use Variances.

Staff met with Steve Schad on March 4, 2026 at Village Hall. Staff discussed the measurements with the applicant at that time. Staff advised that a variance would be



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required for the sign. Staff worked with the applicant of the variance request. Staff advised that prior to the variance application being submitted, the applicant needed to formally submit the sign request, it would have to be denied, and then the variance request could be submitted. Staff discussed the possible meeting dates and submission deadlines with the applicant at that time.

Within the request, the Applicant suggests that the sign is three individual pieces, but that is not how the zoning code views or measures any sign request. Staff has included a diagram showing how the sign measurements are taken. The applicant is correct that the logo is what creates the violation of code. The Applicant could eliminate the logo from the request and the sign would be permitted by code. For the Board to view them as “distinct pieces” is not appropriate based on how sign area is computed.

Comments from Other Departments:

No Village Departments provided any concerns about the application.

Neighbor Comments

There are approximately ninety-five different property owners within 200 feet of the subject property. Staff mailed out a Notice of Public Hearing to each property owner. Staff also posted the notice of the Public Hearing to the Village website.

Staff has not received any comments at the writing of the Staff Report.

VARIANCE REVIEW CRITERIA:

St. Bernard Zoning Ordinance

Variance Conditions Prevailing: by reason of the exceptional narrowness, shallowness, or unusual shape of a specific piece of property on the effective date of this Ordinance, or by reason of exceptional topographic conditions or other extraordinary situation or condition of such piece of property, or of the use or development of the property immediately adjoining the piece of property in question, the literal enforcement of the requirements would involve practical difficulty or would cause unnecessary hardship (unnecessary to carry out the spirit and purpose of this Ordinance) the Board shall have the power to authorize a variance from the terms of this ordinance, so as to relieve the hardship. In authorizing such variance, the Board may attach thereto such conditions necessary in the interest of the furtherance of the purposes of the Ordinance and in the public interest. In authorizing a variance, with attached conditions, the Board shall require such evidence and guarantee or bond as it may deem necessary to enforce the compliance with the conditions attached.



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Variance Findings of the Board:

Variance Findings of the Board: No such variance of the provisions or requirements of this Ordinance shall be authorized by the Board of Zoning Appeals unless the Board finds that practical difficulties exist sufficiently to warrant a variance. In making this determination, the Board will consider the following factors:

I. Will the property yield a reasonable return or can there be a beneficial use of the property without the Variance?

APPLICANT'S RESPONSE: Yes, there can be a beneficial use of the property without the variance

Staff Comment: Yes, there can be a beneficial use of the property without the requested Variances.

II. Is the Variance substantial?

APPLICANT'S RESPONSE: No. The total sign area requested is well within the total sign area allowed by code. When taken separately, only the school logo exceeds the maximum sign height by code. Given that a four foot high sign can be used with a storage frontage as small as 50 feet, this sign has been sized for a frontage 5 times larger than the minimum code frontage.

Staff Comment:

The Variance request is substantial in terms of exceeding the allowed height of signs. The sign would be within the overall regulations of allowable signage for the property.

III. Would the Variance cause a substantial alteration in the essential character of the neighborhood or cause a substantial detriment to the adjoining properties?

APPLICANT'S RESPONSE: No.

Staff Comment: The variance requests will not cause a substantial alteration or detriment to the adjoining properties.



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IV. Would the Variance adversely affect the delivery of governmental services?

APPLICANT'S RESPONSE: No

Staff Comment: No, government services would not be affected.

V. Did the property owners purchase the property with the knowledge of the zoning restriction?

APPLICANT'S RESPONSE: No. Roger Bacon High School was established before the development of a zoning code for the Village of St. Bernard. However, given that the location of the proposed lettering and logo is now on new construction, we are aware that zoning restrictions regarding signage existed.

Staff Comment: The Zoning Code was not adopted until 1966. Roger Bacon High School was built in the 1930's and preexisted the zoning code. Any new construction requests are required to meet the existing code.

VI. Could the problem be solved in some other manner other than the granting of the Variance?

APPLICANT'S RESPONSE: Yes. Depending on how the BZA looks at the sign (one whole area or three distinct signs), adjustments can be made to come closer to the current code requirements. However, it is important that the resultant lettering and logo look appropriate for the large area it occupies.

Staff Comment: The zoning code for signage outlines how sign measurements are to be made. By code this is one sign, not three. The Roger Bacon emblem could be removed and the sign would be in compliance. Overall, the site is still within the signage regulations.

VII. Would the Variance preserve the spirit and intent of the zoning requirement and substantial justice be done by granting the variance?

APPLICANT'S RESPONSE: Yes. A modest variance in sign height preserves the spirit and intent of the zoning requirement because it does not alter the underlying purpose of the regulation-maintaining community aesthetics, safety, and proportionality within the surrounding environment. The requested adjustment is minimal and does not create visual clutter or obstruct sightlines. Instead, it allows the sign to function as intended, providing



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clear identification and visibility-while remaining consistent with the character and scale of the area. Granting the variance upholds the ordinances goals while allowing a practical accommodation that respects both the letter and spirit of the zoning code.

Staff Comment: Staff believes that the granting of the variance would preserve the spirit and intent of the zoning code for allowable signage amounts, but the variance for height does not preserve the spirit and intent.

Decision Of Board of Zoning Appeals:

The Board shall act by resolution; and the concurring vote of three (3) members of the Board shall be necessary to reverse any order or determination of the Zoning Administrator, to decide in favor of an applicant in any matter on which the Board has original jurisdiction under this Zoning Ordinance, or to grant any variance from the requirements stipulated in this Zoning Ordinance. In exercising its power, the Board of Zoning Appeals may, in conformity with the provisions of statute and of this Zoning Ordinance, reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination as ought to be made, and to that end shall have all powers of the officer from whom the appeal is taken.

ACTION:

The Board of Zoning Appeals shall approve, approve with conditions, or deny the applicants variance request.

Should the BZA approve the applicant's request, the following conditions should be considered for each request:

1. The BZA approves waiving the thirty (30) day waiting period to allow the applicant to receive any needed permits. The applicant hereby acknowledges that any work completed prior to the end of the appeal period is at their own risk.



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This is an overview of the entire campus of Roger Bacon High School and Friars Club.



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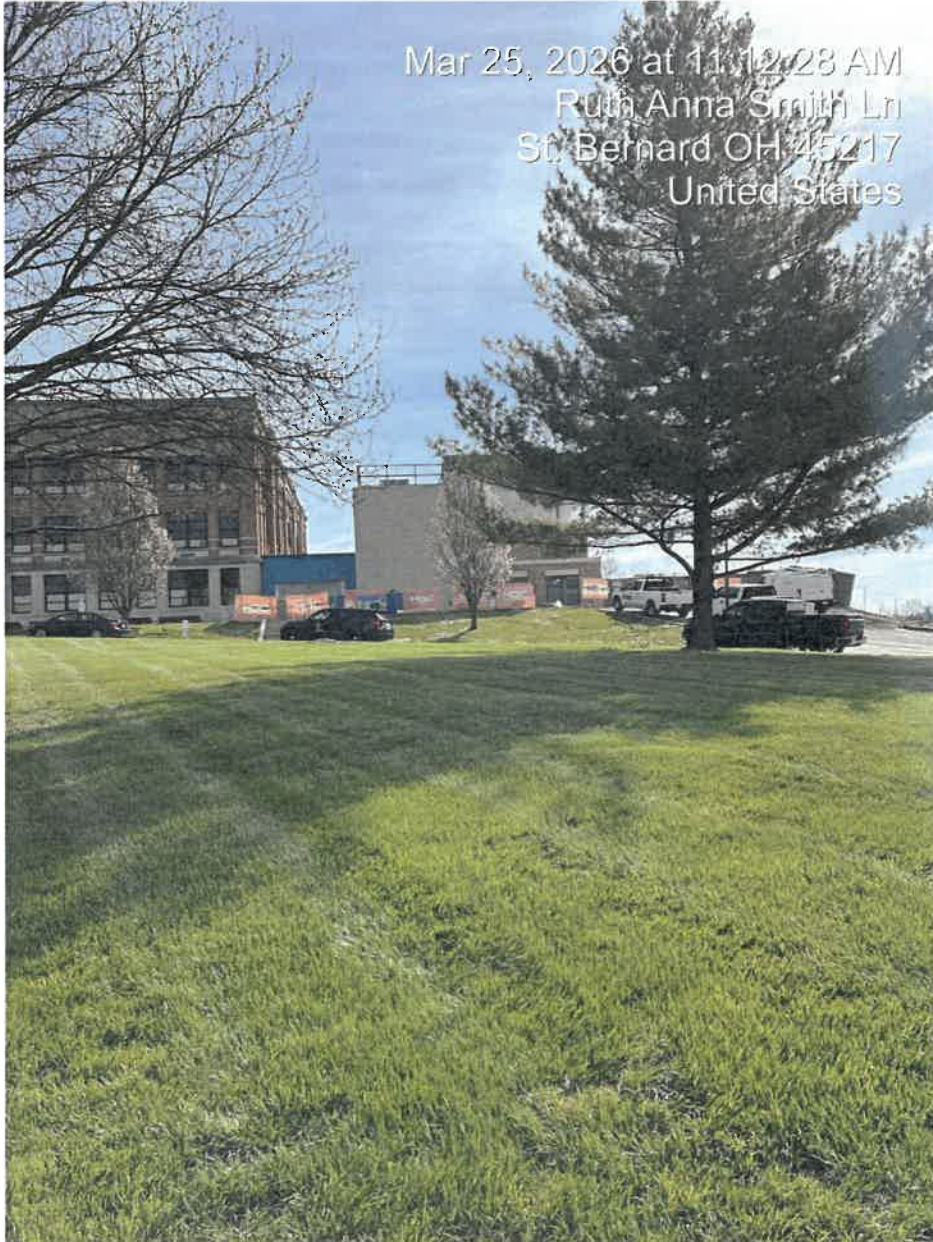
This is the wall for the proposed sign. This picture was taken from the circle drive in front of the school



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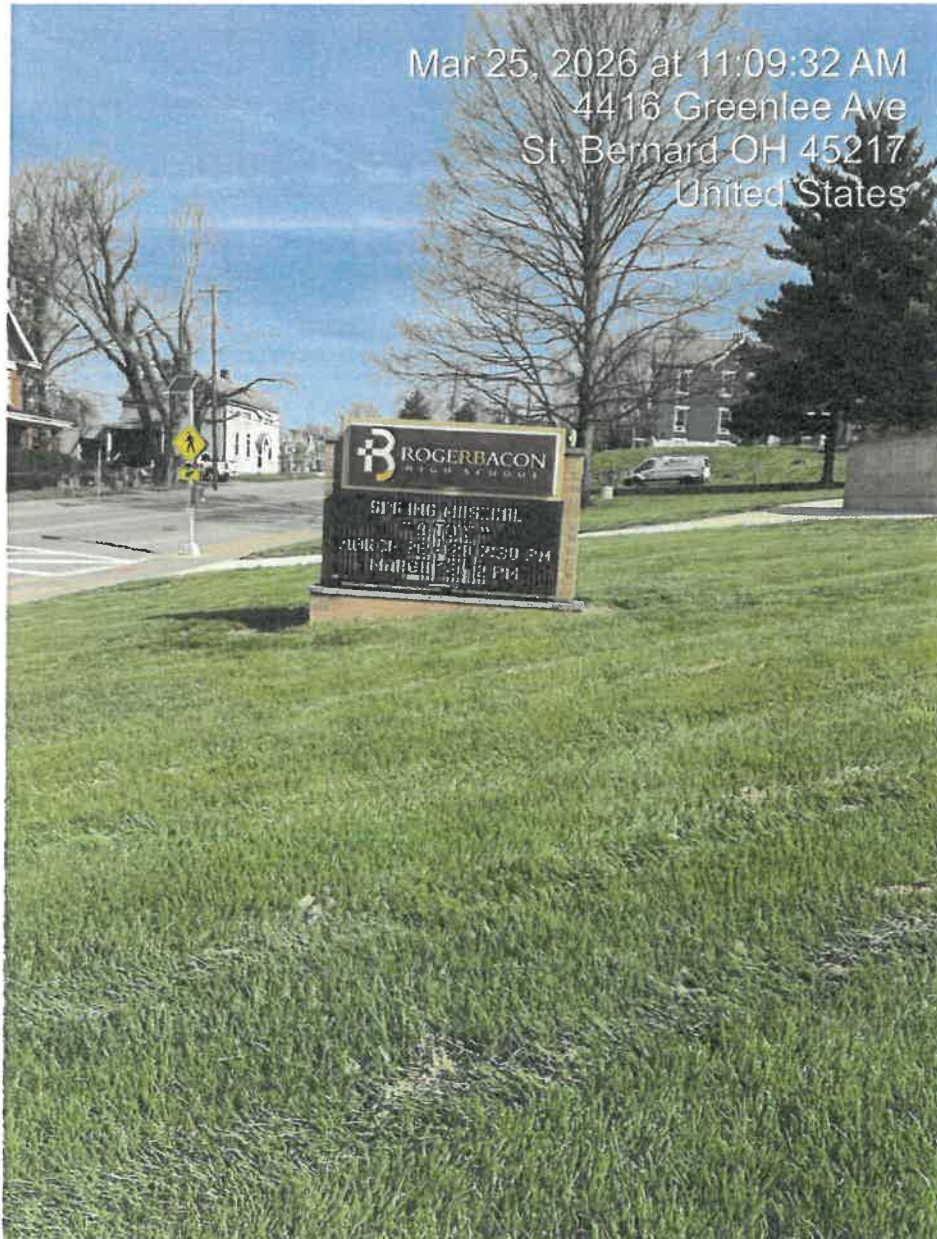
This photo of the wall was taken from the sidewalk on Vine Street



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This is the ground sign at Roger Bacon High School. As stated in the staff report, ground signs are not currently permitted by the code and staff has been unable to locate any information regarding its approval. The ground sign is 78 sq ft.



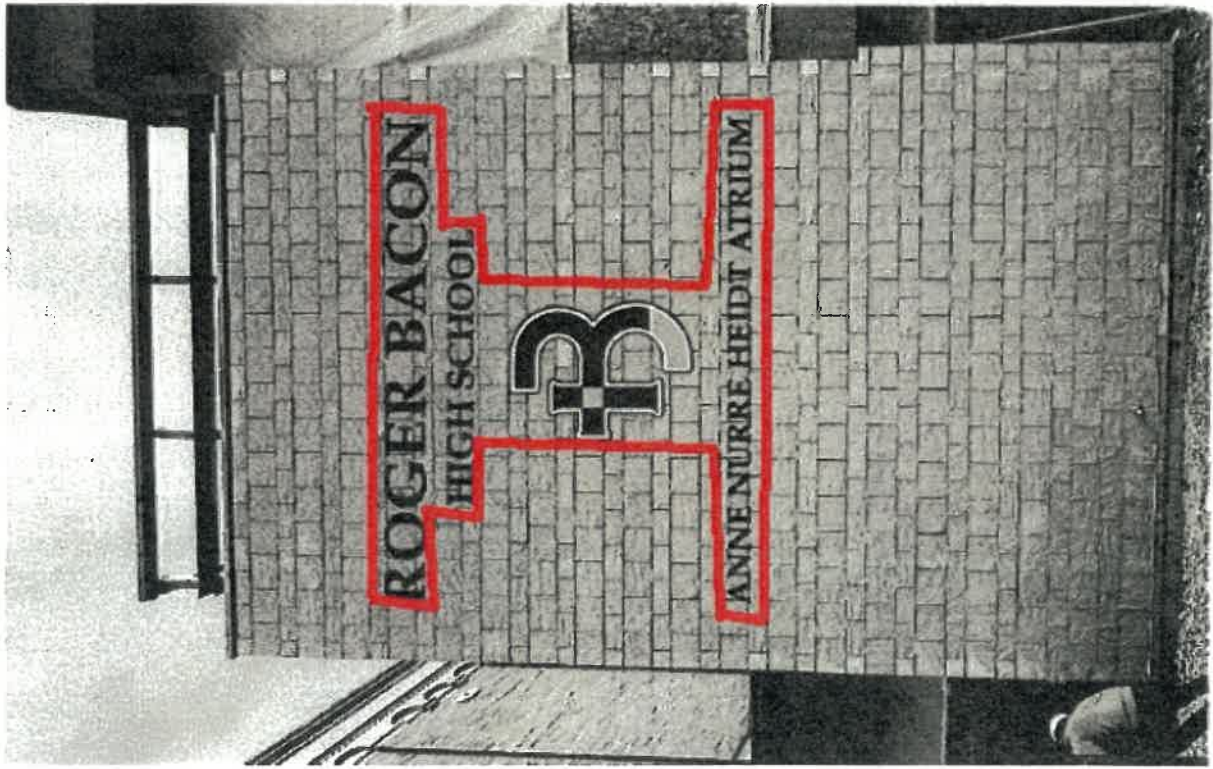
Measurement



Feet (US) ▾

Measurement Result

173.6 Feet (US)



ROGER BACON
HIGH SCHOOL



ANNE NURRE HEIDT ATRIUM



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18 March 2026

NOTICE OF PUBLIC HEARING

A public hearing will be held before the Village of St Bernard Board of Zoning Appeals on Monday April 13, 2026 at 6:00pm in Council Chambers, 110 Washington Ave, St Bernard Ohio 45217. The following case is scheduled to be presented:

Board of Zoning Appeals Case No: 2026-04-004
PROPERTY ADDRESS: 4320 Vine Street
PARCEL #: 582-0013-0106-00
APPLICANT: Roger Bacon High School

PROPOSED REQUEST:

The applicant is requesting one variance for the construction of a new sign at Roger Bacon High School. The sign will be attached to the wall of the newly constructed Chapel addition.

VILLAGE OF ST. BERNARD ZONING ORDINANCE

The following are the applicable sections of the St Bernard Zoning Ordinance:

Variance 1: 1185.02 Business Signs

(a) Total sign area permitted shall not exceed one and one-half square feet for each foot of storage frontage. Maximum sign height shall not exceed four feet for uses with a frontage of fifty feet or more and shall not exceed two feet, six inches for uses with a frontage under fifty feet. Illumination for any sign shall minimize glare upon a public street or adjoining property.

The height of the proposed sign is approximately 10.27 feet.

You are receiving this notice because you own or reside at a property located within 200 feet of the subject properties. If you have any comments concerning this matter, you may appear at the public hearing or you may forward your comments to the Planning Department in writing for presentation at the meeting. Any written comments must include your name and address in order to be presented to the Board of Zoning Appeals.

Comments and concerns may be forwarded to Andrew J Schweier at 513-482-5684 or zoning@cityofstbernard.org

Andrew J. Schweier
Zoning Administrator
Village of St Bernard



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BOARD OF ZONING APPEALS APPLICATION

A. APPLICANT INFORMATION

NAME: Steven Schad

PHONE: (513) 640-1313

ADDRESS: Roger Bacon High School 4320 Vine Street

CITY/ST/ZIP: St. Bernard, Ohio 45217

EMAIL: sschad@rogerbacon.org

B. PROPERTY INFORMATION

PROPERTY OWNER: Roger Bacon High School

PROPERTY ADDRESS: 4320 Vine Street

CITY/ST/ZIP: St. Bernard, Ohio 45217

SECTION: ___ TOWN: ___ RANGE: ___ PARCEL ID#: 582-0013-0106-00



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D. PURPOSE OF APPLICATION

_____ REQUEST CONDITIONAL USE (PAGE 3)

XXXXX REQUEST A VARIANCE FROM THE ST BERNARD ZONING CODE (PAGE 4-6)

MOST COMMON VARIANCE REQUESTS

_____ FENCES _____ SETBACKS **XXXXX** SIGNAGE _____ ACCESSORY STRUCTURE

_____ OTHER (EXPLAIN BELOW)

_____ APPEAL STAFF INTERPRETATION OF THE ZONING ORDINANCE (PAGE 7)

I hereby certify that all statements, submitted information and drawings to be factual and representative of the existing and proposed conditions of the property relative to this application. I agree to comply with the Liberty Township Resolution and the conditions placed upon the property by the Liberty Township Board of Zoning Appeals in regards to the use of this property. I understand that all information submitted with this application will be assumed to be correct and the Applicant shall assume responsibility for any errors and/or inaccuracies resulting in improper application.

Printed Name: Steven Schad

Date: 6 March 2026

Applicant Signature:  _____



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VARIANCE REQUEST

THE APPLICANT(S) HEREBY REQUEST PERMISSION TO MAKE THE FOLLOWING IMPROVEMENTS TO SUBJECT PROPERTY LISTED ABOVE:

Request a variance to the St. Bernard Zoning Code for Signs, specifically Section 1185.02 (a) which states: *"Maximum sign height shall not exceed four feet for uses with a frontage of fifty feet or more..."* The height of the sign, when including all three sections, is 10.25 feet.

Per 1185.02: *"Total sign area permitted shall not exceed one and one-half square feet for each foot of storage frontage."* The total frontage of Roger Bacon High School with the atrium and connector is 253 feet. Per the code, total signage area of 379.5 square feet is permitted. The square footage of the proposed sign (see attached) is 188.25 square feet – **well within code limits.**

As mentioned above, the sign is actually composed of **three distinct pieces:**

- Roger Bacon High School (letters only)
- School Logo
- Anne Nurre Heidt Atrium (letters only)

When taken as a whole, the lettering and the logo are 10.25 feet high. However, **only the school logo (which is 6 feet, 10.5 inches high) exceeds the 4-foot maximum height.** While the total sign area is within code standards, the variance requested for the height of the school logo is only 2 feet, 10.5 inches – relatively small for a wall 32.6 feet high.

THE FOLLOWING SPECIAL CIRCUMSTANCES, CONDITIONS, OR HARDSHIPS EXIST AT THIS PROPERTY BUT DO NOT GENERALLY APPLY THROUGHOUT THE ZONING DISTRICT:

The wall where the proposed sign will be installed is approximately 750 square feet (32.6 feet high/23 feet wide). Given the **low density of the sign** (predominately independently mounted letters), the proposed sign is sized to look appropriate on the new building.

There is no independent lighting of the sign.

The atrium will be a **new** primary entry for guests and visitors to Roger Bacon – the first change in 98 years. Lettering and a logo large enough to easily identify the new entry is preferable.

THE APPLICANT HEREBY REQUESTS A WAIVER OF THE THIRTY (30) DAY WAITING PERIOD **XXX**



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VARIANCE REQUEST

REQUIRED: VARIANCE FINDINGS OF THE BZA: No variances of the provisions or requirements of the St. Bernard Zoning Code shall be authorized by the BZA unless the BZA finds that practical difficulties exist sufficiently to warrant a variance. In making this determination the Board shall consider and weigh the following factors: Please address each item below in the space provided.

i. Will the property yield a reasonable return or can there be a beneficial use of the property without the Variance?

Yes, there can be a beneficial use of the property without the variance.

ii. Is the Variance substantial?

No. The total sign area requested is well within the total sign area allowed by code. When taken separately, only the school logo exceeds maximum sign height by code. Given that a four-foot high sign can be used with a storage frontage as small as 50 feet, this sign has been sized for a frontage 5 times larger than the minimum code frontage.

iii. Would the Variance cause a substantial alteration in the essential character of the neighborhood or cause a substantial detriment to the adjoining properties?

No.



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VARIANCE REQUEST

REQUIRED: VARIANCE FINDINGS OF THE BZA: No variances of the provisions or requirements of the St. Bernard Zoning Code shall be authorized by the BZA unless the BZA finds that practical difficulties exist sufficiently to warrant a variance. In making this determination the Board shall consider and weigh the following factors: Please address each item below in the space provided.

iv. Would the Variance adversely affect the delivery of governmental services?

No.

v. Did the property owners purchase the property with the knowledge of the zoning restrictions?

No. Roger Bacon High School was established before the development of a zoning code for the Village of St. Bernard. However, given that the location of the proposed lettering and logo is on new construction, we were aware that zoning restrictions regarding signage existed.

vi. Could the problem be solved in some other manner other than granting the variance?

Yes. Depending on how the BZA looks at the sign (one whole area or three distinct signs), adjustments can be made to come closer to current code requirements. However, it is important that the resultant lettering and logo look appropriate for the large area it occupies.

iii. Would the Variance preserve the spirit and intent of the zoning requirement and substantial justice be done by granting the variance?

Yes. A modest variance in sign height preserves the spirit and intent of the zoning requirement because it does not alter the underlying purpose of the regulation - maintaining community aesthetics, safety, and proportionality within the surrounding environment. The requested adjustment is minimal and does not create visual clutter or obstruct sightlines. Instead, it allows the sign to function as intended - providing clear identification and visibility - while remaining consistent with the character and scale of the area. Granting the variance upholds the ordinance's goals while allowing a practical accommodation that respects both the letter and the spirit of the zoning code.



GRAPHICS FOR ATHLETICS

174 FT + NEW

Cincinnati, Ohio
GraphicsForAthletics.com
Randy@graphicsforathletics.com

Roger Bacon Atrium Outdoor Wall Signage
Mounted to Wall - 23'(w)
Metal Material - Painted

✓ 3 1/2" 188.25" FT IS A SIDE

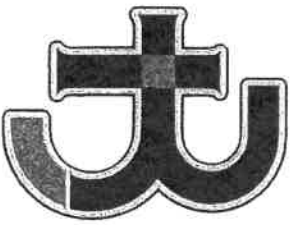
Roger Bacon: 220"(w) x 18.5"(t)

High School: 124"(w) x 11.75"(t)

RB Logo: 62"(w) x 82.5"(t)

Anne Nurre Heidt: 220"(w) x 10.5"(t)

ROGER BACON HIGH SCHOOL

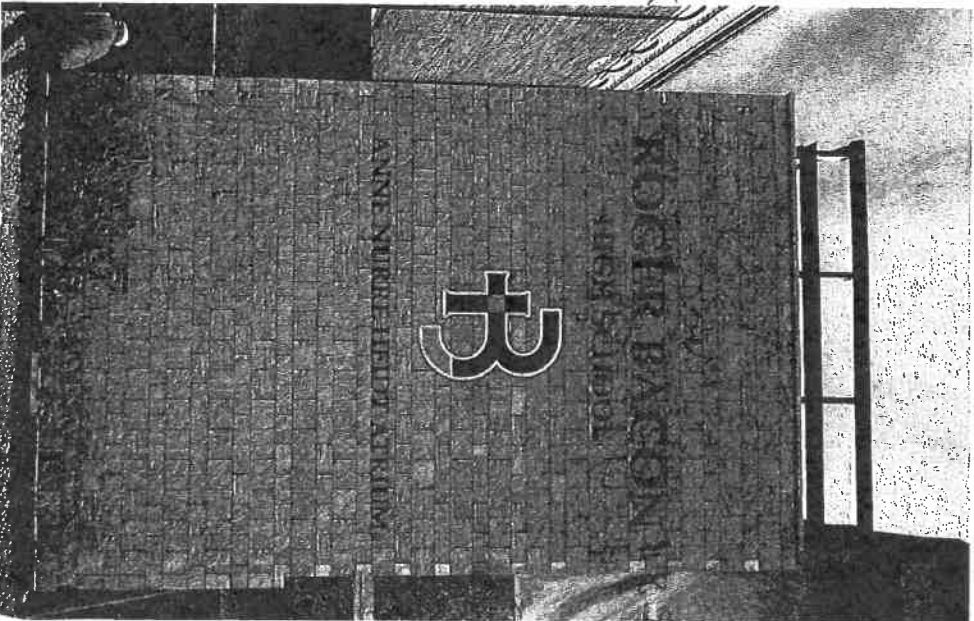


188.25"

ANNE NURRE HEIDT ATRIUM

220" w: 18.33 FT 123.25" H: 10.25 FT

188.25 54 FT 48.5"



Please Carefully Proof the Following: SPELLING • PERSONALIZATION • ARTWORK • COLORS

Once your art is approved your order will be scheduled for production.

Graphics For Athletics will not be liable for errors or omissions once the design has been approved.

Proof Approved

Changes requested

Signature: _____

Date: _____



GRAPHICS FOR ATHLETICS

Cincinnati, Ohio
GraphicsForAthletics.com
Randy@graphicsforathletics.com

Roger Bacon Atrium Outdoor Wall Signage
Mounted to Wall - 23' (w)
Metal Material - Painted

Roger Bacon: 220"(w) x 18.5"(t)

High School: 124"(w) x 11.75"(t)

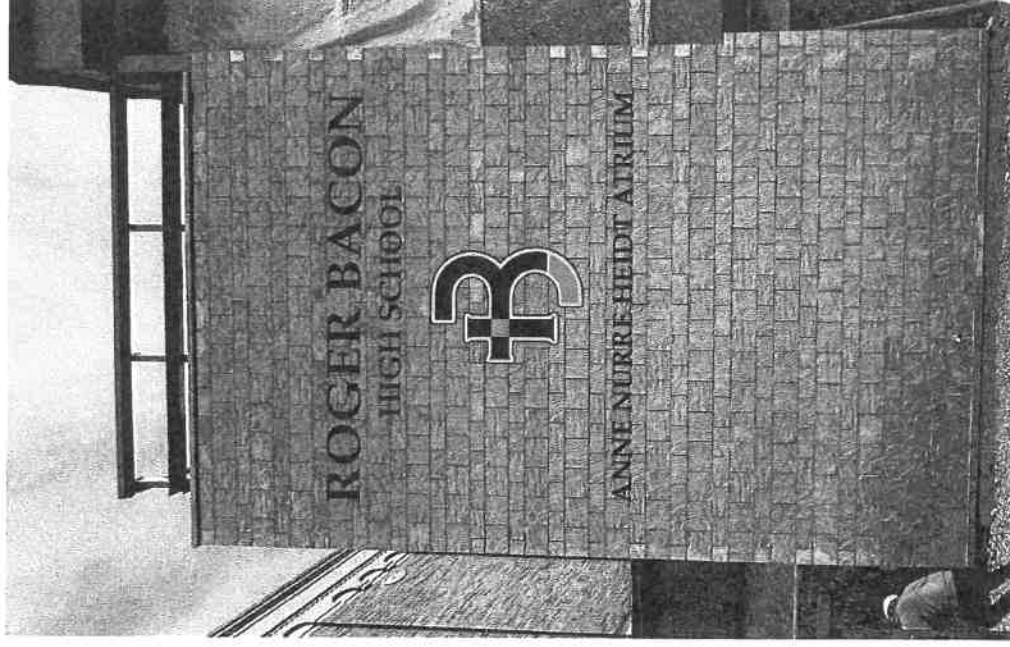
RB Logo: 62"(w) x 82.5"(t)

Anne Nurre Heidt: 220"(w) x 10.5"(t)

ROGER BACON HIGH SCHOOL



ANNE NURRE HEIDT ATRIUM



Please Carefully Proof the Following: SPELLING • PERSONALIZATION • ARTWORK • COLORS

Once your art is approved your order will be scheduled for production.

Graphics For Athletics will not be liable for errors or omissions once the design has been approved.

Proof Approved

Changes requested

Signature: _____

Date: _____

ST BERNARD BOARD OF ZONING APPEALS

RULES OF PROCEDURE

RULES OF PROCEDURE

In accordance with Chapter 1131 of the St Bernard Zoning Ordinance, the following rules are hereby adopted to supplement the provisions listed in the St. Bernard Zoning Code. (1131.02)

JURISDICTION AND FUNCTION

The Board shall have jurisdiction over all matters as set forth in Chapter 1131 of the St. Bernard Zoning Ordinance.

Membership

A. The Board shall consist of five (5) members appointed by the Mayor, or their designee, for terms of five (5) years.

Alternate members may be appointed by the Mayor, or their designee, to serve in place of a member when such member notifies the Zoning Department that the member will absent or unable to participate in an item. Alternate members shall possess all the powers and responsibilities of such member of the Board.

B. Members of the Board shall serve without compensation and shall be citizens of the Village

C. One (1) member shall be a member of the Planning Commission whose membership shall terminate simultaneously with his or her office on the Planning Commission. A member of the Planning Commission shall be appointed by the Planning Commission in accordance with their Rules of Procedure.

D. A member may be removed by the Mayor, or their designee, for the following reason(s):

- i. Missing four (4) meetings in a twelve (12) month period.
- ii. Inappropriate Conduct, including but not limited to:
misfeasance, malfeasance, or nonfeasance
- iii. Change of Residency, no longer living within the Village

OFFICERS

- A. At the first regular meeting of each year, the Board shall elect one of its members as Chair and one as Vice-Chair.
- B. The Chair shall preside at the meetings of the Board, call special meetings, administer oaths, compel the attendance of witnesses, and perform such other duties commonly prescribed to such office.
- C. The Vice-Chair shall perform the same duties as the Chair in their absence.
- D. In the event the Chair and Vice-Chair are absent from a meeting, the three remaining members shall elect a Chair "Pro-Tem", who shall perform the same duties as the Chair for the balance of the meeting.
- E. The Zoning Administrator, or his or her designee shall serve as Secretary of the Board and as directed, shall send all communications, keep all records, and perform such other duties commonly prescribed to such office.

MEETINGS

- A. The regular meetings will be held on the second Monday of each month at 6:00pm in the Council Chambers of the City Hall unless changed by the Board or the Chair. If no appeals have been filed, the Chair shall determine if a meeting shall be held to consider other business.
 - B. Special meetings may be called by the Chair of the Board or by any two members of the Board. At a special meeting, only that business may be discussed for which the special meeting was called.
 - C. There will be no meeting if a quorum is not met.
- (1) **Regular Meetings:** The Secretary of the Board shall post or publish notice of all regular meetings in accordance with applicable law.
- (2) **Advertisement of Public Meeting:**
- a. A board calendar listing the scheduled public meeting dates of the year for the Board of Zoning Appeals shall be posted on the St. Bernard website by January of that year. This posting shall serve as the required advertisement of public meetings of the Board of Zoning Appeals for the year, and shall be updated on a yearly basis.
 - b. Individual meeting agendas listing the meeting time, date of meeting, and location of meeting, shall serve as notice of public meeting, and shall be posted to the St. Bernard website.
 - c. Required mailing notices or required notification of public hearing items needing review and action by the Board of Zoning Appeals shall also serve as notice of public meeting and will contain language reflecting as such.

- (3) Special Meetings: The Secretary of the Board shall post or publish notice of all special meetings in accordance with applicable law. Notice of special meetings shall be advertised on the St Bernard website at least 24 hours prior to the date of the meeting. Special meetings may be advertised further in advance of the meeting date depending on the nature of the requests or topics for consideration as part of the agenda.
- (4) Executive Sessions: In the event any regular or special meeting will include an executive session (meeting closed to public), all of the above notice requirements shall so state and give the purpose thereof in accordance with Section 121.22 of the Ohio Revised Code.

VOTING

- A. Three (3) members of the five (5) member Board shall constitute a quorum.
- B. The concurring vote of three (3) members of the Board shall be necessary to reverse any order, requirement, decision or determination on any matter upon which the Board is authorized by the Zoning Code to render a decision. (1131.06)
- C. The majority vote of those members present shall be necessary to carry out all other regular business of this Board, such as minutes, Notices of Decision, or matters not referenced in 1131.06
- D. The Chair shall vote in all matters under consideration by the Board.
- E. No Board member shall participate in the discussion or vote in any matter in which they have a personal interest.
- F. A record shall be made in the minutes showing the vote of each member on each question, or, if absent or failing to vote, indicating such fact.

PROCEDURE

- A. An appeal may be made to the Board by any person aggrieved or by any officer, department, board or bureau of the Village of St. Bernard affected by a decision of the Planning Department.

APPLICATIONS

- (1) Appeals filed later than thirty (30) days prior to a regular meeting date may not be heard until the succeeding regular meeting.
- (2) The application shall be submitted in such forms as the Board may prescribe and approve.
- (3) A Pre-Application meeting shall be held prior to the scheduling of any hearing in front of the Board. The Pre Application meeting shall include the Applicant, or their designee, and the Secretary of the Board.

ACTION ON APPLICATION

- (1) If the applicant, appellant, Secretary of the Board or other interested party desires to subpoena witnesses, they shall make a request of the Board Chair to subpoena such witness. Such requests shall be filed at the Planning Department office at least five (5) working days before the scheduled hearing. The appellant or other interested party making such request shall pay all costs incurred to subpoena any witness.
- (2) The Secretary of the Board shall prepare a report to the Board describing the situation and the violations involved.
- (3) The Secretary of the Board shall transmit to the Board, approximately seven (7) days prior to the meeting or as soon thereafter as possible, the appeal application and all the papers or information required or necessary for proper hearing of the appeal. Copies, as required, shall be sent to all board members.
- (4) The Secretary of the Board shall notify the applicant or appellant and all owners of property within 200 feet of the property in question the date, time, place and purpose of the hearing.

HEARINGS

A. All hearings shall be open to the public.

- (1) A separate public hearing will be conducted on each application appeal.
- (2) The Board shall keep a record of its proceedings. Findings of fact shall be included in the minutes of each case of a requested variance or appeal, and the reasons for approving or denying such application or appeal shall be specified. All records of proceedings, findings, determinations and actions of the board shall be filed as soon as practical in the Zoning Department office and shall be a public record.
- (3) The Secretary of the Board, or member of staff, will present and explain the case, setting forth the reasons for this action.
- (4) Following the Secretary of the Board, or member of staff's presentation, the appellant may appear and be heard or may have any person appear and be heard either in person or by duly authorized agent or attorney. The Board shall have the right to refuse to hear an appeal unless the appellant or his agent is present.
- (5) The Board will then hear any other interested parties.
- (6) The Board shall have the right to question any witness.
- (7) The Board will render a decision as soon as practical after conclusion of the hearing.
- (8) At the request of the appellant or the Secretary of the Board and/or on the motion of the Board, the hearing may be tabled for further evidence or information.

ACTIONS FOLLOWING HEARING

- (1) The Secretary of the Board shall inform the appellant by letter, as soon as possible following the hearing, of the decision of the Board. The Board's decision shall become final as outlined in 1131.06(c).
- (2) The minutes and Notice of Decision(s) shall be subject to the approval of the Board of Zoning Appeals and shall be authenticated by the board at the next Board meeting or earliest practical meeting thereafter. The minutes and Notice of Decisions shall be approved by roll call vote.

GENERAL RULES

CHANGE OF NON-CONFORMING USE

Chapter 1189.02 Nonconforming Uses or Buildings; Enlargement, Substitution, Etc. provides that the Board of Zoning Appeals may make general rules permitting non-conforming uses to be changed to other non-conforming uses.

INSUFFICIENT LOT SIZES

The Board grants authority to the Zoning Department to issue zoning permits for lots which do not have the required minimum lot area, providing they are lots which are newly created by lot splits approved by the Planning Commission.

St. Bernard Board of Zoning Appeals
March 9, 2026
6:00 p.m.
MEETING MINUTES

The Board of Zoning Appeals was called to order at approximately 6:00 p.m. by Mr. Schildmeyer. The Pledge of Allegiance was recited.

Upon call of the roll, members in attendance were Mr. Gary Schildmeyer, Ms. Kelly Valerius, Mr. Keith Geraci, Mr. Brian Speed, and Mr. Ron Feldman. Also in attendance was Andrew Schweier, Zoning Administrator, presenting for staff.

Mr. Schildmeyer reviewed the hearing procedures and performed a group swearing in.

Staff read the conflict-of-interest statement and no conflicts were noted. Commissioner Schildmeyer made a motion and Commissioner Valerius seconded the conflict of interest statement. No conflicts were noted. The motion was passed unanimously.

New Business

Case 2026-03-003 was presented by staff. Staff read the Conditional Use request and variance request along with the code sections which applied. Staff read each of the seven requirements with the Applicant response and Staff Comment. The staff report is submitted as part of the minutes for the record.

Kyle Lawrence spoke on behalf of Rumpke. Mr. Lawrence used a power point presentation to highlight his talking points. The power point is attached to the case file. The CNG facility is about 4500 sq ft to service 180-200 trucks. Mr. Lawrence discussed the fire department concerns, including emergency shut off/ stop devices.

Commissioner Feldman asked about concerns for safety or accidents at other facilities. Mr. Lawrence responded no concerns, they have found this option to be a safer option to gas or diesel. He estimates they are at about 50% CNG and trending to use more.

Commissioner Feldman asked about the fire hydrant. Mr. Lawrence responded that they are in the process of doing pressure tests and the system seems to have full pressure so they are determining the leak. The question was raised about the hydrant location. Staff advised that the location is closer to the Vulcan Waterproofing location further away and not shown in the pictures. Staff explained that Rumpke owns the line. Mr. Lawrence advised they have no issue fixing the hydrant as a condition of approval.

Commissioner Valerius asked a question about the fencing encompassing the entire facility. Mr. Lawrence confirmed that the fence was being requested only for the CNG facility.

Commissioner Schildmeyer asked if the CNG station is like a traditional gas station or if lines go up through the parking lot. Mr. Lawrence advised that there will be a quick fill station at

the CNG facility, but that there will be lines going out to the parking lot so the truck fill while parked in spaces overnight. The trucks would then fill over the period of about twelve hours. The majority of the lines are above ground, but anything crossing pavement would be below ground.

Commissioner Schildmeyer asked about the current number of trucks. The current number is between 140-150.

Commissioner Geraci asked how many of the trucks could fill at once and Mr. Lawrence confirmed that all could fill at the same time.

Commissioner Valerius asked why the fence height changed from six to eight feet. Mr. Lawrence explained that a variance was needed any way to go from four to six. He stated that the height of the equipment is mainly eight feet so they felt it would provide a bit more security.

Commissioner Schildmeyer confirmed that there would be leak detection as part of the plans since the trucks would be fueling overnight. Mr. Lawrence confirmed that leak detection was built into the system.

Commissioner Valerius stated that she finds that the proposed use is consistent with what is approved for the B-4 and M-1 zoning Districts.

Commissioner Schildmeyer asked if Rumpke would be subject to Duke curtailment. Mr. Lawrence was not sure, but advised that they do have alternate fuel sources.

A motion was made to approve the Compressed Natural Gas (CNG) Conditional Use with conditions by Commissioner Schildmeyer and seconded by Commissioner Speed. A roll call vote was taken and the motion passed unanimously: Commissioner Schildmeyer yes; Commissioner Speed yes; Commissioner Valerius yes; Commissioner Geraci yes; Commissioner Feldman yes.

A motion was made to approve Variance 1 by Commissioner Schildmeyer and seconded by Commissioner Geraci based on topography and consistent with the spirit and intent of the code. A roll call vote was taken and the motion passed unanimously: Commissioner Schildmeyer yes; Commissioner Geraci yes; Commissioner Valerius yes; Commissioner Speed yes; Commissioner Feldman yes.

A motion was made by Commissioner Valerius and seconded by Commissioner Feldman to approve the meeting minutes from February 2026. The motion was passed unanimously by roll call vote.

A motion was made by Commissioner Schildmeyer and seconded by Commissioner Feldman to approve the Notice of Decision for BZA 2026-02-001. The motion passed unanimously by roll call vote.

A motion was made by Commissioner Valerius and seconded by Commissioner Geraci to approve the Notice of Decision for BZA 2026-02-002. The motion passed unanimously by roll call vote.

Old Business

There were no old business items.

Miscellaneous

Staff advised that one application had been received for the April 13, 2026 meeting. Staff advised that the BZA Policies and Procedures would also be discussed and voted on for approval. Each member was provided a copy of the proposed Policy and procedure.

Staff advised that Planning Commission had voted to eliminate the Property Maintenance Board and delegate the responsibilities to the BZA.

Staff asked if any of the members wanted a hard copy of the Zoning Code or if they were good with using the online version. No member wanted a hard copy.

A motion was made by Commissioner Geraci and seconded Commissioner Speed to Adjourn. All voted in favor. The meeting was closed.

Respectfully submitted,

Gary Schildmeyer, Chairman

Andrew Schweier, Secretary



VILLAGE OF ST. BERNARD

110 Washington Avenue, St. Bernard, Ohio 45217

Phone: (513) 242-7770 • Website: www.cityofstbernard.org

Board of Zoning Appeals Case 2026-03-003

Notice of Decision and Resolution: To Approve

To Deny

A public hearing was held by the Village of St. Bernard Board of Zoning Appeals on Monday, March 9, 2026 on the following application:

APPLICANT: ARCO Construction/ Rumpke

OWNER: Rumpke

REQUEST: Conditional Use for Chapter 1161: Compressed Natural Gas Facility
Variance 1: Section 1179.02 Fences, Hedges, and Walks

Description: The applicant is requesting a Conditional Use and one (1) variance for the construction of a Compressed Natural Gas facility and an eight foot fence in a front yard.

Location: 5535 Vine Street

DECISION: After the hearing, the Board of Zoning Appeals deliberated on the above application and passed a motion to approve the Conditional Use request with conditions noted by staff.

FINDINGS OF FACT: The BZA finds that the Conditional Use request meets the zoning code requirement that a Compressed Natural Gas facility is similar in nature to approved uses for the zoning district.

Upon call of the roll to APPROVE the Conditional Use resulted as follows:

Motion:	Mr. Schildmeyer	Yes
Second:	Mr. Speed	Yes
	Mrs. Valerius	Yes
	Mr. Geraci	Yes
	Mr. Feldman	Yes



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DECISION: After the hearing, the Board of Zoning Appeals deliberated on the above application and passed a motion to approve the variance request with conditions noted by staff.

FINDINGS OF FACT: The BZA finds that the variance request meets the spirit and intent of the zoning code, will not cause a substantial alteration to the character of the neighborhood, and the topography of the property will likely mean the fence is not visible from the roadway..

Upon call of the roll to APPROVE Variance 1 resulted as follows:

Motion:	Mr. Schildmeyer	Yes
Second:	Mr. Geraci	Yes
	Mrs. Valerius	Yes
	Mr. Speed	Yes
	Mr. Feldman	Yes

The motions were carried and the Conditional Use and Variance requests were Approved.

Gary Schildmeyer Chair

I Andrew J. Schweier, Secretary of the Village of St Bernard Planning Commission, do hereby certify that the forgoing is a true and accurate record of the action taken by the Village of St Bernard Planning Commission on the referenced application.

Effective Date: April 13, 2026

Andrew J. Schweier