

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF PUBLIC HEARING MAY 3, 2021

The Harrison Township Trustees held a Public Hearing on May 3, 2021 at the Township Hall. The meeting was called to order at 7:00 p.m. by the Chairman, Mark Van Buren. The purpose of the hearing is to consider and review proposed amendments to the Harrison Township Zoning Resolution. The Trustees will consider the following Articles:

1. ARTICLE 15 B – BUSINESS DISTRICTS
2. ARTICLE 16 M-1 GENERAL MANUFACTURING DISTRICT
3. ARTICLE 24 PLANNED UNIT DEVELOPMENT (PUD)
4. ARTICLE 26 ARCHITECTURAL STANDARDS FOR NON-RESIDENTIAL BUILDINGS

The following members and guests were in attendance.

| | |
|------------------|--------------------------------|
| Trustee | Mark Van Buren |
| Trustee | Eric Smith |
| Trustee | Ray Foor |
| Fiscal Officer | Carolyn Elder |
| Zoning Inspector | Valerie Hans |
| Guest | Tony Sharp |
| Guest | Vickie Noble, Zoning Secretary |
| Guest | Peggy Williams |
| Guest | Marshall Williams |
| Guest | Larry Kretzmann, SWLCW&SD |

Marilyn Martin, court reporter with Anderson Reporting Services was in attendance. Chairman Mark Van Buren ask the court reporter to swear in anyone wishing to speak at the public hearing.

The Articles being considered are listed below. The proposed changes are highlighted in blue. Text that is to be deleted will have a strike through.

Zoning Inspector Valerie Hans read through the proposed amendments to the Harrison Township Zoning Resolutions.

B - BUSINESS DISTRICTS

15.0 PURPOSE

The purpose of the Business Districts is to provide for a wide range of retail, outlet and wholesale facilities and services of a nature as to be fully compatible in a business district. In addition to the existing B-1 Business District, there are four (4) additional specific B districts: NB, LB, and GB; and PUD, governing future changes to business zoning.

15.01 NB “Neighborhood Business District”

The purpose of the “Neighborhood Business District” (NB) is to encourage the establishment of neighborhood businesses and services which tend to meet the daily needs of the residents of the immediate neighborhood. Such districts shall reduce parking and traffic congestion as well as discourage large, regional oriented-businesses or other businesses and services that would affect the neighborhood character of the district. Such businesses would normally operate with fixed hours, light traffic, low noise and lighting as not to affect the adjoining properties. This district is also designed to act as a buffer between more intense non-residential uses and residential uses. Strip center development shall be discouraged.

15.02 LB “Local Business District”

The purpose of the “Local Business District” (LB) is to provide for a wide range of retail facilities and services for a clientele from a larger geographical area with higher traffic, light and noise volume than the NB district. The hours of operation in this district are less restrictive than those of NB district.

15.03 GB “General Business District”

The purpose of the “General Business District” (GB) is to encourage the establishment of areas for general business uses which meet the needs of a regional market area. Activities in this district are often large space users, and the customers using such facilities generally are from a larger radius or region creating heavier traffic, noise and light. Hours of operation in this district are generally not limited.

15.1 PERMITTED & CONDITIONAL USES IN THE NB, LB, & GB DISTRICTS

| <i>Permitted and Conditional Uses by Business District: P = Permitted C = Conditional NA= Not Allowed</i> | <i>NB</i> | <i>LB</i> | <i>GB</i> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------|
| Churches and other places of worship, including Sunday School buildings, located not less than fifty (50) feet from any other lot in any R district; schools and colleges for academic instruction, located not less than fifty (50) feet from any other lot in any R district; public libraries, public museums and public art galleries located not less than twenty-five (25) feet from any other lot in any R district or residence(s). The above must comply with 15.6 Screening and Buffer Yard Requirements | P | P | P |
| Clothing, shoe, variety stores, hardware, appliance, paint and wallpaper stores. | P | P | P |
| Antique stores, gift shops, magazine, book and stationery outlets, florist shops, camera and photography shops, sporting goods stores, bicycle shops. | P | P | P |
| Dry cleaning and laundry pick-up stations barber and beauty shops, shoe repair and tailor shops, printing shops. | C | P | P |
| Hospitals | NA | C | C |
| Urgent Care Center | NA | P | P |
| Nursing homes and licensed day care centers, including adult day care. | C | P | P |
| Business and professional offices including but not limited to: government offices, medical and dental offices and clinics, law offices, insurance and real estate offices, banks, finance and utility company offices. | P | P | P |
| Accessory structures to any of above permitted | P | P | P |
| Public parks and playgrounds, provided that any principal building or community pool shall be located not less than one hundred (100) feet from any other lot in any R district or residence(s) | C | P | P |
| Grocery stores, meat markets (excluding slaughter facilities), drug stores, bakeries in conjunction with retail sales, restaurants including outdoor dining areas (excluding drive in/ through establishments) and tea rooms. (Hours to be defined during approval hearing with BZA) | C | P | P |
| Laundromat and Dry Cleaners | C | P | P |
| Lodges, fraternal and service organizations | C | P | P |
| Bed and Breakfast | C | P | P |
| Places of amusement and assembly. | C | C | P |
| Construction Sales and Service | C | C | P |
| Pet shops, commercial kennels and veterinary establishments; | C | C | C |

| <i>Permitted and Conditional Uses by Business District: P = Permitted C = Conditional NA= Not Allowed</i> | <i>NB</i> | <i>LB</i> | <i>GB</i> |
|-------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|
| however, pet shops and commercial kennels shall be located a minimum of two hundred (200) feet from any lot used for residential purpose. | | | |
| Single family dwelling, accessory use or structure | P | P | P |
| Furniture and Department Stores | NA | P | P |
| Motor vehicles sales, filling stations (excluding junk yards, motor vehicle disassembly and sale of used motor vehicle parts) | NA | P | P |
| Cemeteries, mortuaries, funeral homes and crematories | NA | P | P |
| Supermarket | NA | C | P |
| Public storage facility | NA | C | P |
| Motor vehicle services and repair. | NA | C | P |
| Drive-in/through retail, restaurants and refreshment stands, bulk sales and storage not including outdoor unfenced storage. | NA | C | P |
| Research facilities | NA | C | C |
| Golf Courses and their Country Clubs including but not limited to associated retail establishments and meeting facilities. | NA | C | C |
| Animal pounds | NA | C | C |
| Hotels and Motels | NA | NA | P |
| Motion picture theaters, excluding ADULTS ONLY ENTERTAINMENTS FACILITIES. | NA | NA | P |

15.2 MAXIMUM BUILDING SIZE, REQUIRED LOT AREA AND WIDTH, MINIMUM REQUIRED SETBACKS, LOCATION AND BUFFER REQUIREMENTS

| | NB Neighborhood | LB Local | GB General |
|------------------------------------------------------------------------------------------------------|----------------------------|-------------------------------------------------------|--------------------------------------------------------|
| Maximum Building Size | 5,000 sq ft | 25,000 sq ft | None |
| Minimum Lot Size | 45,000 sq ft | 90,000 sq ft | 150,000 sq ft |
| Lot width @ Building Line | 150 ft | 300 ft | 300 ft |
| Front Yard | 50 ft | 50 ft | 50 ft |
| Back Yard | 50 ft | 50 ft | 50 ft |
| Side Yard | 15 ft | 15 ft | 30 ft |
| Buffer - if abutting residential use | 30 ft | 50 ft | 100 ft |
| <i>Abutting Roadway Requirements</i> As defined by Licking County road classification map. | Any Roadway type | Must abut a: Major Collector, Major Arterial or | Must abut a: Major Arterial or Minor Arterial |

| | | | |
|--|--------------------|----------------|---------------|
| | NB Neighborhood | LB Local | GB General |
| | | Minor Arterial | |

15.3 SCREENING/BUFFER REQUIREMENTS

A buffer yard shall be required along the boundary of any property which proposes to facilitate unlike land use and/or has a zoning classification that allows for an unlike land use from the adjacent properties.

See Article 10, Section 10.17, “BUFFERING AND SCREENING”, for specifications.

15.4 BUILDING HEIGHT REGULATIONS IN THE BUSINESS DISTRICT

1. Any building constructed for use in all business districts shall have a minimum size of 1,800 square feet of finished floor area.
2. No building shall exceed two and one-half (2.5) stories or thirty-five (35) feet in height, except as provided in Article 17.

15.5 RESIDENTIAL USE IN A BUSINESS DISTRICT

Any residence in a Business District, except as addressed in this Article, must follow regulations of the R districts; see Article 13.3-13.8.

15.6 B-1 BUSINESS DISTRICT

15.61 USES PERMITTED IN THE B-1 BUSINESS DISTRICT

1. Churches and other places of worship, including Sunday School buildings, located not less than fifty (50) feet from any other lot in any R district; schools and colleges for academic instruction, located not less than fifty (50) feet from any other lot in any R district; public libraries, public museums and public art galleries located not less than twenty-five (25) feet from any other lot in any R district or residence(s).
The above must comply with 15.66 Screening and Buffer Yard Requirements.
2. Public parks and playgrounds, provided that any principal building or community pool shall be located not less than one hundred (100) feet from any other lot in any R district or residence(s).
3. Furniture, department, clothing, shoe, variety stores, hardware, appliance, paint and wallpaper stores and bicycle shops.
4. Grocery stores, supermarkets, meat markets excluding slaughter facilities, drug stores, bakeries in conjunction with retail sales, restaurants including outdoor dining areas and tea rooms.

5. Antique stores, gift shops, magazine, book and stationery outlets, florist shops, camera and photography shops, sporting goods stores, motion picture theaters, excluding ADULTS ONLY ENTERTAINMENTS FACILITIES.
6. Barber and beauty shops, shoe repair and tailor shops, printing shops.
7. Business and professional offices, medical and dental offices and clinics, law offices, insurance and real estate offices, banks, finance, and utility company offices.
8. Lodges, fraternal and service organizations.
9. Public storage facility.
10. Golf Courses and their Country Clubs including but not limited to associated retail establishments and meeting facilities.
11. Accessory structures to any of above permitted uses.
12. Single family dwelling, accessory use, or structure.

15.62 CONDITIONAL USES IN B-1 BUSINESS DISTRICT

1. Motor vehicle services and repair.
2. Vehicle drive-in, drive-in theaters drive-in restaurants and refreshment stands, bulk sales and storage not including outdoor unfenced storage.
3. Animal pounds, pet shops, kennels, and veterinary establishments; however, pet shops and kennels shall be located a minimum of two hundred (200) feet from any lot used for residential purpose.
4. Places of amusement and assembly.
5. Adult only entertainment facility providing it is not established within a fifteen hundred (1500) foot radius of any or all property lines of churches, day care facilities, nursing homes, any schools, library or teaching facilities whether public, private, governmental or commercial, boundaries of residential districts, recreational facilities, lot lines of lots or PUD's devoted to residential use, from an already existing adult oriented business or one that has received a conditional use permit, or from any structure that contains a residence.
6. Research facilities.
7. Construction Sales and Service.
Laundromat, dry cleaning, and laundry pick-up stations.
Day care centers and nursing homes.
Motor vehicles sales, filling stations (excluding junk yards, motor vehicle disassembly and sale of used motor vehicle parts), motorcycle shops.
Motels and hotels shall be subject to the provisions of Article 23. (See Article 23.0 HOTELS AND MOTELS, General Requirements for additional requirements.)
Cemeteries, mortuaries, funeral homes, and crematories.

15.63 REQUIRED LOT AREA, LOT WIDTH, IN THE B-1 BUSINESS DISTRICT

1. All residential uses to be accommodated in the B-1 Business District shall meet the minimum lot width requirements of the R-45 Residential District. (See Article 13.7)

2. All commercial buildings shall be located on a lot having an area of not less than forty-five thousand (45,000) square feet and a lot width of not less than one hundred fifty (150) feet at the building line.

15.64 BUILDING HEIGHT REGULATIONS IN THE B-1 BUSINESS DISTRICT

See Article 15, Section 15.4 BUILDING HEIGHT REGULATION IN THE BUSINESS DISTRICT.

15.65 BUILDING YARDS IN THE B-1 BUSINESS DISTRICT

1. Residential Uses: each residence in the B-1 Business District shall meet the minimum yard requirements of the R-45 Residential District. (See Article 13.8)
2. Commercial Structures: each shall have the following minimum yard spaces:
 - Front Yard: 50 feet
 - Side Yard: 15 feet each side
 - Rear Yard: 50 feet

Corner lots shall meet minimum front yard requirements of each side of the lot frontage.

15.66 SCREENING/BUFFER YARD REQUIREMENTS

A buffer yard shall be required along the boundary of any property which proposes to facilitate unlike land use and/or has a zoning classification that allows for an unlike land use from the adjacent properties.

The width of a buffer shall be in accordance with the following:

Any Residential District and/or Use: 30 feet wide
M-1 District and/or Use: 10 feet wide

See Article 10, Section 10.17, "BUFFERING AND SCREENING", for specifications.

15.67 RESIDENTIAL USE IN A B-1 BUSINESS DISTRICT

See Article 15, Section 15.5 RESIDENTIAL USE IN A BUSINESS DISTRICT.

15.68 OUTDOOR DINING

See Article 10.18

Revisions:

Adopted Date 11-4-2019 Effective Date 12-4-2019 Added Hospitals and Urgent Care to 15.1

Adopted Date 5-22-2018, Effective Date 6-21-2018

Adopted Date 11-22-2016, Effective Date 12-22-2016

Adopted Date 3-21-2016, Effective Date 4-20-2016

Adopted Date 8-18-2015, Effective Date 9-17-2015

05-20-2013

Added references to B-1 Business district throughout

Article 15.3, deleted requirements, added reference to Article 10.17.

Inserted Article 15.6

Adopted Date 5-20-2013, Effective Date 6-19-2013

Adopted Date 12-03-2007, Effective Date 01-03-2008

Adopted Date 8-18-2015, Effective Date 9-17-2015

M-1 GENERAL MANUFACTURING DISTRICT

16.0 PURPOSE

The purpose of the M-1 District is to encourage the development of manufacturing and wholesale business establishments, which focus on production of a finished product rather than raw good manufacturing. These manufacturing/business establishments will be clean, quiet and free of hazardous or objectionable elements which would create a nuisance or are hazardous. Hazardous/objectionable elements include noise, vibration, gas, fumes, odors, dust, smoke or glare; fire hazard, dangerous radiation or other injurious or obnoxious conditions. This manufacturing district will generate a minimum of industrial traffic.

16.1 PERMITTED USES

1. Any use permitted in Article 15.1.
2. Agriculture/Agriculture Production
3. Nursery-Plant Materials, Greenhouse-Commercial
4. Clothing goods, apparel, and accessories involving no onsite tanning or dyeing
5. Canning and preserving fruits and vegetables
6. Wholesale bakery
7. Candy and other confectionery products processing
8. Outdoor dining areas
9. Publishing and/or printing of periodicals, newspapers, greeting cards and books
10. Commercial printing
11. Book binding and related industries
12. Manufacturing of the following:
 - a. Glass products made of purchased glass.
 - b. Machinery, office equipment, and furniture

- c. Electronic components, computers, accessories, and communication equipment
 - d. Engineering, laboratory, scientific and research instruments, and associated equipment
 - e. Surgical, medical, optical, and dental instruments and supplies
 - f. Watches, clocks, clockwork operated devices and parts
 - g. Photographic equipment and supplies
 - h. Fur goods and/or personal leather goods involving no on-site tanning or dyeing.
 - i. Signs
 - j. Non-metallic goods
 - k. Electric lighting and wiring
13. Single family dwelling and accessory use or structure

16.2 CONDITIONAL USES (Refer to Article 4)

- 1. Any conditional use in Article 15.1
- 2. Heavy vehicle services, express cartage and trucking facilities, large item machinery.
- 3. Laundry and dry cleaning plants.
- 4. Linen, towels, diaper and shop supply services.
- 5. Frozen food lockers, food processing plants.
- 6. Lumber mill.
- 7. Building materials (general retail).
- 8. General warehousing/storage (excluding flammable, toxic, or explosive materials). Any outdoor storage requires an eight (8) foot opaque fence.
- 9. Sheet Metal work.
- 10. Machine shops, jobbing, and repair.
- 11. Beverage industries.
- 12. Manufacturing of the following:
 - a. Metal can and container
 - b. Household appliance
 - c. Miscellaneous electrical machinery, equipment, and supplies
 - d. Musical instruments and parts
 - e. Toys, amusements, sporting and athletic goods
 - f. Pens, pencils, and other office and artist material
 - g. Farm equipment
- 13. Aircraft landing, storage, and maintenance facilities

16.3 REQUIRED LOT AREA AND LOT WIDTH

- 1. Each use to be established in the M-1 District shall provide a minimum lot area of five (5) acres or 217,800 sq. ft. and a minimum lot width of three hundred (300) feet of road frontage.

16.4 BUILDING HEIGHT REGULATIONS

1. Any building constructed for use in the M-1 district shall have a minimum size of 1,800 square feet of finished floor area.
2. No dwelling shall exceed two and one half (2½) stories or thirty-five (35) feet in height. No other building shall exceed fifty (50) feet in height.

16.5 YARDS REQUIRED

All structures except conditional use single family dwellings (see 16.7) to be constructed, altered, or moved in the M-1 District shall provide yards of the following minimum depths:

| | | |
|------------|----------|--------------------------------------------------------------------------------------------------------------------------|
| Front Yard | 200 feet | |
| Side Yard | 50 feet | Except where a side yard abuts an unlike land use in which case a side yard of one hundred (100) feet shall be provided. |
| Rear Yard | 50 feet | Except where a rear yard abuts an unlike land use in which case a rear yard of one hundred (100) feet shall be provided. |

16.6 SCREENING/BUFFER YARD REQUIREMENTS

A buffer yard shall be required along the boundary of all neighboring properties which facilitates unlike land use. The width of a buffer shall be in accordance with the following:

Any Residential District and/or Use: 30 feet wide
All Business Districts and/or Use: 20 feet wide

See Article 10, Section 10.17, "BUFFERING AND SCREENING", for specifications.

16.7 REQUIRED FLOOR AREAS – RESIDENTIAL

Single family dwelling is a permitted use. Any building intended, in whole or part, for residential purpose shall meet requirements of Article 13.3.

16.8 LOT AREA AND YARD REQUIREMENTS – RESIDENTIAL

Each residential use to be accommodated in the M-1 District shall comply with the lot area and yard requirements as provided in the R District, see ARTICLE 13.7 and 13.8

16.9 PARKING

Parking requirements shall be as regulated in Article 18.

16.10 SIGNS

Signs shall be as regulated in Article 19.

16.11 OUTDOOR DINING

See Article 10.18

Revisions:

Adopted Date 5-22-2018, Effective Date 6-21-2018 Adopted Date 11-22-2016, Effective Date 12-22-2016

Adopted Date 3-2-2015, Effective Date 4-1-2015: Adopted Date 5-20-2013, Effective Date: 6-19-2013

Revisions: 05-20-2013 Article 16.6, deleted requirements, added reference to Article 10.17.

Previous version: Adopted Date: 12/05/2005, Effective Date: 01/05/2006

PUD PLANNED UNIT DEVELOPMENT

24.0 PURPOSE

The intent of a Planned Unit Development (“PUD”) district shall be to further the purpose of promoting the general public welfare, encouraging the efficient use of land and resources, promoting greater efficiency in providing public and utility services, and encouraging innovation in the planning and building of all types of development. Within a PUD in Harrison Township, these regulations, where applicable, need not be uniform but may vary in order to accommodate unified development and to promote the public health, safety, morals and the other purposes of the Harrison Township Zoning Resolution and the laws of the State of Ohio.

24.1 GENERAL

A PUD may be residential, agricultural, business or manufacturing or any combination of the four. The minimum site area for residential, agricultural, business or manufacturing development is ten (10) acres. A combination of uses shall require a minimum area of forty (40) acres. A PUD may be considered in any or all (AG, R-DISTRICTS, BUSINESS, M-1) of the Harrison Township Zoning Districts. In combination developments with a residential section, the amount of land devoted to business or manufacturing usage shall not exceed fifty (50) percent of the gross acreage.

24.2 PRE-APPLICATION CONSULTATION

An applicant is encouraged to engage in informal consultations with the Harrison Township Zoning Inspector (“Zoning Inspector”), Licking County Planning Commission (“LCPC”) staff,

County Engineer, Licking County Soil and Water District and Public Utilities Provider prior to the filing of any application; however, no statement of representation by such persons shall be binding on either the Harrison Township Zoning Commission (“Zoning Commission”) or the Harrison Township Trustees.

24.3 DEFINITIONS

1. Gross Acreage (GA) – The Applicant’s total land area included in the Applicant’s Application.
2. Open Space Development – Land that is designed and developed as a residential unit with open space as an integral characteristic. Instead of subdividing an entire tract into house lots of conventional size, the same number of housing lots may be clustered on a reduced amount of acreage on the condition that the remaining land in the tract is reserved for open space area, the future development or subdivision of which is prohibited.
3. Net Developable Area (NDA) – Determined by deducting fifteen percent (15%) of the proposed development gross acreage for streets and utilities and in addition all otherwise unbuildable areas. Net Developable Area (NDA) is computed as follows: multiply the gross acreage by eighty-five (85%) then subtract all of the following that apply:
If land is dedicated to public use as part of the PUD plan, and such dedicated tract will house public buildings (such as a school, fire station, police station, public recreational facility, township hall) that are approved by the Zoning Commission and if the public buildings occupy less than thirty (30%) of the tract so dedicated, the full land area of the tract dedicated to a public use may be included in the net developable area for density calculations.

If the buildings on the public dedication tract comprise more than thirty percent (30%) of the land area of the dedicated tract, the amount of the acreage in excess of thirty percent (30%) lot coverage of the dedicated tract shall be subtracted from the net developable area and reduce overall allowable project density.

- a. Jurisdictional wetlands (JW), as defined in the US Army Corps of Engineers’ *Corps of Engineers Wetlands Delineation Manual, Technical Report Y-87-1*, U.S. Army Engineer Waterways Experiment Station, Vicksburg, Miss. Jurisdictional Wetlands as regulated by Section 404 of the Clean Water Act consist of:
 - 1) hydric soil
 - 2) hydrophytic vegetation and
 - 3) wetland hydrology (this generally means they support more than fifty (50%) wetland vegetation and are poorly drained soils which are periodically inundated or saturated).
- a. flood plains (FP) - areas that lie within a FEMA 100-year flood plain, either within elevations determined by FEMA or mapped by FEMA.
- b. slopes (S) - greater than twenty (20%).
- c. utilities (U) - rights of way and easements for all utilities, including, but not limited to, water lines, sewer lines, gas, and petroleum pipelines, electric, telephone and cable

lines.

- d. existing bodies of water (EBW).

The above is represented by the following mathematical formula, where “x” represents multiplication and “-“ represents subtraction the formula is:

$$\text{NDA} = (\text{GA} \times .85) - (\text{JW} + \text{FP} + \text{S} + \text{U} + \text{EBW})$$

4. Permitted Density (PD) – ~~The minimum lot size shall be 25,000 square feet with a lot width of at least ninety (90) feet at the building line.~~ maximum permitted density in a PUD shall be computed by dividing the Net Developable Area by ~~fifteen~~ **twenty-five** thousand ~~(15,000~~ **25,000**) square feet.

This can be expressed as a formula: $\text{PD} = \text{NDA} / .574$ ~~.345~~ (Note **.574** ~~.345~~ acres = ~~15,000~~ **25,000** square feet)

Note: In no case shall the lot size be less than ~~ten~~ **fifteen** thousand ~~(10,000~~ **25,000**) square feet **with a minimum lot width at the building line of at least ninety (90) feet.**

5. Open Space - Land within the development that shall not be built upon unless the Zoning Commission approves any building(s) for recreational use as described in 5.a) below and may be classified as either “common” or “natural” open space, or a combination of both. Open space shall comprise a minimum of thirty percent (30%) of the proposed development’s gross acreage. It does not include the areas of individual fee simple lots to be conveyed to homeowners. Open space land may be retained by the applicant, owned by homeowner’s association, or may be owned by a third party if protected by an open space easement which permanently and irrevocably transfers the development rights from the open space land to the homeowner’s association of the PUD. Open space shall also include buffers as defined in paragraph 10 below. For purposes of computing density, if the Buffer is buildable, it shall be considered common open space and if the Buffer is not buildable, it shall be considered natural open space.
- a. Common open space - land set-aside for passive or active recreational purposes. These areas may contain accessory buildings and improvements necessary and appropriate for recreational uses. If deemed appropriate by the Zoning Commission, common area may incorporate land for onsite wastewater disposal.
- b. Natural open space - land set-aside in its natural condition for the benefit of the residents of the PUD. Typical natural conditions might be, but are not limited to, ravines, wetlands, flood plains, woods, scenic views, or appropriate agriculture.
6. Open Space Easement - A recorded legal instrument which permanently and irrevocably transfers all development rights, other than for approved open space uses, from open space to the PUD lot owners. The easement shall be tied to the title of the land regardless of the subsequent ownership of the land.
7. Homeowner’s Association - A private non-profit corporation, association or others non-profit entity established by the developer to maintain such open space and facilities as may be dedicated to subdivision residents. Membership in such an association shall be mandatory for property owners and made a required covenant in any deed issued. It shall

provide voting and use rights in the open space areas when applicable and may charge dues to cover expenses, which may include tax liabilities of common areas, recreational or utility facilities. Articles of association or incorporation must be recorded pursuant to subdivision plat approval.

8. Phase - A portion of a PUD approved by the Zoning Commission to be developed in increments of no less than ten (10) acres each.
9. Complete or Completion – Shall mean that all streets, curbs, sidewalks, gutters, storm sewers, water, and sanitary sewer, electric, gas and all other utilities for the proposed development or the Phase under development have been constructed and/or installed to the satisfaction of and have been approved by the Licking County Engineer, Licking County Planning Commission and when the last occupancy permit is issued.
10. Buffers – A buffer yard shall be required along the boundary of any property which proposes to facilitate unlike land use and/or has a zoning classification that allows for an unlike land use from the adjacent properties. The width of a buffer shall be in accordance with the following:

| | |
|-----------------------------------------------------|--------------|
| Single-Family (detached) Residential | 20 feet wide |
| All Other Single-Family or Multi-Family Residential | 20 feet wide |
| All Business Areas | 10 feet wide |
| All Manufacturing Areas | 10 feet wide |

11. Minimum Garage Size– Each residential dwelling shall include a permanently constructed garage of at least three hundred (300) ~~two hundred and eighty-eight (288)~~ square feet.

12. Required Yard Setbacks – All structures constructed shall have a minimum front yard of forty (40) feet, a minimum rear yard of forty (40) feet and minimum side yards of fifteen (15) feet per side. All street facing sides shall be considered front yards for setback purposes.

13. Minimum Lot Width at the Building Line: - The minimum lot width shall be no less than 90 feet at the building line.

See Article 10, Section 10.17, “BUFFERING AND SCREENING”, for specifications. The buffers shall be included as part of the Open Space.

24.4 PUD PLAN SUBMISSION

The applicant shall submit fifteen (15) copies of a proposed PUD Plan. The plan shall be drawn to scale 1" to 100' and submitted to the Zoning Inspector along with the required application fee.

The proposed PUD Plan and application shall include the following:

Background Information:

- a. Name, address, phone number and email address of applicant, and owner, if different.
- b. Name, address, phone number and email address of registered surveyor, registered civil engineer, and or landscape architect assisting in the preparation of the PUD Plan.
- c. Legal description of the property.
- d. Description of existing use(s).
- e. Written statements which offer a conceptual overview of the proposed development. These statements shall include a description of the nature of the proposed development, proposed land uses including specific types (e.g. local businesses, golf course, etc.) And the clientele for which it is to serve (e.g. public residents only, retirees, etc.). In

addition, a statement must set forth reasons why the proposed PUD would be in the public interest and would be consistent with the stated intent of the PUD requirements described in this Resolution.

- f. Description of proposed provisions for utilities including, but not limited to, water, sewer, power, and telephone service. The applicant shall include written certifications acceptable to the Zoning Commission from all public authorities or private entities which have jurisdiction over all utility systems servicing the property that there are adequate public utilities available to serve the proposed development and that the rezoning and subsequent use will not impose an undue burden on such services. The applicant shall also provide a description of the current status of the utilities with respect to the necessary review and approval of the same.
- g. Written certifications acceptable to the Zoning Commission from the proper authorities that there are adequate public services available to serve the proposed development, including, but not limited to, fire protection, emergency service, schools, roads, etc. and that the proposed rezoning and subsequent use will not impose an undue burden on such services.
- h. Deed restrictions, protective covenants, and other legal statements or devices to be used to control use, development, and maintenance, and shall be consistent with the approved PUD Plan.
- i. If the applicant proposed to complete the development in more than one (1) phase the applicant must provide to the Zoning Commission for review and approval a description of how this phasing is to be accomplished and the proposed time schedule with a written notice required to be given by the applicant to the Zoning Inspector upon commencement of each phase.
- j. Written evidence that the applicant has sufficient control over the land in question and the financial capability to begin the proposed development or first phase within one (1) year of the effective date of the zoning map change. Written evidence that the first phase of a multi-phase or the entire development of a single-phase will be complete within three (3) years from the effective date of the zoning map change. For the second and subsequent phases of a multi-phase PUD a written agreement that each subsequent phase started will complete within three (3) years from the stated date of that phase.
- k. Where the completion is to be in Phases and the streets and roads are to be dedicated to the public, the applicant agrees to either provide a maintenance bond in an amount satisfactory to the Harrison Township Trustees or to construct a service road for access to subsequent Phases. A copy of the maintenance bond provided to the Harrison Township Trustees shall be provided to the Zoning Inspector and such bonds are to be released immediately upon completion.
- l. The applicant agrees to commit in writing to restore any constructed access road areas to natural landscaping when access roads are no longer required for the construction of the Planned Development or Phase. All restoration shall be complete within ninety (90) days upon completion of the Planned Development or Phase.
- m. A list containing the names and mailing addresses of all property owners within five hundred (500) feet of the property in question shall be submitted on typed mailing labels. The addresses of financial or mortgage companies shall not be acceptable.
- n. The Applicant shall submit with the application six (6) copies prepared by appropriate professionals for the following:

- 1) an archaeological survey.
 - 2) an environmental impact study.
 - 3) a traffic analysis.
- o. Certification by the Applicant that all information in the application is true and correct. A description of each land area based on its proposed use as it relates to the corresponding article in this resolution.
 - p. Fifteen (15) copies of all recorded comments and recommendations made by LCPC in the subdivision sketch meeting.

Plan Drawing – The following information shall be submitted and shown on the drawings of the site.

- a. a vicinity map size 8 ½ x 11 to be posted for the public notice. A vicinity map or sketch showing the general relationship of the proposed development to the surrounding areas with access roads referenced to the intersection of the nearest State Routes. Reference distances shall be in feet if less than one thousand (1000) feet and in miles or tenths of a mile greater than one thousand (1000) feet.
- b. A table with the following information:
 - 1) net developable area, as defined herein.
 - 2) net open space in acres.
 - 3) net residential space in acres.
 - 4) net business space in acres.
- c. Location, type, and permitted density of the proposed development types.
- d. A survey of the proposed development site, showing dimensions and bearings of the property lines; area in acres, topography, and existing features of the development site, including major wooded areas, streets, easements, utility lines, and land uses.
- e. The location and dimensions of all lots, setbacks, and building envelopes, as well as those of any primary and secondary leaching fields envelopes.
- f. A letter from the approving authority(ies) that the water/sewer will be available.
- g. Conceptual drainage plan.
- h. Natural features.
- i. Location and acreage of open spaces (e.g. Parks, common space, recreational facilities, golf course layout, etc.), including landscaping plans for the same.
- j. Location and acreage of “Buffers between incompatible land uses and activities, including landscaping plans for the same.
- k. Proposed street system layout and circulation patterns, including curbs, gutters, sidewalks, and names of all proposed streets.
- l. Layout and dimensions of all parking and loading areas with indications of what they are to serve.
- m. Any existing buildings or potential environmental hazards (i.e. underground storage tanks, former industrial dump site, etc.).
- n. Proposed point of access, for ingress and egress, onto existing roads.
- o. Any proposed off-site improvement (derived from a field survey or aerial photography), and soil types obtained from the Licking County Soil and Water Conservation District.

Fees and Charges

- a. The applicant shall submit a fee according to the Harrison Township Zoning Fee Schedule. If the township expends more funds than the established fee, the applicant will be billed by Harrison Township for any additional expenses. No zoning permits will be issued until the additional fee has been paid in full. All fees must be submitted at the time of application and in order for an application to be considered complete. Such Expenses may include items such as:
 - 1) The cost of professionals (e.g. geologists, landscape architects, planners, engineers, environmental scientists, and architect), incurred in connection with reviewing the plans and prepared reports.
 - 2) The publications and mailing of public notices in connection therewith, and
 - 3) Any other expenses attributable to the review of the plans.

24.5 CRITERIA FOR PUD APPROVAL

The Zoning Commission shall not approve an application for a PUD District unless it shall, in each specific case, meet all of the following criteria:

1. The proposed development is in conformity with the goals and objectives of the Harrison Township Land Use Study.
2. The proposed development advances the general health, safety, and morals of Harrison Township.
3. The benefits, improved arrangements, and the design of the proposed development justify the deviation from standard development requirements included in the Harrison Township Zoning Resolution.
4. The uses requested in the proposal are compatible with surrounding land uses.
5. Certifications have been provided with the application for rezoning from each of the proper authorities indicating that there are adequate public services available to serve the proposed development, including, but not limited to, all fire protection, emergency service, schools, roads, etc., and will not impose undue burden on such services.
6. The proposed development will not create overcrowding and traffic hazards on existing roads and intersections.
7. The arrangement of land uses on the site properly consider topography, significant natural features, natural drainage patterns, view, and roadway access.
8. The clustering of development sites is shown to preserve any natural or historic features and provide usable common open space.
9. The proposed road circulation system is integrated and coordinated to include a hierarchical interconnection of interior roads as well as adequate outer connection of interior collector streets with off-site roads systems.
10. There are adequate Buffers between incompatible land uses.
11. The Zoning Commission is satisfied that the developer possesses the requisite financial resources to begin the proposed development of first Phase within one (1) year, and complete first Phase of the proposed development within three (3) years from the effective date of the zoning map change. The applicant has agreed to complete subsequent Phases of a multi-Phase PUD within three (3) years of commencement in said Phase.
12. The applicant has committed in writing to complete within the period of time specified in

paragraph 11 above, all infrastructure improvements described in the PUD Plan.

13. The site will be accessible from public roads that are adequate to carry traffic that will be imposed upon them by the proposed development and the streets and driveways on the site of the proposed development will be adequate to serve the residents or occupants of the proposed development. If constructed to the same standards as public streets, private streets will be permitted.
14. The PUD Plan contains such proposed covenants, easements and other provisions relating to the proposed developments standards, as required for the public health, safety, and welfare.
15. The location and arrangement of structures, parking areas, walks, lighting, and appurtenant facilities shall be compatible with the surrounding land uses, and any part of a PUD District not used for structures, parking and loading areas, or access ways, shall be landscaped or otherwise improved.
16. When business or manufacturing structures or uses in the PUD District abut an “R” District, screening shall be provided. In no event shall a business or manufacturing structure in a PUD District be located nearer than one hundred fifty (150) feet to an “R” District.
17. The proposed development shall meet the permitted density and open space requirements as defined herein.
18. Minimum lot width, lot area and setback requirements will be reviewed and considered for each PUD Plan.
19. With exception of those items listed in paragraph 18 above, each site area in the proposed development shall meet the criteria in the following articles of this Resolution:
 - Agricultural area-See Article 12
 - Residential area-See Article 13
 - Business area-See Article 15
 - Manufacturing area-See Article 16
20. All site areas with exception of single family residential, must comply with Articles 18 and 19 of the Resolution.
21. The applicant will commit in writing at the time of the application to place in a deed to be recorded upon approval of the applicant’s PUD Plan the regulations approved by the Zoning Commission that will apply only to the applicant’s property.
22. The applicant has agreed to provide a maintenance bond or construct a service road for access to subsequent Phases.
23. The applicant has submitted a written agreement pertaining to land reclamation for construction roads.

24.6 ACTION BY THE ZONING COMMISSION ON PUD PLAN

The Zoning Commission shall hold a public hearing on the zoning map change and the PUD Plan as provided in Section 6.11 through 6.13 of this Resolution. Such public hearing shall consider all aspects of the zoning map change and PUD Plan including any proposed Phases and/or units of development. The Zoning Commission shall prepare and transmit to the Harrison Township Trustees and to the applicant, specific findings of fact with respect to the extent to which the zoning map change and PUD Plan complies or fails to comply with the standards set out in this Section and the District for which the change has been requested, together with its recommendations to the Harrison Township Trustees with respect to the action to be taken. The Zoning Commission in

recommending approval, approval with amendments, conditions or restrictions or disapproval, shall follow the provisions of section 6.7 through 6.10 of the Resolution.

24.7 ACTIONS BY THE BOARD OF TOWNSHIP TRUSTEES

The Township Trustees shall hold a public hearing on the zoning map change and the PUD Plan as provided in section 6.11 through 6.13 of this Resolution. If the applicant is granted, the area of land involved shall be rezoned as a PUD district by a resolution and such resolution shall incorporate the zoning map change and PUD Plan, including all regulations, conditions and restrictions that shall be imposed by the Township Trustees. The Township Trustees shall instruct the Zoning Inspector to issue a zoning certificate for each Phase or Planned Development in accordance with the terms and conditions of such resolution.

24.8 EXTENSION OF TIME

If the construction of the proposed development or Phase approved under this Article is not commenced within one (1) year and completed within three (3) years from the effective date of the zoning map change, the Zoning Commission and Harrison Township Trustees may (in accordance with Article 6) initiate a rezoning amendment for the subject property (or part thereof) back to the original zoning district or districts in place prior to the rezoning to PUD. An extension of the time limit for the completion of an approved PUD Plan may be authorized by the Harrison Township Trustees, for a period not to exceed two (2) years, based on the findings that such extension is not in conflict with the general health, safety, and morals of the public. The decision must also be based on evidence that the developer made a reasonable effort toward the accomplishment of the original PUD Plan.

24.9 MODIFICATION OF PUD FINAL DEVELOPMENT PLAN

1. Minor changes shall not require a formal request to modify the approved PUD Development Plan. The township, by way of the Zoning Inspector, must be notified of

these changes. A minor request shall be limited to the following:

- a. Development name change.
- b. Information within an application such as phone numbers, addresses, and engineers.
2. Major changes to the PUD Development Plan shall require a formal administrative review for the modification(s) and shall follow the procedures outlined in Article 6-Amendment, Sections 6.7 through 6.12. A major change shall include:
 - a. A change in use.
 - b. An increase in density, change in lot size.
 - c. Any change in setback, lot configurations or street location.
 - d. A change in dwelling square footage or structure height.
 - e. A reduction in open space.
 - f. Any change that is not a minor change as defined in Section 24.9- #1.

The application for a major change to the approved PUD Development Plan and/or text shall include findings that are based on new engineering or scientific testing evidence for the reason for such proposed changes to the plan or text.

Revisions:

Adopted 11-4-2019 Effective 12-4-2019 Revisions to 24.4, 24.6, Added 24.9

Adopted 5-20-2013 Effective 6-19-2013 Revision to 24.3.10 (reference to 10.17

Adopted 5-01-2000 Effective 5-31-2000

ARCHITECTURAL STANDARDS FOR NON-RESIDENTIAL BUILDINGS

26.01 Establishment and Purpose

Pursuant to Section 519.02 of the Ohio Revised Code (ORC), in the interest of the public convenience, comfort, prosperity, and general welfare, the Harrison Township Board of Trustees hereby establish Article 26: Architectural Standards for Non-Residential Buildings. The purpose of the architectural standards is to ensure the exterior of new construction of non-residential buildings and additions or remodel of existing buildings are well designed, detailed, and appropriate to the neighboring area. Additions and/or remodeling of existing non-residential buildings shall be required to comply with these standards if 50% or more square feet of the existing building's exterior is being added to or remodeled.

26.02 Applicability

The following standards shall apply to all non-residential structures and non-residential accessory buildings within the Business Districts, General Manufacturing District and non-residential buildings in a Planned Unit Development.

26.03 Authority to Review

For the purpose of this section, the Zoning Inspector shall be authorized to review and make decisions on architectural standards as provided for in Section 519.171 of the Ohio Revised Code. All new construction of buildings, additions or remodel to existing buildings shall submit architectural plans prior to or with a Zoning Permit application to the township Zoning Inspector.

1. The Architectural plans are submitted to the Zoning Inspector
2. The Zoning Inspector will deliver a set of plans to the Township's reviewing Architect for a non-binding recommendation for compliance of these regulations.
3. After receiving the Architect's recommendation, the Zoning Inspector will present the plans and the Architect's non-binding recommendation to the Township Zoning Commission for a non-binding recommendation.
4. Once the recommendations are received from the reviewing Architect and the Zoning Commission, the Zoning Inspector will either approve or disapprove the proposed Architectural plans.
5. If approved a Zoning Certificate/Permit will be issued.

26.04 Architectural Standards

A. Ornamentation

All visible facades shall include decorative features such as cornices, pilasters, and friezes. Building recesses and protrusions are strongly encouraged on larger buildings to break long uninterrupted building walls. Massing shall compliment adjacent buildings and developments. See figure 26.01



Figure 26.01 The buildings in the above images contain pilasters, cornices, and a series of facade setbacks (recesses) to visually break up the appearance of large facades.

B. Facade Massing

1. Offset Required

Front facades 60 feet wide or wider shall incorporate wall offsets of at least two feet in depth (projections or recesses) a minimum of every 40 feet.

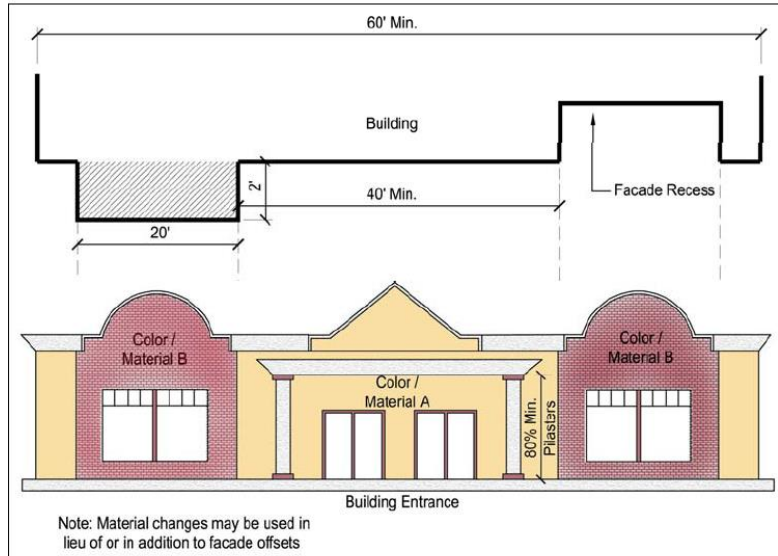


Figure 26.02: Illustration of how the facade offset provisions may be applied.

2. Offset Alternatives

The following alternatives can be used in place of the required front facade offsets:

- a. Facade color changes following the same dimensional standards as the offset requirements.
- b. Pilasters having a minimum depth of one foot, a minimum width of one foot, and a minimum height of 80 percent of the facade's height.
- c. Roofline changes when coupled with correspondingly aligned facade material changes.

3. Building Exteriors and Colors

- a. ~~The~~ All building exterior facades facing a public or private street and/or right-of-way shall contain no less than 30 60% materials on each side of the facade that has have a natural appearance.
- b. Exterior Colors: The use of bright colors or chrome shall be limited to accent features to the facade and shall be reviewed by the Township's reviewing Architect for compliance with these standards.

4. Roof Line Changes

- a. Roofline changes shall include changes in roof planes or changes in the top of the parapet wall to enhance the massing requirements.
- b. When roofline changes are included on a facade that incorporates wall offsets, or material or color changes, the roofline changes shall be vertically aligned with the corresponding wall offset or material or color changes so that the facade appears to be a grouping of buildings instead of one large building. See Figure 26.03



Figure 26.03: Illustration of roofline changes along a long facade wall.

C. ROOFS

1. Flat Roofs

When flat roofs are used, parapet walls with three-dimensional cornice treatment shall conceal them. The cornice shall include a perpendicular projection from the parapet facade plane. Thin parapets such as those shown in Figure 26.04 shall not be permitted. They shall be widened/extended so not to give the appearance of false walls. See. Figure 26.04.

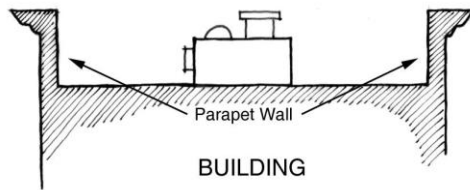


Figure 26.04: The image on the left illustrates the use of parapet walls to screen mechanical equipment. Tall, thin parapets such as the one shown in the image on the right should be avoided to prevent the appearance of false walls.

2. Pitched, Asymmetric or Dynamic Roofs

These roofs forms allude to motion, provide variety and flexibility in nonresidential buildings design, and allow for unique buildings. Asymmetric or dynamic roof forms shall be permitted on nonresidential buildings as an alternate to 26.04-C-1 Flat Roofs. See Figure 26.05 for example of a building with a dynamic roof form.

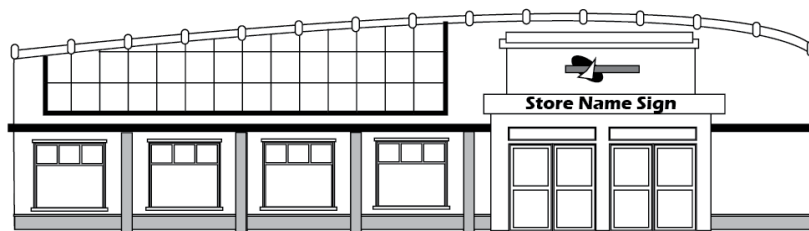


Figure 26.05: An example of a dynamic roof line.

3. Roof Penetrations and Equipment

All roof-based mechanical equipment, as well as vents, pipes, antennas, satellite dishes, and other roof penetrations (with the exception of chimneys), shall be located on the rear elevations or screened with a parapet wall having a three-dimensional cornice treatment to have a minimal visual impact as seen from:

- b. Public streets
- b. Existing single family uses.
- c. Vacant land zoned for agricultural or residential; and
- d. Planned Unit Developments

D. Entrances

1. Entrance Design

Building shall have clearly defined, highly visible entrances that include no less than three of the following design features (See Figure 26.06)

- a. Canopies/porticos above the entrance(s).
- b. Roof overhangs above the entrance(s).
- c. Entry recesses/projections.
- d. Arcades that are physically integrated with the entrance(s).
- e. Raised corniced parapets above the entrance(s);
- f. Gabled roof forms or arches above the entrance(s);
- g. Outdoor plaza adjacent to the entrance(s) having seating.
- h. Display windows that are directly adjacent the entrance(s);
- i. Architectural details, such as tile work and moldings, that are integrated into the building structure and design and are above and/or directly adjacent to the entrance.
- j. Integral planters or wing walls that incorporated landscape areas or seating areas. A wing wall is a wall secondary in scale projecting from a primary wall and not having a roof.



Figure 26.06: Examples of emphasized customer entrances on larger-scale commercial buildings

E. Mechanical Equipment

1. Wall mounted mechanical, electrical, communication equipment, downspouts, gutters, service doors, and other building-mounted utility fixtures, shall be painted and maintained to compliment the building or be screened from view, in compliance with 26.04. F.
2. Mechanical equipment such as transformers and HVAC shall not be located in front yards and shall be screened from view, in compliance with 26.04. F., from any public road right of way and/or residentially zoned property or property used for residential purposes.

3. All mechanical equipment, including both ground mounted and roof mounted equipment, shall be screened from view, in compliance with 26.04. F.

F. Mechanical Equipment Screening

1. Screening elements shall include walls (same material and color as the principal structure), landscaping, mounds, parapets, or enclosures constructed of the same material used on the majority of the principal structure or any combination or as approved or required by the Zoning Inspector. The Zoning Inspector will consider a combination of screening materials that will provide the intent of this article and Article 10.17, so the mechanical equipment is screened from view.
2. The screening elements shall be maintained in good condition.
3. The screening of mechanical equipment will be reviewed on a case-by-case basis based upon the following determinations:
 - a. Site location relative to adjacent properties and public rights of way.
 - b. Topography of the site relative to adjacent properties and public rights of way.
 - c. Whether the subject screening creates visual inconsistencies with surrounding areas.
 - d. Whether the screening substantially meets the overall intent of the architectural regulations.

G. Truck Docks

All truck docks shall be located so as not to be visible from any public rights of way, residential zoning district, or recorded residential subdivision, (if residential use precedes the non-residential use)- Screening shall be provided in accordance with Article 10.17 up to ten (10) feet in height (from average grade, excluding truck dock ramp below grade) if the truck dock is unable to be located per the regulations above as determined by the Zoning Inspector. (See Figure 26.07 for an illustrative example)

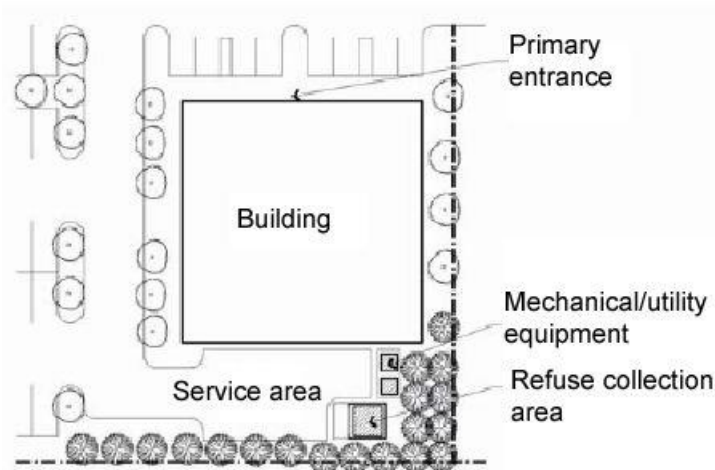


Figure 26.07: Example of screening of truck docks (part of the service area) and dumpsters or other refuse collection containers through the use of increased landscaping and location of such areas to the rear of the structure.

H. Service Doors and Overhead Doors

1. Service doors greater than six (6) feet by eight (8) feet in size or overhead retractable doors used in conjunction with a commercial use shall not be visible from any residentially zoned

property, any residential subdivision (if residential use precedes the non-residential use) or any parcel containing a dwelling (unless the parcel is zoned for business use). Screening shall be provided up to six (6) feet in height if the door is unable to be located per the requirements above as determine by the Zoning Inspector. Screening elements shall include walls (same material and color as principal structure), landscaping, mounds, or any combination thereof shall be subject to requirements in accordance with Article 10.17.

I. Dumpster/ Trash & Recycling Containers

1. Dumpsters, trash, and recycling containers shall be subject to the requirements of Article 10.17.

c. The location of dumpsters, trash and recycling containers shall be subject to the approval of the Zoning Inspector. (See Figure 26.07 for an illustrative example)

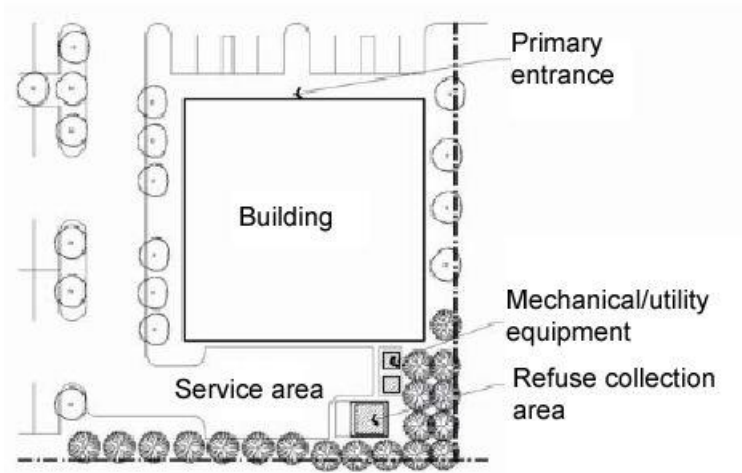


Figure 26.07: Example of screening of truck docks (part of the service area) and dumpsters or other refuse collection containers through the use of increased landscaping and location of such areas to the rear of the structure.

J. Windows

Any window installed shall not cause glare onto adjoining property or public or private road right of ways.

26.05 Other Applicable Zoning Regulations

Architectural Standards Plans shall comply with all other Harrison Township Zoning Regulations. Other articles shall be reviewed and followed, specifically:

- Article 14 OUTDOOR LIGHTING
- Article 18 OFF STREET PARKING & LOADING REGULATIONS
- Article 19 SIGNS & OUTDOOR ADVERTISING STRUCTURES
- Article 21 AUTOMOBILE SERVICE STATIONS, PARKING GARAGES & PARKING AREAS
- Article 23 MOTELS & HOTELS

26.06 Pre-Application Procedure

Prior to submitting an application for a Zoning Permit each applicant, property owner, or developer is encouraged to have a pre-application meeting with the Zoning Inspector and/or the Zoning

Commission. The purpose of this pre-application meeting is to advise each applicant, property owner, or developer of the Architectural Standards procedure and requirements and discuss any initial concerns and omissions about the Architectural Review Standards.

26.07 Application and Approval

Architectural plans for the proposed development shall be approved or denied with an application of a Zoning Permit according to Article 5 – Enforcement. Action in the form of approval or denial of an Architectural Standards plan is by the Zoning Inspector in consultation with the Zoning Commission and other agencies. Upon approval of the Architectural Standards Plans application, a Zoning Permit will be provided to the applicant according to Article 5 of this resolution.

An appeal of the Zoning Inspector’s denial of an Architectural Standards plan is possible before the Harrison Township Board of Zoning Appeals according to Articles 4.10 and 4.11. Appeal application shall be submitted to the Zoning Inspector.

Application Process Checklist

Prior to submitting an application for a Zoning Permit each applicant, property owner, or developer is encouraged to schedule a pre-application meeting with the Zoning Inspector and/or the Zoning Commission.

1. The applications for a Zoning Permit and Architectural Standards Plan are submitted to the Zoning Inspector.
2. a. See Article 5.1 for details of required content of application.
 - d. See Article 5.11 for details of fees, charges and expenses and Article 5.12 for details of no refund of fees.
3. The Zoning Inspector will review the applications. If the submittals are incomplete, they will be returned to the applicant with a list of what is needed.
4. Once completed, the Zoning Inspector will review the applications and the Architectural Standards Plan Application will be sent to the Township Architect for a non-binding recommendation to the Zoning Inspector.
5. The Township Architect will review the application and a report will be provided to the Zoning Inspector.
6. After receiving the Architect’s recommendation, the Zoning Inspector will present the plans and the Architect’s non-binding recommendation to the Township Zoning Commission for a non-binding recommendation.
7. The Zoning Inspector will make a decision to either approve or disapprove the applications within thirty (30) days of submitting a *complete* application.
 - a. If denied, the applicant can appeal the decision through the Board of Zoning Appeals in accordance with Articles 4.10 and 4.11.

Adopted Date 11/22/2016, Effective Date 12/22/2016

End of Articles with proposed changes.

From the floor – Peggy Williams

Peggy Williams inquired what constitutes natural appearance in the Architectural Review. The Zoning Inspector responded.

From the floor – Larry Kretzmann

Mr. Kretzmann inquired about what prompted all these changes. He wanted to know if it was clean up or were concerns addressed. Trustee Van Buren responded that concerns were being addressed. The Zoning Inspector added that it would add consistency.

-Eric Smith moved to approve the proposed changes to the Harrison Township Zoning Resolutions as stated above with the correction of a typographical error in 16.5 YARDS REQUIRED, number 4. Permitted Density (PD) (15,000 should be 25,000). Changes are to the following Articles:

- 1. ARTICLE 15 B – BUSINESS DISTRICTS**
- 2. ARTICLE 16 M-1 GENERAL MANUFACTURING DISTRICT**
- 3. ARTICLE 24 PLANNED UNIT DEVELOPMENT (PUD)**
- 4. ARTICLE 26 ARCHITECTURAL STANDARDS FOR NON-RESIDENTIAL BUILDINGS**

These changes will take effect in thirty (30) days. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Being no further business, Chairman Mark Van Buren adjourned the meeting at 7:15 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer