



ADR & Associates, Ltd.

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July 29, 2024

Bud Witney  
Hersey Township  
40 West Main Street  
Newark, OH 43055

RE: Hope Timber

Bud,

Thank you for providing comments regarding the Final Development Plan for the Hope Timber plan submitted on May 3<sup>rd</sup>, 2024.

Please find attached the following documents for zoning approval of the Hope Timber development within the Worthington Corridor Overlay District.

- Five (5) sets of the Final Development Plan

Below is a summary of the comments provided by Crossroads Community Planning dated June 26<sup>th</sup>, 2024 and the corrective measures taken:

“Development Plan Text” document has been provided along with the “Development Plan Set” to complete this submittal.

1. The application is seven pages. Citations from the application will look like this: (p. #).  
Noted.
2. SUBMITTAL ITEMS (14.05.D.03). The applicant is missing the following parts for their application:14.05.D.03:
  - “A survey plat and legal description signed by a registered Ohio surveyor showing the size and location of the Tract to be developed.”
    - i. The development plan is signed by an Ohio Professional Engineer, but the application does not include a legal description signed by a registered Ohio surveyor.  
Legal Description and Exhibit of the current parcel included with the “Final Development Plan” text document.
  - “An explanation of the method/structure and proposed documentation and instruments to be used in order to perpetually own, maintain and preserve the

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- required open space. The location, size, and proposed use(s) of all open space areas shall be detailed.”
- i. The application does not include any plans regarding maintaining and preserving open space.  
**There is no public open space created as part of this development.**
  - ii. However, the plan does note wetlands on the premises that are not to be disturbed (p. 5)  
**Additional info added to the “Development Objections” section of the text and plan sheet 2.**
- Traffic Impact Study – Crossroads Community Planning has been advised by the Township that the applicant and Township have discussed the plans with the County, and according to the Township, as currently proposed the site does not meet the criteria necessitating a traffic impact study.  
**Notation added to the “Development Objections” section of the text.**
3. DEVELOPMENT PLAN CONTENTS (14.05.D.04) The development plan is missing the following items:
- iv: “A list, description and location of the precise uses proposed for the development and phases for construction, if any.”
    - i. The application broadly states that manufacturing is the proposed use. Crossroads recommends that a more detailed explanation be provided regarding the specific type of manufacturing proposed.  
**Notation of NAICS 321920 – Wood Container and Pallet Manufacturing added to the “Development Text” and plan sheet 2.**
    - ii. Also, Sections 14.05.D.04.xv,xxx will be applicable if there are any deed restrictions.  
**Note indicating that no existing or proposed deed restrictions are associated with this property has been added to the “Development Objections” section of the text.**
  - “Existing deed restriction for the Tract to be developed, if applicable.”
    - i. Need to clarify if there are any existing deed restrictions, as the application does not state if there are any.  
**Note indicating that no existing or proposed deed restrictions are associated with this property has been added to the “Development Objections” section of the text.**
  - xvii: Copies of letters from County Engineer and Water and Sewer District missing.
    - i. Central water and sanitary sewer services are not available to this site currently. The applicant will need to request a divergence from this requirement to allow on-site systems. Crossroads recommends that the



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applicant provide letters from the Licking County Health Department or the Ohio EPA as applicable indicating that on-site systems are permitted. Development Plan approval should be contingent upon the applicant being required to tie into future water and sanitary sewer services and abandoning any on-site water and septic systems in accordance with county or state requirements within one year of central water and/or sewer becoming available.

Utility availability and use letters have been attached to the Development Text. Additional notation has been added to the “Development Objections” section of the text.

- xxi: “Building locations depicting the bulk, height, and spatial relationships of building masses with adjacent development.”
  - i. Elevations have been provided showing their bulk and height. However, the plans are missing how these building masses relate to the adjacent development. Typically, a line of sight drawing is provided showing the view of the proposed buildings from adjacent lots. This is especially important along the southern boundary line where there is an existing residential use.  
Line-of-Sight Plan (Sheet 8) added to the plan set.
- xxiii: “Color renderings of proposed and existing Structures...”
  - i. Black and white drawings have been proposed. Color renderings will need to be included with the official submittal.  
Architectural elevations have been revised to include color.
- xxiv: “Intended measures to screen rooftop mechanical equipment.”
  - i. The plan needs to show the location of all mechanical units and the methods of screening to comply with Section 14.05.H.2.c.  
There are no new mechanical units proposed as part of this plan.  
Additional notation has been added to the “Development Objections” section of the text.
- xxvi: “Accommodations and access for emergency and fire-fighting apparatus.”  
Crossroads recommends that the plans be provided to the applicable fire district for comment.  
Plans have been submitted to Monroe Township Fire. Fire department approval will be provided concurrent with the construction plan review/approval process per LCPC requirements.
- xxvii: Signage plan.  
There are no signs currently proposed. Additional notation has been added to the “Development Objections” section of the text.



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- xxviii: Exterior lighting plan.  
There is no lighting currently proposed. Additional notation has been added to the “Development Objections” section of the text.
  - xxix: Landscaping plan – While some minimal landscape details have been provided, a separate, detailed landscape plan has not been submitted.  
Landscaping Plan (Sheet 6) added to the plan set.
4. USES (14.05.E & 14.05.F.1) The applicants proposed use (Manufacturing) appears to be a permitted use.  
Notation of NAICS 321920 – Wood Container and Pallet Manufacturing added to the “Development Text” and Plan Sheet 2.
5. SUB-AREA DEVELOPMENT STANDARDS (14.05.F.3) The applicant is compliant with all the development standards except for minimum lot width. However, these are existing lots of record, and Crossroads recommends that a divergence for lot width be approved. The application does need to be clearer if there will be two lots or if these will be combined into one buildable lot.  
Plan has been revised to better show that only the primary property is being included in this plan. Divergences have been listed in the “Development Objections” section of the text and on Plan Sheet 2.
6. WCOD GENERAL DEVELOPMENT STANDARDS (14.05.H) The following list identifies the Section Number for each development standard and then denotes either: not applicable, compliant, needs more information, or not compliant.
- A. 14.05.H.1.a [Architecture: CPO and Mu Subareas] – not applicable in Subarea IE  
Noted.
  - B. 14.05.H.1.b [Architecture: IE Subarea]
    - i. Need more information.  
Additional information is provided on the architectural elevations.
    - ii. Need more information.  
Additional information is provided on the architectural elevations.
    - iii. Need more information.  
Additional information is provided on the architectural elevations.
    - iv. Not applicable  
Noted.
  - C. 14.05.H.2.a [Landscaping: All Subareas]
    - i. Need more information for entire section.  
Landscaping Plan (Sheet 6) has been added to comply.



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- D. 14.05.H.2.b [Landscaping: Screening Requirements]
  - i. Parking lot screening on maps does not include any plants, so need more information for entire section if there are any landscaping plans for the parking lot.  
Parking completely screened from all directions by existing buildings or existing landscaping to remain (See Sheet 6).
- E. 14.05.H.2.c [Landscaping: Mechanical Equipment, Loading Zones, etc.]
  - i. Need more information, as no mechanical equipment, loading zones, trash, storage areas, etc. are noted on maps.  
No proposed mechanical equipment, loading zones completely screened from all directions by existing building or existing landscaping to remain, storage provided inside existing buildings, and dumpster enclosure added to the plan (See Sheet 6).
- F. 14.05.H.2.d [Landscaping: Open Space]
  - i. Not Applicable in the IE Subarea.  
Noted.
- G. 14.05.H.3.a [Parking: Parking Lot Location]
  - i. Compliant.  
Noted.
  - ii. Compliant.  
Noted.
- H. 14.05.H.3.b [Parking: Parking Bays]
  - i. Compliant.  
Noted.
  - ii. Need more information. See 14.05.H.2.b.1.  
Parking completely screened from all directions by existing building or existing landscaping to remain (See Sheet 6).
  - iii. See VARIANCE (DIVERGENCE) REQUEST.  
"Divergence From Standards" section added to the text document and Plan Sheet 2.
  - iv. Handicap space provided. Complaint.  
Noted.
  - v. Compliant.  
Noted.
  - vi. The application indicates that the existing gravel will be utilized for the parking spaces (except there will be concrete for the handicap space). Gravel is not permitted per 14.05.H.3.b.6.  
Although the drives remain gravel as previously noted, the parking has been revised to all be concrete.

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- vii. Not a mixed-use development, so not necessary.  
Noted.
- viii. Need more information for sections 8.a, d, & e. Missing GFA.
  - a. Loading spaces provided at rear of site.
  - b. Concrete rectangular area provided.
  - c. Proper maneuvering is provided adjacent to loading zone (see plan note "B" on sheet 4).
  - d. Each space is dimensioned at 12'x50'. No covering above loading zone.
  - e. 16 spaces provided where only 1 is required.  
(GFA has been added to the plan.)
- I. 14.05.H.4.a [Access].
  - i. Need more information.  
Existing access point will be improved. Commercial entrance location will be approved as part of the Major Development process of the Licking County Planning Commission.
- J. 14.05.H.4.b [Visibility]
  - i. Need more information.  
Plan note "A" added to Plan Sheet 4.
- K. 14.05.H.4.c [Internal Circulation]
  - i. Need more information.  
Plan note "B" added to Plan Sheet 4.
- L. 14.05.H.4.d [Vehicular Connectivity]
  - i. This section requires a 10-foot sidewalk to be constructed along Beaver Road.  
A 15' multi-use path easement has been added to the plan. With no potential connectivity anywhere along Beaver Road, the developer proposed to diverge from the requirement for installation of path at this time as noted in the "Divergence From Standards" section of the text.
- M. 14.05.H.5 [Lighting]
  - i. Need more information for entire section.  
There is no lighting currently proposed. Additional notation has been added to the "Development Objections" section of the text.
- N. N. 14.05.H.6 [Signs]
  - i. Need more information for entire section.  
There are no signs currently proposed. Additional notation has been added to the "Development Objections" section of the text.

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- O. 14.05.H.7.a [Utilities, Water, and Drainage]  
Utility information noted in previous responses. Preliminary stormwater management layout has been provided on sheet 6 with plan note "A" added for final design.
- P. 14.05.H.7.b [Stormwater Plan]  
i. Stormwater plan not provided.  
A regional stormwater plan is not provided as "encouraged" by the regulation due to the simplicity of this project and the ample greenspace remaining on the parcel should any future expansions be proposed in the future. Preliminary stormwater management layout has been provided on sheet 5 with plan note "A" added for final design.
- Q. 14.05.H.7.c [Sections 16.23-16.25]  
i. 16.23: Need more information to determine whether any water pollution will "be subject to the requirements and regulations established by the Ohio Environmental Protection Agency, as well as those outlined in the Ohio Wellhead Protection Guidelines."  
The NAICS use code and process description added to the text document confirm the process. No pollutants are expected.  
ii. 16.24: Need to determine whether the Zoning Inspector will "require the submission of a statement that describes how the business or operation will meet the environmental and nuisance requirements of the township zoning, state, and federal regulations."  
The NAICS use code and process description have been added to the text document confirm the process. No pollutants are expected.  
iii. 16.25: Need more information to determine whether there are "any dangerous and objectionable elements," and if yes, determine the proper procedures and requirements.  
The NAICS use code and process description added to the text document confirm the process. No pollutants are expected.
- R. 14.05.H.8 [Accessory Structures]  
i. Will there be any proposed accessory structures?  
There are no accessory structures planned. The dumpster enclosure which is noted to match the finish of the existing structure (Sheet 6).
- S. 14.05.H.9 [Fences]  
i. Will there be any fences?  
Existing fences to remain or be removed are shown on the plan. No new fencing is planned.



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T. 14.05.H.10 [Home Occupations]

i. Not applicable.

Noted

U. 14.05.H.11 [Noise for CPO Subarea]

i. Not applicable.

Noted

### VARIANCE (DIVERGENCE) REQUEST

The applicant has requested a variance to the parking requirements. When an applicant wishes to vary from the existing overlay standards, it must request a divergence per Section 14.05.D.04xxxiii. Therefore, Crossroads will consider this to be a divergence request:

“A variance (divergence) will be requested to reduce the minimum number of parking spaces required from 19 to 5. Variance (divergence) request based on number of employees (5) on largest shift. And ample space on property to provide additional parking if use change occurs in the future” (p. 2).

Divergence request added to the text document as well as being listed on the development plan set (sheet 2)

The application does not include GFA, so Crossroads is unable to verify the number of required spaces. Nonetheless, the applicant is requesting approval to allow only 5 spaces. Based upon the information provided and the fact that there is ample space for future parking should the use be changed in the future, Crossroads recommends approval of the divergence to allow 5 parking spaces. Any change in use will require a new development plan and review of the need for additional parking due to the new use.

GFA has been added to the plan set.

If you have any questions, please feel free to contact myself.

Thanks,

A handwritten signature in blue ink that appears to read "BW" followed by a stylized "JWH".

Brian Wood  
Project Manager