

**CITY OF OXFORD  
STAFF SUMMARY REPORT**

**Report to the City Manager**

Community Development  
**Originating Department**

**Council Meeting Of:** March 1, 2016

Jung-Han Chen

**Account Code No. #:**

**Prepared By:**

**Budgeted Amount:**

February 18, 2016

**Date Prepared:**

**PC-2016-02 CONDITIONAL USE PERMIT** for an indoor shooting range and training facility at 6711 Ringwood Road. **Scott Webb, Applicant, Agent**

**Recommendation by the Planning Commission: Approval with Conditions**

**Discussion:**

This application is a conditional use permit for an indoor shooting range and training facility on 11 acres, currently vacant, industrial parcel, which has approximately a 30' wide access drive to Ringwood Road. The site also has very narrow frontage along US 27. The proposal shows a 12,000 sq. ft. free standing building on this 11 acre site.

The applicant indicated in his narrative statement that the building will be designed to accommodate state-of-the-art safety and bullet capture technology and will provide soundproofing technology to minimize the impact on the surrounding neighborhood. Much of the required information, such as signage, parking, landscaping and parking lighting and the building elevation that should have been submitted with this application, was not provided. It is not anticipated that there would be any major challenges, but staff would have to review those during the building plan review process to ensure the proposal meets all the zoning requirements.

After a public hearing, the Commission discussed soundproofing, dust residue and other aspects of the operation with the applicant in detail and satisfied that this conditional use application had met the decision standards of the Conditional Use stipulated in Chapter 1147, voted 6-0-0 to recommend approval of the application to Council subject to the following conditions:

1. The Commission waives the loading space, pedestrian safety and bicycle/motorcycle parking requirements.
2. Vehicle parking on the access drive is not allowed.
3. That, the facility will be designed and operated in accordance with best indoor shooting industry standards as articulated by the National Shooting Sports Foundation.

**Approved by:**

**Department Head:**

**City Attorney:**

**City Manager:**

JHC / 2/17/16  
DRE/mae / 2-26-16

ORDINANCE NO.

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO ALLOW AN INDOOR TARGET SHOOTING RANGE AND TRAINING FACILITY TO BE LOCATED AT 6711 RINGWOOD ROAD OXFORD, OHIO WITH CONDITIONS.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Council hereby finds that the Planning Commission held a public hearing on February 9, 2016 in accordance with Section 1147.02 of the Codified Ordinances of the City of Oxford, on the application of Scott Webb, Applicant, Agent for a conditional use permit to allow an indoor target shooting range and training facility to be located at 6711 Ringwood Road Oxford, Ohio.

SECTION 2: The Planning Commission, after a public hearing and discussion, voted to approve a motion recommending approval of the conditional use permit application to allow an indoor target shooting range and training facility to be located at 6711 Ringwood Road Oxford, Ohio with the following conditions:

1. The loading space, pedestrian safety and bicycle/motorcycle parking requirements shall be waived.
2. Vehicle parking shall not be allowed on the access drive.
3. The facility shall be designed and operated in accordance with the best indoor target shooting industry standards as articulated by the National Shooting Sports Foundation.

SECTION 3: Council hereby accepts the recommendation of the Planning Commission and accepts the recommendation report submitted by the Planning Commission and incorporates the same herein and further grants the conditional use permit application to allow an indoor target shooting range and training facility to be located at 6711 Ringwood Drive Oxford, Ohio in accordance with the conditions set forth above.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.

\_\_\_\_\_  
MAYOR

ADOPTED:

ATTEST:

\_\_\_\_\_  
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW(STAFF)

# **Certification of Action**

## **Oxford Planning Commission**

### **Recommendation to City Council**

|                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Report Date</u></b>                                                                               | March 1, 2016                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b><u>Case Number</u></b>                                                                               | PC-2016-02                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b><u>Applicant Information</u></b>                                                                     | Scott Webb Architect<br>Jeff Day, Owner                                                                                                                                                                                                                                                                                                                                                                                    |
| <b><u>Requested Action</u></b>                                                                          | Conditional Use                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b><u>Summary of Request</u></b>                                                                        | To allow for an indoor target shooting and training facility in a LI (Light Industrial) District                                                                                                                                                                                                                                                                                                                           |
| <b><u>Public Hearing Information</u></b>                                                                | A Public Hearing took place at 118 W. High Street on February 9, 2016. A Public Hearing notice was published in the Journal News on January 10, 2016. Courtesy notices were mailed to adjacent property owners on January 14, 2016. Signage was posted at the site on February 2, 2016.                                                                                                                                    |
| <b><u>Commission Action</u></b>                                                                         | The Planning Commission voted 6-0-0 recommending approval with the following conditions:<br>The Commission waives the loading space, pedestrian safety and bicycle/motorcycle parking requirements<br>The vehicle parking on the access drive is not allowed<br>That, the facility will be designed and operated in accordance with shooting industry standards as articulated by the National Shooting Sports Foundation. |
| <b><u>Commission Findings and Conclusions</u></b>                                                       | Discussion was mainly regarding noise to surrounding properties, specifically the church, a shared driveway, and compliance with appropriate industry standards.                                                                                                                                                                                                                                                           |
| <b><u>*Exhibits Included</u></b><br><b><u>(Please note: plans and elevations are excerpts only)</u></b> | <ol style="list-style-type: none"><li>1. Staff Report Dated February 9, 2016</li><li>2. Interoffice reviews</li><li>3. Surrounding Property Owner Map Notifications</li><li>4. Letter of Agency</li><li>5. Conditional Use Application Dated December 28, 2015</li><li>6. Applicant Documents</li><li>7. Site Plan</li><li>8. Aerial Photograph</li></ol>                                                                  |

**City of Oxford**  
*Community Development Department*  
**STAFF REPORT**  
**Planning Commission**

**Case # PC-2016-02**

**Date – February 9, 2016**

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**APPLICATION**

|                                 |                                                                                        |
|---------------------------------|----------------------------------------------------------------------------------------|
| Applicant:                      | Scott Webb, Architect, Applicant                                                       |
| Location:                       | 6711 Ringwood Road, Parcel #H4000028000015                                             |
| Owner:                          | Jeff Day                                                                               |
| Action Request:                 | Conditional Use permit application for an indoor target shooting and training facility |
| Current Use:                    | Vacant industrial site                                                                 |
| Zoning:                         | LI (Light Industrial) District                                                         |
| Surrounding Existing Land Uses: | Existing manufacturing facilities, concrete plant                                      |

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**GENERAL DESCRIPTION**

The applicant is seeking approval for a conditional use to build an indoor target shooting and training facility on a currently vacant industrial site. The site is over 11 acres in size and has an access drive, approximately 30 feet in width, off Ringwood Road. The site also has a very narrow frontage along US 27. The proposal shows a 12,000 Sq. Ft. free standing building on this 11 acre site. Staff reviewed the proposal last year with the owner and determined this would fit into the light industrial use, under the conditional use category. The owner also came before the Planning Commission in July, 2015 and confirmed with the Commission about the proposal.

**PUBLIC COMMENTS**

Public notices were mailed to surrounding property owners and a notice sign was placed on the property. No comments were received as of this writing.

**AGENCY REVIEWS**

Requests for review were made to the Police, Fire, Engineering and Economic Development Departments. The following comments have been received:

|              |                           |
|--------------|---------------------------|
| Police:      | Returned without comments |
| Fire:        | Returned without comments |
| Engineering: | Returned without comments |
| Econ. Dev.:  | No comment received       |

**SITE AND SURROUNDING PROPERTY HISTORY**

Oxford Industrial Park PUD (approved, Ordinance # 1623, 12-16-80)  
6732 Ringwood Road- Additional Use for light manufacturing, office, distribution multi-use building (Approved, Ordinance # 1912, 12/2/86)  
6701 Ringwood Road- Additional use for a reception hall (Approved, Ordinance #2379, 1/17/95)  
6701 Ringwood Road- Additional use for a place of worship (Approved, Ordinance # 2763, 9/17/02)

**ZONING CODE REVIEW**

**1143.14 LIGHT INDUSTRIAL DISTRICT**

- (b) Uses
- (2) Conditional Uses, the following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

\*\*\*\*\*

- K. Other manufacturing, processing, or storage uses determined by the Planning Commission to be of the same general character as the permitted uses previously listed and found not to be a nuisance or offensive by reason the potential emission or transmission of noise, vibration, smoke, dust, glare, heat, water or air pollution. In this regard, the Planning Commission may seek expert advice on what conditions should be imposed on a particular operation to carry out the purposes of this zone: the cost of such expert assistance shall be borne by the applicant.

#### **1147. Conditional Uses**

Generally, there are specific regulations and potential concerns related to a conditional use application outlined in the Oxford Zoning Code. The proposed use is not common and is unique in its operation; therefore, the specific concerns are generically tailored to this proposed use. Additionally, the proposed use is somewhat similar to indoor recreational facilities in certain aspects, so the specific/potential concerns of indoor recreation facilities may also be used as a reference. Several issues to be considered are as follows:

1. Traffic volume during peak hours, as well as parking and site access issues;
2. Proximity to residential and surrounding properties;
3. Outdoor operations;
4. Potential noise, vibration, fume, smoke, dust and other pollution;

The applicant also provided some narrative statements to address some potential concerns that they felt might be relevant to this proposed use.

#### **General Decision Standards for Conditional Uses — Section 1147.02(c)(2)**

- (2) General Decision Standards. All Conditional Uses shall satisfy these General Decision Standards.

**A. The proposed use is in fact a Conditional Use appropriate in the zoning district in which it is proposed.**

*Yes, the use can be allowed as a conditional use, as determined by the Planning Commission.*

**B. The use and site will satisfy the general intent of this Zoning Code.**

*Yes, the proposed use will satisfy the general intent of the Zoning Code.*

**C. The use and site will be compatible with the general intent of the Comprehensive Plan.**

*Not applicable.*

**D. The size and shape of the site are sufficient for the proposed use.**

*The size is approximately 11 acres in area; the proposed building is to be a single-story masonry building around 12,000 Sq. Ft. The building and the associated parking/access should have a small coverage of the site, less than 10%. The applicant has no specific plan for the remainder of the site, other than maintaining it with the current status.*

**E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.**

*The proposed use will be an indoor target shooting range and training facility. Several potential concerns may be noise from target shooting, as well as traffic in and out of this use, in conjunction with the adjoining use. It appears that the adjoining use is using the proposed driveway of this proposed facility, as parking facility. The potential congestion on this access must be rectified and worked out.*

**F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.**

*See above.*

**G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.**

*The applicant also indicated that there will be some retail space, approximately 900 Sq. Ft. of indoor space.*

**H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.**

*It would seem that the site would be served by public infrastructures and service, since Engineering Office did not have any comments to this proposed Conditional Use application.*

**I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.**

*None is expected.*

**J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.**

*The proposed single-story masonry building would seem to be consistent with general industrial buildings constructed in this area.*

**K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.**

*The new access drive, along with the parking area, must be paved to meet the Parking and Site Access standards. The proposed access drive of this proposed use seems to be used partially by the adjoining property as a parking area. No parking shall be located within the required front setback and no parking shall be allowed within 6 feet of the property line, per section 1149.05(A) and (B)*

**L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.**

*The proposed location of the building does not appear to have any impact to natural scenic or historic features of importance.*

**M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.**

*Yes, as stated by applicant.*

## **ANALYSIS**

The proposed indoor target shooting range and training facility would take up a small portion of the site. The applicant also indicated in the narrative statement that the building will be designed to accommodate state-of-the-art safety and bullet capture technology and will provide soundproofing technology to minimize the impact on the surrounding area. Additionally, for the proposed new building to be located on the site, that is significantly large, would create physical separation and potentially minimize any negative impact to the adjoining uses.

Much of the required information, such as signage, parking, landscaping and parking lighting and the building elevation that should have been submitted with this application, was not provided. It is not anticipated that there would be any major challenges, but staff would have to review those during the building plan review process to ensure the proposal meets all the zoning requirements. This application is for a conditional use for the proposed use and it could be argued that the applicant is looking for Commission's positive recommendations before any detailed design can proceed. It is necessary to point out those deficiencies early on, so the applicant will have time to address those deficiencies before the building application is submitted, so any proposed site improvements will meet the zoning requirements,

including landscaping requirements for the parking lot, parking lot lighting, hard surface access driveway, just to name a few.

Several requirements from the Oxford Zoning Code would need to be decided by the Commission whether they need to be provided.

1. The required loading space for non-residential uses;
2. Pedestrian safety provision;
3. Bicycle and motorcycle parking;

However, given that the site presents difficulty in providing bike and pedestrian access, it certainly would be reasonable to waive the requirements for these requirements.

#### **RECOMMENDATION**

Based on the Decision Standards, staff would recommend approval of this Conditional Use Permit, subject to the following conditions:

1. The Commission waives the loading space, pedestrian safety and bicycle/motorcycle parking requirements.
2. The vehicle parking on the access drive is not allowed.

SUBMITTED BY:

  
Jung-Han Chen,  
Community Development Director

DATE: January 26, 2016

## ATTACHMENT

(c) Planning Commission Review. The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. If the Planning Commission finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

(1) Burden of proof.

- A. Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an Applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.
- B. Applicants shall prove that potential negative impacts of elements such as location, size and extent of facilities and operations, site design, traffic generation, site access, and potential impact upon public facilities will be adequately mitigated.

(2) General decision standards. All Conditional Uses shall satisfy these General Decision Standards:

- A. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

City of Oxford  
Inter-Office Review Transmittal Sheet

Date: 1/7/2015

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

**PC-2016-02 CONDITIONAL USE** Ringwood Road and College Corner Pike, Parcel  
H4000028000015, 11.28 acres, approval of an indoor target shooting range and  
training facility, **Scott Webb, Applicant/Agent**

    X     Review            Revisions            Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **2/3/2016** Note: If no comments are received, we will assume the  
project meets your department's standards.

.....

Drawings are returned: w/comments without/comments

Drawings reviewed by:

John Dethurage  
John Dethurage  
PRINT NAME

Date: 1-8-15

City of Oxford  
Inter-Office Review Transmittal Sheet

Date: 1/7/2015

To: Fire Department **Engineering Division** Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

**PC-2016-02 CONDITIONAL USE** Ringwood Road and College Corner Pike, Parcel  
H4000028000015, 11.28 acres, approval of an indoor target shooting range and  
training facility, **Scott Webb, Applicant/Agent**

☒ Review ☐ Revisions ☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **2/3/2016** Note: If no comments are received, we will assume the  
project meets your department's standards.

.....

Drawings are returned: w/comments without/comments

Drawings reviewed by: 

Date: 1-11-16

VICTOR POPESCU  
PRINT NAME

City of Oxford  
Inter-Office Review Transmittal Sheet

Date: 1/7/2015

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

**PC-2016-02 CONDITIONAL USE** Ringwood Road and College Corner Pike, Parcel  
H4000028000015, 11.28 acres, approval of an indoor target shooting range and  
training facility, **Scott Webb, Applicant/Agent**

     X Review           Revisions           Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **2/3/2016** Note: If no comments are received, we will assume the  
project meets your department's standards.

.....

Drawings are returned:    w/comments    without/comments

Drawings reviewed by: 

Date: 1-11-16

JOHN A. JONES, ACTING POLICE CHIEF  
PRINT NAME



# PC-2016-02

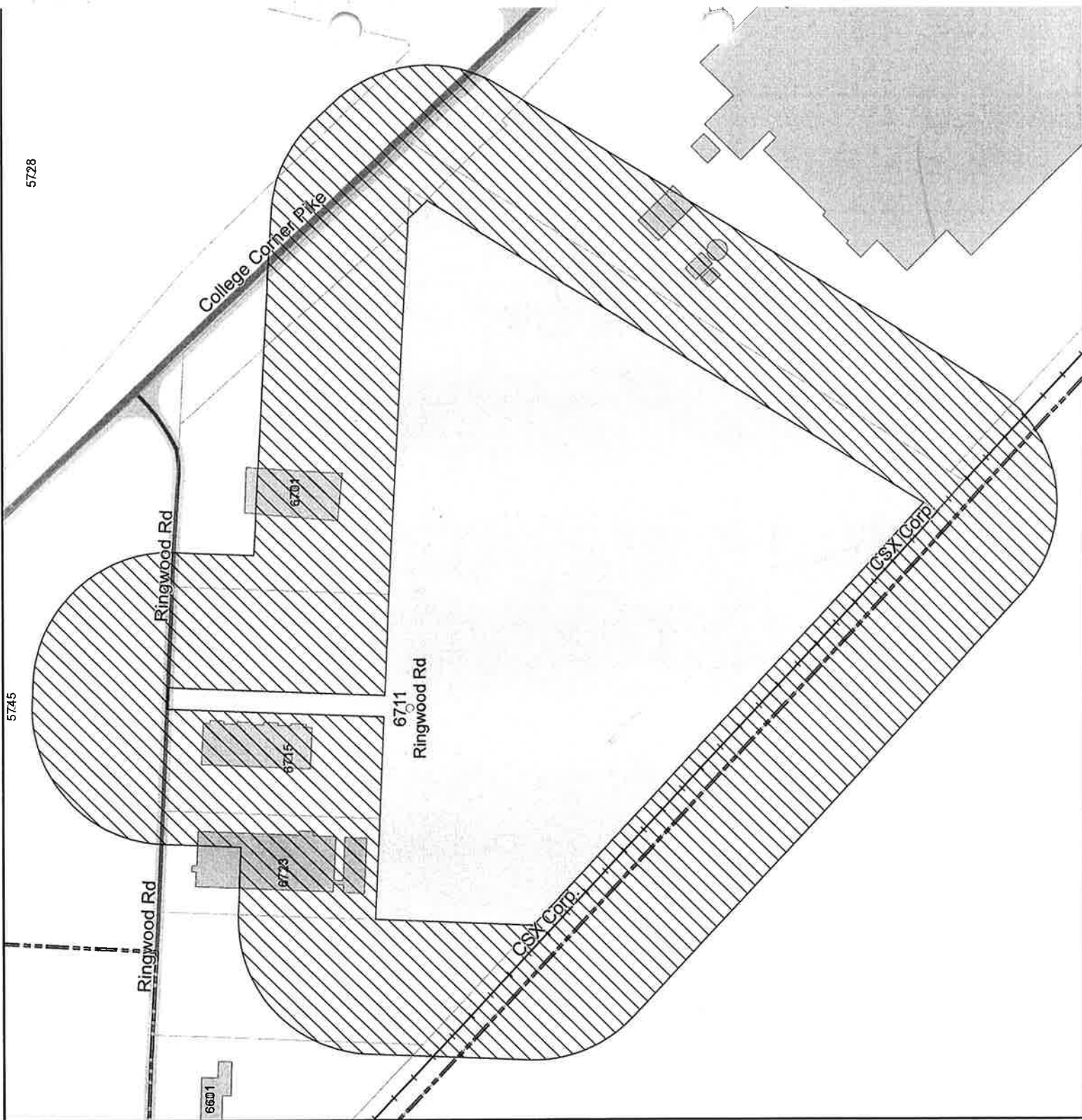
## Surrounding Property Owners Map

### Legend

-  Subject Parcel
-  200 Ft. Buffer
-  Oxford Corp. Limit
-  Address Point
-  Parcel
-  Building Footprint
-  Paved Roadway



1 inch = 200 feet



Prepared on Thursday, January 14, 2016

The City of Oxford does not guarantee the dimensional accuracy of this map. Precise dimensional accuracy should be based upon recorded deeds, plats or a professional survey.

## **LETTER OF AGENCY**

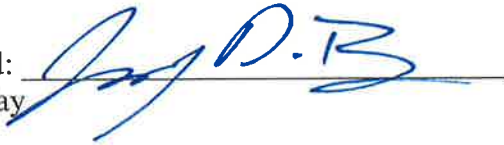
To Whom It May Concern:

Please be advised that Scott Webb, Architect has permission to represent our interest with the City of Oxford Board of Planning Commission and City Council, and act on our behalf regarding a conditional use for a new Indoor Target Shooting & Training Facility

Thank-you,

Signed:

Jeff Day

A handwritten signature in blue ink, appearing to read "Jeff D.B.", written over a horizontal line.

Date:

12-28-15



|                    |            |
|--------------------|------------|
| Internal Use Only: |            |
| Case No.           | PC-2016-02 |
| Date Filed         | 12/28/15   |

## Conditional Use Permit Application

### Applicant Information

Attach a Letter of Agency if the Applicant is not the property owner.

Name \* Scott Webb, Architect  
Mailing Address \* 103 West Walnut Street  
City, State & Zip Code \* Oxford, Ohio 45056  
Telephone Number(s) \* (513) 523-3838  
Email Address scott@scottwebbarchitect.com

### Owner Information

Name \* Jeff Day  
Mailing Address \* 5384 Brown Road  
City, State & Zip Code \* Oxford, Ohio 45056  
Telephone Number(s) \* (513) 200-8121  
Email Address maydays44@gmail.com

### Location and Lot Information

Location of Property \* Ringwood Road & US 27 (no Address assigned)  
Legal Description \* Parcel H4000028000015  
Zoning District \* LI - Light Industrial  
Total Area \* 11.28 acres → Check One \* Acres ☒ Square Feet ☐  
Existing Use Description \* Vacant land  
Proposed Use Description \* Indoor Target Shooting Range & Training Facility

### Submission Requirements and Documentation

From Section 1147.02(a)<sup>1</sup>.

- (1) Contents of application for conditional use permit. Thirteen complete sets of all information shall be submitted with an application. The Zoning Administrator may modify this requirement based upon the type of materials included. Please contact the Zoning Administrator prior to submitting an application to discuss the submission requirement. If any information is submitted in color or on non-standard paper, more copies may be required.
- A. Application Fee.
- B. Description of Use and Site.
- A written, detailed description shall include the following information. A separate response is required for each subsection.
1. The name, mailing address, and telephone number of the applicant and the property owner.
  2. If the applicant is not the owner, a statement from the owner that the applicant is entitled to apply on his or her behalf.
  3. A legal description of the site, including all separate lots.

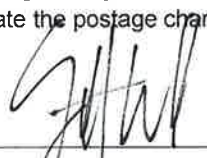
- A. The proposed use is in fact a Conditional Use appropriate for the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

## Fees & Receipt

The required fee is \$400.00, plus postage charge. Write a check payable to **City of Oxford**. You may also pay in-person using Visa, MasterCard, and Discover. To calculate the postage charge, multiply the number of adjoining properties by current postage rate<sup>3</sup>.

## Sign and Date

Applicant Signature \*



Date \*

12/28/15

## Submit Application, Submission Requirements and Documentation, and Fees

***We will not accept incomplete applications and/or plans and documentation.***

Send or drop off this application with required plans and documentation as attachments and a check for fee and postage charges made payable to **City of Oxford**, to Community Development Director, 101 East High Street, Oxford, OH 45056.

Direct questions to the Community Development Dept. at (513) 524-5204. The application will be placed on the next possible agenda.

Note: You must adhere to notification and publication requirements. Submit materials 45 days prior to the Planning Commission meeting on which the action is requested. City Staff will place a public hearing sign on the subject property. **The Applicant is responsible for removing the signage at the completion of the hearing(s).**

## For Staff Use Only

Fee Paid Date \*

12/28/15

Receipt Number \*

77738

<sup>1</sup> City of Oxford Codified Ordinances: <http://www.cityofoxford.org/fees-ordinances-and-charter/>

<sup>2</sup> Butler County Auditor Real Estate Search: <http://www.butlercountyauditor.org/>

<sup>3</sup> The United States Postal Service: <http://www.usps.com/>

Jung-Han Chen  
Community Development Director  
City of Oxford  
Municipal Building  
101 E. High Street  
Oxford, Ohio 45056



SCOTT  
WEBB

ARCHITECT

103 West Walnut Street  
Oxford, Ohio 45056  
(513) 523-3838

[www.scottwebbarchitect.com](http://www.scottwebbarchitect.com)

Re: Application for Conditional Use  
Proposed Indoor shooting Range & Training Facility  
Ringwood Road & college corner pike  
Parcel H4000028000015 (No address assigned)

December 28, 2015

Dear Mr. Chen,

Please accept this letter as a formal request for a review hearing by the City of Oxford Planning Commission and Oxford City Council for a Conditional Use for an indoor target shooting & training facility on Ringwood Road in the LI Zoning District..

The attached proposal has been prepared for and with the help of the following:

Property Owners:

Jeff Day.  
5384 Brown Road  
Oxford, Ohio 45056

Architect:

Scott Webb, Architect  
103 West Walnut Street  
Oxford, Ohio 45056

Civil Engineer:

Bayer Becker, Engineers & Surveyors.  
318 South College Avenue  
Oxford, Ohio 45056

**Narrative Statement describing how the proposed Conditional Use meets the following decision standards of the zoning district in which it is located.**

In response to the decision standards outlined in the application, we offer the following:

- A. *The proposed use is in fact a Conditional Use in the Zoning District in which it is proposed;*

The City Planner directed my client to proceed as a conditional use in the LI District as an "other manufacturing, processing, or storage uses" considered to be of the same

general character as the permitted uses. This was confirmed at the concept review at Planning Commission.

- B. *The use and site will satisfy the general intent of the Zoning Code;*

The property is Zoned LI, and is considered by staff to be the appropriate zoning district for a use of this type..

- C. *The use and site will be compatible with general intent of the Comprehensive Plan;*

The Comprehensive Plan encourages reinvestment and favors infill over sprawl.

- D. *The size and shape of the site are sufficient for the proposed use.*

At over 11 acres, the size and shape of the site is more than adequate for the proposed use. The shape and size of the lot accommodates the building, maneuvering & parking, with generous setbacks from all property lines.

- E. *The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.*

The proposed use will not be disturbing to neighbors already providing light manufacturing, or to other permitted uses were the adjacent properties to be developed.

The existing church chose to locate in a Light Industrial district.

- F. *The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.*

As described above, all functions of the facility will happen inside the proposed structure, and will not generate noise, fumes, or excessive traffic

- G. *The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.*

The proposed building includes accessory uses inside the building as part of the business, including classrooms & incidental retail.

- H. *The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal or adequate provisions will be made to provide the same services privately.*

All utilities are available at the proposed location. No special provisions are required.

- I. *Development of the site and operation of the use will not require substantial public expenditure for infrastructure or services.*

No public expense is anticipated by this project.

- J. *The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district*

The proposed building is intended as a single story building, similar in scale and materials as the adjacent buildings and those permitted in the LI district

- K. *The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.*

Though the site touches US 27, the site is designed for access from Ringwood Road, similar to the Gillman Home Center. No curb cut is proposed on US 27

- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.*

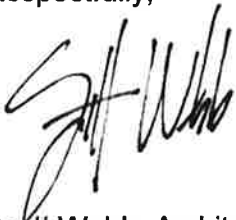
The proposal contained herein is designed for an vacant piece of undeveloped land with no natural scenic or historic features.

- M. All Necessary permits and licenses for the Conditional Use and its operation have been obtained or can be obtained for the use at the proposed location.*

A professional review of the building code has been performed, and all necessary permits and licenses can be obtained for this use in this location..

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please call.

Respectfully,

A handwritten signature in black ink, appearing to read 'Scott Webb', written in a cursive style.

Scott Webb, Architect

Jung-Han Chen  
Community Development Director  
City of Oxford  
Municipal Building  
101 E. High Street  
Oxford, Ohio 45056



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ARCHITECT

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Re: Application for Conditional Use  
Proposed Indoor shooting Range & Training Facility  
Ringwood Road & college corner pike  
Parcels H4000028000015 (No address assigned)

December 28, 2015

Dear Mr. Chen,

In addition to the narrative statement required on the Conditional Use Application, please accept this letter as the additional narrative statement required by Section 1147.02 of the Zoning Code.

In response to the items listed in 1147.02, we offer the following:

6. *A description of the proposed use.*

- a. *A description of operations, including type of goods sold, services performed, and expected number of customer, clientele, delivery & service vehicles*

The proposed building is designed to provide indoor target shooting & training for firearms. The facility will offer training, classes, & associated retail areas.

The building is designed to accommodate state-of-the-art safety & bullet capture technology and will provide soundproofing technology to minimize the impact on the surrounding area.

The owner is expecting 30 – 40 customers per day which will be separated into individual target lanes, and are expected to stay approximately one hour.

- b. *Hours of operation*

The proposed hours of operation are from 10:00 AM to 8:00 PM.

7. *A narrative statement that evaluates the compatibility of the proposed use with the general vicinity and adjacent properties;*

- a. *How is the use similar to or different from existing area uses and if there will be any interaction between the proposed and existing uses*

The property is zoned LI and is surrounded by semi-industrial uses (Capital Varsity), a church, and vacant LI land or agricultural uses outside the City limits.

- b. *How any existing structures, proposed structures, and the site design relate to adjacent structures and sites*

The property is currently undeveloped.

The proposed building will be a single story masonry building, appropriate for the use and for the LI Zoning District.

- c. *If the use will involve any operations that create potential nuisances, such as excessive noise, lighting, odor, fumes, vibration, or emissions.*

The proposed building will be provided with state-of-the-art bullet capture and soundproofing technology. Additionally, setbacks are provided at 300% or greater of the minimum required.

- d. *How any potential negative effects on adjacent land will be mitigated.*

The design of the internal equipment & the site layout have been provided to mitigate these potential concerns.

8. *A statement about why the location proposed is more appropriate for use than other locations;*

While our Zoning Code does not address businesses like this at all, it was the feeling of the City Planner that this would be the appropriate zoning designation for a business of this type. A concept review at Planning Commission resulted in an affirmation of this location.

9. *A statement of the necessity or desirability of the proposed use to the neighborhood or community.*

Training in the proper use of firearms is essential in this era. There are currently no indoor gun ranges or training facilities within 30 miles of this location. The owner has received encouragement from the community at large and local law enforcement for the construction of such a facility.

The appropriateness of this particular location has been addressed above.

10. *Separate detailed statements that individually address each of the items listed as potential concerns for the proposed use.*

There are currently no potential concerns listed in the Zoning Code for such a use. Based on discussions at the preliminary review and other similar uses in the Zoning Code, we offer the following;

A. *Potential Concerns:*

1. *Adequate Lot Size*

The lot is more than adequate for the use, and allows setbacks over 300% of the minimum.

2. *Design of Vehicle Management Area*

The vehicle management areas are designed to accommodate the anticipated traffic.

3. *Outdoor Use*

All activities will happen inside the building. No outdoor shooting is proposed or allowed.

4. *Hours of Operation*

The proposed hours of operation are from 10:00 AM to 8:00 PM

—  
*end of document*

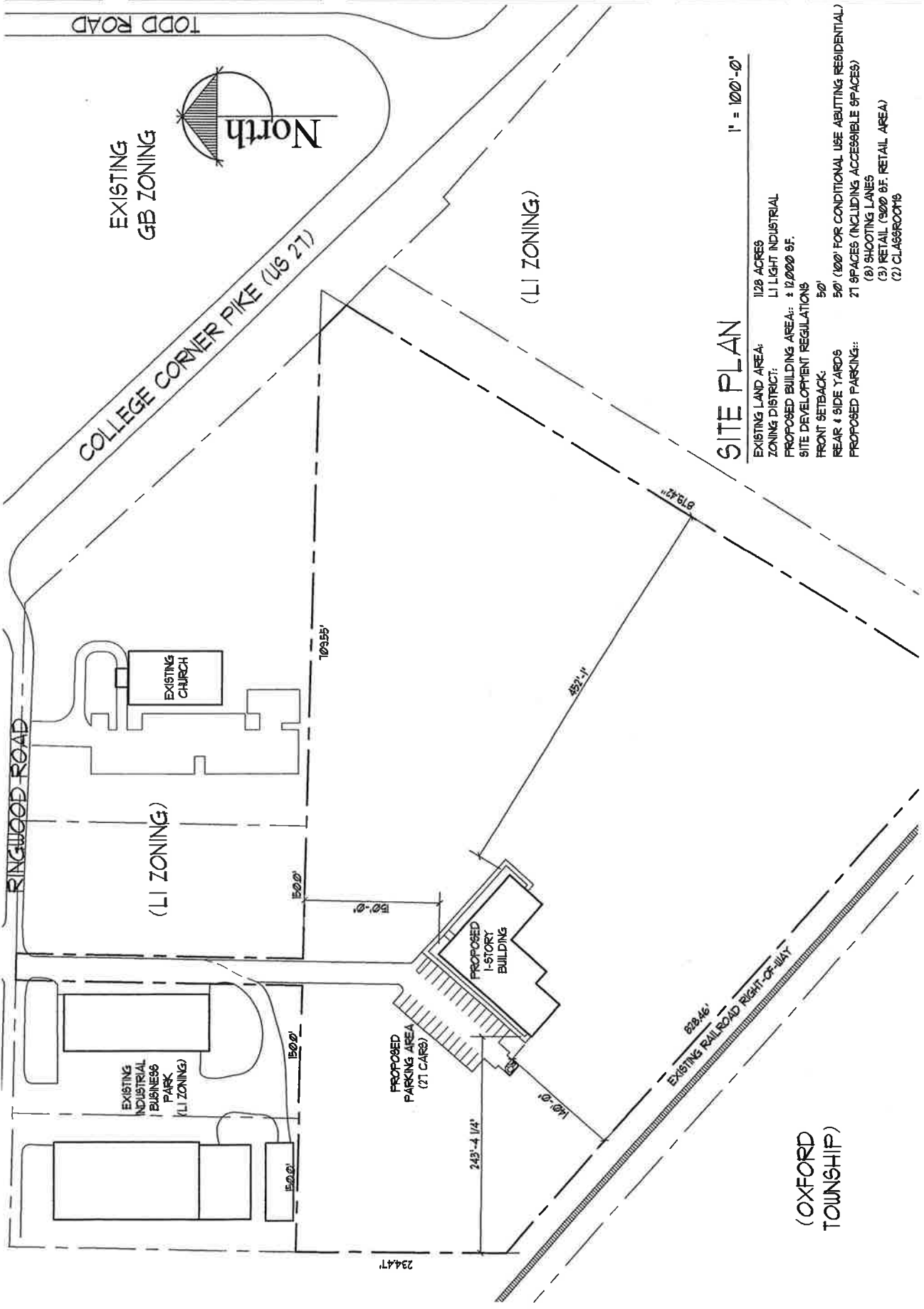


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PROPOSED NEW BUILDING  
May Day Indoor Shooting Range  
& Training Facility  
RINGWOOD ROAD

|           |                   |
|-----------|-------------------|
| DATE      | December 28, 2015 |
| REVISIONS |                   |

A-1



### SITE PLAN

1" = 100'-0"

- EXISTING LAND AREA: 11.28 ACRES  
ZONING DISTRICT: LI LIGHT INDUSTRIAL  
PROPOSED BUILDING AREA: ± 12,000 SF.  
SITE DEVELOPMENT REGULATIONS  
FRONT SETBACK: 50'  
REAR & SIDE YARDS: 50'  
PROPOSED PARKING: 21 SPACES (INCLUDING ACCESSIBLE SPACES)  
(8) SHOOTING LANES  
(3) RETAIL (500 SF. RETAIL AREA)  
(2) CLASSROOMS

(OXFORD  
TOWNSHIP)

