

## P-O — Professional Office District

**Article VIII. P-O — Professional Office District****Section 8.00 Purpose**

The purpose of the Professional Office (P-O) District is to reasonably regulate the development and use of land for primarily non-retail office use. This district shall have limited application and shall be used as a transitional zone or buffer between existing or future residential uses and existing (B-1) Commercial/Business or (P-O) Professional Office districts. It is not intended to create any type of non-residential use in an area that is currently without non-residential uses or to isolate existing residentially zoned lots. The (P-O) Professional Office District shall be applied only to lots directly adjacent to existing (B-1) Commercial/Business or (P-O) Professional Office districts.

**Section 8.01 Permitted Principal Buildings, Structures, and Uses**

- A. Offices of an accountant, architect, artist, attorney, barber, beautician, business consultant, computer programmer, engineer, interior decorator, optometrist, photographer, real estate agent, secretary, surveyor and a clinical laboratory which operates in accordance with all State of Ohio and United States government regulation.
- B. Corporate office or headquarters, banks and other financial institutions, and loan companies. Only normal office and managerial functions are permitted on site.
- C. Business services including: advertising agency, employment agency, management consulting, secretarial services, travel service and manufacturer's representatives acting as sales agents and not engaged in sales of inventory.
- D. Any medical office, including general medical, dental, or any specialized medical or dental practice, where treatment is provided by, or under direct supervision of, a doctor licensed by the State of Ohio.
- E. Single family detached dwellings per Section 5.01

**Section 8.02 Permitted Accessory Structures and Uses**

- A. Wind energy systems, systems including windmills and wind generators.
- B. Fences and walls in accordance with the following regulations:
  - 1. Fences and walls shall be erected outside of the right-of-way of any public or private road.

2. Fences and walls shall not block or impede clear sight distance of vehicle operators at the intersection of any public or private road.
  3. Fences and walls shall not be constructed in any manner likely to cause physical injury.
  4. Fences and walls shall not be unsafe, unsightly, or be in danger of falling.
- C. Ground-mounted satellite dishes and television antennae, and roof-mounted satellite dishes. Television antennae shall not extend more than 12 feet in height above the roof from the point of anchorage.
- D. Recreation areas and cafeterias for the use of the tenants of the building.
- E. Parking facilities, recreation areas, clinics and cafeterias for the use of employees, storage of materials and equipment, heating and cooling power plants, water tanks and refuse disposal systems, subject to the following limitations:
1. That all accessory facilities shall serve only the premises to which they are accessory, and no other.
  2. That clinics, cafeterias and recreation areas shall be conducted within a main or accessory building, for the exclusive use of the occupants, employees and business invitees of the main use.
  3. That all storage of motor vehicles, equipment, supplies and refuse shall be located entirely within a building or in underground containers, or otherwise shall be effectively screened from the view of the public and of the occupants of adjacent properties.
- F. Parking facilities as regulated in Article XI.
- G. Signs as regulated in Article XII.
- H. Ponds and Fire Protection

For the purpose of protection of public safety, the developers of all structures or buildings having a total floor area of twelve thousand (12000) square feet or greater or, a major subdivision shall construct a pond with a dry fire hydrant in accordance with the following regulations.

1. Regulations for construction of ponds
  - a. All ponds shall be a minimum of 100 feet from septic system lines and leach beds and shall be a minimum of 10 feet from any lot lines and road right away.
  - b. All ponds shall conform to the guidelines and recommendations of the Geauga Soil and Water Conservation District.

- c. The location of a pond shall be subject to review by the Newbury Volunteer Fire Department to determine accessibility by firefighting equipment.
2. Regulations of Dry Fire Hydrant Installation
  - a. A Dry fire hydrant for fire protection purposes shall be constructed of materials and installed in accordance with the drawing entitled "Dry Hydrant Assembly" prepared by and maintained by the Newbury Volunteer Fire Department.
  - b. Location: A dry fire hydrant shall be installed so that the hydrant head is within a range of 6 to 8 feet of the public road serving the subdivision for accessibility of firefighting equipment. The Newbury Volunteer Fire Department shall have the perpetual right of access to the dry fire hydrant.
3. Application, Review, and Approval
  - a. Application for the installation of a dry fire hydrant shall be made to the zoning inspector, who shall forward a copy to the Newbury Volunteer Fire Department within 10 days of receipt.
  - b. The application shall be made in writing on a form provided by the zoning inspector relating to an application for a Zoning Certificate and shall include the following.
    - i. Owner's name, address, and telephone number. The address(es) of the affected lot(s) if different from the owners mailing address.
    - ii. A drawing showing the dimensions of the dry fire hydrant and its installation in relation to the ground and water surfaces.
    - iii. A site plan showing the dimensions of the pond, the distance of the pond to the lot lines, septic system lines and leach beds, and the distance of the pond to the adjacent road(s) or driveway(s).
  - c. The Newbury Volunteer Fire Department shall recommend approving or denying the application within 15 days of receipt.
4. Fire Protection

For the purpose of public safety the real property owner(s) or developer(s) shall install a Knox-Box rapid entry system for emergency access to each building on said property. The Newbury Volunteer Fire Department must approve the type, installation, and location of the Knox-Boxes.

- I. Retail sales are permitted on a lot which are directly related to the normal functions of any permitted use within this district. Any retail sales shall be clearly subordinate and incidental to the permitted use or uses per lot. Retail sales activity shall be limited to 20 percent (20%) of the total floor area of the principal building. Storage of materials intended for retail sale shall be limited to a maximum of 100 square feet of floor area per lot and meets the requirements of Section 8.14.
- J. Private garages, porches, patios, decks, gazebos, pavilions and storage buildings per Section 5.02(A)
- K. Accessory buildings, structures and uses per Section 5.02(C)

Section 8.03      *Zoning Certificate Requirements*

Zoning Certificates are required for all occupancies by the owner or tenants pursuant with Article XVIII.

Section 8.04      *Non-permitted Uses*

- A. Any establishment that stores materials for use or sale at another location. This includes, but is not limited to, construction or improvement companies that store building materials for use at other job sites, landscaping companies that store materials in a similar manner, and repair facilities that store parts or materials for repairs that are performed at another location. These uses are prohibited even if the use would otherwise be permitted. Materials that will be used on site, for example medical supplies, office supplies, accounting forms or books, or parts used for repairs performed on site, may be stored inside a building.
- B. Any establishment that manufactures anything shall be prohibited.
- C. Any use not specifically permitted shall be prohibited.

Section 8.05      *Minimum Lot Area*

A lot shall have a minimum of three (3) acres.

Section 8.06      *Minimum Lot Width*

Any lot shall have a minimum width of two hundred (200) feet.

Section 8.07      *Minimum Yards*

The minimum yards for all buildings, structures and uses shall be as follows:

- A. Front yard: one hundred (100) feet from the edge of the road right of way. Parking, storage and display are not permitted in front of any building.

- B. Each side yard: Twenty-five (25) feet, except a side yard abutting a residential district shall have a minimum yard of seventy-five (75) feet which shall be maintained free of all buildings, structures, paved or graveled areas, driveways, parking areas, trash containment areas, or any other covered area along all lot lines abutting such residential district.
- C. Rear yard: Fifty (50) feet, except a rear yard abutting a residential district shall have a minimum yard of seventy-five (75) feet which shall be maintained free of all buildings, structures, paved or graveled areas, driveways, parking areas, trash containment areas, or any other covered area along all lot lines abutting such residential district.
- D. Each corner lot side yard shall be seventy-five (75) feet from the edge of the road right of way.
- E. Any building, structure or use that abuts a residential district shall be set back a minimum seventy-five (75) feet from a residential district.
- F. The minimum distance between buildings on the same lot shall be thirty (30) feet.
- G. Existing vegetation within any side yard and rear yard abutting a residential district shall be preserved to the maximum possible extent.
- H. Any building, structure, or use that abuts a residential district, a passive park district, or active park district shall be set back a minimum of seventy-five (75) feet from a residential district, a passive park district, or an active park district.

Section 8.08      *Maximum Height*

The maximum height for all buildings, structures, and uses shall be thirty five (35) feet and as set forth in Section 5.07.

Section 8.09      *Maximum Lot Coverage*

Lot coverage shall not exceed fifty (50) percent.

Section 8.10      *Minimum Floor Area*

The minimum floor area for any principal building or structure shall be one thousand two hundred (1200) square feet. Floor area shall be calculated in accordance with Section 2.01.

Section 8.11      *Permitted Buildings, Structures and Uses in Required Yards*

Permitted buildings, structures and uses in required yard areas shall be as set forth in Section 5.06

Section 8.12      *Driveways*

Refer to Section 11.07 for driveway regulations.

**Section 8.13      *Screening and Landscaping***

All yards shall be entirely landscaped. Where the lot line of a lot abuts a residential district, a strip of land that is not less than ten feet (10) in width and running the length of the side and or rear yards adjacent to existing residential districts, and densely planted with trees or mounded, must be maintained along such boundary lines so as to form a year - round dense visual screen from the existing residential districts. The screen must have a minimum height of eight (8) feet from existing grade. The screening and landscaping shall be approved by the Zoning Inspector for permitted uses and by the Board of Zoning Appeals for conditional uses or for uses allowed by a variance. All screening and landscaping shall be installed within twelve (12) months from the date of issuance of the Zoning Certificate or the conditional Zoning Certificate, whichever is applicable.

All existing vegetation on a lot within seventy-five (75) feet and less of a residential district shall be preserved to the maximum possible extent to effectively screen any proposed or future use from existing residential districts.

**Section 8.14      *Outside Sales***

Nothing shall be displayed for sale or stored in the open or outside of any building.

**Section 8.15      *Trucks and Trailers***

Except for and during actual loading and unloading, no truck or trailer shall be parked on any lot for the receipt, storage, or sale of anything.

**Section 8.16      *Signs***

Signs shall conform to the regulations stated in Article XII.

**Section 8.17      *Occupancy of Existing Buildings***

Any building existing at the time such property is zoned to the Professional Office District may be occupied by any use permitted in this district regardless of the lot area, width or building setback, provided that it conforms to all other regulations of this chapter.

**Section 8.18      *Lighting***

All sources of illumination of the exterior of buildings or grounds shall be shielded so as not to cause direct glare and shall be directed away from any lot lines and toward principal building and parking area on a lot.

To this end and to minimize light trespass, all lighting fixtures with lamps rated at initial lumens of two thousand five hundred (2,500) or greater shall be the full cutoff type. For purposes of this regulation, a cull cutoff light fixture is defined as one which emits no light above a horizontal plane drawn through the lowest part of the fixture.

Exterior lighted signs shall utilize lighting which shines against the sign so that the light emitted directly from the fixture is not shining beyond the boundaries of the sign.

Section 8.19      *Conditional Buildings, Structures and Uses*

A. Conditions for Churches

1. No part of any building or lot shall be used for business, commercial, or non-church sponsored activities.
2. A church shall conform with all of the regulations for the zoning district in which it is located.
3. The number of off-street parking spaces shall be in accordance with Article XI.
4. Signs shall be in accordance with Article XII

B. Child day-care centers as licensed by the State of Ohio

Conditions for child day-care centers:

1. A child day-care center shall conform with all of the regulations for the zoning district in which it is located.
2. The number of off-street parking spaces shall be in accordance with Article XI.
3. Signs shall be in accordance with Article XII.