



### **Christ Community Chapel – Office Addition Narrative**

Christ Community Chapel is seeking approval for a two-story, 11,000-square-foot office addition that will attach seamlessly to our existing facility. This project addresses two critical needs: consolidating separated staff workspaces into a collaborative, centralized environment, and enabling us to reallocate current office areas to expand and enhance our children's ministry space. By moving our administrative functions into a dedicated annex, we can repurpose the vacated footprint for secure, high-quality programming for kids—an essential priority given rising attendance and capacity constraints during weekend services.

At the heart of this project is our commitment to creating a children's ministry program of the highest quality in addition to fostering relational teamwork among our staff. Today, our offices are dispersed throughout the building, limiting collaboration and productivity and occupying space that could be utilized for programming. The new addition will bring staff under one roof, connected by a hallway directly into our main atrium. Materials, rooflines, window patterns, and exterior finishes will match our existing facility, ensuring visual continuity. Creating dedicated office space will facilitate the enhancement of our children's area with high quality spaces and optimal security. This will allow us to accommodate more students safely, even at peak attendance times, and give families greater confidence that our environment meets the highest standards of security and programming.

The proposed addition will sit around the rear of our property. It will be attached to the back of our current building without requiring removal of any existing parking spots; our site plan accommodates the footprint within our existing lot. Once completed, the development will have no lasting effect on parking availability or traffic flow. Construction is expected to commence in late fall of 2025, contingent upon receipt of all necessary permits. We anticipate an 18–24 month build schedule, so full occupancy and operation would begin in mid-to-late 2027. Throughout that period, our builder, Olivieri Construction, will ensure a smooth, compliant build process. In summary, this office building addition is a thoughtful, mission-driven expansion that honors the scale and style of our existing facility while facilitating our continued organizational growth. We respectfully request Planning Commission support so that we can move forward with a project that enhances both our ministry and the broader Hudson community.



June 16, 2025

Nick Sugar  
City Planner, City of Hudson  
1140 Terex Road, Hudson, OH 44236

Re: Statement of Compliance for Christ Community Chapel's Planning Commission  
Submission for an Office Addition

Dear Mr. Sugar,

SoL Harris/Day has reviewed the requirements set forth in Section 1203.05 of the Land Development Code and has provided the following Statement of Compliance based upon the City of Hudson's Conditional Use Standards and the Special Conditions for Places of Religious Worship:

**Conditional Use Standards:**

1. The use is consistent with the policies and intent of the corresponding plan district in which it is located, as set forth in the City Comprehensive Plan (as amended from time to time).
  - a. Response: Per the City of Hudson's Comprehensive Plan, Christ Community Chapel's property is located within the Public/Semi-Public land use designation. Upon review of the intended purpose of this designation, SoL Harris/Day feels that the proposed design fits within the intent and character of this designation.
2. The use is physically and operationally compatible with the surrounding neighborhood and surrounding existing uses. Conditions may be imposed on a proposed conditional use to ensure that potential significant adverse impacts on surrounding existing uses will be reduced to the maximum extent feasible, including, but not limited to, conditions or measures addressing:
  - a. Location on a site of activities that generate potential adverse impacts such as noise and glare:
    - i. Response: The proposed office addition will not generate any additional noise or glare. The office addition is additional space attached to the existing building and is not changing or adding the type of use. The exterior of the building design is consistent with the style and language of the existing building.
  - b. Hours of operation and deliveries:
    - i. Response: The office addition will operate typically during business hours of 8am-5pm. Deliveries will happen through the existing loading area of the building. In sum the office addition will operate the same as the existing building currently is.
  - c. Location of loading and delivery zones:



- i. Response: Loading and delivery zones will go through the existing loading area of the building. A sidewalk will be provided from the back of the office addition to the adjacent loading area for refuse removal and/or deliveries as necessary.
  - d. Light intensity and hours of full illumination:
    - i. Response: Lighting is minimal, only downlighting under canopies or at exterior doors for safety purposes. Minimal impact compared to existing site lighting. No parking lot lighting changes will be made as part of the project.
  - e. Placement and illumination of outdoor vending machines:
    - i. Response: No outdoor vending machines are proposed.
  - f. Loitering:
    - i. Response: The church does not currently have any issues or concerns with loitering and we do not anticipate that the proposed office addition will change this.
  - g. Litter control:
    - i. Response: The church does not currently have an issue with litter and we do not anticipate that the proposed design will change this. This addition is for staff and all operations are inside the building.
  - h. Placement of trash receptacles:
    - i. Response: There will be no addition exterior trash receptacles or refuse areas as part of this addition. Existing trash receptacles and facilities on property will be used.
  - i. On-site parking configuration and facilities:
    - i. Response: The church parking lot provides ample parking. The office addition will not change the amount of parking on site.
  - j. On-site circulation:
    - i. Response: Circulation will remain the same for the site. The office addition is at the rear of the building and has access from either side of the parking areas. Accessing the addition can be done from either SR303 or Terex Rd.
  - k. Privacy concerns of adjacent uses:
    - i. Response: The office addition is going in an existing undeveloped yard space directly adjacent to the existing structure. This is located at the rear of the building. The architectural style of the building is consistent with the existing structure and will visually integrate into the overall façade when completed. The height will match the existing structure as well. The addition space will mostly be occupied during business hours and adjacent uses should have no privacy concerns due to the distance from the lot line to the structure.
- 3. The use can generally be accommodated on the site consistent with any architectural and design standards set forth in the applicable district regulations of this Code, and in conformance with all dimensional, site development, grading/drainage, performance, and other standards for the district in which it will be located.



- a. Response: The architectural style of the building is respectful and consistent with the existing structure and will visually integrate into the overall façade when completed. The height will match the existing structure as well.
4. To the maximum extent feasible, access points to the property are located as far as possible, in keeping with accepted engineering practice, from road intersections and adequate sight distances are maintained for motorists entering and leaving the property proposed for the use.
  - a. Response: No changes to access points are proposed with this addition.
5. On-site and off-site traffic circulation patterns related to the use shall not adversely impact adjacent uses or result in hazardous conditions for pedestrians or vehicles in or adjacent to the site.
  - a. Response: No additional trips are anticipated for the field addition. Please refer to the Trip Generation Letter for additional information.
6. The use will be adequately served by public facilities and services.
  - a. Response:
    - i. Sanitary - An existing sanitary sewer main is available for connection, the existing sanitary sewer is expected to have capacity for the proposed office addition. See civil drawings.
    - ii. Water – An existing lateral is available for connection. See civil drawings.
    - iii. Electric – Electric to be extended from existing Church building to serve this addition.
7. The use provides adequate off-street parking on the same property as the use, in compliance with standards set forth in Section 1207.12.
  - a. Response: No additional parking is proposed for this addition.
8. Unless addressed in the special conditions and standards set forth below, the use will be screened with fencing and/or landscaping in excess of what is required in Section 1207.04, as appropriate, if the use may otherwise result in an adverse impact on adjacent property benefitting from such screening.
  - a. Response: The addition will be placed at the rear of the building and not near any existing bufferyards. Landscaping will be provided around the addition to compliment the existing landscaping around the existing building.
9. The residential use is proposed at a density consistent with that of the existing neighborhood density or is compatible by its use of architecture, orientation of structures and parking, and landscape buffer. Where sufficient natural screening does not exist, or will be disturbed, development adjacent to existing residential shall blend with neighboring properties and increased density shall be directed away from neighboring properties.



a. Response: The new addition is directly adjacent to the existing building, the use is consistent with the existing use and the architecture is respectful and consistent with the existing structure and will visually integrate into the overall façade when completed.

**Special Conditions for Places of Religions Worship (Churches):**

1. The only dwelling on the property, if one is provided, shall be for the priest, deacon, minister, or rabbi associated with the place of worship, or for a facility's manager, caretaker, or maintenance person, and related family provided the underlying zoning district permits residential use.
  - a. Response: There are no dwellings on the property.
2. The parking area for the use shall be a minimum of fifty feet from adjacent properties used for residential purposes.
  - a. Response: No additional parking is proposed with this addition..
3. Safe areas for pick-up and discharge of persons shall be provided
  - a. Response: The existing drop off loop at the back of the building adjacent to the new office addition will remain and provide safe areas for pick-up and discharge of persons as necessary. Existing parking is also directly adjacent to the new office addition.

Thank you for your time and consideration of this project proposal.

Sincerely,

Eric Dalpiaz  
Project Manager  
SoL Harris/Day Architecture



## **Christ Community Chapel – Office Addition FAQ**

### **What will be the impact to the nearby neighbors?**

The impact of this project on the nearby neighbors will be minimal. The addition is similar in scale and appearance to the rest of the building and does not substantively change the layout of the property in a way that would impact the neighborhood.

### **Will the new building be visible to neighbors or change the look of the property?**

The addition is designed to blend with the existing architecture and will be similar in height, remaining lower than the current steeple. It will be similar in height to the adjacent gymnasium area. From most viewpoints, the change in profile will be minimal. The exterior materials and details will mirror and complement the existing building.

### **What are the details of the new spaces contained within the proposed office addition?**

The office addition will contain a lower floor that is comprised of collaborative spaces with desk capacity for forty staff members. Additionally, on the lower floor, there will be two small conference rooms suitable for private individual meetings, two medium-sized conference rooms for small group meetings, and one larger conference room for team meetings. The lower floor also contains a print and work area, and common areas for staff to gather, eat lunch, and connect. The upper floor of the office building will contain three offices on one end for administrative, HR, and financial staff. Additionally, there will be a suite of offices for church leadership containing seven offices, a conference room, and various common soft-seating areas. The upper floor will also contain a large conference room capable of hosting large team meetings in addition to a library space to be available exclusively to CCC's pastoral staff.

### **What is happening within the existing building?**

The intent behind this project is to allow us to utilize spaces in our current building for programming that are currently being used for office space. On the main floor of the building, our current office hallway will be converted into adult classroom space. This is important because currently some of our adult classrooms are situated in such a way that it requires adults to travel through the kids' spaces to get to their classrooms. In the basement, the current office spaces will be converted into additional kids' classrooms. This will help to alleviate current capacity concerns that we experience at our busiest services.



**Will this project affect parking capacity or traffic?**

No parking spaces will be removed as part of this project, nor will new spaces need to be added anywhere else on the property. While staff offices will move into the new space, the overall number of people on campus during peak times will remain consistent with current usage. The existing parking supply meets city requirements. Additionally, as a result of this project, we do not anticipate any material impact to traffic patterns during the week or during weekend services.

**How will this impact stormwater runoff?**

The project includes stormwater management plans that meet or exceed current requirements. The net impact of this project will have a positive impact on the neighborhood regarding runoff. All runoff from the new construction will be properly retained on site, resulting in no additional flow compared to current conditions.

**Are you adding new lights?**

No new parking or site lighting will be added. The only lighting planned is over the entryways, which will be canopy-mounted and compliant with code. There will be no increase in light spillover to surrounding properties.

**Will this create additional noise for the neighbors?**

The space is intended for staff offices and internal use. No increase in noise levels is expected in comparison to current operations.