



May 29, 2026

Anderson Township Planning & Zoning Department

7850 Five Mile Road
Cincinnati, Ohio 45230

Re: Major Modification Application

Dear Members of the Zoning Commission,

On behalf of Horizon Community Church, I am pleased to submit the enclosed application requesting approval of a Major Modification to our Final Development Plan for the property located at 3950 Newtown Road.

This request seeks approval to construct a permanent membrane structure to serve as an accessory building supporting church-related gatherings and activities. The proposed structure has been designed as a permanent, code-compliant improvement in accordance with the Ohio Building Code, including OBC Section 3102, and reflects our commitment to responsible, long-term campus planning.

The enclosed packet has been prepared to align with the Township's Major Modification filing requirements and includes a clear project narrative, a site plan showing the full property context, detailed plan and elevation drawings, and a concise engineering summary outlining compliance with applicable design standards.

We appreciate the guidance provided by Township staff throughout this process and have incorporated that feedback to ensure a complete and efficient submission. We believe this proposal is consistent with the intent of the approved Planned District, maintains compatibility with surrounding land uses, and does not materially impact traffic or overall site operations.

Thank you for your consideration of this request. I will be present at the public hearing and am available to answer any questions or provide additional information as needed.

Sincerely,

Chris Watson

Chief Operating Officer
Horizon Community Church

cwatson@horizoncc.com
513-272-5520

HORIZON COMMUNITY CHURCH

Major Modification Application

Final Development Plan – AA-CUP District

Property Address:

3950 Newtown Road
Cincinnati, Ohio 45244

EXECUTIVE SUMMARY

Horizon Community Church respectfully requests approval of a Major Modification to its Final Development Plan to permit construction of a permanent membrane structure serving as an accessory building on the existing campus.

The proposed improvement is consistent with the intent of the Planned District and is designed to meet all applicable zoning and building code requirements. The structure will enhance campus functionality while maintaining compatibility with surrounding land uses and without materially impacting traffic patterns, access, or site circulation.

APPLICATION NARRATIVE

1. Statement of Facts and Proposed Plan

Horizon Community Church is requesting approval of a Major Modification to permit construction of a new permanent accessory structure.

The proposed improvement is a permanent, code-compliant membrane structure designed for year-round use. The structure will be supported by a rigid structural frame, constructed on permanent concrete footings, and engineered in accordance with the Ohio Building Code, including OBC Section 3102 (Membrane Structures).

2. Reasons for Approval

- Consistent with the intent of the Planned District
- Fully compliant with building code requirements
- No material impact to traffic or site circulation
- Enhances campus functionality and long-term planning
- Eliminates reliance on temporary structures

3. Zoning Reference

This application is submitted pursuant to:

Article 5.1.C.2 — Major Modifications to Final Development Plan

4. Description of Construction and Use

The proposed structure includes:

- Rigid structural framing system
- Membrane enclosure and roof system
- Permanent concrete foundation
- Building systems supporting year-round use

The structure will be used exclusively for church-related gatherings and activities and remains accessory to the principal use.

5. Supporting Materials

The following supporting materials are included:

- Exhibit A — Site Plan
- Exhibit B — Detailed Site and Building Plan (Plot Plan + Elevations)
- Exhibit C — Engineering Summary

6. Ownership Statement

Horizon Community Church is the legal owner of the property and will be represented at the public hearing as required.

7. Requested Action

Horizon Community Church respectfully requests approval of this Major Modification to allow construction of the proposed permanent structure.

COMPLIANCE MATRIX

Requirement	How Addressed
Clear statement of facts	Included in Narrative Sections 1–2
Zoning reference	Article 5.1.C.2 explicitly cited
Full property context	Provided in Exhibit A
Structure location	Shown in Exhibit A and B
Setbacks and dimensions	Included in Exhibit B
Elevation drawings	Included in Exhibit B
Construction details	Included in Narrative Section 4
Engineering compliance	Summarized in Exhibit C

EXHIBIT A — SITE PLAN

3950 Newtown Rd., Cincinnati, OH

EXHIBIT C — ENGINEERING SUMMARY

The proposed structure is designed as a permanent membrane structure in accordance with:

Ohio Building Code Section 3102 (Membrane Structures)

Design criteria include:

- Wind load design up to 115 mph
- Snow load design of 20 pounds per square foot
- Permanent concrete footing foundation system
- Rigid structural frame supporting membrane enclosure
- Engineered by licensed design professionals

Final stamped construction documents will be submitted during the building permit process.