

ARTICLE XI

“O” OFFICE ZONING DISTRICT

Section 11.1 Description and Purpose

The “O” Office Zoning District is intended to provide for a variety of office uses as well as certain related uses. This district will be applied on major streets and in locations as a transition between commercial and residential uses of land. Public sanitary sewer and water supply for domestic use and fire protection are required to serve any building in this District.

Section 11.2 Permitted Land Uses

Land and buildings in the “O” Office Zoning District may be used by right for the following purposes only:

- (a) Executive or administrative office, data processing center and business office such as real estate, insurance, and non-profit organization.
- (b) Professional office for medical doctors, chiropractors, dentists, architects, engineers, accountants, attorneys, physical and massage therapy and similar professions.
- (c) Medical or dental laboratory.
- (d) Radio or television station. Not including tower or antenna.
- (e) Funeral home, not including crematory, subject to the following restrictions:
 1. Sufficient off-street automobile parking and assembly area shall be provided for vehicles to be used in funeral processions. The assembly area shall be provided in addition to otherwise required off-street parking area.
 2. Loading and unloading area used by ambulances, hearses, or other such service vehicles shall be obscured from view with an opaque fence or wall not less than six (6) feet in height.
- (f) Publicly-owned building, exchange, and public utility office not including storage yard, maintenance facility, substation, regular station, and materials handling facility.
- (g) Bank, credit union, savings and loan institution, not including drive-in and outdoor automatic teller facility.
- (h) The following personal service establishments, when located within an office building and provided that:
 1. Such establishment is limited to basement and ground floors of the building.
 2. The total gross floor area collectively occupied by personal service establishments shall not exceed ten (10) percent of the gross floor area of the building’s ground floor.
 3. The gross floor area occupied by any single personal service establishment shall not exceed ten (10) percent of the gross floor area of the building’s ground floor or 1,500 square feet, whichever is the lesser amount.

- a. News stand, tobacco stand and confectionery.
- b. Barber and beauty shop.
- c. Tailor and dressmaker shop.
- d. Shoeshine and shoe repair shop.
- e. Dry cleaning and laundry pickup station.
- f. Photographic studio and print shop.
- g. Cafeteria or food service operated during normal business hours primarily catering to on premises employees.
- h. Other personal service establishments including child care and day nursery which are compatible with, subservient to and which cater to, on premises or neighboring businesses and employees.

Section 11.3 Special Land Uses

The following uses of land and buildings may be permitted when authorized as a special land use by the Planning Commission, subject to regulations contained in Article XIX.

- (a) Athletic club, health spa and other indoor and outdoor recreation facility including tennis, racquetball and handball courts and similar facilities, but not including bowling alley, ice rink, and athletic field.
- (b) Drive-in banking, loan and finance facility.
- (c) Antenna and tower for cellular phone and other communication services.
- (d) Veterinary clinic, excluding boarding facility.
- (e) Hospital.
- (f) Restaurant with or without a drive-through service window.
- (g) Essential services building and structure.
- (h) College or university.
- (i) Any use not listed in Section 11.2 that may be similar to uses permitted by right in this District as determined by the Planning Commission.

Section 11.4 Prohibited Uses

The following uses in the “O” Office Zoning District are prohibited:

- (a) Retail sales unless otherwise specified in this Article.
- (b) Outdoor displays.

Section 11.5 Other Land Uses

The following other land uses may be permitted as provided in this Ordinance:

- (a) Customary accessory use as regulated in this Ordinance.
- (b) Temporary use as regulated in this Ordinance.

Section 11.6 “O” Office Zoning District Regulations

Land divisions, buildings and structures in the “O” Office Zoning District shall comply with the following requirements unless otherwise provided in this Ordinance:

- (a) **Minimum Lot Area and Width.** The minimum lot area shall be 8,700 square feet and 66 feet minimum lot width. Lots of record on the effective date of this Ordinance may be utilized, so long as they are not further diminished in area.
- (b) **Minimum Required Building Setback.**
 - (1) **Front yard.** There shall be a minimum front yard building setback of 50 feet.
 - (2) **Side Yard.** Side yard minimum setback shall be 10 feet when abutting any Office or Commercial Zoning District or use and no less than 25 feet when abutting residential zoning or use.
 - (3) **Rear yard.** There shall be a minimum rear yard building setback of 25 feet when abutting residential zoning or use. In all other cases, the minimum rear yard setback shall be 10 feet.
 - (4) **Maximum Height.** No building or structure shall exceed 35 feet in height, except permitted communication antennas and towers.
 - (5) **Maximum Building Lot Coverage.** The maximum lot coverage for all buildings shall be 50 percent of actual lot area, excluding public right-of-way and area within private easements for ingress and egress.
 - (6) **Maximum Lot Coverage.** The maximum lot coverage for all buildings and hard-surfaced area shall be 85 percent of actual lot area.

Section 11.7 Parking Regulations

All uses of land and buildings in this District shall conform to applicable parking and loading regulations contained in Article XXIII.

Section 11.8 Sign Regulations

All signs in this District shall conform to applicable sign regulations contained in Article XXIV.

Section 11.9 Site Plan Review

All uses of land and buildings in this District shall conform to applicable site plan content and review requirements contained in Article XX.

Section 11.10 Landscape Standards

All uses of land and buildings in this District shall conform to applicable landscaping standards contained in Article XXV.

Section 11.11 Special Regulations

Overlay Districts. Lands in the “O” Office District that are also located in any “NR”, “WP” or “AM” Overlay District shall also comply with terms of applicable overlay districts. This shall include any property hereinafter zoned to “O” Office or any parcel on which a conversion of occupancy from residential use to office, service or commercial use occurs and any expansion, alteration or structural change to an existing building in the “O” Office District, regardless of current use.

Section 11.12 Joint Planning Area

The “O” Office Zoning District may be applied only to lands lying within the Joint Planning Area as defined in Article XXXII and only if the land use is consistent with the adopted 2007-2020 Thornapple Township Master Plan.

Sections 11.13 – 11.99 *[Reserved]*