



Legislation Details (With Text)

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Title: Consideration of a Minor Special Use Permit Amendment
St. Barnabas Church (SUP-20-02). 6715 N. Mockingbird Lane

Sponsors:

Indexes: St. Barnabas on the Desert

Code sections: Article XI - Special Uses and Additional Use Regs

Attachments: 1. A - Vicinity Map & Aerial Photo, 2. B - Application, 3. C - Narrative & Plans, 4. D - January 21, 2020 letter from Five Star Development, 5. E - February 3, 2020 letter from Saint Barnabas Church, 6. F - March 13, 2020 letter from Five Star Development, 7. G - SUP Guidelines, 8. H- Notification Materials

Date	Ver.	Action By	Action	Result
4/7/2020	1	Planning Commission	Continued	Pass

TO: Chair and Planning Commission

FROM: Jeremy Knapp, Community Development Director
Paul Michaud, Planning Manager
George Burton, Senior Planner

DATE: April 7, 2020

DEPARTMENT: Community Development

AGENDA TITLE:

Consideration of a Minor Special Use Permit Amendment
St. Barnabas Church (SUP-20-02). 6715 N. Mockingbird Lane

REQUEST

St. Barnabas Church is requesting a Minor Special Use Permit (SUP) amendment to renovate and replace the parking lot/parking area, update the site drainage and retention, replace and add new signage, re-landscape the campus, improve the playground area with a new solar panel shade structure and fencing, add new trellis shade canopies with solar panels, replace and add new site lighting, and replace a covered parking canopy with a solar panel parking canopy.

RECOMMENDATION:

RECOMMENDATION A:

It is recommended the Planning Commission deem the requested amendment to the St. Barnabas Church Special Use Permit a Minor Amendment per the criteria listed in Section 1102.7.B of the Zoning Ordinance.

RECOMMENDATION B:

It is recommended that the Planning Commission approve the St. Barnabas Church Minor Special Use Permit Amendment to renovate and replace the parking lot/parking area, update the site drainage and retention, replace and add new signage, re-landscape the campus, improve the playground area with a new solar panel shade structure and fencing, add new trellis shade canopies with solar panels, replace and add new site lighting, and replace a covered parking canopy with a solar panel parking canopy, subject to the following stipulations:

1. All improvements to the water booster pump station shall be in substantial compliance with the project narrative and plans:
 - a. Narrative, pages 1-3, prepared by Chris Winters & Associates and dated March 29, 2020;
 - b. St. Barnabas Church SUP Civil Variance Requests letter, pages 1 - 3, prepared by Cypress Civil and dated February 10, 2020;
 - c. St. Barnabas Church Storm Water Retention in Parking Lot letter, pages 1 - 2, prepared by Cypress Civil and dated March 16, 2020;
 - d. Preliminary Grading & Drainage Plan for Saint Barnabas on the Desert, Sheets C1 - C5, prepared by Cypress Civil and dated March 16, 2020;
 - e. Site Plan, Sheet L1, prepared by Chris Winters & Associate and dated April 1, 2020;
 - f. Hardscape Plan, Sheet L2, prepared by Chris Winters & Associate and dated April 1, 2020;
 - g. Landscape Plan, Sheet L3, prepared by Chris Winters & Associate and dated April 1, 2020;
 - h. Fountain Plan, Sheet L4, prepared by Chris Winters & Associate and dated April 1, 2020;
 - i. Landscape Details, Sheet L5, prepared by Chris Winters & Associate and dated April 1, 2020;
 - j. Town Compliant Spaces/Non-Compliant Spaces plan, prepared by Chris Winters and Associates and dated April 1, 2020;
 - k. Shade Structure Site Plan, Sheet A-3.1, prepared by Chris Winters & Associate and Oculus Studio, and dated December 6, 2019;
 - l. Shade Structure Elevations, Sheet A-3.2, prepared by Chris Winters & Associate and Oculus Studio, and dated December 6, 2019;
 - m. Shade Structure Site Plan, Sheet A-3.3, prepared by Chris Winters & Associate and Oculus Studio, and revised dated March 17, 2020;
 - n. Lighting Fixture Schedule, E0, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - o. Existing/Demo Electrical Plan, E1, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - p. Proposed Electrical Plan, E2, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - q. Existing Photometric Plan, E3, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - r. Proposed Photometric Plan, E4, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - s. Light Fixture Cut Sheets, E5, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - t. Light Fixture Cut Sheets, E6, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;

- u. Light Fixture Cut Sheets, E7, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - v. Light Fixture Cut Sheets, E8, prepared by Chris Winters & Associate and Woodward Engineering, and dated January 6, 2020;
 - w. Exterior Signage Sign Location, Sheet 1.0, prepared by SmithCraft Custom Architectural Signs and dated March 17, 2020;
 - x. Exterior Signage Monument, Sheet 2.0, prepared by SmithCraft Custom Architectural Signs and dated March 17, 2020;
 - y. Exterior Signage Detail, Sheet 3.0, prepared by SmithCraft Custom Architectural Signs and dated March 17, 2020;
 - z. Exterior Signage Monument, Sheet 4.0, prepared by SmithCraft Custom Architectural Signs and dated March 17, 2020;
 - aa. Exterior Signage SM. Monument, Sheet 5.0, prepared by SmithCraft Custom Architectural Signs and dated March 17, 2020;
 - bb. Exterior Signage Monument, Sheet 6.0, prepared by SmithCraft Custom Architectural Signs and dated March 17, 2020;
 - cc. Exterior Signage Detail, Sheet 7.0, prepared by SmithCraft Custom Architectural Signs and dated March 17, 2020;
 - dd. St. Barnabas Supplemental Exhibition - Directional Signage, prepared by SmithCraft Custom Architectural Signs and dated March 27, 2020;
 - ee. February 3, 2020 St. Barnabas Church pre-application for landscape and parking lot improvements letter prepared by Rector Jim Clark; and
 - ff. January 21, 2020 Storm Water Drainage at Saint Barnabas letter prepared by Richard Frazee.
2. Prior to issuance of a building or grading permit associated with these proposed grading and drainage improvements; St. Barnabas Church shall obtain and provide the Town of Paradise Valley with a copy of any applicable drainage easements or similar mechanisms with the neighboring property owner(s) as outlined in the January 21, 2020 Storm Water Drainage at St. Barnabas Letter prepared by Five Star Development;
3. In accordance with Crime Prevention Through Environment Design (CPTED) standards to provide visibility and increase safety:
- a. All new shrubs and plants in the parking lots must be maintained at a maximum height of 3' tall;
 - b. All new tree canopies will be maintained to hang no lower than 6' above grade; and
 - c. All existing trees and shrubs must be pruned and maintained to provide visibility and discourage places of concealment;
4. The perimeter site lighting shall operate from dusk to 10 p.m., with the exception of special events and services; at which time the perimeter lighting will shut off at the conclusion of the event. For security purposes, the interior lighting located between the buildings may operate from dusk to dawn. However, the interior lighting level shall be reduced to 50% after 10 p.m.
5. The applicant shall use Lighting for Directional Sign Option B. This sign will be externally illuminated from dusk to 10 p.m.. The applicant must provide light fixture cut sheets and an updated photometric demonstrating the lighting for this sign is compliant with the Town's lighting codes and standards. The light fixture cut sheets and updated photometric are subject

to Town Manager or designee review and approval;

6. All existing Special Use Permit stipulations shall remain in full force and effect, unless changed or modified by the Minor Amendment SUP-20-02; and
7. The property owner and Town shall sign and record a Waiver of Rights and Remedies agreement under A.R.S. § 12-1134 (Proposition 207 Waiver) in the form provided by the Town Attorney within 10 calendar days of the approval of this amendment to the Special Use Permit.

BACKGROUND

History

Saint Barnabas Church was established in 1953. The Town annexed the Church in 1964. The original Special Use Permit was issued in 1974 and has been amended several times. The most recent amendment was approved in 2012 for modifications to the exterior lighting and the replacement of an existing ramada with a new ramada.

Planning Commission Discussion

The Planning Commission reviewed this application at the March 3, 2020 work study session. During the work study review, the Commission requested or identified the following:

1. Parking Lot. Update the parking spaces to meet the 180 sq ft size and 9' width. The Commission encouraged that the applicant modify more of the parking spaces to meet these above size requirements.
2. Drainage. The Commission was in agreement with the request to deviate from the ponding requirement, but inquired if additional options could be identified.
3. Directional Signs at the North and South Exits. The Commission requested that the applicant reduce the size/area of the directional signs to meet the 12 sq ft maximum size limit. Also, the Commission requested that the address numbers be added to one of the monument signs or one of the directional signs.
4. Identification Sign. The Commission requested that the applicant provide documentation identifying if Five Star is in agreement with the proposed ID sign located at the southeast part of the property.
5. New Cross on the back of the Sanctuary Building. The Commission was in agreement with the applicant's request for a larger cross. The Commission asked the applicant to identify size and height of the new cross and provide documentation identifying if Five Star has any issues with the new cross on the Sanctuary Building.
6. Landscaping. The Commission requested that the applicant provide a plan showing where the new landscaping can and cannot meet Crime Prevention Through Environmental Design (CPTED) standards.
7. Playground Canopy. The Commission requested that the applicant lower the height of the canopy and modify the illumination hours of the playground canopy (e.g. dusk to 8:30 p.m.).

The applicant addressed these comments and incorporated the changes into the plans and project narrative.

Parking Lot Renovation

The existing parking lot will be repaved with new asphalt and restriped in order to improve circulation and safety. The improvement will increase the parking count from 306 total parking spaces (with 294 regular spaces and 12 accessible spaces) to a total of 315 parking spaces (with 294 regular spaces

and 21 accessible). Also, per the last Major SUP Amendment in 2003, the parking study identified a minimum of 203 required parking spaces. The existing and proposed parking count exceeds the minimum requirement.

- **Parking Space Size.** During the March 3rd work study, the applicant was originally proposing to keep the size of the parking spaces as approved in the last Major SUP amendment; in which the size for the 60-degree parking spaces are 23' long x 8'6" wide (195.5 square feet) and the size for the 90-degree parking spaces are 18' long x 8'6" wide (153 square feet). However, the Town Zoning Ordinance identifies a minimum parking space size of 180 square feet (which is typically a 20' long by 9' wide parking space). This resulted in approximately half of the parking spaces meeting the 180 square foot size requirement and none of the regular parking spaces meeting a 9' width. Based upon the Commission's direction to try to meet the recommended size limits as much as possible, the applicant updated the parking plan to bring more parking spaces into compliance with the 180 square foot size and 9' width.

169 parking spaces located on the western and southern part of the campus were modified to meet the 180 square foot size and 9' width. 143 of these spaces are 60-degree angled with 4 of them accessible. 26 spaces are 90-degree with 10 of them accessible.

The remaining 146 parking spaces are located on the eastern half of the campus and do not meet the recommended size limits (and vary in size from 161.5 square feet and 8'6" wide to 170 square feet and 8'6" wide). All of these spaces are 90-degree with 7 accessible spaces. Please reference the Compliant/Non-Compliant Parking Space diagram (which illustrates the compliant parking spaces in green and the non-compliant parking spaces in red).

Staff recommends that all the parking spaces meet the 180 square foot size limit and seeks Planning Commission's input regarding the applicants request to maintain smaller sized 90-degree parking spaces. Subtracting the accessible parking spaces since they comply with ADA requirements, approximately 47% or 139 parking spaces are below the 180 square foot size limit.

- **Ingress/Egress.** The applicant proposes no changes to the location of the three ingress/egress points along Mockingbird Lane. A minimum drive aisle of 12' wide is required for emergency vehicles and the proposed drive aisles will vary in width from 13' wide to 26' wide.
- **Landscaping.** The SUP Guidelines recommend a 3' tall wall or landscape buffer to screen parking lots from a public street and a 40' wide landscape area adjacent to residentially zoned property. However, the applicant is utilizing existing conditions by: 1) maintaining the existing 3' tall wall along the west property line, 2) re-configuring and re-landscaping the parking medians, and 3) adding new landscaping along the north and east property lines. Please reference the "New Landscape" section below for more detail.
- **Lighting.** New parking lot lights will be placed in the parking medians and parking areas. Please reference the "Site Lighting" section below for more detail.

Drainage and Retention Improvements

The proposed improvements will maintain the existing drainage scheme. The first-flush retention volume is retained within the parking lot and adjacent landscape areas while the larger storm event

outfall is conveyed off-site via existing drainage patterns to the Five Star Development main channel area through a new storm drainpipe. The existing fire lane at the rear/east end of the property will be changed from asphalt to decomposed granite to help decrease the amount of impervious surface on the site. Retention basins will also be placed along the north, east, and southern parts of the campus. However, portions of retention basins which are located at the perimeter of the campus will encroach onto the neighboring Five Star property. Five Star Development provided a letter identifying that they will work with the church to obtain any applicable drainage easements or similar mechanisms as needed (please reference the enclosed January 21, 2020 letter from Five Star Development). A stipulation has been added to identify that these easements or mechanisms shall be in place prior to issuance of a building permit.

Portions of the parking lot water depth do not meet the Town's Storm Drainage Design Manual standards; which identifies a maximum ponding limit of 6". This means that there may be up to 9" of ponding in the rear parking areas during a storm event. The original submittal identified ponding varying from 8.5" to 12". However, in response to Commission's discussion during the work study session, the applicant raised the inlet of the dry wall three to four inches in order to reduce the ponding to no more than 9".

Staff is still concerned that the excess ponding may impede parking/pedestrian accessibility and recommends that the property meet the Town's Storm Drainage Design Manual requirements. However, since the project is not changing the overall layout nor adding additional parking area/surface, there is limited opportunity to comply with the new storm water storage requirements other than adding underground storage tanks and additional drywells. As a result, the applicant is requesting a deviation from this requirement and has provided a letter from the church identifying they are aware of and agreeable to the fact that stormwater in the parking lot may impede parking and pedestrian accessibility (please reference the enclosed February 3, 2020 letter from Saint Barnabas Church).

Signage

The Church will replace its two existing monument signs with two new monument signs, add two new directional signs, add a new site ID sign, and add a cross on the back of the Sanctuary building:

- **Monument Signs.** There are two existing wall mounted monument signs located at the north and south side of the central/main church entrance. These signs are externally illuminated and less than 3' tall. The existing signs and portion of wall they are attached to will be removed and replaced with two free standing signs. The new monuments will be single faced, 8' tall by 4' wide (with a total area of 32 square feet), back-light with halo-illuminated push thrus, and will be setback approximately 6' from the front property line adjoining Mockingbird Lane. The monument signs will be illuminated from dusk to 10 p.m. and will have an output of approximately 0.1 foot-candles measured at the front property line.

The proposed monument signs are compliant with the SUP Guidelines. The SUP Guidelines recommend one ground sign no higher than 8' tall and no larger than 32 square feet at each principal entrance to the property. The church has three principal entrances along Mockingbird Lane and is placing two monuments next to the central entrance. The sign illumination is also compliant with Town Code, since the 0.1 foot-candle output is less than the maximum limit of 0.75 foot-candles and uses opaque faced letters which will shield the light source per code.

- **Directional Signs.** One directional sign will be placed at the north and the south entrance. During the March 3rd work session, the Commission requested that the directional signs be reduced in size to meet the 12 square foot size limit. In response to Commission's request, the applicant modified the plans and provided two options:

Option A. The new directional signs are aluminum fabricated pans with aluminum legs that will be placed in front of a new 4' tall wall. The new signs are wall mounted, are single faced, have a height of 5' tall, back-light with halo-illuminated push thrus, setback approximately 4' from the front property line, and have a sign copy area of 11.9 square feet (2'6" tall by 4'9" wide). These signs will be illuminated from dusk to 10 pm and have an output of 0.1 foot-candles measured at the property line. They are compliant with the Town's lighting requirements since the output is less than 0.75 foot-candles measured at the property line and uses opaque faced letters which will shield the light source.

Option B. The new directional signs are aluminum fabricated pans that will be placed on a new 4' tall wall. The new signs are wall mounted, are single faced, have a height of 4' tall, externally illuminated, setback approximately 4' from the front property line, and have a sign copy area of 11.9 square feet (2'6" tall by 4'9" wide). The lighting details for this option were not included in the submittal. As a result, a stipulation was added requiring the applicant to provide light fixture cut sheets and an updated photometric demonstrating compliance with the Town's lighting requirements (subject to Town Manager review and approval).

The SUP Guidelines recommend that traffic and directional signs located within the site shall not exceed 12 square feet in area and a maximum height of 5' tall. The proposed directional signs meet the size and height requirement, but are not located with the site. Staff recommends directional sign Option B since the signs utilize the new wall and do not exceed the height of the new wall.

- **Identification Sign.** The applicant is proposing to place an identification sign near the southeastern part of the campus. The ID sign is single faced, 8' tall by 4' wide (with a total area of 32 square feet), non-illuminated, and will be setback approximately 50' from the east/nearest property line. The SUP Guidelines do not address ID signs. However, this sign is compliant with the recommended size and height limits of a monument sign (with a maximum height of 8' tall and maximum area of 32 sq. ft.). In essence, this sign is functioning as monument sign that is facing the new Five Star Development.

Per the Commission's request, the applicant provided documentation from Five Star Development identifying that they do not have any concerns with the proposed sign. A copy of the March 12, 2020 letter from Five Star Development is attached for reference.

- **Building Sign.** An aluminum cross will be placed on the east/rear part of the existing sanctuary building. The cross will have a maximum size of 12' tall by 6' wide and is not illuminated. The existing sanctuary building is 31'6" tall and is setback approximately 130' from the east property line. The cross will be placed several feet below the top of the parapet (with an approximate height of 28'5" tall).

New Landscaping

New landscaping will be placed in the parking medians, along the drive aisles, along the three entryways adjoining Mockingbird Lane, around the existing memorial garden, and along the north

and east property lines. 111 new trees and 15,318 shrubs/ground covering plants will be placed on the campus. The palette includes, but is not limited to, Blue Palo Verde trees, Velvet Mesquite trees, Arizona Ash trees, Oak trees, Desert Hackberry, Hop Bush, Creosote, Superstition Mallow, Bursage, Desert Spoon, and Desert Marigold. Landscape lighting will also be used to highlight the new landscaping and illuminate pathways. There are no specific landscape requirements or guidelines internal to a church site.

The Town Code, 1996 Landscape Guidelines, and/or SUP Guidelines provide minimum tree and shrub sizes and numbers along the public right-of-way. The application request proposes no substantial changes to the landscaping within the Mockingbird Lane right-of-way. This landscaping was approved in prior SUP amendments. The guidelines suggest at least 21 to 26 trees, with 20% being Ironwood trees along the street frontage. The Town Code requires a minimum 15-gallon size for trees. The existing trees are mature and well larger than 15 gallon in size, with currently about 17 trees. The trees along Mockingbird Lane are mostly Palo Verde with a few Ironwood trees. The guidelines suggest at least 32 shrubs along Mockingbird Lane along the church property. There are presently about 100 mature shrubs. The SUP Guidelines suggest a 50' wide landscape tract along the street frontage of Mockingbird Lane. The existing approved condition from a prior SUP amendment has no landscape tract on the private property due to the parking area drive aisle, but the existing landscape tract within the right-of-way is approximately 20' wide.

The 1996 Landscape Guidelines and SUP Guidelines provide minimum landscape guidelines for parking areas. This includes 3' tall screening of parking spaces, 25% of the parking areas have landscaping, a recommendation of one canopy tree per 10 parking spaces, and no parking space more than 50' away from a canopy tree. The parking areas comply with the screening guidelines and are in substantial compliance with the other parking area guidelines.

The Chief of Police also recommended that the landscaping be maintained in compliance with Crime Prevention Through Environmental Design (CPTED) standards. CPTED identifies that shrubs and bushes should be maintained at maximum height of 3' tall and tree canopies shall be trimmed to hang no lower than 6' above the ground to provide visibility and increase safety. During the March 3rd work session, the Commission requested that the applicant update their landscape plan to identify where they can and cannot meet the CPTED standards. As a result, the applicant added the following note to their plan, "All new landscape in parking lots will be maintained at 3' high max. All tree canopies will be maintained at 6' from grade. All existing trees and shrubs will be pruned and maintained to allow visibility and discourage places of concealment." A stipulation was also added to identify this landscape maintenance requirement.

New Canopies

With this improvement, the applicant is proposing to replace the existing playground canopy with a new canopy, add three new covered walkway canopies between several of the existing buildings, and replace the rear parking canopy with a new canopy:

- **Playground Canopy.** The playground area is located at the northwestern part of the campus. The existing canopy will be removed and replaced with a new canopy. The new playground canopy is a painted steel shade structure with a solar panel roof. It is 2,385 square feet in size, 22'2" tall from finished grade, and setback 68' from the north property line and setback 234' from the west property line. It has four light fixtures that will be mounted underneath the canopy. The light source is recessed inside each light fixture, has a color temperature of 2700K, an output of 0 foot-candles measured at the north/nearest property line. The lighting

on the playground canopy may be illuminated from dusk to 8:30 p.m., with the exception of special events or services where the illumination will continue until the conclusion of the event.

The new playground canopy is compliant with the SUP Guidelines, which recommend a maximum height of 24' tall, a minimum setback of 60' from a residentially zoned property, and a maximum light output of 0.5 foot-candles adjoining residential lots.

Per the Commission's request from the March 3rd work study session, the applicant reduced the height and hours of illumination of the playground canopy. Originally, the playground canopy was 23'2" tall and illuminated from dusk to 10 pm. The applicant reduced the height to 22'2" tall and reduced the hours of illumination from dusk to 8:30 pm.

- **Walkway Canopy.** Three walkway canopies will be placed between the Children's Center, Hutton Hall, and Learning Center buildings. The new walkway canopies are painted steel shade structures with solar panel roofs:
 - Canopy 3A is located next to the Children's Center building, is approximately 13' tall from finished grade, approximately 677 square feet in size, and is setback 114' from the north property line and 288' from the west property line. It has four light fixtures that will be mounted underneath the canopy. The light source is recessed inside each light fixture, has a color temperature of 2700K, an output of 0 foot-candles measured at the north/nearest property line. The lighting on the canopy will be illuminated from dusk to dawn, with the lighting levels reduced to 50% after 10 p.m.
 - Canopy 3B is located next to the Learning building, is approximately 12' tall from finished grade, approximately 1,015 square feet in size, and is setback 220' from the north property line and 288' from the west property line. It has six light fixtures that will be mounted underneath the canopy. The light source is recessed inside each light fixture, has a color temperature of 2700K, an output of 0 foot-candles measured at the north/nearest property line. The lighting on the canopy will be illuminated from dusk to dawn, with the lighting levels reduced to 50% after 10 p.m.
 - Canopy 3C is located next to the Hutton Hall building, is approximately 13' tall from finished grade, approximately 843 square feet in size, and is setback 167' from the north property line and 288' from the west property line. It has eight light fixtures that will be mounted underneath the canopy. The light source is recessed inside each light fixture, has a color temperature of 2700K, an output of 0 foot-candles measured at the north/nearest property line. The lighting on the canopy will be illuminated from dusk to dawn, with the lighting levels reduced to 50% after 10 p.m.

The new walkway canopies are compliant with the SUP Guidelines, which recommend a maximum height of 24' tall, a minimum setback of 60' from a residentially zoned property, and a maximum light output of 0.5 foot-candles adjoining residential lots.

- **Parking Canopy.** The existing parking canopy located at the southeastern part of the campus will be removed and replaced with a new canopy. The new parking canopy is a painted steel shade structure with a solar panel roof. It is 3,278 square feet in size, 17" tall from finished grade, and setback 52' from the east property line and setback 143' from the south property line. It has eight light fixtures that will be mounted underneath the canopy. The light source is

recessed inside each light fixture, has a color temperature of 2700K, an output of 0.2 foot-candles measured at the east/nearest property line. The lighting on the parking canopy will be illuminated from dusk to 10 p.m., with the exception of special events or services where the illumination will continue until the conclusion of the event.

The new parking canopy is compliant with the SUP Guidelines, which recommend a maximum height of 24' tall, a minimum setback of 60' from a residentially zoned property, and a maximum light output of 0.5 foot-candles adjoining residential lots.

The replacement and addition of the new canopies result in an additional 4,922 square feet of floor area. The lot coverage will increase from 16.18% to 17.38%; which is below the recommended lot coverage limit of 25% per the SUP Guidelines.

Site Improvements

A new outdoor kitchen, water feature, new or resurface paths, and fencing will be placed on campus:

- **Outdoor Kitchen.** A new outdoor kitchen will be placed internal to the site behind the Hutton Hall building. It is a 3' tall L-shaped countertop with two barbeques.
- **Water Feature.** A new water feature will be placed between the existing labyrinth and the fire lane in the rear of the site. It is a circular feature that is approximately 2' tall, 5' in diameter, and a 16" deep basin. Underwater light fixtures will be placed in the basin.
- **Paths.** Many of the existing pathways will be resurfaced with concrete pavers. A new paver drop-off area will also be placed near the east side of the playground area.
- **Fencing.** New fencing will be placed around the playground. The playground enclosure is a mixture of two fence types and will tie into the existing Children's Center building. A 6' tall metal slat fence will be placed along the west and east sides of the play area and a 6' tall combo view fence (with a 36" of masonry stucco wall on the bottom and a 36" perforated metal panel fence on top) will be placed along the north side of the play area.
- **Stanchion and Chain.** A 4' tall stanchion and chain "gate" will be placed at the north and south ends of the stabilized decomposed granite fire lane (which is located at the rear/east part of the property). This will help keep the internal traffic away from the existing memorial garden and labyrinth area while enabling emergency service vehicles to access the rear part of the campus.
- **Pony Walls.** Four pony walls will be placed along Mockingbird Lane. Two new walls will be placed at the entrance next to the new monument signs and a new wall will be placed at each exit. The two walls at the entrance are approximately 33' long, 4' tall, and setback 2' from west/front property line. The new walls placed at the north and south exists are approximately 39' long, 4' tall, and setback 2' from west/front property line.

These new pony walls will be placed partially behind an existing site wall and are 1' taller than the existing wall. The additional height is intended to be an architectural feature that provides variation. However, staff recommends that these walls match the 3' height and the color of the existing fence wall along Mockingbird Lane. Staff seeks the Commission's input regarding the additional height above the existing wall.

- Due to the improvements on the Five Star property and the proposed landscape improvement on the church campus, the existing 3' walls at the north and south property lines will be removed.

Site Lighting

New parking lot, landscape, pathway, and building lighting will be placed around campus to improve on-site visibility, way finding, and meet life safety requirements:

- **Pole Lights.** 61 new pole lights will be placed in the parking lot and around the walkways (fixtures L1 - L4 noted on Sheet E2). The height varies from 12' to 16' tall above the adjoining finished grade and are setback a minimum of 40' from the nearest property line. The poles lights have a Radean Post Top (with the light source recessed into the hood of the fixture) and a color temperature of 2700K. The pole lights are compliant with the SUP Guidelines, which recommend a maximum height of 16' tall and a minimum setback matching the height of the light pole.

For reference, there are 48 existing light poles on campus that are 12' tall. In 2012, the church received a Minor SUP Amendment that allowed for the replacement and addition of new pole lights on campus. The Minor Amendment allowed for a total of 70 light poles with a maximum height of 12' tall.

- **Wall Mounted Lights.** 34 wall mounted lights will be placed around the existing buildings (fixtures L5, L6, L7, L12, and L13 on the Sanctuary, Hutton Hall, Children's Center, Learning Center, and Sean's Place buildings per Sheet E2). 26 of the fixtures are exterior ceiling mounted lights and the remaining 8 are wall mounted lights. The light source is recessed within each fixture and the color temperature varies from 2700K to 3000K.
- **Surface Mounted Lights.** 73 surface mounted lights will be placed on the existing trellis, the existing covered walkway, the new solar playground canopy, the new solar walkway canopies, and the new solar parking canopy (fixtures L8, L9, L10, L11, L14, and L15 noted on Sheet E2). The light source is recessed within each fixture and the color temperature is 2700K.
- **Recessed Mounted Lights.** 28 recessed lights will be placed along the eaves and above the doorways of the existing Gift Shop building, the existing Music Center building, and the existing Sean's Place building (fixture L11 noted on Sheet E2). The light source is recessed within the fixture and has a color temperature of 2700K.
- **Ground Mounted Lights.** 60 ground mounted lights will be placed in the landscape median of the center entrance and around the rear courtyard/memorial garden area (fixtures L16 and L18 on Sheet E2). 53 up-light will be used to illuminate the landscaping and 7 bollard lights will be used to illuminate the existing labyrinth. The light source of the landscape up-lights is recessed in the fixture and has a color temperature of 2700K. The bollard lights are 36" tall, with the light source recessed inside the hood of the fixture, and has a color temperature of 3000K.
- **Tree Mounted Lights.** 12 tree mounted down-lights will placed in trees throughout the campus (fixture L17 on Sheet E2). The light source is recessed within the fixture, the light is directed downward, has a color temperature of 2700K, and will be limited to a maximum height of 18'

tall.

- **Output of Proposed Lighting.** The photometric plan identifies a maximum output of 0.2 foot-candles measured at the property line for the proposed exterior lighting. The proposed lighting is compliant with the SUP Guidelines, which recommend a maximum output of 1.6 foot-candles for parking lots and a maximum output of 0.5 foot-candles adjoining a residential property.
- **Timing of Proposed Lighting.** The perimeter site lighting will operate from dusk to 10 p.m. with the exception of special events and services; at which time the perimeter lighting will shut off at the conclusion of the event. For security purposes, the interior lighting located between the buildings will operate from dusk to dawn. However, the interior lighting level will be reduced to 50% after 10 p.m. A stipulation was added to clarify these limits.

DISCUSSION/FACTS:

General Plan:

The proposed improvements are consistent with Section 1.3 of the Town's General Plan which encourages the continued revitalization and improvement of the Town's SUP properties while protecting the adjacent residential neighborhoods.

Minor Amendment Criteria

Per Section 1102.7 of the Zoning Ordinance, a Minor Amendment to a Special Use Permit shall include any proposal which is not a Managerial Amendment and does not:

1. Change or add any uses; or
2. Increase the floor area of the project by more than 5,000 square feet or constitute an increase of more than 15% upon the existing or, if still under construction, approved floor area square footage of the affected SUP property, whichever is less, with any such increase to be measured cumulatively over a sixty-month period; or
3. Have any material effect on the adjoining property owners that is visible, audible, or otherwise perceptible from adjacent properties that cannot be sufficiently mitigated; or
4. Change the architectural style of the existing Special Use Permit.

Zoning Ordinance Compliance:

The proposed improvements are consistent with the existing church use and are substantially compliant with the SUP Guidelines. The renovation of the parking lot will help define the primary/central entrance and adds another 9 parking spaces to the church campus. The proposed lighting should improve visibility on-site, will use code compliant light fixtures, has a low output of 0.2 foot-candles measured at the property line, and will limit the hours of illumination (with the perimeter lighting turning off by 10 p.m. or at the conclusion of an event/service and the interior lighting running at half the output from dusk to dawn).

The new canopies and monument signs are also compliant with the SUP Guidelines and Town Code. They meet the recommended setbacks, heights, and area limits and the increase in floor area is less than 5,000 square feet (resulting in a slight increase in lot coverage from 16.18% to 17.38%). There is no change in use nor change in architectural style.

However, not all the proposed improvements are compliant with or meet the SUP Guidelines and Town standards. Approximately half of the parking spaces are undersized and do not meet the 180 square feet size limit recommended by the Town Zoning Ordinance and the parking lot is not compliant with the Town's Storm Drainage Design Manual water depth/ponding standards and staff also has concerns regarding the directional signs.

Public Comment

Noticing was performed in accordance with the public hearing process. However, staff did not receive any comments or inquiries regarding the proposed improvements. A copy of the notification material is enclosed for reference.

Next Steps

This SUP Amendment requires two actions. First, the Commission must determine if the scope of improvements constitutes a Minor SUP Amendment in accordance with Section 1102.7 of the Zoning Ordinance. If deemed a Minor SUP Amendment, then the Planning Commission must approve, approve with stipulations, deny, or continue the public hearing for further discussion and review.

ATTACHMENT(S):

- A - Vicinity Map & Aerial Photo
- B - Application
- C - Narrative & Plans
- D - January 21, 2020 letter from Five Star Development
- E - February 3, 2020 letter from Saint Barnabas Church
- F - March 13, 2020 letter from Five Star Development
- G - SUP Guidelines
- H - Notification Materials