



*Plan and Zoning Commission  
Staff Report*

*Meeting Date: March 20<sup>th</sup>, 2018*

**Agenda Item:** 1900 NW 4<sup>th</sup> Street – Faith Baptist Bible College Faculty Office / Music Building  
**Report Date:** March 14<sup>th</sup>, 2018  
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Planner I

*ESC*

**Staff Recommendation:**

That the Plan & Zoning Commission approve the site plan for the Faith Baptist Bible College Faculty Office / Music Building at 1900 NW 4<sup>th</sup> Street.

**Project Summary:**

The site plan proposes a new building to be constructed on the long-time established Faith Baptist Bible College campus. The subject site is zoned R-2, One-Family and Two-Family Residence District; and the site's intended use would be a permitted use in this district. The applicant is proposing a new 13,268 square foot office and institutional building and accompanying site improvements, including grading, storm water facilities, and landscaping.

The submitted site plan would comply with all applicable setbacks, and is not immediately adjacent to residential development. The site plan proposes a 13,268 square foot building of a "U" shape, with an architectural style similar to other buildings already constructed on the campus. The building is designed to be one story tall, with a height of 24 feet at its roof's highest peak. The primary building material will be a brick veneer, complimented by accents of white stucco.

The site plan does not propose the construction of any new parking areas, since the building will be constructed upon open space in the primary campus area, where there are 541 parking spaces that already exist. Administrators from the college have supplied staff with a letter explaining that the addition of this building will not be creating any new staff positions, and therefore current parking arrangements should be more than adequate. However, the letter also agrees to increase the availability of surface parking if concerns arise.

Landscaping shown on the proposed site plan satisfies all applicable regulations. The applicant proposes to landscape the site adequately, providing six trees, 26 shrubs, and 31 perennials and grasses. The new building will connect to previously established sidewalks with new pedestrian walkways that lead to and from the proposed buildings' entries.

## **Site Plan Worksheet 1900 NW 4<sup>th</sup> Street**

The site plan regulations in the zoning code have a variety of design standards and factors for review. The following worksheet is intended to provide staff's comments related to this project and those items.

### **A. Site Development**

- 1. The orientation, alignment, spacing, and placement of a building, driveway, parking area and/or service area on the site shall be compatible with and complimentary to buildings and sites in the neighboring area.**

The proposed building is an addition to the dozen or so other buildings located upon the long-time established Faith Baptist Bible College campus. The campus itself has three entrances along NW 4<sup>th</sup> Street, two along NW 5<sup>th</sup> Street, and another entrance on NW State Street. The proposed building is located near the southeast corner of campus, with the building's main entryway oriented to the east. There are no service areas or construction of additional parking areas proposed by this project, so the impact to the few surrounding residents will be minimal.

- 2. The site shall be planned to be compatible with the streetscape that is prevalent in the area.**

The site plan complies with the landscaping and parking lot requirements of the code.

- 3. The site shall provide for adequate parking and circulation for vehicles, bicycles and pedestrians. This includes safe bicycle and pedestrian movement from public walks to the building and from parking areas to the building.**

This proposed project has received approval from the Director of Planning and Building to utilize parking areas that are already available throughout the campus, rather than creating the additional surface parking spaces that would be required by code, but not actually needed. Administrators from the college have supplied staff with a letter explaining that the addition of this building will not be creating any new staff positions, and therefore current parking arrangements (541 surface parking spaces campus-wide) should be more than adequate. However, the letter also agrees to increase the availability of surface parking if concerns arise.

Aside from parking areas, the site fits in nicely to the surrounding campus area, connecting to previously constructed walkways that lead to other areas of campus. New pedestrian walkways are proposed at each of the building's primary egress points.

- 4. The site shall have such entrances and exits upon adjacent streets and such internal traffic circulation pattern as will not unduly increase congestion or decrease safety on the site or surrounding public streets. Studies of the traffic impact shall be provided if deemed necessary by the Community Development Director.**

As previously stated, this proposed building will be constructed on open space within the college's main campus area. The proposed building will not be increasing the amount of vehicle trips that are being made to the campus, nor will it affect traffic along NW State



Street. That being said, access to the site is adequately provided, and vehicular circulation is not a concern to staff at this time.

5. **Parking areas shall be treated with decorative elements, building wall extensions, plantings, berms, or other means so as to reduce their impact on public ways and adjoining properties.**

Construction of new parking areas is not proposed with this site plan.

6. **Service areas; loading and unloading docks, delivery areas, dumpsters, outside storage areas and large storm water detention basins shall be treated with decorative elements, building wall extensions, plantings, berms, or other means so as to screen from view from public ways and adjoining properties.**

There are no loading docks, delivery areas, dumpsters, or outside storage areas proposed with this site plan. There is a storm water detention area located at the rear of the proposed building, however, its small size makes the detention area almost unnoticeable to the average person.

7. **All newly installed utility lines shall be underground and entry fixtures located away from high use areas or screened in an approved manner.**

All services to the building will be underground.

8. **Exterior lighting, when used, shall enhance the building design and the adjoining landscape. All lighting should be appropriate to the use of the building and surrounding properties with intensity of illumination limited to its intended use and not as an attraction to the site. Lighting shall be directed to eliminate impacts on adjoining sites.**

Site lighting will be minimal with units affixed to the building façade; but in any case, these units will perform in a way to not interfere with the nearby residential properties.

9. **The design shall provide adequate provisions for surface and subsurface drainage. Storm water detention, drainage and storm sewer improvements shall be designed to reduce the danger of erosion, flooding, landslide or other endangerment of surrounding property.**

Storm water drainage will be directed to a small detention basin located at the rear (west) of the building. The addition of this proposed building and associated site work will actually improve surface and subsurface drainage on the campus as it currently stands today.

10. **Utility connections to water and sanitary sewer lines shall be designed so as to not overload existing public utility lines. Studies of system loading shall be provided if deemed necessary by the Community Development Director.**

The applicant proposes to connect to the existing 6-inch water utility serving the neighboring building to the north, and the 8-inch sanitary sewer vitrified clay pipe (VCP) to the east. Exact utility connection details are provided on the site's architectural, mechanical, and plumbing plans that will be submitted to the city's Planning & Building staff at a later date for approval.

- 11. Site design should provide open space in areas visible to the public. A majority of the required open space should be located in front and side yards.**

The site is located upon the Faith Baptist Bible College campus, which has spacious open areas and is, for the most part, away from public view.

- 12. Landscaping shall enhance architectural features and contribute to the beauty and utility of a development. Existing trees should be protected whenever possible to maintain the maturity of the site.**

The applicant proposes to landscape the site adequately, providing six trees, 26 shrubs, and 31 perennials and grasses.

## **B. Building Design**

- 1. Buildings shall have good scale and maintain or enhance the established scale of buildings and sites of neighboring buildings and sites.**

The proposed building is a one-story, 13,268 square-foot building; a maximum 24' in height. Neighboring buildings on the campus are of a similar scale.

- 2. Materials selected for buildings shall provide compatible textures and colors as those of neighboring buildings.**

The primary building material will be a brick veneer, complimented by accents of white stucco.

- 3. All mechanical equipment or other utility hardware on roof, ground, or buildings, refuse and waste removal areas, service yards, storage yards, and exterior work areas shall be screened from or located as not to be visible from public view, using materials consistent with the building and site.**

There is no exterior mechanical equipment proposed with this site plan, and there are also no service or storage areas at this building. Waste and refuse will be taken to another area of campus for containment and removal.

- 4. Multiple buildings on the same site shall provide for compatible and complimentary design and materials.**

The proposed building is of similar building materials and architectural style to the other buildings on the college's campus.

## **C. Signs**

- 1. Every sign shall have good scale and proportion in relationship to its site and function, as well as the signage and use of neighboring properties.**

There is no building signage proposed with this site plan.

- 2. Building signs shall be designed as an integral architectural element of the building.**

There is no building signage proposed with this site plan.

3. **Yard signs shall be designed to provide elements compatible with the building design and architectural elements.**

There is no building signage proposed with this site plan.

4. **Each sign shall be designed in a manner not to compete for attention with signs on adjoining premises.**

There is no building signage proposed with this site plan.

#### **D. Factors for Evaluation**

**The following factors and characteristics, which affect the function and appearance of a development, should govern the Plan and Zoning Commission's evaluation of a site plan submission:**

1. **Conformance to Design Standards and other applicable code requirements**  
The plans submitted conform to the written regulations of the City.
2. **Location of the building(s), and the relationship to the development site and neighboring buildings and sites.**  
The site layout is compatible with setbacks.
3. **Layout and utilization of building, parking, drive-ways, and open spaces.**  
The 13,268 square foot building and the circulation system for traffic is appropriate.
4. **Architectural character, including scale, style, color and type of material, of the building and signage as it relates to the neighborhood.**  
The proposed building is one-story structure and will be a maximum of 24 feet in height. Its architectural character, including scale, color, style, and type of material relates to the neighboring buildings upon the college's campus.
5. **Impact on sanitary sewer, storm sewer, drainage, water, and street systems.**  
It appears that the impacts on these utility systems can be accommodated.