MEMORANDUM:

TO: Planning Board

FROM: Betsy Poulin, Deputy City Planner

DATE: May 3, 2018

RE: Bridging the Gap (Ministry of Emmanuel Lutheran Episcopal Church)

SUMMARY OF REQUEST

Request: The request is for a Conditional Use review as per section 300-603.E. The applicant proposes to convert 4,400 SF of the Emmanuel Lutheran Episcopal Church (Prince of Peace) from religious activities use to a social services use for Bridging the Gap, which includes Addie’s Attic Clothing Bank, Everyday Basic Essentials Pantry and the Augusta Community Warming Center. No changes are proposed to the site.

Owner: Emmanuel Lutheran Episcopal Church (Prince of Peace)

Applicant: Emmanuel Lutheran Episcopal Church (Prince of Peace)

Location: 209 Eastern Avenue

Zoning: Business / Professional / Institutional (BP) District

Tax Map Number: Map 59, Lot 2

Existing Land Use: Religious Activities (conditional use)

Proposed Land Use: Religious Activities (conditional use), Social Services (conditional use)

Acreage: 4.45 Acres (per Assessor’s records)
SUMMARY OF SUBMITTAL PACKAGE

In the submittal package the applicant has provided the Planning Board with the following items:

1. Conditional Use Application Form
2. Narrative
3. Site Images

Areas of Concern

1. None.

Waivers

1. None.

Staff Review

The Bureau of Engineering does not have any additional concerns.

The Bureau of Code Enforcement does not have any additional concerns.

The Bureau of Planning does not have any additional concerns.

The Fire Department does not have any additional concerns.

The Greater Augusta Utility District does not have any additional concerns.

Lot Characteristics

*Impervious Surface Ratio* – 0.95. No change is proposed. The existing lot meets this standard.

*Floor Area Ratio* – 0.74. No change is proposed. The existing lot meets this standard.

*Maximum Height* – 42 Feet. No change is proposed. The existing building meets this standard.

*Density* – 2,500 SF of land per dwelling unit. Not applicable.

*Setback* – 35 feet from Eastern Avenue. 10 feet side and rear setbacks. No change is proposed. The existing building meets this standard.
CRITERIA FOR REVIEW OF A CONDITIONAL USE 
(Section 300-603.E Conditional Use Review)

Neighborhood Compatibility (Section 300-603.E(1) of the LVO)

a) Compatibility with and sensitivity to the character of the site and neighborhood relative to:

[1] Land Uses: The vicinity of the property has a mix of uses including dental office, convenience store/gas station, nursing home, residential and school uses. The proposed social service use will be inside the building and is not incompatible with the site and neighborhood.

[2] Architectural Design: No changes are proposed to the architecture of the building.

[3] Scale, Bulk, Building Height: No changes are proposed to the building.

[4] Identity, Historical Character: The church has been in existence on the site since 1963, and is part of the historical character of the neighborhood.

[5] Disposition and Orientation of the Buildings on the Lot: No change is proposed to the building. Bridging the Gap will be occupying the rear portion of the building, farthest from Eastern Avenue.

[6] Visual Integrity: No changes are proposed to the site.
b) Site plan design to maximize privacy for residents in the immediate area: No changes are proposed to the site. The rear of the property has dense woodlands.

c) Safety and health within the neighborhood: The proposal will maintain safe and healthful conditions in the neighborhood.

d) Property value impacts: The proposal will not have a detrimental effect on the value of adjacent properties.

e) Vehicle queuing or pedestrian loitering neighborhood impacts: No vehicle queuing is anticipated as users of the services provided will need to enter the building. Potential pedestrian loitering is not anticipated to impact the neighborhood as the Bridging the Gap entrance is set back 300 feet from Eastern Avenue.

Staff recommends that the Board finds the proposed use is in compliance with the ordinance regarding Neighborhood Compatibility.
Plans and Policies (Section 300-603.E(2) of the LUO)

The proposal is in accordance with the adopted elements of the 2007 Comprehensive Plan. The lot is located in the Eastside Residential Land Use Area. Services and institutional, such as churches, are expected uses.

*Staff recommends that the Board finds the proposal is in accordance with Plans and Policies.*

Traffic Pattern, Flow and Volume (Section 300-603.E(3) of the LUO)

a)  *Impact of additional traffic on the neighborhood:* A minimal increase in traffic is anticipated during the Tuesdays, Thursdays and Saturdays, outside of typical church operations, during daytime hours. In the winter when the Warming Center is operational, hours will be 7 days a week from 9am-4pm, coinciding with normal workday hours. The overall increase in traffic in the neighborhood will be minimal and is not anticipated to have a significant impact.

b)  *Safe access for exiting and entering:* No change in access is proposed to the two driveway access points on Eastern Avenue. Safe access exists.
c) *Emergency vehicle and pedestrian access:* The proposal provides adequate access for emergency services.

d) *Entrance and parking efficiency, parking requirements, loading and unloading of persons, materials and goods:* No changes are proposed for movement and parking, which function efficiently currently. The existing church parking lot has 57 spaces and the Dental Arts building next door has space for 38 vehicles on Sunday mornings, through an agreement. The parking standards in the land use ordinance require 1 space for every 3 seats. 136 seats are in the church, requiring 46 spaces. Typically 50 congregants attend on Sunday mornings. The social service use (welfare and charitable services) requires 3 parking spaces for every 1,000 SF of floor area. The 4,400 SF of building area would require 14 parking spaces for Bridging the Gap. The total spaces required per ordinance is 60 spaces with the new use, however the only time this many spaces would be needed is during a church service, when overflow space is available on the adjacent lot. Adequate parking exists for the two uses.

*Staff recommends that the Board finds the proposed use is in compliance with the ordinance regarding Traffic Pattern, Flow and Volume.*

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**Public Facilities (Section 300-603.E(4) of the LUO)**

a) *Water Supply:* The site has existing public water service. No change is proposed.

b) *Sanitary/Sewer/Subsurface Waste Disposal:* The site has existing public sewer service. No change is proposed.
c) **Electricity/Telephone:** No change is proposed to existing service.

d) **Storm Drainage:** No change is proposed to existing storm drainage patterns.

*Staff recommends that the Board finds the proposed use is in compliance with the ordinance regarding Public Facilities.*

### Resource Protection and Environment (Section 300-603.E(5) of the LUO)

a) **Provisions for sensitive areas such as erodible or shallow soils, wetlands, aquifers, aquifer recharge areas, floodplains or steep slopes:** No changes are proposed to the site, no impacts will occur.

b) **Conformity with air quality standards:** The proposal complies with air quality standards.

c) **Conformity with water quality standards:** The proposal complies with water quality standards.

d) **Compliance with sewage and industrial waste disposal standards:** The existing service connects to the Greater Augusta Utility District. No changes are proposed. No industrial waste is proposed.

e) **Shoreland and Wetland Districts:** The project is not within the shoreland zone.

*Staff recommends that the Board finds the proposed use is in compliance with the ordinance regarding Resource Protection and Environment.*

### Performance Standards (Section 300-603.E(6) of the LUO)

a) **Compliance with performance and dimensional standards:** The proposal complies with performance and dimensional standards.

b) **Compliance with noise standards:** The proposal is in compliance with noise standards.

c) **Glare or heat generation perception at property line:** No excessive heat or glare is proposed.

d) **Prevention of excessive glare from exterior lighting into public ways or residential areas:** No changes are proposed to the lighting.

e) **Landscape screening of site elements from public view:** No changes to landscaping are proposed.

f) **Compliance with sign standards:** No signage is proposed.

*Staff recommends that the Board finds the proposed use is in compliance with the ordinance regarding Performance Standards.*

### Financial and Technical Ability (Section 300-603.E(7) of the LUO)

a) **Adequate technical ability of applicant:** The applicant has adequate technical ability to meet the terms of the ordinance.

b) **Adequate financial ability to construct development:** The applicant has adequate financial ability to meet the terms of the ordinance.

*Staff recommends that the Board finds the proposed use is in compliance with the ordinance regarding Financial and Technical Ability.*