

**STAFF REPORT FOR THE PLANNING COMMISSION MEETING OF AUGUST 26, 2015**

**FILE NO:** SUP-15-065

**AGENDA ITEM:** F-3

**STAFF AUTHOR:** Kathe Green, Assistant Planner

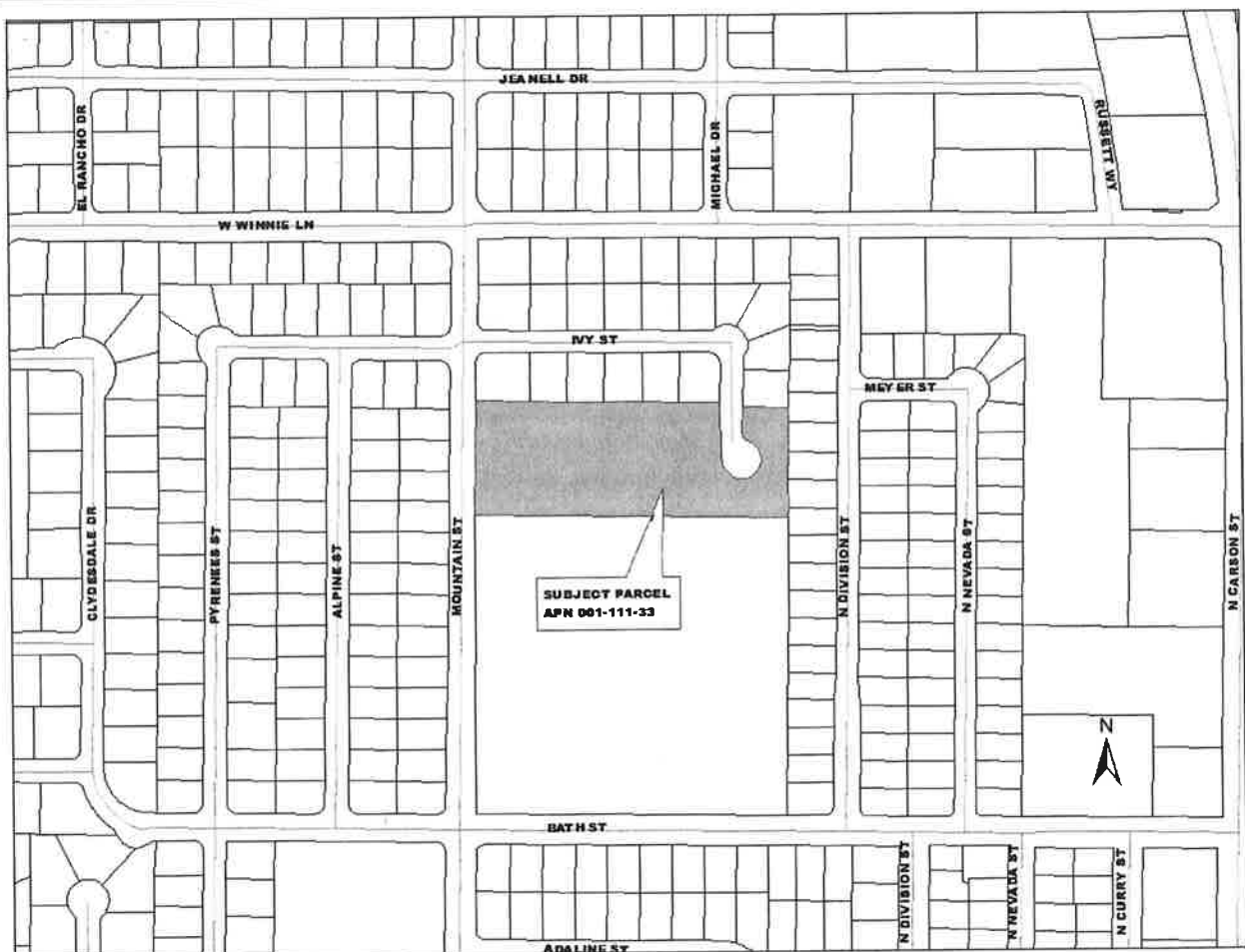
**REQUEST:** Special Use Permit to allow the addition of classrooms to an existing school and modification of the school site playground and outside sports areas in the Single Family 6,000 (SF6) zoning district.

**OWNER:** Bethlehem Lutheran School

**AGENT:** J. P. Copoulos

**LOCATION/APN:** 1845 Mountain Street/001-111-33

**RECOMMENDED MOTION:** "I move to approve SUP-15-065, a Special Use Permit request from agent J. P. Copoulos (owner: Bethlehem Lutheran School) to allow the addition of classrooms to an existing school and modification of the school site playground and outside sports areas in the Single Family 6,000 zoning district, located at 1845 Mountain Street, APN 001-111-33, based on the findings and subject to the conditions of approval contained in the staff report."



## **RECOMMENDED CONDITIONS OF APPROVAL:**

### **The following shall be completed prior to commencement of the use:**

1. The applicant must sign and return the Notice of Decision for conditions for approval within 10 days of receipt of notification. If the Notice of Decision is not signed and returned within 10 days, then the item may be rescheduled for the next Planning Commission meeting for further consideration.
2. All development shall be substantially in accordance with the development plans approved with this application, except as otherwise modified by these conditions of approval.
3. All on- and off-site improvements shall conform to City standards and requirements.
4. The applicant shall obtain a Building Permit from the Carson City Building Division prior to any proposed construction.
5. The applicant shall meet all the conditions of approval and commence the use for which this permit is granted within 12 months of the date of final approval. A single, one year extension of time may be granted if requested in writing to the Planning Division 30 days prior to the one year expiration date. Should this permit not be initiated within one year and no extension granted, the permit shall become null and void.
6. Submission, processing, approval and recording of an abandonment of the termination of Ivy Street, at the northeastern section of the existing property, in the general location of the proposed sports courts is required.

### **The following shall be submitted with any Building Permit application:**

7. The applicant shall submit a copy of the Notice of Decision and conditions of approval, signed by the applicant and owner, with any Building Permit application.
8. Provide detail showing the site will meet a minimum of 40% of the current Landscape Requirements for the entire site or submit landscape plans with the Building Permit in compliance with the Carson City Development Standards, Division 3, Landscaping. Include detail showing what percentage of the site meets the current landscape requirements.
9. All repairs and improvements must be performed in accordance with Nevada Revised Statutes (NRS) 623 and 624 and Carson City Municipal code (CCMC) 15.05.02.
10. All repairs, replacement and alterations must have proper permits and comply with 2012 International Building Codes, 2012 Uniform Plumbing Code, 2012 Uniform Mechanical Code or 2012 International Mechanical Code, 2012 Fuel Gas Code, 2011 National Electrical Code, 2009 Adopted International Energy Conservation Code, and 2012 Northern Nevada Amendments.
11. All Contractors are required to carry State and local license.
12. The project must comply with 2012 International Fire Code and Northern Nevada

Amendments.

13. The project will be disturbing greater than 160 square surface feet of material. Submit an asbestos assessment on all applicable material being disturbed.
14. Submit Carson City Acknowledgment of Asbestos Assessment form.
15. Depending on asbestos results, an EPA 10 day notification may also be required.
16. The project must comply with 2012 International Fire Code (IFC) and Northern Nevada Amendments.
17. Plans will need to be submitted for review prior to construction of the classroom addition and playground relocation.
18. A reduced pressure backflow preventer must be installed near the water meter as part of this project. Our records indicate that there is not a RPA on the domestic line.
19. Building fire sprinklers will likely be required. A fire flow study will be required as part of any permit submittal.
20. More information on existing and new traffic numbers must be submitted with the construction permit.
21. Increased drainage and detention must be addressed as part of the construction permit.

**The following applies to the site throughout the life of the project:**

22. All proposed exterior light fixtures must be reviewed and approved prior to installation. All lighting must comply with Development Standards Division 1.3 Light and Glare.
23. All rooftop equipment on new portions of the building(s) shall be screened pursuant to Carson City Development Standards Division 1.1.7.
24. Exterior building colors should blend with surrounding development and not cause abrupt changes. Primary building surfaces (excluding trim areas) should be muted or earth tones. Bold colors shall be avoided except when used as accent or trim.

**LEGAL REQUIREMENTS:** CCMC 18.02.080 (Special Use Permits), CCMC 18.04.075 Single Family 6,000 (SF6), CCMC 18.03 (Definitions)

**MASTER PLAN DESIGNATION:** Medium Density Residential (MDR)

**PRESENT ZONING:** Single Family 6,000 (SF6)

**KEY ISSUES:** Will the proposed addition of classrooms to an existing school and modification of the school site playground and outside sports areas be in keeping with all of the standards of the Carson City Municipal Code? Is this location appropriate for the proposed expansion?

**SURROUNDING ZONING AND LAND USE INFORMATION:**

WEST: Single Family 6,000/Residential  
EAST: Single Family 6,000/Residential  
NORTH: Single Family 6,000/Residential  
SOUTH: Public/Fritsch Elementary School

**ENVIRONMENTAL INFORMATION:**

- FLOOD ZONE: Zone XS between 100-year and 500-year flood plain
- EARTHQUAKE FAULT: Zone I, severe potential, beyond 500 feet
- SLOPE/DRAINAGE: Site is primarily flat
- SOILS: 71 urban land

**SITE DEVELOPMENT INFORMATION:**

- LOT SIZE: 3.59 acres
- STRUCTURE SIZE: Proposed 3,746 square feet, to be added to 33,572 square feet
- STRUCTURE HEIGHT: 24 feet overall
- PARKING: 134 spaces on site, with 36 new spaces proposed with this expansion
- SETBACKS: Front (west) 20/no change, Right (south) side 5/no change, Left (north) side 5/24, Rear (east) 10/no change
- VARIANCES REQUESTED: None

**PREVIOUS REVIEWS:**

- MPR-15-041 Review for this proposal
- M-92/93-6 Abandon public utility and drainage easement
- U-91/92-17(a) Addition of hot lunch program
- U-91/92-17 Expansion of existing elementary school
- MPR-91/92-10 Review for proposed elementary school expansion
- U-87/88-24 Expansion of the school
- V-84-11 Encroach into the front yard setback
- U-84-4 Add school to the existing church
- U-82-1 Add child care at the church

**DISCUSSION:**

A Special Use Permit is required for the following reason:

- According to CCMC Section 18.04.075.3 Single Family 6,000 Conditional Uses, a school requires a Special Use Permit.

The applicant is proposing a three phase addition or modification to the existing Bethlehem Lutheran School. The existing playground is near the central portion of the site, adjacent to the northern property line. This playground would be moved to the northeastern area of the site in Phase One.

Phase Two would be construction of sports courts at the current location of the termination of Ivy Street, west of the new playground area, still on the northeastern portion of the lot. The abandonment of this section of Ivy Street will need to be approved and completed prior to the initiation of this improvement to the site, as construction on this area of roadway would not be approved unless the roadway is owned by the parties involved. The Transportation Department and Fire Department have been consulted and are in support of the proposal to abandon this section of right-of-way. A condition of approval is included recommending this requirement.

During this phase, a fence six feet in height would be placed along the northern property line in the area of the proposed abandonment.

Phase Three would be construction of a new classroom at the former location of the playground, at a point approximately 24 feet south of the northern property line. In conjunction with this construction, the former area of sports courts would be restriped as parking stalls, with 36 new stall proposed with the project.

The subject neighborhood is a mix of many single family residences, two churches and two schools. The subject property is a combination church and school site. There is a public school directly south of this property, with another church across the street on the next block to the south. Mountain Street is identified by Carson City as an urban or rural minor collector. As such, traffic on this street is heavier than is common in most residential locations. Two schools and two churches in this vicinity add to the increase in traffic in this location, but the presence of these entities is not new, having been in these locations for many years.

The applicant states the school has experienced an increase in business. It is anticipated four new employees would be required to accommodate the expansion of the use. The parking standard in Development Standards, Division 2-Parking states one and one-half parking spaces are required for each employee or faculty member plus one space for every 20 square feet of seating area in auditorium or assembly area. No new auditorium or assembly area is being proposed, only classrooms. Therefore, only six new parking spaces would be required. However, the applicant has provided a parking analysis for the site, showing there will be 20 employees requiring 30 spaces, 1,920 square feet of existing gym space requiring 96 spaces, for a total requirement of 126 spaces. The church on the site is a concurrent use, but with a need for parking at different times than the school. The applicant has reviewed the requirements for the number of parking spaces in Development Standards Division, 2-Parking for Churches, and states that the applicant meets the requirements. Church parking requires one space for each 10 feet of pew length, plus one space for each 350 square feet of office space. Therefore, 42 spaces are required for pew length and two spaces are required for office use, or a total of 44 spaces for the site. There will be a total of 134 spaces on site, including four handicapped spaces. It appears there will be adequate parking on the site to accommodate the proposed expansion of 3,746 square feet of building. Playgrounds and sports courts as an accessory use do not require additional parking.

This site will continue to use Mountain Street for access, drop-off and pick-up of students as well as access and parking for faculty for the site. There is an existing school zone in support of Fritsch School, with the resultant decrease in traffic speed in this area during active school times on school attendance days. The addition of a classroom to this school location will not significantly impact traffic in this area.

The proposed addition will add more than 11% of buildings to the site. Additional landscaping may be required, as the site must meet 40% of the required landscaping for the entire site. A review of the total landscaping on site will be required with the Building Permit review. The applicant will be required to provide a landscape plan and provide detail showing that the site meets this requirement or provide additional landscaping to meet the minimum requirement. A recommended condition of approval addresses this concern.

With the recommended conditions of approval, the findings to grant approval have been met by the applicant. The Planning Division staff is in support of this Special Use Permit application. Therefore, it is recommended that the Planning Commission approve SUP-15-065 based on the

required findings.

**PUBLIC COMMENTS:** Public notices were mailed to 83 adjacent property owners within 300 feet of the subject site. At the writing of this report no written comments have been received either in favor of or in opposition to the proposal. Any comments that are received after this report is completed will be submitted to the Planning Commission prior to or at the meeting on August 26, 2015, depending on the date of submission of the comments to the Planning Division.

**OTHER CITY DEPARTMENTS OR OUTSIDE AGENCY COMMENTS:** The following comments were received by various city departments. Recommendations have been incorporated into the recommended conditions of approval, where applicable.

**Building Division:**

1. All projects and improvements must be performed in accordance with Nevada State Revised Statute (NRS) 623 & 624 and Carson City Municipal Code (CCMC) 15.05.020.
2. All Repairs, Replacement, and Alterations must have proper permits and comply with 2012 International Building Codes, 2012 Uniform Plumbing Code, 2012 Uniform Mechanical Code or 2012 International Mechanical code, 2012 Fuel Gas Code, 2011 National Electrical Code, 2009 Adopted International Energy Conservation Code, and 2012 Northern Nevada Amendments.
3. All Contractors are required to carry State and local license.

**Engineering Division:**

1. A reduced pressure backflow preventer must be installed near the water meter as part of this project. Our records indicate that there is not an RPA on the domestic line.
2. Building fire sprinklers will likely be required. A fire flow study will be required as part of any permit submittal.
3. More information on existing and new traffic numbers must be submitted with the construction permit.
4. Increased drainage and detention must be addressed as part of the construction permit.

**Fire Department:**

1. Project must comply with 2012 International Fire Code (IFC) and Northern Nevada Amendments.
2. Fire alarm and fire sprinkler systems must be extended into the new construction

**Environment Control Authority:**

1. Project will be disturbing greater than 160 square surface feet of material. Submit an asbestos assessment on all applicable material being disturbed.
2. Submit Carson City Acknowledgement of Asbestos Assessment form.
3. Depending on asbestos results, an EPA 10 Day Notification may also be required.

**Health Department:**

1. Plans will need to be submitted for review prior to construction of the classroom addition and playground relocation.

**FINDINGS:** Staff's recommendation is based upon the findings as required by CCMC Section 18.02.062 (Special Use Permits) enumerated below and substantiated in the public record for the project.

**1. Will be consistent with the master plan elements.**

**Chapter 3: A Balanced Land Use Pattern**

**Chapter 6: Livable Neighborhoods and Activity Centers**

**Goal 1.2a Priority Infill and Redevelopment Areas**

**Goal 6.1b Neighborhood Design**

*The proposed expansion of the existing school at the Bethlehem Lutheran Church would utilize an existing site with relocation of the existing playground and sports courts to another on-site area to the east of the present location, while providing additional parking and classroom space. Few infrastructure improvements are required to accomplish the expansion. The applicant states the location is along a major arterial (Mountain Street) which will provide a convenient educational facility for many Carson City residents. The private school is adjacent to another public school (Fritsch). The proposed construction of additional classrooms is in the central area of the site, with only the playground and sports courts being relocated and placed on the eastern portion of the site.*

**Goal 1.4c Protection of Existing Site Features**

*Development of the site is proposed to the interior of the site, with the addition of a classroom building at the northern section of the center of the site, and relocation of the existing playground and sports courts to the eastern portion of the site. The proposed location of the sports courts will be adjacent to the parsonage and existing roadway on the east, while the playground would be moved farther to the east. Permanent construction would be limited to the interior area of the site. The northeastern portion of this lot would be utilized for playground, existing trees or open areas designed for use by the students. It is noted no existing trees are proposed to be removed with this development. The existing right-of-way extending into this site would be abandoned as a part of this process.*

**2. Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and will cause no objectionable noise, vibrations, fumes, odors, dust, glare or physical activity.**

*The church has been at this location for more than 50 years. The school was approved at this location more than 30 years ago. The proposed addition of a classroom and relocation of the existing sports courts and playground will move physical activity farther to the east on the site, but the use will be generally limited to school hours and days. Any noise or other concerns related to physical activity generated by the existing use on the site has been ongoing for many years and is not anticipated to be unduly increased by the addition of a modest building of 3,746 square feet on a site with other buildings totaling 33,572 square feet and related relocation of the playground and sports courts use to a point farther east on the site.*

**3. Will have little or no detrimental effect on vehicular or pedestrian traffic.**

*Additional traffic will be created as a result of the expansion of the site and addition of another classroom building. However, this Mountain Street location is defined by Carson City Transportation Division as a urban or rural minor collector, which already has traffic beyond that which would usually be associated with a residential location. Again, this is a minor addition to this site. The actual number of additional vehicles and pedestrian traffic specific to this addition is likely to be low. This private school is also adjacent to another public school (Fritsch), which is*

directly to the south of this parcel and a church on the next corner across the street to the south. In addition, this is a thoroughfare for vehicles traveling north to south across Carson City, when the drive is avoiding Carson Street. Traffic in this area is already above that which would be considered normal in a residential location.

**4. Will not overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public improvements.**

Existing public services and utilities in this location are adequate to provide for the additional classroom space proposed with this review. This is a private school, with enrollment continuing to rise in response to a growing number of people in Carson City looking for alternatives to a mainstream educational choice. Police, fire protection and other public services are not likely to be negatively impacted by a minor expansion of an existing elementary school.

**5. Meets the definition and specific standards set forth elsewhere in this title for such particular use and meets the purpose statement of that district.**

This property is located in the Single Family 6,000 (SF6) zoning district. The purpose of this district is to provide for the development of single family detached dwellings in a suburban setting. An elementary school is a conditional use in this zoning district. The approval for the school was initially issued in 1984, with modifications for additions to the site approved in 1987 and 1991.

**6. Will not be detrimental to the public health, safety, convenience and welfare.**

There is no anticipated detrimental effect to the public if the proposed expansion of the existing private school in this location is approved. The school has been operating without complaint or concerns for over 30 years. This is an elementary school site, with students of a younger age attending. The applicant states a Lutheran High School has been opened in Indian Hills (Douglas County), which will allow an increase in the number of younger students who will be able to attend this higher level school when they graduate from this location.

**7. Will not result in material damage or prejudice to other property in the vicinity.**

The expansion of this school at this location is not anticipated to result in material damage or prejudice to other property in the vicinity. This is a continuation of a use which has been on this site for many years without incident or difficulty to the surrounding property owners in the vicinity, beyond that which is expected based on a higher level of traffic and activity related to a school or church in a residential zone. A minor increase in vehicular and pedestrian traffic is anticipated, but the area already has a heavier than usual amount of traffic, based on two churches and two schools within two blocks of each other, in addition to the traffic generated by Mountain Street being a north/south corridor for access to avoid downtown Carson City.

The school has been on the site for more than 30 years. The proposed construction expansion is minor, at 3,746 square feet, while the addition of a parking area in the center of the site and relocation of the existing playground equipment, sports courts and addition of a six foot tall fence on the northeastern area of the property is not anticipated to generate damage or prejudice to other properties in the vicinity. The relocation of the existing playground equipment and sports courts to another area on the applicant's site will create noise and activity at a different point on the parcel, but this noise and activity is usually limited to the times the school would be in

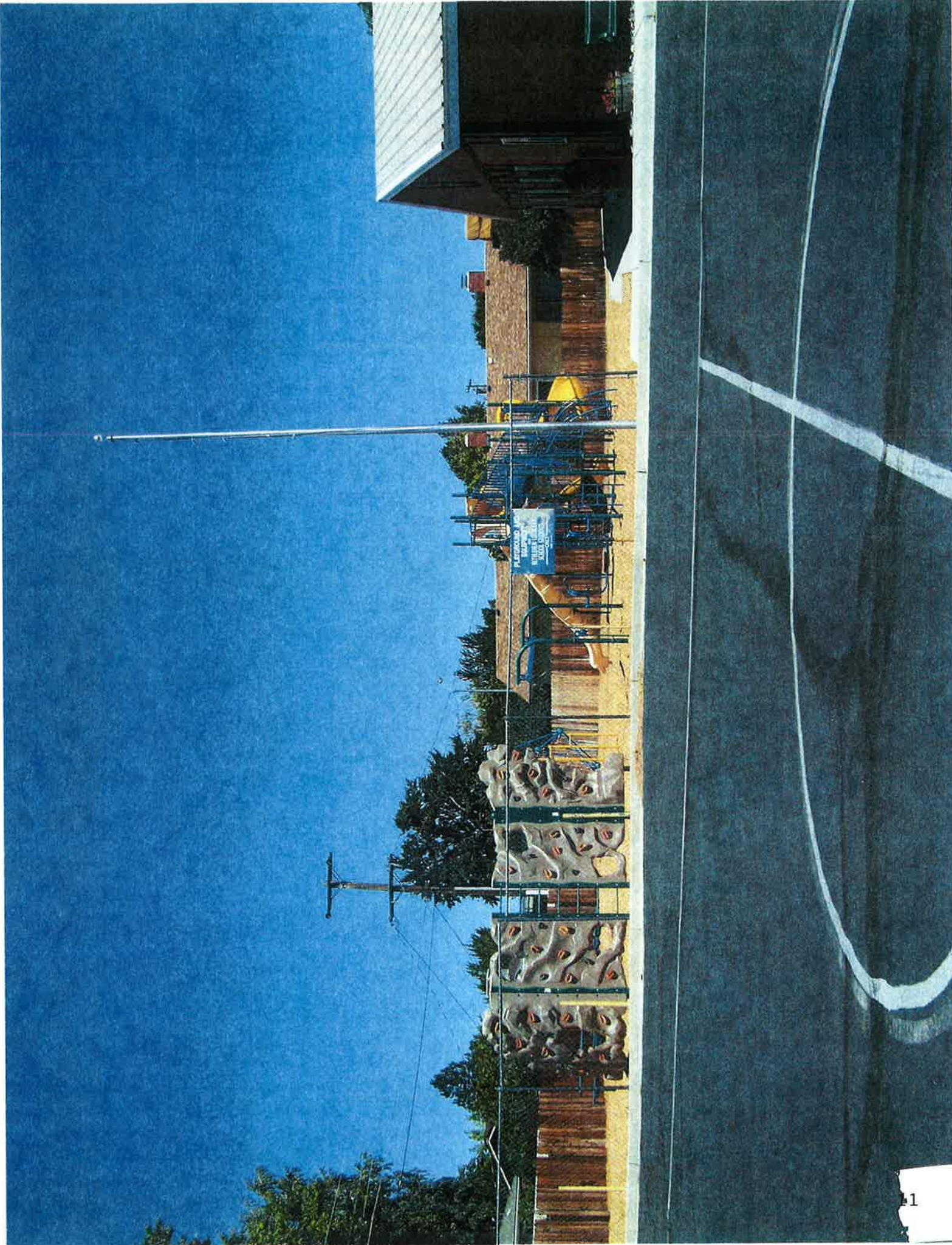


*session. The last expansion of the school was 24 years ago.*

**Attachments:**

Site Photos  
Building Comment  
Engineering Comment  
Fire Comment  
Environmental Control Comment  
Health Department Comment  
Application (SUP-15-065)

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JUL 21 2015

CARSON CITY  
PLANNING DIVISION

July 21, 2015

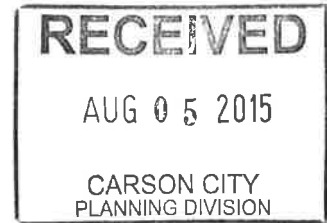
SUP-15-065:

1. All projects and improvements must be performed in accordance with Nevada State Revised Statute (NRS) 623 & 624 and Carson City Municipal Code (CCMC) 15.05.020.
2. All Repairs, Replacement, and Alterations must have proper building permits and comply with 2012 International Building Codes, 2012 Uniform Plumbing Code, 2012 Uniform Mechanical Code or 2012 International Mechanical Code, 2012 Fuel Gas Code, 2011 National Electrical Code, 2009 Adopted International Energy Conservation Code, and 2012 Northern Nevada Amendments.
3. All Contractors are required to carry State and local license.

***Shawn Keating***

Chief Building Official  
Carson City Community Development  
108 E. Proctor Street  
Carson City, NV 89701

Main 775-887-2310  
FAX 775-887-2202



**Engineering Division  
Planning Commission Report  
File Number SUP 15-065**

**TO:** Planning Commission

**FROM** Rory Hogen, E.I.

**DATE:** August 5, 2015

**MEETING DATE:** August 26, 2015

**SUBJECT TITLE:**

Action to consider an application for a Special Use Permit from Bethlehem Lutheran Church to move the playground to a site farther east and place a new school room structure on the site of the existing playground at 1845 Mountain St, apn 01-111-33.

**RECOMMENDATION:**

The Engineering Division has no preference or objection to the special use request. The following item must be addressed:

1. A reduced pressure backflow preventer must be installed near the water meter as part of this project. Our records indicate that there is not an RPA on the domestic line.
2. Building fire sprinklers will likely be required. A fire flow study will be required as part of any permit submittal.
3. More information on existing and new traffic numbers must be submitted with the construction permit.
4. Increased drainage and detention must be addressed as part of the construction permit.

**DISCUSSION:**

The Engineering Division has reviewed the conditions of approval within our areas of purview relative to adopted standards and practices and to the provisions of CCMC 18.02.080, Conditional Uses. All construction and improvements must meet the requirements of Carson City and State of Nevada Codes and Development Standards.

**CCMC 18.02.080 (2a) - Adequate Plans**

The information submitted by the applicant is adequate for this analysis.

**CCMC 18.02.080 (5a) - Master Plan**

The request is not in conflict with any Engineering Master Plans for streets or storm drainage.

**CCMC 18.02.080 (5c) - Traffic/Pedestrians**

The proposal will not substantially affect traffic or pedestrian facilities.

**CCMC 18.02.080 (5d) - Public Services**

Existing facilities appear to be adequate for this project.

SUP 15-065 Bethlelehem Lutheran new bldg and playground at 1845 Mountain st apn 01-111-33.doc



July 28, 2015

SUP 15-065.

1. Project must comply with 2012 IFC and Northern Nevada Amendments.
2. Fire alarm and fire sprinkler systems must be extended into the new construction.

***Dave Ruben***

Fire Marshal

Carson City Fire Department

777 S. Stewart Street

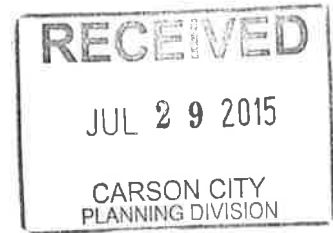
Carson City, NV 89701

Direct 775-283-7153

Main 775-887-2210

FAX 775-887-2209





July 29, 2015

Major Project Review Committee

Re: # SUP – 15-065

Dear Kathe,

After initial plan review the Carson City Environmental Control Authority (ECA), a Division of Carson City Public Works Department (CCPW), has the following requirements per the Carson City Municipal Code (CCMC) and the Uniform Plumbing Code (UPC) for the SUP 15 – 065 @ 1845 Mountain St. request:

1. Project will be disturbing greater than 160 square surface feet of material submit an asbestos assessment on all applicable material being disturbed.
2. Submit Carson City Acknowledgement of Asbestos Assessment form.
3. Depending on asbestos results a EPA 10 Day Notification may also be required.

Please notify Mark Irwin if you have any questions regarding these comments, I can be reached at 775-283-7380.

Sincerely;

Mark Irwin  
Environmental Control Officer 3

c: Kelly Hale, Environmental Control Supervisor

**RECEIVED**

AUG 10 2015

CARSON CITY  
PLANNING DIVISION

August 7, 2015

SUP-15-065

**Health and Human Services**

Plans will need to be submitted for review prior to construction of the classroom addition and playground relocation.

Dustin Boothe, MPH, REHS  
Carson City Health and Human Services  
900 E. Long St.  
Carson City, NV 89706  
(775) 887-2190 ext. 7220

[dboothe@carson.org](mailto:dboothe@carson.org)

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JUL 15 2015

**Carson City Planning Division**  
**108 E. Proctor Street • Carson City NV 89701**  
**Phone: (775) 887-2180 • E-mail: planning@carson.org**

FOR OFFICE USE ONLY:

CCMC 18.02

# SPECIAL USE PERMIT

CARSON CITY  
 PLANNING DIVISION

**FILE # SUP - 15 - SUP - 15 - 065**

APPLICANT PHONE #

Bethlehem Lutheran School

MAILING ADDRESS, CITY, STATE, ZIP

1837 Mountain St Carson City, Nv 89703

EMAIL ADDRESS

Lonnie Karges lkarges@blcs.org

PROPERTY OWNER PHONE #

Behlehem Lutheran Church 775-882-5252

MAILING ADDRESS, CITY, STATE, ZIP

1837 Mountain St Carson City, Nv 89703

EMAIL ADDRESS

Lonnie Karges lkarges@blcs.org

APPLICANT AGENT/REPRESENTATIVE PHONE #

J.P. Copoulos, Architect 775-885-7907

MAILING ADDRESS, CITY STATE, ZIP

P.O. Box 2517 Carson City, Nv 89702

EMAIL ADDRESS

info@jpcarchitect.com

**FEE: \$2,450.00 MAJOR**  
**\$2,200.00 MINOR (Residential**  
**zoning districts)**

+ noticing fee

## SUBMITTAL PACKET

- ☐ 8 Completed Application Packets (1 Original + 7 Copies) including:
- ☐ Application Form
- ☐ Written Project Description
- ☐ Site Plan
- ☐ Building Elevation Drawings and Floor Plans
- ☐ Proposal Questionnaire With Both Questions and Answers Given
- ☐ Applicant's Acknowledgment Statement
- ☐ Documentation of Taxes Paid-to-Date (1 copy)
- ☐ Project Impact Reports (Engineering) (4 copies)
- ☐ CD containing application digital data (to be submitted once the application is deemed complete by staff)

Application Reviewed and Received By:

Submittal Deadline: See attached PC application submittal schedule.

Note: Submittals must be of sufficient clarity and detail such that all departments are able to determine if they can support the request. Additional information may be required.

Project's Assessor Parcel Number(s):

001-111-33

Street Address ZIP Code

1845 Mountain St 89703

Project's Master Plan Designation

Medium Density Residential

Project's Current Zoning

SF6

Nearest Major Cross Street(s)

Winnie Ln

Briefly describe your proposed project: (Use additional sheets or attachments if necessary). In addition to the brief description of your project and proposed use, provide additional page(s) to show a more detailed summary of your project and proposal. In accordance with Carson City Municipal Code (CCMC) Section: 18.04.073.3, or Development Standards, Division \_\_\_\_\_, Section \_\_\_\_\_, a request to allow as a conditional use is as follows:

Addition to existing elementary school

## PROPERTY OWNER'S AFFIDAVIT

I, DIANNE A. MEDLOCK, being duly deposed, do hereby affirm that I am the record owner of the subject property, and that I have knowledge of, and I agree to, the filing of this application.

Dianne A. Medlock, Council SECRETARY 1837 N. MOUNTAIN ST

Signature

Address

Date

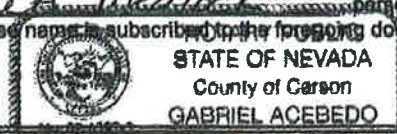
July 14, 2015

Use additional page(s) if necessary for other names.

STATE OF NEVADA  
 COUNTY Carson city

On July 14, 2015, Dianne A. Medlock personally appeared before me, a notary public, personally known (or proved) to me to be the person whose name is subscribed to the foregoing document and who acknowledged to me that he/she executed the foregoing document.

Notary Public



NOTE: If your project is located within the historic district, City Appointment Expires APR 21, 2016, it must be scheduled before the Historic Resources Commission, the Airport Authority, and/or the Redevelopment Authority Citizens Committee prior to being scheduled for review by the Planning Commission. Planning personnel can help you make the above determination.

### ACKNOWLEDGMENT OF APPLICANT

I certify that the forgoing statements are true and correct to the best of my knowledge and belief. I agree to fully comply with all conditions as established by the Planning Commission. I am aware that this permit becomes null and void if the use is not initiated within one-year of the date of the Planning Commission's approval; and I understand that this permit may be revoked for violation of any of the conditions of approval. I further understand that approval of this application does not exempt me from all City code requirements.

Dianne A. Medlock, Church Council Secretary      July 14, 2015  
Applicant      Date

DESCRIPTION OF PROPOSED PROJECT  
TO  
ADD FOUR CLASSROOMS  
& RELOCATE PLAYGROUND FACILITIES  
FOR THE  
BETHLEHEM LUTHERAN SCHOOL

July 10, 2015

Applicant is requesting a Special Use Permit for the Bethlehem Lutheran School for work at their site on Mountain St. The work would consist of an expansion to the elementary school. It would be a three phase project as per the attached plans and as follows:

**Phase One:** Move playground

**Phase Two:** Construct sports court, change fence at north side to 6' height  
(it was determine during the Major Project review to apply for a street abandonment at Ivy Street)

**Phase Three:** Build classroom addition

The school has experienced considerable growth. With the addition of the Lutheran High School in Indian Hills, the Lutheran school program can provide a full range of educational opportunities from preschool thru high school in our geographic area. Interest in the Lutheran school program has increased as a result.

The new addition will provide relief of some overcrowding that has occurred do to student growth. Additionally some of the existing classroom space will be converted to new program use (music & computers) allowing the school to expand class grades into the new addition.

FINDINGS  
FOR  
A SPECIAL USE PERMIT  
TO  
ADD FOUR CLASSROOMS  
& RELOCATE PLAYGROUND FACILITIES  
FOR THE  
BETHLEHEM LUTHERAN SCHOOL

**Question 1. How will the proposed development further and be in keeping with and not contrary to the objectives of the Master Plan elements?**

The features of this project that support question one are as follows:

**Master Plan Chapter 3: A Balanced Land Use Pattern**

No change to planned population growth is anticipated with this project, it will improve the social, economic and environmental well being of Carson City by improving an existing educational resource.

Sustainability is achieved by expanding upon an existing use with little infrastructure improvements required. Existing PV solar system will be maintained.

The development is expanding on an existing use and achieves the goal of infill development, it takes advantage of a central location, good traffic access, and close proximity of utilities. Its location is along a major arterial which will provide a convenient educational facility for many Carson City residents. It is adjacent to another elementary school (Fritsch School)

Pathway connections are improved by eliminating sport court facilities from the middle of the site to the edge of the site. The current walking & biking patterns from the site thru the neighborhood and the adjacent elementary school will be maintained. Existing school zones along Mountain Street will remain unchanged.

Transition between residential and non residential areas will be maintained by retaining existing landscape buffers along the east and north of the site.

Levels of utility service will remain unchanged. Existing drainage basin will remain. During flood events overflow drainage will still be provided by use of the existing drainage way along the Fritsch playground.

#### **Master Plan Chapter 4: Equitable Distribution of Recreational Opportunities**

Existing park and playground facilities will be upgraded in a new location on site.

#### **Master Plan Chapter 5: Economic Vitality**

This project will expand upon the existing educational use to the area while maintaining compatibility with the adjacent elementary school.

It will maintain and improve the existing park open space on site.

Added classrooms will improve the teacher employment base.

#### **Master Plan Chapter 6: Livable Neighborhoods and activity centers**

Infill to an existing school will blend seamlessly with the established school zone in this area of the City.

Durable long lasting materials compatible with the existing buildings are proposed.

Pedestrian connectivity around the site will be improved by relocating playground facilities to the edge of the site. The current walking & biking patterns from the site thru the neighborhood and the adjacent elementary school will be maintained.

An existing cultural activity center will maintained. The gym and kitchen facility is currently used by the Boy Scouts as well as various church groups within the Lutheran community.

#### **Master Plan Chapter 7: A Connected City**

This site is already connected with existing bike and pedestrian pathways reinforcing Carson City's Unified Pathways Master Plan. The existing school zone along Mountain St will remain



**Question 2: Will the effect of the proposed development be detrimental to the immediate vicinity or the general neighborhood?**

A. Land uses adjacent to the parcel are as follows: to the North; residences, to the South; elementary school playground, to the East; open space buffer and residences, to the West; Bethlehem Lutheran Church. Because the existing Bethlehem Lutheran Church and School has been in the neighborhood for 20+ years it is well established as one of the primary use in the neighborhood.

B. The classroom addition does not affect any change to uses that the Bethlehem Lutheran School currently performs. Playground use is the only noise impact that affects the neighborhood, and that use already been permitted by a previous Carson City special use permit for this site and the adjacent Fritsch school site to the south. Playground use on the Bethlehem site primarily occurs during school hours during the school year.

C. The existing parsonage and tree landscape area provide a buffer to the adjacent residences, and by providing a park like setting adjacent to the east and north, the neighborhood will be improved and enhanced and the peaceful enjoyment of the neighborhood will be improved. The existing church provides a buffer to the west and screens parking from the neighborhood. The property to the south is a compatible use as a school playground.

D. Although street traffic will be increased the current school zone along Mountain Street will be utilized. Pedestrian drop off will occur within the middle of the site with minimal impact to Mountain St. The existing pedestrian access and flow through the neighborhood will remain unchanged. The new classrooms will relieve some classroom/student congestion currently at the school. Some of the traffic impact has already occurred.

E. The long range benefits to Carson City include:

- Improve the choices for educational opportunities in Carson City.
- Maintain a passive park component to the neighborhood connected to an existing bike and pedestrian trail system.
- Add to the employment base in Carson City.
- An existing cultural activity center will maintained. (Gym & Kitchen)
- Establishing perimeter fencing and defined pedestrian entries to maintain a secure educational environment

**Question 3: Has sufficient consideration been exercised by the applicant in adapting the project to existing improvements?**

The features of this project that support question three are as follows:

A. School District population will not be impacted with additional students. Traffic will be impacted along Mountain St. but pedestrian access to the school from cars will solely be achieved in the middle of the school site not impacting Mountain St. Police and fire services will be unchanged due to the location of the addition proposed. The fire department reviewed the R.O.W. abandonment during a major project review with the comment to maintain the emergency access easement around the school.

B. The addition will occupy and existing playground area with hardscape amenities minimally impacting drainage coverage. Paving will be swapped for the existing paving in the Ivy Street R.O.W and landscaping will remain unchanged, the on site landscaped drainage basin will be expanded to accommodate any new drainage impacts. The historical drainage patterns along the east Fritsch school property during flood events will still be maintained.

C. Existing water, sewer, and storm drainage will not be greatly impacted by the addition. It is anticipated to add one toilet to boys and girls restrooms with minimal utility impact. The Fire Department was undecided whether an additional fire hydrant would be required for the project during MPR.

D. Sewer is not an issue for this project.

E. No road improvements are required for this project. Existing school zone signage existing on Mountain St. Once the street abandonment is completed paving improvements for the sports courts will be on school property.

F. Resource Concepts Inc is the civil engineer consulting for the Bethlehem Lutheran School on this project and is assisting with the street abandonment required for this project. Additionally information through the MPR process has been used to formulate the SUP plan responses.

G. Lighting will be added on the building at the exits of the addition. Cut off light fixtures meeting Carson City requirements will be used.

H. Existing landscaping will be maintained and will be unaffected by the project. No additional landscaping is proposed unless required as a condition of this special use permit.

I. The parking plan for this project is shown on the site plan sheet attached.

## Project Impact Report

### Traffic:

It is estimated that 24 more cars will visit the site twice a day.  
4 employee, 20 student drop off

### Drainage:

Existing impervious area estimated at:	33,572 sf building
	61,218 sf paving
	<hr/>
	94,790 sf total

Added impervious area estimated at:	3,746 sf building
	6,128 sf sport court surface
	<hr/>

9,784 sf total added approx. 10% added to site

Existing grass drainage basin will be modified to accommodate added impervious surface drainage.

### Water:

231 GPD added to project, see calculation attached

### Sewer:

231 GPD added to project, see calculation attached

RE: BETHLEHEM LUTHERAN SCHOOL  
1845 MOUNTAIN ST – A.P.N. 001-111-33

THE FOLLOWING ARE ADDED WATER USAGES FOR THE REFERENCED PROJECT:

**EMPLOYEES**

$10 \text{ GPD} \times 4 \text{ EMP} \times (5 \text{ DAYS/WK} \times 38 \text{ WKS/YR}) = 7,600 \text{ GAL/YR.}$

**STUDENTS:**

$5 \text{ GPD} \times 80 \text{ STUDENTS} (5 \text{ DAYS/WK} \times 38 \text{ WKS/YR}) = 76,000 \text{ GAL/YR.}$

**CLEAN UP:**

$5 \text{ GPD} \times (5 \text{ DAYS/WK} \times 38 \text{ WKS/YR}) = 1,000 \text{ GAL/YR.}$

**IRRIGATION WATER:**

NO NEW LANDSCAPING

**TOTAL FOR YEAR:** 84,600 GAL/YR OR AT 365 DAY/YR = 231 GPD

JOHN P. COPOULOS, A.I.A.



EXISTING SCHOOL PHOTOS



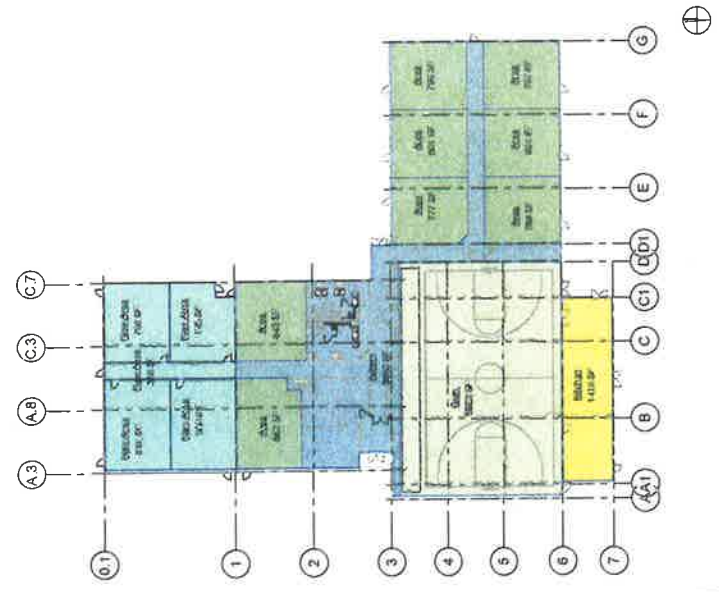
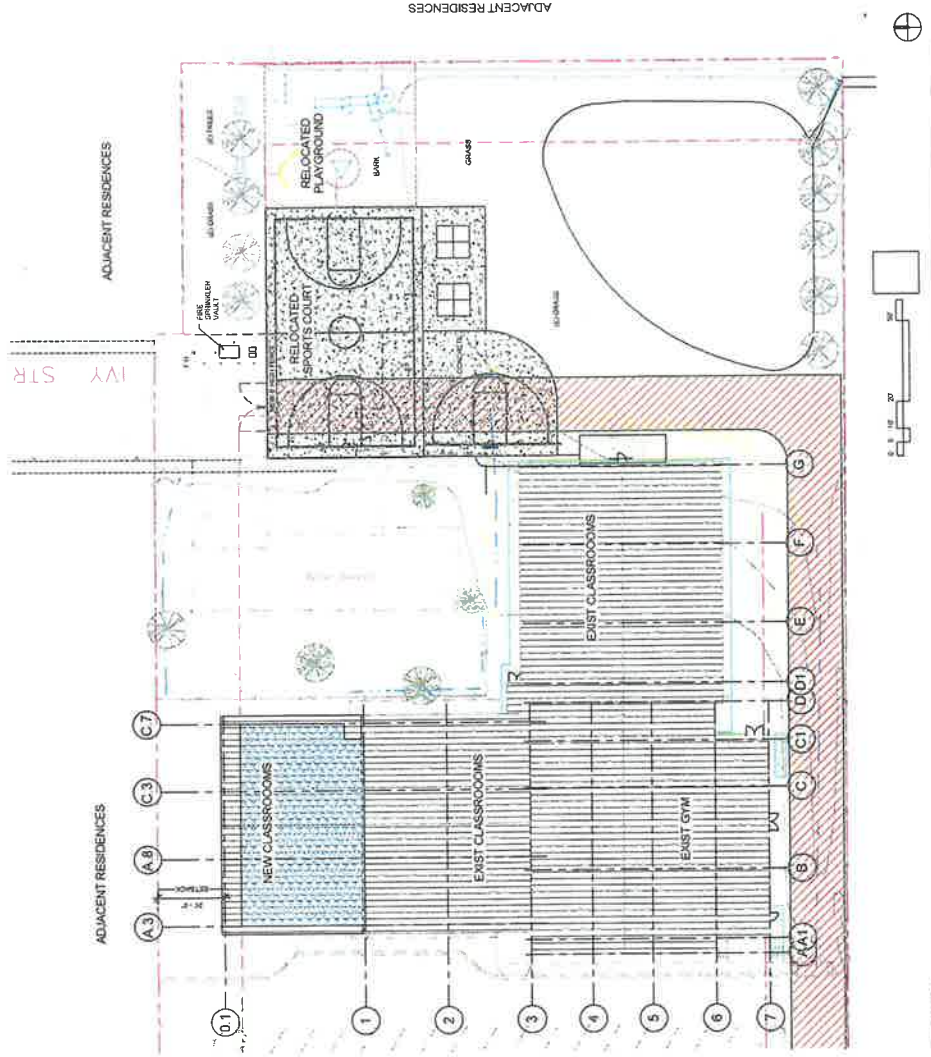


Revision Number	Revision Description	Revision Date

**Behlehem Lutheran Church  
& School**  
Classroom Addition  
Enlarged Site  
Plan

Project Name:  
Date: 1-20-12  
Drawn by: A102  
Checked by: JPC  
Scale: As Shown

**A102**  
Site  
Behlehem Lutheran Church  
& School  
1000 N. Carson City Rd.  
Carson City, NV 89703  
775-885-7907  
775-885-4886  
www.ipcarbld.com  
Project No.: A102  
Drawing No.: A102-111-12  
Drawing Title: Classroom Addition  
Enlarged Site Plan  
Drawing Date: 1-20-12  
Drawing Scale: As Shown  
Drawing By: JPC  
Drawing Check: JPC  
Drawing Date: 1-20-12



Revision	Number	By	Date	Description

**Bethlehem Lutheran Church  
& School**  
Classroom Addition

**Floor Plans**

Project Number	4-20-15
Date	4-20-15
Drawn by	JP
Checked by	JP
Scale	AS SHOWN

**A103**

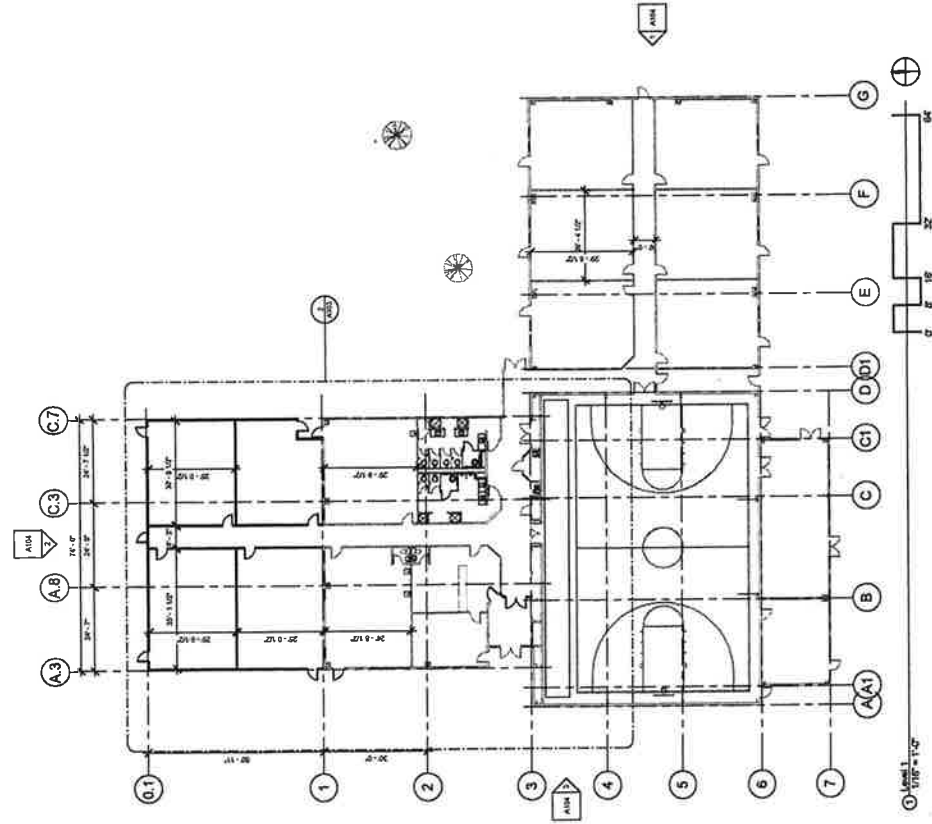
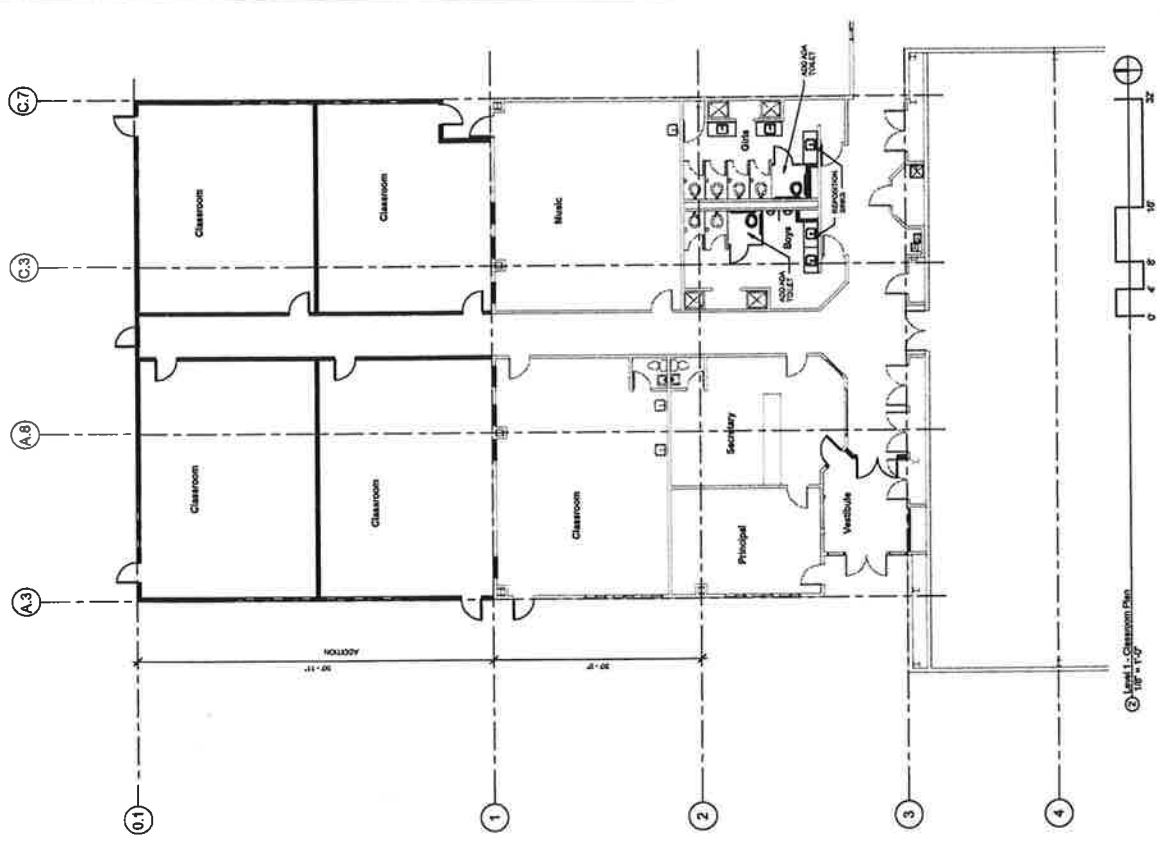
Owner:  
Bethlehem Lutheran Church  
Carson City, NV 89703  
1144 S. 2nd St.  
775-885-7807  
775-885-8868

Architect:  
jpc architect  
4444 E. 1st Avenue  
Carson City, NV 89703  
775-885-7807  
775-885-8868

Engineer:  
1108 Industrial Blvd.  
Carson City, NV 89703  
A.P.H. 001-11-33

Manufacturer:  
Master Plan Ltd. Inc.  
Carson City, NV 89703  
A.P.H. 001-11-33

Prepared By:  
J.P. Carpenter, Architect





Revision Number	Revision Description	Revision Date

**Bethlehem Lutheran Church  
& School**  
Classroom Addition

**Elevations**

Project Number	A-104
Date	4-25-12
Drawn by	JPC
Checked by	Chadler
Scale	1/8" = 1'-0"

**A104**

**Client:** Bethlehem Lutheran Church  
1027 Broadway St.  
Canon City, CO 80702  
775-885-8806

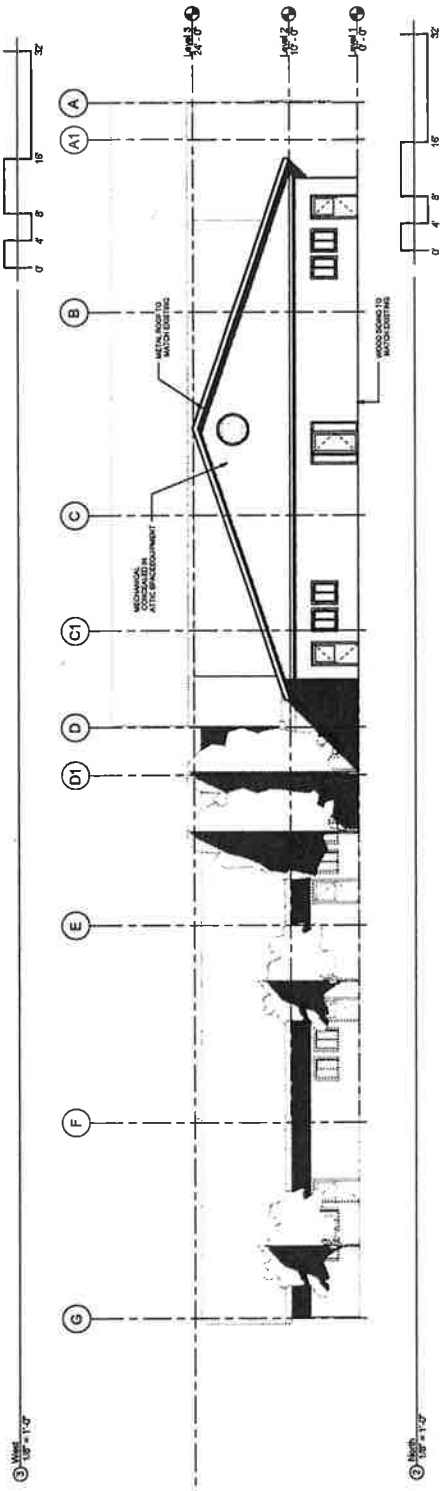
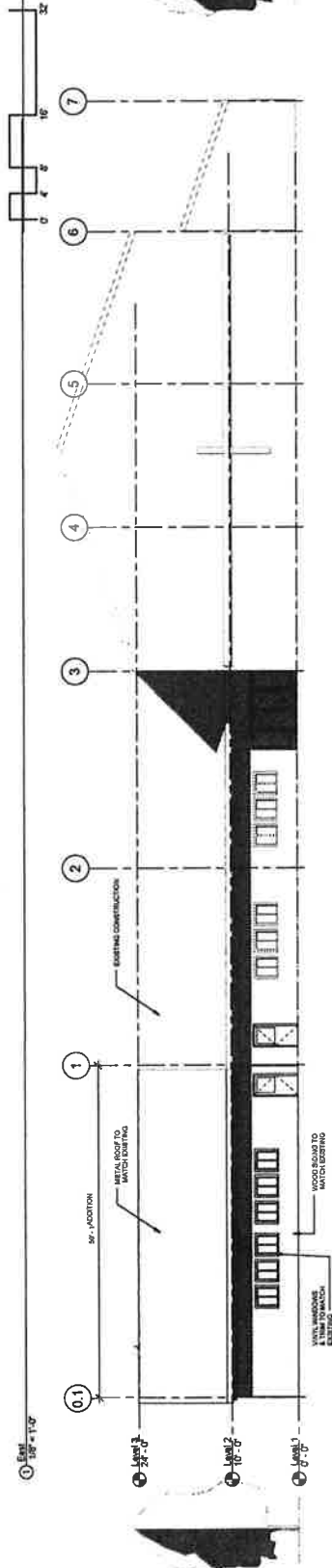
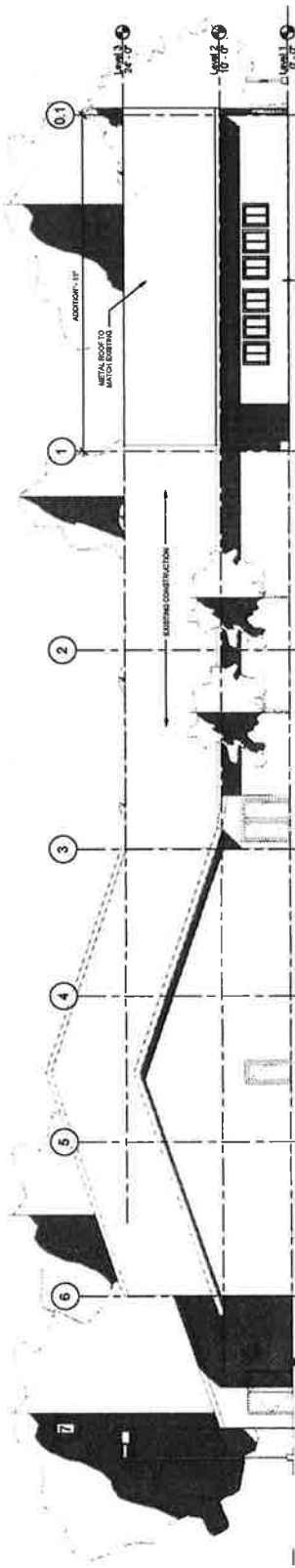
**Architect:** ipc Copales  
1044 Broadway St.  
Canon City, CO 80702  
775-885-8806

**Project:** Classroom Addition  
1044 Broadway St.  
Canon City, CO 80702  
775-885-8806

**Location:**  
1044 Broadway St.  
Canon City, Colorado 80702  
A.P.N. 001-111-33

**Owner:** Pastor Lutz (Mr.)  
1044 Broadway St.  
Canon City, Colorado 80702  
A.P.N. 001-111-33

**Prepared by:** J.P. Copales, Architect



CARSON CITY  
PLANNING DIVISION

www.jparchitect.com

Score	As indicated
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Prepared By  
J.P. Copoulos Architects