



INFORMATION MEMORANDUM

TO: Mayor and City Council
FROM: Charles Cox
City Manager
DATE: August 2, 2016
SUBJECT: Proposed Ordinance No. 3382 amending the Site Plan to the Specific Use Permit for Private School, including Athletic Facilities, granted by Ordinance No. 2879 to Parish Episcopal School to provide for the addition of a Multipurpose Activity Center, Performance Hall/Center and Soccer Field at the existing school campus at 4101 Sigma Road.

Overall Summary:

- *Multipurpose Activity Center (indoor gymnasium), attached to the existing main building: total of 22,400 sf, 38 feet in height*
- *Performance Hall, attached to the existing main building: total of 41,000 sf, maximum 65 feet in height*
- *Temporary outdoor soccer fields for practice*

Existing Conditions:

Parish Episcopal School is located on Sigma Road approximately 900 feet west of Midway Road and 700 feet north of Alpha Road. The irregular shaped tract of 56.32 acres is bordered on all sides by residential uses, limited stay hotels and ample green spaces. (See Aerial Map)

The site is located within PD-64. All school related uses require a Specific Use Permit within PD-64 zoning district. (See Location Map)

History:

In March 2001, a Specific Use Permit and associated site plan was approved for Parish Episcopal School to transform the existing building / property at 4101 Sigma Road into a private school including future athletic facilities. In 2006 City Council approved with Ordinance 2879 the Specific Use Permit to allow for modification of the athletic facilities and related improvements, building additions and other modifications and improvements to the site plan and landscape plan. Other minor amendments to detail and improve the site plan for Parish School were approved administratively in 2005, 2009, 2010 and 2016. The Site Plan approved with the Ordinance 2879 in 2006 contained a future expansion area for a gymnasium and an auditorium on the southern side of the main building. With this current SUP application that proposes a minor modification of this future expansion area, the Site Plan included in Ordinance 2879 will be replaced.

Existing Conditions:

Parish Episcopal School (Sigma Road Campus) has been open since August 2002 and now includes grades 3rd through 12th beginning of August 2006. The school accommodates approximately 900 students and 193 faculty and employees.

The campus currently includes:

- Main building with classrooms, offices and cafeteria. (346,322 sf)
- Outdoor chapel (1,364 sf)
- Exterior sports complex with locker rooms, restrooms, storage, guard house and ticket booth. The sports complex includes a football / soccer field with 3,024 seats, baseball field with 200 seats, softball and baseball fields with portable bleachers.
- Outdoor playground areas (See Existing Site Plan)

Site Design:

The Site Plan approved with the Specific Use Permit in 2006 contained a future expansion area for a gymnasium and an auditorium on the southern side of the main building. (See Existing Site Plan)

With this current SUP application, Parish Episcopal School slightly modifies this future expansion area. This expansion will include the addition of new facilities at the existing school campus as follows:

- An indoor multipurpose activity center (gymnasium) attached to the main building towards the existing semi-open courtyard on the south side of the building.
- An indoor performance hall attached to the main building on the eastern side.
- Temporary outdoor soccer fields east of Sigma Drive towards Midway Road. (See Proposed Site Plan)

Multipurpose Activity Center:

The new indoor gymnasium and support spaces will be approximately 22,400 square feet and will be connected and accessible from the existing main school building. This new one-level gymnasium will be 38 feet in height. The conceptual proposed floor plan for this new

multipurpose activity center includes restrooms and other support spaces, storage and bleachers for maximum 800 seats. (See Conceptual Floor Plan for Activity Center)

The Performance Hall/Center:

The new performance hall will be approximately 41,000 square feet and will be attached to the southeastern side of the existing main building. The building will have a dedicated main access through a lobby directly from the exterior and will also have a connection with the main lobby of the school through a glass corridor along the eastern side of the building. The performance center will be a combination of one-story and four-story levels with height varying from 30 feet to 65 feet.

The conceptual proposed floor plan for this new performance hall includes a main theater, open on three levels, with 612 seats and a smaller one-story theater with 116 seats at the first floor and a film screening room with 142 seats at the second level. The maximum occupancy of the entire performance center will be 870 seats. The performance center will include restrooms, offices, dressing rooms, rehearsal studios and storage spaces for all theaters. (See Conceptual Floor Plans for Performance Hall/Center)

Temporary Outdoor Soccer Fields:

Earlier this year, staff administratively approved a temporary soccer field and practice field in the area located east of Sigma Road and west of Midway. With this SUP, Parish Episcopal School is requesting the formal approval of this soccer field. The total area of the soccer fields is 355 ft. by 170 ft. and is located 67 feet from Sigma Road and 215 feet from Midway Road. The field is secured on all sides by an 8-feet tall chain link fence and 16- feet high net. Near Midway Road, the applicant has installed a landscape strip comprised of Bufford Holly shrubs for privacy and protection of the soccer field from adjacent parcels.

Overall Site Plan:

With the building additions, the overall site plan amendment improvements also include:

- the redesign of the existing fire lane in the semi-open courtyard to fit the new layout with the gymnasium addition;
- landscape improvements along the eastern side of the building to accommodate the new performance hall;
- new crosswalk with flashing light for safe-crossing for pedestrians across Sigma Road and a connection to the soccer practice fields to the school area. (See Site Plan)

Elevations:

The new proposed additions will complement the architecture and finishes of the existing school campus. The existing main building is an articulation of one to four-stories tall and is a combination of structural steel frame, reinforced concrete frame and masonry block tilt wall. The proposed gymnasium will be a tall one-story building and the proposed performance hall will be

a combination of one-story and four-story portions varying in height from 30 feet, 38 feet and 65 feet. The entire additions will be concrete tilt wall painted to match the existing building. Other exterior finishes and accents include wood panels and metal canopies. Glazing strips are proposed on the eastern elevation which is visible from public spaces. (See Elevations and Renderings).

Operation:

All of the new proposed changes to the school campus will support the existing programs that have outgrown their current spaces. The new Multipurpose Activity Center will be used daily for Physical Education classes and sports practices and periodically for talent shows, robotics tournaments and other all-school gatherings. The new Performance Hall/Center will be used for student musical performances, dance recitals and band concerts as well as lectures and class meetings. The soccer field will be used for Physical Education classes and for K-6th grade soccer practice. This additions will not increase the current number of students, faculty or employees.

The Multipurpose Activity Center and Performance Hall/Center will be used Monday through Friday from 6 am to 9 pm, Saturday from 8 am to 6 pm and Sunday from 12 pm to 6 pm. The soccer fields will be used Monday through Friday from 8 am up to one hour before sunset.

Parking:

In August 2006, with the addition of the football stadium, Parish Episcopal School retained an engineering firm to assess the school's parking needs with the new additions at that time and they submitted a parking study to the City. The study recommended the minimum total number of parking spaces to be based on the maximum football stadium seating capacity (the largest place of assembly). The parking ratio proposed was 1 space per 3.5 seats. This parking ratio was accepted by the City.

Currently the school has 743 existing parking spaces distributed in four parking lots inside the school campus. A future parking lot containing 188 parking spaces is designated for two other locations inside the school campus (See Site Plan).

The current parking count meets the needs of the school given the combination of uses and facility timing. In the future, if the parking needs of the school exceed the current availability, the school will install the future parking lot area according to the Site Plan. Based on observation of the parking needs of the school, staff is in support with the current agreement.

Landscaping:

The applicant is proposing to improve the existing landscaping on the eastern side of the building along the proposed performance hall/center location. The proposed Landscape Plan includes the addition of 14 new trees. The proposed tree list includes Shumard Oak, Live Oak and Bald Cypress. The landscaping also includes a combination of shrubbery and ground covers. (See Landscape Plan)

Signage:

The applicant has proposed installing three wall signs on the south and east elevations of the two new building additions. The southern elevations, visible only from the interior private driveway, will include a recessed letter sign / directional sign (16 feet by 41 feet) and a sports team logo (Panther Head) painted on the tilt wall (13 feet by 18 feet). The eastern elevations will include the school logo on the upper side of the four-story façade of the performance hall/center (18 feet by 15 feet). Considering the quality of the proposed wall signs, the existing signage installed throughout the Parish School Campus and the low visibility from public view, staff is in support of the proposed wall signs included in this SUP request. (See Elevations)

Comprehensive Plan:

The City of Farmers Branch is currently in the process of updating its 1989 Comprehensive Plan with the creation of the Eastside Plan to complete the suite of Comprehensive Plan updates the city successfully accomplished with the Central Area Plan in 2012 and the Westside Plan in 2003. The Eastside Plan hopes to enable the transformation of certain portions of the existing industrial profile of the east side and infuse a more urban character in certain areas. Within this vision, the Eastside Plan aims to create a better and more diverse mix of uses along Midway Road and to create a smoother transition between the city's central residential area into the more active east side. Parish Episcopal School, a strong school campus located at the limit of the central area and east side, is a great asset that contributes to this future vision. This SUP request is consistent with the future vision of the eastside Plan.

Thoroughfare Plan:

Both Midway Road and Sigma Road are developed at the full width according to Farmers Branch Thoroughfare Plan. No improvements to Sigma Road and Midway Road are planned or budgeted at this time.

Public Response:

Eighty (80) zoning notification letters were mailed to the surrounding property owners on June 15th, 2016. Two (2) zoning notification signs were also placed on the site on the same day. A public notice ad was placed in Dallas Morning news on July 15th. As of July 25th, 2016 one letter of opposition to this Specific Use Permit request has been received by the City.

Possible Council Action:

1. I move to adopt Ordinance No. 3382.
2. I move to adopt Ordinance No. 3382 with the following modification(s)...
3. I move to table the item or take no action.