Case No. 18UR008

Legal Description:

Lots 3R and 4RC1 in Block 2 of Rushmore Regional Industrial Park located in Section 4, T1N, R8E, BHM, Rapid City, Pennington County, South Dakota
July 12, 2018

Ken Young – Director
Community Development
City of Rapid City
300 Sixth Street
Rapid City, SD 57701

RE: Letter of Intent – Conditional Use Permit
Lots 3R and 4RC1 in Block 2 of Rushmore Regional Industrial Park
Aka 1622 & 1636 Concourse Court

Director Young:

On behalf Black Hills Workshop & Training Center (owner) and Dr. Dale Anderson (applicant) we are submitting a request to rezone the above described property from Light Industrial to office Commercial with a Conditional Use Permit to allow a private parochial elementary/middle school (grades K-8) and a church.

This property is presently owned by Black Hills Works and they are planning on relocating their current programs that are operating at this facility. They have entered into a purchase agreement with Dr. Anderson (acting on behalf of the 7th Day Adventist Church).

The existing building is large enough to accommodate the proposed K-8 school and church activities as well. Black Hills Works will be transitioning their relocation during the next 6 months so the development would be completed in 2 phases – with the school and accessory uses as Phase I and the church as Phase II.

Conditions of operation for the school (Phase 1) would be as follows:

1. Hours of operation 8:00 am to 3:30 pm, typically Monday through Friday, excepting holidays and scheduled breaks.
2. School year will be from mid-August through the end of May, with possible minor adjustments for scheduling and/or extended days for weather closures.
3. The school will serve grades K-8 and does not include day-care, pre-school or high school.
4. The current number of students enrolled is 26 with an additional 14 students waiting to enroll upon availability. The maximum number of students to be served would be 75.
5. There will be 4 classrooms, with 2 teachers, a teacher's aide and a school secretary.
6. The Phase I development will include a separate and dedicated entrance for the students, 4 classrooms, restrooms, a lunch room and indoor gym space.
7. From the building there will be restricted/secured access to a fenced outdoor recreation for the older children in the southwest parking area (soccer, basketball, etc.)
8. The younger students will have secured access from the building to an enclosed/fenced outdoor play area at the southeast corner of the building that will include typical outdoor equipment (swings, slides, etc.) and a grassed area.
9. This is not a typical public "neighborhood" school. Attendees are from throughout Rapid City and the surrounding area. Children are brought on-site by parents – either individually or by car-pool groups. Parents will be required to bring their children directly to the school. Foot traffic and drop-offs outside of the campus will not be permitted.
10. Traffic is anticipated to be 15-20 vehicles per am drop off and pm pick-up. Some of the families have multiple children and several families have arranged for car-pooling. There is ample parking along the front of the building for the anticipated traffic. Students would have direct access to the building without having to cross a street or parking lot.

Conditions of operation for the church (Phase II) would be as follows:

1. The anticipated phasing for the church would be between January 2019 and January 2024.
2. Service attendance is typically between 100 and 125.
3. There will be a separate entrance for the church activities (northeast of the school entrance).
4. The church would typically employ a pastor and secretary.
5. There would be 1 office, 4 +/- Sunday School classrooms (separate from the school classrooms), and a sanctuary with individual seating capacity of 250.
6. Church services are on Saturdays between 9:00 am and noon.
7. Other meeting events and weddings would typically be held on Saturday afternoons. Funerals can be held either on week-days, evenings or week-ends and would not conflict with school operations.

The existing exterior building lights and 5 area lights will be utilized. A small monument sign (4' x 6') will be added near the building entrance (un-lit). On the rear of the building (northeast side) they will replace the current "Black Hills Works" lettering on the building façade. Per the proposed site plan, trees will be added to bring the site into compliance with the landscape ordinance.

This building is particularly well-suited for the proposed conversion to school and church. There are safety factors in place that have served Black Hills Works and their clients that will also serve the church and school, including: fire sprinkler system, large hallways, and multiple exits.

The existing use by Black Hills Works as a training facility shares some similarities with the proposed uses. The change to Office Commercial Zoning at this location is consistent with the adjoining uses of the Day Care center at 1620 Concourse Court, Pioneer Credit Counseling at 1644 Concourse Drive, and AE2S at 1560 Concourse Drive.

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The property is located at the east end of Concourse Court with limited traffic from the adjoining uses. There are 91 available parking spaces which exceeds the 65 required parking spaces for the church (250 seats at 0.25 per seat + 2 employees) and the 9 school parking spaces (4 employees @ 1.4 and up to 75 students at 0.04/student).

The campus can provide secured and safe outdoor recreation opportunities for the students without adverse impacts from the adjoining uses – similar to the Day Care center and the training/education program in use by Black Hills Works.

Attached is our site plan which identifies the existing development and proposed uses. There are interior schematics which illustrate the intended areas of use within the building, and a sketch of a proposed bell tower which will be added to define the school entrance.

We encourage you and your staff to see the positive impact that this location has been for Black Hills Works and envision how it could be re-developed and serve the needs of the members of the Seventh Day Adventist Church and school.

Thank you for your time and consideration.

Sincerely,
FISK LAND SURVEYING & CONSULTING ENGINEERS, INC.

Janelle L. Finck
President

jlf

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RAPID CITY DEPARTMENT OF COMMUNITY DEVELOPMENT
New 7th Day Adventist School & Church
1636 Concourse Court - Rapid City, SD
Re-Zone and Conditional Use Requests