



**PUBLIC NOTICE  
WILLIAMSBURG CITY COUNCIL**

The Williamsburg City Council will hold a public hearing on Thursday, March 8, 2018, 3:30 P.M. in the Council Chambers of the Stryker Center, 412 North Boundary Street, to consider the following:

**PCR#18-002:** Request of Union Baptist Church for a special use permit for a 2,600 square foot addition to the church. The property is located at 108 Alice Street and is zoned Single-Family Dwelling District RS-2.

Additional information is available at [www.williamsburgva.gov/publicnotice](http://www.williamsburgva.gov/publicnotice) or at the Planning Department (757) 220-6130, 401 Lafayette Street. Interested citizens are invited to attend this hearing and present their comments to City Council.

If you are disabled and need accommodation in order to participate in the public hearings, please call the Planning Department at (757) 220-6130, (TTY) 220-6108, no later than 12:00 noon, Thursday, March 1, 2018.

Andrew Trivette  
Clerk of Council



**CITY OF WILLIAMSBURG**  
**MEMORANDUM**

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**DATE:** February 15, 2018

**SUBJECT: PCR#18-002**  
**Special Use Permit - Union Baptist Church Fellowship Hall Addition**  
**108 Alice Street**

**APPLICANT'S REQUEST**

Union Baptist Church is requesting a special use permit to construct a 2,600 square foot addition to the existing church at 108 Alice Street. The addition will contain a fellowship hall, storage, a single restroom, and a kitchen. The proposed addition meets all of the set back requirements, but does not address existing nonconformities. The applicant's statement is enclosed.



**CURRENT REGULATIONS**

**Comprehensive Plan**

In the 2013 Comprehensive Plan, 108 Alice Street is designated as Low Density Single-Family Detached Residential. The Comprehensive Plan notes that Low Density Single-Family Detached Residential is the lowest intensity of residential development.

All of the surrounding properties are designated Low Density Single-Family Detached Residential.

## **Zoning**

This property along with the surrounding properties are zoned Single-Family Dwelling RS-2.

The statement of intent for the RS-2 District reads:

*This district is established as a single-family residential area with low population density. The regulations for this district are designed to stabilize and protect the essential characteristics of the land and to promote and encourage a suitable environment for family life. To these ends, development is limited to a relatively low density and permitted uses are limited basically to providing homes for the residents. Certain additional uses that may be compatible with single-family neighborhoods, such as churches, schools and day care centers, may be allowed with the issuance of special permits.*

## **Special Use Permit**

The special use permit section of the Zoning Ordinance (Sec. 21-42) establishes the following criteria for special use permits:

- (a) *The proposed use shall be:*
  - (1) *In harmony with the adopted comprehensive plan;*
  - (2) *In harmony with the intent and purpose of the zoning district in which the use is proposed to be located;*
  - (3) *In harmony with the character of adjacent properties and the surrounding neighborhoods, and with existing and proposed development.*
- (b) *The proposed use shall be adequately served by essential public services such as streets, drainage facilities, fire protection and public water and sewer facilities.*
- (c) *The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.*
- (d) *The proposed use shall be designed, sited and landscaped so that the use will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods.*

Additional reasonable standards as deemed necessary to protect the public interest and welfare may be imposed, including: more restrictive sign standards; additional open space, landscaping or screening requirements; additional yard requirements; special lighting requirements; limitation on hours of operation; and additional off-street parking and loading requirements.

The Planning Director or Planning Commission may require the following additional information:

- (1) A traffic impact analysis, showing the effect of traffic generated by this project on surrounding streets and neighborhoods.

- (2) A public utility analysis, showing the effect of this project on public water, sewer and/or storm drainage facilities.
- (3) A fiscal impact analysis. The Planning Director or the Planning Commission may request the City Council to provide funds for the preparation of this study by the City.

Staff does not feel that any additional studies are needed in order to make a decision on this request.

### **Architectural Review**

The property is not located in an Architectural Preservation or Corridor Protection District. Therefore, Architectural Review Board approval is not required. The architect has provided some conceptual sketches for reference.



### **Site Plan Review Committee**

The Site Plan Review Committee reviewed the site plan on January 17, 2018 and recommended approval of the site plan with a recommendation that the buffer between the new addition and the property to the west be enhanced to protect the existing residence.

### **ANALYSIS**

The applicant proposes a 2,600 square foot addition to contain a fellowship hall, storage, kitchen, and bathroom. There are existing non-conformities in relation to the setbacks of the existing building and the required parking for the church. The parking required for a church is based on the sanctuary size. Based on the sanctuary size of the church, 19 parking spaces are required and 4 spaces currently exist on the property. Staff has been informed, this is a neighborhood church with members walking to church to attend church functions thereby a 19 space parking lot is not needed for church

functions. Since the applicant is not increasing the sanctuary size the parking is nonconforming and additional parking is not required for the proposed addition.

A portion of the existing building (approximately 96 square feet) currently encroaches into the 35 setback by 4 feet in the area that contains the existing restroom. The proposed addition will meet all setback requirements and will not increase the existing nonconformity of the church.

The church does not contain any space to hold church meetings or gatherings. Currently, there are no handicap accessible restroom facilities and existing conditions do not allow for food to be prepared on site to serve the congregation.

The proposed use is adequately served by public services and will not result in the destruction, loss or damage of any features of ecological, scenic or historic importance. It is designed and sited to complement adjacent properties and uses.

### **STAFF RECOMMENDATION**

Staff recommended that Planning Commission recommend to City Council that a special use permit be approved to allow Union Baptist Church to construct a 2,600 square foot addition to contain a fellowship hall, storage, kitchen, and bathroom to the existing church at 108 Alice Street conditioned upon the buffer between the new addition and the property to the west being enhanced to screen the existing residence.

### **PLANNING COMMISSION RECOMMENDATION**

Planning Commission held a public hearing on February 14, 2018. Other than the applicant's representative, no one spoke at the hearing. Planning Commission recommended to City Council by a vote of 7-0, that the special use permit be approved to allow Union Baptist Church to construct a 2,600 square foot Fellowship Hall at 108 Alice Street conditioned upon the buffer between the addition and the property to the west being enhanced to screen the existing residence.

### **CITY COUNCIL PUBLIC HEARING**

A City Council public hearing is scheduled for Thursday, March 8 at 2:00 p.m. in the Council Chambers of the Stryker Center, 412 North Boundary Street.



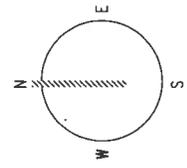
Erin Burke  
Principal Planner

LOT 244  
TAX MAP PARCEL  
435-07-00-024A  
D.B. 46, P.C. 231  
#506 ROYCROFT LANE

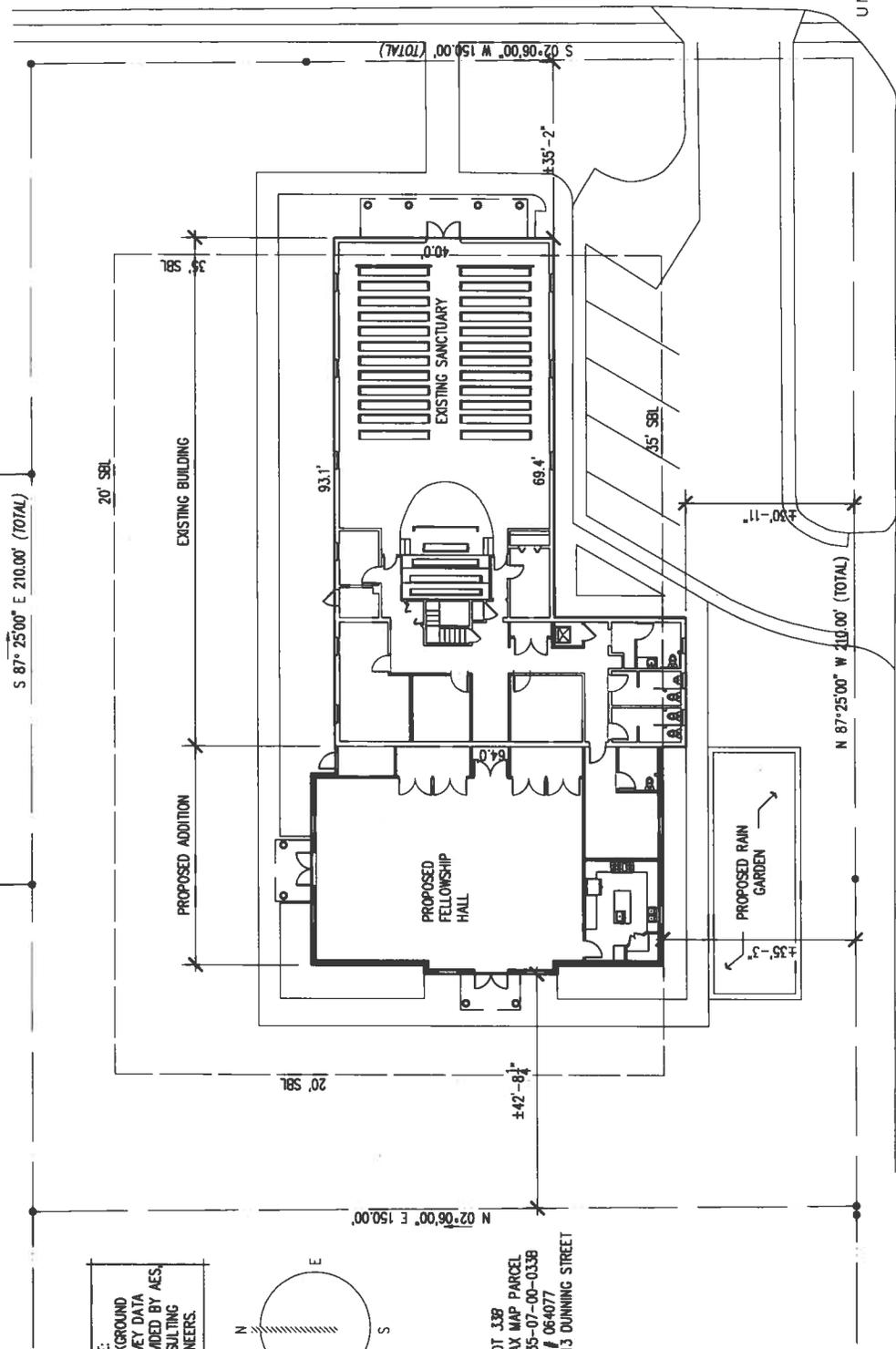
LOT 258  
TAX MAP PARCEL  
435-07-00-0258  
D.B. 47, P.C. 347  
#504 ROYCROFT LANE

LOT 25A  
TAX MAP PARCEL  
435-07-00-025A  
D.B. 121, P.C. 481  
#502 ROYCROFT LANE

NOTE:  
BACKGROUND  
SURVEY DATA  
PROVIDED BY AES,  
CONSULTING  
ENGINEERS.



LOT 338  
TAX MAP PARCEL  
435-07-00-0338  
IN# 064077  
513 DUNNING STREET



ALICE STREET (45' R/W)  
(PLAT BOOK 1, PAGE 166)



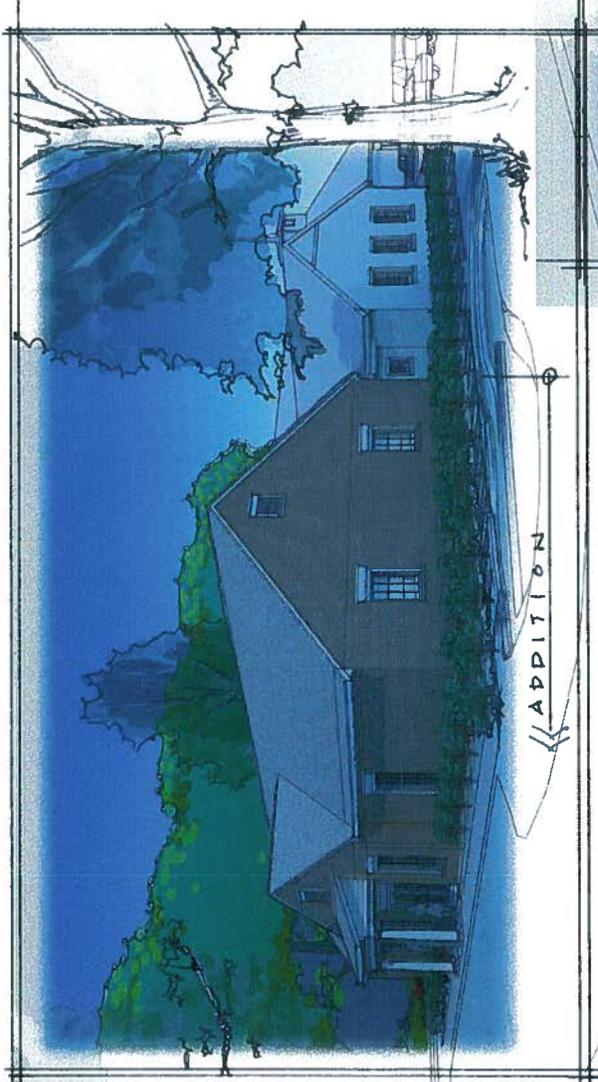
CONCEPTUAL SITE PLAN  
UNION BAPTIST CHURCH ADDITION  
HOPKE & ASSOCIATES #37021

**HOPKE & ASSOCIATES INC.**  
ARCHITECTURE ■ PLANNING ■ INTERIORS  
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Williamsburg, VA 23185 757.229.0869 Facsimile  
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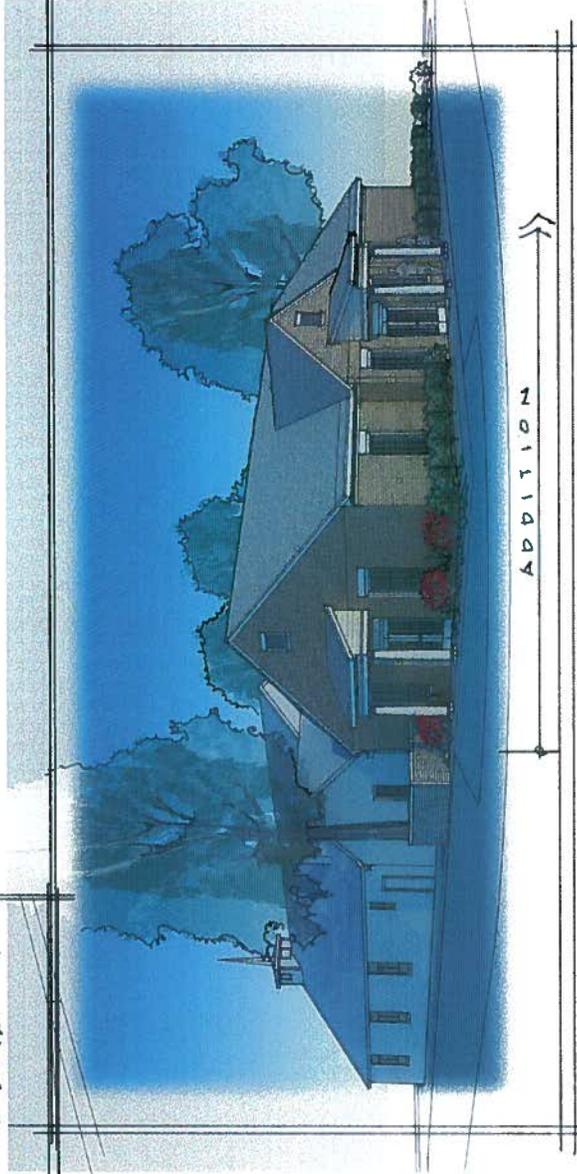
DUNNING STREET (45' R/W) (PLAT BOOK 1, PAGE 166)



The applicant wishes to submit for a Special Use Permit to expand the existing Union Baptist Church facility at 108 Alice Street. The proposed addition will provide a much needed Fellowship Hall. The addition will not expand the Sanctuary or alter its seating capacity. The proposed addition will comply with ordinance required setbacks, but will not address existing, non-compliant conditions. Please see the attached conceptual site plan for additional detail.



view from southwest (alice street)



CONCEPT SKETCHES for the ADDITION to  
**UNION BAPTIST CHURCH**

H & A 37021

CITY OF WILLIAMSBURG, VA

25 JAN 2018

