

2009 MAY 26 PM 2:44

St. Thomas Episcopal Church and School

June 3, 2009
Planning and Zoning Board Meeting

STATEMENT OF USE

St. Thomas Episcopal Parish Church and School (“St. Thomas”) is applying for a Change in Land Use, Change in Zoning and Site Plan Approval for a playing field immediately east of the church and school’s existing parking lot.

St. Thomas has been a part of the neighborhood at the intersection of North Kendall Drive and Red Road since its inception in the early 1950’s. It became a part of the Coral Gables community when the City annexed the neighborhood to the south in 1996.

St. Thomas, in addition to its functions as a religious institution is a day school for a maximum of 425 children from pre-kindergarten through fifth grade. St. Thomas agrees to retain this maximum student capacity requirement. St. Thomas started its first school in 1953. The first parish school building was dedicated in 1956. The school, in addition to its academic program, offers sports (soccer, basketball, flag football, etc.) and other after school enrichment activities (dance, art, music, choir, yoga, tae kwon do, robotic engineering, journalism, ecology, etc.) St. Thomas also serves its community by allowing local Cub and Boy Scout troops, dance organizations, and AA groups the use of its facilities when needed. In addition a variety of music schools perform their concerts and recitals at St. Thomas. Please refer to the two (2) Building and

Field Use documents , one prepared October 18, 2007 by Kitty Finneran, Assistant Head of School, and the other prepared by Rebecca Parker attached and made a part hereof.

In December 2002, St. Thomas purchased the single-family residence (5950 North Kendall Drive) immediately east of St. Thomas, also known as the “Larsen Property”. St. Thomas demolished the existing house, and plans to relocate the existing trees and turn the Larsen Property in to a level, regulation playing field. St. Thomas plans to continue using the existing field on the south side of the campus for recess, sports and situational overflow parking.

As part of the site plan converting the Larsen Property into a playing field, St. Thomas proposes to add approximately sixteen (16) new parking spaces to the existing parking lot. A new walkway along the south side of parking lot (between the parking lot and existing playing field) will provide safe pedestrian access to the existing parking lot, existing field and the new field.

St. Thomas proposes to use the new playing field only during daylight hours from 7:30 am to 6:30 pm. **There will be no lighting of the field and there is no proposed vehicular access onto the new field from N. Kendall Drive or Banyan Drive.**

St. Thomas does not propose any other development on the new field, or on the remaining school grounds.

Church

Church use of Existing Buildings:

Sunday:

7:30 a.m. to 1:00 p.m.: Worship services, Music rehearsals, Education classes
Meetings or luncheon two or three a month

1:00 p.m. to 5:30 p.m.: Meetings – once a month

5:30 p.m. to 8:00 p.m.: Worship services

- Overflow parking on the field approximately 26 Sundays a year, (mostly during the school year), including, but not limited to, Scouting Sunday in February, Easter Sunday in March/April, Parish School Sunday in October, Baptisms (any Sunday except during Lent)

Monday:

5:00 p.m. to 9:00 p.m.: Small group meetings of less than 25 people, during school year

Tuesday:

10:30 a.m. to 12:00 p.m.: St. Joan's Guild (<25 people), once a month during school year

7:00 p.m. to 9:00 p.m.:

- Boy Scouts and Cub Scouts, during school year
- AA
- Vestry, once a month
- Liturgical Commission, once a month

Wednesday:

10:00 a.m. to 11:00 a.m.: Worship service

11:00 a.m. to 12:00 p.m.: Daughters of the King, once a month

6:00 p.m. to 9:30 p.m.:

- Youth Group
- Wednesday Bible Study Fellowship
- Music practice, except in July
- Lenten Dinner series, 6 evenings during Lent

Thursday:

7:00 a.m. to 8:00 a.m.: Men's Prayer Group

7:00 p.m. to 9:00 p.m.:

- AA
- Music rehearsal
- Seder on Maundy Thursday, once a year

Friday:

5:00 p.m. to 9:00 p.m.:

- Youth Group Movie Night, during Summer
- Movie Night, once a year
- Family Game Night, once a year
- Good Friday Vigil, once a year

Saturday:

Anytime: Weddings, once a month; Music Recitals, 4 to 5 a year

5:00 p.m. to 9:00 p.m.: Dinner/Dance, twice a year

Events:

Funerals could take place at any time (generally business hours), on any day except Sunday – average 10 a year, ranging from 50 to 600 people; about 50% of the time, family will request a reception space.

Concert Series - 2 to 3 concerts generally scheduled for Friday or Saturday evenings. These concerts currently attract 100 to 300 people.

Vacation Bible Camp - 5 days in June from 9:00 a.m. to 12:00 p.m. Generally 75 - 100 children plus adult and teen volunteers (attendance capped at 100).

Christmas Eve services could fall on any day of the week from 4:00 p.m. to 12:00 p.m.

School

School use if Existing Buildings:

Faculty/Staff arrive: 7:00 a.m.

Student pick-up/drop-off:

Drop off: 7:30 – 8:30 a.m.

Pick up: varies according to age of students:

12:00 p.m. – Jr. Preschool

2:00 p.m. – Sr. Preschool

2:45 p.m. – Kindergarten

3:15 p.m. – 1st to 5th grades

4:15 p.m. on – enrichment pick-up-students of all ages

Academic schedule:

M-F: 7:45 a.m. – 3:15 p.m.

Enrichment / After School:

M-F: 3:15 p.m. – 5:30 p.m.

Existing Field/Court:

- 7:30 a.m.: Drop off
- 9:00 a.m. – 2:15 p.m.: M-F: P.E. classes/recess
- 2:15 p.m. – 6:00 p.m.: After school sports/enrichment activities:
- 9:00 a.m. – 1:00 p.m. – Saturdays – Spring session – team competition (4-6 games) – school sponsored league games and teams

Special Events:

- Grade level orientations, Carnival, All Saint's Parade, Viva, Back to School Night, Christmas concerts
Grandparents' Day, Spirit/Field Days, Auction, Graduations,

Evening events:

Parent meetings: 7:00 p.m. – 9:00 p.m., Guest Speakers, Concerts, Auction, Dance recital, Plays, Girls Scouts, Boy Scouts

Summer Camp

COMPREHENSIVE LAND USE PLAN ANALYSIS

This application is consistent with the City of Coral Gables Comprehensive Land Use Plan, and specifically supports the following goals, objectives and policies.

Goal 1-1: ENHANCE FUTURE LAND USES CONSISTENT WITH THE NEEDS OF THE COMMUNITY AND ITS RESOURCES. The City of Coral Gables establishes the Land Use Goal to Maintain and Enhance the Extraordinary Character and Quality of Land Uses Within the City in Meeting the Aesthetic, Physical, Social, Cultural, Economic, Natural and Man Made Environmental Needs of its Residents and Visitors in a Manner That Will Balance Immediate and Long Term Community Interests and Resources in the Orderly Protection of the Population's Health, Safety, and Welfare.

The proposed change in land use and zoning to allow for the expansion of the St. Thomas Episcopal Church's educational facilities with a playing field on the property at 5540 North Kendall Drive will enhance the social, cultural and economic conditions of Coral Gables residents. The playing field will enable St. Thomas to enhance the quality of its sports programs and provide a dedicated outdoor play area for its students. St. Thomas helps to improve the quality of life in Coral Gables by offering quality education.

Objective 1-1.8: ADEQUATE INFRASTRUCTURE FOR NEW DEVELOPMENT. Ensure land and resources are made available which are suitable for utility facilities and other infrastructure required to support proposed development.

The proposed applications to add land to the existing St. Thomas facilities will not impact the need for utilities and other infrastructure because the current limitations on school enrollment and church seating capacity will not change.

Objective 1-1.13.: SCENIC VISTAS. By January 2001, the City shall adopt land development regulations which create, preserve and maintain scenic vistas in keeping with the classic tradition as embodied in the original city plan.

The proposed applications will assist in adding open green space to the North Kendall corridor. The proposed tiered landscaping on the perimeter of the subject property will enhance the vista.

Objective 1-1.14: NEIGHBORHOOD CHARACTER. By January 2001, the City shall adopt land development regulations which preserve and improve the character of neighborhoods.

The proposed applications will not alter the character of the surrounding neighborhood since St. Thomas has been in the neighborhood since the early 1950's. Religious and educational institutions are not incompatible with residential areas. Most schools and religious institutions in the City are in the middle of residential areas.

CHRONOLOGY OF PAST CITY APPROVALS

Ordinance 3247 passed on May 13, 1997 adopted site specific zoning regulations for the Hammock Lakes Section that was annexed into the City of Coral Gables on July 31, 1996. St. Thomas Episcopal Church Property is zoned "S", Special Use. Copy of ordinance follows.

Ordinance 3283 passed on November 18, 1997 approved St. Thomas Episcopal Church's application for the expansion of existing ancillary facilities, including fellowship hall/theater, kitchen, meeting rooms, libraries and offices. This approval was conditioned on the north and west building setbacks meeting Zoning Code requirements and that no construction staging or access be permitted from Banyan Drive. Copy of ordinance follows.

Ordinance 3378 passed on April 27, 1999 approved St. Thomas Episcopal Church's application for a two story addition to the existing ancillary church facilities and additional on-site parking. Copy of ordinance follows.

CONDITIONS IN CITY APPROVALS:

Ordinance 3283 approving St. Thomas' application was conditioned on the following:

- a. That the north and west building setbacks shall meet Zoning Code requirements.
- b. That no construction staging or access shall be permitted from Banyan Drive.

CITY OF CORAL GABLES, FLORIDA

ORDINANCE NO. 3247

AN ORDINANCE AMENDING ORDINANCE NO. 1525, AS AMENDED AND KNOWN AS "ZONING CODE" AND IN PARTICULAR USE AND AREA MAP PLATE NO. 15 BY ESTABLISHING ZONING CLASSIFICATIONS AND ARTICLE IV - SITE SPECIFIC REGULATIONS, BY ADDING SECTION 4-52.1 HAMMOCKS LAKES; PROVIDING AN EFFECTIVE DATE; AND REPEALING ALL ORDINANCES INCONSISTENT HERewith

WHEREAS, the Hammock Lakes Section was annexed into the City of Coral Gables on July 31, 1996 and is a neighborhood of one (1) acre building sites which have been developed with a character unique to the neighborhood and in harmony with its landscape environs, that includes a changing topography, rich native vegetation, two lakes and homes designed in a classical contemporary style; and

WHEREAS, the residents of Hammock Lakes want to preserve and maintain the character of their neighborhood as it has been developed, and in a manner which is consistent with the high standards of the "Zoning Code" of the City of Coral Gables by having site specific regulations for Hammock Lakes; and

WHEREAS, after notice duly published a public hearing was held before the Planning and Zoning Board on March 12, 1997, at which hearing all interested persons were given an opportunity to be heard, and the Board recommended that the proposed amendment to the Zoning Code providing for site specific regulations for the Hammock Lakes area be approved; and

WHEREAS, the City Commission after due consideration at its regular meeting of April 15, 1997, approved the proposed amendment on first reading;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

SECTION 1. The Use and Area Map Plate No. 15 of Ordinance No. 1525, as amended and known as the "Zoning Code", attached thereto and by reference made a part thereof, is hereby amended by establishing the following zoning classifications for the recently annexed Hammock Lakes section:

1. All residential lots within section shall be zoned "R-16 Residential", thereby permitting a single-family residence with a minimum of ~~3,045~~ square feet.
2. Existing Matheson Hammock Park property and St. Thomas Episcopal Church property shall be zoned "S", Special Use.

SECTION 2. That Ordinance No. 1525, as amended and known as the Zoning Code is hereby amended as it pertains to Article IV - Site Specific Regulations by adding section 4-52.1, "Hammock Lakes", as hereinafter set forth.

ARTICLE IV – SITE SPECIFIC REGULATIONS

SEC. 4-52.1 HAMMOCK LAKES. The Hammock Lakes area is that neighborhood which is commonly known as Hammock Lakes and which was annexed into the City on July 31, 1996.

- (a) **Architectural Type.** The primary architectural feature of Hammock Lakes is the landscape, which includes irregular topography, two lakes, stands of gumbo limbos, oaks, and other native vegetation. A predominant part of the landscape is the use of native coral rock in slabs as fence material or as individual landscape boulder-type decoration. Homes are built in the classical contemporary style; however, there are homes built in other classical styles. It shall be the duty of the Board of Architects to insure that any addition to an existing structure in the Hammock Lakes area be consistent with the existing architecture of the structure and any new buildings must be compatible with the landscape environs and the architecture of neighboring structures.
- (b) **Awnings & Canopies.** Carport canopies and shelter canopies shall be permitted to be free-standing.
- (c) **Building Sites.** No new building site shall contain less than one fully-platted lot and have an area of less than one (1) acre. The minimum lot width of any new building site shall be one hundred and twenty-five (125) feet. All existing building sites shall be as existing at the time Hammock Lakes was annexed into the City on July 31, 1996 and shall be deemed in conformity with this Ordinance.
- (d) **Ground Coverage.** No single-family residence shall occupy more than fifteen (15) percent of the ground area of the building site upon which the residence is erected. In addition, up to five (5) percent of the rear yard may be used for accessory uses and structures.
- (e) **Height of Buildings.** No single-family residence shall exceed a height of two and one-half (2 ½) stories. In all instances, a single-family residence shall not exceed thirty-five (35) feet above established grade including ridge line, dome, steeples, towers, and such other similar structures. No subordinate or accessory building permitted by this code as an Auxiliary-Use shall exceed in height the maximum height of the principal building on the building site.
- (f) **Height of Walls and Fences.** Walls and fences may have a maximum height of six (6) feet; provided that in no case shall a wall or fence violate the triangle of visibility requirements of this code.
- (g) **Roof – Materials.** Roofs of new and existing structures shall use materials which are consistent with the roof materials which have been used for the existing buildings in the Hammock Lakes area.
- (h) **Setbacks – Principal Building.**
 - 1. All lots shall provide a minimum front setback of fifty (50) feet.

2. All lots shall provide a minimum side setback of fifteen (15') feet.
3. All lots which have a side street shall provide a minimum side street setback of twenty-five (25') feet.
4. All lots shall provide a minimum rear setback of twenty-five (25') feet.
5. All lots located on a lake or waterway shall provide a minimum waterfront setback of thirty-five (35') feet.

(j) Setbacks – Accessory Buildings General

1. All accessory buildings shall provide a minimum front setback of seventy-five (75') feet.
2. All accessory buildings shall provide a minimum side setback of twenty (20') feet.
3. All accessory buildings located on lots which have a side street shall provide a minimum side street setback of thirty (30') feet.
4. All accessory buildings shall provide a minimum rear setback of seven feet six inches (7'6").
5. All accessory buildings on lots located on a lake or waterway shall provide a minimum waterfront setback of seven feet six inches (7'6").

(i) Setbacks – Swimming Pools.

1. Swimming pools shall provide a minimum front setback of seventy-five (75') feet.
2. Swimming pools shall provide a minimum side setback of twenty (20') feet.
3. Swimming pools located on lots which have a side street shall provide a minimum side street setback of thirty (30') feet.
4. Swimming pools shall provide a minimum rear setback of seven feet six inches (7'6").
5. Swimming pools on lots located on a lake or waterway shall provide a minimum waterfront setback of seven feet six inches (7'6").

(k) Setbacks – Tennis Courts.

1. Tennis courts shall provide a minimum front setback of seventy-five (75') feet.

2. Tennis courts shall provide a minimum side setback of fifteen (15') feet.
3. Tennis courts located on lots which have a side street shall provide a minimum side street setback of fifteen (15') feet.
4. Tennis courts shall provide a minimum rear setback of seven feet six inches (7'6").
5. Tennis courts on lots located on a lake or waterway shall provide a minimum waterfront setback of seven feet six inches (7'6").

(l) Setbacks – Screened Enclosures.

1. Screened enclosures shall provide a minimum front setback of seventy-five (75') feet.
2. Screened enclosures shall provide a minimum side setback of fifteen (15') feet.
3. Screened enclosures located on lots which have a side street shall provide a minimum side street setback of twenty-five (25') feet.
4. Screened enclosures shall provide a minimum rear setback of six (6') feet.
5. Screened enclosures on lots located on a lake or waterway shall provide a minimum waterfront setback of seven feet six inches (7'6").

(m) As according to the South Florida Building Code, where repairs and alterations amounting to more than the prescribed percentage of the replacement value of the existing building area made during any 12 month period, the building or structure shall be made to conform to all Zoning Code requirements for a new building or structure.

SECTION 3. That this ordinance shall become effective thirty (30) days from the date of its adoption on second reading.

SECTION 4. That all ordinances or parts of ordinances inconsistent or in conflict herewith are hereby repealed insofar as there is conflict or inconsistency.

PASSED AND ADOPTED ON THIS THIRTEENTH DAY OF MAY, A.D., 1997.

**RAUL J. VALDES-FAULI
MAYOR**

ATTEST:

**VIRGINIA L. PAUL
CITY CLERK**

CITY OF CORAL GABLES, FLORIDA

ORDINANCE NO. 3283

AN ORDINANCE APPROVING PLANS ON "S" SPECIAL USE PROPERTY, FOR EXPANSION OF ANCILLARY FACILITIES AT ST. THOMAS ESPICOPAL CHURCH, LOCATED AT 5530 S.W. 88TH STREET, HAMMOCK LAKES, FLORIDA; AND REPEALING ALL ORDINANCES INCONSISTENT HEREWITH.

WHEREAS, Application No. 689-P, submitted by St. Thomas Episcopal Church, for the expansion of existing ancillary facilities, including fellowship hall/theater, kitchen, meeting rooms, libraries and offices, was after notice of public hearing duly published, considered at a public hearing before the Planning and Zoning Board on September 10, 1997, at which hearing all interested persons were afforded an opportunity to be heard, and the Board recommended in favor of the application subject to certain conditions; and

WHEREAS, the City Commission after due consideration at its regular meeting of October 14, 1997 approved the site plan on first reading;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

SECTION 1. That from and after the effective date of this ordinance, and pursuant to Ordinance No. 1525, as amended and known as the "Zoning Code," and in particular Section 3-11 (a) which requires that all proposed plans for redevelopment of property zoned "S" Special Use receive approval by the Commission, the redevelopment plans submitted by St. Thomas Episcopal Church, located at 5530 S.W. 88th Street, on property legally described as the western portion of Lot 2, Hammock Lakes Section, Coral Gables, Dade County, Florida, shall be and they are hereby approved with the following conditions:

- (a) That the north and west building setbacks shall meet Zoning Code requirements.
- (b) That no construction staging or access shall be permitted from Banyan Drive.

SECTION 2. That the plans herein approved for the redevelopment of St. Thomas Episcopal Church shall be according to those plans drawn by the J. Scott architectural firm, dated May 30, 1997.

SECTION 3. That all ordinances or parts of ordinances inconsistent or in conflict herewith are hereby repealed insofar as there is conflict or inconsistency.

PASSED AND ADOPTED THIS EIGHTEENTH DAY OF NOVEMBER, A.D., 1997.

ATTEST:

RAUL J. VALDES-FAULI
MAYOR

VIRGINIA L. PAUL
CITY CLERK

CITY OF CORAL GABLES, FLORIDA

ORDINANCE NO. 3378

AN ORDINANCE APPROVING PLANS ON "S" SPECIAL USE PROPERTY, FOR CONSTRUCTION OF ADDITION TO EXPAND EXISTING ANCILLARY CHURCH FACILITIES OF ST. THOMAS EPISCOPAL CHURCH ON WESTERN PORTION OF LOT 2, HAMMOCK LAKES SECTION LOCATED AT 5530 S.W. 88 STREET; AND REPEALING ALL ORDINANCES INCONSISTENT HEREWITH.

WHEREAS, Application No. 723-P, submitted by St. Thomas Episcopal Church, requested approval of an addition to expand the existing ancillary church facilities, including a new two-story addition and to provide more on-site parking for the church/school; and

WHEREAS, after notice duly published, a public hearing was held before the Planning and Zoning Board on February 10, 1999, at which hearing all interested persons were afforded an opportunity to be heard, and the Board recommended in favor of the application; and

WHEREAS, the City Commission after due consideration at its regular meeting March 16, 1999 approved the site plan modification on first reading;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

SECTION 1. That from and after the effective date of this ordinance; and pursuant to Ordinance No. 1525, as amended and known as the "Zoning Code," and in particular Section 3-11(a) which requires that all proposed plans for redevelopment of property zoned "S" Special Use receive Commission approval, the redevelopment plans submitted by St. Thomas Episcopal Church, located at 5530 S.W. 88 Street, on property legally described as the western portion of Lot 2, Hammock Lakes Section, Coral Gables, Dade County, Florida, shall be and said plans are hereby approved.

SECTION 2. That the plans herein approved for the redevelopment of St. Thomas Episcopal Church shall be according to those plans drawn by the J. Scott Architectural firm, dated January 11, 1998.

SECTION 3. That all ordinances or parts of ordinances inconsistent or in conflict herewith are hereby repealed insofar as there is conflict or inconsistency.

PASSED AND ADOPTED THIS TWENTY-SEVENTH DAY OF APRIL, A.D., 1999.

(Kerdyk/Thomson(5)
(Clerk's Item No. 23)

ATTEST:

RAÚL J. VALDÉS-FAULI
MAYOR

VIRGINIA L. PAUL
CITY CLERK

APPROVED AS TO FORM:
ELIZABETH M. HERNANDEZ
CITY ATTORNEY



The City of Coral Gables

Historical Resources Department

2327 SALZEDO STREET
CORAL GABLES, FLORIDA 33134

May 3, 2007

Laura Russo
2655 LeJeune Rd.
Suite 201
Coral Gables, FL 33134

Re: 5450 SW 88 Street, legally described as the West 1/3 of the East 3/10 of North 1/2 of Lot 2, in Section 6, Township 55 South Range 41 East, Avocado Land Company's Subdivision

Dear Ms. Russo:

Section 3-1107(g) of the Coral Gables Zoning Code states that "No permit for demolition of a non-designated building shall be issued to the owner thereof without prior notification by the Building Official to the Historical Resources Department. All demolition permits for non-designated buildings must be approved and signed by the Director of the Department of Historical Resources. Such signature is valid for six (6) months and shall thereafter expire and the approval deemed void unless the demolition permit has been issued by the Building and Zoning Department. The Historical Resources Department may require review by the Historic Preservation Board if the building to be demolished is considered eligible for designation as a local historic landmark or as a contributing building or property within an existing local historic landmark district. The public hearing shall be held at the next regularly scheduled meeting if the provided statutory notice is complied with at which time the provisions of this Division shall apply. The determination of historic significance and eligibility for designation as a local historic landmark by the Historic Preservation Board is a non-final and non-appealable decision."

Therefore, please be advised that after careful research and study of our records and the information you presented the following information has been determined:

5450 SW 88 Street, legally described as the West 1/3 of the East 3/10 of North 1/2 of Lot 2, in Section 6, Township 55 South Range 41 East, Avocado Land Company's Subdivision, does not meet the minimum eligibility criteria for designation as a local historic landmark. Therefore, the Historical Resources staff will not require review by the Historic Preservation Board if an application is made for a demolition permit.

Please note that, pursuant to Section 2-705(b)(15) of the Coral Gables Zoning Code, this determination does not constitute a development order and is valid for a period of six (6) months. In the case where the Historic Preservation Officer or designee determines that the property does not meet the minimum eligibility criteria for designation, a permit for the demolition of the property must be issued within the six-month period. Upon expiration of the six-month period, you will be required to file a new application.

Any change from the foregoing may be made upon a demonstration of a change in the material facts upon which this determination was made. If you have any further questions concerning this matter, please do not hesitate to contact this office.

Sincerely,



Kara Kautz, Historic Preservation Officer

cc: St. Thomas Episcopal Church, 5690 North Kendall Dr., Miami, FL 333156
Elizabeth Hernandez, City Attorney
Margaret Pass, Building and Zoning Director
Dennis Smith, Assistant Building and Zoning Director
Ed Weller, Assistant Building and Zoning Director
Manny Lopez, Building Official
Historical Significance Request Property File



The City of Coral Gables

Building and Zoning Department

ISO Class 1

CITY HALL 405 BILTMORE WAY
CORAL GABLES, FLORIDA 33134

August 25, 2008

Laura L. Russo
Russo & Baker
2655 Le Jeune Road, Suite 201
Coral Gables, Florida 33134

Re: St. Thomas Episcopal Church and School-Parking compliance letter,

Dear Ms. Russo:

After careful review of the information you provided to this Department, along with your letter dated July 7, 2008 requesting a parking compliance letter, you will find below a summary of our findings.

The St. Thomas Episcopal Church property was annexed into the City of Coral Gables as part of the Hammock Lakes Section on July 31, 1996. The City has no documentation that tells us what the conditions of the property were at the time of annexation. Their existing parking count, therefore, is considered legally non-conforming.

The property currently has one-hundred fifteen (115) parking spaces. The applicant proposes the addition of a new playing field, the demolition of eight (8) existing parking spaces, and the addition of sixteen (16) spaces. The net parking count with the changes proposed is one-hundred twenty-three (123) spaces.

Under the current zoning code (based on the information provided by the applicant), the St. Thomas Episcopal Church and School would have a required parking count of two-hundred eleven (211) spaces. The amount of required parking was calculated using the information below:

Section 5-1409. Amount of required parking.

B. Calculation of parking requirements.

Religious institutions.

One (1) space per five (5) fixed seats plus one (1) space per fifty (50) square feet of assembly room area without fixed seats (not including classrooms).

- Church: $420 \text{ fixed seats} / 5 = 84 \text{ spaces}$
- Little Chapel: $936 \text{ S.F.} / 50 = 19 \text{ spaces}$

- Youth Center: 1344 S.F./50=27 spaces
- Samaritan Room: 483 S.F./50=10 spaces

Schools.

One (1) space per FTE, plus one (1) space per four (4) students aged sixteen (16) years or older based on maximum capacity.

- 71 FTE=71 spaces

Total parking spaces required (under current zoning regulations): 211

In addition to being legally non-conforming, the proposed application of a playing field does not increase the size of the building on the property and therefore does not meet the minimum threshold requirement for additional parking under Section 5-1401.

The expansion of the existing vehicle use area (VUA) with new parking spaces triggers required landscaping as specified under Section 5-11 of the zoning code. The proposed landscaping includes the following:

- 9 Live Oaks
- 18 Green Buttonwoods
- 15 Foxtail Palms
- 562 Cocoplum
- 607 Variegated Flax Lily
- 294 Wild Coffee
- 324 Egyptian Star Cluster
- 291 Schefflera

In addition to the proposed landscaping the property has many existing shade trees, shrubs, and other plant material. The overall landscaping (proposed and existing) meets the minimum requirements of Section 5-11.

Please be advised that this determination does not constitute a development order. If you have any further questions in regard to this matter please do not hesitate to contact this office.

Sincerely,



Martha Salazar-Blanco
Zoning Official

cc: Maria Jimenez, Assistant City Manager
Edward M. Weller, Interim Building and Zoning Director
Eric Riel Jr., Planning Director
Ricardo Herran, Zoning Technician

My Home

Miami-Dade County, Florida

miamidade.gov



Property Information Map



Digital Orthophotography - 2007

0 189 ft

This map was created on 4/28/2008 1:53:23 PM for reference purposes only.

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Close

Summary Details:

Folio No.:	03-5106-006-0020
Property:	5530 SW 88 ST
Mailing Address:	ST THOMAS EPISCOPAL CHURCH 5690 N KENDALL DR MIAMI FL 33156-2132

Property Information:

Primary Zone:	2300 ESTATE RESIDENTIAL
CLUC:	0044 RELIGIOUS
Beds/Baths:	4/3
Floors:	2
Living Units:	1
Adj Sq Footage:	79,870
Lot Size:	230,607 SQ FT
Year Built:	1959
Legal Description:	6 55 41 5.294 AC AVOCADO LAND CO PB 2-44 W916.5FT M/L OF N335.91FT M/L OF N1/2 LOT 2 LESS W50FT N40FT & CANAL R/W THEREOF & S25FT RD

Sale Information:

Sale O/R:	
Sale Date:	0/0
Sale Amount:	\$0

Assessment Information:

Year:	2007	2006
Land Value:	\$1,502,405	\$1,252,005
Building Value:	\$7,038,041	\$6,911,285
Market Value:	\$8,540,446	\$8,163,290
Assessed Value:	\$8,540,446	\$8,163,290
Total Exemptions:	\$8,540,446	\$8,163,290
Taxable Value:	\$0	\$0

My Home

Miami-Dade County, Florida



miamidade.gov

Property Information Map



Digital Orthophotography - 2007

0 135 ft

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Summary Details:

Folio No.:	03-5106-006-0031
Property:	5450 SW 88 ST
Mailing Address:	ST THOMAS EPISCOPAL CHURCH INC
	5450 SW 88 ST MIAMI FL 33156-2128

Property Information:

Primary Zone:	1400 SINGLE FAMILY RESIDENCE
CLUC:	0001 RESIDENTIAL-SINGLE FAMILY
Beds/Baths:	3/2
Floors:	1
Living Units:	1
Adj Sq Footage:	2,586
Lot Size:	43,560 SQ FT
Year Built:	1958
Legal Description:	6 55 41 1 AC AVOCADO LAND CO PB 2-44 W1/3 OF E3/10 OF N1/2 LOT 2 LOT SIZE IRREGULAR F/A/U 30-5106-006-0031

Sale Information:

Sale O/R:	20896-4052
Sale Date:	12/2002
Sale Amount:	\$750,000

Assessment Information:

Year:	2007	2006
Land Value:	\$962,676	\$677,576
Building Value:	\$208,352	\$194,233
Market Value:	\$1,171,028	\$871,809
Assessed Value:	\$1,171,028	\$871,809
Total Exemptions:	\$1,171,028	\$871,809
Taxable Value:	\$0	\$0

SUBJECT PROPERTY

MIAMI-DADE COUNTY



Commercial Use

- Low-Rise Intensity (4 Stores; 3.0 F.A.R.)
- Mid-Rise Intensity (6 Stores; 3.0 F.A.R.)
- High-Rise Intensity (13 Stores; 3.0 F.A.R.)
- Parks and Recreational Use
- Open Space
- Conservation Areas
- Public Buildings and Grounds

Land Use Classifications

- Residential Use (Multi-Family)
 - Duplex Density (9 Units/Acre)
 - Low Density (4 Stores; 20 Units/Acre)
 - Medium Density (6 Stores; 40 Units/Acre)
 - High Density (13 Stores; 60 Units/Acre)
- Residential Use (Single-Family)
 - Low Density (6 Units/Acre)
 - High Density (9 Units/Acre)

- Industrial Use
- University Use
- Educational Use
- Hospital Use
- Religious/Institutional

Land Use Map

City of Coral Gables
 Planning Department
 January 2007

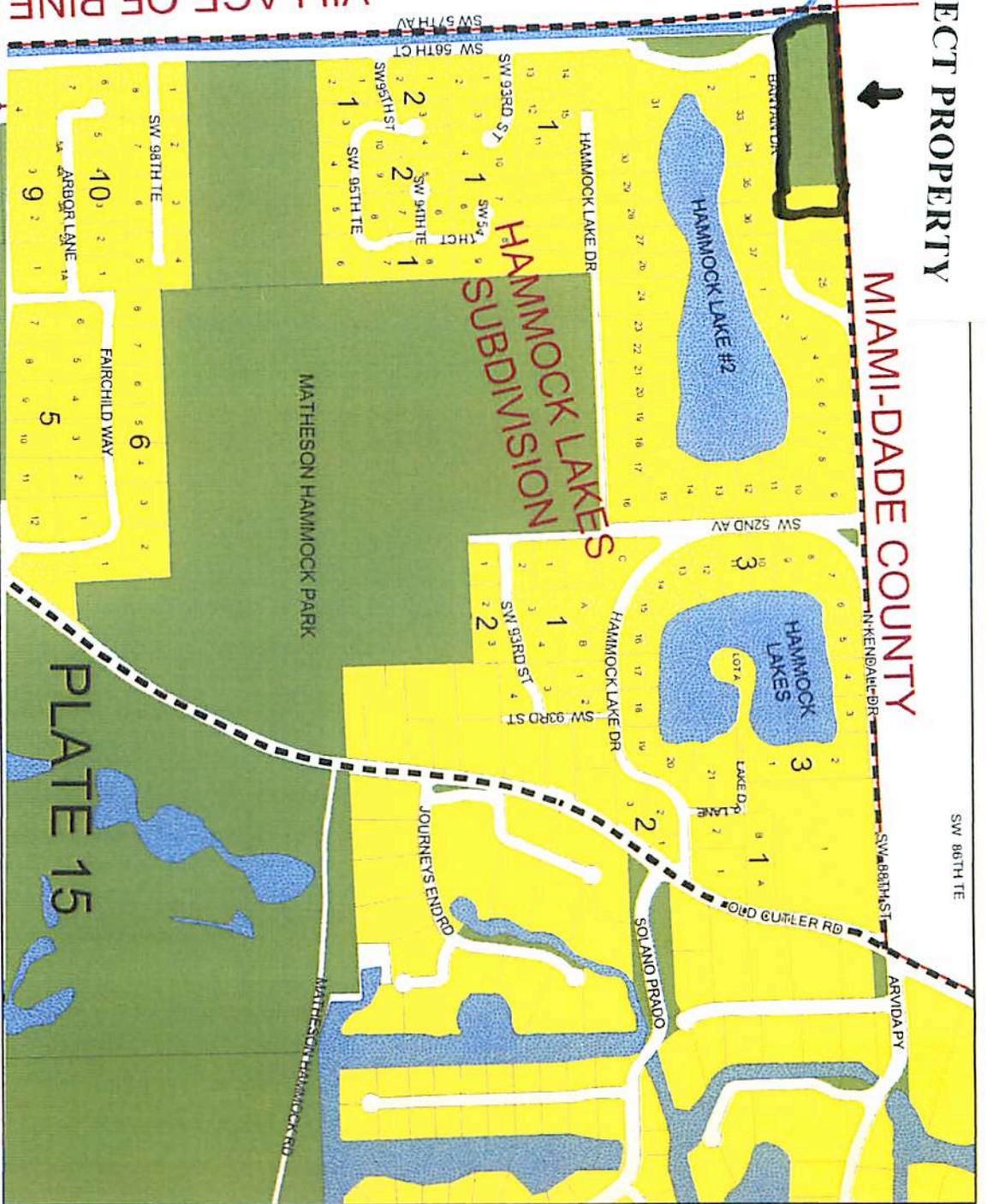


SUBJECT PROPERTY



MIAMI-DADE COUNTY

VILLAGE OF PINE



Zoning Districts

- Single-Family Residential District (SFR)
- Multi-Family 1 Duplex District (MF1)
- Multi-Family 2 District (MF2)
- Multi-Family Special Area District (MFS-A)
- Special Use District (S)
- Commercial District (C)
- Commercial Limited District (CL)
- Industrial District (I)
- Preservation District (P)
- University of Miami Campus Area Development (UMCAD)

Zoning Map

City of Coral Gables
 Planning Department
 January 2007





NORTH ELEVATION

5450 N. Kendall Drive
"LARSEN PROPERTY"



SOUTH ELEVATION

5450 N. Kendall Drive
"LARSEN PROPERTY"



EAST ELEVATION

5450 N. Kendall Drive
"LARSEN PROPERTY"



WEST ELEVATION



5450 N. Kendall Drive
"LARSEN PROPERTY"



NORTH PROPERTY LIMIT

5450 N. Kendall Drive
"LARSEN PROPERTY"



EAST PROPERTY LIMIT

5450 N. Kendall Drive
"LARSEN PROPERTY"



BANYAN DRIVE

5450 N. Kendall Drive
"LARSEN PROPERTY"

EXISTING TIKI HUT





VIEW OF PARKING AND EXISTING FIELD

St. Thomas Episcopal Church



EXISTING PARKING

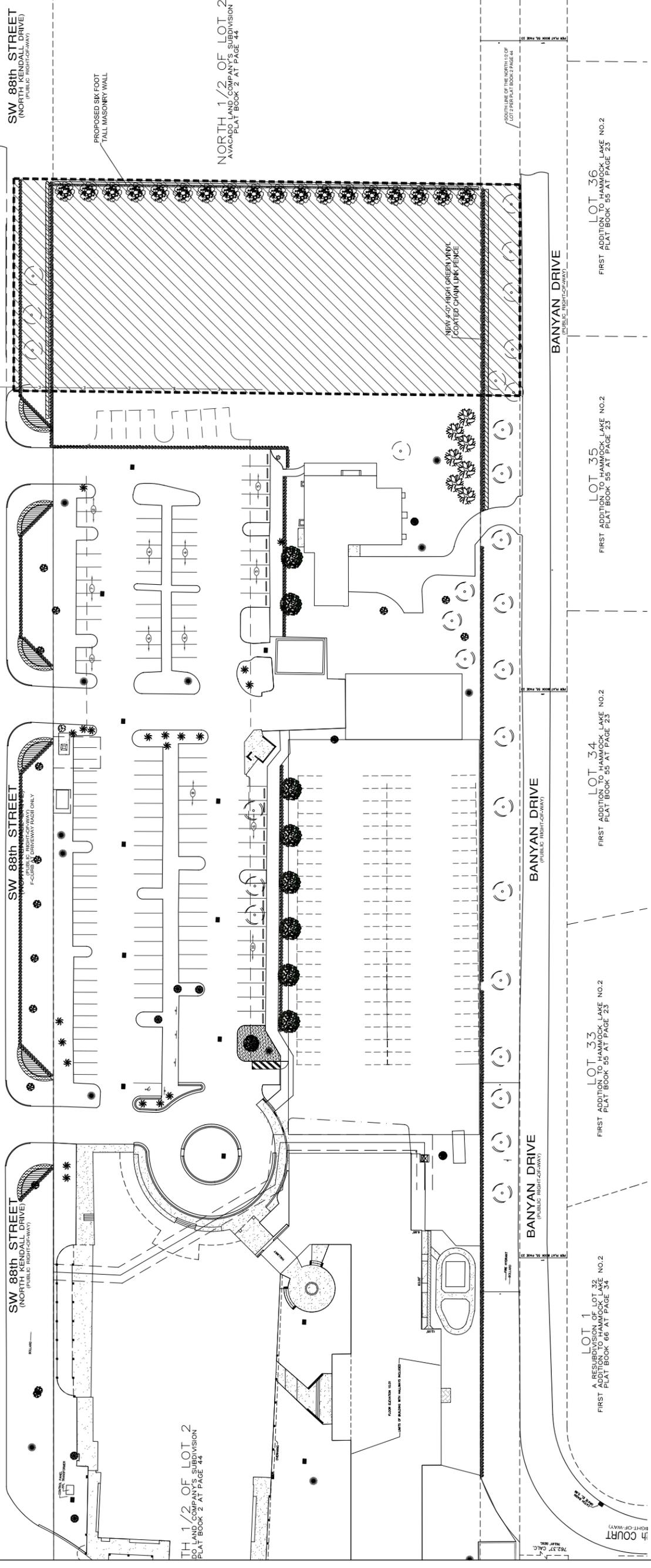
St. Thomas Episcopal Church



EXISTING PARKING

St. Thomas Episcopal Church

PROPOSED ADDITION TO EXISTING CAMPUS



EXISTING CAMPUS SITE: 230,607 SQ.FT.
 PROPOSED ADDITION: 43,560 SQ.FT.



ST. THOMAS SCHOOL
 Coral Gables, Florida

Project:

Revisions:
 #1 - COORDINATION COMMENTS
 3.12.09

Sheet:

Lic. # LA000089
 Member A.S.S.L.P.A.

Project Name: Site Plan
 Date: 3.19.08
 Scale: 1/32" = 1' - 0"
 Drawn by: DL
 Sheet No.:

L-2

Cad. No.:

EXISTING LANDSCAPE LARSON PROPERTY



www.witkindesign.com
 207 Main St. Suite 201 Portland, ME 04101
 Phone: 562.222.9881 Fax: 562.222.9882

ST. THOMAS SCHOOL Coral Gables, Florida

Project:

Revisions:
 7.13.07 Coordination Comments
 #1. PER CLIENT COMMENTS 04/28/08
 #2. COORDINATION COMMENTS
 3.12.09

Sheet:

Lic. # LA0000809
 Member, A.S.S.L.P.A.

Project Name: Existing Landscape - Residential Lot
 Date: 3.19.08
 Scale: 1" = 20' - 0"
 Drawn by: DL
 Sheet No.: L-4

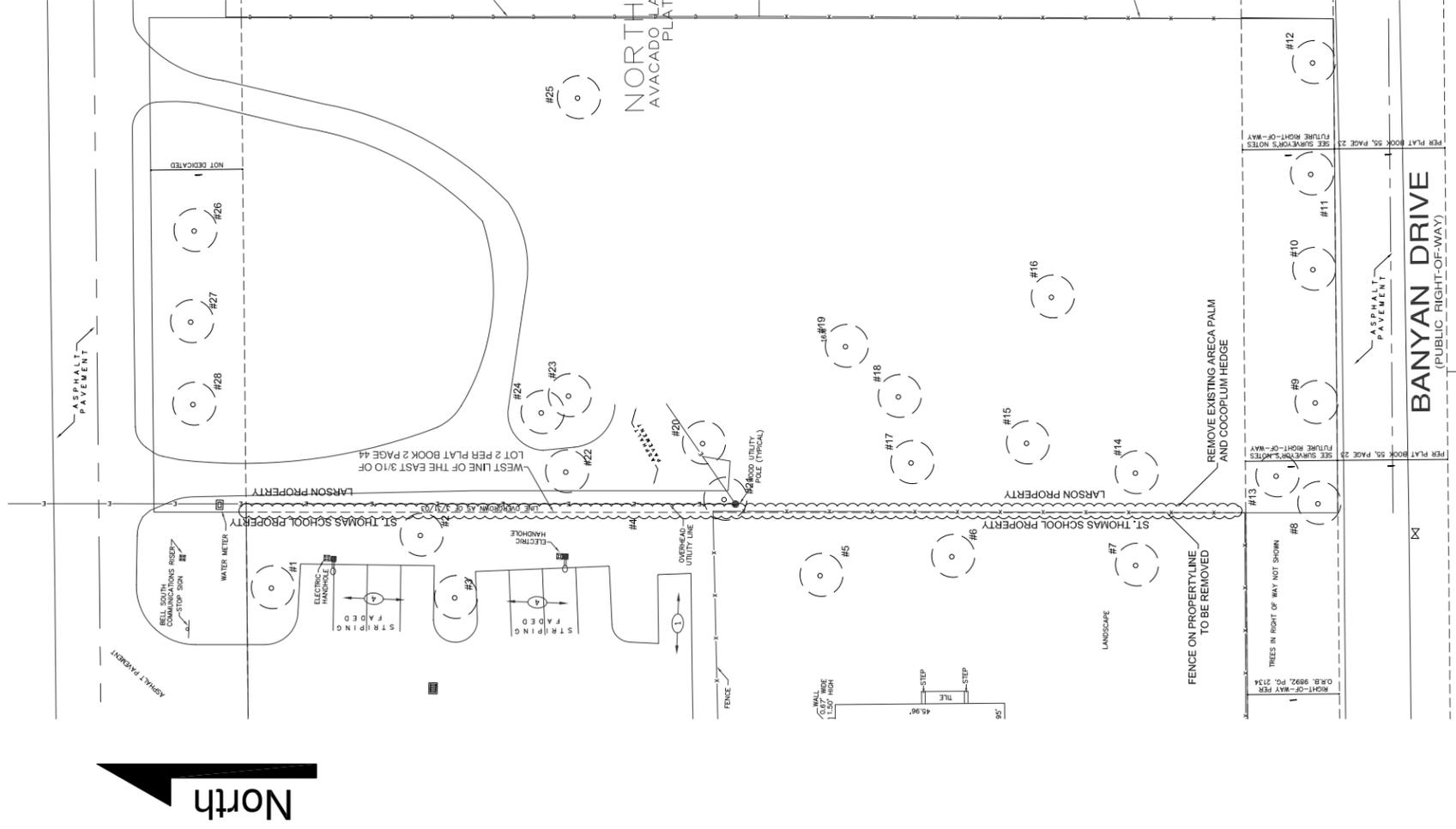
L. Cad. Inc.

LARSON PROPERTY EXISTING TREES

No.	Common Name	Scientific Name	Diameter (in)	Height (ft)	Spread (ft)	Condition	Disposition
1	Mango	Mangifera indica	16.5, 15.5	30	25	Fair	Remove
2	Avocado	Persea americana	8.5	25	12	Fair-Poor	Remove
3	Mango	Mangifera indica	21.5	30	25	Fair-Good	Remove
4	Live Oak	Quercus virginiana	14.25	25	20	Fair	Relocate
5	Live Oak	Quercus virginiana	17.25	30	30	Good	Relocate
6	Coconut Palm	Cocos nucifera	8.5	35	20	Good	Remove
7	Live Oak	Quercus virginiana	20	25	25	Fair	Relocate
8	Strangler Fig	Ficus aurea	37.5	35	35	Fair	Retain
9	Strangler Fig	Ficus aurea	37	40	35	Fair	Retain
10	Strangler Fig	Ficus aurea	38.5	40	30	Fair	Retain
11	Strangler Fig	Ficus aurea	34	40	30	Fair	Retain
12	Strangler Fig	Ficus aurea	40	50	35	Fair	Retain
13	Cabbage Palm	Sabal palmetto	15	15	12	Good	Retain
14	Mango	Mangifera indica	16.25	22	20	Fair	Remove
15	Areca Palm	Dypsis lutescens	8' cluster	25	18	Fair-Good	Remove
16	Live Oak	Quercus virginiana	9.5	25	15	Good	Remove
17	Orange	Citrus sinensis	3.3, 2	8	8	Fair	Remove
18	Areca Palm	Dypsis lutescens	6' cluster	12	12	Fair	Remove
19	Areca Palm	Dypsis lutescens	8' cluster	15	15	Fair-Poor	Remove
20	Areca Palm	Dypsis lutescens	10' cluster	25	20	Fair	Remove
21	Areca Palm	Dypsis lutescens	8' cluster	25	15	Fair	Remove
22	Live Oak	Quercus virginiana	10.5	25	18	Fair-Good	Relocate
23	Areca Palm	Dypsis lutescens	3' cluster	20	10	Fair-Poor	Remove
24	Areca Palm	Dypsis lutescens	6' cluster	20	15	Fair	Remove
25	Areca Palm	Dypsis lutescens	6' cluster	18	12	Fair	Relocate
26	Live Oak	Quercus virginiana	13	30	25	Fair-Good	Relocate
27	Laurel Oak	Quercus laurifolia	21.5	35	30	Fair-Good	Relocate
28	Live Oak	Quercus virginiana	19	35	25	Good	Relocate

(7) OAK TREES TO BE RELOCATED

MITIGATION CALCULATIONS	
TOTAL REMOVED TREE CANOPY:	3,086 sq. ft.
NEW TREES REQUIRED:	6
NEW TREES PROVIDED:	18



LARSON PROPERTY EXISTING CONDITIONS

PROPOSED PARKING PLAN



www.wtkinhills.com
 3275 West 24 Avenue, Suite 100
 Fort Lauderdale, FL 33311
 Phone: 954.523.9881 Fax: 954.523.9882
 www.wtkinhills.com

ST. THOMAS SCHOOL
 Coral Gables, Florida

Project:

Revisions:
 1) Rev. per City Comments 11.10.08
 2) Coordination Comments 3.12.09

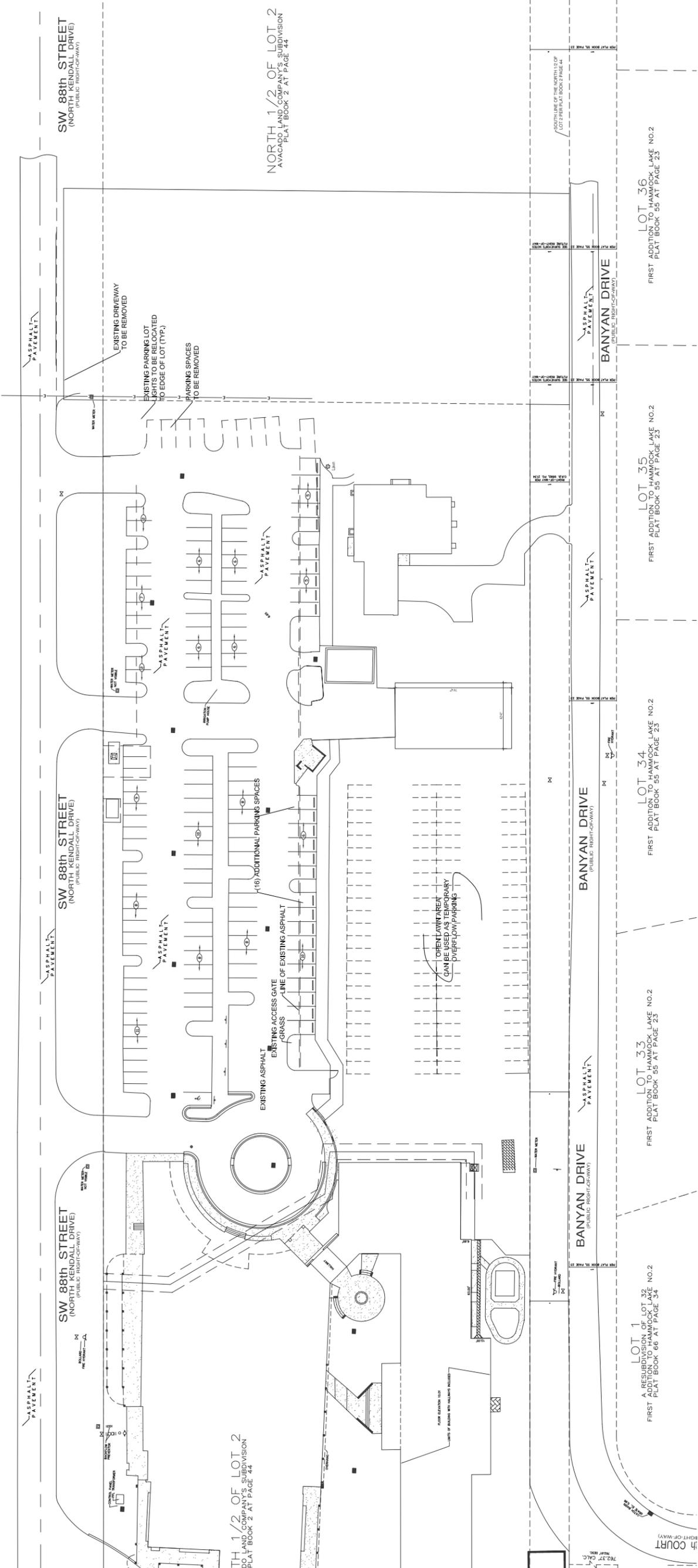
Sheet:

Lic. # LA0000889
 Member ASLSA

Project Name: Proposed Parking Plan
 Date: 03.03.08
 Scale: 1/32" = 1'-0"
 Drawn By: DL
 Sheet No.:

Cad. Id.: L-5

North



PARKING CALCULATIONS	
ASPHALT PARKING SPACES:	122
OVERFLOW PARKING SPACES:	92
TOTAL PARKING SPACES:	214

January 25, 2007

Mr. Christian M. Cobb
c/o St. Thomas Episcopal Parish School
Codina Development Corporation
355 Alhambra Circle, 9th Floor
Coral Gables, FL 33134
(305) 520-2461, fax: (305) 520-2471

Re: St. Thomas Episcopal Parish School Pick-up/Drop-off Evaluation - #06161

Dear Chris:

The purpose of this letter is to document the evaluation of pick-up/drop-off operations at St. Thomas Episcopal Parish School and to make recommendations for improving this operation. The evaluation and subsequent recommendations will help make the pick-up / drop-off operations at the school as safe and efficient as possible. Further, ingress and egress to the site can be enhanced.

BACKGROUND

St. Thomas Episcopal Parish School (STS) is located at 5692 North Kendall Drive in Coral Gables, FL. STS has purchased an existing single family home adjacent to and east of their property. A conceptual site plan has been developed showing that the newly purchased property will be used as an "open field." This new property can also be used as temporary, overflow parking when there are major events at the church or school. See Exhibit 1.

The existing site plan has 101 paved parking spaces, while the new site plan shows 129 paved parking spaces. The existing field on the south side of the property is also used for overflow parking.

As of November 2006, STS had the following student enrollment:

• Junior Pre-K:	51
• Senior Pre-K:	51
• Kindergarten:	55
• Grade 1:	54
• Grade 2:	56
• Grade 3:	55
• Grade 4:	51
• Grade 5:	<u>51</u>
	424 students

Mr. Chris Cobb

Re: St. Thomas Episcopal Parish School Pick-up/Drop-off Evaluation - #06161

Page 2 of 6

Also as of November 2006, STS had the following number of teachers, administrators, and employees:

- Teachers: 62
 - Admin. & Staff: 14
 - Church Staff: 7
- 83

Early drop-off starts at 7:30am, and all students start at 8:10am. Pick-up times vary and are summarized below:

- Junior Pre-K: Noon
- Senior Pre-K: 2:00pm
- Kindergarten: 2:45pm
- Grades 1-5: 3:15pm

Approximately two-thirds of the students are eligible to be picked up during the 3:15pm period. After-care/enrichment/sports are a major element at the school. Approximately 80% of the students participate in aftercare/enrichment/sports. These programs end no later than 6:00pm.

FIELD OBSERVATIONS

Field observations of the pick-up/drop-off operations and access to the site were observed on Tuesday, November 28, 2006. Pick-up operations were also observed on Tuesday, December 12, 2006 when there was not enrichment or any sports after school. This date was chosen so observations would be made during a "worst-case" scenario. A meeting was held on-site after the pick-up period on November 28, 2006 with Kitty Finneran and Linda Johnson of STS to discuss details of the pick-up/drop-off operations.

A School Speed Zone exists on Kendall Drive adjacent to STS. This flasher system controls vehicular speed during the drop-off and pick-up periods. A Coral Gables police officer is present on Kendall Drive during both the drop-off and pick-up periods to assist with access to STS.

There are three driveways on Kendall Drive that provide access to the parking area. These driveways will be referred to as the east, center, and west driveways. There is also a semi-circular driveway just east of Red Road that is used by some parents as a place to park and walk-up to the school.

The east driveway is closed during both the pick-up and drop-off periods. The center driveway is used for one-way, inbound access. The west driveway is used for one-way, outbound access.

On-site circulation is generally one-way. When a driver accesses the site from the center driveway, they turn west to head toward the circular pick-up/drop-off area. When a driver leaves the pick-up/drop-off area, they head east to the east driveway to exit the property.



Drop-off Operations

Early drop-off period begins at 7:30am and school starts for all students at 8:10am. General observations of the drop-off period are below:

- A Coral Gables police officer is present to assist with inbound access at the center driveway. The officer generally assists with the westbound to southbound left turns into the site by stopping eastbound Kendall Drive traffic. He observes the eastbound traffic to make sure the queues do not spillback to the Red Road intersection. If this scenario starts to occur, the officer will allow eastbound traffic to flow unimpeded until the queue dissipates.
- The vast majority of parents park and walk their children onto campus. This is not "typical" at schools that have children in Grades 1-5, but is very typical Junior Kindergarten to Kindergarten aged children.
- STS encourages parents to join their children at the daily "flag ceremony," which requires parking and walking in as opposed to drop-off.
- There is a designated walking path on the south side of the parking lot adjacent to the field.
- Some parents do park at the semi-circular driveway adjacent to the church (just east of Red Road) or in the swale on the south side of Kendall Drive adjacent to STS.
- Some assistance is provided at the drop-off area by STS staff. The inside lane of the circular pick-up/drop-off area is coned off so that there is only a single lane.
- Some parents expressed that there is a shortage of parking. This is due to the number of parents who park and walk their children onto campus.
- When needed, the existing field on the south side of the property is used as overflow parking.
- In general, the operations at the circular drop-off area works well because most parents avoid it and park their vehicle to escort their child to the campus.

Pick-up Operations

- The Junior Kindergarten through Kindergarten pick-up operations works well. The limited number of students, the different periods of when pick-up occurs, and the availability of parking contributes to the success of this operation.
- Some parents, during the Junior Kindergarten through Kindergarten pick, park and abandon their vehicles at the circular pick-up area in order to retrieve their child from STS.
- The Coral Gables police officer arrives at approximately 2:45pm and assists drivers exiting from the east driveway onto Kendall Drive.
- Assistance is provided by STS staff with the pick-up operation for Grades 1 through 5.
- The children are assembled adjacent to the pick-up and wait for their name to be called.
- The inside lane of the circular pick-up/drop-off area is coned off so that there is only a single lane.
- A two-lane queue is formed from the center driveway to the single-lane entry point at the pick-up area.

- Parents are required to have their child's name posted on their dashboard for quick identification.
- An STS staff member, using a microphone/speaker system, calls out the names of the students who parents are waiting in the queue and are ready to enter the pick-up area. This helps with the efficiency of the pick-up operation.
- Most of the pick-up occurs on the passenger side of the vehicle.
- After a child is loaded in the vehicle, the driver is able to leave the pick-up area. If a student's name is called and they are not present, the parent generally waits at the pick-up area until the child is found.
- The field observations for the pick-up on Tuesday, December 12, 2006 represented a "worst-case" scenario because enrichment or sports were not offered that day.
- Queuing data during the Grade 1 through 5 pick-up on December 12, 2006 was:
 - 3:02pm: 15 vehicles in queue (parents arriving prior to school dismissal).
 - 3:08pm Queue reached center driveway.
 - 3:12pm Queue nearly reached Kendall Drive from the center driveway.
 - 3:15pm Queue spillback to Kendall Drive (pick-up starts).
 - 3:20pm Queue no longer extends to Kendall Drive.
 - 3:25pm Minimal activity at the pick-up area.
 - 3:27pm Pick-up over.
- When pick-up operations were observed on November 28, 2006, the queuing did not extend back to the center driveway (or to Kendall Drive). Enrichment/sports occurred that afternoon, which is more "typical" for STS.

PICK-UP / DROPOFF OPERATIONAL GOALS

School pick-up / drop-off operations need to be as safe and as efficient as possible. The primary concern is for the safety of the children. Efficiency is a bonus. Some of the general principles of safe and efficient pick-up/drop-off operations are below:

- Provide dual lane queuing area.
- Require single-lane loading / unloading in pick-up / drop-off area.
- Hold vehicle entry in queuing area.
- Require pick-up/drop-off on passenger side only.
- Prohibit children from entering/exiting vehicle while in the queuing area.
- Hold vehicles in queuing area.
- Require single lane platoon exiting from pick-up/drop-off area.
- Assemble students adjacent to pick-up area prior to start of pick-up operations.
- Provide adult supervision of pick-up/drop-off operations.
- Prohibit offsite parking/walking.
- Require in-vehicle student identification card.
- Provide a supervisor to call out names of students whose parents are in queue during pick-up.
- Designate parking spaces for campus-bound parents.

Mr. Chris Cobb

Re: St. Thomas Episcopal Parish School Pick-up/Drop-off Evaluation - #06161

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-
- Prohibit unattended vehicles in pick-up/drop-off area.
 - Provide well-defined bicycle and walking paths.
 - Prohibit pedestrian crossings at vehicle entrance / exit points of pick-up / drop-off area.

Overall, as I expressed to Kitty Finneran, STS does a very good job handling their pick-up/drop-off operations in a safe and efficient manner. Most schools that I work with are not as advanced as STS in their pick-up/drop-off operations. STS does many things well, which include:

- Providing a police officer to assist with access to/from Kendall Drive.
- Involving a sufficient amount of staff during the pick-up period.
- Having the children assembled at the pick-up area.
- Requiring a student identification card in the vehicle.
- Providing a supervisor to call out the names of the students whose parents are in the queue.
- Providing dual-lane queuing prior to the entry point of the pick-up/drop-off area.
- Allowing only a single-lane at the entrance/exit points of the pick-up/drop-off area.
- Providing a designated walkway for parents/children who park their vehicles and walk into STS.

These items should continue to be implemented at STS.

PICK-UP/DROPOFF RECOMMENDATIONS

The following are my recommendations for improving the pick-up / drop-off operations at STS (see Exhibit 2):

1. Do not allow off-campus parking / walking, especially on the swale area of Kendall Drive. This condition negatively affects the traffic operations on Kendall Drive. The new site plan, which adds approximately 28 new paved parking spaces, will help with this issue.
2. Require all pick-up / drop-off to occur on the passenger side only.
3. Do not allow parents to leave their vehicles unattended while in the pick-up/drop-off service areas. Parents who need to go on campus should park at designated areas.
4. Allow only loading/unloading by "platoons" of vehicles in a single lane. Prohibit individual vehicles from exiting until the entire platoon is ready to exit. Control at the entry and exit points of the single lane loading areas is required.
5. Do not allow children to exit or enter their vehicle from the queue area. This situation was observed only a few times at STS.



Mr. Chris Cobb

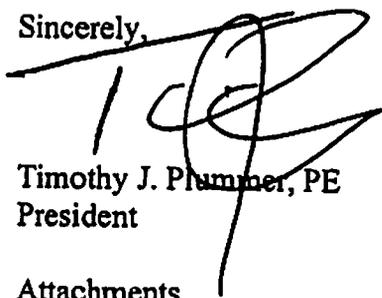
Re: St. Thomas Episcopal Parish School Pick-up/Drop-off Evaluation - #06161

Page 6 of 6

6. If a student (or all students for multi-student vehicles) are not present for loading when the student's vehicle reaches the loading point, the vehicle is required to exit the loading zone and rejoin the queue. This is necessary so that the "platoon" of vehicles can exit at the same time.
7. Supervisors assisting with pick-up/drop-off operations should wear a safety vest.
8. Parents should be encouraged to use the drop-off area in the mornings. This drop-off operation is under-utilized at STS.
9. Grades 1 through 5 comprise approximately two-thirds of the student population and are dismissed from STS at the same time. To further separate vehicle arrivals, consideration should be given to modifying the pick-up times. One scenario to consider is dismissal for Kindergarten through Grade 2 at 3:00pm and Grades 3 through 5 at 3:20pm. By separating vehicle arrivals, the likelihood of queue spillback to Kendall Drive will be minimized. Junior Kindergarten and Pre-Kindergarten dismissal should remain at the same time.
10. If dismissal times are altered as discussed in item #9, color coded student identification cards should be required (i.e., K through G2 are blue and G3 through G5 are red).
11. Any new pick-up/drop-off plan should be implemented at the start of a new school year on the first day of school. A meeting with the parents at the end of the school year, prior to implementing a new pick-up/drop-off plan, is recommended.

I suggest that we meet with the appropriate St. Thomas staff to review this information and the recommendations. Please call me at (305) 447-0900 if you have any questions or need more information.

Sincerely,



Timothy J. Plummer, PE
President

Attachments

cc: Kitty Finneran (STS), Laura Russo, File

report-let.doc



EXISTING ACCESS & CIRCULATION

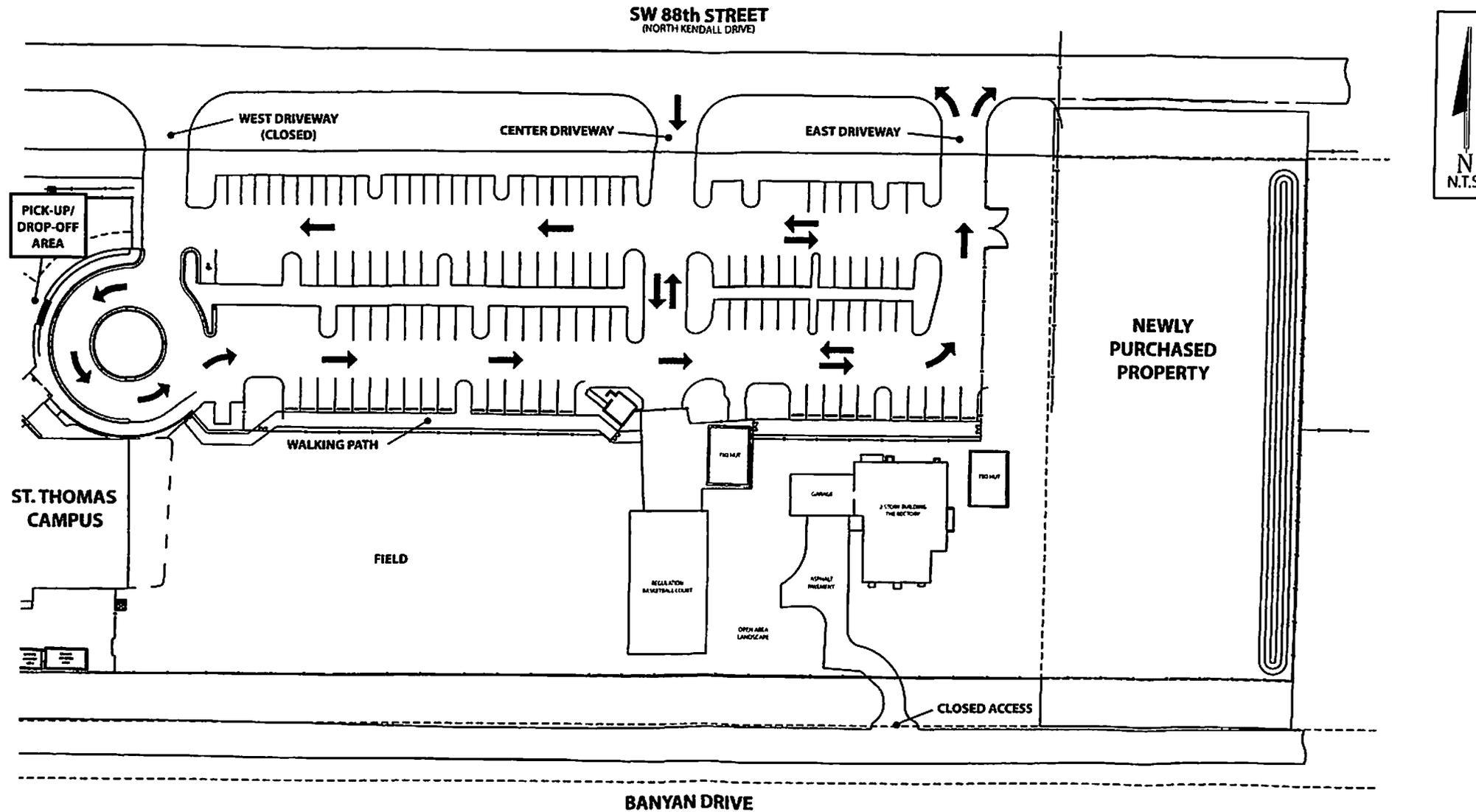
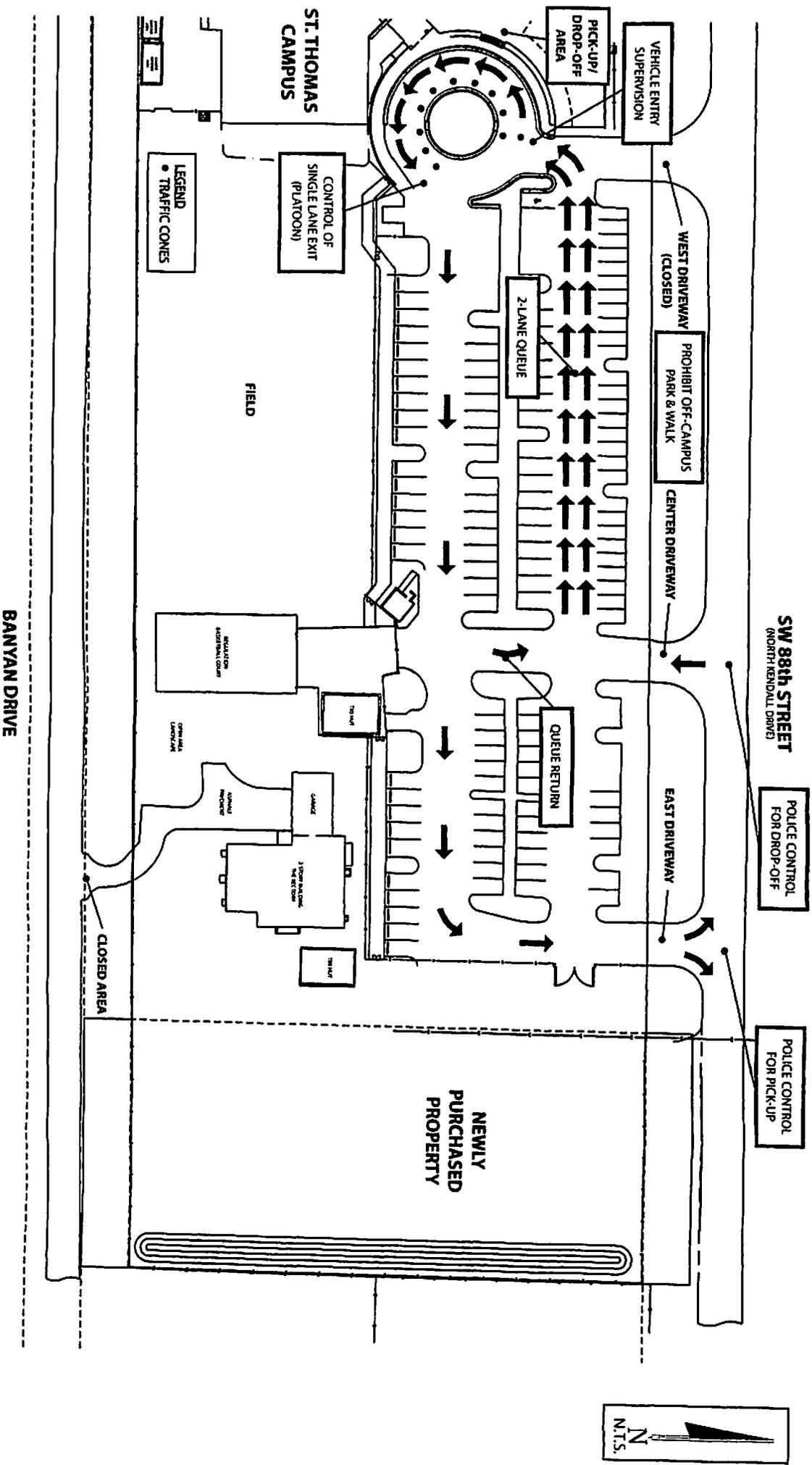


EXHIBIT 1

ST. THOMAS EPISCOPAL PARISH SCHOOL

PROPOSED PICK-UP/ DROP-OFF PLAN



ST. THOMAS EPISCOPAL PARISH SCHOOL

EXHIBIT 2