

# Engineering Surveys & Services

Consulting Engineers, Land Surveyors, and Geoprofessionals  
Analytical and Materials Laboratories

1113 Fay Street  
Columbia, Missouri 65201  
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www.ess-inc.com

## EXHIBIT 1

January 24, 2018

Timothy Teddy, Community Development Director  
City of Columbia  
701 E Broadway  
Columbia, MO 65205

RE: Parking Variance Request  
CPS New Southwest Middle School  
Columbia, Missouri

Dear Mr. Teddy:

Columbia Public Schools (CPS) is proposing a new middle school at a site on the east side of Sinclair Road in southwest Columbia (see attached Exhibit 2). The building will be designed to accommodate around 700 students and 60 staff. Table 4.3-1 of the City's recently adopted Unified Development Code (UDC) indicates that a "Secondary School (middle and high)" must provide a minimum 3 parking spaces for each classroom. The proposed middle school will have 54 classrooms, requiring a minimum 162 spaces. Section 29-4.3(e)(3) indicates that parking in excess of 200% of the minimum amount required by Table 4-3.1 shall require approval of a variance by the Board. Two hundred percent of 162 spaces is 324 spaces. The new middle school project will require approximately 425 spaces that will be provided via 3 parking lots as shown on the attached Exhibit 3. Therefore, please consider this letter a formal request for a variance to exceed the required parking by over 200% and allow up to 425 onsite parking spaces as shown on the attached Exhibit 3. Justification for the variance is as follows:

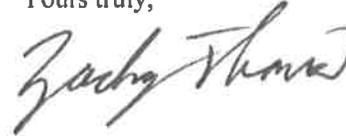
1. Other CPS middle schools often experience a shortage of parking during evening events. Fundraisers, registration dates, athletic events, etc., often experience shortages of onsite parking that result in parking on adjacent streets or in parking lots on adjacent properties. This can lead to traffic and pedestrian safety issues as vehicles may be parked on streets not designed for parking and pedestrians walking to the school building over unintended pedestrian routes. The site of the proposed middle school will have no such options for overspill parking. Sinclair Road adjacent to the proposed southwest middle school has no onstreet parking facilities, eliminating on street parking. Also, there will be no additional parking lots on adjacent properties for parking to overspill. Therefore, all parking must occur on the middle school site itself, making it imperative that sufficient onsite parking be provided for all events.
2. Acceptance of this variance will not set a precedent that could easily be applied to other projects due to the unique nature of a new middle school and the historical experience of other very similar sites experiencing parking shortages (other middle schools). Combined these provide unusual circumstances that cannot be easily applied to other projects.
3. The parking for the middle school may be shared by a future CPS project just north of the middle school.
4. The spirit of the Unified Development Code is observed by requesting only enough parking as needed for major events, with no excess or additional parking requested beyond this quantity.
5. Acceptance of this variance will secure the public safety and welfare, and substantial justice will be done, via adequate onsite parking being provided for all possible middle school events and

Mr. Teddy  
January 24, 2018  
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prevent people from parking and walking in possibly unsafe conditions on Sinclair Road or adjacent properties.

Thank you for your consideration of this variance. Please do not hesitate to contact us with any questions.

Yours truly,

A handwritten signature in black ink, appearing to read "Zachary Thomas". The signature is written in a cursive, flowing style.

Zachary K. Thomas, P.E.

Enclosures

cc: Dr. Stiepleman, CPS w/ enclosures  
Anna Munson, CPS w/ enclosures  
C. Oestreich, CPS w/ enclosures  
Chris Davis, PWA w/ enclosures  
1 – File ESS Job# 13681



Aerial Photo Terrain

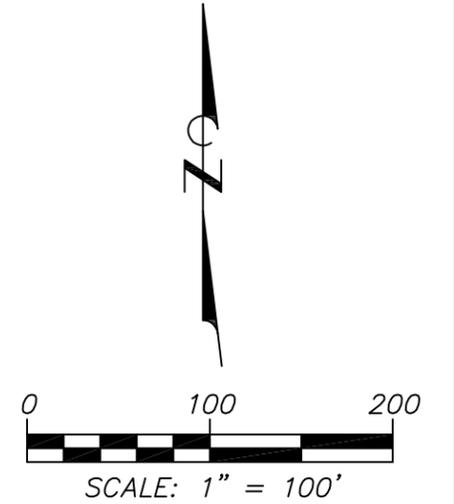
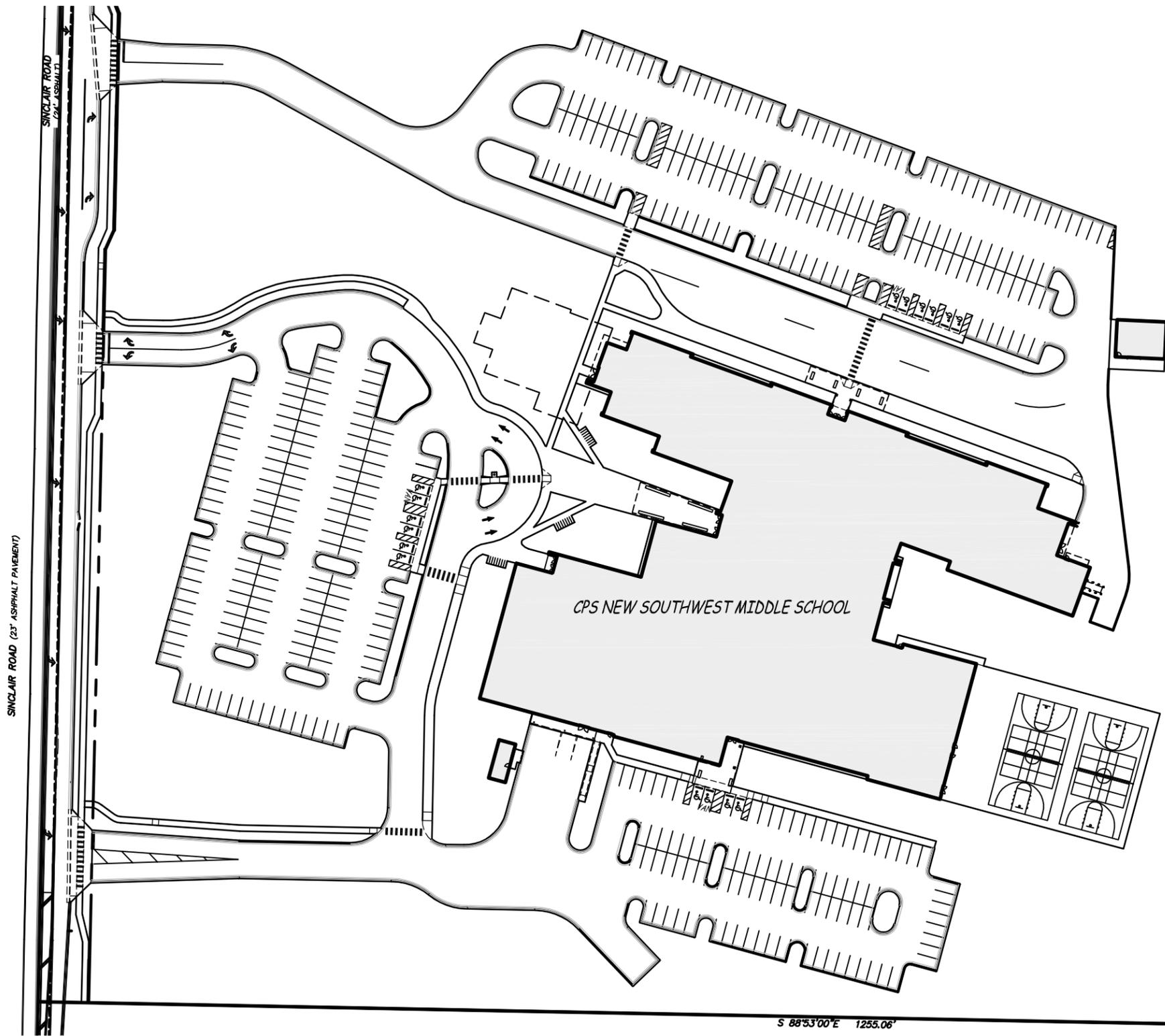
NORTH

SINCLAIR ROAD

SITE

EXHIBIT 2  
LOCATOR MAP  
PROPOSED CPS MIDDLE SCHOOL SITE

F:\CURRENTDRAWINGS\PECKHAM\S13681\DESIGN\13681 AUTOTURN DESIGN.DWG 2/13/2018



**PARKING NOTE**

<u>REQUIRED PARKING (PER TABLE 4-3.1)</u>	
3 SPACES/ CLASSROOM x 54 CLASSROOMS	= 162 SPACES
<u>MAXIMUM PARKING LIMIT (SECTION 29-4.3(e)(2))</u>	
200% OF THE MINIMUM AMOUNT	= 324 SPACES
<u>PROVIDED PARKING</u>	
TOTAL SITE	= 425 SPACES

**EXHIBIT 3: PARKING VARIANCE**  
**CPS NEW SOUTHWEST MIDDLE SCHOOL**  
 COLUMBIA, BOONE COUNTY, MISSOURI  
 JANUARY 24, 2018

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**ES&S NO. 13681**

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## EXHIBIT 4

February 19, 2018

Patrick Zenner, Development Services Manager  
City of Columbia - Community Development Department  
701 E Broadway  
Columbia, MO 65205

RE: Parking Variance Request  
CPS New Southwest Middle School  
Columbia, Missouri

Dear Mr. Zenner:

Please consider the following as supplemental information to the parking variance request submitted earlier this week for the above referenced project:

1. Exhibit 3 included with the submittal earlier this week and the enclosed Exhibit 5 indicate a future building expansion off the northwest corner of the building. Conceptually, 12 additional classrooms are anticipated included with this addition. Adding these classrooms to the 54 classrooms planned with the project brings the total classrooms for the project to 66 classrooms. The City code requires 3 parking spaces per classroom, requiring the minimum parking for the project to be 198 spaces. Increasing this by 200% and 396 parking spaces for the project can be approved by the Community Development Director, therefore not requiring a variance. The requested 425 spaces only exceeds this amount by 7 percent.
2. Item #1 in the Exhibit 1 letter from the parking variance request submitted earlier this week indicated how other Columbia Public Schools (CPS) campuses (elementary thru high school) often experience onsite parking shortages during events. CPS has always, and will continue to, strive to improve operational efficiency with every new building/campus project that it constructs. Historical experiences with the current operation of existing CPS facilities play a major role in the design of new CPS facilities. Whether it is the flow of students thru the lunch line or adequate parking for all events, historical experiences are incorporated into each new project to improve operation. The proposed middle school will be of a similar size and operation to Gentry Middle School. Historically, Gentry Middle School has about 10 events during the school year that draw between 500-700 adults plus CPS staff. To accommodate these events, CPS has calculated needing an average of 1 space per 2 adults (700/2) requiring 350 spaces plus another 75 spaces for CPS staff, totaling 425 spaces. Gentry Middle School only has around 208 onsite parking spaces and often experiences parking shortages during daily operations and especially during events, resulting in offsite parking on the neighboring streets (legally or illegally) and into the parking lot for Bethel Park just south of the school. The proposed New Southwest Middle School will not have the option of offsite parking, requiring that adequate onsite parking be provided for the health and safety of visitors and staff during events. What is considered adequate parking? CPS is requesting the number be determined from historical data from Gentry Middle School, a very similar campus with a very similar operation.

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3. The site layout for the New Southwest Middle School was designed with the intention of the parking lot on the north side of the building being shared with a future CPS school built just to the north. At the current time, the future use has not been finalized, but conceptual planning has considered the possibility of a new elementary school. The enclosed Exhibit 5 indicates how a future elementary school could be sited just north of the middle school and the north parking lot could be shared. The intention is to increase parking efficiency by sharing the north parking lot as overflow parking for events at both schools. Utilizing the north parking for both schools would result in a net reduction in total parking and pavement for both schools. Major events for both schools would have to be planned at separate times for both schools, but elementary and middle school events vary enough that scheduling should not be an issue.

Thank you for your consideration of this variance. We hope this supplemental information is helpful to consider support of the parking variance. Please do not hesitate to contact us with any questions.

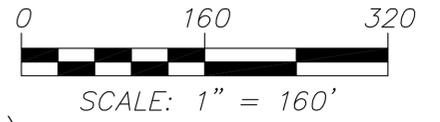
Yours truly,



Zachary K. Thomas, P.E.

Enclosures

cc: Anna Munson, CPS w/ enclosures  
C. Oestreich, CPS w/ enclosures  
Chris Davis, PWA w/ enclosures  
1 – File ESS Job# 13681



SINCLAIR ROAD (23' ASPHALT)

LOT 3  
POSSIBLE CITY PARK

LOT 2  
TREE PRESERVATION

STREAM BUFFER PRESERVATION

UNDISTURBED WOODED AREA

LOT 1

FUTURE DROP OFF/PICK UP  
& PARKING AREA

FUTURE ELEMENTARY SCHOOL  
40 ± CLASSROOMS & 80 ± STAFF

FUTURE BUILDING

DETENTION BASIN BUILT WITH MIDDLE  
SCHOOL TO ACCOMMODATE BOTH SCHOOLS

SHARED PARKING

FUTURE BUILDING ADDITION  
W/ 12 CLASSROOMS

CPS NEW SOUTHWEST MIDDLE SCHOOL

**EXHIBIT 5: CONCEPTUAL SHARED PARKING  
CPS NEW SOUTHWEST MIDDLE SCHOOL**

COLUMBIA, BOONE COUNTY, MISSOURI  
FEBRUARY 19, 2018

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