



December 13, 2022

Tim Teddy  
Director of Community Development  
City of Columbia 701 E. Broadway  
PO Box 6015  
Columbia, MO 65205

Re: Conditional Use Permit for the Voluntary Action Center's Opportunity Campus

Mr. Teddy:

On behalf of the property owner, Bowling Street, LLC, and my client, The Voluntary Action Center, I would like to take this opportunity to request a Conditional Use Permit (CUP) for Lot 1 of E C More's Subdivision Plat 1A as recorded in Plat Book 56 at Page 69 of the Boone County records and also being known as the VAC Opportunity Campus. Specifically, the CUP that is being requested is for the use of a temporary shelter as an allowed use on said tract of land as defined by Section 29-1.11(a) of the UDC and listed in the Permitted Use Table as a conditional use in Section 29-3.1, Table 29-3.1 of the UDC.

The tract seeking the CUP is a recently platted lot that is currently zoned M-C (Corridor Commercial). The use of temporary shelter is a conditional use under the M-C zoning. The subject property contains 5.51 acres in which just a portion of the total lot will be used for temporary shelter purposes. While the applicant is seeking a CUP for a temporary shelter, VAC will be utilizing the site of the Opportunity Campus for many other uses that coincide with their mission. The Opportunity Campus will house the VAC administrative offices which would be basic office type uses that would be occupied during normal business hours (typically 8:00 AM to 5:00 PM M-F). These uses would not have overnight occupants and would not be a part of the temporary shelter. The Opportunity Campus would also have business tenant spaces (about 10,000 total square feet) that would be space rented or leased to other business uses. These spaces would be occupied during normal business hours and would not be a part of the temporary shelter component of the campus. The Opportunity Campus would also have the temporary shelter portion of the site, also known as Client Services. Client Services would provide a temporary shelter for their clientele and related support spaces. These uses are anticipated to be operated in conjunction with

VAC's partners during both day and night hours. The primary component is the temporary shelter, which is anticipated to be approximately 8,000 sf (sized to accommodate roughly 100 clients for sleeping purposes). Numerous support spaces are anticipated to be provided to support both day and night uses and create an interdependent and multi-functioning series of uses based on the anticipated needs of the clientele. The support spaces are anticipated to include a client computer lab, client pet kennels and exam space, client storage accommodations, meeting rooms for client use, restrooms and showers, isolation rooms for clients who may be ill, mechanical spaces, laundry processing, and other storage and support functions. Daily evening meals are anticipated to be provided in conjunction with VAC's partners, a kitchen and food storage component is anticipated to be provided to support this use. It is currently anticipated between 100-200 (+/-) meals may be served at the evening meal service. Meals will only be served once per day in the evenings.

Below is additional information with regards to this request.

Criteria for approval per Section 29-6.4(m)(2).

*(A) The proposed conditional use complies with all standards and provisions in this Chapter applicable to the base and overlay zone district where the property is located.*

The current zoning of the subject tract is M-C which is compatible for the development of the property for all of the intended uses of the applicant with the exception of temporary shelter. This use is being requested to be allowed via a CUP. By granting of this CUP, the applicant would have to comply with use specific standards as listed in Section 29-3.3(i). These standards are specifically listed later in this letter.

*(B) The proposed conditional use is consistent with the City adopted Comprehensive Plan.*

The proposed conditional use is consistent with the current City of Columbia Comp Plan. The land use map in the Comp Plan notes this area as being commercial, or mixed use. The proposed uses on the site, not just the conditional use but all of the uses, would comply with this portion of the Comp Plan. The Plan also encourages infill development utilizing existing infrastructure. All needed infrastructure is currently in place to serve this site. This site is certainly an infill development given its central location.

*(C) The proposed conditional use will be in conformance with the character of the adjacent area, within the same zoning district, in which it is located. In making such a determination, consideration may be given to the location, type and height of the building or structures and the type and extent of landscaping and screening on the site.*

The conditional use that is being requested will only be a portion of the uses proposed on the subject tract. The existing zoning of the subject tract allows for all other intended uses with the exception of temporary shelters, which is the reason for the CUP. Temporary shelters are not an allowed use under any zoning classification in the City of Columbia but rather only allowed via CUP. The surrounding area is a mix of uses ranging from single-family residential to general industrial. Most notably the City of Columbia power plant, street operations, and Water & Light operations are adjacent to the site. Other uses along Business Loop in this area include retail sales, restaurants, and other commercial uses as well as being near a concrete batch plant and Interstate 70. The site is in close proximity to the blue line of the CoMo Transit system with conversations taking place to actually bring the transit system to this site. While the maximum building heights on the property are set with the zoning, in this case 45 feet in height, the CUP would limit buildings on the site to 35 feet in height in single story structures. Landscaping and screening on the property would all be in conformance with the current landscaping requirements of the City of Columbia. Given the above, the proposed conditional use would fit in with the character and of the area.

*(D) Adequate access is provided and is designed to prevent traffic hazards and minimize traffic congestion.*

Access to this site will be off of Bowling Street which has direct access to Business Loop 70. Bowling Street is an unimproved City street that provides access to a mix of R-1 and I-G uses further to the north. The existing street has capacity and is able to adequately serve the proposed use, especially given that the vehicular traffic generated from the proposed conditional use would be minimal. Furthermore, adequate internal circulation will be provided to facilitate easy access to and from the site.

*(E) Sufficient infrastructure and services exist to support the proposed use, including but not limited to, adjacent utilities, storm drainage, water, sanitary sewer, electricity, and other infrastructure facilities are provided.*

Existing infrastructure is in place to serve the intended conditional use. There currently is overhead electric that runs down the west side of Bowling Street as well as along the north side of Business Loop 70. There is existing sanitary sewer on the property as well as a public water main along the south side of the tract. Public streets are along two sides of the property providing vehicular access to the site. Storm sewer infrastructure exists at the low point of the site that can be utilized as well.

*(F) The proposed variance will not cause significant adverse impacts to surrounding properties.*

As mentioned, the proposed conditional use would be only one of the uses planned for the subject site. Other services would also be provided on this campus. All of which would be under the operations of the Voluntary Action Center or a member of their collaborative support network. Given that this campus would be developed in accordance with the Unified Development Code, its proximity to existing services, and its centralized location, it will not have any adverse impacts on the surrounding properties.

Criteria for use specific standards per Section 29-3.3(i)

*(1) An application for a conditional use permit for a temporary shelter shall include information about the size and design of the structure, population groups served, length of stay permitted, maximum design capacity and support services provided.*

Size of Facility: Approximately 21,579 SF (shelter only). This includes general sleeping quarters, isolated sleeping quarters, laundry facilities, kitchen and food prep area,

Population Groups Served: Single adult males and females

Length of Stay Permitted: Intention is for a maximum of 90 days

Maximum Design Capacity: Max capacity is 120 beds

Support Services Provided\*\*: Substance abuse services  
Mental health services  
Laundry facilities  
Showers  
Secure storage

Kennel facilities  
Computer lab  
Physical mailing address  
Mailing services  
Medical and dental clinic  
Drop-in center  
Case Management  
Transportation services (for appointments  
such as doctor visits, interviews, etc.)  
Employment assistance

\*\* Support services may be provided in either the temporary shelter area or in the VAC offices located on the site. Any service that is identified as office and delineated in a yellow zone on the attached sketch would be provided during normal working hours. Any service that would be provided outside the normal working hours would be provided within the temporary shelter portion of this site and is identified as the green areas on the attached sketch.

*(2) A temporary shelter shall not be located within one thousand (1,000) feet of another temporary shelter.*

To our knowledge, this site is not located within 1000 feet of another approved site for a temporary shelter.

*(3) The minimum lot area for a temporary shelter shall be seven thousand five hundred (7,500) square feet. If a proposed temporary shelter structure is larger than two thousand five hundred (2,500) square feet of gross floor area there shall be provided an additional one thousand five hundred (1,500) square feet of lot area for each additional five hundred (500) square feet of gross floor area within the structure.*

The lot area of this site is approximately 240,000 square feet in size. The portion of the site that is being requested for temporary shelter is approximately 26,287 square feet. According to the above area restrictions, the minimum size of lot for the proposed building would be 78,861 square feet. The proposed lot size is roughly 3.0 times larger than required.

We appreciate your time in reviewing this request for the proposed conditional use permit for the VAC's Opportunity Campus. Upon review of this submittal, if you have any questions please feel free to contact us.

Sincerely,

Crockett Engineering Consultants, LLC

A handwritten signature in black ink, appearing to read "Tim Crockett". The signature is fluid and cursive, with the first name "Tim" and last name "Crockett" clearly distinguishable.

Tim Crockett, PE