CITY OF MEMPHIS COUNCIL AGENDA CHECK OFF SHEET

ONE ORIGINAL Planning & Development ONLY STAPLED | **DIVISION TO DOCUMENTS Planning & Zoning COMMITTEE:** 01/7/2025 DATE **PUBLIC SESSION:** 01/21/2025 DATE ITEM (CHECK ONE) X RESOLUTION REQUEST FOR PUBLIC HEARING ORDINANCE ITEM DESCRIPTION: Resolution pursuant to Chapter 9.6 of the Memphis and Shelby County Unified Development Code approving a special use permit at the subject property located at 4055 and 4025 Poplar Avenue and 4007 and 3950 Central Avenue, known as case number SUP 2024-046 SUP 2024-046 **CASE NUMBER:** LOCATION: 4055 and 4025 Poplar Avenue and 4007 and 3950 Central Avenue District 5 and Super District 9 – Positions 1, 2, and 3 **COUNCIL DISTRICTS:** Second Presbyterian Church **OWNER/APPLICANT:** REPRESENTATIVE: Ron Hickman **REQUEST:** To allow a seminary as an additional principal use AREA: The Division of Planning and Development recommended Approval with conditions **RECOMMENDATION:** The Land Use Control Board recommended Approval with conditions RECOMMENDED COUNCIL ACTION: Public Hearing Not Required Hearing – January 21, 2025 **PRIOR ACTION ON ITEM:** APPROVAL - (1) APPROVED (2) DENIED 12/12/2024 **DATE** (1) Land Use Control Board ORGANIZATION - (1) BOARD / COMMISSION (2) GOV'T. ENTITY (3) COUNCIL COMMITTEE **FUNDING:** REQUIRES CITY EXPENDITURE - (1) YES (2) NO AMOUNT OF EXPENDITURE REVENUE TO BE RECEIVED **SOURCE AND AMOUNT OF FUNDS OPERATING BUDGET** CIP PROJECT # FEDERAL/STATE/OTHER ADMINISTRATIVE APPROVAL: **DATE POSITION** PLANNER I **DEPUTY ADMINISTRATOR** ADMINISTRATOR DIRECTOR (JOINT APPROVAL) COMPTROLLER FINANCE DIRECTOR **CITY ATTORNEY**

CHIEF ADMINISTRATIVE OFFICER

COMMITTEE CHAIRMAN



Memphis City Council Summary Sheet

SUP 2024-046

RESOLUTION PURSUANT TO CHAPTER 9.6 OF THE MEMPHIS AND SHELBY COUNTY UNIFIED DEVELOPMENT CODE APPROVING A SPECIAL USE PERMIT AT THE SUBJECT PROPERTY LOCATED AT 4055 AND 4025 POPLAR AVENUE AND 4007 AND 3950 CENTRAL AVENUE KNOWN AS CASE NUMBER SUP 2024-046

- This item is a resolution with conditions for a special use permit to allow a seminary as an additional principal use; and
- The item may require future public improvement contracts.

LAND USE CONTROL BOARD RECOMMENDATION

At its regular meeting on *Thursday, December 12, 2024* the Memphis and Shelby County Land Use Control Board held a public hearing on the following application:

CASE NUMBER: SUP 2024-046

LOCATION: 4055 and 4025 Poplar Avenue and 4007 and 3950 Central Avenue

COUNCIL DISTRICT(S): District 5 and Super District 9 – Positions 1, 2, and 3

OWNER/APPLICANT: Second Presbyterian Church

REPRESENTATIVE: Ron Hickman

REQUEST: To allow a seminary as an additional principal use

EXISTING ZONING: Residential Single-Family – 10 (R-10) and Residential Corridor

Overlay (-RC)

AREA: +/- 18.12 acres

The following spoke in support of the application: None

The following spoke in opposition the application: None

The Land Use Control Board reviewed the application and the staff report. A motion was made and seconded to recommend approval with conditions.

The motion passed by a vote of 9-0 on the consent agenda.

Respectfully,

Chloe Christion

Planner I

Land Use and Development Services
Division of Planning and Development

Chloe Christian

Cc: Committee Members

File

SUP 2024-046 CONDITIONS

1. Parcel #044113 00087C (4025 and 4055 Poplar Avenue and 3950 Central Avenue)

- a. Any minimum parking requirement for a seminary use on this parcel may be met using the existing parking spaces shown on the final site plan based on the shared parking analysis provided by the applicant.
- b. Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted.

2. Parcel #046047 00018 (4007 Central Avenue)

- a. A minimum of five parking spaces shall be shown on the final site plan including how parking credits/reductions were used per the requirements of the Unified Development code.
- b. A portion of the floor area of the facility shall include instructional space.
- c. The facility shall maintain its residential appearance and character.
- d. Any signage is subject to the requirements of UDC Chapter 4.9 except no LED or other forms of electronic messaging are permitted. No attached or detached signage is permitted along Roseland Place.
- e. A Class 1 Type C Buffer shall be installed along the south property line or an equivalent alternative including existing vegetation subject to the approval of the Division of Planning and Development.

RESOLUTION PURSUANT TO CHAPTER 9.6 OF THE MEMPHIS AND SHELBY COUNTY UNIFIED DEVELOPMENT CODE APPROVING A SPECIAL USE PERMIT AT THE SUBJECT PROPERTY LOCATED AT 4055 AND 4025 POPLAR AVENUE AND 4007 AND 3950 CENTRAL AVENUE, KNOWN AS CASE NUMBER SUP 2024-046

WHEREAS, Chapter 9.6 of the Memphis and Shelby County Unified Development Code, being a section of the Joint Ordinance Resolution No. 5367, dated August 10, 2010, authorizes the Council of the City of Memphis to grant a special use permit for certain stated purposes in the various zoning districts; and

WHEREAS, Second Presbyterian Church filed an application with the Memphis and Shelby County Division of Planning and Development to allow a seminary as an additional principal use and

WHEREAS, the Division of Planning and Development has received and reviewed the application in accordance with procedures, objectives, and standards for special use permits as set forth in Chapter 9.6 with regard to the proposed development's impacts upon surrounding properties, availability of public facilities, both external and internal circulation, land use compatibility, and that the design and amenities are consistent with the public interest; and has submitted its findings and recommendation concerning the above considerations to the Land Use Control Board; and

WHEREAS, a public hearing in relation thereto was held before the Memphis and Shelby County Land Use Control Board on December 12, 2024, and said Board has submitted its findings and recommendation concerning the above considerations to the Council of the City of Memphis; and

WHEREAS, the Council of the City of Memphis has reviewed the aforementioned application pursuant to Tennessee Code Annotated Section 13-4-202(B)(2)(B)(iii) and has determined that said development is consistent with the Memphis 3.0 General Plan; and

WHEREAS, the Council of the City of Memphis has reviewed the recommendation of the Land Use Control Board and the report and recommendation of the Division of Planning and Development and has determined that said development meets the objectives, standards and criteria for a special use permit, and said development is consistent with the public interests.

NOW, THEREFORE, BE IT RESOLVED, BY THE COUNCIL OF THE CITY OF MEMPHIS, that, pursuant to Chapter 9.6 of the Memphis and Shelby County Unified Development Code, a special use permit is hereby granted for the request use in accordance with the attached conditions.

BE IT FURTHER RESOLVED, that this permit merely authorizes the filing of applications to acquire a Certificate of Use and Occupancy, or a Building Permit, and other required permits and approvals, provided that no such Certificate of Use and Occupancy shall be granted until all conditions imposed by the Council of the City of Memphis have been met.

BE IT FURTHER RESOLVED, that this Resolution take effect from and after the date it shall have been passed by this Council of the City of Memphis, and become effective as otherwise provided by law, and thereafter shall be treated as in full force and effect by virtue of passage thereof by the Council of the City of Memphis, the public welfare requiring same.

CONDITIONS

1. Parcel #044113 00087C (4025 and 4055 Poplar Avenue and 3950 Central Avenue)

- a. Any minimum parking requirement for a seminary use on this parcel may be met using the existing parking spaces shown on the final site plan based on the shared parking analysis provided by the applicant.
- b. Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted.

2. Parcel #046047 00018 (4007 Central Avenue)

- a. A minimum of five parking spaces shall be shown on the final site plan including how parking credits/reductions were used per the requirements of the Unified Development code.
- b. A portion of the floor area of the facility shall include instructional space.
- c. The facility shall maintain its residential appearance and character.
- d. Any signage is subject to the requirements of UDC Chapter 4.9 except no LED or other forms of electronic messaging are permitted. No attached or detached signage is permitted along Roseland Place.
- **e.** A Class 1 Type C Buffer shall be installed along the south property line or an equivalent alternative including existing vegetation subject to the approval of the Division of Planning and Development.





ATTEST:

CC: Division of Planning and Development
- Land Use and Development Services
- Office of Construction Enforcement

dpd STAFF REPORT

AGENDA ITEM: 17 L.U.C.B. MEETING: December 12, 2024

CASE NUMBER: SUP 2024-046

LOCATION: 4055 Poplar Avenue and 4007 Central Avenue

COUNCIL DISTRICT: District 5 and Super District 9 – Positions 1, 2, and 3

OWNER/APPLICANT: Second Presbyterian Church of Memphis

REPRESENTATIVE: J. Ronald Hickman

REQUEST: Special use permit to allow a seminary as an additional principal use

EXISTING ZONING: Residential Single-Family – 10 (R-10) and Residential Corridor Overlay (-RC)

CONCLUSIONS

- 1. If approved, this Special Use Permit would allow for Second Presbyterian Church and Memphis City Seminary to operate as joint principal uses on the main campus parcel #044113 00087C and allow the church's property at parcel #046047 00018 to be utilized as instructional and office space for Memphis City Seminary.
- 2. Memphis City Seminary currently uses office and classroom space on the main campus. The main campus includes addresses 4055 and 4025 Poplar and 3950 Central Avenue. The second parcel is 4007 Central Avenue at the corner of Rosewood Place and Central Avenue and is directly to the south of the main campus.
- 3. Per Section 8.5.2 of the Unified Development Code, civic uses may be permitted by right or through the special use permit process within a designated Residential Corridor Overlay. A seminary is considered an "Educational Facility," as a Civic Use category, thus requiring a Special Use Permit in R-10 zoning.
- 4. Regarding parking, the provided alternative parking plan utilizes existing parking on the main campus of the church as well as parking provided to the rear of the proposed instructional building at 4007 Central Avenue for seminary use. A bike rack is also provided at the proposed instructional building.
- 5. 4007 Central Avenue contains an existing single-family home with 2,074 square feet of floor area. Not including the existing garage space, a net floor area of 1,623 square feet is provided. A parking requirement of one space per 300 square feet of floor area yields a minimum requirement of six spaces. The applicant has chosen to add a bike rack which reduces the minimum parking requirement to 5 spaces. Thus, since there are five spaces provided, there is no need to construct new parking spaces on the site.
- 6. The granting of this special use permit will not cause substantial detriment to the public good, nor will it substantially impair the intent and purpose of an adopted plan or the Unified Development Code (UDC), nor will it be injurious to the neighborhood or the general welfare, and it will be in harmony with the purpose and intent of the UDC.

CONSISTENCY WITH MEMPHIS 3.0

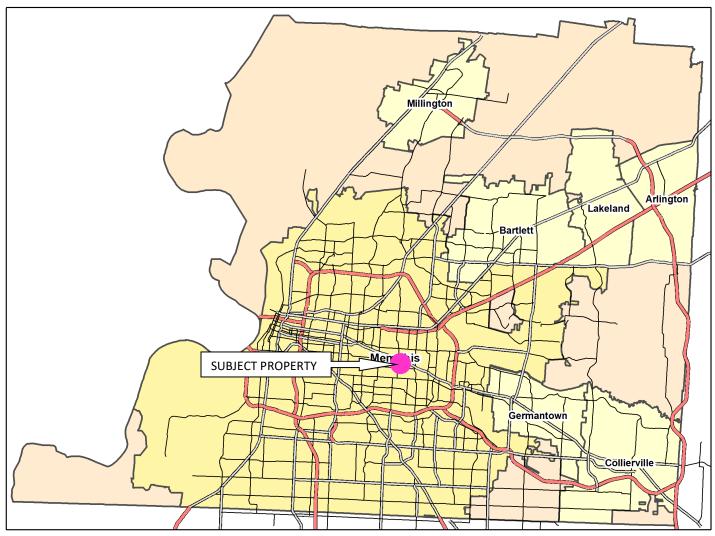
This proposal is consistent with the Memphis 3.0 General Plan per the land use decision criteria. See further analysis on pages 20-25 of this report.

RECOMMENDATION:

Approval with conditions

Staff Writer: Chloe Christion E-mail: chloe.christion@memphistn.gov

LOCATION MAP



Subject property located within the pink circle

PUBLIC NOTICE VICINITY MAP



Subject properties outlined in red.

PUBLIC NOTICE DETAILS

In accordance with Sub-Section 9.3.4A of the Unified Development Code, a notice of public hearing is required to be mailed and signage posted. A total of 221 notices were mailed on November 21, 2024, and 221 corrected notices were mailed December 2, 2024, see pages 26-27 of this report for a copy of said notices. Additionally, three signs were posted at the subject property, see page 28 of this report for a copy of the sign affidavit.

NEIGHBORHOOD MEETING

The meeting was held at 6:00 PM on Tuesday, November 26, 2024, at Second Presbyterian Church, 4055 Poplar Avenue.

AERIAL



Subject properties outlined in yellow, imagery from 2023

ZONING MAP



Subject properties highlighted in yellow

LAND USE MAP



Subject properties indicated by pink stars

SITE PHOTOS



View of 4007 Central Avenue from Central Avenue facing south.



View of 4007 Central Avenue from the corner of Roseland Place and Central Avenue.



View of 4055 Poplar Avenue from rear exit-only drive on Central Avenue facing north.

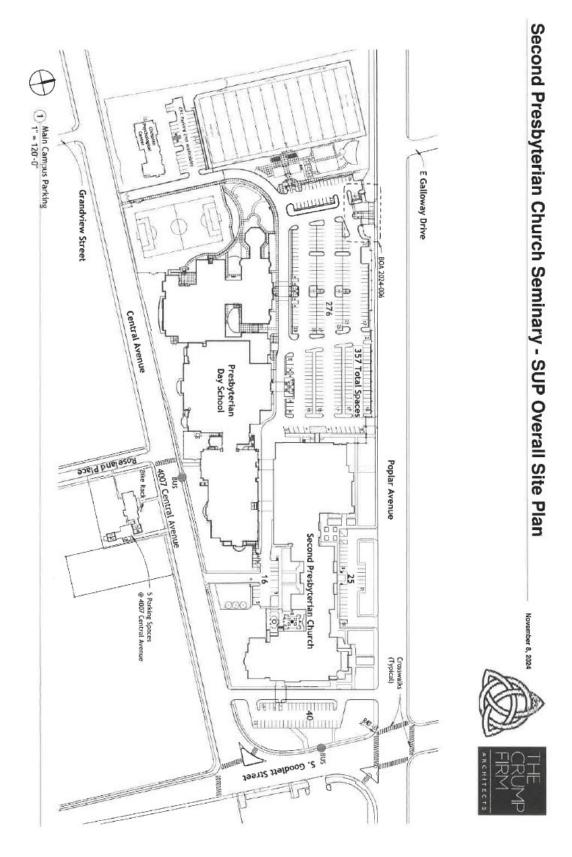


View of main entrance of Second Presbyterian Church at 4055 Poplar Avenue form the corner of Poplar Avenue and Goodlett Street.

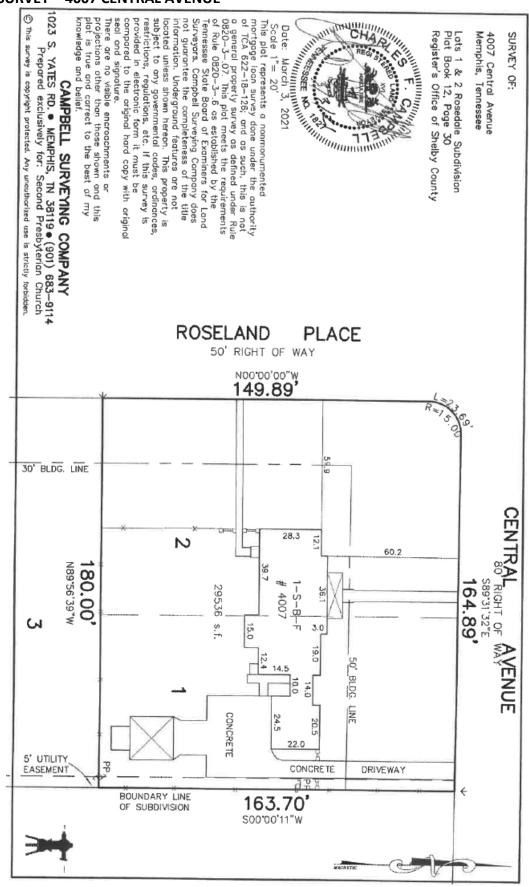


Additional view of 4055 Poplar Avenue from Poplar Avenue.

SITE PLAN



SURVEY – 4007 CENTRAL AVENUE



ALTERNATIVE PARKING PLAN

Second Presbyterian Church SPECIAL USE PERMIT – SEMINARY USE ALTERNATIVE PARKING PLAN 11/8/24



INTRODUCTION

The purpose of this report is to present an Alternative Parking Plan for weekday utilization at the existing Second Presbyterian Church main campus (2PC), which also includes Presbyterian Day School - Pre-K through 6 (PDS), at the intersections of Poplar Avenue, Goodlett St., and Central Avenue. The study is undertaken to demonstrate sufficient parking facilities to accommodate the church, and school uses (focusing on weekday periods).

UTILIZATION

- Both 2PC and PDS have functioned on this site together since 1949
- Normal hours of operation are 8:00 AM to 6:00 PM for church; 8:00 AM to 3:30 PM for school
- Both institutions have planning and scheduling systems in place to optimize use and avoid conflicts
- The nature of PDS activities on campus is very constant through the week.
- The nature of church activities on campus is that they vary throughout the week occurring in
 highly multi-use spaces. They are staggered from other similar events, typically on different
 days from each other. The activities typically have short durations (usually 1 to 2 hours)
 allowing for flexibility and parking turnover throughout the day.

This alternative plan addresses **weekday uses** on the main campus. As such, many important uses for the church and the school occur outside of this time frame and thus do not have concurrent parking needs. These "off-hours" uses may be excluded from the weekday parking demand, and are as follows:

OFF-HOUR USES

CHURCH USES - OFF-HOURS (ample parking is available for these uses)

- MAIN WORSHIP SERVICES ON SUNDAYS existing capacity exceeds UDC requirement and is non-concurrent with other activities.
- WEDNESDAY NIGHT CHURCH SERVCES and gatherings occur after normal working hours.
- LARGE BIBLE CLASS occurs between 6 AM and 8 AM, non-concurrent with other weekday
 uses.
- SEMINARY CLASSES AND MEETINGS: weekend and after-hour activities are non-concurrent with other uses. Weekday classes (3 classes with 18 students each) are held between 4 and 6:30 PM, after peak school and church times.
- BOY SCOUTS (40 boys): meets at 5 PM, after normal hours.
- MOTHERS' DAY OUT childcare: this is a drop-off care arrangement, so the parking demand is limited to church staff, and parents drop off children in a drive-up que arrangement.

SCHOOL USES - OFF-HOURS

- Special all-school assemblies with families: these occur twice per year with special scheduling and parking logistics and are not concurrent with other planned campus activities.
- Team games: these are seasonal but occur after school hours, and they have limited bleacher capacity with minimal and non-concurrent parking demand.

WEEKDAY UTILIZATION

PDS SCHOOL USE: School periods are highly consistent through the week with faculty and staff at a consistent 120 parking space utilization. PDS parking is zoned at the west end of the main parking lot fronting Poplar. After school is dismissed, between 3 PM and 4 PM, the school portion of the lot becomes fully available.

School drop-off and pick up durations are 7:15 AM to 8:15 AM, and 2:45 PM to 3:30 PM. This process is facilitated by security guards and staff and does not conflict with any peak church parking needs.

SECOND PRESBYTERIAN CHURCH - WEEKDAY PEAK

2PC ministers and staff have different/staggered work schedules and are often off-campus. As a result, parking needs are approximately 70% of the staff count, or 52 spaces. As mentioned, 2PC hosts a wide variety of meetings, classes, and activities. Most are small gatherings, and carefully scheduled through a calendar management system to avoid conflicts (eSpace).

The alternative parking plan for weekday church use on campus will therefore be based upon a peak demand assessment recognizing both the staff requirement as well as the diversity factors for meetings mentioned above. There are two high parking demands for weekday activities: occasional funeral services in the Chapel (factored demand of 160 parking spaces); and Women's Bible Study on Tuesday, 9-11 AM (factored demand of net 180 spaces). Since the Bible Study meeting governs, the 2PC parking demand is 52 staff spaces plus 180 meeting spaces = 232 church spaces total.

CONCLUSION

Again, no other 2PC activities will be scheduled concurrently with these peak period church events. From a school standpoint, weekday school parking is essentially static with no peak weekday demand.

The campus design also promotes alternative transportation, through bicycle racks (for 12), access to bus stops on 2 of the 3 street frontages, and promoting pedestrian access from neighboring residential areas with 14 separate pedestrian access points into the campus. Consequently, there are required parking credits for bike spaces and for transit access.

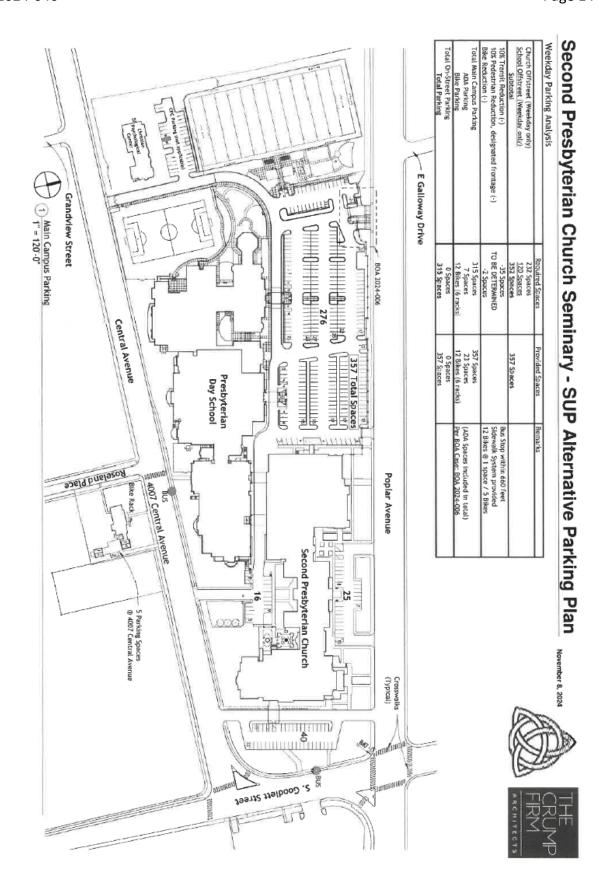
Sincerely,

Walt Reed, AIA

Vice President - Architecture

The Crump Firm, Inc.

Architects | Planners | Designers



CASE REVIEW

Request

The request is a special use permit to allow a seminary as an additional principal use.

Approval Criteria

Staff agrees the approval criteria in regard special use permits as set out in Section 9.6.9 of the Unified Development Code are met.

9.6.9 Approval Criteria

No special use permit or planned development shall be approved unless the following findings are made concerning the application:

9.6.9A	The project will not have a substantial or undue adverse effect upon adjacent property, the
	character of the neighborhood, traffic conditions, parking, utility facilities and other matters
	affecting the public health, safety, and general welfare.
9.6.9B	The project will be constructed, arranged and operated so as to be compatible with the
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	immediate vicinity and not interfere with the development and use of adjacent property in
	accordance with the applicable district regulations.
9.6.9C	The project will be served adequately by essential public facilities and services such as streets,

parking, drainage, refuse disposal, fire protection and emergency services, water and sewers; or
that the applicant will provide adequately for such services.

- 9.6.9D The project will not result in the destruction, loss or damage of any feature determined by the governing bodies to be of significant natural, scenic or historic importance.
- 9.6.9E The project complies with all additional standards imposed on it by any particular provisions authorizing such use.
- 9.6.9F The request will not adversely affect any plans to be considered (see Chapter 1.9), or violate the character of existing standards for development of the adjacent properties.
- 9.6.9G The governing bodies may impose conditions to minimize adverse effects on the neighborhood or on public facilities, and to ensure compatibility of the proposed development with surrounding properties, uses, and the purpose and intent of this development code.
- 9.6.9H Any decision to deny a special use permit request to place, construct, or modify personal wireless service facilities shall be in writing and supported by substantial evidence contained in a written record, per the Telecommunications Act of 1996, 47 USC 332(c)(7)(B)(iii). The review body may not take into account any environmental or health concerns.

Site Details

Addresses:

4055 Poplar Avenue & 4007 Central Avenue

Parcel IDs:

044113 00087C and 046047 00018

Area:

+/-18.12 acres

Staff Report SUP 2024-046 December 12, 2024 Page 16

Description:

The subject properties are 4055 Poplar Avenue, a +/- 17 acre site home to Second Presbyterian Church main campus, and 4007 Central Avenue a +/- 29,010 square foot site containing a one-story single-family residence under ownership of the church. The main campus has three street frontages on Poplar Avenue, Central Avenue, and South Goodlett Street. The secondary site is on a corner lot with two street frontages on Central Avenue and Rosewood Street.

Site Plan Review

There are no proposed changes to the existing physical nature of the site.

Analysis

If approved, this Special Use Permit would allow for Second Presbyterian Church and Memphis City Seminary to operate as joint principal uses on the main campus parcel #044113 00087C and allow the church's property at parcel #046047 00018 to be utilized as instructional and office space for Memphis City Seminary.

Memphis City Seminary currently uses office and classroom space on the main campus. The main campus includes addresses 4055 and 4025 Poplar and 3950 Central Avenue. The second parcel is 4007 Central Avenue at the corner of Rosewood Place and Central Avenue and is directly to the south of the main campus.

Per Section 8.5.2 of the Unified Development Code, civic uses may be permitted by right or through the special use permit process within a designated Residential Corridor Overlay. A seminary is considered an "Educational Facility," as a Civic Use category, thus requiring a Special Use Permit in R-10 zoning.

Regarding parking, the provided alternative parking plan utilizes existing parking on the main campus of the church as well as parking provided to the rear of the proposed instructional building at 4007 Central Avenue for seminary use. A bike rack is also provided at the proposed instructional building.

4007 Central Avenue contains an existing single-family home with 2,074 square feet of floor area. Not including the existing garage space, a net floor area of 1,623 square feet is provided. A parking requirement of one space per 300 square feet of floor area yields a minimum requirement of six spaces. The applicant has chosen to add a bike rack which reduces the minimum parking requirement to 5 spaces. Thus, since there are five spaces provided, there is no need to construct new parking spaces on the site.

The granting of this special use permit will not cause substantial detriment to the public good, nor will it substantially impair the intent and purpose of an adopted plan or the Unified Development Code (UDC), nor will it be injurious to the neighborhood or the general welfare, and it will be in harmony with the purpose and intent of the UDC.

RECOMMENDATION

Staff recommends approval with the following conditions.

Conditions:

1. Parcel #044113 00087C (4025 and 4055 Poplar Avenue and 3950 Central Avenue)

- a. Any minimum parking requirement for a seminary use on this parcel may be met using the existing parking spaces shown on the final site plan based on the shared parking analysis provided by the applicant.
- b. Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted.

2. Parcel #046047 00018 (4007 Central Avenue)

- a. A minimum of five parking spaces shall be shown on the final site plan including how parking credits/reductions were used per the requirements of the Unified Development code.
- b. A portion of the floor area of the facility shall include instructional space.
- c. The facility shall maintain its residential appearance and character.
- d. Any signage is subject to the requirements of UDC Chapter 4.9 except no LED or other forms of electronic messaging are permitted. No attached or detached signage is permitted along Roseland Place.
- e. A Class 1 Type C Buffer shall be installed along the south property line or an equivalent alternative including existing vegetation subject to the approval of the Division of Planning and Development.

December 12, 2024 Page 18

DEPARTMENTAL COMMENTS

The following comments were provided by agencies to which this application was referred:

City Engineer:

1. Standard Public Improvement Contract or Right-Of-Way Permit as required in Section 5.5.5 of the Unified Development Code.

Sewers:

2. The availability of City sanitary sewer is unknown at this time. Once the developer has submitted proposed sewer discharge rates to the City's Sewer Design Dept, a determination can be made as to available sewer capacity.

Roads:

- 3. The Developer shall be responsible for the repair and/or replacement of all existing curb and gutter along the frontage of this site as necessary.
- 4. All existing sidewalks and curb openings along the frontage of this site shall be inspected for ADA compliance. The developer shall be responsible for any reconstruction or repair necessary to meet City standards.

Traffic Control Provisions:

- 5. The developer shall provide a traffic control plan to the city engineer that shows the phasing for each street frontage during demolition and construction of curb gutter and sidewalk. Upon completion of sidewalk and curb and gutter improvements, a minimum 5 foot wide pedestrian pathway shall be provided throughout the remainder of the project. In the event that the existing right of way width does not allow for a 5 foot clear pedestrian path, an exception may be considered.
- 6. Any closure of the right of way shall be time limited to the active demolition and construction of sidewalks and curb and gutter. Continuous unwarranted closure of the right of way shall not be allowed for the duration of the project. The developer shall provide on the traffic control plan, the time needed per phase to complete that portion of the work. Time limits will begin on the day of closure and will be monitored by the Engineering construction inspectors on the job.
- 7. The developer's engineer shall submit a <u>Trip Generation Report</u> that documents the proposed land use, scope and anticipated traffic demand associated with the proposed development. A detailed Traffic Impact Study will be required when the accepted Trip Generation Report indicates that the number for projected trips meets or exceeds the criteria listed in Section 210-Traffic Impact Policy for Land Development of the City of Memphis Division of Engineering Design and Policy Review Manual. Any required Traffic Impact Study will need to be formally approved by the City of Memphis, Traffic Engineering Department.

Curb Cuts/Access:

- 8. The City Engineer shall approve the design, number, and location of curb cuts.
- 9. Any existing nonconforming curb cuts shall be modified to meet current City Standards or closed with curb, gutter, and sidewalk.

December 12, 2024 Page 19

Drainage:

- 10. A grading and drainage plan for the site shall be submitted to the City Engineer for review and approval prior to recording of the final plat.
- 11. Drainage improvements, including possible on-site detention, shall be provided under a Standard Subdivision contract in accordance with Unified Development Code and the City of Memphis/Shelby County Storm Water Management Manual.
- 12. Drainage data for assessment of on-site detention requirements shall be submitted to the City Engineer.
- 13. The following note shall be placed on the final plat of any development requiring on-site storm water detention facilities: The areas denoted by "Reserved for Storm Water Detention" shall not be used as a building site or filled without first obtaining written permission from the City and/or County Engineer. The storm water detention systems located in these areas, except for those parts located in a public drainage easement, shall be owned and maintained by the property owner and/or property owners' association. Such maintenance shall be performed so as to ensure that the system operates in accordance with the approved plan on file in the City and/or County Engineer's Office. Such maintenance shall include, but not be limited to removal of sedimentation, fallen objects, debris and trash, mowing, outlet cleaning, and repair of drainage structures.
- 14. The developer should be aware of his obligation under 40 CFR 122.26(b)(14) and TCA 69-3-101 et. seq. to submit a Notice of Intent (NOI) to the Tennessee Division of Water Pollution Control to address the discharge of storm water associated with the clearing and grading activity on this site.

City Fire Division: No comments received.

City Real Estate: No comments received.

County Health Department: No comments received.

Shelby County Schools: No comments received.

Construction Code Enforcement: No comments received.

Memphis Light, Gas and Water: No comments received.

Office of Sustainability and Resilience: No comments received.

Office of Comprehensive Planning:

This summary is being produced in response to the following application to support the Land Use and Development Services department in their recommendation: SUP 2024-046 University. The analysis is divided into two separate sections for 4055 Poplar (Parcel 044113 00087C) and 4007 Central (Parcel 046047 00018) below.

Site Address/Location: 4055 Poplar (Parcel 044113 00087C)

Overlay District/Historic District/Flood Zone: It is located in a Residential Corridor, but not in a Historic District, or Flood Zone

Future Land Use Designation: Public & Quasi-Public Buildings & Uses (PQP)

Street Type: local

The applicant is requesting a special use permit to approve Memphis City Seminary as a Principal Use on the Property of Second Presbyterian Church.

The following information about the land use designation can be found on pages 76 - 122:





Red polygon indicates the application site on the Future Land Use Map.

2. Land Use Description/Intent

Civic buildings, schools, religious institutions, community facilities, plazas and other gathering spaces. Graphic portrayal of PQP is to the right.

"PQP" Form & Location Characteristics

Recreational and Institutional uses. Redevelopment where PQP is applied on the Future Land Use Map should consider initially development consistent with the surrounding land use type.

"PQP" Zoning Notes

Generally compatible with the following zone districts: CIV, CBD (compatible only in the greater downtown area) in accordance with form and characteristics listed above.

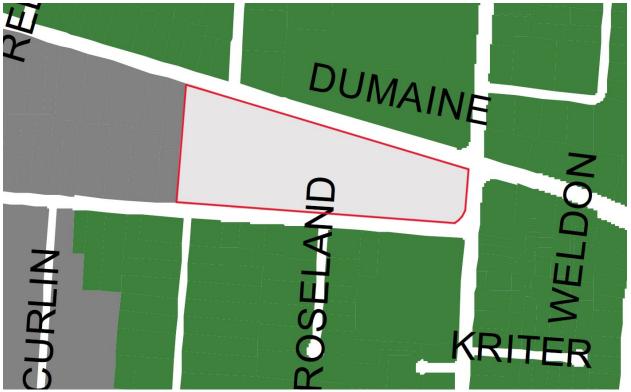
Existing, Adjacent Land Use and Zoning

Existing Land Use and Zoning: Institutional, R-10

Adjacent Land Use and Zoning: Single-Family, R-8, R-10,

Overall Compatibility: This requested use is compatible with the land use description/intent, form & location characteristics, zoning notes, and existing, adjacent land use.

3. Degree of Change Map



Red polygon denotes the proposed site in Degree of Change area. The Degree of Change is NA

4. Degree of Change Description

N/A

5. Objectives/Actions Consistent with Goal 1, Complete, Cohesive, Communities

N/A

6. Pertinent Sections of Memphis 3.0 that Address Land Use Recommendations

It is consistant with the goals and objectives of the Public & Quazi-Public Buildings & Uses Future Land Use category. "Civic buildings, schools, religious insitutions, community facilities... contributing to anchors, anchor neighborhoods and residential communities."

Consistency Analysis Summary

The applicant is requesting a special use permit to approve Memphis City Seminary as a Principal Use on the Property of Second Presbyterian Church.

This requested use is compatible with the land use description/intent, form & location characteristics, zoning notes, and existing, adjacent land use.

It is consistant with the goals and objectives of the Public & Quazi-Public Buildings & Uses Future Land Use category. "Civic buildings, schools, religious insitutions, community facilities... contributing to anchors, anchor neighborhoods and residential communities."

This application is considering two parcels this review is only for parcel 044113 00087C

Based on the information provided, the proposal is **CONSISTENT** with the Memphis 3.0 Comprehensive Plan.

Summary Compiled by: Christina Edingbourgh, Comprehensive Planning.

Site Address/Location: 4007 Central (Parcel 046047 00018)

Overlay District/Historic District/Flood Zone: It is located in a Residential Corridor, but not in a Historic District, or Flood Zone

Future Land Use Designation: Anchor Neighborhood-Primarily Single-Unit (AN-S)

Street Type: local

The applicant is requesting a special use permit to approve Memphis City Seminary as a Principal Use on the Property of Second Presbyterian Church.

The following information about the land use designation can be found on pages 76 - 122:

1. Future Land Use Planning Map



Red polygon indicates the application site on the Future Land Use Map.

2. Land Use Description/Intent

Anchor Neighborhood-Primarily Single-Unit (AN-S) are walkable neighborhoods within a 5-10-minute walk of a Community Anchor. These neighborhoods are made up of single-unit and duplex housing. Graphic portrayal of AN-S is to the right.



"AN-S" Form & Location Characteristics

ACCELERATE

Primarily detached, single-family residences. Attached single-family, duplexes, triplexes and quadplexes permitted on parcels within 100 feet of an anchor; at intersections where the presence of such housing type currently exists at the intersection and along avenues, boulevards and parkways as identified in the Street Types Map. Height: 1-3 stories. Scale: house-scale

"AN-S" Zoning Notes

Generally compatible with the following zone districts: R-15, R-10, R-8, R-6, R-3, RU-1, MDR in accordance with Form and characteristics listed above.

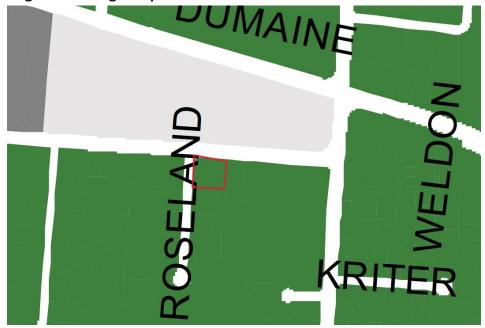
Existing, Adjacent Land Use and Zoning

Existing Land Use and Zoning: Single-Family, R-10

Adjacent Land Use and Zoning: Institution Single-Family, R-8, R-10,

Overall Compatibility: This requested use is not compatible with the land use description/intent, form & location characteristics, zoning notes. However, it is consistent with the existing, adjacent land use particularly 3993 Central which is an institutional use with parking in a single-family residential building.

3. Degree of Change Map



Red polygon denotes the proposed site in Degree of Change area. The Degree of Change is Accelerate

4. Degree of Change Description

Accelerate areas rely on a mix of primarily private and philanthropic resources along with some public resources to intensify the existing pattern of a place.

5. Objectives/Actions Consistent with Goal 1, Complete, Cohesive, Communities

NA

NA

6. Pertinent Sections of Memphis 3.0 that Address Land Use Recommendations

NA

Staff Report SUP 2024-046 December 12, 2024 Page 25

Consistency Analysis Summary

The applicant is requesting a special use permit to approve Memphis City Seminary as a Principal Use on the Property of Second Presbyterian Church.

This requested use is not compatible with the land use description/intent, form & location characteristics, zoning notes. However, it is consistent with the existing, adjacent land use particularly 3993 Central which is an institutional use with parking in a single-family residential building.

Accelerate areas rely on a mix of primarily private and philanthropic resources along with some public resources to intensify the existing pattern of a place.

This application is considering two parcels this review is only for parcel 046047 00018

Based on the information provided, the proposal is **CONSISTENT** with the Memphis 3.0 Comprehensive Plan.

Summary Compiled by: Christina Edingbourgh, Comprehensive Planning.

MAILED PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

You have received this notice because you own or reside on a property that is near the site of a development application to be considered at an upcoming public hearing of the Memphis and Shelby County Land Use Control Board. You are not required to attend this hearing, but you are invited to do so if you wish to speak for or against this application. You may also submit a letter of comment to the staff planner listed below no later than **Wednesday, December 4, 2024 at 8 AM.**

CASE NUMBER: SUP 2024-046

ADDRESS: 4055 Poplar Ave & 4007 Central Ave

REQUEST: Special Use Permit to allow a seminary as an additional

principal use

APPLICANT: Second Presbyterian Church of Memphis

Meeting Details

Location: Council Chambers Time: 9:00 AM

City Hall 1st Floor 125 N Main St.

Date: Thursday, Dec. 13, 2024

Staff Planner Contact:

Chloe Christion

☐ chloe.christion@memphistn.gov

(901) 636-7494

MEMPHIS AND DIVISION OF PLANNING SHELBY COUNTY AND DEVELOPMENT

VICINITY MAP-SUBJECT PROPERTIES OUTLINED IN RED



To learn more about this proposal, contact the staff planner or use the QR code to view the full application.



221 Notices Mailed 11/21/2024

CORRECTED PUBLIC NOTICE

CORRECTED NOTICE OF PUBLIC HEARING

You have received this notice because you own or reside on a property that is near the site of a development application to be considered at an upcoming public hearing of the Memphis and Shelby County Land Use Control Board. You are not required to attend this hearing, but you are invited to do so if you wish to speak for or against this application. You may also submit a letter of comment to the staff planner listed below no later than

Wednesday, December 4, 2024 at 8 AM.

CASE NUMBER: SUP 2024-046

ADDRESS: 4055 Poplar Ave & 4007 Central Ave

REQUEST: Special Use Permit to allow a seminary as an additional

principal use

APPLICANT: Second Presbyterian Church of Memphis

Meeting Details

Location: Council Chambers Time: 9:00 AM

> City Hall 1st Floor 125 N Main St.

Thursday Dec. 12, 2024 Date:

VICINITY MAP-SUBJECT PROPERTIES OUTLINED IN RED

Staff Planner Contact:

Chloe Christion

☐ chloe.christion@memphistn.gov

(901) 636-7494

To learn more about this proposal, contact the staff planner or use the QR code to view the full application.



SIGN AFFIDAVIT

		AFFIDAVIT	
Shelby Co	unty		
State of Te	ennessee		
/, J. Ronald I	Hickman hoise	duly account done	
		20 ²⁴ , 1 p	e and say that at 3:00 pm am/pm osted 3 Public Notice Sign(s) oplar and 4007 Central
providing n	notice of a Public Hearing b	efore the (check o	ne):
	nd Use Control Board		
Box	ard of Adjustment		
Mei	mphis City Council		
She	elby County Board of Com	missioners	
for conside	eration of a proposed land	d use action, a p	hotograph of said sign(s) being
	ereon and a copy of the	sign purchase red	ceipt or rental contract attached
hereto.	1		
INC	august -		12/3/24
Durner And	plicant or Representative		
JWIICI, App	meant or representative		Date
Subscribed	and sworn to before me to	his 3 day of	December 2024
-X)	0/		
1	sa ontoe	l	
Notary Pub	lic		
			A GRACE
My commis	sion expires: 12-20-	25	COUNTY OF
			TENNESSEE
			NOTARY PUBLIC
			200000000000000000000000000000000000000
			SON EXPINES OF B
			- WEXPEN-

APPLICATION



Memphis and Shelby County Division of Planning and Development

East Service Center: 6465 Mullins Station Rd; Memphis,

Tennessee 38134

Downtown Service Center: 125 N. Main Street;

Memphis, Tennessee 38103

website: www.develop901.com

Record Summary for Special Use Permit

Record Detail Information

Record Type: Special Use Permit Record Status: Assignment

Opened Date: November 8, 2024

Record Number: SUP 2024-046 Expiration Date:

Record Name: SECOND PRESBYTERIAN CHRICH OF MEMPHIS, TN

Description of Work: REQUESTING A SPECIAL USE PERMIT TO APPROVE MCS AS A PRINCIPAL USE ON THE PROPERTY OF SECOND PRESBYTERIAN CHURCH. TWO PRINCIPAL USE SITES ARE REQUESTED; ONE ON PARCEL #044113 00087C AND ON ON PARCEL #046047 00018. THESE TWO PARCELS INCLUDE 4055 POPLAR, 4025 POPLAR, AND 3950 CENTRAIL IN THE FIRST PARCEL, AND 4007 CENTRAL IN THE SECOND PARCEL.

Parent Record Number:

Address:

4055 POPLAR AVE. MEMPHIS 38111

Owner Information

Primary Owner Name

SECOND PRESBYTERIAN CHURCH OF MEMPHIS

Owner Address Owner Phone

4055 POPLAE AVE, MEMPHIS, TN 38111

Parcel Information

044113 00087C

Data Fields

PREAPPLICATION MEETING

Name of DPD Planner NORMAN SALIBA
Date of Meeting 11/08/2024
Pre-application Meeting Type In Person
GENERAL PROJECT INFORMATION

Application Type New Special Use Permit (SUP)

List any relevant former Docket / Case

Page 1 of 3 SUP 2024-046

GENERAL PROJECT INFORMATION

Number(s) related to previous applications on this site

Is this application in response to a citation, stop work order, or zoning letter

If yes, please provide a copy of the citation, stop work order, and/or zoning letter along with any other relevant information APPROVAL CRITERIA

A) The project will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, parking, utility facilities and other matters affecting the public health, safety, and general

welfare

B) The project will be constructed, arranged and operated so as to be compatible with the immediate vicinity and not interfere with the development and use of adjacent property in accordance with the applicable district regulations

UDC Sub-Section 9.6.9C

UDC Sub-Section 9.6.9D

UDC Sub-Section 9.6.9E

UDC Sub-Section 9.6.9F

GIS INFORMATION

Case Layer

Central Business Improvement District

Class
Downtown Fire District
Historic District

No

-

NO NEW BUILDING, BUILDING ADDITION, OR NEW PARKING IS BEING CONSTRUCTED.

THE EXISTING STRUCTURES ON THE PARCELS WILL REMAIN UNCHANGED

ANY MINUMUM PARKING REQUIREMENTS FOR THE SEMINARY USE MAY BE MET BY USING EXISTING PARKING SHOWN ON THE SITE PLAN AND SURVEY FOR BOTH PARCELS. NO EXISTING FEATURES AS DESCRIBED WILL BE ALTERED OR REMOVED.

SUCH CONDITIONS INCLUDE THE USE OF 4007 CENTRAL AVE. FOR CLASSROOMS AND

OFFICES; ITS PARKING IS SHOWN ON THE ATTACHED SURVEY. THE RESIDENT APPEARANCE AND CHARACTER WILL BE UNCHANGED SUBJECT TO UDC 4.9.

LANDSCAPING ON THE SOUTH LINE OF 4007 CENTRAL EXCEEDS THE CLASS 1 - BUFFER TYPE

THERE WILL BE NO CHANGES TO THE
EXTERIOR OF 4007 CENTRAL OR TO BUILDING
ON 4055 POPI AR IN CONNECTION WITH THE

ON 4055 POPLAR IN CONNECTION WITH THE SEMINARY'S PRINCIPAL USE TO BE PERMITTED ON THE SITE. EVERY INTENT IS TO PRESERVE

EXISTING CONDITIONS.

BOA1985-061, BOA1957-114-CI

No E No -

Page 2 of 3 SUP 2024-046

GIS INFORMATION

Land Use INSTITUTIONAL Municipality MEMPHIS

 Overlay/Special Purpose District

 Zoning
 R-10

 State Route
 1

 Lot
 1 & 2

Subdivision DUBOSE S/D

Planned Development District Wellhead Protection Overlay District Yes
County Commission District City Council District City Council Super District -

Contact Information

Name
BOB COLEMAN

Contact Type
APPLICANT

Address TN,

Phone (901)289-3375

Name
RON HICKMAN

Contact Type
REPRESENTATIVE

Address TN.

Phone (901)483-6512

Fee Information

Invoice # Balance Date Assessed Quantity Fees Status 1605253 Special Use Permit Fee -500.00 INVOICED 0.00 11/08/2024 1 5 acres or less (Base Fee) 1605253 Special Use Permit Fee 14 700.00 INVOICED 0.00 11/08/2024 Per Acre (each acre or fraction thereof over 5 acre)

Total Fee Invoiced: \$1,200.00 Total Balance: \$0.00

Payment Information

Payment Amount Method of Payment

\$1,200.00 Check

Page 3 of 3 SUP 2024-046

OWNER AFFIDAVIT



City Hall - 125 N. Main Street, Suite 468 - Memphis, Tennessee 38103 - (901) 636-6619

Property Owner's Affidavit

Memphis and Shelby County Unified Development Code Section 12.3.1

OWNER: Includes the holder of legal title as well as holders of any equitable interest, such as trust beneficiaries,
contract purchasers, option holders, lessees under leases having an unexpired term of at least ten years, and the like.
Whenever a statement of ownership is required by the Memphis and Shelby County Unified Development Code, full
disclosure of all legal and equitable interest in the property is required. Memphis and Shelby County Unified
Development Code Section 12.3.1.
I, J Robert Coleman (Sign Name) State that I have read the definition of
"Owner" as outlined in the Memphis and Shelby County Unified Development Code Section 12.3.1 and hereby state
that (select applicable box):
I am the owner of record as shown on the current tax rolls of the county Assessor of Property; the mortgage holder of record as shown in the mortgage records of the county Register of Deeds; purchaser under a land contract; a mortgagee or vendee in possession; or I have a freehold or lesser estate in the premises
I have charge, care or control of the premises as trustee, agent, executor, administrator, assignee, receiver, guardian or lessee (and have included documentation with this affidavit)
of the property located at 4007 Central Avenue and further identified by Assessor's Parcel Number 04(604 700018 for which an application is being made to the Division of Planning and Development.
Subscribed and sworn to (or affirmed) before me this day of day of to the year of day of

My Commission Expires

LETTER OF INTENT

Second Presbyterian Church Memphis. TN

November 4, 2024

Division of Planning and Development 125 N. Main, Suite 468 Memphis, TN 38103

Subject: Letter of Intent

Special Use Permit Application Memphis City Seminary

Memphis City Seminary was established in 2019 under the authority of Second Presbyterian Church. It was assumed that a seminary would be an accessory use to the existing principal church use until recently informed by the Division of Planning and Development in doing due diligence for seminary use of church property at 4007 Central Avenue that the Unified Development Code requires that a seminary on a church site be regulated as a separate principal use approved by a Special Use Permit. This letter, then, is to cover an application requesting a SUP for Memphis City Seminary to be approved as a permitted principal use on 2PC property comprised of parcels # 04411300087C and # 04604700018. These two parcels include 4055 Poplar, 4025 Poplar and 3950 Central in the first parcel and 4007 Central, the second parcel.

The current permitted uses of the church property include Second Presbyterian Church, Presbyterian Day School and the Christian Psychological Center. In addition to certain affirmations and conditions included in the formal Application, this is to clarify two additional matters. First, the seminary currently uses office and classroom space in the buildings on Second's main campus—the growth of the seminary necessitates additional classroom/meeting space as well as office space, both to be provided in the house at 4007 Central. MCS classes meet in various rooms over the campus but now need additional space. Second, the larger campus and the parcel on Central provide more than adequate parking for all the activities occurring on campus. The larger demands for parking do not overlap—the church's worship services on Sunday and the school's student attendance do not conflict. Lesser attended activities for both the church and school are scattered

over the week so there is ample available parking for all in attendance. The Christian Psychological Center has its own dedicated parking Parking required by the SUP for the 4007 property will be provided on its site, as shown on the application's attachments. With a abundance of shared parking nearby (note the Recreation Fields parking lot just east of 4007), the seminary will be well served for its needs, as well as compliant with the parking credit provisions of Section 4.5.3E of the Unified Development Code.

We offer the following proposed conditions for each parcel:

Parcel #04411300087C (consisting of addresses 4025 Poplar Avenue, 4055 PoplarAvenue, and 3950 Central Avenue):

- Any minimum parking requirement for a seminary use on this parcel may be met using the existing parking spaces shown on the final site plan based on the shared parking analysis provided by the applicant.
- Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted.

Parcel #04604700018 (consisting of 4007 Central Avenue):

- A minimum of parking spaces shall be shown on the final site plan including how parking credits/reductions were used per the requirements of the Unified Development Code.
- A portion of the floor area of the facility shall include instructional space.
- 3. The facility shall maintain its residential appearance and character.
- Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted. No attached or detached signage is permitted along Roseland Place.
- A Class 1 Type C Buffer shall be installed along the south property line.
 Any existing vegetation can be credited to meeting this requirement subject to the approval of the Division of Planning and Development.

We look forward to completing the process of this permit application and to answering any questions that may arise. Thanks to all involved for the excellent assistance we have received in pulling all this together.

Sincerely,

J. Ronald Hickman

On behalf of Second Presbyterian Church and Memphis City Seminary

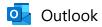
Contact information:

Ron Hickman 851 Club Tower Cove Memphis, TN 38111 jrhmphs@gmail.com 901/573-5015

Second Presbyterian Church 4055 Poplar Memphis, TN 38111 info@2pc.org 901/454-0034 Staff Report SUP 2024-046 December 12, 2024 Page 36

LETTERS RECEIVED

One letter of opposition has been received at the time of the completion of this report and has subsequently been attached.



RE: sup 2024-46 - Second Presbyterian Church

From M. Ford Creech <mfcreech@bellsouth.net>
Date Tue 12/3/2024 7:59 PM

To Christion, Chloe < Chloe. Christion@memphistn.gov>

CAUTION: This email originated outside of the **City of Memphis** organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This letter in in protest to the permit to allow a seminary as an additional principal use at Second Presbyterian Church.

Many residents of this area moved here when it was primarily a high end residential area, with a church - all of which we wished to preserve.

However the church has now added a school, with highly increased traffic - enough that those us bordering on Goodlett cannot use the outside spaces due to the noise at certain times due to the school traffic.

In addition the University of Memphis has encroached on this once high end residential area with lesser housing, and not only increased the traffic, but the safety factor. This had been exhibited by the greatly increased crime rate at the university, and several nearby shootings, also related to the university. The introduction of yet another school, even as a seminary, would further increase the traffic, and with the traffic even more security issues.

Further - and possibly most importantly - the addition would change the balance of what we moved into believing to be a stable high end residential area to a more commercial type area, with a decreased home valuation, security and comfort level.

Therefore I am speaking out against this addition to Second Presbyterian Church, both now and in the future.

Best regards, Millicent Creech 4078 Baronne Way Memphis TN 38117



Memphis and Shelby County Division of Planning and Development

East Service Center: 6465 Mullins Station Rd; Memphis,

Tennessee 38134

Downtown Service Center: 125 N. Main Street;

Memphis, Tennessee 38103

website: www.develop901.com

Record Summary for Special Use Permit

Record Detail Information

Record Type: Special Use Permit Record Status: Assignment

Opened Date: November 8, 2024

Record Number: SUP 2024-046 Expiration Date:

Record Name: SECOND PRESBYTERIAN CHRICH OF MEMPHIS, TN

Description of Work: REQUESTING A SPECIAL USE PERMIT TO APPROVE MCS AS A PRINCIPAL USE ON THE PROPERTY OF SECOND PRESBYTERIAN CHURCH. TWO PRINCIPAL USE SITES ARE REQUESTED; ONE ON PARCEL #044113 00087C AND ON ON PARCEL #046047 00018. THESE TWO PARCELS INCLUDE 4055 POPLAR, 4025 POPLAR, AND 3950 CENTRAIL IN THE FIRST PARCEL, AND 4007 CENTRAL IN THE SECOND PARCEL.

Parent Record Number:

Address:

4055 POPLAR AVE, MEMPHIS 38111

Owner Information

Primary Owner Name

Y SECOND PRESBYTERIAN CHURCH OF MEMPHIS

Owner Address Owner Phone

4055 POPLAE AVE, MEMPHIS, TN 38111

Parcel Information

044113 00087C

Data Fields

PREAPPLICATION MEETING

Name of DPD Planner

Date of Meeting

Pre-application Meeting Type

NORMAN SALIBA

11/08/2024

In Person

Pre-application Meeting Type GENERAL PROJECT INFORMATION

Application Type New Special Use Permit (SUP)

List any relevant former Docket / Case

Page 1 of 3 SUP 2024-046

GENERAL PROJECT INFORMATION

Number(s) related to previous applications on this site

Is this application in response to a citation, stop

work order, or zoning letter

If yes, please provide a copy of the citation, stop work order, and/or zoning letter along with any other relevant information

APPROVAL CRITERIA

A) The project will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, parking, utility facilities and other matters affecting the public health, safety, and general welfare

NO NEW BUILDING, BUILDING ADDITION, OR NEW PARKING IS BEING CONSTRUCTED.

B) The project will be constructed, arranged and operated so as to be compatible with the immediate vicinity and not interfere with the development and use of adjacent property in accordance with the applicable district regulations

UDC Sub-Section 9.6.9C

UDC Sub-Section 9.6.9D

UDC Sub-Section 9.6.9E

UDC Sub-Section 9.6.9F

THE EXISTING STRUCTURES ON THE PARCELS WILL REMAIN UNCHANGED

ANY MINUMUM PARKING REQUIREMENTS FOR THE SEMINARY USE MAY BE MET BY USING EXISTING PARKING SHOWN ON THE SITE PLAN AND SURVEY FOR BOTH PARCELS. NO EXISTING FEATURES AS DESCRIBED WILL BE ALTERED OR REMOVED. SUCH CONDITIONS INCLUDE THE USE OF 4007 CENTRAL AVE. FOR CLASSROOMS AND OFFICES: ITS PARKING IS SHOWN ON THE ATTACHED SURVEY. THE RESIDENT APPEARANCE AND CHARACTER WILL BE UNCHANGED SUBJECT TO UDC 4.9. LANDSCAPING ON THE SOUTH LINE OF 4007 CENTRAL EXCEEDS THE CLASS 1 - BUFFER TYPE.

THERE WILL BE NO CHANGES TO THE EXTERIOR OF 4007 CENTRAL OR TO BUILDING ON 4055 POPLAR IN CONNECTION WITH THE SEMINARY'S PRINCIPAL USE TO BE PERMITTED ON THE SITE. EVERY INTENT IS TO PRESERVE EXISTING CONDITIONS.

GIS INFORMATION

Case Layer

Central Business Improvement District

Class

Downtown Fire District

Historic District

BOA1985-061, BOA1957-114-CI

No Ε No

No

SUP 2024-046 Page 2 of 3

GIS INFORMATION

Land Use INSTITUTIONAL Municipality MEMPHIS

Overlay/Special Purpose District

Zoning R-10 State Route 1 Lot 1 & 2

Subdivision DUBOSE S/D

Planned Development District Wellhead Protection Overlay District Yes
County Commission District City Council District City Council Super District -

Contact Information

Name
BOB COLEMAN

Contact Type
APPLICANT

Address

TN,

Phone (901)289-3375

Name
RON HICKMAN

REPRESENTATIVE

Address

TN,

Phone (901)483-6512

(901)483-6512

Fee Information

Invoice # Fee Item Quantity Fees Status Balance **Date Assessed** 1605253 Special Use Permit Fee -1 500.00 **INVOICED** 0.00 11/08/2024 5 acres or less (Base Fee) 1605253 Special Use Permit Fee 14 700.00 **INVOICED** 0.00 11/08/2024 Per Acre (each acre or

fraction thereof over 5

acre)

Total Fee Invoiced: \$1,200.00 Total Balance: \$0.00

Payment Information

Payment Amount Method of Payment

\$1,200.00 Check

Page 3 of 3 SUP 2024-046



City Hall - 125 N. Main Street, Suite 468 - Memphis, Tennessee 38103 - (901) 636-6619

LAND USE CONTROL BOARD SPECIAL USE PERMIT APPLICATION TO FILE ONLINE USE THE DEVELOP 901 CITIZEN PORTAL

Date: November 4, 2024	Previous Case/Docket #:	
PLEASE TYPE OR	PRINT	
Property Owner of Record: Second Presbyterian Church of	of Memphis, TNPhone #: 901	4540034
AOEE Daviday Accesses	Mamanhia TN	_ _{Zip:} 38111
Property Owner Email Address: Second Presbyterian Chur	ch of Memphis, TN	
Applicant: Bob Coleman	Phone #: <u>90</u> 1	12893375
Mailing Address: 4055 Poplar Avenue	Phone #: 901 City/State: Memphis, TN	_ _{Zip:} <u>38111</u>
Applicant Email Address: bob.coleman@2pc.org		
Representative: Ron Hickman	Phone #: <u>901</u>	5735015
Mailing Address: 4055 Poplar Avenue	City/State: Memphis, TN	Zip: 38111
Representative Email Address: jrhmphs@gmail.com		
Architect/Engineer/Surveyor: Walt Reed	Phone #: 901	4836512
Mailing Address: 81 Monroe Ave, Suite 100	Phone #: 901 City/State: Memphis, TN	_ _{Zip:} 38103
Architect/Engineer/Surveyor Email Address: wreed@crumpfil	rm.com	
PREMISES LOCATION (Describe by street address & directional	location description, e.g. 200 Johnson	Street, North side
of Johnson Street, 100 feet east of Brown Street): 4055 Popla and 4007 Central Ave		
Parcel ID: Parcel # 04411300087C (4055 Poplar, 4025 Poplar,	3950 Central) Parcel #04604700018	(4007 Central)
Project Name: Memphis City Seminary		
Project Description: Requesting a Special Use Permit to	approve MCS as a principal use	on the
property of Second Presbyterian Church. Two princip		
#04411300087C and one on Parcel #04604700018.	These two parcels include 4055	Poplar,
4025 Poplar, and 3950 Central in the first parcel, and	4007 Central in the second parc	el.
Did you have a pre-application meeting with the Division of Plantana. Chip Saliba	anning and Development (DPD)?	

Revised 10.09.2023 1

Тур	e of Special Use Permit (SUP) (a	check one)? 💻 New SUP	☐ Amendment to Existing	ng SUP	
Acre	ac.	Area A 17.44(#04411300087C)	Area B .68(#04604700018)	Area C	
Existing Use of Property: Requested Use of Property:		church	church	3	
		seminary	seminary		
•	is application in response to a	citation, stop work order, c	or zoning letter?	(yes or no)	
				er along with any other relevant	
•	rmation:			,	
APP	ROVAL CRITERIA (UDC Section	9.6.9)			
No s	special use permit shall be appi	oved unless the following f	indings are made concer	ning the application:	
A)	The project will not have a	substantial or undue adv	erse effect upon adjace	ent property, the character of the	
	neighborhood, traffic condit	ions, parking, utility facilitic uilding, building additio	es and other matters affe on, or new parking is	cting the public health, safety, and being constructed.	
В)	The project will be construct	ed, arranged and operated	so as to be compatible v	vith the immediate vicinity and not	
	interfere with the developm The existing structures			the applicable district regulations:	
C)	The project will be served a	dequately by essential pub	lic facilities and services	such as streets, parking, drainage,	
	refuse disposal, fire protect	tion and emergency service. Any minimum parking	ces, water and sewers; grequirements for the	or that the applicant will provide e seminary use may be	
	met by using existing pa				

Revised 10.09.2023 2

be of significant natural, scenic or historic importance: No existing features as described will be altered or removed.
The project complies with all additional standards imposed on it by any particular provisions authorizing such use:
Such conditions include the use of 4007 Central Ave for classrooms and offices;
its parking is shown on the attached survey, the residential appearance and character
will be unchanged subject to UDC 4.9, landscaping on the south line of 4007 Central
exceeds the Class 1- Type C buffer required.
The request will not adversely affect any plans to be considered (see Chapter 1.9), or violate the character of existing standards for development of the adjacent properties: There will be no changes to the exterior of
4007 Central or to buildings on 4055 Poplar in connection with the seminary's principal
use to be permitted on the site. Every intent is to preserve existing conditions.

LAND USE CONTROL BOARD SPECIAL USE PERMIT APPLICATION GUIDE

To file online use the Develop 901 Citizen Portal: www.aca-prod.accela.com/SHELBYCO/Default

GENERAL INFORMATION

UNIFIED DEVELOPMENT CODE (UDC) REFERENCES FOR SPECIAL USE PERMITS:

- a) Special Use Permit UDC Chapter 9.6
- b) Special Use Permit Amendment UDC Sub-Section 9.6.12A

PRE-APPLICATION MEETING – This is a meeting in which the Division of Planning and Development Land Use and Development Services discusses the procedures, standards, and regulations required of a request in accordance with the Unified Development Code with the applicant(s) and/or their representative(s), see Section 9.3.1 of <u>Unified Development Code</u> for additional information. To schedule a pre-application meeting please call Land Use and Development Services at (901) 636-6619.

APPLICATION REVIEW PROCESS – <u>Click here</u> to view a flowchart that explains the review process by application type, as well as the expected review time for each.

NEIGHBOORHOOD MEETING – At least ten (10) days, but not more than one hundred twenty (120) days, prior to a hearing before the Land Use Control Board, the applicant shall provide an opportunity to discuss the proposal with representatives from neighborhoods adjacent to the development site, see Section 9.3.2 of the <u>Unified Development Code</u> for additional information, procedures, standards, and requirements.

APPLICATION DEADLINES – A link to the Applications Deadlines Calendar can be found on the Land Use and Development Services' webpage.

APPLICATION ASSISTANCE – <u>Click here</u> to view a list of firms and individuals who frequently provide assistance with the Revised 10.09.2023

filing of applications with the Division of Planning and Development.

FILING FEE(S) - See the Fee Schedule. Make checks payable to "M/SC Division of Planning and Development"

POSTED NOTICE – Posting sign(s) may be required, refer to Sub-Sections 9.3.4A and 9.3.4C of the <u>Unified Development Code</u> for specific requirements. If posted notice is required, the sign <u>affidavit</u> and a photograph of each sign on the subject property are also mandatory. <u>Download</u> templates of the sign in a PowerPoint document. <u>Click here</u> for a list of companies that may be able to produce posted notice signs.

REQUIRED DOCUMENTS

As part of the application, the following documents are required to be submitted:

LETTER OF INTENT – A brief narrative statement generally describing the nature, location, and extent of the development and the market it is intended to serve.

SITE PLAN – In general, a drawing of the subject property drawn to an engineering scale, showing property boundary lines and dimensions, existing utilities and easements, roadways, rail lines and public rights-of-way, crossing and adjacent to the subject property; the proposed height, dimensions, and arrangements of buildings on the property; the type and location of proposed landscaping; the location of points of ingress to and egress (driveways), parking lots and loading areas on the site, any proposed substantial re-grading of the site and any significant topographical or physical features of the site including water courses or ponds; etc.

SURVEY – A stamped and sealed survey by a registered Land Surveyor or licensed Engineer of the subject property. For requests that do not involve new construction, the requirement for submitting a survey may be waived by the Division of Planning and Development.

VICINITY MAP — Map showing the subject property (boldly outlined) and all adjacent parcel owners. Refer to Sub-Section 9.3.4A of the <u>Unified Development Code</u> for specific notification requirements. <u>Public Notice Tool User Guide</u>.

MAILING LABELS OF NAMES AND ADDRESSES – A complete list of names and mailing addresses, of all property owners shown on the vicinity map, typewritten, and formatted as 1" x 2 5/8" labels (Avery 5160). Additionally, include the application property owner of record, applicant, representative, and/or Architect/Engineer/Surveyor. Public Notice Tool User Guide.

DEED(S) – Most recent deed(s) on file with Shelby County Register of Deeds.

OWNER AFFIDAVIT – Affidavit of ownership or owner designee.

Additional documents may be required prior to approval including, but not limited, to:

ELEVATIONS – Building elevations may be required upon request by the Division of Planning and Development. Factors that will be taken into consideration by the Division of Planning and Development in its determination that building elevations are required are surrounding land uses, frontage requirements, proximity of the requested building(s) to the public right-of-way, conditions, etc.

LANDSCAPE PLAN – A detailed diagram that includes the specific location and spacing of plant materials. All plant materials shall be identified in a planting schedule chart that indicates the symbol, quantity, common name, botanical name, and minimum size at planting—caliper and height.

Revised 10.09.2023 4

City Hall - 125 N. Main Street, Suite 468 - Memphis, Tennessee 38103 - (901) 636-6619

Property Owner's Affidavit

Memphis and Shelby County Unitied Development Code Section 12.3.1
OWNER: Includes the holder of legal title as well as holders of any equitable interest, such as trust beneficiaries,
contract purchasers, option holders, lessees under leases having an unexpired term of at least ten years, and the like.
Whenever a statement of ownership is required by the Memphis and Shelby County Unified Development Code, full
disclosure of all legal and equitable interest in the property is required. Memphis and Shelby County Unified
Development Code Section 12.3.1. I, TRobert Coleman (Sign Name) (Sign Name)
"Owner" as outlined in the Memphis and Shelby County Unified Development Code Section 12.3.1 and hereby state
that (select applicable box):
I am the owner of record as shown on the current tax rolls of the county Assessor of Property; the mortgage holder of record as shown in the mortgage records of the county Register of Deeds; purchaser under a land contract; a mortgagee or vendee in possession; or I have a freehold or lesser estate in the premises
I have charge, care or control of the premises as trustee, agent, executor, administrator, assignee, receiver, guardian or lessee (and have included documentation with this affidavit)
of the property located at 4007 Central Avenue and further identified by Assessor's Parcel Number 04604 700018 for which an application is being made to the Division of Planning and Development.
Subscribed and sworn to (or affirmed) before me this day ofday of in the year of

My Commission Expires

Second Presbyterian Church Memphis. TN

November 4, 2024

Division of Planning and Development 125 N. Main, Suite 468 Memphis, TN 38103

Subject: Letter of Intent

Special Use Permit Application

Memphis City Seminary

Memphis City Seminary was established in 2019 under the authority of Second Presbyterian Church. It was assumed that a seminary would be an accessory use to the existing principal church use until recently informed by the Division of Planning and Development in doing due diligence for seminary use of church property at 4007 Central Avenue that the Unified Development Code requires that a seminary on a church site be regulated as a separate principal use approved by a Special Use Permit. This letter, then, is to cover an application requesting a SUP for Memphis City Seminary to be approved as a permitted principal use on 2PC property comprised of parcels # 04411300087C and # 04604700018. These two parcels include 4055 Poplar, 4025 Poplar and 3950 Central in the first parcel and 4007 Central, the second parcel.

The current permitted uses of the church property include Second Presbyterian Church, Presbyterian Day School and the Christian Psychological Center. In addition to certain affirmations and conditions included in the formal Application, this is to clarify two additional matters. First, the seminary currently uses office and classroom space in the buildings on Second's main campus—the growth of the seminary necessitates additional classroom/meeting space as well as office space, both to be provided in the house at 4007 Central. MCS classes meet in various rooms over the campus but now need additional space. Second, the larger campus and the parcel on Central provide more than adequate parking for all the activities occurring on campus. The larger demands for parking do not overlap—the church's worship services on Sunday and the school's student attendance do not conflict. Lesser attended activities for both the church and school are scattered

over the week so there is ample available parking for all in attendance. The Christian Psychological Center has its own dedicated parking Parking required by the SUP for the 4007 property will be provided on its site, as shown on the application's attachments. With a abundance of shared parking nearby (note the Recreation Fields parking lot just east of 4007), the seminary will be well served for its needs, as well as compliant with the parking credit provisions of Section 4.5.3E of the Unified Development Code.

We offer the following proposed conditions for each parcel:

Parcel #04411300087C (consisting of addresses 4025 Poplar Avenue, 4055 Poplar Avenue, and 3950 Central Avenue):

- 1. Any minimum parking requirement for a seminary use on this parcel may be met using the existing parking spaces shown on the final site plan based on the shared parking analysis provided by the applicant.
- 2. Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted.

Parcel #04604700018 (consisting of 4007 Central Avenue):

- 1. A minimum of parking spaces shall be shown on the final site plan including how parking credits/reductions were used per the requirements of the Unified Development Code.
- 2. A portion of the floor area of the facility shall include instructional space.
- 3. The facility shall maintain its residential appearance and character.
- 4. Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted. No attached or detached signage is permitted along Roseland Place.
- 5. A Class 1 Type C Buffer shall be installed along the south property line. Any existing vegetation can be credited to meeting this requirement subject to the approval of the Division of Planning and Development.

We look forward to completing the process of this permit application and to answering any questions that may arise. Thanks to all involved for the excellent assistance we have received in pulling all this together.

Sincerely,

J. Ronald Hickman

On behalf of Second Presbyterian Church and Memphis City Seminary

Contact information:

Ron Hickman 851 Club Tower Cove Memphis, TN 38111 jrhmphs@gmail.com 901/573-5015

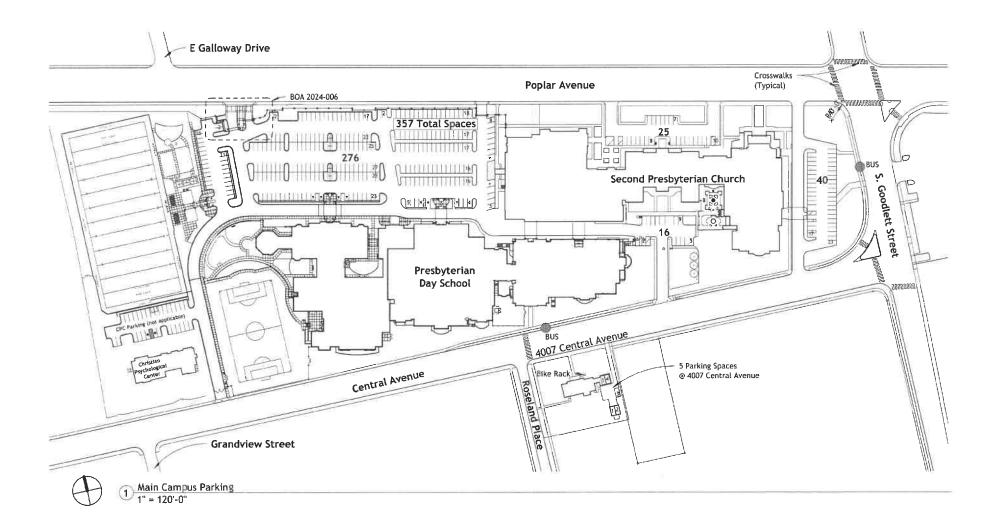
Second Presbyterian Church 4055 Poplar Memphis, TN 38111 info@2pc.org 901/454-0034

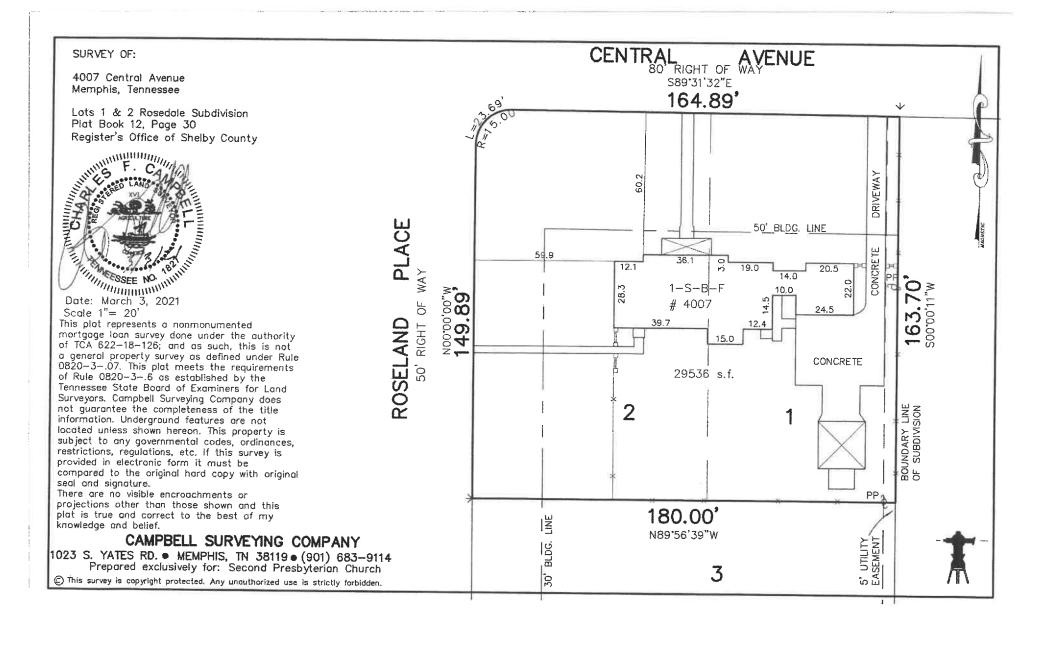
Second Presbyterian Church Seminary - SUP Overall Site Plan











Second Presbyterian Church SPECIAL USE PERMIT – SEMINARY USE ALTERNATIVE PARKING PLAN 11/8/24



INTRODUCTION

The purpose of this report is to present an Alternative Parking Plan for weekday utilization at the existing Second Presbyterian Church main campus (2PC), which also includes Presbyterian Day School - Pre-K through 6 (PDS), at the intersections of Poplar Avenue, Goodlett St., and Central Avenue. The study is undertaken to demonstrate sufficient parking facilities to accommodate the church, and school uses (focusing on weekday periods).

UTILIZATION

- Both 2PC and PDS have functioned on this site together since 1949
- Normal hours of operation are 8:00 AM to 6:00 PM for church; 8:00 AM to 3:30 PM for school
- Both institutions have planning and scheduling systems in place to optimize use and avoid conflicts
- The nature of PDS activities on campus is very constant through the week.
- The nature of church activities on campus is that they vary throughout the week occurring in highly multi-use spaces. They are staggered from other similar events, typically on different days from each other. The activities typically have short durations (usually 1 to 2 hours) allowing for flexibility and parking turnover throughout the day.

This alternative plan addresses **weekday uses** on the main campus. As such, many important uses for the church and the school occur outside of this time frame and thus do not have concurrent parking needs. These "off-hours" uses may be excluded from the weekday parking demand, and are as follows:

OFF-HOUR USES

CHURCH USES - OFF-HOURS (ample parking is available for these uses)

- MAIN WORSHIP SERVICES ON SUNDAYS existing capacity exceeds UDC requirement and is non-concurrent with other activities.
- WEDNESDAY NIGHT CHURCH SERVCES and gatherings occur after normal working hours.
- LARGE BIBLE CLASS occurs between 6 AM and 8 AM, non-concurrent with other weekday
- SEMINARY CLASSES AND MEETINGS: weekend and after-hour activities are non-concurrent with other uses. Weekday classes (3 classes with 18 students each) are held between 4 and 6:30 PM, after peak school and church times.
- BOY SCOUTS (40 boys): meets at 5 PM, after normal hours.
- MOTHERS' DAY OUT childcare: this is a drop-off care arrangement, so the parking demand is limited to church staff, and parents drop off children in a drive-up que arrangement.

SCHOOL USES - OFF-HOURS

- Special all-school assemblies with families: these occur twice per year with special scheduling and parking logistics and are not concurrent with other planned campus activities.
- Team games: these are seasonal but occur after school hours, and they have limited bleacher capacity with minimal and non-concurrent parking demand.

WEEKDAY UTILIZATION

PDS SCHOOL USE: School periods are highly consistent through the week with faculty and staff at a consistent 120 parking space utilization. PDS parking is zoned at the west end of the main parking lot fronting Poplar. After school is dismissed, between 3 PM and 4 PM, the school portion of the lot becomes fully available.

School drop-off and pick up durations are 7:15 AM to 8:15 AM, and 2:45 PM to 3:30 PM. This process is facilitated by security guards and staff and does not conflict with any peak church parking needs.

SECOND PRESBYTERIAN CHURCH - WEEKDAY PEAK

2PC ministers and staff have different/staggered work schedules and are often off-campus. As a result, parking needs are approximately 70% of the staff count, or 52 spaces. As mentioned, 2PC hosts a wide variety of meetings, classes, and activities. Most are small gatherings, and carefully scheduled through a calendar management system to avoid conflicts (eSpace).

The alternative parking plan for weekday church use on campus will therefore be based upon a peak demand assessment recognizing both the staff requirement as well as the diversity factors for meetings mentioned above. There are two high parking demands for weekday activities: occasional funeral services in the Chapel (factored demand of 160 parking spaces); and Women's Bible Study on Tuesday, 9-11 AM (factored demand of net 180 spaces). Since the Bible Study meeting governs, the 2PC parking demand is 52 staff spaces plus 180 meeting spaces = 232 church spaces total.

CONCLUSION

Again, no other 2PC activities will be scheduled concurrently with these peak period church events. From a school standpoint, weekday school parking is essentially static with no peak weekday demand.

The campus design also promotes alternative transportation, through bicycle racks (for 12), access to bus stops on 2 of the 3 street frontages, and promoting pedestrian access from neighboring residential areas with 14 separate pedestrian access points into the campus. Consequently, there are required parking credits for bike spaces and for transit access.

Sincerely,

Walt Reed, AIA

Vice President - Architecture

The Crump Firm, Inc.

Architects | Planners | Designers

Second Presbyterian Church Seminary - SUP Alternative Parking Plan

23 Spaces

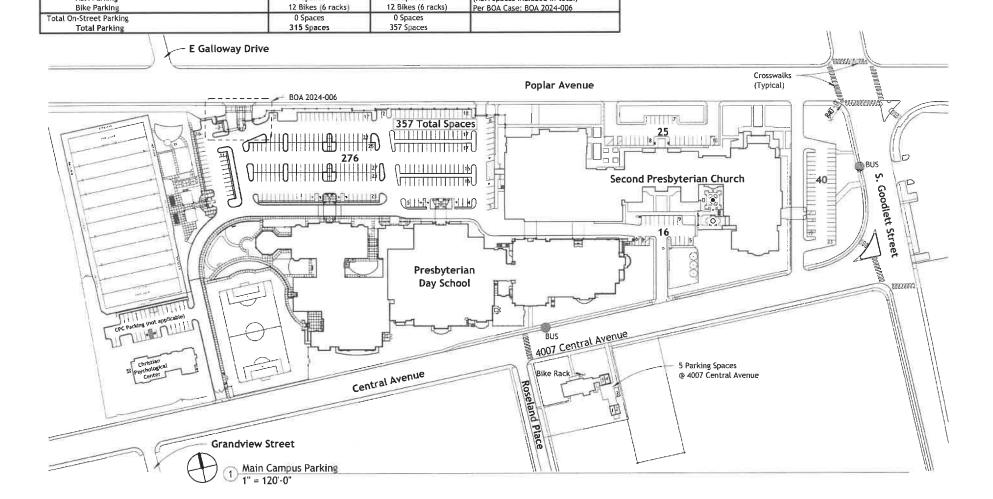
Weekday Parking Analysis Required Spaces Provided Spaces Remarks Church Offstreet (Weekday only) 232 Spaces School Offstreet (Weekday only) 120 Spaces Subtotal 352 Spaces 357 Spaces Bus Stop within 660 feet 10% Transit Reduction (-) -35 Spaces TO BE DETERMINED Sidewalk System provided 10% Pedestrian Reduction, designated frontage (-) -2 Spaces 12 Bikes @ 1 space / 5 Bikes Bike Reduction (-) Total Main Campus Parking 315 Spaces 357 Spaces

7 Spaces

ADA Parking

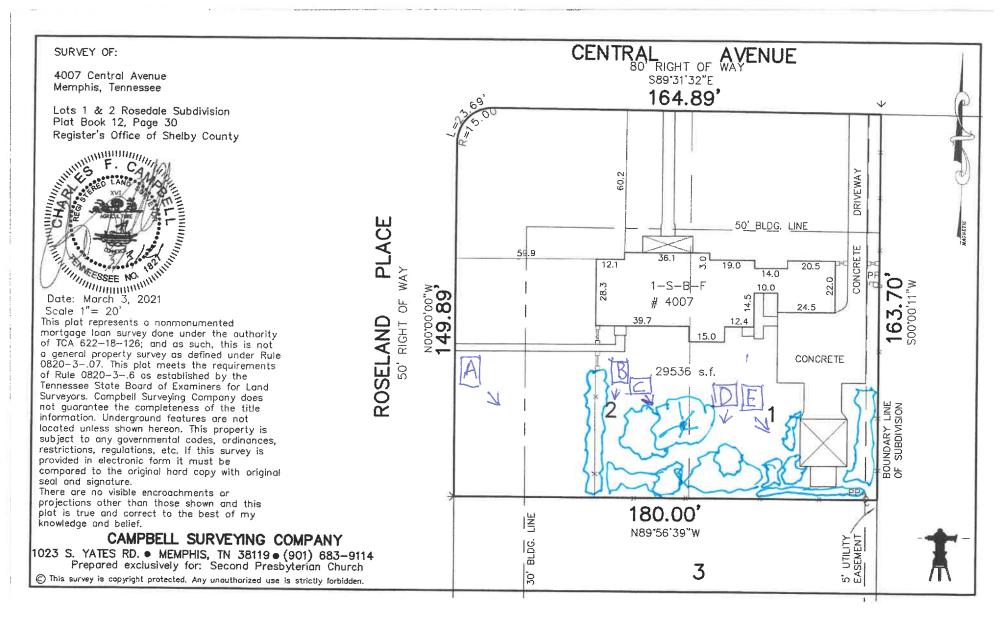






(ADA Spaces included in total)

CLASS I RUFFER PEDVINEMENT (4,6,5c) - APPRICANT SUBMITS THAT BXISTING LANDSCAAING EXCERTS MINIMUM REQUIRED.



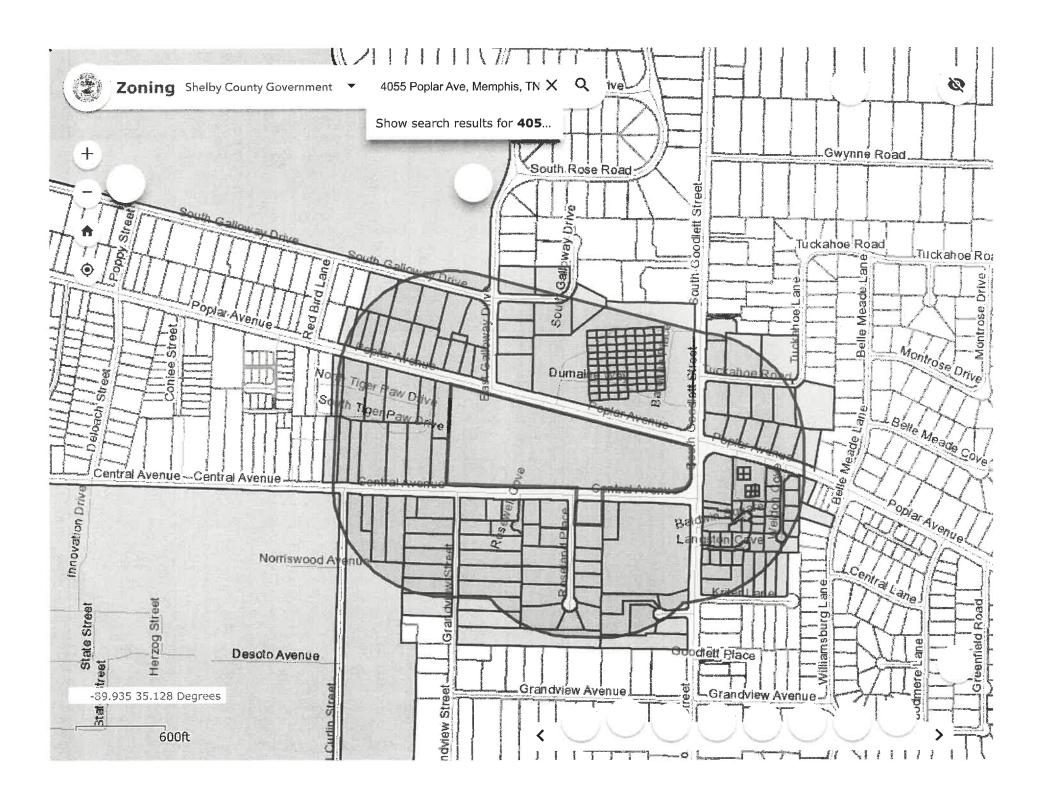














Shelby County Tennessee

Shelandra Y Ford

Shelby County Register

As evidenced by the instrument number shown below, this document has been recorded as a permanent record in the archives of the Office of the Shelby County Register.

21040520

04/08/202	1 - 11:53:30 AM
3 PGS	
HERTHA 2201685-2	1040520
VALUE	375000.00
MORTGAGE TAX	0.00
TRANSFER TAX	1387.50
RECORDING FEE	15.00
DP FEE	2.00
REGISTER'S FEE	1.00
EFILE FEE	2.00
TOTAL AMOUNT	1407.50

SHELANDRA Y FORD

REGISTER OF DEEDS SHELBY COUNTY TENNESSEE

PREPARED BY: Memphis Title Company 7518 Enterprise Avenue Germantown, TN 38138 File No. 2020120214

WARRANTY DEED

THIS INDENTURE is made and entered into this 26th day of March, 2021, between Cary Clifton Pappas, as Trustee of the Annerose H. Pappas Revocable Trust dated August 1, 2002, GRANTOR(s), and Second Presbyterian Church, GRANTEE(s).

For and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the Grantor does hereby bargain, sell, transfer and convey unto the Grantee, all of Grantor's right, title and interest in the following described property located in the city of Memphis, County of Shelby, State of Tennessee, more particularly described as follows:

Lots Nos. 1 and 2 of Rosedale Subdivision, as recorded in Plat Book 12, Page 30 in the Register's Office of Shelby County, Tennessee, more particularly described as follows:

Beginning at a point in the south line of Central Avenue 15.11 feet eastwardly from the P.I. of the curve at the southeast corner of Central Avenue and Rosedale Place and running eastwardly with the south line of Central Avenue 164.89 feet to the northeast corner of the subdivision, thence southwardly with the east line of the subdivision and parallel with Rosedale Place 163.70 feet to the northeast corner of Lot 3, thence westwardly with the north line of Lot 3 and perpendicular to Rosedale Place 180 feet to a point in the east line of Rosedale Place, thence northwardly with said east line 149.89 feet to the beginning of a curve; thence with said curve to the right whose radius is 15 feet, a distance of 23.67 feet as measured along the arc of said curve to the point of beginning in the south line of Central Avenue.

Being the same property conveyed to Annerose H. Pappas trustee, or successor trustee of the Annerose H. Pappas Revocable Trust Dated August 1, 2002 by Special Warranty Deed of record at Instrument No. 02129452, dated 08/01/2002 and recorded 08/06/2002, in the Register's Office of Shelby, Tennessee. Annerose H. Pappas having died on or about April 13, 2019. Cary Clifton Pappas having been appointed Successor Trustee pursuant to the terms of said Trust.

The Grantor(s) does hereby covenant with the Grantee(s) that the Grantor(s) is lawfully seized in fee of the aforedescribed real estate; that Grantor(s) has good right to sell and convey the same; that the same is unencumbered, except for any and all Subdivision Restrictions, Building Lines and Easements of record in said Register's Office including without limitation, those of record in Plat Book 12 Page 30, in the Register's Office of Shelby County, Tennessee; Amendment to Subdivision Restrictions of record at Instrument No. 06207935, in the aforesaid Register's Office; Assessments levied by The Homeowners Association, if any, all in the above referenced Register's Office, and except for 2021 Shelby County taxes and 2021 City of Memphis taxes, not yet due and payable.

TO HAVE AND TO HOLD said land with the appurtenances, hereditaments, estate, title and interest unto Grantee, Grantee's heirs, successors and assigns forever. The Grantor does covenant and agree with the said Grantee that Grantor is lawfully seized and possessed of the said real estate and that Grantor has a good and lawful right to sell the same. The Grantor further covenants that the same is unencumbered except as otherwise set forth herein, and that the title and quiet possession thereto Grantor will forever warrant and defend against the lawful claims of all persons whomsoever.

WITNESS my hand on the day and year first above written.

Cary Clifton Pappas, Trustee of the Annerose H. Pappas Revocable Trust dated August 1, 2002

STATE OF TENNESSEE COUNTY OF SHELBY
On this 26 th day of March, 2021, before me, a Notary Public of said State and County aforesaid, personally appeared Cary Clifton Pappas with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged himself to be Trustee of the Annerose H. Pappas Revocable Trust dated August 1, 2002, the within named bargainor, a Trust, and that he as such Trustee, executed the foregoing instrument for the purpose therein contained, by signing the name of the Trust by himself as Trustee.
My Commission Expires: Notary Public STATE OF NOTARY NOTARY
My Commission Expires:
Name and Address of Property Owner: Second Presbyterian Church 4007 Central Avenue Memphis, TN 38111
Property Address: 4007 Central Avenue Memphis, TN 38111
Person Responsible for Taxes: Second Presbytarian (hurch 4055 Poplar Ave Memphis, TN 38111 Parcel # 046-047-00018
AFFIDAVIT OF VALUE
STATE OF TENNESSEE COUNTY OF SHELBY
I hereby swear or affirm that the actual consideration for this transfer, or value of the property or interest in property transferred, whichever is greater is \$375,000.00 which amount is equal to, or greater than, the amount which the property, or interest in property transferred, would command at a fair and voluntary sale.
Affiant AS H GILLING
Sworn to and subscribed before me, a Notary Public, this 26th day of March, 2021. STATE OF TENNESSEE
which the property, or interest in property transferred, would command at a fair and voluntary sale. Affiant Sworn to and subscribed before me, a Notary Public, this 26th day of March, 2021. Notary Public

I, Kaelin Jobe, do hereby make oath that I am a licensed attorney and/or the custodian of the electronic version of the attached document tendered for registration herewith and that this is a true and correct copy of the original document executed and authenticated according to law.

Kaelin Jobe

State of TENNESSEE

County of SHELBY

Personally appeared before me, a notary public for this county and state, Kaelin Jobe who acknowledges that this certification of an electronic document is true and correct, and whose signature I have witnessed.

Notary's Signature

MY COMMISSION EXPIRES: July 3, 2021



City Hall – 125 N. Main Street, Suite 468 – Memphis, Tennessee 38103 – (901) 636-6619

December 18, 2024

Ron Hickman 851 Club Tower Cove Memphis, TN 38111

Sent via electronic mail to: jrhmphs@gmail.com

Case Number: SUP 2024-046

LUCB Recommendation: Approval with conditions

Dear applicant,

On Thursday, December 12, 2024, the Memphis and Shelby County Land Use Control Board recommended *approval* of your special use permit application to allow a seminary as an additional principal use located at 4055 Poplar Avenue and 4007 Central Avenue, subject to the following conditions:

Conditions:

1. Parcel #044113 00087C (4025 and 4055 Poplar Avenue and 3950 Central Avenue)

- a. Any minimum parking requirement for a seminary use on this parcel may be met using the existing parking spaces shown on the final site plan based on the shared parking analysis provided by the applicant.
- b. Any signage is subject to the requirements of UDC Chapter 4.9, except no LED or other forms of electronic messaging are permitted.

2. Parcel #046047 00018 (4007 Central Avenue)

- a. A minimum of five parking spaces shall be shown on the final site plan including how parking credits/reductions were used per the requirements of the Unified Development code.
- b. A portion of the floor area of the facility shall include instructional space.
- c. The facility shall maintain its residential appearance and character.
- d. Any signage is subject to the requirements of UDC Chapter 4.9 except no LED or other forms of electronic messaging are permitted. No attached or detached signage is permitted along Roseland Place.
- e. A Class 1 Type C Buffer shall be installed along the south property line or an equivalent alternative including existing vegetation subject to the approval of the Division of Planning and Development.

Letter to Applicant SUP 2024-046

This application will be forwarded, for final action, to the Council of the City of Memphis. The Council will review your application in a committee meeting prior to voting on it in a public hearing. The applicant or the applicant's representative(s) shall be in attendance at all meetings and hearings.

It is the applicant's responsibility to contact the City Council Records Office to determine when the application is scheduled to be heard at committee and in public session. The City Council Records Office may be reached at (901) 636-6792.

If for some reason you choose to withdraw your application, a letter should be mailed to the Land Use and Development Services Department of the Division of Planning and Development at the address provided above or emailed to the address provided below.

If you have questions regarding this matter, please feel free to contact me at (901) 636-6619 or via email at chloe.christion@memphistn.gov.

Respectfully,

Chloe Christion

Planner I

Land Use and Development Services
Division of Planning and Development

Chloe Christian

Cc: info@2pc.org

File

CITY OF MEMPHIS

COUNCIL AGENDA CHECK OFF SHEET ONE ORIGINAL | Planning & Development ONLY STAPLED **DIVISION** TO DOCUMENTS Planning & Zoning COMMITTEE: 12/17/2024 DATE **PUBLIC SESSION:** 01/07/2025 DATE ITEM (CHECK ONE) REQUEST FOR PUBLIC HEARING **ORDINANCE** X RESOLUTION ITEM DESCRIPTION: Resolution pursuant to Chapter 9.6 of the Memphis and Shelby County Unified Development Code approving a special use permit at the subject property located 777 Firestone Ave., known as case number SUP 2024-042 SUP 2024-042 **CASE NUMBER:** LOCATION: 777 Firestone Ave. **COUNCIL DISTRICTS:** District 7 and Super District 8 OWNER/APPLICANT: Hospitality Hub REPRESENTATIVE: Josh Whitehead, Whitehead Law **REQUEST:** Special use permit to allow a social service institution AREA: +/-6.26 acres **RECOMMENDATION:** The Division of Planning and Development recommended Approval with conditions The Land Use Control Board recommended Approval with conditions RECOMMENDED COUNCIL ACTION: Public Hearing Not Required Hearing – January 7, 2025 PRIOR ACTION ON ITEM: APPROVAL - (1) APPROVED (2) DENIED 11/14/2024 DATE (1) Land Use Control Board ORGANIZATION - (1) BOARD / COMMISSION (2) GOV'T. ENTITY (3) COUNCIL COMMITTEE **FUNDING:** REQUIRES CITY EXPENDITURE - (1) YES (2) NO AMOUNT OF EXPENDITURE REVENUE TO BE RECEIVED SOURCE AND AMOUNT OF FUNDS **OPERATING BUDGET** CIP PROJECT # FEDERAL/STATE/OTHER **POSITION** PLANNER II DEPUTY ADMINISTRATOR **ADMINISTRATOR**

DIRECTOR (JOINT APPROVAL)

CHIEF ADMINISTRATIVE OFFICER

COMPTROLLER

CITY ATTORNEY

FINANCE DIRECTOR

COMMITTEE CHAIRMAN



Memphis City Council Summary Sheet

SUP 2024-042

RESOLUTION PURSUANT TO CHAPTER 9.6 OF THE MEMPHIS AND SHELBY COUNTY UNIFIED DEVELOPMENT CODE APPROVING A SPECIAL USE PERMIT AT THE SUBJECT PROPERTY LOCATED AT 777 FIRESTONE AVENUE, KNOWN AS CASE NUMBER SUP 2024-042

- This item is a resolution with conditions for a special use permit to allow social service institution.
- This is a proposal by the Hospitality Hub to use the former Manassas High School site for "temporary housing and extensive case management."
- This item was heard by the Land Use Control Board at its November meeting. After the Land Use Control Board hearing, the applicant submitted a revised site plan. It is this revised site plan that is included in the attached resolution.
- Also included in this packet is a letter from the applicant explaining the site plan changes. The site plan considered by the Land Use Control Board can be found on page 10 of the staff report.
- Both DPD staff and the Land Use Control Board recommend *approval with* conditions of this item.
- The item may require future public improvement contracts.

LAND USE CONTROL BOARD RECOMMENDATION

At its regular meeting on *Thursday, November 14, 2024*, the Memphis and Shelby County Land Use Control Board held a public hearing on the following application:

CASE NUMBER: SUP 2024-042

LOCATION: 777 Firestone Ave.

COUNCIL DISTRICT(S): District 7 and Super District 8

OWNER/APPLICANT: Hospitality Hub

REPRESENTATIVE: Josh Whitehead, Whitehead Law

REQUEST: Special use permit to allow a social service institution

EXISTING ZONING: Employment (EMP)

AREA: +/-6.26 acres

The following spoke in support of the application: None

The following spoke in opposition the application: None

The Land Use Control Board reviewed the application and the staff report. A motion was made and seconded to recommend approval with conditions.

The motion passed by a vote of 10-0 on the consent agenda.

Respectfully,

Nicholas Wardroup

Planner II

Land Use and Development Services
Division of Planning and Development

Cc: Committee Members

File

SUP 2024-042 CONDITIONS

- 1. At least four bicycle parking spaces (two racks) shall be installed within 200' of a functioning building entrance. They shall be of an inverse-U ("loop" or "staple") design, spaced at least 48" apart and set back at least 96" from any walls. The site plan submitted with building permit applications shall indicate the location of these spaces and include images of the racks to be installed. The applicant may eliminate one vehicular parking space to accommodate these spaces.
- 2. Pursuant to UDC Sub-Section 9.6.14B, this special use permit shall be valid for five (5) years from the date of its approval by Memphis City Council. It is the intent of this condition to extend the time allowed to complete construction to five years from the typical two.

SITE PLAN



WHEREAS, Chapter 9.6 of the Memphis and Shelby County Unified Development Code, being a section of the Joint Ordinance Resolution No. 5367, dated August 10, 2010, authorizes the Council of the City of Memphis to grant a special use permit for certain stated purposes in the various zoning districts; and

WHEREAS, the Hospitality Hub filed an application with the Memphis and Shelby County Division of Planning and Development to allow a social service institution at the subject property; and

WHEREAS, the Division of Planning and Development has received and reviewed the application in accordance with procedures, objectives, and standards for special use permits as set forth in Chapter 9.6 with regard to the proposed development's impacts upon surrounding properties, availability of public facilities, both external and internal circulation, land use compatibility, and that the design and amenities are consistent with the public interest; and has submitted its findings and recommendation concerning the above considerations to the Land Use Control Board; and

WHEREAS, a public hearing in relation thereto was held before the Memphis and Shelby County Land Use Control Board on November 14, 2024, and said Board has submitted its findings and recommendation concerning the above considerations to the Council of the City of Memphis; and

WHEREAS, the Council of the City of Memphis has reviewed the aforementioned application pursuant to Tennessee Code Annotated Section 13-4-202(B)(2)(B)(iii) and has determined that said development is consistent with the Memphis 3.0 General Plan; and

WHEREAS, the Council of the City of Memphis has reviewed the recommendation of the Land Use Control Board and the report and recommendation of the Division of Planning and Development and has determined that said development meets the objectives, standards and criteria for a special use permit, and said development is consistent with the public interests.

NOW, THEREFORE, BE IT RESOLVED, BY THE COUNCIL OF THE CITY OF MEMPHIS, that, pursuant to Chapter 9.6 of the Memphis and Shelby County Unified Development Code, a special use permit is hereby granted for the request use in accordance with the attached conditions.

BE IT FURTHER RESOLVED, that this permit merely authorizes the filing of applications to acquire a Certificate of Use and Occupancy, or a Building Permit, and other required permits and approvals, provided that no such Certificate of Use and Occupancy shall be granted until all conditions imposed by the Council of the City of Memphis have been met.

BE IT FURTHER RESOLVED, that this Resolution take effect from and after the date it shall have been passed by this Council of the City of Memphis, and become effective as otherwise provided by law, and thereafter shall be treated as in full force and effect by virtue of passage thereof by the Council of the City of Memphis, the public welfare requiring same.

CONDITIONS

- 1. At least four bicycle parking spaces (two racks) shall be installed within 200' of a functioning building entrance. They shall be of an inverse-U ("loop" or "staple") design, spaced at least 48" apart and set back at least 96" from any walls. The site plan submitted with building permit applications shall indicate the location of these spaces and include images of the racks to be installed. The applicant may eliminate one vehicular parking space to accommodate these spaces.
- 2. Pursuant to UDC Sub-Section 9.6.14B, this special use permit shall be valid for five (5) years from the date of its approval by Memphis City Council. It is the intent of this condition to extend the time allowed to complete construction to five years from the typical two.

ATTEST:

CC: Division of Planning and Development
- Land Use and Development Services
- Office of Construction Enforcement

dpd STAFF REPORT

AGENDA ITEM: 23 L.U.C.B. MEETING: November 14, 2024

CASE NUMBER: SUP 2024-042

LOCATION: Southeast corner of Firestone Ave. and N Manassas St. (781 or 777 Firestone Ave.)

COUNCIL DISTRICT: District 7 and Super District 8

OWNER/APPLICANT: Hospitality Hub

REPRESENTATIVE: Josh Whitehead, Whitehead Law

REQUEST: Special use permit to allow a social service institution

EXISTING ZONING: Employment (EMP)

CONCLUSIONS

- 1. The proposed use is categorized as a social service institution by the UDC, allowable by Special Use Permit in the EMP district.
- 2. The subject property is the site of the former Manassas High School, demolished in approx. 2012.
- 3. The applicant proposes constructing 68 total housing units as well as associated office and kitchen structures.
- 4. The granting of this special use permit will not cause substantial detriment to the public good, nor will it substantially impair the intent and purpose of an adopted plan or the Unified Development Code (UDC), nor will it be injurious to the neighborhood or the general welfare, and it will be in harmony with the purpose and intent of the UDC.

CONSISTENCY WITH MEMPHIS 3.0

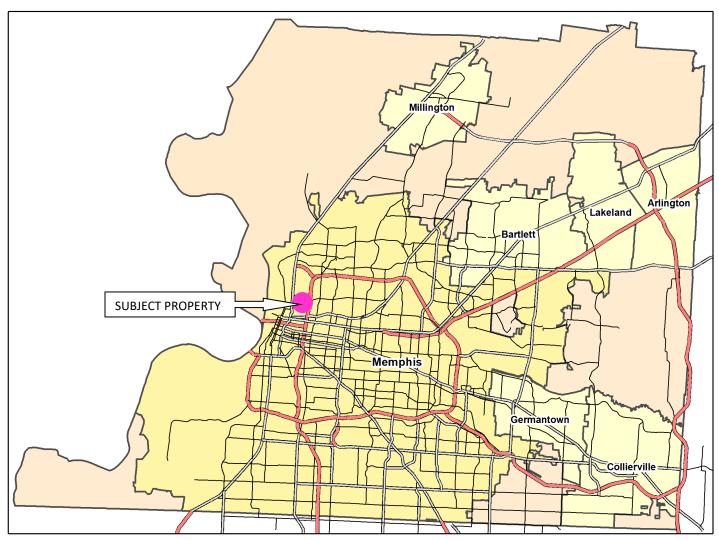
This proposal is consistent with the Memphis 3.0 General Plan per the land use decision criteria. See further analysis on pages 17-19 of this report.

RECOMMENDATION:

Approval with conditions

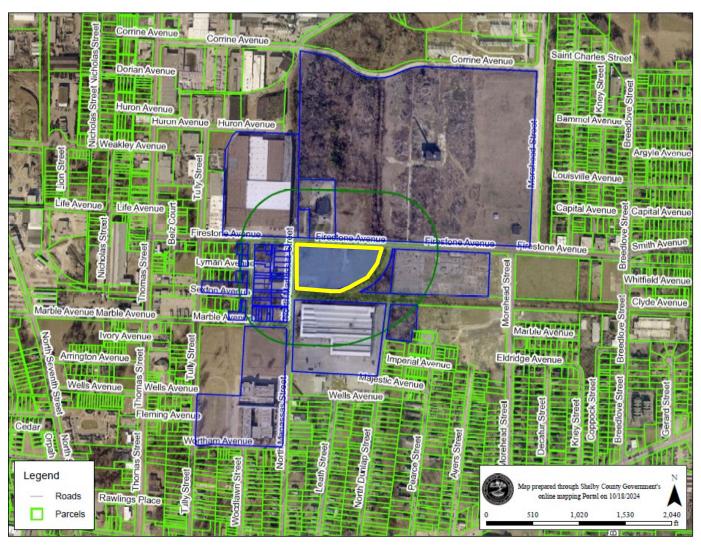
Staff Writer: Nicholas Wardroup E-mail: nicholas.wardroup@memphistn.gov

LOCATION MAP



Subject property located within the pink circle

PUBLIC NOTICE VICINITY MAP



Subject property outlined in yellow

PUBLIC NOTICE DETAILS

In accordance with Sub-Section 9.3.4A of the Unified Development Code, a notice of public hearing is required to be mailed and signage posted. A total of 35 notices were mailed on October 21, 2024, see pages xx-xx of this report for a copy of said notice. Additionally, one sign was posted at the subject property, see page xx of this report for a copy of the sign affidavit.

NEIGHBORHOOD MEETING

The meeting was held at 5:00 PM on Friday, November 1, 2024, at Grace Missionary Baptist Church, 1203 N Manassas St.

AERIAL IMAGERY



Subject property outlined in yellow, imagery 2024



Drone Imagery provided by applicant, Oct. 2024. Looking east along Firestone Ave.



Drone imagery looking west from Manassas Ave.

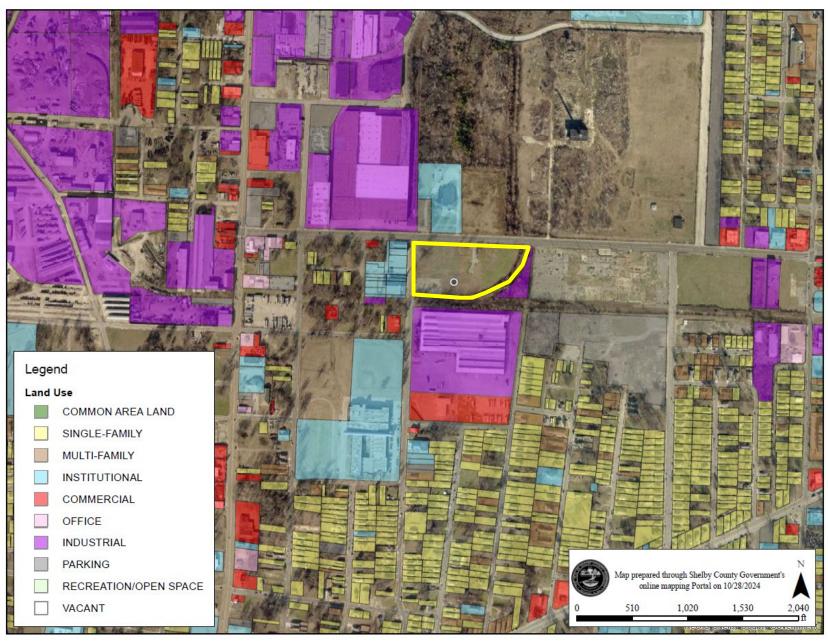


Drone imagery looking south from Firestone Ave.

ZONING MAP



LAND USE MAP



SITE PHOTOS



Looking south along N Manassas St. at its intersection with Firestone Ave. Subject property on left.



View of subject property looking southwest from Firestone Ave.

SURVEY



SITE PLAN



CASE REVIEW

Request

The request is a special use permit to allow a social service institution

Approval Criteria

Staff agrees the approval criteria in regard special use permits as set out in Section 9.6.9 of the Unified Development Code are met.

9.6.9 Approval Criteria

No special use permit or planned development shall be approved unless the following findings are made concerning the application:

- 9.6.9A The project will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, parking, utility facilities and other matters affecting the public health, safety, and general welfare.
- 9.6.9B The project will be constructed, arranged and operated so as to be compatible with the immediate vicinity and not interfere with the development and use of adjacent property in accordance with the applicable district regulations.
- 9.6.9C The project will be served adequately by essential public facilities and services such as streets, parking, drainage, refuse disposal, fire protection and emergency services, water and sewers; or that the applicant will provide adequately for such services.
- 9.6.9D The project will not result in the destruction, loss or damage of any feature determined by the governing bodies to be of significant natural, scenic or historic importance.
- 9.6.9E The project complies with all additional standards imposed on it by any particular provisions authorizing such use.
- 9.6.9F The request will not adversely affect any plans to be considered (see Chapter 1.9), or violate the character of existing standards for development of the adjacent properties.
- 9.6.9G The governing bodies may impose conditions to minimize adverse effects on the neighborhood or on public facilities, and to ensure compatibility of the proposed development with surrounding properties, uses, and the purpose and intent of this development code.
- 9.6.9H Any decision to deny a special use permit request to place, construct, or modify personal wireless service facilities shall be in writing and supported by substantial evidence contained in a written record, per the Telecommunications Act of 1996, 47 USC 332(c)(7)(B)(iii). The review body may not take into account any environmental or health concerns.

Staff Report SUP 2024-042 November 20, 2024 Page 12

Site Details

Address:

777 or 781 Firestone Ave.

Parcel ID: 039050 00001

Area:

+/-6.26 acres

Site Plan Review

The applicant proposes to construct a total of sixty-eight total housing units: twenty smaller "studio" units and forty-eight larger "cottage" units. Ten of each unit type are planned for phase one and the remaining units for phase two.

The project is planned to be served by two curb cuts: one on each of Manassas St. and Firestone Ave (the latter of which is identified as exit-only). The applicant plans for nineteen total parking spaces, satisfying the requirements for Social Service institutions under UDC Sub-Section 4.5.3B. Staff recommended conditions would require four bicycle parking spaces pursuant to Sub-Section 4.5.3C.

Analysis

The subject property is the site of the former Manassas High School, demolished in 2012. According to the included letter of intent, the applicant proposes to construct facilities for "temporary housing and extensive case management." See the full letter of intent on pages 24-28 of this report. This use is characterized by the UDC as a Social Service Institution, necessitating the subject special use permit. This is the same use designation assigned to the existing Hospitality Hub facility at 596 Washington Ave., which was entitled as a use variance known as BOA 2020-089.

Staff finds that the granting of this special use permit will not cause substantial detriment to the public good, nor will it substantially impair the intent and purpose of an adopted plan or the Unified Development Code (UDC), nor will it be injurious to the neighborhood or the general welfare, and it will be in harmony with the purpose and intent of the UDC.

RECOMMENDATION

Staff recommends approval with conditions.

Conditions

- 1. At least four bicycle parking spaces (two racks) shall be installed within 200' of a functioning building entrance. They shall be of an inverse-U ("loop" or "staple") design, spaced at least 48" apart and set back at least 96" from any walls. The site plan submitted with building permit applications shall indicate the location of these spaces and include images of the racks to be installed. The applicant may eliminate one vehicular parking space to accommodate these spaces.
- 2. Pursuant to UDC Sub-Section 9.6.14B, this special use permit shall be valid for five (5) years from the date of its approval by Memphis City Council. It is the intent of this condition to extend the time allowed to complete construction to five years from the typical two.

DEPARTMENTAL COMMENTS

The following comments were provided by agencies to which this application was referred:

City/County Engineer: See next page.

City/County Fire Division: No comments received.

City Real Estate: No comments received.

County Health Department: No comments received.

Shelby County Schools: No comments received.

Construction Code Enforcement: No comments received.

Memphis Light, Gas and Water: No comments received.

Office of Sustainability and Resilience: No comments received.

Office of Comprehensive Planning: See pages 17-19

CITY ENGINEERING COMMENTS

CASE 16: SUP-24-042
NAME: 781 Firestone Avenue

1. Standard Public Improvement Contract or Right-Of-Way Permit as required in Section 5.5.5 of the Unified Development Code.

Sewers:

2. The availability of City sanitary sewer is unknown at this time. Once the developer has submitted proposed sewer discharge rates to the City's Sewer Design Dept, a determination can be made as to available sewer capacity.

Roads:

- 3. The Developer shall be responsible for the repair and/or replacement of all existing curb and gutter along the frontage of this site as necessary.
- 4. All existing sidewalks and curb openings along the frontage of this site shall be inspected for ADA compliance. The developer shall be responsible for any reconstruction or repair necessary to meet City standards.

Traffic Control Provisions:

- 5. The developer shall provide a traffic control plan to the city engineer that shows the phasing for each street frontage during demolition and construction of curb gutter and sidewalk. Upon completion of sidewalk and curb and gutter improvements, a minimum 5 foot wide pedestrian pathway shall be provided throughout the remainder of the project. In the event that the existing right of way width does not allow for a 5 foot clear pedestrian path, an exception may be considered.
- 6. Any closure of the right of way shall be time limited to the active demolition and construction of sidewalks and curb and gutter. Continuous unwarranted closure of the right of way shall not be allowed for the duration of the project. The developer shall provide on the traffic control plan, the time needed per phase to complete that portion of the work. Time limits will begin on the day of closure and will be monitored by the Engineering construction inspectors on the job.
- 7. The developer's engineer shall submit a <u>Trip Generation Report</u> that documents the proposed land use, scope and anticipated traffic demand associated with the proposed development. A detailed Traffic Impact Study will be required when the accepted Trip Generation Report indicates that the number for projected trips meets or exceeds the criteria listed in Section 210-Traffic Impact Policy for Land Development of the City of Memphis Division of Engineering Design and Policy Review Manual. Any required Traffic Impact Study will need to be formally approved by the City of Memphis, Traffic Engineering Department.

Curb Cuts/Access:

8. The City Engineer shall approve the design, number, and location of curb cuts.

9. Any existing nonconforming curb cuts shall be modified to meet current City Standards or closed with curb, gutter, and sidewalk.

10. Will require engineering ASPR.

Drainage:

- 11. A grading and drainage plan for the site shall be submitted to the City Engineer for review and approval prior to recording of the final plat.
- 12. Drainage improvements, including possible on-site detention, shall be provided under a Standard Subdivision contract in accordance with Unified Development Code and the City of Memphis/Shelby County Storm Water Management Manual.
- 13. Drainage data for assessment of on-site detention requirements shall be submitted to the City Engineer.
- 14. The following note shall be placed on the final plat of any development requiring on-site storm water detention facilities: The areas denoted by "Reserved for Storm Water Detention" shall not be used as a building site or filled without first obtaining written permission from the City and/or County Engineer. The storm water detention systems located in these areas, except for those parts located in a public drainage easement, shall be owned and maintained by the property owner and/or property owners' association. Such maintenance shall be performed so as to ensure that the system operates in accordance with the approved plan on file in the City and/or County Engineer's Office. Such maintenance shall include, but not be limited to removal of sedimentation, fallen objects, debris and trash, mowing, outlet cleaning, and repair of drainage structures.

The developer should be aware of his obligation under 40 CFR 122.26(b)(14) and TCA 69-3-101 et. seq. to submit a Notice of Intent (NOI) to the Tennessee Division of Water Pollution Control to address the discharge of storm water associated with the clearing and grading activity on this site.

Comprehensive Planning Review of Memphis 3.0 Consistency

This summary is being produced in response to the following application to support the Land Use and Development Services department in their recommendation: <u>SUP 2024-042 North</u>

Site Address/Location: 777 Firestone Ave

Overlay District/Historic District/Flood Zone: Not in an Overlay District, Historic District, or Flood Zone

Future Land Use Designation: Public & Quasi-Public Buildings & Uses (PQP)

Street Type: Avenue

The applicant is seeking a special use permit to redevelop the site of Old Manassas High School into the Hub Studio Village which is intended to address the needs of unsheltered families by providing temporary housing and extensive case management.

The following information about the land use designation can be found on pages 76 - 122:

1. Future Land Use Planning Map



Red polygon indicates the application site on the Future Land Use Map.

2. Land Use Description/Intent

Civic buildings, schools, religious institutions, community facilities, other gathering spaces. Graphic portrayal of PQP is to the right.



plazas and

"PQP" Form & Location Characteristics

Recreational and Institutional uses. Redevelopment where PQP is applied on the Future Land Use Map should consider initially development consistent with the surrounding land use type.

"PQP" Zoning Notes

Generally compatible with the following zone districts: CIV, CBD (compatible only in the greater downtown area) in accordance with form and characteristics listed above.

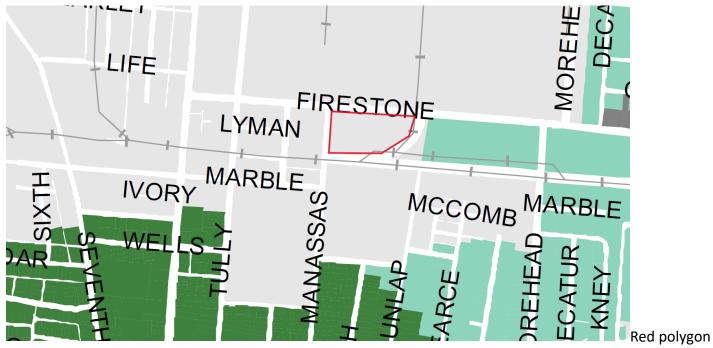
Existing, Adjacent Land Use and Zoning

Existing Land Use and Zoning: Vacant, EMP

Adjacent Land Use and Zoning: Vacant, industrial, Institutional, IH, EMP, RU-3

Overall Compatibility: This requested use is not compatible with the adjacent land use because existing land use surrounding the parcels is dissimilar in nature to the requested use. However, the development will not disrupt the current character of the neighborhood and provide needed services to the surrounding neighborhood and to the City of Memphis.

3. Degree of Change Map



denotes the proposed site in Degree of Change area. There is no Degree of Change.

4. Degree of Change Description

N/A

5. Objectives/Actions Consistent with Goal 1, Complete, Cohesive, Communities

1.3.8 says Outside of anchor neighborhoods consider land uses for vacant properties following the Vacant Lot Activation Toolkit. One of the listed strategies in the toolkit was the development of Cottage Court style homes . This project is also consistent with Obective 1.4.7 "Promote diversity of housing types to expand choices that

Staff Report SUP 2024-042 November 20, 2024 Page 19

meet financial and lifestyle needs and demands of existing and new residents."

6. Pertinent Sections of Memphis 3.0 that Address Land Use Recommendations

N/A

Consistency Analysis Summary

The applicant is seeking a special use permit to redevelop the site of Old Manassas High School into the Hub Studio Village which is intended to address the needs of unsheltered families by providing temporary housing and extensive case management.

This requested use is not compatible with the adjacent land use because existing land use surrounding the parcels is dissimilar in nature to the requested use. However, the development will not disrupt the current character of the neighborhood and provide needed services to the surrounding neighborhood and to the City of Memphis.

1.3.8 says Outside of anchor neighborhoods consider land uses for vacant properties following the Vacant Lot Activation Toolkit. One of the listed strategies in the toolkit was the development of Cottage Court style homes. This project is also consistent with Obective 1.4.7 "Promote diversity of housing types to expand choices that meet financial and lifestyle needs and demands of existing and new residents."

Based on the information provided, the proposal is **CONSISTENT** with the Memphis 3.0 Comprehensive Plan.

Summary Compiled by: Christina Edingbourgh, Comprehensive Planning.

MAILED PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

You have received this notice because you own or reside on a property that is near the site of a development application to be considered at an upcoming public hearing of the Memphis and Shelby County Land Use Control Board. You are not required to attend this hearing, but you are invited to do so if you wish to speak for or against this application. You may also submit a letter of comment to the staff planner listed below no later than Wednesday, November 6, 2024 at 8 AM.

CASE NUMBER: SUP 2024-042 ADDRESS: 777 Firestone Ave.

REQUEST: Special Use Permit to allow a social service institution

Time:

APPLICANT: Hospitality Hub

Meeting Details

Location: Council Chambers

City Hall 1st Floor 125 N Main St.

9:00 AM Date: Thursday, Nov. 14, 2024

Staff Planner Contact:

Nicholas Wardroup

☑ nicholas.wardroup@memphistn.gov

(901) 636-7398

MEMPHIS AND DIVISION OF PLANNING SHELBY COUNTY AND DEVELOPMENT



To learn more about this proposal, contact the staff planner or use the QR code to view the full application.





Return Service Requested

CITY OF MEMPHIS 125 N MAIN ST # MEMPHIS TN 38103

NOTICE OF PUBLIC HEARING

SIGN AFFIDAVIT

AFFIDAVIT

Shelby County
State of Tennessee
I, Milis Mikic , being duly sworn, depose and say that at 9:15 am pm on the 21st day of October , 2024 , I posted 2 Public Notice Sign(s) pertaining to Case No. SUP 2024-42 at the southeast corner of Firestone Ave. and Manassas St.
providing notice of a Public Hearing before the (check one):
xLand Use Control Board
Board of Adjustment
Memphis City Council
Shelby County Board of Commissioners
for consideration of a proposed land use action, a photograph of said sign(s) being
attached hereon and a copy of the sign purchase receipt or rental contract attached
hereto.
Ahh 10/21/24
Owner, Applicant or Representative Date
Subscribed and sworn to before me this 21st day of OCIONEV, 2024.
My commission expires: 01-03-7028 My commission expires: 01-03-7028 TENNESSEE NOTARY PUBLIC 6 80 EXP. JAN.

POSTED NOTICE SIGN





OWNER AFFIDAVIT



City Hall - 125 N. Main Street, Suite 468 - Memphis, Tennessee 38103 - (901) 636-6619

Property Owner's Affidavit

Memphis and Shelby County Unified Development Code Section 12.3.1

OWNER: Includes the holder of legal title as well as holders of any equitable interest, such as trust beneficiaries, contract purchasers, option holders, lessees under leases having an unexpired term of at least ten years, and the like. Whenever a statement of ownership is required by the Memphis and Shelby County Unified Development Code, full disclosure of all legal and equitable interest in the property is required. Memphis and Shelby County Unified Development Code Section 12.3.1.

I, TAR AD BING HAW State that I have read the definition of "Owner" as outlined in the Memphis and Shelby County Unified Development Code Section 12.3.1 and hereby state that (select applicable box):
I am the owner of record as shown on the current tax rolls of the county Assessor of Property; the mortgage holder of record as shown in the mortgage records of the county Register of Deeds; purchaser under a land contract; a mortgagee or vendee in possession; or I have a freehold or lesser estate in the premises
I have charge, care or control of the premises as trustee, agent, executor, administrator, assignee, receiver, guardian or lessee (and have included documentation with this affidavit)
of the property located at <u>0 N. Manassas Street</u> and further identified by Assessor's Parcel Number <u>039050 00001</u> , for which an application is being made to the Division of Planning and Development.
Signature of Owner HOSPITALINA OF MEMOLES On behalf of (if owned by a corporation) Subscribed and sworn to (or affirmed) before me this

Staff Report SUP 2024-042 November 20, 2024 Page 24

LETTER OF INTENT

Josh Whitehead Managing Partner (901) 810-5789 josh@joshwhiteheadlaw.com



Miloš Mikić Chief Operating Officer (901) 810-5706 milos@joshwhiteheadlaw.com

October 11, 2024

Brett Ragsdale, AIA
Zoning Administrator
Memphis and Shelby County
Division of Planning and Development

Mary Sharp and Members Memphis and Shelby County Land Use Control Board

Re: Request for a Special Use Permit at 777 Firestone Avenue

Dear Mister Ragsdale, Madam Chair and Members of the Board:

On behalf of the Hospitality Hub, I am pleased to submit this application for a Special Use Permit to allow for the establishment of the Hub Studio Village at the former home of Old Manassas High School.

The Studio Village is intended to address the needs of unsheltered families by providing temporary housing and extensive case management. Designed with a neighborhood feel in mind, the campus is comprised of a mix of studios and one-bedroom cottages. The Studio Village will also consist of common amenity spaces, including a community kitchen, resources and education buildings, vegetable and flower gardens, recreational lawns and tree groves and walking trails. You will note on the attached site plan that we plan on constructing the Studio Village in two phases. Phase 1 improvements are indicated in black; it involves the construction of ten studios and ten cottages. Phase 2 improvements are indicated in blue; it involves the construction of ten additional studios and 38 additional cottages. Overall, the site is buffered from its surroundings by fencing and landscaping in an effort to maintain a quiet and secluded environment for those who reside at the Studio Village.

The property is zoned EMP, Employment, and is largely surrounded by institutional land uses and vacant property (see land use map attached to this letter as Exhibit "A"). The subject site was the former home of Manassas High School, which has since been relocated to the west of the subject site at the southwest corner of Firestone and Manassas. To the north is the United States Post Office, North Station, and vacant land that was once home to the Firestone Tire and Rubber Co. To the east is vacant land that was once the Memphis branch of the Virginia Bridge Co. To the south is the Sunbelt Warehouse, formerly home to the Shelby Paper Box Co.

This site is identified in the Future Land Use and Planning Map of the Memphis 3.0 General Plan as "Public/Quasi-Public Facility" (see Exhibit "B"). This designation is likely the result of the fact that the City of Memphis owns the property. Indeed, this project is being planned and funded with the City as a partner. In

addition, we believe the Studio Village as designed is compatible with existing surrounding land uses and zoning. Therefore, it is our conclusion that this proposal is consistent with the Memphis 3.0 General Plan.

This project also meets the required approval criteria for Special Use Permits, as outlined in Section 9.6.9 of the Memphis and Shelby County Unified Development Code; specifically, it *will not* have a substantial or undue adverse effect upon adjacent property or the character of the neighborhood and it *will* be constructed, arranged and operated as to be compatible with the immediate vicinity.

We believe the Studio Village will be a positive addition to the neighborhood by providing important and needed services to the community and are excited that we have Mayor Young's support in this endeavor (see letter attached as Exhibit "C").

Thank you for your consideration of this matter.

Josh Whitehead

EXHIBIT A

Land uses in vicinity of subject site.

The color coding is as follows:

Green=subject site (currently vacant)

Purple=industrial land uses

Red=commercial land uses

Blue=institutional land uses

Yellow=single-family residential land uses

Blank=vacant



EXHIBIT B

Future land use and planning map





PAUL A. YOUNG MAYOR

October 4, 2024

Land Use and Development Services Department
Memphis and Shelby County Division of Planning and Development

To whom it may concern:

I have reviewed the proposed repurposing of the vacant land located at 777 Firestone as a satellite Hospitality Hub Campus and believe this proposal would be a great benefit to the citizens of Memphis. The residential structures will provide critical stability for unhoused families and demonstrate what's possible for desperately needed additional workforce housing in our community. The Hub infrastructure and case work will serve the residents of downtown and the community as a whole.

The development plan to incorporate each of the seven Harvard identified pillars for human flourishing will be a beacon to other areas of concentrated poverty in our city and has already won the attention of national philanthropic and civic leaders. The proposed village with stabilizing housing and supportive infrastructure for unhoused families will complement the development goals of our community and fill an important unmet need.

Thank you for your consideration.

Sincerely,

Paul A. Young

Mayor

LETTERS RECEIVED

No letters received at the time of completion of this report.



Memphis and Shelby County Division of Planning and Development

East Service Center: 6465 Mullins Station Rd; Memphis,

Tennessee 38134

Downtown Service Center: 125 N. Main Street;

Memphis, Tennessee 38103

website: www.develop901.com

Record Summary for Special Use Permit

Record Detail Information

Record Type: Special Use Permit Record Status: Pending

Opened Date: October 9, 2024

Record Number: SUP 2024-042 Expiration Date:

Record Name: Hospitality Hub Studio Village

Description of Work: Proposal to redevelop the site of Old Manassas High School into the Studio Village.

Parent Record Number:

Address:

781 FIRESTONE AVE, MEMPHIS 38107

Owner Information

Primary Owner Name

Y CITY OF MEMPHIS

Owner Address Owner Phone

125 N MAIN ST, MEMPHIS, TN 38103

Parcel Information

039050 00001

Data Fields

PREAPPLICATION MEETING

Name of DPD Planner Chip Saliba
Date of Meeting 10/09/2024
Pre-application Meeting Type Email

GENERAL PROJECT INFORMATION

Application Type New Special Use Permit (SUP)

List any relevant former Docket / Case N/A

Number(s) related to previous applications on

this site

Is this application in response to a citation, stop

work order, or zoning letter

No

Page 1 of 3 SUP 2024-042

GENERAL PROJECT INFORMATION

If yes, please provide a copy of the citation, stop work order, and/or zoning letter along with any other relevant information

APPROVAL CRITERIA

A) The project will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, parking, utility facilities and other matters affecting the public health, safety, and general welfare

Correct; this project will redevelop a long-vacant property on Firestone Ave.

B) The project will be constructed, arranged and operated so as to be compatible with the immediate vicinity and not interfere with the development and use of adjacent property in accordance with the applicable district regulations

Correct; most of the surrounding land uses are industrial, institutional or vacant. This project will be compatible with these land uses.

UDC Sub-Section 9.6.9C UDC Sub-Section 9.6.9D UDC Sub-Section 9.6.9E UDC Sub-Section 9.6.9F

GIS INFORMATION

Case Layer

Central Business Improvement District

Class

Downtown Fire District **Historic District**

Land Use

Municipality

Overlay/Special Purpose District

Zoning State Route

Lot

Subdivision

Planned Development District

Wellhead Protection Overlay District

County Commission District City Council District

City Council Super District

Correct.

Correct.

Correct.

Correct.

No

No

No

Contact Information

Contact Type Name JOSH WHITEHEAD APPLICANT

Address

Phone

(901)810-5789

SUP 2024-042 Page 2 of 3

Fee Inforr	nation					
Invoice #	Fee Item	Quantity	Fees	Status	Balance	Date Assessed
1599170	Special Use Permit Fee - 5 acres or less (Base Fee)	1	500.00	INVOICED	0.00	10/11/2024
1599170	Special Use Permit Fee Per Acre (each acre or fraction thereof over 5 acre)	1	50.00	INVOICED	0.00	10/11/2024
1599170	Credit Card Use Fee (.026 x fee)	1	14.30	INVOICED	0.00	10/11/2024
	_	. 4 . 1 . 5	inad, ¢564.20	T. t. I.D.	lanca, ¢0 (20

Total Fee Invoiced: \$564.30 Total Balance: \$0.00

Payment Information

Payment Amount Method of Payment \$564.30 Credit Card

Page 3 of 3 SUP 2024-042

City Hall - 125 N. Main Street, Suite 468 - Memphis, Tennessee 38103 - (901) 636-6619

Property Owner's Affidavit

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Development Code Section 12.5.1.						
I, TAR AD BING HAW, state that I have read the definition of "Owner" as outlined in the Memphis and Shelby County Unified Development Code Section 12.3.1 and hereby state that (select applicable box):						
I am the owner of record as shown on the current tax rolls of the county Assessor of Property; the mortgage holder of record as shown in the mortgage records of the county Register of Deeds; purchaser under a land contract; a mortgagee or vendee in possession; or I have a freehold or lesser estate in the premises						
I have charge, care or control of the premises as trustee, agent, executor, administrator, assignee, receiver, guardian or lessee (and have included documentation with this affidavit)						
of the property located at <u>0 N. Manassas Street</u> and further identified by Assessor's Parcel Number <u>039050 00001</u> , for which an application is being made to the Division of Planning and Development.						
Subscribed and sworm to (or affirmed) before me this						
NON EXPIRES 1						

Josh Whitehead Managing Partner (901) 810-5789 josh@joshwhiteheadlaw.com



Miloš Mikić Chief Operating Officer (901) 810-5706 milos@joshwhiteheadlaw.com

October 11, 2024

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This site is identified in the Future Land Use and Planning Map of the Memphis 3.0 General Plan as "Public/Quasi-Public Facility" (see Exhibit "B"). This designation is likely the result of the fact that the City of Memphis owns the property. Indeed, this project is being planned and funded with the City as a partner. In addition, we believe the Studio Village as designed is compatible

with existing surrounding land uses and zoning. Therefore, it is our conclusion that this proposal is consistent with the Memphis 3.0 General Plan.

This project also meets the required approval criteria for Special Use Permits, as outlined in Section 9.6.9 of the Memphis and Shelby County Unified Development Code; specifically, it *will not* have a substantial or undue adverse effect upon adjacent property or the character of the neighborhood and it *will* be constructed, arranged and operated as to be compatible with the immediate vicinity.

We believe the Studio Village will be a positive addition to the neighborhood by providing important and needed services to the community and are excited that we have Mayor Young's support in this endeavor (see letter attached as Exhibit "C").

Thank you for your consideration of this matter.

Josh Whitehead

EXHIBIT A

Land uses in vicinity of subject site.

The color coding is as follows:

Green=subject site (currently vacant)

Purple=industrial land uses

Red=commercial land uses

Blue=institutional land uses

Yellow=single-family residential land uses

Blank=vacant



EXHIBIT BFuture land use and planning map





PAUL A. YOUNG MAYOR

October 4, 2024

Land Use and Development Services Department

Memphis and Shelby County Division of Planning and Development

To whom it may concern:

I have reviewed the proposed repurposing of the vacant land located at 777 Firestone as a satellite Hospitality Hub Campus and believe this proposal would be a great benefit to the citizens of Memphis. The residential structures will provide critical stability for unhoused families and demonstrate what's possible for desperately needed additional workforce housing in our community. The Hub infrastructure and case work will serve the residents of downtown and the community as a whole.

The development plan to incorporate each of the seven Harvard identified pillars for human flourishing will be a beacon to other areas of concentrated poverty in our city and has already won the attention of national philanthropic and civic leaders. The proposed village with stabilizing housing and supportive infrastructure for unhoused families will complement the development goals of our community and fill an important unmet need.

Thank you for your consideration.

Sincerely,

Paul A. Young

Mayor

FIRESTONE AVENUE

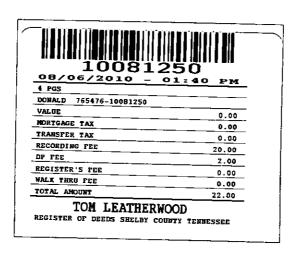




Tom Leatherwood

Shelby County Register

As evidenced by the instrument number shown below, this document has been recorded as a permanent record in the archives of the Office of the Shelby County Register.



This Instrument Prepared By and Return To:

GLANKLER BROWN, PLLC 6000 Poplar Ave., Suite 100 Memphis, Tennessee 38119-3978 Name and Address of Owner and Mail Tax Bills To:

City of Memphis City Real Estate Division of General Services 125 N. Main Street Memphis, TN 38103 Property Addresses: 777 Firestone Ave. Memphis, TN 38118

<u>Tax Parcel Nos.</u> 039-050-0001

QUIT CLAIM DEED

THIS INDENTURE, made and entered into effective as of the 30 day of 2010, by and between **MEMPHIS HOUSING AUTHORITY**, a Tennessee public body, corporate and politic organized under the laws of the State of Tennessee (the "Grantor"), and the **CITY OF MEMPHIS**, a municipal corporation (the "Grantee").

WITNESSETH:

That for and in consideration of Ten Dollars (\$10.00) cash in hand paid, and other good and valuable consideration, the receipt of all of which is hereby acknowledged, Grantor has bargained and sold and does hereby bargain, sell, convey and confirm unto Grantee, the following described real estate located in Shelby County, Tennessee (the "Property"):

See attached Exhibit A.

Title to the Property being the same property conveyed to the Memphis Housing Authority by that certain Deed of record at Instrument No. 06112955 in the Register's Office of Shelby County, Tennessee.

IN WITNESS WHEREOF, Grantor has caused this deed to be signed as of the day and year first above written.

MEMPHIS HOUSING AUTHORITY

RICKY E. WILKINS, Chairman

Approved by Real Estate Manager:

STATE OF TENNESSEE COUNTY OF SHELBY

DOTSO

Personally appeared before me, Delegated Son Grama a notary public of this county, RICKY E. WILKINS, Chairman of the MEMPHIS HOUSING AUTHORITY, a Tennessee public body, corporate and politic organized under the laws of the State of Tennessee, the within named bargainor, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the within instrument for the purposes therein contained in his capacity as Chairman.

My Composion Texpires OF TENNESSEE NOTARY PUBLIC PUBLIC TO TEXPIRES FEE	(NOTARY PUBLIC
Acknowledgement of Acceptance of Property	by City of Memphis:
CITY OF MEMPHIS	
By: A C Wharton, Jr., Mayor	
ATTEST: City Comptroller	
APPROVED AS TO FORM.	

WITNESS my hand, at office, this 9th day of

MAXIMUM PRINCIPAL INDEBTEDNESS FOR TENNESSEE RECORDING TAX PURPOSES IS -0- . THIS IS AN EXEMPT TRANSACTION; GOVERNMENTAL AGENCY IS GRANTEE.

Affiant

Subscribed and sworn to before me this the day of July

DOTSON

STATE
OF
TENNESSEE
NOTARY

PUBLIC

Notary Public

My Commission Expires:

EXHBIT A

LEGAL DESCRIPTION

A TRACT OF LAND AT THE SOUTHEAST CORNER OF THE INTERSECTION OF FIRESTONE AVENUE AND NORTH MANASSAS STREET. BEING PART OF THE SHELBY COUNTY BOARD OF EDUCATION PROPERTY AS RECORDED IN INSTRUMENT NUMBERS 778—223, 1230—463 AND PART OF 994—432, IN THE SHELBY COUNTY REGISTER'S OFFICE (SCRO), SITUATED IN THE CITY OF MEMPHIS. COUNTY OF SHELBY, STATE OF TENNESSEE AND BEING HORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE CENTERUNES OF FIRESTONE AVENUE (70'R.O.W.) AND NORTH MANASSAS STREET (60'R.O.W.):

THENCE ALONG THE CENTERLINE OF FIRESTONE AVENUE, SOUTH 86'42'18" EAST, A DISTANCE OF 30.02 FEET:

THENCE DEPARTING SAID CENTERLINE, SOUTH 13-17-42" WEST. A DISTANCE OF 35.00 FEET TO THE INTERSECTION OF THE SOUTH RIGHT OF WAY LINE OF FRESTONE AVENUE AND THE EAST RIGHT OF WAY LINE OF HORTH MANASSAS STREET, SAID POINT BEING THE POINT OF BEGINNING:

THENCE ALONG SAID SOUTH RIGHT OF WAY LINE, SOUTH 86'42'18" EAST, A DISTANCE OF 776.21 FEET TO THE NORTHWEST CORNER OF THE ILLINOIS CENTRAL RAILROAD COMPANY PARCEL AS RECORDED IN INSTRUMENT NUMBER 1230—478 (SCRO);

THENCE ALONG THE WEST PROPERTY LINE OF SAID PARCEL, ALONG A 404.53 FOOT RADIUS CURVE TO THE RIGHT, AN ARC LENGTH OF 499.21 FEET (CHORD \$ 41'33'09" W, 488.13"):

THENCE CONTINUING ALONG SAID WEST PROPERTY LINE, SOUTH 78'54'20" WEST, A DISTANCE OF 114.40 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF THE UNION RAILWAY COMPANY (100'R.O.W.);

THENCE CONTINUING ALONG SAID NORTH RAILROAD RIGHT OF WAY, NORTH 88"42"24" WEST. A DISTANCE OF 376.32 FEET TO THE EAST RIGHT OF WAY LINE OF NORTH MANASSAS STREET:

THENCE ALONG SAID EAST RIGHT OF WAY LINE, NORTH 03'15'20' EAST, A DISTANCE OF 399.88 FEET TO THE POINT OF BEGINNING:

CONTAINING 6.19 ACRES (269,675 SQ. FT.) HORE OR LESS.

SUBJECT TO EASEMENT INSTRUMENT NO. 1611-278 (DATED: 10-14-39)

4826-9523-0982, v. 1

Josh Whitehead Managing Partner (901) 810-5789 josh@joshwhiteheadlaw.com



Miloš Mikić Chief Operating Officer (901) 810-5706 milos@joshwhiteheadlaw.com

December 2, 2024

Councilman J. Ford Canale
Chairman
Planning and Zoning Committee
Memphis City Council
City Hall
125 N. Main St., Fifth Floor
Memphis, TN 38103
c/o Nicholas Waldrup, Division of Planning and Development

Sent via electronic mail to Nicholas Wardroup at nicholas.wardroup@memphistn.gov

RE: revisions to the Hub Village, Case No. SUP 2024-42

Mr. Chairman,

Since the Hospital Hub's Hub Village located at 777 Firestone was reviewed and recommended for approval by the Land Use Control Board on November 14, 2024, the site plan for this project has been updated in the following ways:

- 1. A building that includes a laundromat and farm stand for the Village's residents has been added at the northeast corner of the site. Parking for customers to the farm stand has also been added to this area.
- 2. The total number of units has increased by four, from 68 units to 72. The number of proposed studio units is unchanged at 20; the number of proposed cottages has increased from 48 to 52. The arrangement of these dwellings and those common paths accessing them have also been updated, largely to reflect the new laundromat and farm stand building described above.
- 3. The timing of the construction of the café/kitchen building at the northwest corner of the site has been changed from part of Phase 2 of the project to Phase 1.

Thank you for your consideration,

Josh Whitehead

C: Brett Ragsdale, Zoning Administrator

FIRESTONE AVENUE N MANASSAS STREET PHASE 1 PARKING LAUNDRY 2,200 SF REC. LAWN FLOWER GARDEN PHASE RESOURCES CHECK-IN 3,200 SF PARKING 7 SPACES PHASE 1 10 COTTAGES PHASE 2 4 COTTAGES FLOWER GARDEN PHASE 2 EDUCATION 3,000 SF

Site Plan Scale: 1:50