

DATE: Aug. 6th, 2024  
TO: Johns Creek Zoning

FROM: Shaun Fogarty of Norwood Architects

PROJECT: Messiah Lutheran Pre K  
Project No. L2318  
RE: Letter Of Intent

Received  
August 6, 2024  
SUP-24-0003,  
SUP-24-0004,  
VC-24-0005  
Planning & Zoning

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Messiah Lutheran Church located at 4765 Kimball Bridge Road, Johns Creek, GA intends to modify the use of their existing 3.95 acre property. The majority of the existing 11,710 square foot building will remain a Church, but will also operate a new use of a private Pre-Kindergarten (Daycare). The success of the first Phase (see Phase descriptions below) will help to inform the Church of whether, or not, it should continue to modify existing Church square footage into further PreK classrooms. If Phase 1 is successful, Phase 2 and 3 will be implemented as funding and board consensus allows.

**Phase 1. 0-3 Years:** To create one new, private, PreK classroom for a maximum of 25 students, a reception desk area, new restrooms, and an administrative office, the Main Level of the existing Academic building shall be modified with Interior Alterations. The modifications affect approximately 1,350 sq ft of existing floor area. No outdoor, drive-up pick-up procedures will be implemented for child drop off/pick up. Adults will park in the existing parking lots (104 existing spaces) and walk into the building with for child drop off/pick up. PreK required privacy screening and/or fencing of a 2,000 square foot area will be added to surround the existing children's playground area. The unaffected Church Sanctuary (3,118 square feet; no fixed seats; see Exhibit "A" below) shall remain the governing basis for parking quantity. No parking adjustments shall take place.

**Phase 2. 3-5 Years:** To increase the school's number of students to a maximum of 60 students the Main Level and Lower Levels of the existing Church building shall be modified with Interior Alterations to create a maximum of two additional PreK classrooms (total of 3 classrooms for Phases 1&2). The modifications shall also include new bathrooms, and storage areas. Phase 2 interior modifications may affect a maximum of approximately 3,100 sq ft of further existing interior floor area. No outdoor, drive-up pick-up procedures will be implemented for child drop off/pick up. Adults will park in the existing parking lots (104 existing spaces) and walk into the building with for child drop off/pick up. The unaffected Church Sanctuary shall remain the governing basis for parking quantity. No parking adjustments shall take place.

**Phase 3. 3-5 Years:** To replenish Fellowship space for Church use, the Church will expand its existing Main Level footprint by adding approximately 2,515 heated square feet. New and/or affected heated spaces shall include: the existing Entry/Narthex and existing administrative offices shall be expanded to increase the quantity and/or sizes of administrative offices, church classrooms, and Fellowship areas. During this phase of construction, a new stair, choir loft and storage will be added to a newly created upper level (approximately 580 sq ft), within the existing footprint. A new 840 sq ft outdoor area shall be partially covered by a new structure and

new hardscape will extend beyond the roof structure.

**Project Notes:**

1. For all phases, the Church Sanctuary shall remain the governing basis for parking quantity requirements. No parking adjustments shall take place during any proposed Phase.
2. Per the requirements of the ITE Trip Generation Manual 11th Edition (ITETGM11), the Phase 1 & 2 “trips” generated by the (60) new PreK students have been studied and are well under 100 additional peak hour “trips” that would require further Traffic Studies. See accompanying letter.
3. Per the requirements of the ITETGM11, the number of “trips” generated by the Phase 3 expansion of the Church building footprint remains based on the size of the Church Sanctuary. No additional “trips” shall be generated by the expansion of the Church administrative spaces, narthex, and classrooms.
4. The new Phase 3 addition shall match the architectural style, building materials and colors of the existing building.

Hours of Operation:

Church: M - F from 9am-6pm; & intermittently from 7pm-9pm  
Sunday from 7am-2pm  
PreK Business Hours: M - F from 7am -4pm

Full time Employees at Phase 3: (2) Pastors; 1 Vicar; (1) PreK Director; (7) Teacher Aids; (1) Receptionist

Part time Employees at Phase 3: (1) Choir Director; (2) Janitorial

Student quantity at Phase 3: (60) maximum

Outdoor playing area: A new 4’ tall, gated fenced yard area will surround an existing 1,488 square feet of playground area. Total = 2,000 square feet.

Concurrent Variance: Existing Playground Structures Encroach on 50’ Undisturbed Buffer.

Reason for Hardship:  
Existing playground structures are within 50’ buffer and must be fenced to be used per PreK requirements

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<p><u>PARKING CALCULATIONS:</u></p> <p>PARKING REQUIREMENTS FOR CHURCH OR OTHER PLACE OF WORSHIP: - ONE SPACE PER 4 FIXED SEATS IN THE LARGEST ASSEMBLY AREA - ONE SPACE PER 30 SF IN THE LARGEST ASSEMBLY AREA</p> <p>NOTE – ASSEMBLY AREA FOR THIS SITE DOES NOT HAVE FIXED SEATING. THEREFORE, THE SQ FT CALCULATION WAS USED TO DETERMINE PARKING REQUIREMENTS</p> <hr/> <p><u>EXISTING CONDITIONS:</u> TOTAL EXISTING AREA OF LARGEST ASSEMBLY AREA = 3,118 SF TOTAL EXISTING REQUIRED PARKING (1 PER 30 SF) = 30 / 3118 SF =104 SPACES</p> <p><u>PROPOSED CONDITIONS:</u> TOTAL EXISTING AREA OF LARGEST ASSEMBLY AREA = 3,118 SF TOTAL EXISTING REQUIRED PARKING (1 PER 30 SF) = 30 / 3118 SF =104 SPACES</p> <p>NOTE – PROPOSED CONSTRUCTION WILL HAVE NO IMPACT OR CHANGE ON THE LARGEST ASSEMBLY AREA, THEREFORE THERE IS NO CHANGE IN REQUIRED PARKING</p> <hr/> <p>TOTAL EXISTING PARKING = 116 SPACES TOTAL PARKING REQUIRED = 104 SPACES PARKING REQUIREMENT MET</p>
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