



REPORT TO CITY PLAN COMMISSION

Plan Commission Public Hearing Date: July 11, 2017

Common Council Meeting Date: July 19, 2017

Item: Special Use Permit #7-17 to expand an existing group home facility

Case Manager: David Kress

GENERAL INFORMATION

Owner: Harbor House Domestic Abuse Programs, Inc. c/o Beth Schnorr

Applicant: McMAHON Associates c/o Ben Hamblin

Address/Parcel #: 720 West Fifth Street (Tax Id #31-3-0623-00 and #31-3-0624-00)

Petitioner's Request: The applicant is requesting a Special Use Permit to expand an existing group home facility.

BACKGROUND

The applicant's 2.73-acre site is located north of West Fifth Street, in between South Locust Street and South Memorial Drive. Special Use Permit #17-99 to allow for the existing group home facility on parcel #31-3-0623-00 was approved by Common Council on October 20, 1999. If approved, the current request would replace the applicant's previous request, resulting in an overall building expansion of approximately 10,985 square feet.

To accommodate the applicant's proposed building additions, a Certified Survey Map (CSM) was recently submitted to combine the subject parcels. CSMs are administratively reviewed and approved by City staff. However, combining the parcels, which are currently in different zoning districts, also necessitates a rezoning. Rezoning #4-17, to rezone parcel #31-3-0624-00 from C-2 General Commercial District to R-3 Multi-Family District, was recommended for approval by Plan Commission on June 27, 2017. Rezoning #4-17 also proceeds to Common Council on July 19, 2017.

STAFF ANALYSIS

Project Summary: The applicant proposes to construct single-story building additions to the west and east of the existing group home facility on the subject site. Interior renovations are also proposed with this project. The entire building would be 50,827 square feet and increase the facility's capacity to 68 beds, according to the attached plan of operation. The building additions and renovations will also provide more programming space for Harbor House staff, relocate outdoor features, and provide a separate pet-friendly area, as shown on the attached development plan. Vehicular access will continue to be provided on West Fifth Street, with two of the three curb cuts being repositioned.

Existing Site Conditions: The site is currently developed with an existing building that is approximately 39,842 square feet in size. The building was originally constructed in 1961. The site also includes a fenced outdoor play area and off-street surface parking. The property has frontage along South Badger

Special Use Permit #7-17
July 11, 2017
Page 2

Avenue and South Memorial Drive, which are classified as arterial streets, and West Fifth Street and South Locust Street, which are classified as local streets on the City's Arterial/Collector Plan.

Major Changes to Special Uses: Per Section 23-66(g)(2) of the Municipal Code, all changes not identified as a "minor change" shall be deemed a major change in a special use and shall be submitted to Common Council for review through the typical Special Use Permit procedure. The applicant's original request was approved as Special Use Permit #17-99. The applicant's current request, Special Use Permit #7-17, is to expand the gross floor area of the group home facility from 39,842 square feet to 50,827 square feet. This expansion is greater than 10% and therefore constitutes a major change. If approved, Special Use Permit #7-17 will replace Special Use Permit #17-99.

Zoning Ordinance Requirements: Currently, parcel #31-3-0623-00 has a zoning designation of R-3 Multi-Family District, and parcel #31-3-0624-00 has a zoning designation of C-2 General Commercial District. If Rezoning #4-17 is approved, the entire property will have a zoning designation of R-3 Multi-Family District. Per Section 23-96(e) of the Municipal Code, an adult group home (group home facility) requires a Special Use Permit in the R-3 District. The definition of adult group home, per the Zoning Ordinance, means a use where five or more adults, who are not related to the operator or administrator and who do not require care above intermediate level nursing care, reside and receive care, treatment or services that are above the level of room and board but that include no more than three hours of nursing care per week per resident. In order to permit an expanded group home facility, the Plan Commission makes a recommendation to the Common Council who will make the final decision on the Special Use Permit. A two-thirds (2/3) vote of the Common Council is required for approval.

Based on the attached development plan and submitted CSM, the proposed building additions satisfy lot coverage, setback, and building height standards specified in the R-3 District. Other Zoning Ordinance requirements, including those altered through variances granted on February 21, 2011, will be examined during the ongoing review of Site Plan #10-17 (first submitted June 13, 2017). Ultimately, Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division.

Operational Information: A plan of operation is attached to the Staff Report.

Surrounding Zoning and Land Uses: The surrounding area is under the jurisdiction of the City of Appleton (north, south, east, and west). The uses are generally residential in nature.

North: R-1B Single-Family District, R-1C Central City Residential District, R-2 Two-Family District, and C-2 General Commercial District. The adjacent land uses to the north are currently a mix of commercial and residential.

South: R-2 Two-Family District and R-1B Single-Family District. The adjacent land uses to the south are currently a mix of two-family and single-family residential.

East: R-3 Multi-Family District, R-2 Two-Family District, and R-1C Central City Residential District. The adjacent land uses to the east are currently a mix of multi-family and single-family residential.

Special Use Permit #7-17
July 11, 2017
Page 3

West: R-2 Two-Family District and R-1B Single-Family District. The adjacent land uses to the west are currently a mix of two-family and single-family residential.

Appleton Comprehensive Plan 2010-2030: Community and Economic Development staff has reviewed this proposal and determined it is compatible with the Multi-Family Residential designation shown on the City's *Comprehensive Plan 2010-2030* Future Land Use Map. Listed below are related excerpts from the City's *Comprehensive Plan 2010-2030*.

Goal 1 – Community Growth

Appleton will continue to provide opportunities for residential, commercial, and industrial growth, including appropriate redevelopment sites within the downtown and existing neighborhoods, and greenfield development sites at the City's edge.

OBJECTIVE 5.3 Housing and Neighborhoods:

Provide a range of housing options that meet the needs and appeal to all segments of the community and allows residents to age in place.

OBJECTIVE 7.7 Utilities and Community Facilities:

Continue to partner with other agencies, organizations, and businesses to support programs and activities for at-risk populations.

OBJECTIVE 10.1 Land Use:

Provide an adequate supply of suitable land meeting the demand for development of various land uses.

OBJECTIVE 10.2 Land Use:

Encourage redevelopment to meet the demand for a significant share of future growth, and to enhance the quality of existing neighborhoods.

Finding of Fact: This request was reviewed in accordance with the standards for granting a Special Use Permit under Sections 23-66(e)(1-6) of the Municipal Code, which were found in the affirmative, as long as all stipulations are satisfied and Rezoning #4-17 is approved.

Technical Review Group (TRG) Report: This item was discussed at the June 20, 2017 Technical Review Group meeting. No negative comments were received from participating departments.

RECOMMENDATION

Staff recommends, based on the above, that Special Use Permit #7-17 for a group home facility at 720 West Fifth Street (Tax Id #31-3-0623-00 and #31-3-0624-00), as shown on the attached maps and per attached plan of operation, along with the attached resolution, **BE APPROVED** to run with the land, subject to the following conditions:

1. Rezoning #4-17, to rezone parcel #31-3-0624-00 from C-2 General Commercial District to R-3 Multi-Family District, must be approved by Common Council.

Special Use Permit #7-17

July 11, 2017

Page 4

2. All applicable codes, ordinances, and regulations, including but not limited to Fire, Building, and Health Codes and the Noise Ordinance, shall be complied with.
3. Any deviations from the approved development plan may require a major or minor amendment request to this Special Use Permit, pursuant to Section 23-66(g) of the Municipal Code.
4. Compliance with the plan of operation is required at all times. Changes to the plan of operation shall be submitted to the Community and Economic Development Department for review and approval.
5. Prior to expanding the group home facility on what is currently parcel #31-3-0624-00, the subject parcels shall be combined via Certified Survey Map.
6. Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division.
7. Special Use Permit #7-17 will replace Special Use Permit #17-99.

NOTE: Special Use Permit #7-17 will be reported out at the same Common Council meeting as the proposed Rezoning #4-17 to accurately reflect the change in zoning classification from C-2 General Commercial District to R-3 Multi-Family District.

RESOLUTION

CITY OF APPLETON RESOLUTION APPROVING SPECIAL USE PERMIT #7-17

WHEREAS, Harbor House Domestic Abuse Programs, Inc. has applied for a Special Use Permit for a group home facility located at 720 West Fifth Street, also identified as Parcel Number(s) 31-3-0623-00 and 31-3-0624-00; and

WHEREAS, the location for the proposed group home facility is located in the R-3 Multi-Family District and the proposed use is permitted by special use within this zoning district; and

WHEREAS, the City of Appleton Plan Commission held a public hearing on July 11, 2017, on Special Use Permit #7-17 at which all those wishing to be heard were allowed to speak or present written comments, and other materials presented at the public hearing; and

WHEREAS, the City of Appleton Plan Commission has considered the application, the staff reports, oral and written, the Comprehensive Plan and zoning on the subject property, the testimony, written comments, and other materials presented at the public hearing; and

WHEREAS, the City of Appleton Plan Commission reviewed the standards for granting a Special Use Permit under Sections 23-66(e)(1-6) of the Municipal Code, and forwarded Special Use Permit #7-17 to the City of Appleton Common Council with a favorable or not favorable (CIRCLE ONE) recommendation; and

WHEREAS, the City of Appleton Common Council has reviewed the report and recommendation of the City of Appleton Plan Commission at their meeting on _____, 2017 and found it to be acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the City of Appleton Common Council approves Special Use Permit #7-17 for a group home facility located at 720 West Fifth Street, also identified as Parcel Number(s) 31-3-0623-00 and 31-3-0624-00 and orders as follows:

CONDITIONS OF SPECIAL USE PERMIT #7-17

1. Rezoning #4-17, to rezone parcel #31-3-0624-00 from C-2 General Commercial District to R-3 Multi-Family District, must be approved by Common Council.
2. All applicable codes, ordinances, and regulations, including but not limited to Fire, Building, and Health Codes and the Noise Ordinance, shall be complied with.
3. Any deviations from the approved development plan may require a major or minor amendment request to this Special Use Permit, pursuant to Section 23-66(g) of the Municipal Code.
4. Compliance with the plan of operation is required at all times. Changes to the plan of operation shall be submitted to the Community and Economic Development Department for review and approval.

5. Prior to expanding the group home facility on what is currently parcel #31-3-0624-00, the subject parcels shall be combined via Certified Survey Map.
6. Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division.
7. Special Use Permit #7-17 will replace Special Use Permit #17-99.

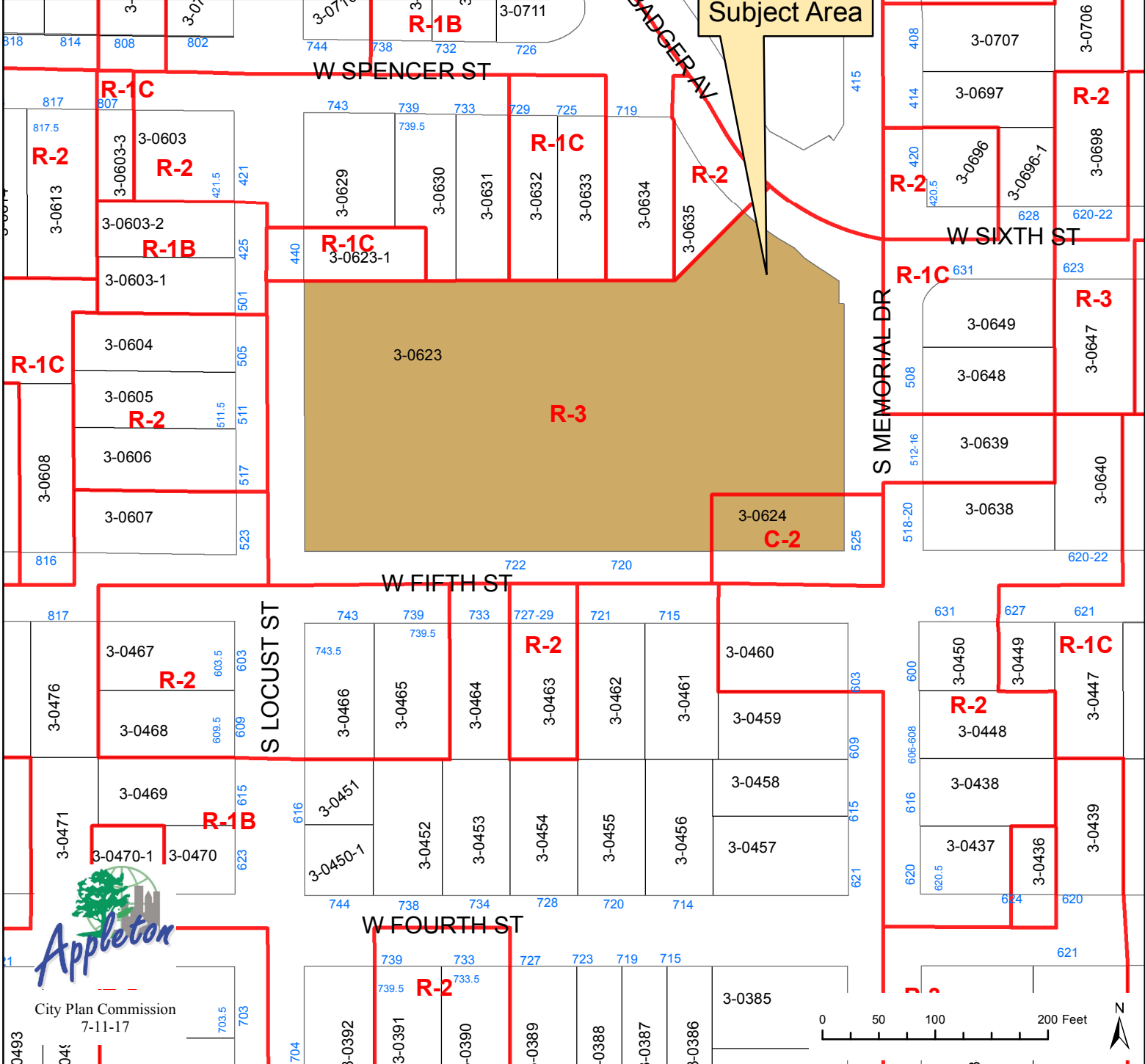
Adopted this _____ day of _____, 2017.

Timothy M. Hanna, Mayor

ATTEST:

Kami Lynch, City Clerk

720 West Fifth Street Special Use Permit Group Home Facility Zoning Map



City Plan Commission
7-11-17

0 50 100 200 Feet

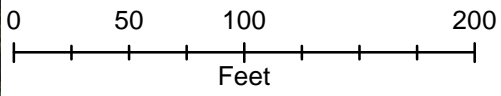


720 West Fifth Street
Special Use Permit
Group Home Facility
Aerial Map

Subject Area



City Plan Commission
7-11-17



STANDARD ABBREVIATIONS

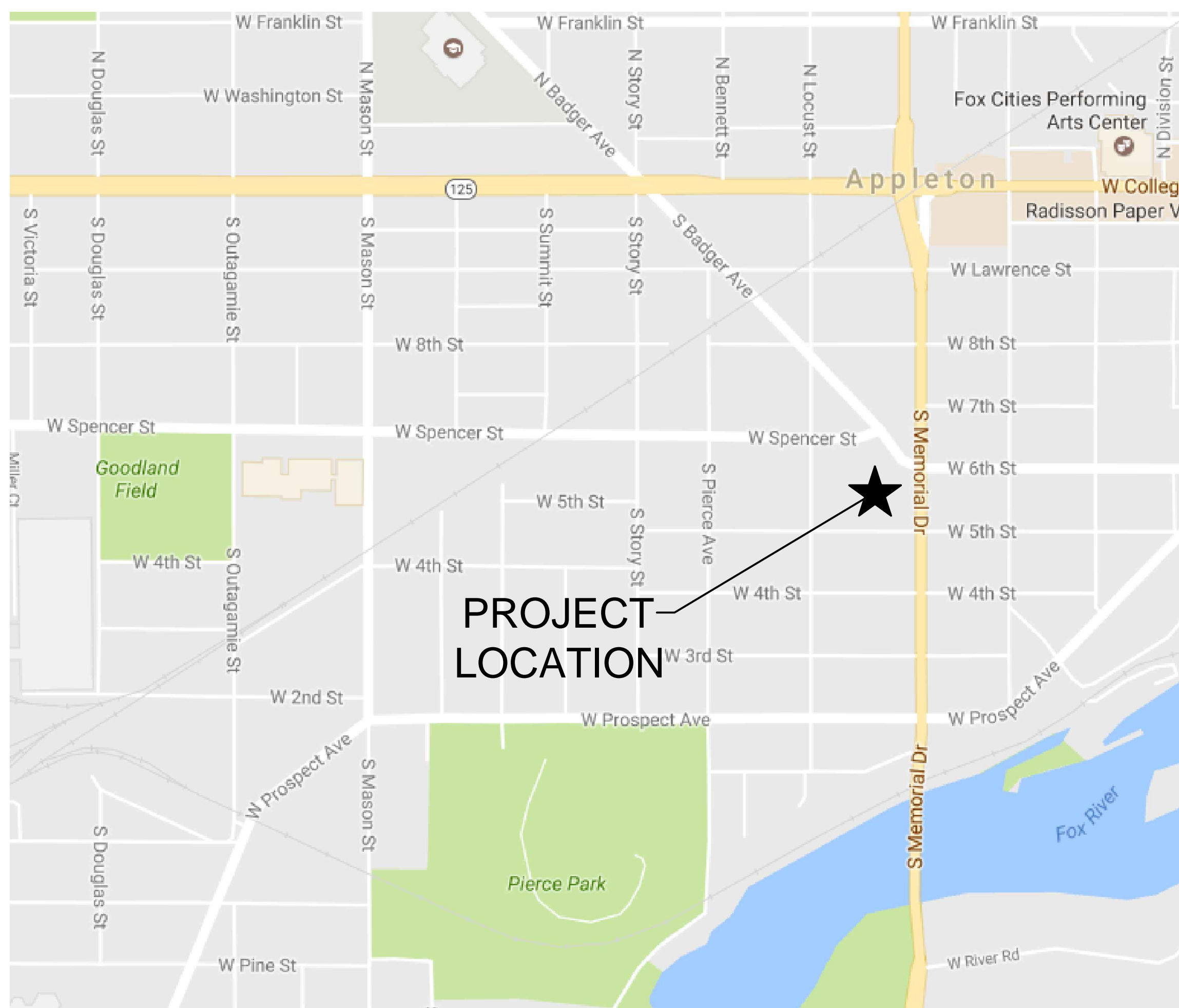
Table of standard abbreviations with 3 columns: A-C, D-L, M-Z. Includes terms like AC, AGG, AH, ASPH, AVG, etc.

STANDARD SYMBOLS

Table of standard symbols with 3 columns: Symbol, Description, Symbol. Includes symbols for 2" iron pipe found, 1 1/4" rebar found, etc.

GENERAL NOTES

- List of 39 general notes regarding utility locations, construction standards, zoning, and parking requirements.



PROJECT LOCATION

Curve Number Calculations Harbor House Domestic Abuse Shelter - 720 W. 5th St

Table of Curve Number Calculations with columns for Land Use, Ex. Conditions 720 W 5th, Ex. Conditions 525 S Memorial, Ex. Conditions-Combined, and Proposed Conditions-Combined.

Designer: McMAHON Attn: Ben Homblin, Engineer Attn: Derek Gruber, Architect 1445 McMahon Drive Neenah, WI 54956 920-751-4200

Owner: Harbor House Attn: Beth Schnorr, Executive Director 720 W. Fifth Street Appleton, WI 54914 (920) 955-9120

ISSUED FOR PRICING

HARBOR HOUSE APPLETON CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN ABBREVIATIONS, SYMBOLS & NOTES

Sanitary sewer

- Remove and replace 83 L.F. of existing 6" clay tile sanitary sewer with 6" SCH 40 PVC sanitary sewer at same line and grade (approx. slope = 1.51%).
- New 4" sanitary MH. Rim=789.70. Inv=784.67. Match ex. 6" invert to south.

Storm sewer

- Ex. Catch Basin.
- 24" Yard Drain. NF R-4342. Place in-line with existing 8" storm sewer. Rim=789.5. Match existing storm sewer invert (785.6 approx.). (175gpm/0.39cfs).
- 80 L.F. of 8" SDR 35 PVC storm sewer @0.59%. (936gpm/2.09cfs).
- 30" catch basin with NF R-2552 grate. Rim=789.30. Inv=785.1. (59gpm/0.13cfs).
- 73 L.F. of 8" SDR 35 PVC storm sewer @0.59%. (995gpm/2.22cfs).
- Connect 8" PVC pipe to existing catch basin, inv=784.7. Ex. Rim=789.41. Prop. Rim=790.5.
- 6 L.F. of 8" SDR 35 PVC storm sewer @1.0%. (132gpm/0.29cfs).
- Building connection inv=784.76. Construct under proposed footing. See plumbing plans for exact connection (horizontal and vertical location) to the building.
- 47 L.F. of 12" drain tile with silt sock @0.4%. (176gpm/0.39cfs).
- 30" Yard Drain. NF R-4342. Rim=795.0. Inv=790.34. 2' Sump=788.34. (53gpm/0.12cfs).
- 44 L.F. of 12" drain tile with silt sock @0.5%. (86gpm/0.19cfs).
- 24" Yard Drain. NF R-4342. Rim=794.6. Inv=790.6. (86gpm/0.19cfs).
- 46 L.F. of 12" drain tile with silt sock @0.25%. (36gpm/0.08cfs).
- 24" Yard Drain. NF R-4342. Rim=794.5. Inv=790.5. (36gpm/0.08cfs).
- Ex. storm manhole. Core hole for 12" SDR35 PVC to playground, inv=790.14. Core hole for 8" SCH40 PVC to courtyard, inv=788.35. Core hole for 8" SCH40 PVC to roof drain, inv=788.35. Replace casting and frame with NF R-4342, Rim=794.6. (58gpm/0.13cfs).
- 4" drain tile with silt sock @ 0%. Field locate. (varies).
- 8 L.F. of 8" storm sewer @ 1.0%. (287gpm/0.64cfs).
- Building connection inv=788.43. Construct under proposed footing. See plumbing plans for exact connection (horizontal and vertical location) to the building. (287gpm/0.64cfs).
- 65 L.F. of 8" SDR 35 PVC storm sewer @1.0%. Construct under proposed footings, dedicated line to existing storm manhole. (27gpm/0.06cfs).
- 24" Yard Drain. NF R-4342. Rim=794.5. Inv=789.0. (27gpm/0.06cfs).

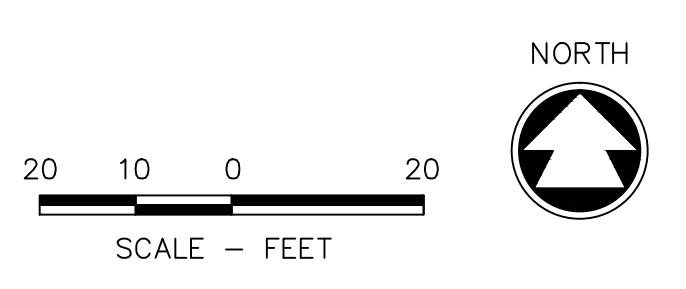
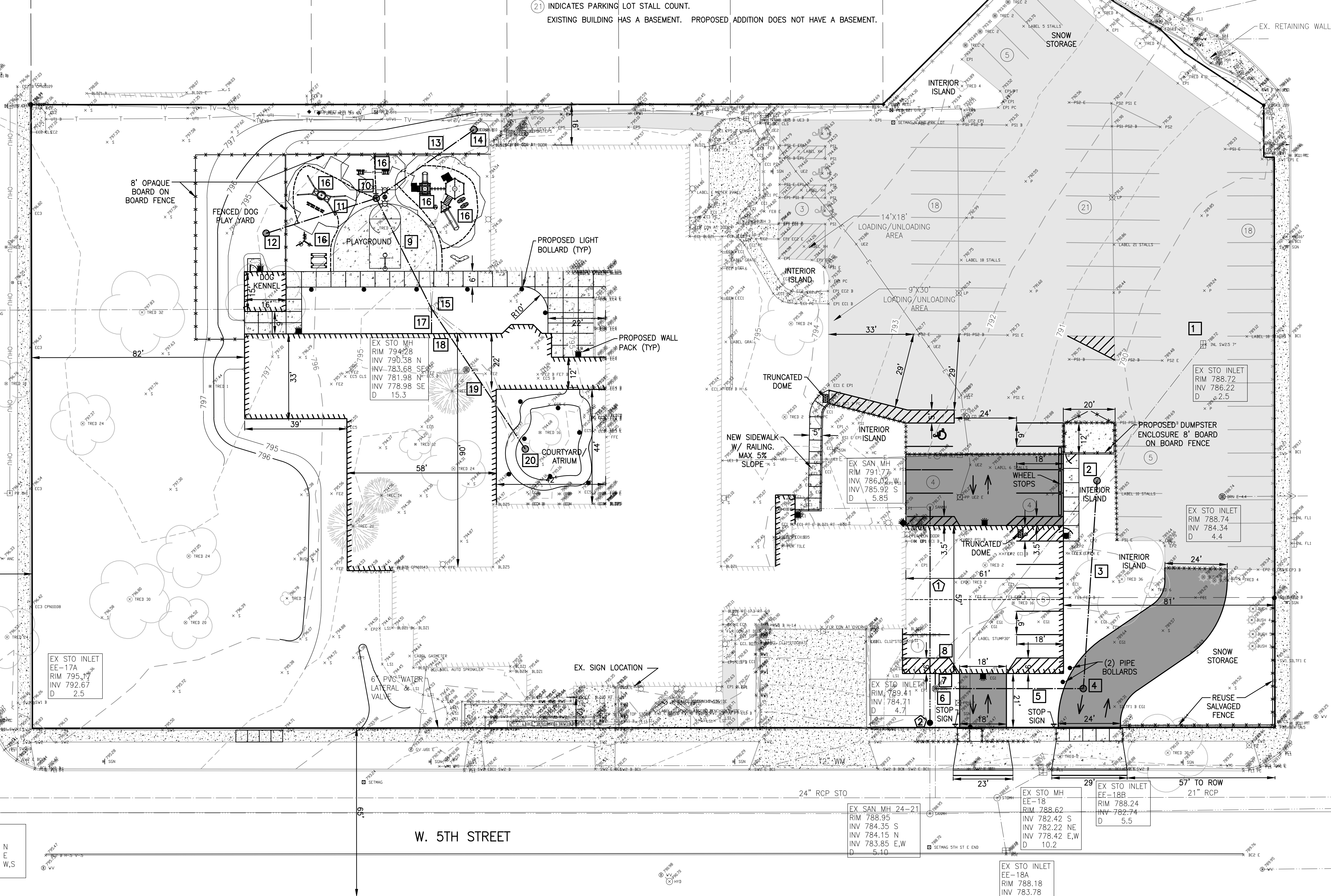
(2) INDICATES PARKING LOT STALL COUNT.
EXISTING BUILDING HAS A BASEMENT. PROPOSED ADDITION DOES NOT HAVE A BASEMENT.

PROPOSED DEVELOPED CONDITIONS - RATIONAL METHOD

AREA/ STORM SEWER NOTED	C	Acres	Tc	5 year Intensity	5 yr FLOW	10 year Intensity	10 yr FLOW	100 year Intensity	100 yr FLOW
1	0.86	0.59	0.1	4.6	2.34	5.2	2.64	7.2	4.57
2	0.48	0.22	0.2	3.5	0.37	4.1	0.44	5.6	0.77
ex p. lot catch basin	0.90	0.06	0.1	4.6	0.27	5.2	0.30	7.2	0.52
4	0.63	0.06	0.1	4.6	0.17	5.2	0.20	7.2	0.34
6	0.90	0.08	0.1	4.6	0.33	5.2	0.37	7.2	0.44
10	0.37	0.08	0.23	3.5	0.11	4.1	0.12	5.6	0.22
12	0.21	0.20	0.21	3.5	0.15	4.1	0.17	5.6	0.30
14	0.31	0.06	0.21	3.5	0.07	4.1	0.08	5.6	0.14
15	0.48	0.07	0.23	3.5	0.12	4.1	0.14	5.6	0.25
18	0.90	0.17	0.1	4.6	0.71	5.2	0.80	7.2	1.39
20	0.38	0.05	0.1	4.6	0.09	5.2	0.10	7.2	0.17
0	0.00	0.00	0.1	4.6	0.00	5.2	0.00	7.2	0.00
	1.66				4.72		6.36		9.32
		acres			cfs		cfs		cfs

PROPOSED DEVELOPED CONDITIONS - PLUMBING CODE STORM WATER RUNOFF CALCULATIONS FOR STORM SEWER

AREA/ STORM SEWER NOTED	SF ON SITE	P/MT/GRV	GPM	S WALK	SF ON SITE	LAWN	SF ON SITE	ROOF	GPM	TOTAL	TOTAL
										GPM	CFPM
1	23149	712	1091	34	1561	15	0	0	791	1.70	
2	3417	105	510	16	5673	55	0	0	175	0.39	
ex p. lot catch basin	2820	87	0	0	0	0	0	0	87	0.19	
4	1618	50	0	0	1000	10	0	0	59	0.13	
6	0	0	0	0	0	0	3420	132	132	0.29	
10	0	0	886	27	2734	26	0	0	53	0.12	
12	0	0	153	5	8506	82	0	0	86	0.19	
14	0	0	436	13	2391	23	0	0	36	0.08	
15	0	0	1290	40	1860	18	0	0	58	0.13	
18	0	0	0	0	0	0	7473	287	287	0.64	
20	0	0	550	17	1600	15	0	0	32	0.07	
0	0	0	0	0	0	0	0	0	0	0.00	
										1767.06	3.94



McMAHON
ENGINEERS ARCHITECTS
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O. BOX 1026 NEENAH, WI 54957-1026
PH 920.751.4200 FAX 920.751.4284 MCMGRP.COM

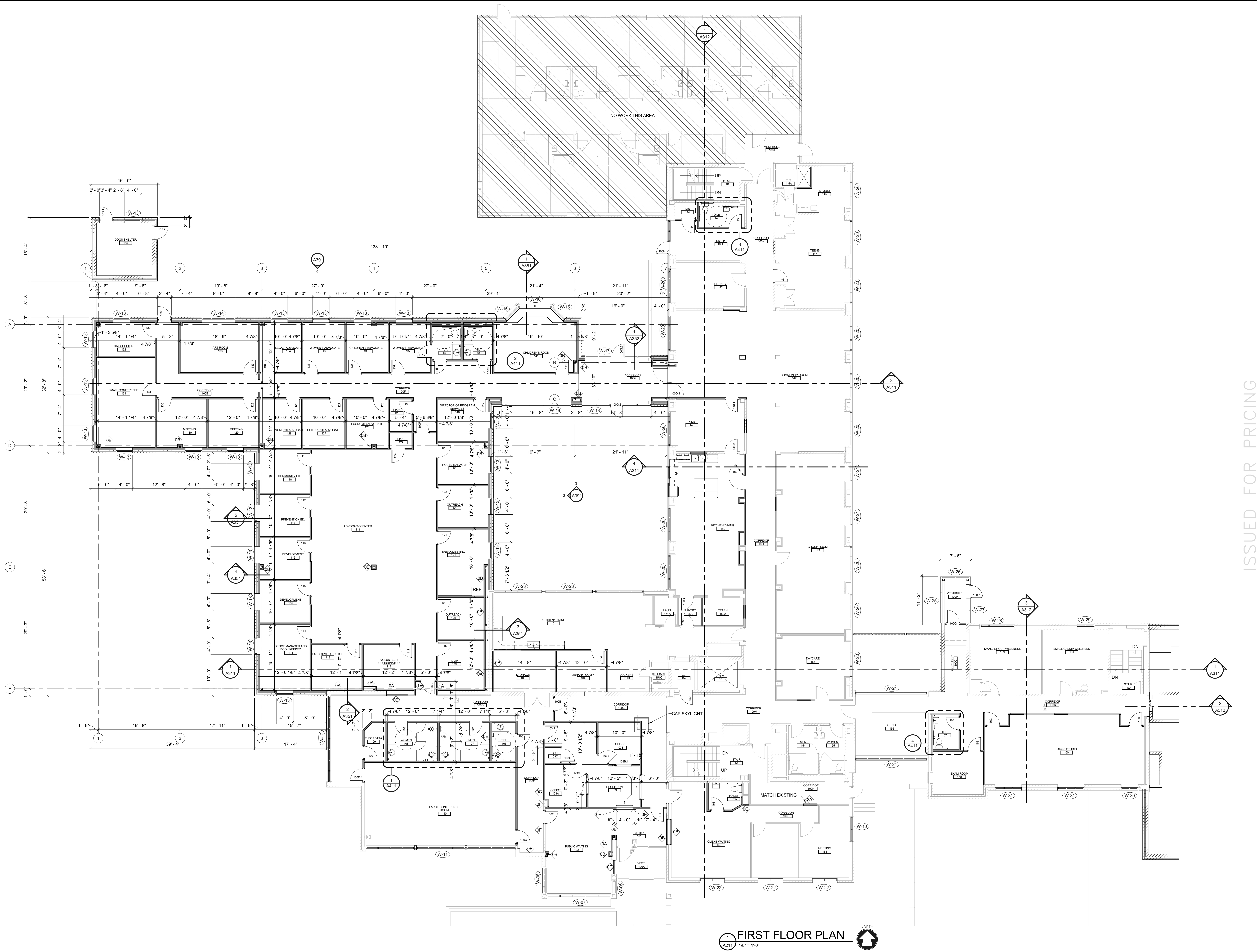
McMahon is not responsible for any errors or omissions in this drawing. The user of this drawing is responsible for obtaining all necessary permits and for verifying the accuracy of all information provided. The user of this drawing is responsible for obtaining all necessary permits and for verifying the accuracy of all information provided.

NO.	DATE	REVISION
1	7/12/2017	75% DRAWING SET

ISSUED FOR PRICING

HARBOR HOUSE APPLETON
CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN
UTILITY AND DIMENSION PLAN

DESIGNED	BTH
DRAWN	MJA
PROJECT NO.	CLIENT-6-16-00138
DATE	MAY 15, 2017
SHEET NO.	C104



ISSUED FOR PRICING

McMahon provides this drawing as a service to the client. It is not to be used for any other purpose without the written consent of McMahon. The client is responsible for obtaining all necessary permits and for ensuring that the drawing complies with all applicable laws and regulations. McMahon is not responsible for any errors or omissions in this drawing.

NO.	DATE	DESCRIPTION
1	5/15/2017	75% DRAWING SET

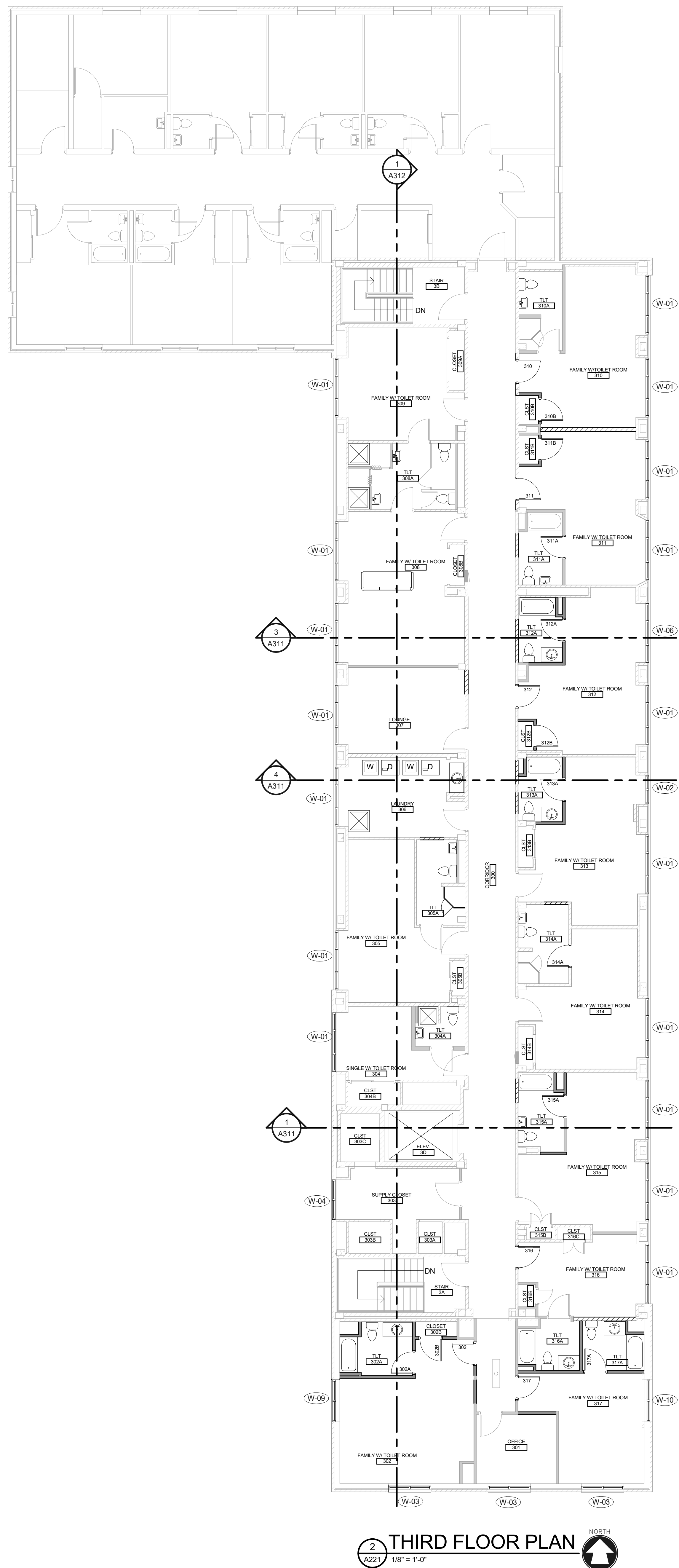
DESIGNED	DRAWN
MAG	JAS

PROJECT NO.	DATE
CLIENT-6-16-00138	MAY 15, 2017

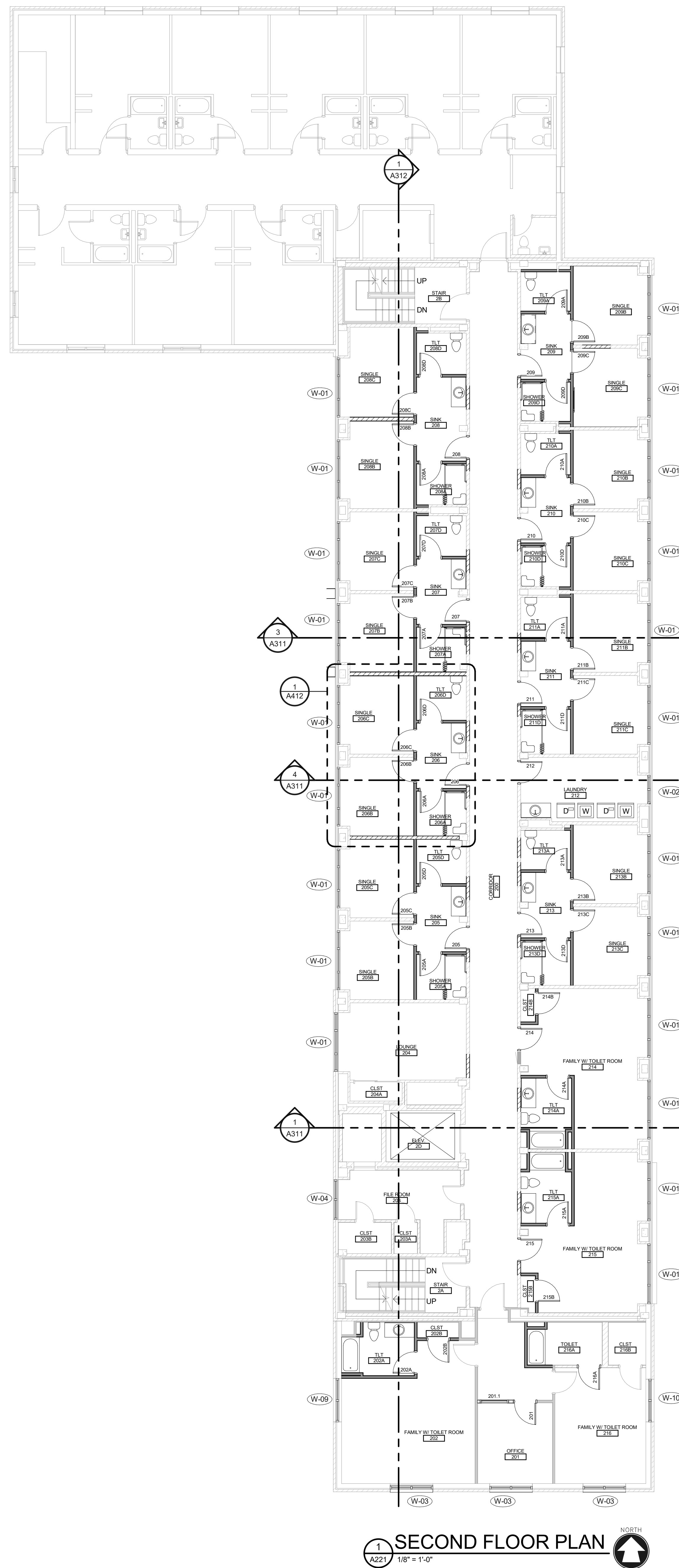
SHEET NO.
A211

**ADDITION AND RENOVATION FOR:
 HARBOR HOUSE APPLETON, WI
 FIRST FLOOR PLAN**

DESIGNED	DRAWN
MAG	JAS
PROJECT NO.	CLIENT-6-16-00138
DATE	MAY 15, 2017
SHEET NO.	A211



2 THIRD FLOOR PLAN
A221 1/8" = 1'-0"



1 SECOND FLOOR PLAN
A221 1/8" = 1'-0"

ISSUED FOR PRICING

McMahon provides this drawing as a service to the client. All drawings are the property of McMahon. The client is responsible for the accuracy of the information provided. McMahon is not responsible for any errors or omissions in this drawing. The client is responsible for obtaining all necessary permits and approvals. McMahon is not responsible for any changes made to the original drawing without the written consent of McMahon.

NO.	DATE	REVISION
1	5/15/2017	75% DRAWING SET

DESIGNED BY: [Blank]
 DRAWN BY: [Blank]
 PROJECT NO.: CLIENT-6-16-00138
 DATE: MAY 15, 2017
 SHEET NO.:

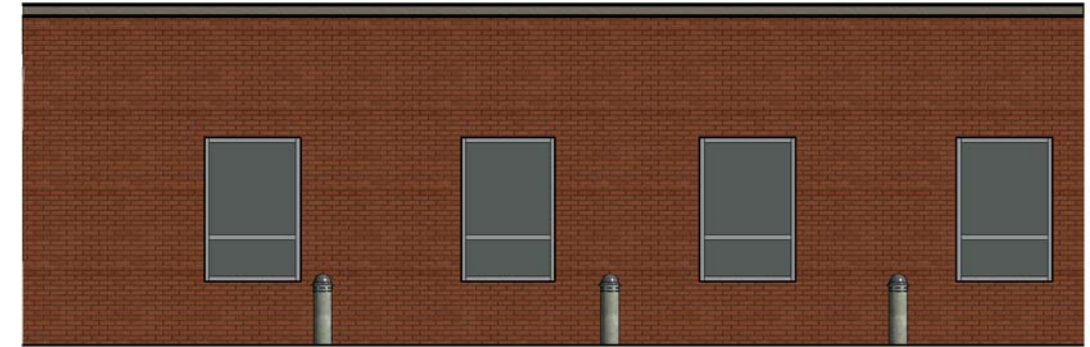
ADDITION AND RENOVATION FOR:
HARBOR HOUSE APPLETON, WI
SECOND AND THIRD FLOOR PLANS
 A221



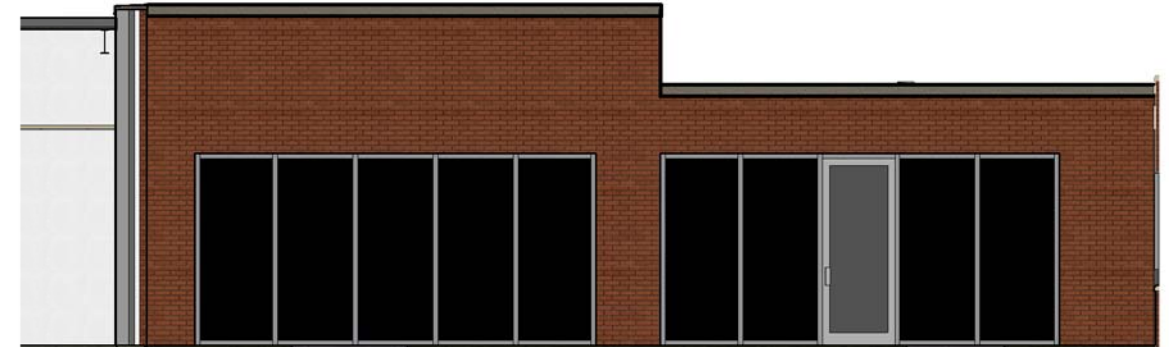
MCM - EXTERIOR MATERIALS...

BRK-1 BRICK VENEER, MODULAR BRICK - BASE BID - BOWERSTON OLD ENGLISH MODULAR - ALTERNATE BID NO. 1; BOWERSTON BRIARCLIFFE MODULAR - ALTERNATE BID NO. 2; PINE HALL BRICK LIBERTY ROSE MODULAR

1 SOUTH EXTERIOR ELEVATION
A391 1/8" = 1'-0"



2 COURTYARD EAST ELEVATION
A391 1/8" = 1'-0"



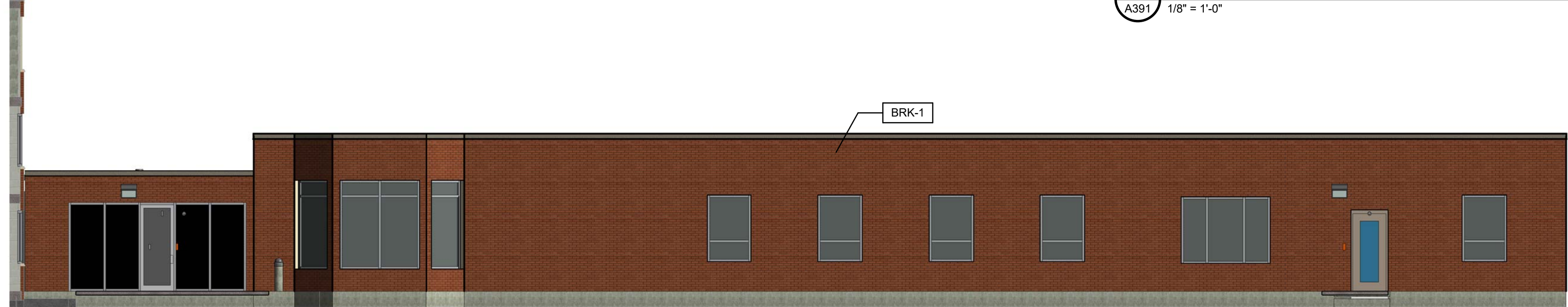
3 COURTYARD NORTH ELEVATION
A391 1/8" = 1'-0"



4 SOUTH EXTERIOR ELEVATION
A391 1/8" = 1'-0"



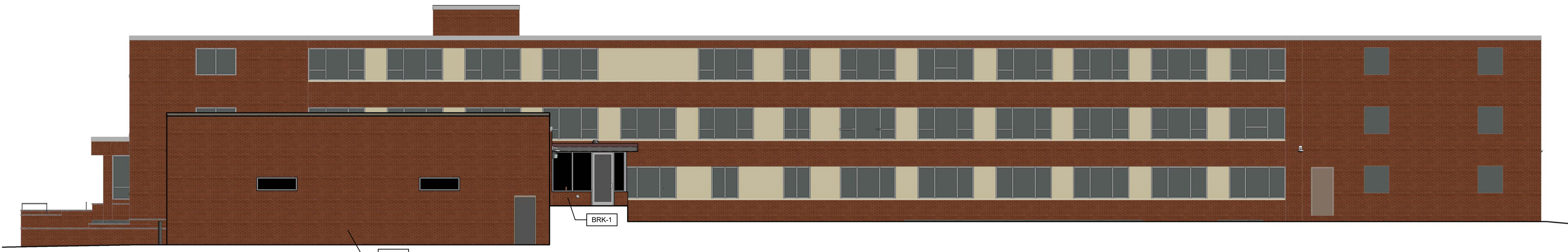
5 WEST EXTERIOR ELEVATION
A391 1/8" = 1'-0"



6 NORTH EXTERIOR ELEVATION
A391 1/8" = 1'-0"



7 NORTH EXTERIOR ELEVATION
A391 1/8" = 1'-0"



8 EAST EXTERIOR ELEVATION
A391 1/8" = 1'-0"

ISSUED FOR PRICING

McMahon provides this drawing as a service to the client. It is not to be used for construction. The client is responsible for obtaining all necessary permits and approvals. The client is responsible for providing all necessary information. The client is responsible for providing all necessary information. The client is responsible for providing all necessary information.

Table with 2 columns: NO., DATE. Row 1: 1, 5/15/2017

Table with 2 columns: NO., DATE. Row 1: 1, 5/15/2017

Table with 2 columns: NO., DATE. Row 1: 1, 5/15/2017

Table with 2 columns: NO., DATE. Row 1: 1, 5/15/2017

Table with 2 columns: NO., DATE. Row 1: 1, 5/15/2017

Table with 2 columns: NO., DATE. Row 1: 1, 5/15/2017

Table with 2 columns: NO., DATE. Row 1: 1, 5/15/2017



PLAN OF OPERATION AND LOCATIONAL INFORMATION

Business Information:

Name of business: HARBOR HOUSE DOMESTIC ABUSE PROGRAMS, INC

Years in operation: 33

Type of proposed establishment (detailed explanation of business):

SHELTER + PROGRAM CENTER FOR VICTIMS OF DOMESTIC VIOLENCE. OPEN + STAFFED 24 HOURS/DAY, 7 DAYS/WEEK

Proposed Hours of Operation:

Day	From	To
Week Day <u>24HRS</u>	<u>8AM</u>	<u>8AM</u>
Friday <u>24HRS</u>	<u>8AM</u>	<u>8AM</u>
Saturday <u>24HRS</u>	<u>8AM</u>	<u>8AM</u>
Sunday <u>24HRS</u>	<u>8AM</u>	<u>8AM</u>

Building Capacity and Area:

Maximum number of persons permitted to occupy the building or tenant space as determined by the International Building Code (IBC) or the International Fire Code (IFC), whichever is more restrictive: 238 persons (TO BE VERIFIED AFTER BUILDING ADDITION + EX BUILDING MODIFICATIONS ARE COMPLETED)
 Gross floor area of the existing building(s):

EX: 39,842 ft²

Gross floor area of the proposed building(s):

TOTAL EX. + PROP. = 50,827 ft²

Identify location, number, capacity and flammable liquid materials stored in storage tanks or containers:

N/A

Describe any potential smoke, odors emanating from the proposed use and plans to control them:

NONE

Describe Any Potential Noise Emanating From the Proposed Use:

Describe the noise levels anticipated from all mechanical equipment:

MINOR NOISE FROM ROOF-MOUNTED A/C UNITS

How will the noise be controlled?

SOUND ATTENUATION PACKAGES ARE TO BE ADDED TO THE A/C UNIT COMPRESSORS.

Outdoor Lighting:

Type: 26 EXIST. : POLE MOUNTED, PEDESTAL + WALL PACKS.

21 PROP: BOLLARDS, WALL PACKS, 1 PLAYGROUND POLE MOUNT.

LOCATIONS VARY THROUGHOUT SITE.

Off-Street Parking:

Number of spaces existing: 84

Number of spaces proposed: 84

Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

NO

Outdoor Uses:

Type, location, size of outdoor storage area(s) of business property, goods, or merchandise not intended for customer viewing or immediate sale:

NONE

Type and height of screening of plantings/fencing/gating for outdoor storage area(s):

NONE

Type, location, size of outdoor display area(s) of merchandise for sale:

NONE

Number of Employees:

Number of existing employees: 36

Number of proposed employees: 41

Number of employees scheduled to work on the largest shift: 25

**Harbor House Domestic Abuse Programs
Building Hope Campaign
Building Addition and Existing Building Improvements/Renovations
Supplemental to City of Appleton Special Use Permit Application**

Contact Information and Agency Summary

Agency Address: 720 W. Fifth Street, Appleton, WI 54914

Agency Contact: Beth Schnorr **Position:** Executive Director

Phone Number: 920-955-9120 **E-mail:** beth.schnorr@harborhousewi.org

Established in 1984, the mission of Harbor House is to offer safety and support to diverse families in crisis, and to lead a community-wide partnership in the awareness and prevention of domestic violence and abuse.

Since its inception, Harbor House has been guided by Six Priorities:

1. **Safety:** Offering security and protection for all who come to Harbor House seeking refuge.
2. **Confidentiality:** Accommodating survivors' needs for privacy while at Harbor House and while coming to and departing from the facility.
3. **Accessibility:** Providing emergency shelter and abuse-related programs and services at a location that is easy to reach and in a facility that complies with all ADA requirements.
4. **Efficiency:** Designing space for maximum productivity, flexibility and cost effectiveness.
5. **Versatility:** Providing survivors, volunteers, and staff members with a setting that is practical and functional for meeting diverse needs.
6. **Hospitality:** Creating a pleasant and welcoming environment that is more like a home than an institution, a place that accommodates a wide range of physical and social needs.

Harbor House services available to area families and the community includes six key programs:

- Shelter Program (a safe place, 24-hour crisis helpline, and emergency transportation)
- Children's Program (individual and group support, advocacy, and education)
- Women's Program (individual and group support, advocacy, and referral)
- Community Education Program (prevention education primarily in K-12 schools, training for professionals and community presentations)
- Domestic Violence Intervention Program (perpetrator assessments, education sessions, and monitoring of treatment programs)
- Volunteer Program (opportunities for ongoing adult and teen involvement)

During 2016, Harbor House served 1,673 individuals. Of that number, 285 women and 308 children resided at Harbor House for a total of 18,258 days of care. This is an 18% increase in shelter residents over 2015. 100% of eligible residents were accepted into shelter and developed a safety plan. 13,166 crisis calls were taken through our 24-hour Helpline – an average of 36 calls per day.

Domestic abuse does not discriminate, it happens in every racial and ethnic community, as well as in every socioeconomic group. The Centers for Disease Control estimate that 1 in 4 women in the US have experienced an abusive relationship. Statistics also show that the level of danger increases for victims of domestic abuse at the time they attempt to leave the relationship. The ultimate act of power and control is domestic violence homicide. In 2016, domestic violence claimed a record breaking 74 lives to domestic violence-related homicides in the state of Wisconsin. The ability of our Shelter Program to respond to growing demands over the years has meant a safe haven for all who seek it, regardless of capacity. The shelter facility is protected by a comprehensive security system with staff on duty

24/7 to take crisis calls and attend to the needs of domestic violence victims. Women who have resided in shelter have said that if Harbor House had not been there, they would have died at the hands of their partner.

Prevention work is equally vital to our mission. Our specialized training for healthcare, law enforcement, clergy and other professionals means more people in our community are able to identify those at risk and provide them with lifesaving resources. In 2016, our Prevention Education Program empowered over 12,000 K – 12 students and teachers with information about healthy relationships, helping to create safer schools.

Building Hope Capital Campaign

This year marks the 33rd year that Harbor House has been serving the Appleton area. Since 1984, Harbor House has supported thousands of women, children and families who don't want the physical and emotional challenges of domestic abuse to compromise their desire for a fulfilling life. We are proud of our work in the community, but there is more to be done and the need continues to grow. Our current facility is showing its age and we often have more people than beds. Over the last four years, out of 1,825 program days available, we average 900+ days a year of lost program room availability because we must accommodate the women and children who come to Harbor House in need of safe shelter. In 2016, Harbor House served 593 women and children in our Shelter Program (our highest number in 5 years) and an additional 1,080 outside clients who utilized our advocacy services and support groups.

Currently our 55 beds are distributed among 13 rooms that are shared by residents. The women who come to Harbor House are often reeling from a crisis. Their lives feel completely out of control. When they courageously walk through the doors of Harbor House, they are taking giant steps towards regaining control. We need to ensure that the environment they enter here feels safe, and that they have some control over their living space while they make their home here.

When the demand for shelter exceeds our capacity, programming space is converted to additional bedrooms. The intermittent loss of programming space disrupts our ability to provide a consistent level of service and trauma informed care to the majority of clients that we serve throughout the year who never spend a night in shelter. Our complete Case Materials have been submitted separately. These materials detail our expansion plans and how the additions and renovations will increase Harbor House's capacity to better serve survivors of domestic abuse with dignity by offering space that delivers safety, stability, meaningful access to resources and social connectedness. Some highlights of our Building Hope Campaign include:

BUILDING ADDITIONS-ADVOCACY CENTER:

- Capacity increase to 68 beds in 32 private bedrooms, guaranteeing privacy and healing space for each woman and family in shelter
- Family kitchen.
- Great room and large training room.
- Small group gathering areas for wellness programming.
- Outdoor spaces (pets, children, quiet, walking trail, courtyard).
- Separate animal-friendly spaces to accommodate pets.
- Advocacy Center, including office and meeting space for Harbor House Staff, and collaborative work space for Community Partners.

EXISTING BUILDING IMPROVEMENTS/RENOVATIONS:

- Create more secure and private entryways
- Make vacant space on first floor more accessible for outside clients and residents seeking advocacy services
- Enhance technology (entry/exit card readers, WIFI, hardware)
- Existing bedrooms, teen space, kitchen, playroom, laundry, offices on residential floors
- Facility upgrades and repairs as needed (HVAC, windows)

Outcomes

Our principal vision for the next 3 - 5 years is to increase capacity to ensure that all women and families have a private room to seek safety and support during their time of greatest need. We want to improve our ability to provide trauma informed services, helping survivors rebuild a sense of control and empowerment. Finally, we want to enhance our ability to provide collaborative services and innovative programs aimed at early intervention and prevention through dedicated space for programming and enhancing supporting technology.

Projected Results:

- 1. Victims of domestic violence seeking help through Harbor House will have access to safe and emergency shelter.**
 - a. 100% of eligible residents are accepted into shelter regardless of census.

- 2. Women participating in the Women's Program will have an enhanced sense of well-being.**
 - a. 90% will report increased knowledge of how domestic violence affects their lives as a result of receiving services.
 - b. 95% will report increased knowledge of coping skills as a result of receiving services
 - c. 90% will report an improved sense of self-worth as a result of receiving services
 - d. 90% will report feeling more confident about their decision-making as a result of receiving services
 - e. 90% will report they can do more on their own as a result of receiving services

- 3. Children using the Children's Program will have an enhanced sense of well-being.**
 - a. 85% will show an increased knowledge of domestic violence.
 - b. 85% will demonstrate increased knowledge of healthy coping skills as a result of receiving services.
 - c. 85% of moms will report enhanced communication skills between parent and child.

- 4. Domestic violence survivors will secure sustainable employment (at a minimum of \$1,200/month).**
 - a. 50% of survivors participating in the Economic Advocacy Program will secure permanent employment of at least \$1,200 per month.
 - b. 50% of survivors who secure permanent employment will maintain employment for at least 6 months.
 - c. 25% of those who secure employment will also secure benefits.

Project Budget

Our Building Hope Campaign goal is \$4,000,000. Our Board of Directors and Capital Campaign Cabinet are currently working with our team of architects and engineers at McMahon Associates to create a detailed project budget. Current estimates allocate \$1,120,000 to the addition of the Advocacy Center and \$2,880,000 to the remodel.

Project Timeline

July 28:	100% Construction Drawings
June – August:	City Review/Approval Process: Site Plan, Certified Survey Map, Rezoning, etc.
August:	Plan Review/Bidding
September:	Construction Starts: Advocacy Center Building Addition and Playground, with Ex. Building Remodeling to Follow
Completion:	Fall, 2018

Current Progress to Goal

Our Building Hope Capital Campaign goal is \$4,000,000. We are currently in the “quiet phase” of our capital

campaign and anticipate launching the community phase in fall of 2017. We anticipate reaching our \$4 million fundraising goal by the end of 2017.

100% of our Board of Directors and Capital Campaign Leadership Cabinet have submitted their pledges in support of the campaign. As of June 12, 2017 we have secured 82% of our goal in cash pledge.

McMahon Associates and Boldt Construction are providing services in kind.

Conclusion

Since it's inception, Harbor House has been guided by Six Priorities. Adequate facilities are a critical component to leading a coordinated response against domestic violence and abuse, and fulfilling the Six Priorities. The Building Hope Campaign helps Harbor House meet these priorities as their need and range of services expands.