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Black Hills Lutheran School Association, Inc.

General Description:

Black Hills Lutheran School Association, Inc., BHLS, is proposing to initiate a Christian Middle School in the Our Redeemer Lutheran Church, ORLC, facility located at 910 Wood Ave. Opening of the school is schedule for September, 2011.

BHLS will lease the south section of the facility currently unused by ORLC. Other areas of the facility such as the sanctuary, multi purpose area and parking may be utilized by BHLS periodically when not used by ORLC. ORLC's use of the north section (sanctuary and multi purpose area) of the facility will not change from its current use.

Use Phase I – BHLS will initiate a sixth grade education program of 10 – 20 students in the fall of 2011. Staff to consist of one instructor and one part time administrator/instructor.

Use Phase II – BHLS will add a seventh grade education program of 10 – 20 students in the fall of 2012 for a total of 30-40 students. Staff to consist of two instructors and one part time administrator/instructor and one part time office staff.

Use Phase III – BHLS will add an eighth grade education program of 10 – 20 students in the fall of 2013 for a total of 45 – 60 students. Enrollment will be limited to 60 students. Staff to consist of three instructors, one administrator/instructor and one office staff.

BHLS proposes to remodel the south section in three phases.

Construction Phase I – Complete to accommodate school opening September 1, 2011 with final construction to be completed by December 31, 2011. Phase I will remove 2 walls (rooms 3 & 4), open 3 walkways and refurbish floors, walls and ceilings of all rooms (except room 7), entry way, adjacent hall ways and shingle the roof. See attached phase I drawing.

Construction Phase II, Complete to accommodate school opening September 1, 2012 with final construction to be completed by December 31, 2012. Phase II will enlarge and refurbish the floor, walls and ceiling of room 7, relocate one hallway door and construct two rest rooms. See attached phase II drawing.

Construction Phase III, to be completed in 3-5 years, will remodel the lower level and separate the utilities so that ORLC and BHLS will be metered separately for electric, gas and water.

BHLS will not utilize the lower level other than to facilitate construction of the upper level (e.g. connection of utilities) during phases I & II.

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Facility usage by ORLC (north section) will not change from current usage:

Sunday – 8:00 am to 11:00 am---Worship services, Sunday school and adult bible study classes.

Wednesday evening – Adult education classes and choir practices; during the Lenten and Advent season’s evening worship services.

Saturday mornings – Ladies Circle meetings, (once a month).

Other uses – Church council and other board meetings, several evenings a month. Occasional use of the multi purpose area may be, a congregational rummage sale, wedding reception, mission festival dinner, etc. The youth group may use from time to time. No usage of the sanctuary area and the multi purpose area, located on the far north end of the building, to run concurrently.

No day school use or day care usage.

Facility usage by BHLS (south section):

Monday through Friday, 6:00am to 6:00pm---educational instruction. Occasional evening uses for school related activities, e.g. parent-teacher conferences, staff meetings, school board meetings, etc.

BHLS will not schedule activities on Wednesday evenings during ORLC’s Lent and Advent seasons.

Lunches:

Lunches for administrators, instructors and students will not be prepared on site. Each will have the choice of bringing a sack lunch or partaking in a lunch prepared by a caterer off site and brought in for consumption.

Restrooms:

Year 1 – Use the existing restroom near classroom #5 as a unisex restroom or ORLC men’s and women’s restrooms. Restroom near the Waiting Room/Lounge, room #2, will be reserved for BHLS staff and visitors (see Phase I drawing).

Year 2 – Men’s and women’s restroom will be constructed adjacent to the Office, room # 1 and Waiting Room/Lounge, room #2 (see phase II drawing).

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On site parking:

There are 30 regular plus 2 handicap parking spaces in the parking lot on the corner of Wood Ave and Van Buren St. The 10 spaces nearest Van Buren St and the handicap spaces near the school building will be reserved for BHLS staff and visitors during BHLS sponsored activities. BHLS will not utilize the street parking spaces in the public right of way along Wood Ave.

BHLS will utilize two parking spaces for an administrator and instructors the first year (2011-2012). A third parking space may be needed the second year (2012-2013) for an additional instructor. Two additional parking spaces may be needed for an instructor and secretarial support beginning the third year (2013-2012) for a total of five parking spaces. The remaining five spaces will be reserved for visitors.

Usage outside of the Monday through Friday, 6:00am to 6:00pm will be coordinated with ORLC to insure sufficient parking is available at all times. Should ORLC require usage of parking spaces utilized by BHLS Monday through Fridays between 6:00am and 6:00pm, e.g. funerals, BHLS will adjust the school schedule to avert arrival, departure and parking congestion.

Vehicle Circulation:

Vehicles will enter the south parking lot via the alley from Van Buren Street and will circulate out of the parking lot onto Wood Ave (see attached drawing).

Signage:

BHLS will attach signage to the outside of the facilities with similar appearance as existing ORLC signage (see attached photos).

“Black Hills Lutheran Middle School” will be attached on the west side of the south section (see attached photos and sign description).

A sign with school logo, phone number and address will be attached to the right hand side of the school entrance on the west side of south section (see attached photo and sign description).

A sign with school logo and school name “Black Hills Lutheran Middle School” will be attached to the south side of the building to the left of the south entrance (see attached photo and sign description).

Variable messages may be posted on the ORLC marquee periodically (see attached photo).

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