



December 29, 2010

Re: Terra Sancta Spiritual Life Center and Elementary School
Conditional Use Permit for Expanded Guest Capacity

To Mr. Jim Flaaen

The Diocese of Rapid City and the Rapid City Catholic School System have been progressing with the construction phase of the Terra Sancta project that was previously approved as a Conditional Use Permit by the Rapid City Planning Commission in September of 2010. At the time of approval, it was determined that portions of the existing facility would be set aside for future occupancies. The current CUP currently includes provisions for 13,000 square feet / 24 guest suites designed to accommodate 48-96 retreatants.

At this time the Owner has directed ARC International to request an amendment to the original approved CUP to accommodate additional monastic style guest rooms. These additional spaces would expand the area in the existing structure for the Spiritual Life Center by 7,000sf for a maximum of 35 single guest rooms. The additional use would be accommodated in the existing Benedictine Sister's convent housing area of the facility. This expansion of guest space will have minimal impact on the existing building and will require few remodeling or physical changes.

Items included in this Conditional Use Permit Revision include:

1. Traffic Report

- a. This item has been prepared and revised by Olsson Associates and shows the accommodation for the slight increasing the Spiritual Life Center traffic.

2. Parking Requirements

- a. The approved Conditional User Permit includes 24 spaces for the existing guest suites which equates, on average, to 1 parking space to 2 retreatants. The monastic style housing area for the additional use is somewhat atypical for residential facilities in regards to determining parking. We propose to provide Parking at a rate of 1 parking space for every 1.5 retreatants in the expansion area which equals 23.3 for the maximum of 35 additional retreatants. The intention of the design is to provide a total of 29 parking spaces which would provide for the 23 required + an additional 6 spaces for use as desired by the Owner.

3. *Parking Provided*

- a. We have added a parking lot to the South side of the facility. The parking lot is intended to be built in phases as necessary for the demand of the occupancies. The initial phase will accommodate 29 parking spaces to meet the requirements outlined above. Four of the spaces will be handicapped accessible with one meeting van accessible requirements.

4. *Landscape Requirements*

- a. There is no intention to change the landscaping requirements from what has been provided for in the previously approved Conditional Use Permit.

Please let me know if you should require any additional information.

Sincerely,

Kelli Trebil, Project Manager
ARC INTERNATIONAL, Inc.

Attached: Application
 Application Fee
 CUP Drawings
 Traffic Study Amendment