



February 4, 2025

Project Narrative

Project: Mt Calvary Lutheran Church Addition
N8728 S Coop Road
Menasha, WI 54952

Mt Calvary Lutheran Church is requesting site plan review and approval for a new worship space building addition to their existing Shepherd of the Valley Lutheran School & Mt Calvary Lutheran Church facility located at N8728 S Coop Road in the Village of Harrison. The church has currently been providing worship services in the school gym. The property is zoned AG and the proposed project is a permitted use.

The proposed addition is proposed to the west of the existing building and is approximately 5,326 square feet. The addition will include a new worship space with narthex, (2) restrooms, office, parent's room and a vestibule to the new space. Building materials for the new building can be seen in the included elevations and will be comprised of split face masonry and Board and Batten siding in colors to match the existing building. In addition to the building addition, a new internal drive is proposed to the south of the addition to allow for drop off and pick up at the new vestibule. A new internal connector sidewalk is also proposed. New exterior lighting will be provided within the soffit around the perimeter of the building addition as well as steeple lighting. Additional landscaping will also be added to the site along the north property line to further screen the proposed building addition to the north. Total area of disturbance is 0.56 acres.

Stormwater from the current facility and proposed addition will drain to an existing dry pond on site that is located south of the existing parking lot. Sanitary sewer service and water service will continue to connect to existing mains within S Coop Road, with alterations to the existing service lines proposed to accommodate the proposed addition.

There is an alternate to deduct the proposed driveway from the project. There is also an alternate to add a 6" domestic water and fire service to the building and provide a site hydrant.

The sanctuary worship space will accommodate up to 239 occupants. Total number of employees, including both school and church is 7 full time and 4 part time. Hours of operation are Monday through Friday 8 AM – 4 PM and Sunday from 9 AM – 11 AM. Sanctuary or narthex or existing school or existing gym will not be used simultaneously. Total parking provided within the southern parking lot is 88 spaces, 4 of which are handicap accessible, which complies with the village required parking of 40 spaces for the 239 person occupancy within the proposed sanctuary.