

# Building Projects and Renovations Team FCC Vision Project

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		Preliminary Proposals	Estimated Minimum Time to Implement	Estimated Costs/Location
1	\$	Capital Fund	1 year (next fiscal)	\$0
2	🎵 \$	Community Music Space	2-3 months	\$50-\$500 outreach
3	🪑🍲 \$	Generate Rental Income	3-4 months	\$50-\$500 outreach \$TBD Kitchen
4	♿🔒	Improved Accessibility and Security	1-2 years security 1 year lift & closet	\$35,000 Security \$40-\$50,000 Lift \$10,000 Cake Room
5	🎵🏰	FCC Music Home Base	1 year	\$20-\$25,000 Stone Room
6	🎵🏰	Support Worship Life	1-5 years	\$20-\$30,000 Sanctuary \$30-\$150,000 Organ console \$15-\$20,000 Chapel \$20-\$25,000 Stone Room \$40-\$60,000 Dining Room/Stage
7	🏰	Narthex/Front Door Entrance	1-3 years	\$40-\$60,000 Narthex
8	🚻	Public Bathrooms	1 year	\$3-\$5,000 / year
9	🏠	Housing at First Church	3-5 years	\$200,000 church investment \$10-\$13 million other funds

## Priority Assessment

<p><b>High impact - low resources</b> <i>Meeting broadest goals, low cost</i></p> <p>1, 2, 3</p>	<p><b>High impact - high resources</b> <i>Meeting broadest goals - high cost</i></p> <p>4, 6, 9</p>
<p><b>Low impact - low resources</b> <i>Not as big a change, low cost</i></p>	<p><b>Low impact - low resources</b> <i>Not as big a change, high cost</i></p> <p>5, 8</p>

## Trending Vision Goals

Reaching Out

Welcoming in with programming

Growth in family membership

Diversity

Building renovation

Building Use

Growth in membership

# 1. Capital Fund

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*Develop and implement a comprehensive Capital Plan as well as appropriate ways to fund it. This would encompass small & medium capital projects as well as large capital projects that may emerge from the Visioning process as well as in the future.*

## Research & Findings

### Issues/Drivers:

- There is currently no comprehensive capital plan for the church.
- Projects today are funded from the Possibility Shop, operational budget, and/or special I&T transfers if authorized by Trustees.
- There is no long-range plan as to what capital needs will be one, two, five, or ten years in the future and their estimated costs.
- There is no organized, planned, steady funding to keep up with capital needs and deferred maintenance.
- As a result, there is a backlog of projects, including deferred maintenance.
- The current model is not sustainable.

### Benefits:

- Implementing a comprehensive capital plan would put less strain on the operational budget and I&T resources.
- It would result in a steadier, smoother, more predictable flow of funds among I&T, Possibility Shop, operational budget, and/or other resources to fund the capital plan.
- There would be less deferred maintenance.

## Proposal

- Develop and implement a comprehensive Capital Plan as well as ways to fund it.
- This would include a list of all proposed projects and maintenance needs looking out on a one- to ten-year planning horizon. The list would include estimated costs and estimated timeframes for when each project or maintenance activity should be done.
- Establish a capital fund, separate from the operational budget, out of which these projects would be funded.
- Develop funding sources.
  - These would include annual sources of income including but not limited to potential transfers from the operational budget, Possibility Shop, and I&T. These annual sources of income would fund small- and medium-sized projects.
  - Funding sources could also include contributions from RMH funds and once-every-several-years capital campaigns when needed for large capital projects.

## Costs

- Project cost depends on the sum of capital projects and maintenance requirements over the next 10 years (and on a rolling 10-year planning horizon thereafter).

- Another way of looking at it is the “cost” to put a capital plan in place is essentially \$0. It involves planning the projects list, the schedule, and project costs and establishing a capital fund and funding sources to sustain the project work.

### **Time Frame**

- A capital plan can be fleshed out during 2023, with plans to have funding sources start contributing into the plan for fiscal 2024, starting January 1st.
- The plan would include a list of all proposed projects and maintenance needs looking out on a one- to ten-year planning horizon. The list would include estimated costs and estimated timeframes for when each project or maintenance activity should be done.
- Once established, the capital plan would continue on an ongoing basis, with the list and schedule for projects being updated annually and funding sources reviewed annually as well (so that funds can be augmented if/as needed by special activities such as capital campaigns).

### **Vision Goals Targeted**

The vision goals of this project is to support all other Visioning and non-Visioning projects that involve capital projects in a way that allows projects to be implemented in a more timely, predictable, and cost-effective manner. Funding for capital projects and major maintenance needs will be easier to obtain and plan for as a result of having a capital plan in place.

- Building renovation

### **Total Project Cost**

- Total project cost depends on the sum of capital projects and maintenance requirements over the next 10 years (and on a rolling 10-year planning horizon thereafter).
- Another way of looking at it is the “cost” to put a capital plan in place is essentially \$0. It involves planning the project list, the schedule, and project costs and establishing a capital fund and funding sources to sustain the project work.

## 2. Community Music Space: Private Lessons, Rehearsals, and Performances

### Original Proposal: “Church Sponsored Space for Music”

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*Offer private lesson and performance spaces to local musicians and music teachers in our community.*

#### Research

- Conversation with Kathleen Kono, former youth choir director and current youth music instructor:
  - Elley Long Music Center, non-profit comparable
    - Rehearsal room rental: \$25/staff, \$50/gen public per hour
    - Performance prep, run, disband time estimate 3 hours - totaled at \$230 - again a staff rate but probably on 20% off this time.
    - They charge different prices depending on 1. Rehearsal or performance. 2. Staff/teacher 3. If you are going to use the piano/stands, reception, etc.
    - Interest form on their website, property manager manages questions and contracts.
    - They typically rent out to many music groups (VSO, most of the community orchestras, some folk/fiddle groups, some business retreats and private teacher recitals).
  - UVM Recital Hall
    - “Ridiculously expensive”, typically over \$1,000
- In the past we have rented to Very Merry Theater and Mozart Festival, Discover Jazz Festival and First Night Burlington, various piano recitals.
- UU church has hosted some nationally-known big-ticket artists in the last decade (Fred Armisen - comedian, Guster - rock band).
- Other houses of worship such as College Street Congregational and the Cathedral Arts at Saint Paul’s have sponsored concerts, lunch hours.
- UVM Music School has small practice rooms for students and faculty.

#### Proposal

- We see potential in smaller rooms in the church to host lessons and practice space that could then lead to recitals in the larger spaces. We propose to increase outreach to promote this use, directed to local school music, dance and theater programs, arts organizations, performing art organizations, professional musicians who teach, etc. As we get more people into the space we can reasonably anticipate increased interest in membership, particularly with families of children in music.

#### Resources

- Human resources are necessary to continue to administer and manage agreements. [Generate Rental Income Proposal](#) outlines this in more detail.
- Amy Shortt and Caroline Catlin for ensuring proper vetting of candidates and coordination with other rentals.
- Security costs could likely increase relative to increased activity. Related security expenses are addressed in the [Improve Accessibility and Security Proposal](#).
- Outreach time is required to compose and distribute information to appropriate audiences and potential partners. This can be administrative or volunteer-led.

**Costs**

- Outreach costs could require \$50-\$500 for printing, mailing, and/or print/online advertising.

**Timeframe**

- 2-3 months to examine current arrangements, create new or modify existing contracts, and create additional outreach.

**Vision Goals Targeted**

- Reaching Out
- Building Use
- Welcoming in with programming
- Growth in membership
- Growth in family membership

### 3. Generate Rental Income

#### Original Proposal: “Building Reconfiguration to Build Income”

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*How might the building be configured so that it generates enough to pay for maintenance, capital improvements, including an employee to manage all the aspects of the building and property?*

#### Research & Findings

- **Donated space use:**
  - JUMP
  - Small Potatoes (we cover the space and security fee for Small Potatoes)
- **2023 recurring rentals:**
  - Lumunos - \$450/month
  - New Alpha - \$440/month
  - Hailey Lemouix (1 parking space month-to-month rental) - \$75/month
  - Community Health Centers of Burlington (3 parking spaces through 6/30/23) - \$225/month
  - AA storage space - \$60/quarter
  - White Cloud Arts Tai Chi (Monday evenings through June 26<sup>th</sup>, potential for renewal) - \$70 per class
  - AA (Wednesday evening meeting) - \$90/month (the rental fee is covered by Outreach, AA only covers the security fee)
- **One-Time confirmed rentals for 2023:**
  - Street Dog Coalition: \$90 (Outreach is covering Dining Room rental fee)
  - Vermont Traditions Camp: \$2660
  - Very Merry Theater: \$900
- **Rental Process:**
  - Any interested individual or group is directed to our website to complete the rental inquiry form a minimum of 2 weeks before the requested date.
  - From there Caroline will either: contact the individual/group for additional information, send the information to Elissa, or share with the **Building & Grounds** team. If a group is unable to pay the rental and security fees their inquiry may be passed to the **Outreach** or **Deacons** Team to see if there is a possibility for further discount.
  - Caroline confirms all the necessary information and then passes the information along to the correct groups. She acts as a bridge between the potential renter and the deciding groups (and Elissa).
- We provide discounts for nonprofits and recurring rentals.
- Building & Grounds reviewed the rental fees last year and they were approved by the **Board of Trustees**.
- Commercial kitchen upgrades had been discussed for specific deficiencies. There has been significant interest in this specific space.

## Proposal

- Upgrade the kitchen to meet commercial kitchen standards for future rental use.
- Better organize, document, and streamline the rental process. Provide office manager additional training and documentation that clearly explains our rental process, the required information, fees, a sample agreement form, which groups should receive rental inquiries.
- Explore key underserved community needs and map a plan for further outreach and accommodation.
- If action is taken on the [Church Sponsored Space for Music Proposal](#), we can create additional revenue from music practice and performance rentals.
- Create a schedule of regular review of vetting criteria, progress, implement and socialize changes as necessary. The more our congregation knows about this process the better outreach we can provide to our community.

## Resources

- Human resources are necessary to continue to administer and manage agreements. Increase of use will require an increase in dedicated time allocated to this management. Current agreement resources exist from which we can use right away or modify to accommodate strategic growth.
- Security costs could likely increase relative to increased activity. Related security expenses are addressed in the [Improve Accessibility and Security Proposal](#).
- Outreach time is required to compose and distribute information to appropriate audiences and potential partners. This can be administrative or volunteer-led.
- Scheduling software enhancements could be needed to reduce admin time.

## Cost

- Outreach costs could require \$50-\$500 for printing, mailing, and/or print/online advertising.
- TBD: Additional kitchen/infrastructure upgrades for water heating, etc, to meet health codes for commercial kitchens.

## Timeframe

- Recommend a dependency with the [Improve Accessibility and Security Proposal](#) implementation.
- 2-3 months to examine current arrangements, create new or modify existing contracts, and create additional outreach.

## Vision Goals Targeted

- Reaching Out
- Diversity
- Building Use
- Welcoming in with programming
- Building renovation
- Growth in membership

## Measure of Success

- Increase number of rental agreements for longer terms
- Increased foot traffic coming into the campus
- Net-neutral revenue (any incurred costs are covered by rental revenue)

## 4. Improve Accessibility and Security

### Original Proposal: “Opening up the Building”

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*Making modifications to allow the building to be more fully used by ourselves and the community.*

1. *Security system changes from door alarms to full camera coverage and electronic door controls*
2. *Allow for more revenue from parking with kiosk/ParkMobile app access for specified times.*
3. *Add a lift to allow ADA access to the 2nd floor of Ed Wing for JUMP use.*
4. *Create ADA access to the Memorial Garden and sanctuary so that the pulpit is accessible and better suited to the choir or other groups of performers are elevated for better viewing.*

### Research & Findings

- Security systems changes
  - Interview with Doug Viehman: Lyric Theater utilizes a keypad system that allows for individual access to 6 doors. Each person with access has a dedicated keypad number to track access. System is complicated and requires dedicated admin.
  - Ann met with [Ed Hub Proposal](#): They are exploring increased community use of dedicated spaces and are also exploring how a keypad access could allow for more secure dedicated access to specific community partners. They are also considering accessibility in terms of internet access and video conferencing for dedicated spaces within the church.
- Parking changes:
  - Did not research the full proposal recommendation. Deemed low priority.
  - Difficult to determine return on investment with no firm schedule.
  - Would we need to sync to the City of Burlington/ParkMobile system.
- ADA access to 2nd floor Ed Wing was explored in 2014 as part of a larger list of projects and new ideas for Ed Wing design.
  - JUMP is currently undergoing a strategic planning process while reconsidering their needs specific to the church.
- ADA access to the Memorial Garden project is complete.
- Ann has provided a sketch that reimagines the sanctuary space for in the [Support Our Worship Life](#) proposal.

### Proposal

1. Replace existing door alarm system with new system that allows keypad access to multiple interior rooms and exterior doors for designated use with community partners and public events.
2. Design, purchase and install a lift that allows accessible access from Cake Room to 2nd floor Ed Wing. Relocate some bell choir storage, renovate the existing closet near where the choir robes are at the bottom of stairs to Cake Room.

### Resources

- Dedicated human resources needed to manage administration of a new keypad security system’s dedicated assigned users (including outside community partners).

### Cost

1. Security System (comparable estimate to Lyric system): \$35,000 for 6-door keypad system, includes dedicated laptop for administration. Does not include the additional staff hours.
2. 2nd Floor Lift Design, Permitting, Engineering, Hardware and Installation: \$40-\$50,000  
Closet renovation: \$10,000

**Timeframe**

1. New security system planning, installation: 1-2 years
2. 2nd floor Lift planning, installation: 9 months - 1 year

**Vision Goals Targeted**

- Diversity
- Building Use
- Building renovation

**Measure of Success**

- Increased access, increased function of lesser-used spaces, and tighter measures around security.

SEE SKETCH TO BE SUBMITTED BY ANN VIVIAN

## 5. FCCB Music Program Home Base

### Original Proposal: “Music Space”

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*Designate a permanent space for our FCCB music program including music and instrument storage and rehearsal space.*

#### Research & Findings

- Music is a core element of our worship experience. The music program currently includes Sanctuary, youth, children, and bell choirs, and instrumentalists.
- Rehearsal space(s), robes and worship prep space(s), music folders, instrument and music stand storage, music library, are all located in different places and floor levels (some not accessible).
- Organ and piano share leadership in our worship and are currently played by the same staff member who also directs choir. Piano is located on the main floor at the front of Sanctuary, while the organ console is in the balcony at the rear.

#### Proposal

- Develop/modify a space within the building with good acoustic properties on an accessible level to become home base for choirs to rehearse, prepare for worship, and store their material. Candidate spaces to be investigated are the **Dining** and **Chapel/Stone Rooms**. The ideal rehearsal space would include: a quality piano, counter space to lay out music, seating, quality acoustic and lighting.
- Supporting space within or adjacent to rehearsal space(s) would include: robe hanging space with mirror and space for multiple people to robe, folder storage, instrument and stand storage, and music library storage in the same vicinity. (\*Note: Bell choir has recently developed built-in cabinets for bell & table storage in the rear Sanctuary balcony where they also play for worship. Perhaps their robes, music, and rest of their supporting equipment currently stored in Cake Room closets could be relocated to the same area as they rehearse in.)
- Plan for addition of a second/remote organ console located on the main Sanctuary floor in the vicinity of the piano.
- Modify seating in Sanctuary as described under the [Support Worship Life Proposal](#).
- Develop and designate storage for music stands in the vicinity of the front of Sanctuary.

#### Resources

- Amy Shortt, Dir of Music

#### Cost

- Space redesign and storage: \$20-\$25,000 (45 x \$500/lin ft of cabinetry)
- Organ console: TBD

#### Timeframe

- Within 1 year.

#### Vision Goals Targeted

- Building Use
- Building renovation

#### Measure of Success

- Participant and leader energy focused on Music Program; expanded possibilities and participation.

## 6. Support Worship Life (*Sanctuary, Chapel, Dining Room, Stone Room*)

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*Sanctuary modifications to facilitate worship planning and provide varied worship experience.*

### Research & Findings

#### *Sanctuary*

- Front of the Sanctuary, and particularly cross, pulpit, table, and font together are the liturgical focus of the room; the organ screen, columns, tablets, and chancel trims and shapes bring elements of exterior temple-like design to the interior and add emphasis to area of liturgical focus.
- Front of Sanctuary is cramped and does not facilitate a variety of worship experiences or accommodate flexible arrangements of musicians or instruments.
- Elevated pulpit height allows people to see speakers from all parts of the room, and continues to work well for media (camera angles & projection). The pulpit level is not accessible for the mobility impaired; very difficult to achieve accessibility. The pulpit is movable and removable with effort. Focus in worship service currently moves during service to different areas. (eg: near font, at table in front of the pulpit, in center aisle, etc)
- Worship music is currently led by organ or piano. The organ console is located in the rear balcony with the main organ sound coming from nearby pipes. Smaller organ sound comes from pipes above the chancel. Piano is located on the south side of the front area and compromises movement from south aisle to front center, and from center and south aisles to the required emergency exit to Buell Street.
- Choir currently usually sits in front pews under the south balcony; pews are cramped; most of the choir cannot see projected images; lower balcony ceiling traps some of the vocal sound.
- The hearing assistance system is out of date, of poor quality and cumbersome to use.
- Front pews under balconies and in front of the knee wall on the south have become cluttered storage for extra hymnals & Bibles, collection plates, music stands, drums, etc.
- There is a rocking chair available at the rear of the pews, but there is no defined area welcoming to families with children.

#### *Chapel*

- A flexible and more intimate worship space; currently not used often for worship, but used for fellowship, meetings, receptions, small memorial service, choir rehearsal, music recitals, and music practice.
- Inadequate storage for tables and chairs results in visual clutter and a lack of care.
- Carpet dulls acoustics; lighting is inadequate for some uses.
- Not set up for media use.

#### *Stone Room*

- Remaining part of former church parlor; with large fireplace and access to pantry kitchen.
- Has a large piano and is used for children's choir rehearsal on Sundays, and very occasionally for small group worship and funeral reception support.
- This space when last modified was envisioned as a medium size meeting space, but never appointed for that use.
- For a room of its size there are many doors.

### *Dining Room*

- Flexible space with raised stage area and balcony; currently used for a variety of uses including larger meetings and fellowship; formerly used by the JUMP program to meet with and serve clients on some weekdays.

## **Proposal**

### *Sanctuary*

- Modify the area in front of Sanctuary for better function with a design that respects the original architecture and maintains the area as the focus of the room. (See sketch)
- Transform lowest curved riser in front of pulpit to removable risers; provide built-in storage for risers under chancel below pulpit.
- Modify/rotate 6 or 7 front pews on south and north under balconies to face the center aisle to provide more easily accessed seating, better choir support of congregational singing. Possibly create storage space below newly relocated pews along the wall.
- Remove front 1 or 2 pews in front of each of the remaining pew sections to create larger and more flexible space. Keep traditional stepped relationship of pew areas to each other and reinstall knee wall in front of relocated pews.
- Install new hardwood flooring at the front of Sanctuary.
- Install hearing loop for Sanctuary.
- Engage acoustics consultant to analyze natural room acoustics of Sanctuary and recommend other improvements.
- Remove the last 4 or 5 pews, and replace carpet under south balcony and furnish as welcoming comfortable family area; perhaps leave pew against wall and create storage under it.
- Consider eliminating under-narthex restrooms, and develop built-in storage below north stair landing. Basement access remains under south landing.

### *Chapel*

- Study natural acoustic properties; replace flooring as recommended.
- Install media equipment and controls; possibly install hearing loop.
- Study and improve lighting and/or lighting control.
- Re-home extraneous furniture, floor and table lamps, etc.
- Create intentional, functional, and unified interior aesthetic.
- Provide adequate out-of-sight storage for tables and chairs.
- Add mechanical ventilation to provide adequate air change.
- Modify window treatment for adequate control of sunlight in summer and of daylight year-round in support of media.

### *Stone Room*

- Improve lighting & lighting control.
- Possibly install a suspended acoustic ceiling to improve acoustic and support enhanced lighting.
- Study likely uses and creates a supporting intentional, functional, and unified interior aesthetic.
- Given proximity to Chapel and main floor location, this space may be a candidate for the proposed Music Home Base, and still accommodate circulation through it.

### *Dining Room*

- Improve lighting & lighting control.
- Install media equipment and control area; possibly install hearing loop.
- Study natural acoustic properties.
- Install suspended acoustic ceiling to conceal piping and support enhanced lighting.

- Add mechanical ventilation to provide adequate air change.
- Provide adequate storage for tables and chairs, probably in new storage areas at floor level on each side of stage. *(See sketch)*
- Improve aesthetics and function of the stage (new curtain, upstage synch, stage lighting).
- Modify window treatment for adequate control of sunlight in summer and daylight year-round in support of media.
- Enclose, remove seating, and develop balcony area for media control area and storage.

### Resources

- Coordination and staging with Rev Johnk, Amy Shortt

### Cost

- \$20-\$30,000 sanctuary
- \$30-\$150,000 moving existing organ console to adding new console
- \$15-\$20,000 Chapel chair storage, media, connectivity upgrade, lighting control upgrade
- \$20-\$25,000 Stone Room cabinetry (*Music Home Base proposal*)
- \$40-\$55,000 Dining Room/Stage
- \$5,000 Dining Room Media *to be confirmed*

### Funds

- \$17,000 existing dedicated funds for organ console
- \$250,000 existing dedicated funds for organ tuning and maintenance

### Timeframe

- 1-3 years. All at once or gradually in phases. Sanctuary is the first priority. Chapel and Dining Room scope will need to be coordinated with other Visions Proposals (eg: *Generating Rental Income*, and *Music Home Base*).

### Vision Goals Targeted

- Diversity
- Building Use
- Welcoming in with programming
- Building renovation
- Growth in family membership

### Measure of Success

- Enriched worship experiences, more welcoming, more flexible, more attractive to rentals, quality update for current uses and users while respecting traditional aesthetic.

SEE SKETCH TO BE SUBMITTED BY ANN VIVIAN

## 7. Narthex/Front Door Entrance

### Original Proposals: “New Signage/Welcome Opportunities”, “Sanctuary Entrance”, “Front Door (Sanctuary)”

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#### Combination of 3 proposals

1. *To establish a more creative and inviting welcome to FCCB to passers by in the community. Advertise that we're who we think we are.*
2. *Make our church more inviting to passersby and possible visitors by replacing the existing front doors with new doors and an efficient vestibule.*
3. *Add more glass to our front door to be more open, inviting & welcoming to the community....to be able to see what's going on inside and outside...to be less of a visual barrier...to make it easier to operate and use.*

#### Research & Findings

- This grand monumental front door is an important element of the face we present to the community as it has been since Sanctuary construction in 1846.
- The heavy door and its granite threshold are failing and need replacement. Doors are delaminating and sagging which make closing and securing very difficult; granite sill has been significantly damaged by salt.
- Current condition allows a lot of cold air infiltration; the door is heavy and awkward to operate; the closer on the north leaf keeps the door from swinging past 90 deg which helps in wind, but blocks more than half of portico width.
- The door is probably original to the 1846 building, but was refitted to swing out (probably when public safety codes were adopted for public buildings in the mid-20th century). In its current orientation, both door leaves used to swing wide open to almost 180 deg and be held open out of the path of travel by cast iron ties to the brick wall (the inactive leaf still functions in this manner).
- Small translucent glass windows let daylight into the Narthex, but are not transparent; interior and exterior faces of the door are different panel designs.

#### Proposal

- Replace front exterior Sanctuary door and stone threshold with design that respects the original architectural design.
- Design for a larger area of glazing that is transparent and more welcoming.
- Possibly relocate door location toward the interior of door jamb and in alignment with the original exterior fixed panels above the door, and so that doors when open to 90 deg project less into porch width and therefore are less susceptible to wind.
- Possibly add pair of automatic sliding full-glass doors just inside of new wood doors to add air infiltration control, add a layer of security, and allow outer wood doors to be fully open in a gesture of welcome even in colder and inclement weather, importantly helping the church look more open, active, and renewed.

#### Resources

- Planning and implementation for ushers to redirect visitors during construction

#### Cost

- \$40,000 - \$60,000

**Grants**

- State historic preservation ONLY IF we rebuild in solid wood original design (ie: no new window area, etc.)

**Timeframe**

- 1-3 years for design, manufacturing, planning, installation

**Vision Goals Targeted**

- Building Use
- Building renovation

**Measure of Success**

- Improved welcome, renewal, energy efficiency, increased function and security.

SEE SKETCH TO BE SUBMITTED BY ANN VIVIAN

## 8. Public Bathrooms and Laundry

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*Address homelessness needs. Potentially renovate the space under the Narthex of the Chapel to accommodate new bathrooms and provide showers and laundry facilities for the homeless community that gathers on and near our church property.*

### Research and Findings

We consulted with church members and architects. Ann Vivian and Doug Vieman and found the Narthex space to NOT be conducive to this plan. The space would be too expensive to renovate. It is not accessible to those who are disabled, not easily plumbed, and without sufficient exits. It would require on-site supervision and monitoring by staff members who are trained to work with those with behavioral, drug, alcohol, and mental health needs.

We did additional research:

- We consulted with COTS who we learned provides bathrooms and showers, but that are located across town on North Street.
- We also have consulted with city and downtown business leaders who say there is a real need for additional public bathrooms. City Hall now has one self-sanitizing toilet unit but would like another on our end of town.
- There is a low income laundry now available on King Street.
- JUMP provides vouchers for laundry facilities.
- The Methodist Church next door no longer provides bathroom/shower services due to security, staffing, and damage issues.
- The Sanisette Corp provides outdoor self-sanitizing toilets units but does not sell or rent them to individual agencies like a church.

### Proposal

In keeping with our church's mission of outreach, and in order to meet the human physical needs and dignity of the homeless population on and near our church property, we propose:

- To partner with the City of Burlington and/or local businesses. The church would provide the land on which a self-sanitizing toilet unit similar to the one in City Hall Park can be located; the City and/or local businesses would purchase, install, and monitor the unit.

### Costs

The cost to the church would be for a lease or easement for \$1 a year plus any insurance needed to support this project. The City and/or local businesses would fund the purchase of the self-sanitizing toilet unit and monitor and provide any additional costs needed for its use each year.

### Timeframe

Consulting with the City, the church would develop an agreement and monitoring plan. This plus purchasing and installing the unit could take potentially up to a year. The time frame will be determined by the City in partnership with local businesses; we would not approve a plan without a monitoring system.

### Vision Goals Targeted

Our vision is to meet basic human needs not currently being served in our area of the city.

- Reaching Out

**Total Project Cost**

The primary cost would be a \$1/year for a lease agreement plus potential additional church insurance, as we propose the purchase and installation cost of the unit as well as its monitoring/supervision be undertaken by the City and/or local businesses. The cost of insurance would need to be researched further. A ball-park, potential insurance cost to the church could be \$3,000-5,000 a year.

## 9. Housing at First Church

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*Address homelessness needs. Use church land to build affordable housing.*

### **Research**

We met with COTS which runs a number of housing programs to support those without stable housing. They have 98 units of permanent housing they are supporting at the Wilson Hotel, St. John House, Canal Street (priority are veterans), and at COTS itself. Generally related to Section 8 housing. While they also run a drop in program at the COTS building and at the Day Station on S. Winooski Avenue, they are focused on solutions and don't feel investing in more shelter-type options is their top priority. They want to focus on transitional/permanent housing as that is more solution-oriented.

COTS also has the Smith House on N. Winooski Avenue which is a "step up" program. There are mostly single rooms for people actively working with COTS who get to stay for several months and start paying a small amount and build up some credit so that they can make the next move into more permanent housing. With their focus on solutions more than bandaids, this fits their ideas of providing significant subsidies (they call it making it "deeply affordable") so parents practice making smaller housing payments with support from COTS.

Two other shelters serve families - Main Street (opposite Edmunds) and Firehouse. These are more temporary lodgings until more transitional/permanent housing can be found.

COTS is excited about breaking ground on 16 units of permanent supported housing for families behind the Main Street shelter - an in-fill project. It will end up costing about \$8 million (up from \$5 million or so estimated before the pandemic which slowed things down and made it more expensive) but COTS has gotten substantial state and local grants and donations to offset most of the costs. Evernorth is the co-developer of the project.

The biggest needs/gaps related to the populations they are serving are for homeless/almost homeless families with children including many single women and children. They are actually now seeing single parent families with 5-6 children this year - up from 1-2 children they usually serve. The families they serve desperately need 1) deeply affordable, stable housing and 2) childcare so parents can work and make payments towards this housing.

Per current city zoning our church site could accommodate various uses including housing. Parking is not required for residential units in the downtown district. New buildings are supposed to be close to the street, however due to the location of existing buildings on the site, accommodations should be given to give the Church the most prominence. A new structure can be three to four stories tall.

Per building codes the Housing use would need to be separated from the Church (assembly use) by fire rated walls. Two exits need to be provided from all floors and a sprinkler system installed. A fully separated building including the plumbing, electrical services and heating systems would be easiest to permit. Energy codes would push for solar electric harvesting and a highly efficient insulated envelope. If the building is attached to our current structure, the energy loss from our existing walls (or roof?) would be reduced.

Several locations on the site might lend themselves to housing.

- #1. Over the parking lot north of the Chapel.
- #2. On the green space in front of the Chapel.

#3. On Buell street East of the memorial Garden.

Option #1 is the best for the following reasons:

- Allows the existing buildings to retain their cohesive feel as our Church Campus.
- Provides a large number of units with good access to daylight.
- Creates a new structure between FCCB and RMD to separate our identities but allows for a pedestrian connection.
- Keeps the existing traffic flow allowing ease of exiting for vehicles onto S Winooski Ave in both directions.
- Keeps our front lawn mostly intact and allows continued use for outdoor events.
- Housing at the back or the lot prevents a back alley feel for the remaining space.

A liaison from the Church should be involved during the design and construction process to keep the church's needs front and center in the decision process and to keep the church informed of progress and decisions.

### **Proposal**

In keeping with our church's mission of outreach, and in order to meet the human physical needs and dignity of the homeless population on and near our church property, we propose:

- To partner with COTS or a similar organization to provide the land upon which a housing project could be situated and a leadership capital gift to jumpstart the project.
- Specifically, we propose a four-story building (similar height to the church's roof) "on stilts" over the side parking lot between the Chapel and the Ronald McDonald House (Option #1 above). The building would accommodate about 24 units (small studios, one and two bedroom units). COTS or a similar organization would raise the funds to build the overall project; the church would provide and lease the land for the project.
- We also propose that COTS or a similar organization handle the ongoing, day-to-day running of the project including identifying and serving appropriate tenants/clients and providing on-site supervision as needed.
- In addition, we propose that the church provide a leadership gift as an initial investor in the project.
- Doug Viehmann has drawn a possible site map. Attached (not sure how to do that Michelle).

### **Costs**

The total cost of the project could be in the range of \$10-13 million dollars. COTS or a similar organization would gain state and federal grants and loans and raise the additional funds from donors for the project. The church would provide the land for the project at \$1 a year and a leadership gift of \$200,000? as an initial investor and to have a stake in the project. The church may also need to purchase additional property insurance if required (further research is needed on this).

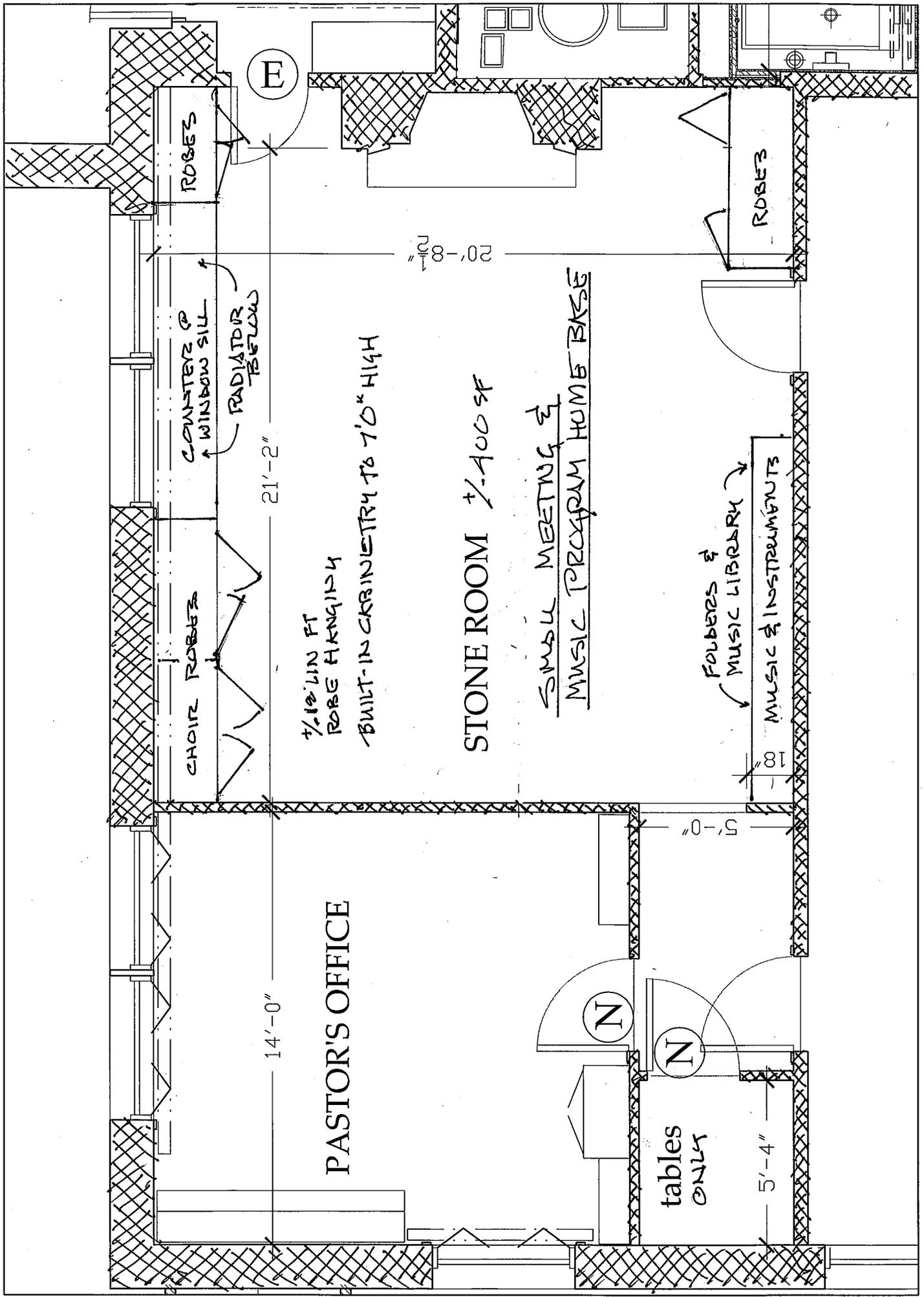
COTS or a similar organization would also provide the annual funds for the regular monitoring and supervision of the project, overseeing the clients using and accessing the housing. The specifics would depend on the specific population of the unhoused who would be the target audience for the housing, as defined together by the church and the partnering organization.

### **Time Frame**

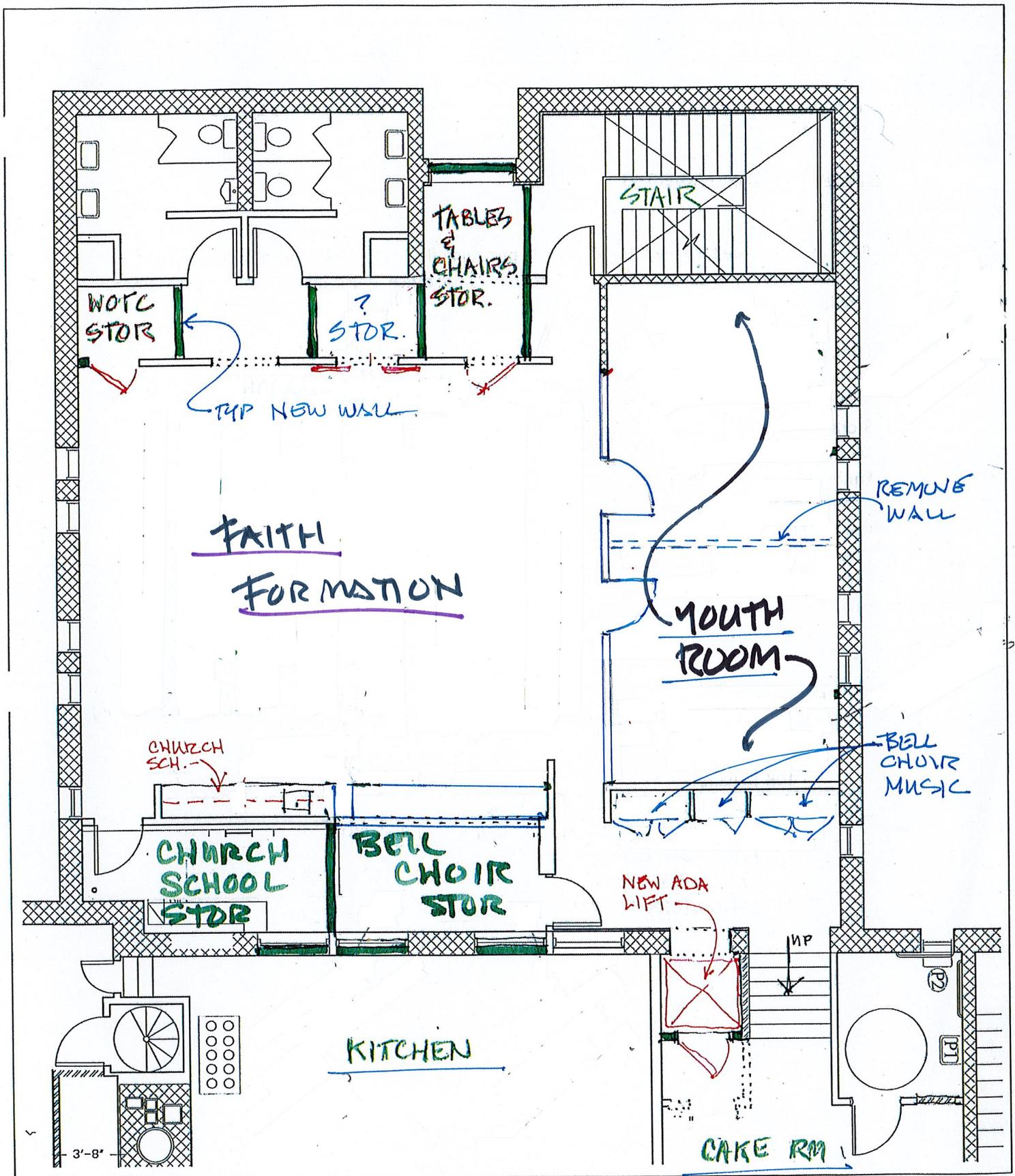
3-5 years. It will take time to secure an agreement with COTS or a similar organization, secure permits and funding, design and build the project, and create an operating plan.

### **Vision Goals Targeted**

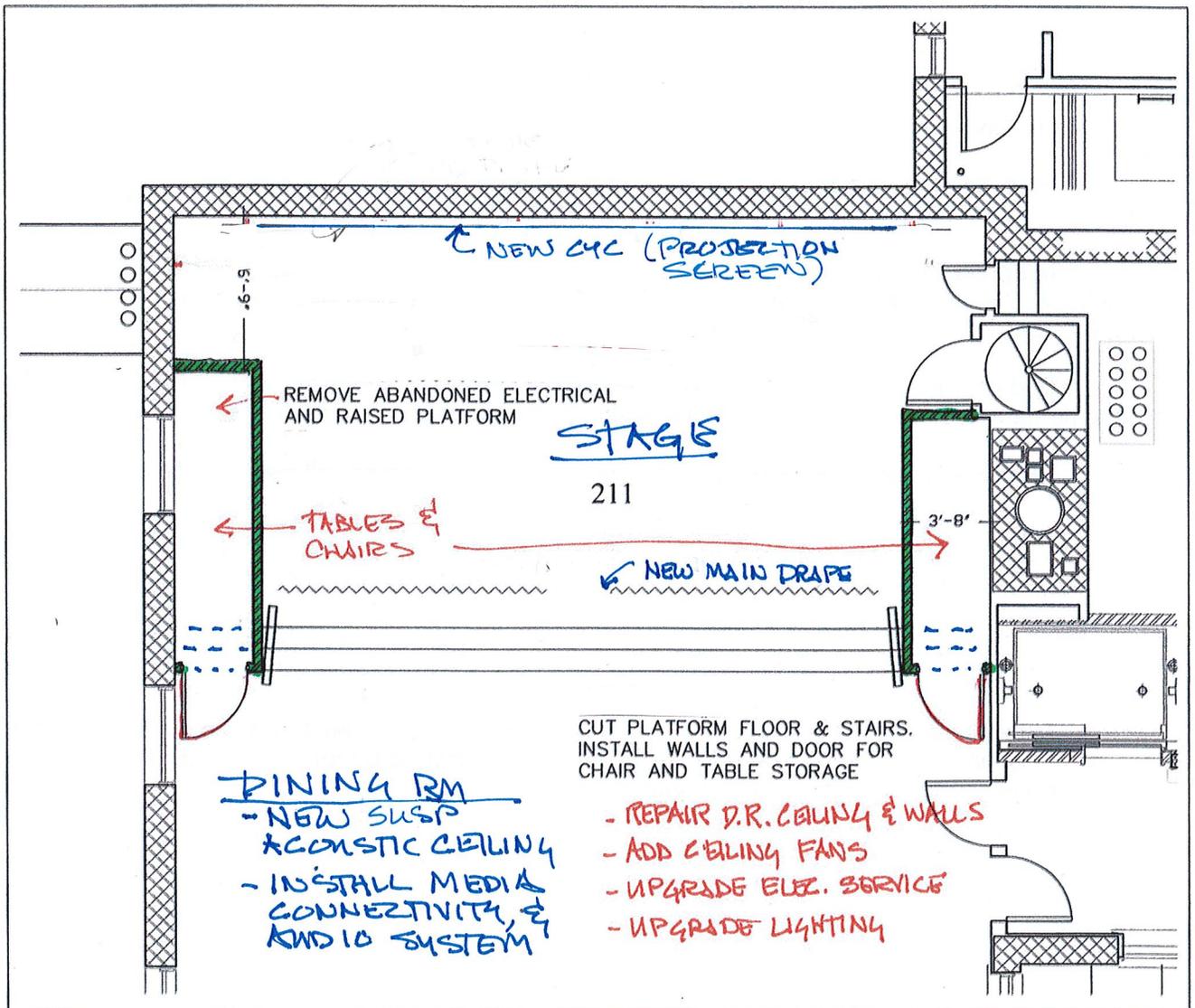




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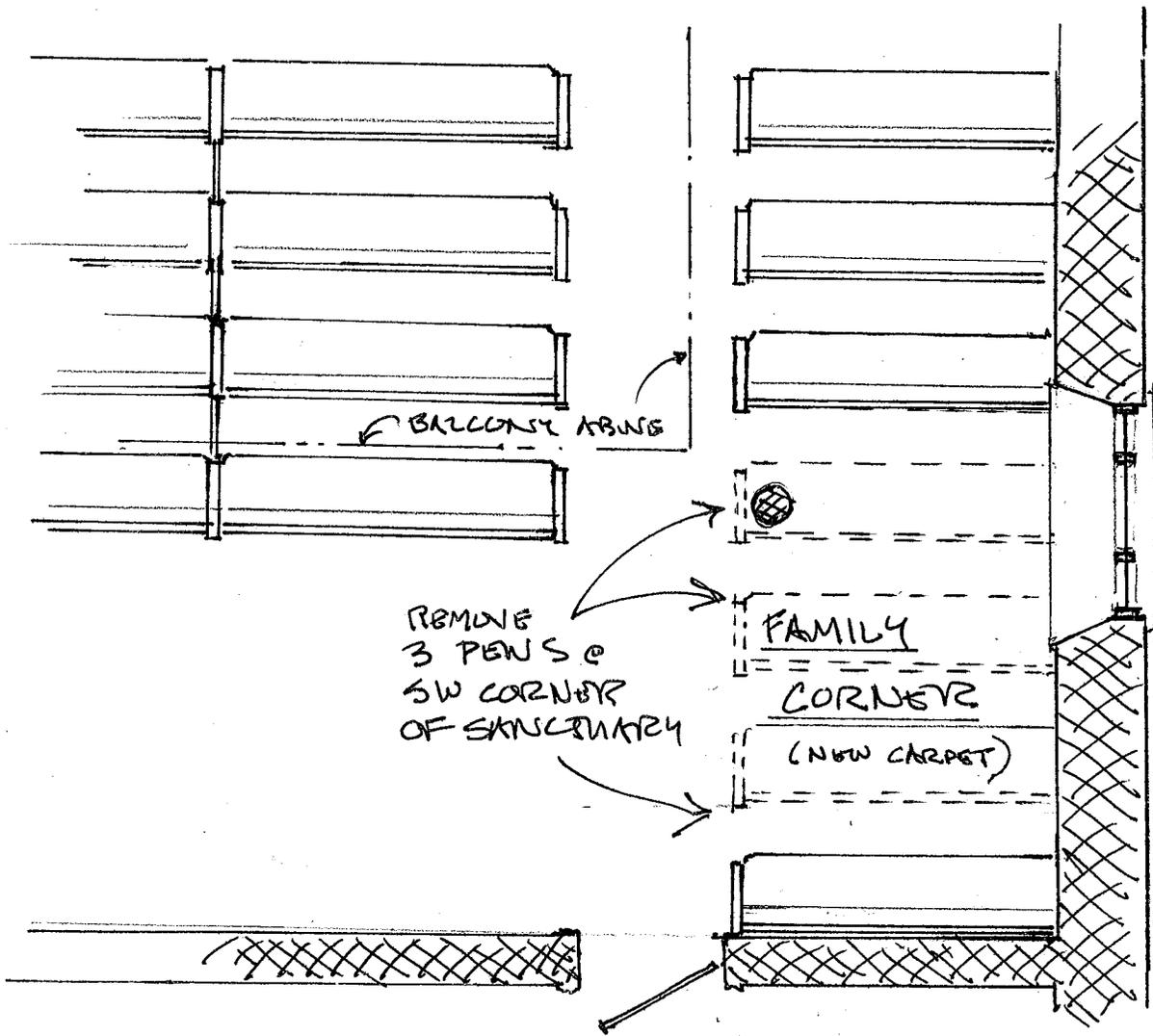


Second Floor – Ed Wing  
 First Congregational Church, U.C.C.  
 Burlington, Vermont  
 FEB 2023 – Spring 2014



Second Floor – Stage  
 First Congregational Church, U.C.C.  
 Burlington, Vermont

FEB 2023

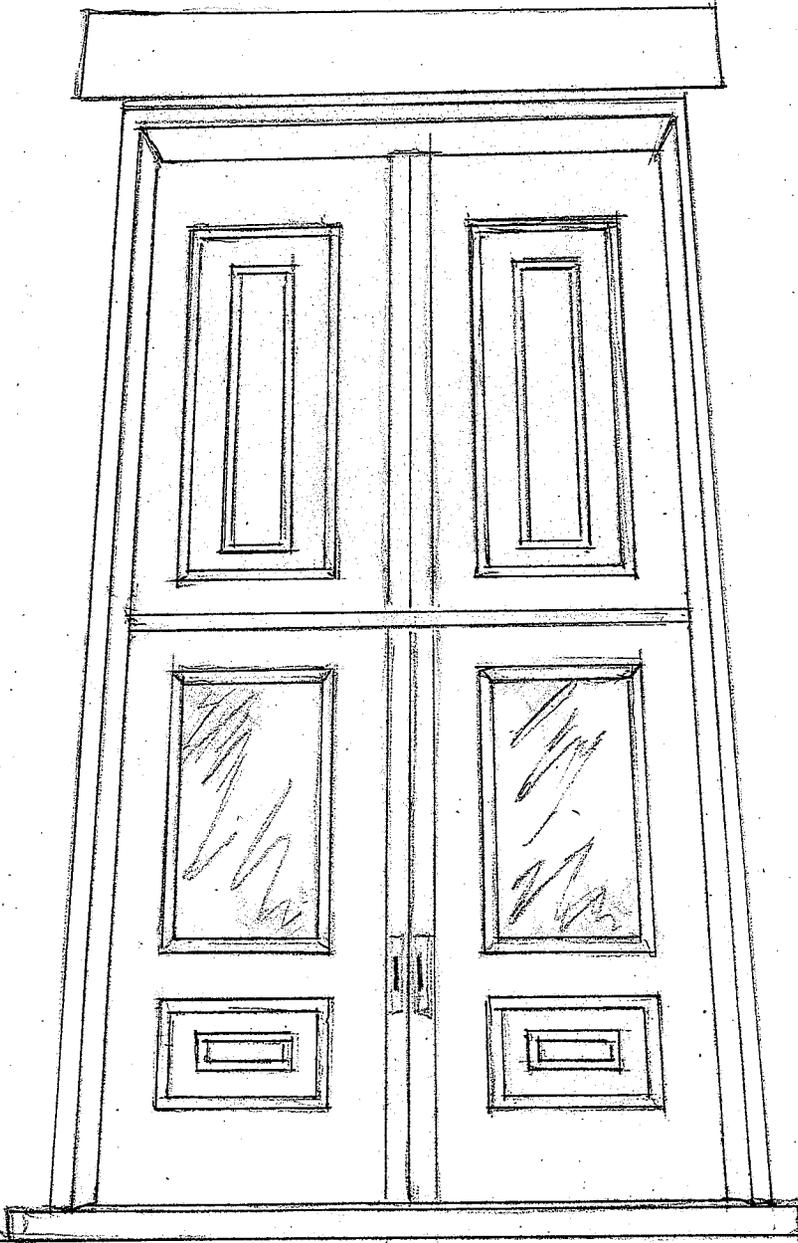


FAMILY CORNER  
@ SANCTUARY

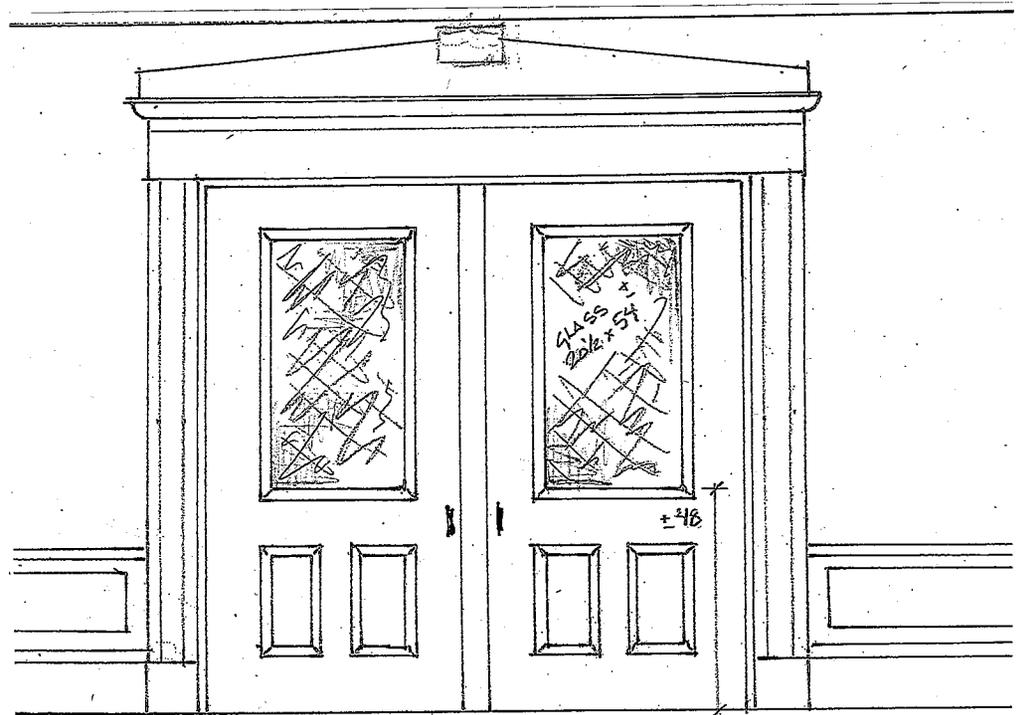
FEB 2023

NEW SANCTUARY DOORS

FEB 2023



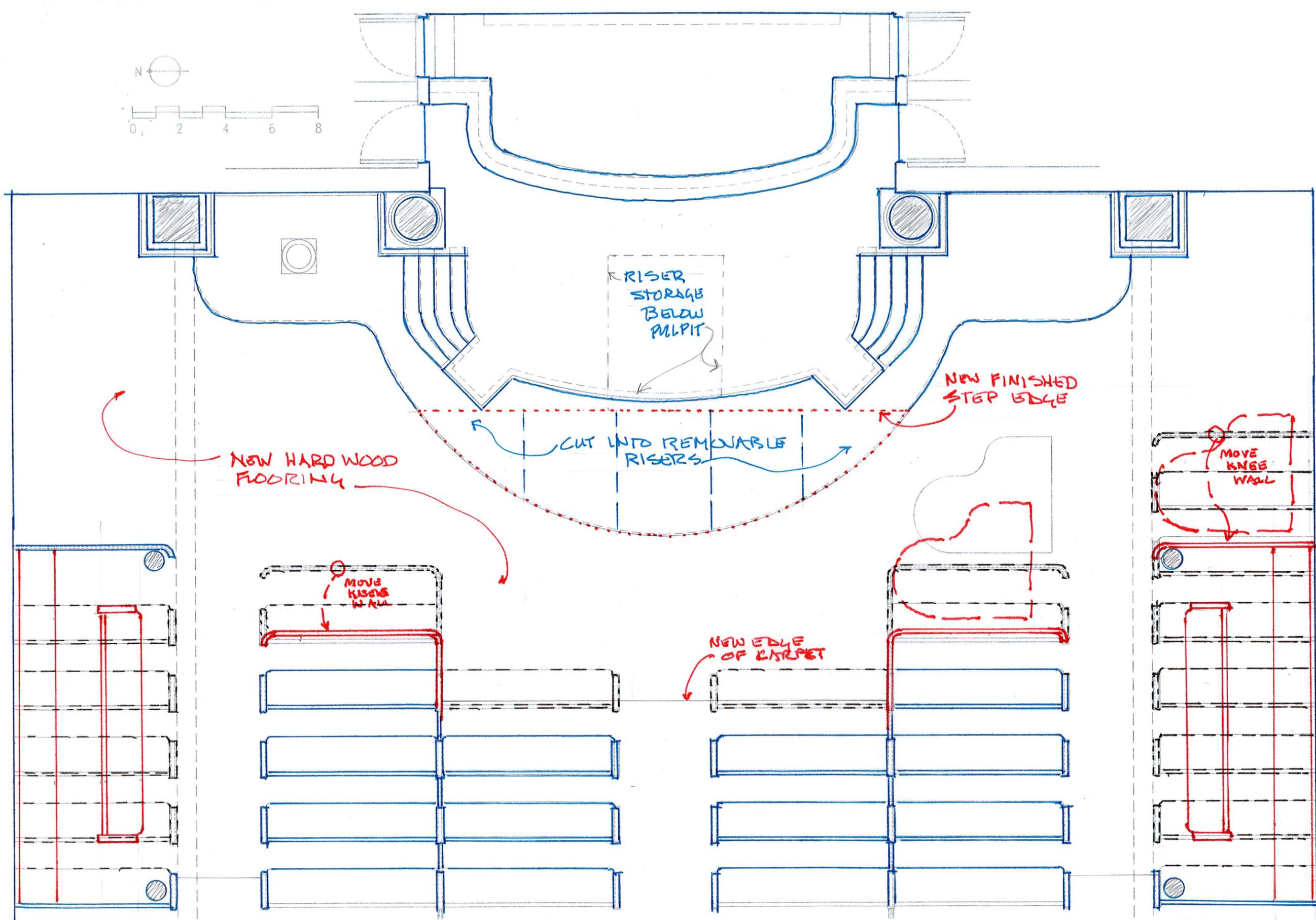
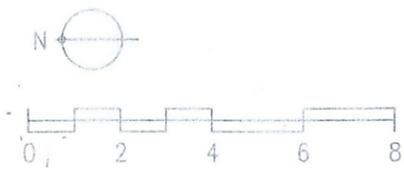
EXTERIOR



INTERIOR







First Congregational Church, U.C.C.  
 Burlington, Vermont  
**CHANCEL**

GUILLOT VIVIAN VIEHMANN ARCHITECTS, INC. Burlington, VT 802.862.9631

DATE: 5/14/02  
 SCALE: 1/4" = 1'-0"  
 FLOOR PLAN

SKETCH PLAN