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# ST. PAUL'S EPISCOPAL CHURCH

WILMINGTON, NC

JULY 2022



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## Frequently Asked Questions about the Long-Range Plan

### WHERE WE HAVE BEEN

As part of the Strategic Plan, adopted by St. Paul's vestry in the spring of 2020, a Facilities Committee was formed to develop a process to recommend an architectural firm to provide professional guidance in developing a Long-Range Programming Plan for our facilities.

The process included:

- The development of a Request For Proposal (RFP) to solicit interest from architectural firms
- Creation of a scoring rubric to determine which firms would be interviewed
- Interviews of firms
- Evaluation of interview information including associated costs and review of proposed products/ documents that would ultimately be provided to the vestry
- And a reference check process

After this thorough and careful discernment process, the vestry approved the Facilities Committee recommendation of WKWW Architects in Charlotte, NC, with Grayson Hudson as principal architect, to consider the future vision for ministries at St. Paul's.

#### [WKWW Architects](#)

- Is an architectural firm that has specialized in religious architecture since 1956
- Has experience working with Episcopal churches, as well as other denominations
- Has worked with many churches of historic significance, including several on the National Register of Historic Places
- Demonstrates extensive experience integrating modern ministry facilities into classical architectural environments in manner which enhances, while paying respect to, the original structure

WKWW assisted St. Paul's in determining what spaces were needed through Architectural Programming and Opinion of Probable Cost. They accomplished this by conducting meetings with the Facilities Committee, church leadership, GNP and congregation, collecting and analyzing onsite data, as well as existing facilities documents, and reviewing applicable building codes and zoning regulations to develop [St. Paul's Long-Range Plan](#) (Adopted January 2022).

This three-phased, color-coded Master Plan provides assistance in determining where the programmed spaces will be located on our existing church campus, while also:

- improving safety and accessibility
- improving flow and functionality of ministry areas
- bringing our current spaces into the 21<sup>st</sup> Century, while retaining the building's historic integrity.

### *What are the three phases that are proposed in the Long-Range Plan?*

#### **PHASE 1 Campus Enhancements include:**

- Improved restroom facilities
- Installing a ramp to provide accessibility from the worship space to parish hall
- Initial work to create a large, welcome and gathering space at the double red doors at the ramp
- An option to move children under 7 to ground level
- Reconfiguring administrative offices together on the lower level to create a welcoming work environment, bolster teamwork and collaboration, and enhance overall productivity.

#### **PHASE 2 Campus Enhancements Include:**

- Constructing a connector addition, (which adds 2100 square feet to each level, total of 6300 sq. ft.) off of St. Paul's Princess Street parking lot
- Installing an elevator to allow access to all levels of the facilities from gymnasium level to upper level
- Complete *Grand* gathering space for entranceway from the Princess Street parking lot

#### **PHASE 3 Campus Enhancements Include:**

- Construction of an 8,000 square foot addition on the North side of the building
  - Addition of 2,700 square feet on each level
  - Green/playground space added on lower level off of Children's Formation classrooms
  - Creating an Administrative Suite on the main level, including a vestry room and workroom
  - Creating a Music Suite and an area for Youth Ministry on upper level

### *Will Phases 1, 2 and 3 all be accomplished within our property lines?*

All three phases will be completed within St. Paul's property lines. Phase 2's Connector addition will take 12 parking spaces in our Princess Street lot.

## WHERE WE ARE NOW

At their May 2022 meeting, St. Paul's vestry voted to accept the recommendation of the Facilities Committee to enter into a standard and comprehensive AIA (American Institute of Architects) Agreement with WKWW Architects to complete Schematic Design for Phases 1 and 2. Working with information from the Program Master Plan and Facilities Committee, architectural floor plans and elevations within the Schematic Design with Schematic Opinion of Probable Cost should be prepared by Fall 2022 for presentation to the vestry, and ultimately shared with the congregation for eventual use for fundraising efforts, as well as, future planning.

The vestry charged the Facilities Committee with developing a scope of work, to evaluate and make a recommendation of a surveyor to provide a comprehensive survey of our property, which will be needed for consideration in submitting future drawings.

Future processes with WKWW will include Design Development, Construction Bid, and Construction Administration, which will coincide with hiring a contractor for construction. As the process continues, the vestry will consider appropriate steps based on the recommendations from the Facilities Committee.

### ***Why are we undertaking this project and why now?***

St. Paul's Vestry called a Strategic Task Force from within our congregation to identify areas of focus (objectives), establish a measurement of how we are doing to complete the objectives (goals) and develop strategies that would be the main thrust of our energies for the next three years. In 2020, the Vestry approved the recommendation of the Strategic Plan Task Force to "assure that our facilities, financial and human resources will provide a strong future for our ministries."

### ***Explain the rationale for creating three phases in this project. Will these phases be completed consecutively or concurrently?***

As is often the case, with a Long-Range Plan of this nature, the architect will present the project in phases. The Facilities Committee felt that having phases would allow the time needed for fundraising to occur between phases. This is a long-range plan that will take several years to complete, but provides flexibility within the plan to remedy key issues in terms of accessibility, safety and flow. Each phase makes different improvements to the facilities in a priority order based on need. Phase 1 could potentially be completed within approximately two-three years, based on funding availability. Other phases may take longer, but with the completion of Phase 1, major improvements will be made in terms of accessibility between the Nave and Parish Hall.

### ***Now that the Vestry has approved the plan, what's next?***

The Facilities Committee will develop a Request For Proposal (RFP) for surveyors to begin the process for making a recommendation to the vestry to enter into contract with a surveyor. Once the comprehensive survey of our property is complete, Gray Hudson, principal architect, can begin his work:

- Schematic Design and Probable Cost Opinion
- Design Development
- Construction Bid
- Construction Administration

## ACCESSIBILITY: WORSHIP, SERVICES, AND PARKING

During any construction process, temporary accommodations will need to be made in terms of egress and accessibility. Throughout the process, the Facilities Committee, in consultation with the architect, vestry and rector, will make decisions regarding these matters.

***Will our 8:00 am and 10:30 am worship services continue in our current space (the nave) or be moved to a different location?***

Phase 1 enhancements will have the most impact on our worship space. However, since construction will be during the week, we do not anticipate having to utilize an alternative worship space.

***During construction will parking be affected?***

During the construction phase, we anticipate that our parking lot will be heavily impacted by construction vehicles during the week and construction materials throughout the process.

The connector addition construction in Phase 2 will remove 12 parking spaces permanently. As with any downtown church, parking is an issue. On-street parking, the Andrews' lot, as well as a portion of the Princess Street lot, will still be available for our use. Other solutions may need to be explored as growth continues.

***Will worship and our other ministries like basketball be affected by the construction?***

It is most likely that we will have to endure minor nuisances during the construction process. Likewise, the Spartan Basketball Program should not be affected by construction. If they would be, it would be temporary and they would be notified well in advance, so that other accommodations could be made.

***Where will the clergy and administrative offices be located during construction?***

The Ormond Center may prove to be a viable option for housing administrative offices during the construction process. Occupants are currently operating on a month-to-month rental agreement, rather than yearly, in case the space is needed in the future.

## Funding

***Will renovating the Parish Hall ceiling be included in Phase 1, 2, or 3? If we decide to renovate the Parish Hall ceiling, how much will it add to the cost?***

The Parish Hall renovation is being included in the current Schematic Design of Phases 1 and 2. We anticipate the Parish Hall renovation to cost approximately \$500,000. Once the architect has explored options more fully and presented a proposal for the work, we anticipate that the Parish Hall renovation could be incorporated into either Phase 1 or 2.

***How do you propose funds to be raised to accomplish this undertaking? How will the project be funded?***

Funding for this project will come from various sources, including grants. In time, St. Paul's will implement a capital campaign as the primary funding source for the Long-Range Plan.

***Will we hire a professional fundraiser to help with this project?***

Currently, the Leadership Team (rector, wardens, and treasurer) are discussing all options in regards to implementing an effective Capital Campaign.