

**FIRST UNITARIAN CONGREGATION OF WATERLOO
LONG-TERM SPACE COMMITTEE**

Space Needs Questionnaire, 2005

The committee's task

At the congregation's annual meeting in February, the Long Term Space Committee was given the task of assessing our long-term space needs and the possibilities for satisfying such needs. During the Annual Canvass in December 2004, general questions were asked about space needs. The attached questionnaire will provide you with the opportunity to give the committee more detailed input at an early stage in its deliberations.

Background

Some background work has already been done by the committee. We are in possession of the final report (1998) prepared by the "Building Dreams Committee" of the Hamilton Congregation and have communicated on an individual basis with members of the Toronto First, Hamilton and London congregations. All three of these groups have acquired new buildings (Hamilton and London) or expanded their existing building (Toronto First) in the not too distant past.

Our options

At this point we are thinking of doubling our current space to meet our perceived medium term needs at a cost we can afford. We have almost ruled out modifications to our existing building since it would be difficult to alter the structure as required in the space available. Also, if we modify the building we would have to conform to the City of Waterloo parking bylaw that requires eight parking spaces per 100 square meters of floor space (roughly 80 spaces for a building doubled in size) unless we can arrange for an exemption which requires agreement of the neighbours.

We have looked at and ruled out the option of having two Sunday services since we do not think there are enough people to look after two Sunday school sessions, and having two services for a group of our size would be divisive and not provide enough people attending each service. Toronto First manages two services but their group is more than four times as large as Waterloo's.

Paying for more space

The fund raising organization used by the three congregations, mentioned above, uses a rule-of-thumb for a building fund goal: expect to generate pledges that will match three times the congregation's annual operating budget. Applying that rule to our group would give us \$300,000.00 spread over a three year pledging period, i.e. receipts per year for a three year period would need to double. An additional sum would come from the sale of the current building. One real estate agent has looked at the building and put its value in the range near \$300,000. Mortgages and loans are other possible sources of funds.

Questionnaire

Please answer the attached questionnaire as soon as possible and place the completed form in the box at the entrance to Founders' Hall **no later than Sunday, April 17**. The questionnaire could also be mailed to the committee c/o First Unitarian Congregation of Waterloo. Remove this cover sheet from the questionnaire for your future reference.

The Long-term space committee is:

FIRST UNITARIAN CONGREGATION OF WATERLOO

Space Needs Questionnaire

A: Continue to investigate a new building?

Given the information on the cover page and your general feelings, are you in favour of having the committee continue with its investigation of a new building that will meet our future space needs.

Yes, go ahead or No, stop right now

Comments: (use back of sheet if more space is needed and please label with an "A")

B: Location and Building Characteristics

1. Location

Please rate the following with:

"1" = highly desirable, "2" = acceptable, "3" = if we have to, or "4" = No way!

- a) Central area of Kitchener
- b) Central area of Waterloo
- c) Suburbs of Kitchener
- d) Suburbs of Waterloo
- e) Communities adjacent to K-W (example: Erbsville, Connestogo)
- f) Commercial area, such as an office or shopping area
- g) Area of light industries
- h) Residential area
- g) On a bus route

Comments: (use back of sheet if more space is needed and please label with a "B1")

2. Space and building

Please rate the following with:

"1" = highly desirable, "2" = acceptable, "3" = if we have to, or "4" = No way!

- a) Rented accommodations available at limited times such as evenings and week-ends.
- b) Space rented full time with the possibility to sub-let a part of it for limited times.
- c) Space rented full time without other occupancy.
- d) Buy an existing building that would require a minimum of alterations for our purposes.
- e) Buy an existing building that might require a considerable amount of adaptation for our purposes, i.e. work by professional builders.
- f) Buy a Church/Parish Hall with obvious permanent religious symbols.
- g) Buy land and custom construct a new building.
- h) Share Sunday mornings with another church group as is done at Laurel Church Centre (which is shared by Anglicans and Presbyterians).

Comments: (use back of sheet if more space is needed and please label with a "B2")

3. Building Characteristics

Please rate the following with:

“1” = very important, “2” = desirable, “3” = no opinion, or “4” = not important

- a) On-site parking
- b) Green space on the property.
- c) Green space or recreational space near the property.
- d) All above ground, one floor only.
- e) All facilities are wheelchair accessible
- f) Windows in main assembly hall and in children’s space.
- g) Improved acoustic characteristics in the main assembly hall.
- h) Good acoustic separation between activity areas.
- i) Larger kitchen facilities.
- j) Area for social events that is separate from the main service area.
- k) Air conditioning

Comments: (use back of sheet if more space is needed and please label with a “B3”)

C: Finances

1. As a Member or Friend of the Congregation, are you prepared to commit to a donation beyond your regular pledge to support the purchase of new space?

Yes or No

2. As a Member or Friend of the Congregation would you be willing and available to help with fund raising?

Yes or No

Comments: (use back of sheet if more space is needed and please label with a “C1 or C2”)

Feel free to contact any member of the committee and add your name if you care to.

Name: _____

We thank you for your input,