



SANDY CITY COMMUNITY DEVELOPMENT

JAMES SORENSEN
COMMUNITY DEVELOPMENT
DIRECTOR

KURT BRADBURN
MAYOR

MATTHEW HUISH
CHIEF ADMINISTRATIVE OFFICER

MEMORANDUM

August 5, 2021

To: Planning Commission
From: Community Development Department
Subject: Ekklesia Church
8558 South 1300 East
(Community #6 – High Point)

CUP-07052021-6094
Zoned CN

HEARING NOTICE: *This item has been noticed to property owners within 500 feet of the subject property.*

PROPERTY CASE HISTORY	
Case Number	Case Summary
CUP-04-14-3536	Teleperformance Call Center (Conditional Use for Extended Hours and Parking Approval for High Occupancy Office Use)
CUP-02-17-5204	Teleperformance Call Center (Conditional Use to operate 24 hours a day 7 days a week)

DESCRIPTION OF REQUEST

The applicant, Justin Bindel, is requesting a Conditional Use Permit to allow a church to operate on the property located at 8558 South 1300 East (*See Exhibit #1: Application Materials*).

The subject property is a 9,000 square foot leased space located within the Country Square Shopping Center. The applicant is proposing to utilize the space for church services. The applicant's congregation contains approximately 125 people for Sunday service and 15-20 for periodic weeknight events. The applicant is proposing to create an assembly space, three kids' classrooms, and two office spaces.

The zoning for the shopping center is Neighborhood Commercial (CN). The abutting properties to the west, north and east of the shopping center are under Salt Lake County jurisdiction and are zoned for single family residential land use. Properties to the south, across 8600 South Street are within Sandy City and are zoned Neighborhood Commercial, multi-family residential, and single-family residential R-1-8.

NOTICE

Notices were mailed to property owners within 500 feet of the subject property to notify them of the Planning Commission meeting. A neighborhood meeting was held on July 21, 2021. No neighbors attended the meeting and staff received no phone calls or emails regarding the project.

ANALYSIS

Under Section 21-08-02(B) of the Sandy City Land Development Code the proposed church is classified as a “Religious or Cultural Activity” and requires a conditional use in the CN zone.

Per Section 21-11-18 of the Sandy City Land Development Code, church development should meet the following development standards for all zoning districts.

A. Development Standards

1. **Location of Sites.** All church sites should be located adjacent to streets that are minimum of 60 feet wide. No church should be located where access is less than the above except for churches that can show that members will come from the local neighborhoods so that traffic impacts are lessened.
2. **Access.** It is preferred that churches be located where there is access to two streets (corner lots) unless otherwise approved by the Planning Commission.
3. **Parcel Size.** No minimum parcel size is required, however, the parcel chosen for a church must be adequate to meet all of the development standards to be listed below that include but are not limited to setbacks, landscaping, parking, improvements, and dedications.

The property meets location and access requirements. The property is accessible via 8600 S and 1300 E both of which meet the minimum 60-foot width. The parcel is large enough to accommodate the current congregation as well as possible expansion.

4. **Building Setbacks (except as may be approved with the Storefront Conservation Overlay Zone).**
 - a. **Commercial Zone**
 - i. Front – 30 feet from property line. (If project fronts on more than one street, setback applies to all street frontages.)
 - ii. Side and Rear – Minimum 10 feet unless located adjacent to a residential zone. In this case the minimum setback to buildings must be 30 feet.
 - b. **Residential Zone**
 - i. Front – 30 feet from front property line. (If project is on a corner lot, setbacks are 30 feet on one street and 20 feet on the other.)
 - ii. Side and Rear – Follow setbacks required according to zone property is in. A greater setback may be needed as may be deemed necessary by the Planning Commission by larger structures.

The property is located in the CN zone which is a commercial zone. The property meets the minimum setbacks for the zone and the applicant is not proposing any changes to the exterior of the property.

5. **Building Height.** Maximum building height shall follow zoning that the project is in. Thirty-five feet is the maximum height in a residential zone or in any zone adjacent to a residential zone (not including chimneys, steeples, and the like).

The property is located in the CN zone with a maximum height of 35 feet. The applicant is not proposing any changes in height.

6. **Landscaping Setbacks**

- a. Front – 30 feet minimum from property line. (If on a corner lot in a residential zone, 20 feet on shorter setback side.)
- b. Side and Rear – 5 feet minimum
- c. Landscaping in the front areas shall also include the parkstrip adjacent to the curb including grass and street trees (minimum 2-inch caliper and spaced 30 feet on center).
- d. Landscaping shall also be required within the parking lot itself where large expanses of asphalt occur. There shall be a minimum of on 10-foot-wide planter within the parking lot area where over 125 linear feet of asphalt occurs.

The building is an existing commercial development with sufficient landscaping.

7. **Fencing**

- a. Generally, fencing shall follow that of the surrounding area. However, chain link fencing is not acceptable unless prior Planning Commission approval is granted. In cases where chain link fencing is approved, vinyl coated chain link mesh will be required.
- b. Acceptable fence types shall include vinyl, pre-cast concrete, decorative iron, architecturally designed brick or block, or structural wood fences with square tube metal posts with tongue-in-groove redwood siding and redwood for all other wood members.

Fencing is consistent with what is already in the area and has existed for a number of years.

8. **Parking**

- a. All parking for church facilities shall be on site. No parking is allowed on the street.
- b. No parking is permitted within the front landscape setback.

Background

All parking for the church will be on site and the applicant is not proposing to construct any additional parking.

9. **Trash Enclosures and Accessory (maintenance or storage) Buildings**

- a. All trash bins shall be surrounded with 6-foot high masonry (or pre-cast) enclosures to match the main building with solid metal gates. Trash enclosures may be combined with accessory (maintenance or storage) buildings. The setback

of such structures shall be at least the same as the minimum required front landscape setback, but in no case shall trash enclosures be located any closer than 10 feet to a residential district lot line or 5 feet to a commercial district lot line.

- b. Accessory (maintenance or storage) building shall be built of the same materials as the main building (siding or roofing) to blend in with the entire project. Minimum setbacks to the front property line(s) shall be the same as the main building. Buildings adjacent to a side or rear property line (other than a street side of the property), which are built of one hour fire rated construction, can be considered an accessory structure and may be setback as close as three feet to a side or rear property line.

The existing trash bins are stored on the south side of the building, screened from 8600 S.

10. **Lighting.** All lighting for church buildings, parking lots, and accessory uses, if applicable, shall be down lit and minimize any adverse impact on adjacent residential areas.

The applicant is not proposing any new lighting other than what already exists on the site.

B. Ancillary Uses

1. Ancillary uses such as parks, ball diamonds, pavilions, etc. shall not count towards landscaping of the church site but shall stand alone and be considered as a separate site and subject to separate conditional use approval. Any such ancillary uses are subject to, but not limited to, the standards of this section (if applicable).
2. An on-site, church operated, day care will be considered a permitted ancillary use provided there is enough parking on-site to accommodate the number of children enrolled in the day care. The amount of parking is one space per instructor, plus drop off space.

C. Procedure for Approval

1. Church facilities are conditional uses in all zones and as such require Planning Commission approval.
2. Upon receiving a conditional use approval from the Planning Commission, all church projects will proceed through the site plan review process with staff.

Compliance with Section 21-24-3 (D) Shared Parking.

1. *Shared Parking Proposal.* Notwithstanding any other parking requirements provided in this chapter, when land uses occupy the same lot or adjacent lots, the total number of off-street parking spaces required by each use may be combined and shared. A proposal for sharing off-street parking shall be presented to the Director. If the proposal involves the accommodation of more than ten parking spaces (total accumulated spaces required for all involved uses), the Director may present the proposal to the Planning Commission for site plan review.
2. *Requirements.* In order to qualify for approval for shared parking, applicants shall present the following:
 - a. The location and identity of each use that will share the facility.
 - b. The total parking requirement for each use.

- c. The projected hours of operation of each use and the hours during which the peak parking demand will be experienced.
- d. The number of existing and/or proposed parking spaces.
- e. A site plan that provides for a distance of no greater than 500 feet from the nearest entrance of each use to the nearest edge of the parking facility.
- f. A site plan that demonstrates that the proposed shared parking facility will comply with all standards required by this title for parking lot development.

In 2014 Teleperformance created a parking plan for the Country Square development in order to show their ability to accommodate their 332 employees. (Exhibit #2- Parking Plan and Minutes) The lot has approximately 482 spaces of which 249 have been designated for Teleperformance employees. With 249 spaces being utilized by Teleperformance this leaves 233 parking spaces available for the surrounding businesses.

Ekklesia Church is proposing to utilize the space previously occupied by Tuesday Morning which was a commercial sales and services use. Section 21-24-8 of the Sandy City Land Development Code requires that a commercial sales and services use provide 5 spaces per 1,000 square feet of commercial space. The space is approximately 9,000 square feet which would require that Tuesday Morning provide 45 parking spaces.

Ekklesia Church is a non-denominational church which is defined by the Sandy City Land Development Code as a religious or cultural activity and requires 1 parking space for every 4 seats. With a current congregation of 125 people this use would require approximately 31 parking spaces and allow for the congregation to grow to approximately 180 congregants after taking over the spaces previously utilized by Tuesday Morning.

The 2014 Teleperformance parking plan called out the space utilized by Tuesday Morning as commercial sales and services space which would allow them to utilize 45 spaces according to the parking plan. Based on this parking plan Ekklesia is allotted the same number of spaces and must return to Planning Commission with a revised parking plan provided they intend to exceed 180 congregants.

COMPLIANCE WITH SECTION 21-33-4

Staff response in *italics*.

Conditions. In order to achieve compliance with the standards set forth herein, the City may impose conditions, which address standards 21-33-04 “1” to “15”, as contained in the Sandy City Development Code. This proposed conditional use meets or satisfies all of Conditions “1” through “15”, except the following conditions, which merit discussion or additional consideration by the Planning Commission:

15. Such other conditions determined reasonable and necessary by the City to allow the operation of the proposed conditional use, at the proposed location in compliance with the requirements of this Code.

That the applicant complies with all Building & Safety, and Fire & Life Codes.

CONCERNS

Staff is concerned with the possible expansion of the Church to include more members. Based on the approved parking plan the space is permitted up to 180 congregants and staff is concerned that with future growth of the church there may be insufficient parking on the site.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission approve the Conditional Use Permit for Justin Bindel for the property located at 8558 South 1300 East to allow a church to operate as described in the staff report based upon the following findings and subject to the following conditions:

Findings

1. The proposed use meets the intent of the CN Zone.
2. The proposed use should have minimal to no impact on the surrounding uses.

Conditions

1. That if the church grows to exceed 180 congregants that a revised parking plan be submitted to the city.
2. That the applicant complies with all Building & Safety, and Fire & Life Codes.
3. That the applicant be responsible for meeting all provisions of the Sandy City Development Code (or as approved by the Planning Commission), and all conditions of approval imposed by the Planning Commission.
4. That this Conditional Use Permit be reviewed upon legitimate complaint.

Planner: Claire Hague
Claire Hague, Planner

Reviewed by: 

S:\Users\PLN\STAFFRPT\2021\CUP-07052021-6094 Ekklesia Church

Exhibit #1 – Application Materials

EKKLESIA

SALT LAKE CITY

Ekklesia Church, Inc is a non-denominational Christian Church that has been in existence since 2014. Over the past seven years, Ekklesia Church, Inc has gathered in schools, movie theaters, and shared church space. Ekklesia Church, Inc is desiring to plant roots in Sandy City to contribute to the good and welfare of the city and join in the great community work that is already occurring through many other churches. Ekklesia Church, Inc desires to use the space located at 8550 South 1300 East to gather on Sunday mornings with the congregation and occasional weeknights for small groups. Our current congregation size is 125 people. We meet primarily at 10am on Sunday mornings and will occasionally have small groups of 15-20 people during the weekday evenings from 6:30pm-7:30pm. Our gathering space is approximately 9000 sqft. We will be using the majority of the room as an assembly hall and bringing in individual chairs. We also plan to build out 2-3 kids classrooms and offices. There is ample parking for all of our events within the parking lot.

Thanks

Justin Bindel
Pastor
Ekklesia Salt Lake City

Exhibit #2 – Parking Plan and Minutes

**Planning Commission Meeting
April 17, 2014**

Field Trip

THOSE PRESENT: Nancy Day, Joe Baker, Cheri Burdick, Members; Jared Clayton, Alternate Member; Chris McCandless, City Council; Mike Coulam, Community Development Director; Kathy Jeffery, Deputy City Attorney; Gil Avellar, Planning Director; Mike Gladbach, City Engineer; Ryan Kump, City Transportation Engineer; Doug Wheelwright, Development Services Manager; Mike Wilcox, Senior Planner; Amy Pelton, Planning Secretary

THOSE EXCUSED: Scott Sabey, Dave Colling, Monica Collard, Gayle Willardson, Ron Mortimer

Executive Session

There was no Executive Session prior to the Regular Session

Regular Meeting

THOSE PRESENT: Nancy Day, Joe Baker, Cheri Burdick, Members; Jared Clayton, Alternate Member; Chris McCandless, City Council; Mike Coulam, Community Development Director; Kathy Jeffery, Deputy City Attorney; Gil Avellar, Planning Director; Mike Gladbach, City Engineer; Ryan Kump, City Transportation Engineer; Doug Wheelwright, Development Services Manager; Mike Wilcox, Senior Planner; Amy Pelton, Planning Secretary

THOSE EXCUSED: Scott Sabey, Dave Colling, Monica Collard, Gayle Willardson, Ron Mortimer

**1. Teleperformance Call Center (Country Square Shopping Center)
(Extended hours and Parking for High Occupancy Use)
8650 South 1300 East**

CUP-4-14-3536

Mr. Chris Monson, representing Country Square Shopping Center, LLC, owner of the property located at 8550 South 1300 East, requested Conditional Use approval from the Planning Commission for extended business hours, and determination of the number of vehicle parking stalls required for this proposed high occupancy office use, in order to convert the existing retail space formerly occupied by Overstock.com into a telephone call center for Teleperformance Corporation. The call center is proposed to employ 332 employees working shifts with varying start and finish times between 6:00 A.M. and 11:00 P.M. daily. The zoning for the shopping center is Neighborhood Commercial (CN). The abutting properties to the west, north and east of the shopping center are located in a Salt Lake County "Island" and zoned for single family

residential land use. Properties to the south, across 8600 South Street are within Sandy City and are zoned Neighborhood Commercial, multi-family residential and single family residential R-1-8. The existing shopping center is one of the oldest centers in Sandy.

The existing shopping center contains multiple buildings and parking for 453 vehicles in scattered locations throughout the 7.4 acre property. The proposed site development for this project will consist of an internal building remodeling of 36,900 square feet and some minor parking space reconfiguration of the existing parking lot for the shopping center site. On the west side of the site, the former loading dock area behind the main building will be reduced and parking reconfigured to add 24 new parking stalls to the site. On the south side of the project, along 8600 South Street, it is proposed that an existing driveway be closed, allowing 5 additional parking stalls. These additions and reconfigurations will bring the new site parking total to 482 stalls.

The proposed new call center use will place a total of 332 employees within the 36,900 square feet of the former Overstock.com location. Teleperformance operates hundreds of call center locations worldwide, and their own experience necessitates approximately 0.75 parking stalls per employee, resulting in a requirement for this operation of 249 stalls. Additionally, the 332 employees will do work shifts with varying start and end times spread throughout the proposed 6:00 A.M. to 11:00 P.M. daily operating schedule. (Please see the attached shift matrix exhibit, submitted by the applicant.) These varying work hours place a highest peak employee level of 312 employees at the 2:00 to 3:00 P.M. time.

A community meeting was not held. The attached letter from Marsha Millet from the City, who is the acting community coordinator for Community #6, due to a vacancy in that citizen position, summarizes her concerns with the proposed project. Concerns expressed center on potential after hours noise generation, potential site lighting spilling over into the neighborhood and the extra one hour of business operation proposed to 11:00 P.M.

The requested one hour of additional business operation between 10:00 and 11:00 P.M. requires conditional use approval by the Planning Commission. The purpose of the conditional use process is to review any potential detrimental impacts or effects that exceed those that are reasonably expected to arise from a permitted use in a particular zoning district (Sandy City Development Code Section 15A-33-03). The burden of mitigating these impacts or effects is the responsibility of the applicant and not of the municipality or adjacent property owners (Section 15A-33-04).

Staff does not have any additional concerns about this proposed conditional use. The transitioning of former retail floor space to employment will potentially help the remaining retail uses see more activity and will use, more efficiently, the available surface parking in the center.

Planning Commission Meeting
April 17, 2014
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Staff recommends that the Planning Commission grant approval of the applicant's request for the Conditional Use to authorize extended business hours to 6:00 A.M. to 11:00 P.M. daily, and determine that 249 dedicated parking stalls are required for the proposed 332 employee Teleperformance call center, located at approximately 8550 South 1300 East Street, based upon the following findings and subject to the following conditions of approval:

Findings:

1. Reasonably anticipated negative impacts will be adequately mitigated through the existing site planning and through the application of reasonable conditions of approval.
2. That the layout is properly designed and located, and transitioning of the former retail space to high density employment use will have negligible additional impacts and it will integrate well into the existing shopping center and will share existing site improvements and infrastructure.

Conditions:

1. That the Conditional Use Permit be reviewed upon future legitimate complaint.
2. That the existing six foot high masonry buffer wall along the west property boundary be extended to the northeast for one more abutting residential property depth, to replace the existing chain link fence with slats.
3. That an additional 29 parking stalls be added to the site as proposed, resulting in a total number of 482 stalls for the 7.4 acre shopping center project, with at least 249 stalls being dedicated to use by the call center employees.
4. That the approval is conditioned upon the applicant proceeding through final City review and approval by the Planning Staff, prior to the issuance of a building permit.
5. That the hours of operation of proposed Teleperformance call center are limited to 6:00 A.M. to 11:00 P.M. daily.
6. That the proposed driveway closure on 8600 South be reviewed and approved by the Sandy City Transportation Engineer and receive a road cut permit prior to starting that construction.
7. That the applicant complies with all department requirements as noted in all future Preliminary Review letters prior to submittal for final City review.

8. That the building conversion plans comply with all Building & Safety, Fire and Life Safety and Public Health Codes applicable to this type of use.
9. That the applicant be responsible to meet all provisions of the Sandy City Development Code and all conditions of approval that are included in this report and as may imposed by the Planning Commission to mitigate the reasonably anticipated detrimental effects of the proposed use prior to Final Site Plan Approval.
10. That the applicant keeps the site clean from trash and debris or loose soil or dust, construction debris, etc., during construction.
11. That the applicant strictly complies with the Sandy City Noise Ordinance. Hours for construction are limited by the Sandy City Code to no earlier than 7:00 am and no later than 9:00 p.m., six days a week.

Doug Wheelwright presented this item to the Planning Commission.

Chris Monson, representative of Country Square Shopping Center, LLC, indicated that he has 5 other people with him from Teleperformance. He stated that he has received and read the staff report and does not have any questions. He pointed out a few basics about the shopping center, one of them is that they added quite a few parking stalls at that time and ended up with an overage of parking.

Miranda Collard, President of the U.S. Operations for Teleperformance, reported that Teleperformance is the largest contact center in the world and has over 260 sites, they are in over 63 countries, and have over 120,000 employees. She stated that they have been in business since 1978, they are excited to come to Sandy City, and they love the space. She stated that their intention is to be good neighbors and that they are people company both for their company and for the entire community. She reported that they give back to the community by holding events for organizations such as Big Brothers Big Sisters, Bikers Against Child Abuse, Habitat for Humanity, etc. She indicated that they started in the Salt Lake Valley 20 years ago and has approximately 5,000 jobs in Utah between Ogden, Lindon, and the Salt Lake Valley. She said the new space will consist of current employees and new employees. She stated that their hours of operation will be 6:00 a.m. to 11:00 p.m. But the peak time will be from 10:00 a.m. to 11:00 a.m. and there will be 33 employees on the site during that time. They will park in the spaces in the middle and not on the north side where the homes are.

Chris Monson reported that the low impact in the morning is in the low 30's and they will all be parking in the front of the building. They submitted a schedule based on their locations showing how people arrive and leave throughout the day.

Acting Chairman Nancy Day opened this item to public comment.

Vernon Reed, 8437 South Colleen Drive, Sandy, stated that he was interested in a few things about this project, one being the parking stalls north of the building near the homes. He stated that he was concerned about that, but if those won't be used, there shouldn't be a problem. He was concerned about the Judo studio and he stated that he has seen children practicing Judo in the drive area. He believes that it would be a dangerous situation with vehicles driving by. He is also concerned about traffic in and out of the parking lot going any direction.

Bill Pederson, 1245 East 8220 South, Sandy, indicated that he is curious why Teleperformance is choosing to come to a retail space in Sandy for an enterprise type of environment. He stated that he is concerned that there would be employee parking on Wayside Drive because of the readily accessible access from the neighborhoods to get to work. He believes that eventually Teleperformance will want to run the call center 24 hours per day. He stated that he's not sure law enforcement is aware of what impacts this will have and what their recommendations will be. He recommends that the Planning Commission bring this issue to City Council for a final vote.

Paul Schmidt, 8492 South 1275 East, Sandy, stated that he would like Teleperformance managers to ask their employees not to park on Wayside Drive at all. He is concerned of the crime issues that have occurred on a nightly basis. He believes that Sandy Police Department should have this area on nightly tour to protect the employee's vehicles. He asked who would be picking up the additional trash from the employees and where will their area for cigarette breaks be located.

Acting Chairman Nancy Day closed this item to public comment.

Chris Monson responded to Mr. Reed's concern about Judo classes and stated that the Judo tenant has been out of the building for over a year as far as he knows, so he will look into that. He stated that one of the items in their tenant's leases is that the owner has the right to make any changes to the lease when necessary, including rules and what they can do in the parking lot. He addressed some of the parking issues that were brought up as well. He stated that they hire people that pick up trash and vacuum the parking lot late at night. He also stated that the smoking area has to be outside and comply with state law regarding the distance from the building. It also has to be covered.

Commissioner Jared Clayton asked if there was a distance to smoke from a residential area, when a commercial area is next to it.

Commissioner Joe Baker commented that it is good that Teleperformance is coming to Sandy City. He stated that he is impressed with the workforce schedule. He stated that he is sympathetic with the neighbors, but it is a commercial area.

Jared Clayton moved that the Planning Commission grant approval of the applicant's request for the Conditional Use to authorize extended business hours to 6:00 A.M. to 11:00 P.M. daily, and determine that 249 dedicated parking stalls are required for the proposed 332 employee Teleperformance call center, located at approximately 8550 South 1300 East Street, based upon the following 2 findings and subject to the 11 conditions of approval, with the addition of condition numbers 12 and 13 to read as follows:

2. That the existing six foot high masonry buffer wall along the west property boundary be extended to the northeast for one more abutting residential property depth, to replace the existing chain link fence with slats, and that the north property wood fence be repaired and painted.
12. That the applicant submit annual parking plan to city staff.
13. That the applicant resurface and re-stripe the asphalt parking lot.

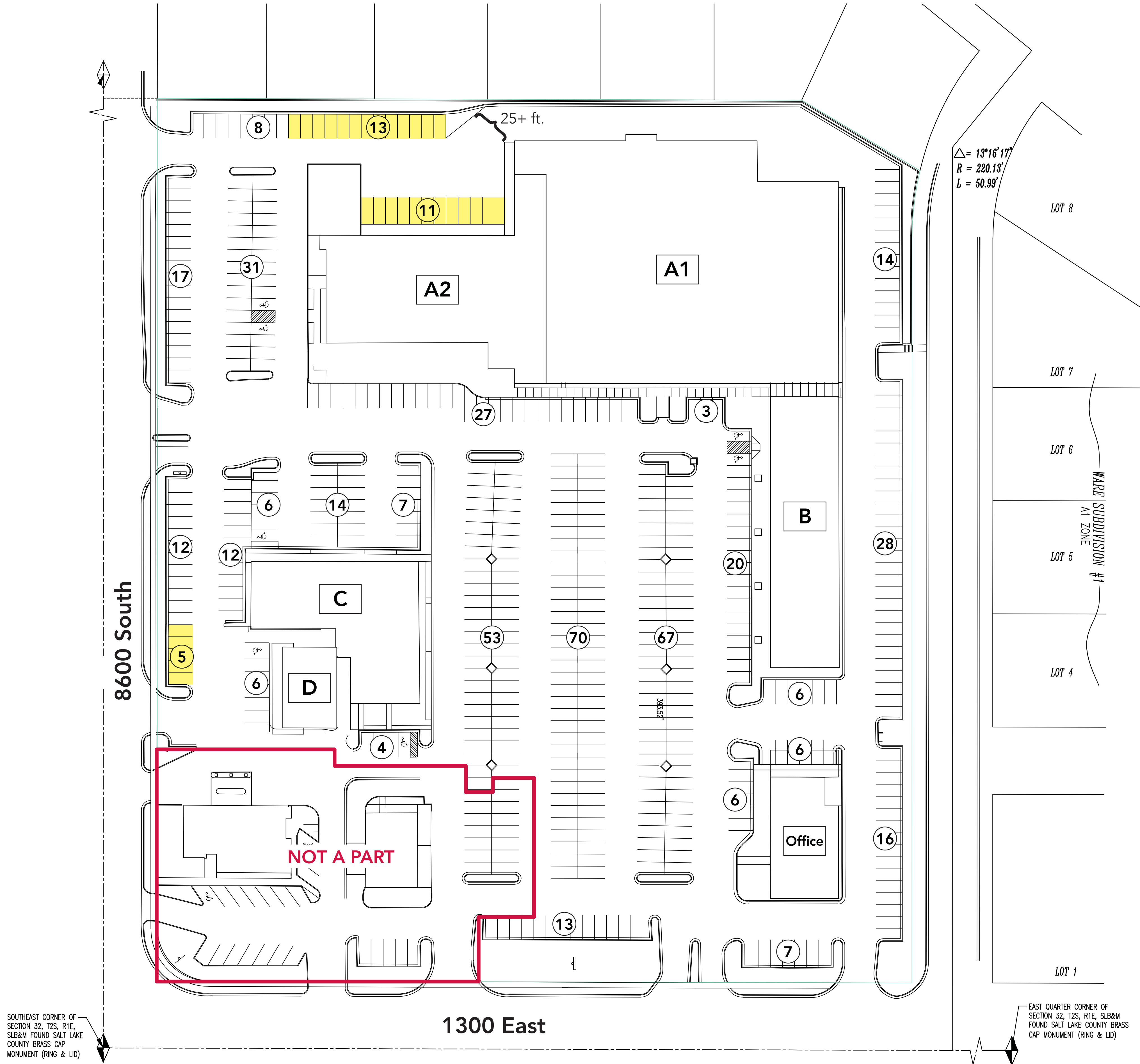
Commissioner Cheri Burdick seconded the motion. The vote was as follows: Jared Clayton, yes; Cheri Burdick, yes; Joe Baker, yes; Nancy Day, yes. The vote was unanimous in favor.

2. **Hills at Sandy Station Phase 1, Mixed Use Development**
(Revised Architectural Review)
132 E. Sego Lily Drive

SPR-4-12-2277

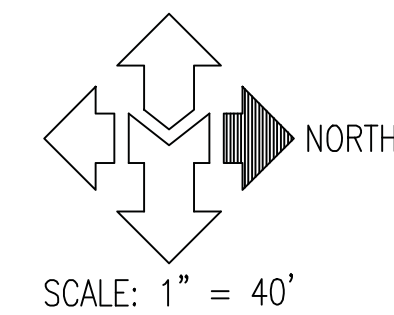
Mr. Mark Mabey of the Hills at Sandy Station, LLC, requested to revise the approved building elevations for Phase 1 of the Hills at Sandy Station Mixed Use Development. While inspecting the site construction, staff noticed several items that had been built differently than the approved elevations and certain elements that had not yet been completed per the approved plans. Staff asked the applicant to either complete the buildings as they were approved, or request an approval of their revised proposal.

On June 7, 2012, the Planning Commission determined that preliminary review was complete for both phases of this project. Final Review was approved for Phase 1 as well (see attached minutes). Final Site Plan Approval was granted to the project on September 12, 2012.



COUNTRY SQUARE SHOPPING CENTER

Suite	SF	Parking Ratio	Required Parking
A1	36,900	7/1,000	258
A2	14,000	5/1,000	70
B	10,000	5/1,000	50
C	9,494	5/1,000	47
D	2,516	5/1,000	13
Office	8,281	4/1,000	33
Total Required			471
Total Existing			453
New Stripe			29
Total Existing & New			482



SCALE: 1" = 40'

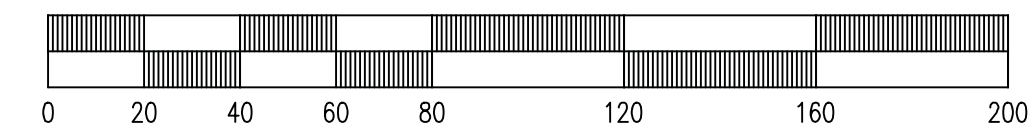
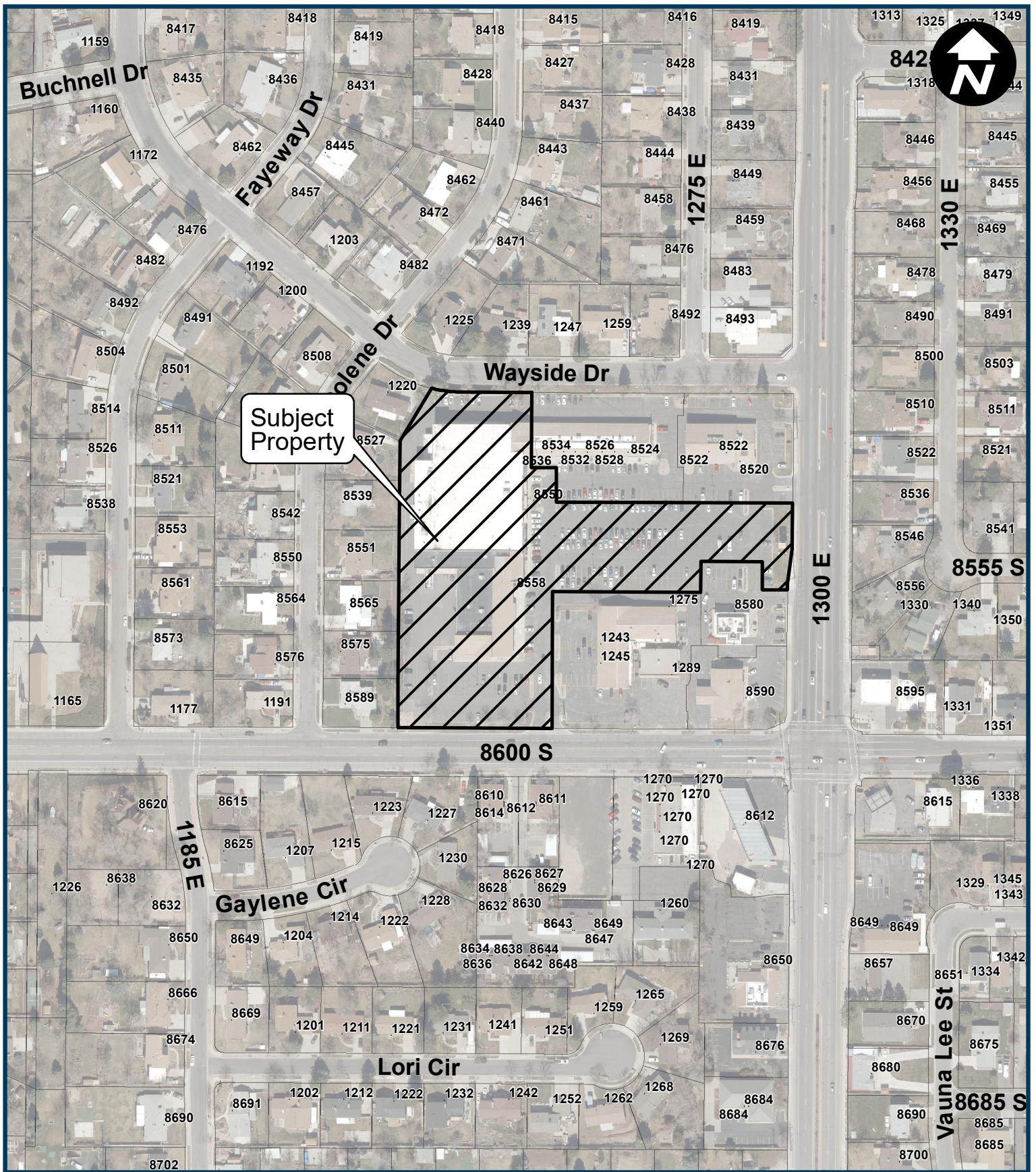




Exhibit #3 – Vicinity Map



CUP07052021-6094
Ekklesia Church
8558 S. 1300 E.



PRODUCED BY CLAIRE HAGUE
THE COMMUNITY DEVELOPMENT DEPARTMENT