

Total Fees Due: \$ 455.00  
Application Fee: \$425.00 plus \$30.00 per acre

Date Application & Fee Received: 6/6/19  
Received by: AHD

## Application for Special Use Permit City of Harrisonburg, Virginia

[www.harrisonburgva.gov/zoning-applications](http://www.harrisonburgva.gov/zoning-applications)

### Section 1: Description of Property

Location (street address): 481,491,505 Broad Street  
Tax Map Number: Sheet: 34 Block: G Lot: 10,11,12 Total Land Area: 4/-21,600 acres or sq. ft.  
Existing Zoning Classification: R-2  
Special Use being requested: 10-3-40 (S) Community Buildings

### Section 2: Property Owner's Information

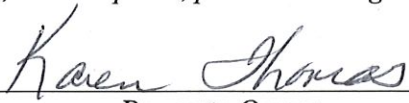
Property Owner's Name: Northeast Neighborhood Association  
Street Address: 481 Broad St Email: hburgnena@gmail.com  
City: Harrisonburg State: VA Zip: 22802  
Telephone: Work: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile/Home: \_\_\_\_\_

### Section 3: Owner's Representative Information

Owner's Representative: Karen Thomas  
Street Address: 158 East Johnson Street Email: taya\_va@yahoo.com  
City: Harrisonburg State: VA Zip: 22802  
Telephone: Work: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile/Home: 540-421-5135

### Section 4: Certification

*I certify that the information supplied on this application and on the attachments provided (maps and other information) is accurate and true to the best of my knowledge. In addition, I hereby grant permission to the agents and employees of the City of Harrisonburg to enter the above property for the purposes of processing and reviewing this application. I also understand that, when required, public notice signs will be posted by the City on any property.*

Signature:   
Property Owner

### Section 5: Required Attachments to be provided by Applicant

- Site or Property Map
- Letter explaining Proposed Use & Reasons for Seeking a Special Use Permit
- Traffic Impact Analysis (TIA) Determination Form OR Traffic Impact Analysis (TIA) Acceptance Letter signed by Public Works Department - Applicant is responsible for coordinating with Public Works Department prior to submitting SUP application. More information at [www.harrisonburgva.gov/traffic-impact-analysis](http://www.harrisonburgva.gov/traffic-impact-analysis). This requirement is waived for the following SUPs: major family day homes, reducing required parking areas, reduction in required side yard setback, wireless telecommunication facilities, walls and fences, and short term rentals. To prevent delays in reviewing your application, please consult with Planning staff to confirm your application does not require a TIA Determination Form or TIA Acceptance Letter.

**NOTE: If applying for a Wireless Telecommunications Facility allowed only by SUP, then also submit a wireless telecommunications facility application.**

NENA/Northeast Neighborhood Association  
P.O. Box 1026  
Harrisonburg, VA 22803  
Phone: 540-421-5135  
hburgnena@gmail.com  
<http://www.nenava.org>



*June 4, 2019*

*Department of Planning and Community Development  
409 South Main Street  
Harrisonburg, VA 22801*

*Greetings,*

*The Northeast Neighborhood Association is writing to request a Special Use Permit, for the property located at 481 Broad Street. Harrisonburg, VA.*

*The building has been previously used for worship services on Sunday, and will continue to be used for Sunday services. We, NENA, also would like to create a Community Center where residents of the community and city come for special gatherings, recreational, educational and cultural activities.*

*NENA has plans for a music room, art room, and special occasions such as weddings, church concert, meeting space and special programs. These rooms will be used for NENA events and may also be reserved by residents.*

*Regards,*

*Karen Thomas  
President*



City of Harrisonburg, VA  
 Department of Public Works

Determination of Need for a  
 Traffic Impact Analysis (TIA)

www.harrisonburgva.gov/traffic-impact-analysis


<b>Contact Information</b>			
Consultant Name:	Karen Thomas		
Telephone:	540-421-5135		
E-mail:	taya_va@yahoo.com		
Owner Name:	Northeast Neighborhood Association		
Telephone:	540-421-5135		
E-mail:	hburgnena@gmail.com		
<b>Project Information</b>			
Project Name:	Northeast Neighborhood Association Community Center		
Project Address: TM #:	481 Broad Street		
Existing Land Use(s):	Church Building		
Proposed Land Use(s): (if applicable)	Church Building, Recreational, Educational and Cultrual Activities, Metting Space		
Submission Type:	Comprehensive Site Plan <input type="radio"/>	Special Use Permit <input checked="" type="radio"/>	Rezoning <input type="radio"/> Preliminary Plat <input type="radio"/>
Project Description: (Include site plan or preliminary sketch and additional details on land use, acreage, access to site, etc)	The plan is for the building to stay the same for now, and to be used as stated above. Building area is <del>4,580 sq.ft</del> +/- 3,120 sq. ft.		
<b>Peak Hour Trip Generation (from row 15 on the second page)</b>			
AM Peak Hour Trips:	0		
PM Peak Hour Trips:	0		

**(reserved for City staff)**

TIA required? Yes \_\_\_\_\_ No

**Comments:**

ITE code 560 already counted for the activities mentioned in the proposed conditions, therefore same code has been used to calculate number of trips

Accepted by: 

Date: 06/06/2019



### Peak Hour Trip Generation by Land Use

Row	ITE Land Use		ITE Land Use Code	Unit	Quantity	AM Peak Hour of Adjacent Street Traffic	PM Peak Hour of Adjacent Street Traffic
1	Proposed #1	Church	560	1000 sq.ft GFA	3.2	1	3
2	Proposed #2						
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					1	3
8	Existing #1	Church	560	1000 sq.ft GFA	3.2	1	3
9	Existing #2						
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					1	3
15	Final Total (Total New – Total Existing)					0	0

#### Instructions

Determination of trip generation rates shall be in conformance with ITE guidelines.

1. Based on the intended use(s), calculate the AM Peak and PM Peak trip generation using the AM and PM Peak Hour of Adjacent Street Traffic rates from the most current version of the ITE Trip Generation Manual (rows 1-6). Attach additional sheets as necessary for more uses.
2. Sum up all of the trips generated for the new uses in the Total New Trips row (row 7).
3. If the development has any existing uses, calculate the AM Peak and PM Peak trip generations using the AM and PM Peak Hour of Adjacent Street Traffic rates from the most current version of the ITE Trip Generation Manual (rows 8-13). Attach additional sheets as necessary for more uses.
4. Sum up all of the trips generated for the existing uses in the Total Existing Trips row (row 14).
5. Subtract the total existing trips from the total new trips to get the final total number of trips generated by the development (row 15). Enter these numbers on the first page.





COMMUNITY ST

BROAD ST

EFFINGER ST

509

505

491

471

520

510

448

446

442

438

434