



City of Harrisonburg

345 S. Main Street
Harrisonburg, VA 22801

Meeting Agenda - Final City Council

Mayor Christopher B. Jones
Vice-Mayor Richard Baugh
Council Member Ted Byrd
Council Member Kai Degner
Council Member Abe Shearer

Tuesday, August 25, 2015

7:00 PM

Rockingham County Administration Center

1. Roll Call
2. Invocation
3. Pledge of Allegiance
4. Comments from the public, limited to five minutes, on matters not on the regular agenda. (Name and address are required)
5. Consent Agenda (any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of Council, otherwise all items will be voted on with one (1) motion)

5.a. Minutes

Attachments: [August 11, 2015 Draft Meeting Minutes](#)

- 5.b. Consider the reappropriation of encumbrances requested by department heads and the School Board that were outstanding at the end of Fiscal Year 2015

Review & Recommendation:

At the end of Fiscal Year 2015 there were outstanding encumbrances for purchase orders which were issued prior to June 30, 2015. These purchase orders were carried forward to the new Fiscal Year 2016 budget; however, the budgeted funds lapsed as of June 30, 2015. The purchase orders were for goods and/or services which were contracted for but not received prior to June 30, 2015. The purpose of this supplemental appropriation is to request that the funds for these outstanding purchase orders be reappropriated to the current fiscal year's budget.

Approval of this request will increase the Fiscal Year 2016 budget by 3,423,374.32. This represents an increase of over 1% of the total city budget. Code of Virginia Section 15.2-2507 requires a public hearing for budget amendments that exceed 1% of the budget.

Attachments: [Supplemental Appropriation \(Encumbrances\)](#)

[Encumbrances List \(City\)](#)

[Encumbrances List \(Schools\)](#)

[Public Hearing Notice \(Encumbrances\)](#)

Legislative History

8/11/15

City Council

approved on first reading

- 5.c. Consider a request from Campbell and Main, LLC with representative Rodney L. Eagle to rezone a 18,901 +/- square foot parcel zoned B-2C, General Business District Conditional to B-1C, Central Business District Conditional

Review &

Recommendation:

This property is located at 412 South Main Street. Planning Commission recommended approval (6-0) of the rezoning request for the property identified as tax map parcel 26-O-3, with the following proffers:

1. The subject property shall only be used for inn (transient lodging), restaurant and related activities such as weddings, meetings, civic and other special events. Catering activities for off-premises purposes shall also be permitted.
2. The restaurant operation shall not be open to the public between the hours of 1:00 am to 11:00 a.m. on Sundays. Limited food service to in-house inn guests from the kitchen may be provided during these hours.
3. The property shall maintain the existing off-street parking area enclosed by the existing vinyl fencing on the north side of the property adjacent to Campbell Street. Portions of the property (not restricting the Campbell Street entrance), may also be used for non-permanent outdoor storage of landscaping, construction or similar materials (with outdoor storage at no time to take up more than 20% of the fenced-in area).
4. The property shall maintain a thirty-foot (30') setback along South Main Street and a twenty foot (20') setback along Campbell Street for permanent structures. Fences, patios or other non-enclosed and uncovered structures shall not be subject to this restriction.

Attachments:

[Extract RZ 412 South Main Street](#)

[Site Maps](#)

[Staff Report 412 South Main Street RZ](#)

[Application & Supporting Documents](#)

[412 South Main Street Surrounding Property Notice](#)

Legislative History

8/11/15

City Council

approved on first reading

- 5.d. Consider a request from Chatham Land Co.; 126 Belmont, LLC; Nancy Lantz; Delbert and Lela Snyder, Trustees; and Tonya Taylor Price to rezone 37 lots comprising of 7.6 +/- acres of property zoned R-6, Low Density Mixed Residential Planned Community District by amending the development's master plan

Review &

Recommendation:

The development is located along Betts Road and East Market Street and is served by Alston Circle and Payton Randolph Court-both private streets. Planning Commission recommended approval (6-0) of the rezoning request which would reduce the total number of master planned lots from 38 to 26 single family home lots and make amendments to the allowable area and dimensional regulations of the community. The properties are addressed as 2302, 2310, 2313, 2314, 2318, 2319, 2322, 2326, 2330, 2334, 2337, 2338, 2341, 2342, 2346, 2347, 2350, 2354, 2358, 2362, 2366, 2370, 2371, 2374, 2375, 2382, 2386, 2390 Alston Circle and 40, 41, 50, 51, 60, 61, 70, 71, 80, and 90 Peyton Randolph Court. The properties are identified as tax map parcels 74-J-0 through 26, 28 through 30, and 32 through 38.

Attachments: [Extract RZ Chatham Square 2015](#)
[Site Maps](#)
[Staff Report Chatham Square 2015 Amend](#)
[Application & Supporting Documents](#)
[Chatham Square Surrounding Property Notice](#)

Legislative History

8/11/15 City Council approved on first reading

- 5.e. Consider amending the Zoning Ordinance by modifying the existing definitions of “minor family day home” and “major family day home.”

Review & Recommendation: Planning Commission recommended approval (6-0) of the Zoning Ordinance amendment to change the total number of children allowed in a minor family day home to one to four children while a major family day home would be allowed to have five to twelve children.

Attachments: [Extract ZO Amend Minor & Major Family Day Homes](#)
[Amendment](#)

Legislative History

8/11/15 City Council approved on first reading

- 5.f. Refer a request to Planning Commission for the city to vacate an alleyway located between 135 and 147 East Johnson Street

Review & Recommendation: The applicants are requesting to close the alley to help control traffic through the alley. The alley consists of a gravel drive lane that is partially on the applicant's private property and they plan to prohibit through traffic. The application is attached.

Attachments: [Application](#)

6. Public Hearings

- 6.a. Consider an ordinance closing a 13,462 square foot portion of Grove Street right of way between New York Avenue and Ohio Avenue in the City of Harrisonburg

Review & Recommendation: This item is the result of a city initiated closing of an undeveloped portion of Grove Street between New York Avenue and Ohio Avenue. The vacated portion of Grove Street, which consists of 13,462 square feet, will be conveyed to William F. Cale and Susan T. Cale, who own the adjoining property on both sides of the portion of Grove Street to be vacated. The Cales have agreed to terminate a 60 foot wide easement of right of way over a portion of Westover Park which benefits their property.

Attachments: [Public Hearing Notice](#)
[Ordinance - Grove Stree ROW](#)
[Grove St vacation of ROW plat](#)

- 6.b. Consider amending and re-enacting Section 1-1-12(1)b and enacting Section 1-1-12(1)e of the Harrisonburg City Code

Review & Recommendation: In accordance with council's direction at its July 14th meeting, staff has prepared a draft ordinance establishing a new voting Precinct 5 in Ward 1 consisting mostly of JMU's campus, and amending the description of the boundaries of Ward 1, Precinct 2 (Spotswood Precinct) for council's consideration. Staff has also prepared a map showing the proposed precinct changes. The proposed ordinance amendment and map are attached. Also attached is documentation from the Electoral Board as requested by council.

Attachments: [Public Hearing Notice](#)
[Ordinance](#)
[JMU Precinct Packet](#)
[With JMU Precinct](#)
[Without JMU Precinct](#)

6.c. Consider amending and re-enacting Section 1-1-13 of the Harrisonburg City Code

Review & Recommendation: This ordinance amendment is required due to the move to the new City Hall. The existing section 1-1-13 designates the second floor conference room in the Municipal Building at 345 South Main Street as the city's central absentee voter election district. The amendment designates a room in the new City Hall as the city's central absentee voter election district. Due to timing requirements under state law, this ordinance amendment must be passed prior to September 3, 2015. Therefore, it will be necessary for council to hold a brief special meeting during the last week of August for a second reading of this ordinance amendment.

Attachments: [Public Hearing Notice](#)
[Ordinance 1-1-13](#)

7. Regular Items

7.a. Presentation on the Building Inspection Study

Review & Recommendation: DecideSmart LLC was hired to review the building permit process with an objective to assist the city in improving the building permit process to help the City resolve complaints from the building and development community regarding timeliness and customer service issues.

Attachments: [Harrisonburg Survey Summary](#)
[Harrisonburg Study Final](#)

7.b. Presentation of an un-manned aerial system

Review & Recommendation: The Harrisonburg Police Department will present a new initiative for an un-manned aerial system. This system will be donated by the Harrisonburg Police Foundation and will incur no cost to the city. The system would allow better search and rescue capabilities and potential threat identification in hostage-barricade situations.

8. Special Event Application Requests

8.a. Consider the fall Rocktown Beer & Music Festival for a special event request

Review & Recommendation: The fall Rocktown Beer & Music Festival will be held Saturday, September 26th from 3:00pm to 8:30pm at the Turner Pavilion and municipal lot.

Attachments: [Street Closing Application](#)
 [Layout 2015](#)
 [Rocktown Fall - City of Harrisonburg](#)
 [Rocktown Fall - Liberty South Assoc.](#)
 [Rocktown Fall - Pepperjack](#)
 [City of Hburg COI General](#)

8.b. Consider the Sherry Burcham Anderson 5k Run/Walk as a special event request

Review & The Sherry Burcham Anderson 5k Run/Walk will take place on October 11 at 3:00 p.m.
Recommendation: on Linda Lane in front of Skyline Middle School. Approval is pending from the
Purchasing Department until the endorsement for insurance is received.

Attachments: [Special Event Application- Linda Lane](#)
 [Sherry Anderson Course Map](#)
 [Insurance](#)

9. Supplementals

9.a. Consider a supplemental appropriation for the Fire Department in the amount of \$147,835.19

Review & These are carryover funds from the previous budgeted year for unexpended Fire
Recommendation: Program funds and Four-for-Life funds.

Attachments: [Supplemental Appropriation \(Fire\)](#)

9.b. Consider a supplemental appropriation for the Police and Fire Departments in the amount of \$93,159.38

Review & The Police and Fire Departments were awarded various grants in the prior fiscal year.
Recommendation: This request will reappropriate these unexpended prior year grant awards.

Attachments: [Supplemental Appropriation \(Grants\)](#)

10. Other Matters

11. Boards and Commissions

12. Adjournment