



City of Harrisonburg

City Hall
409 South Main Street
Harrisonburg, VA 22801

Meeting Minutes - Final Planning Commission

Wednesday, March 11, 2026

6:00 PM

Council Chambers

1. Call To Order

The Harrisonburg Planning Commission held its regular meeting on Wednesday March 11, 2026, at 6:00 p.m. in the City Council Chambers, 409 South Main Street.

2. Roll Call/Determination of Quorum

Members present: Richard Baugh, Chair; Shannon Porter, Vice Chair; Councilmember Laura Dent; KC Kettler; Rob Jezior, and Randy Seitz. Heja Alsindi was absent. Also present: Adam Fletcher, Director of Community Development; Thanh Dang, Deputy Director of Community Development; Nyrma Soffel, Planner; Meg Rupkey, Planner; Wesley Russ, Deputy City Attorney; Tom Hartman, Director of Public Works; Matthew Tobia, Fire Chief; and Anastasia Montigney, Development Support Specialist/Secretary.

Chief Tobia went over emergency and evacuation procedures for the evening.

Present 6 - Richard Baugh, City Council Representative Laura Dent, Shannon Porter, Kenneth Kettler, Randall Seitz, and Stanley Jezior

Absent 1 - Heja Alsindi

3. Approval of Minutes

3.a. Minutes from the February 11, 2026 Planning Commission Meeting

Chair Baugh asked if there were any corrections, comments or a motion regarding the February 11, 2026, Planning Commission meeting minutes.

Commissioner Kettler moved to approve the February 11, 2026, Planning Commission meeting minutes.

Vice Chair Porter seconded the motion.

The motion to approve the February 11, 2026, Planning Commission meeting minutes passed by voice vote (6-0).

A motion was made by Kettler, seconded by Porter, that this Minutes be approved. The motion carried by a voice vote.

4. New Business - Public Hearings

- 4.a. Consider a request from Katherine S Moran and Marcie E Harris to rezone (proffer amendment) 361 Franklin Street

Chair Baugh read the request and asked staff to review.

Ms. Soffel said the applicant is requesting to amend proffers for a +/- 10,269-square-foot parcel, zoned R-8C, Small Lot Residential District Conditional. The vacant parcel is addressed as 361 Franklin Street and is identified as tax map parcel 27-Q-1. If the request is approved, the applicant continues to propose to construct a single-family dwelling.

On August 22, 2023, City Council approved the applicant's request to rezone the property from R-1, Single-family Residential District to R-8C, Small Lot Residential District Conditional to construct a single-family dwelling that would have exceeded the R-1 district setback requirements. The rezoning included a proffer to establish a 20-foot minimum setback along Franklin Street. The applicant's architectural site plan (Architectural Site Plan Sheet A-003, dated 06 Feb 2026) shows their desire to construct a porch roof near the southwest corner of the building that projects five (5) feet into the 20-foot setback.

Zoning Ordinance (ZO) Sec. 10-3-110(a) allows architectural treatments and functional elements such as chimneys, moldings, rain gutters, downspouts, roof eaves, buttresses and bay windows to project up to two (2) feet, eight (8) inches into the required yard setback, provided they do not include additional floor space. Without the proffer amendment, the proposed porch roof could project up to two (2) feet, eight (8) inches into the 20-foot setback. The requested proffer amendment would allow the porch roof to encroach into the proffered setback as indicated on the referenced architectural site plan.

Additionally, ZO Sec. 10-3-110(d) allows for an open, unenclosed and uncovered porch to project up to one-third of the front yard setback. For a 20-foot setback, the allowed projection would be about six (6) feet, seven (7) inches. The applicant's architectural site plan illustrates an open, unenclosed and uncovered deck ("cantilever deck above") that projects six (6) feet, four (4) inches into the 20-foot setback along Franklin Street. In contrast, the proposed porch roof would project up to five (5) feet into the 20-foot setback along Franklin Street.

Proffers

The applicant has offered the following proffers (written verbatim):

1. More than one dwelling is prohibited.
2. The minimum setback along Franklin Street shall be 20 feet, except for the porch roof, which shall extend no further than 5 feet into the setback and shall be in the general location indicated on the Architectural Site Plan A-003 dated 06 Feb 2026.

Proffer #1 remains unchanged from the 2023 rezoning.

Proffer #2 would amend the previously approved 20-foot setback along Franklin Street by allowing the porch roof to encroach as indicated on the architectural site plan. Without the proffered 20-foot setback along Franklin Street, the R-8 district would have permitted a minimum front yard setback of 10 feet. Existing setbacks along this portion of Franklin Street generally range from 20 to 25 feet or more from the public right of way and are generally nonconforming. At the time of the original rezoning, the applicant proffered a minimum setback of 20 feet along Franklin Street to ensure compatibility with other dwellings on Franklin Street.

Land Use

The Comprehensive Plan designates this site as Low Density Residential and states:

These areas consist of single-family detached dwellings in and around well-established neighborhoods with a target density of around 4 dwelling units per acre. The low density residential areas are designed to maintain the character of existing neighborhoods. It should be understood that established neighborhoods in this designation could already be above 4 dwelling units per acre.

The proffered number of dwellings and the density conform with the Low Density Residential designation, and the occupancy regulations of the R-8 district are the same as the occupancy regulations for the R-1 district.

Transportation and Traffic

A traffic impact analysis (TIA) was not required for the rezoning request.

Public Water and Sanitary Sewer

Staff has no concerns with the requested rezoning regarding water and sanitary sewer matters.

Housing Study

The proffer amendment will not impact housing because current zoning allows one single-family

detached dwelling, and the new proffers continue to restrict the property to having only one dwelling unit.

Public Schools

The proposed proffer amendment does not change the existing number of buildable units allowed on property and does not impact the calculated student generation.

Conclusion

The proposed proffer amendment is narrowly tailored to allow the porch roof shown on the architectural plans to project no more than 5 feet into the 20-foot setback along Franklin Street. Staff does not believe that the request would have an adverse impact on the surrounding properties; therefore, staff recommends approval of the proffer amendment request.

Chair Baugh asked if there any questions for staff. Hearing none, he invited the applicant or applicant's representative to speak to their request.

Matthew Roberston, the applicant's representative from The Stratford Companies, came forward to speak to the request. He said we are the design and building company for this residence representing the Morans. Nyрма did a great job presenting the information. I am here to answer any questions you might have about the proffer amendments or the architecture that supports it.

Chair Baugh asked if there were any questions for the applicant's representative.

Vice Chair Porter said just a brief question about the decision to have the porch extend so far just what the design purpose was or what your rationale was.

Mr. Roberston said the Zoning Ordinance allows the uncovered balcony to project into this setback further than what this porch roof can project. We initially had this porch roof as a balcony and those two planes align in their projection towards Franklin Street. The decision to not make this a balcony and only have it a porched roof as nonaccessible was a part of the design process but at the end result having those alignments of those two planes along Franklin Street, the balcony and the porch roof was what we are looking for.

Vice Chair Porter said have you already built the porch overhang?

Mr. Robertson said no, we have not broken ground on the house yet.

Chair Baugh asked if there were any questions for the applicant's representative. Hearing none,

he opened the public hearing and invited anyone in the room or on the phone wishing to speak to the request. Hearing none, he closed the public hearing and opened the matter for discussion.

Councilmember Dent said I would like to just recall when we approved this back in August 2023 part of the rationale of this place as I recall is to have one floor living for aging in place and that is part of why it needed the rezoning for smaller setbacks to have enough space on that one floor.

Vice Chair Porter said I will go ahead and call the question please.

Chair Baugh said that is a motion to approve as presented, is that correct?

Vice Chair Porter said that is correct, so moved.

Commissioner Kettler seconded the motion.

Chair Baugh called for a roll call vote.

Commissioner Seitz	Aye
Commissioner Jezior	Aye
Councilmember Dent	Aye
Commissioner Kettler	Aye
Vice Chair Porter	Aye
Chair Baugh	Aye

The motion to recommend approval of the rezoning request passed (6-0). The recommendation will move forward to City Council on April 14, 2026.

A motion was made by Porter, seconded by Kettler, that this PH-Rezoning be recommended for approval to the City Council, due back on 4/14/2026. The motion carried with a recorded roll call vote taken as follows:

Yes: 6 - Baugh, City Council Representative Dent, Porter, Kettler, Seitz and Jezior

No: 0

Absent: 1 - Alsindi

- 4.b.** Consider a request from Center for Health and Human Development to rezone 851 Madison Street

Please see attachment 9 in Legistar for the full minutes extract.

A motion was made by Porter, seconded by Seitz, that this PH-Rezoning be recommended for approval to the City Council, due back on 4/14/2026. The motion carried with a recorded roll call vote taken as follows:

- 4.c. Consider a request from Center for Health and Human Development for a special use permit at 851 Madison Street

Please see attachment 9 in Legistar for the full minutes extract.

A motion was made by Porter, seconded by Seitz, that this PH-Special Use Permit be recommended for approval to the City Council, due back on 4/14/2026. The motion carried with a recorded roll call vote taken as follows:

Yes: 6 - Baugh, City Council Representative Dent, Porter, Kettler, Seitz and Jezior

No: 0

Absent: 1 - Alsindi

- 4.d. Consider a request from Trenton Inc. and Bernard LC to rezone 435, 445, 457, 473, 483 & 495 South Main Street and 282, 288, 294 & 298 South Liberty Street (The Link Apartments)

Please see attachment 19 in Legistar for the full minutes extract.

A motion was made by Seitz that this PH-Rezoning be recommended for approval to the City Council, due back on 4/14/2026. The motion carried with a recorded roll call vote taken as follows:

Yes: 5 - Baugh, City Council Representative Dent, Kettler, Seitz and Jezior

No: 1 - Porter

Absent: 1 - Alsindi

5. New Business - Other Items

- 5.a. Planning Commission Annual Report 2025

Ms. Dang said the first item here is the Planning Commission Annual Report that summarizes all of items that this body had received last year in 2025 including Planning Commission’s recommendations and Council’s decisions. I am happy to answer any questions you have but what we are looking for from you all is a vote to forward this to City Council.

Commissioner Seitz moved to approve the report.

Commissioner Jezior seconded the motion.

The motion to approve the 2025 Planning Commission Annual Report minutes passed by voice vote (6-0).

A motion was made by Seitz, seconded by Jezior, that this Presentation be approved. The motion carried by a voice vote.

5.b. Planning & Zoning Division Annual Report 2025

Ms. Dang said this is the 2025 Planning and Zoning Division Annual Report. It includes zoning activity and subdivisions that were processed by City staff. These are all administrative items. This is just for you all to review for informational purposes.

Chair Baugh asked if there were any questions or comments regarding the annual report.

6. Public Comment

None.

7. Report of Secretary & Committees

7.a. Rockingham County Planning Commission Liaison Report

Commissioner Seitz reported on the March 3, 2026 Rockingham County Planning Commission meeting. The following items were on the agenda:

- Public hearing request from Jerry Dean to rezone 2.381 acres of Tax Map #128-A-87 from R-2 (Medium Density Residential) to A-2 (General Agricultural).-Approved (3-0)

Public hearing request from The Ponds of Island Ford to amend the proffers that are currently imposed on a 1.384 acre portion of The Ponds Subdivision Tax Map #142-14-23, 142-14-24, 142-14-35, and 142-14-36-Denied (3-0)

7.b. City Council Report

Councilmember Dent reported on items from Planning Commission that were presented to City Council.

At the February 24 City Council Meeting:

- Public hearing for a special use permit at 660 Walnut Lane-Approved
- Public hearing to rezoning a portion of 2600 and 2580 South Main Street-Approved
- Public Hearing to consider the Capital Improvement Program for the FY2026-2027 through 2030-2031-Approved
- Public hearing for a special use permit at 380 Sunrise Avenue-Approved

Councilmember Dent reported that there were no public hearing items from Planning Commission presented to City Council on March 10, 2026, however, there was one item of business presented:

- A Subdivision Ordinance variance request for Franklin Street extended (The Edge)

8. Other Matters

8.a. Review Summary of next month's applications

Ms. Dang reviewed the items anticipated for the April agenda:

- Rezoning and Special Use Permit-1351 & 1361 Peach Grove Ave (R-5C/B-2 to R-5C and More than 12 units per building in R-5)
- Special Use Permit-140 E Wolfe Street (Manufacturing in B-1)
- Special Use Permit-165 S Main Street (Short term rental in B-1)
- Rezoning-Collicello North (R-7 Master Plan Amendment)
- Request to initiate Zoning Ordinance amendments-various

One meeting was recommended.

Commissioner Seitz said what is involved in the Collicello North Master Plan Amendment?

Ms. Dang said that is an R-7 Master Plan zoned community. They are making amendments to the Master Plan related to the buildings. Their original Master Plan was pretty restrictive to what type of buildings were allowed. They are going to make amendments to remove that as one of the examples.

9. Adjournment

The meeting adjourned at 11:31 PM.

NOTE TO THE PUBLIC

Staff will be available at 4:00 p.m. on the Tuesday before the next Planning Commission meeting for those interested in going on a field trip to view the sites on the next agenda.

INTERPRETATION SERVICES

Language interpretation service in Spanish, Arabic and Kurdish is available for Planning Commission meetings. To ensure that interpreters are available at the meeting, interested persons must request the accommodation at least four (4) calendar days in advance of the meeting by contacting the City Clerk at (540) 432-7701 or by submitting a request online at: www.harrisonburgva.gov/interpreter-request-form

El servicio de intérpretes inglés-español está disponible para las reuniones públicas de la Comisión de Planificación. Para asegurar la disponibilidad de intérpretes, cualquier interesado deberá solicitar la presencia de un intérprete al menos cuatro (4) días calendarios antes de la reunión comunicándose con la Secretaría Municipal al (540) 432-7701 o por medio de la página por internet al:

<https://www.harrisonburgva.gov/interpreter-request-form>

NOTE TO THE PUBLIC

Residents/Media will be able to attend the meeting.

The Public can also view the meeting live on:

- The City's website, <https://harrisonburg-va.legistar.com/Calendar.aspx>
- Public Education Government Channel 1072

A phone line will also be live where residents will be allowed to call in and speak with Planning Commission during the Public Hearings and the Public Comments portion of the night's meeting. We ask those that wish to speak during the public comment period to not call in until after all the public hearings and public comment on those have been heard. This will avoid anyone calling on any other item from holding up the queue and then being asked to call back at a later time.

The telephone number to call in is: (540) 437-2687

Residents also may provide comment prior to the meeting by visiting this page: www.harrisonburgva.gov/agenda-comments