



CITY OF HARRISONBURG
**COMMUNITY
DEVELOPMENT**

Special Use Permit Application

www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

794 North Main St. 41 N 15 1.36 acres or sq.ft.
 Property Address Tax Map Total Land Area (circle)
 Existing Zoning Classification: M1
 Special Use being requested: Professional offices

PROPERTY OWNER INFORMATION

Bell Investments 540-421-7749
 Property Owner Name Telephone
794 North Main St. Connorbell@gmail.com
 Street Address E-Mail
Harrisonburg VA 22802
 City State Zip

OWNER'S REPRESENTATIVE INFORMATION

Connor Bell 540-421-7749
 Owner's Representative Telephone
794 North main St. Connorbell@gmail.com
 Street Address E-Mail
Harrisonburg VA 22802
 City State Zip

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.

Ken Bell 3/5/2020
 PROPERTY OWNER DATE

REQUIRED ATTACHMENTS

- 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 prior to submitting this application. For more information, visit 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, wall 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.

TO BE COMPLETED BY PLANNING & ZONING DIVISION

03-05-2020 Total Fees Due: \$ 485.00
 Date Application and Fee Received Application Fee: \$425.00 + \$30.00 per acre

Banka
 Received By

Special Use Permit - JZ Engineering Offices

794 North Main St.

Harrisonburg, VA 22802

We are applying for this special use permit to allow us to use 5,260 sqft of the building located at 794 North Main Street for professional office space. The building is currently zoned M-1 thus requiring the special use permit in order to use the building for professional office space.

The space permitted to be professional office space would include 3,660 sqft of space that is currently used as office space for the existing printing company. The remaining 1,600 sqft of proposed office space would be space currently used as a production area for the printing company.

The immediate plan for this new permitted use will be to allow for the downsizing of the print shop office space by leasing 1,000 sqft to a professional engineering firm.

The remaining space permitted by the special use permit may be used for professional offices in the future if tenants are found. We are applying for this special use permit to allow the ability of future professional office space without having to reapply for a special use permit. The ability to rent to tenants without having to go through the long process of a special use permit will make renting space much easier.

There is adequate parking and handi-cap parking on site for the type of use proposed along with parking for existing companies in the building. See attached site plan for more details on amount and location of parking and see Parking Requirement sheet for the required amount of parking.

Jakob, with public works, concluded that this use and square footage does not require a traffic impact analysis. His signed letter is attached.

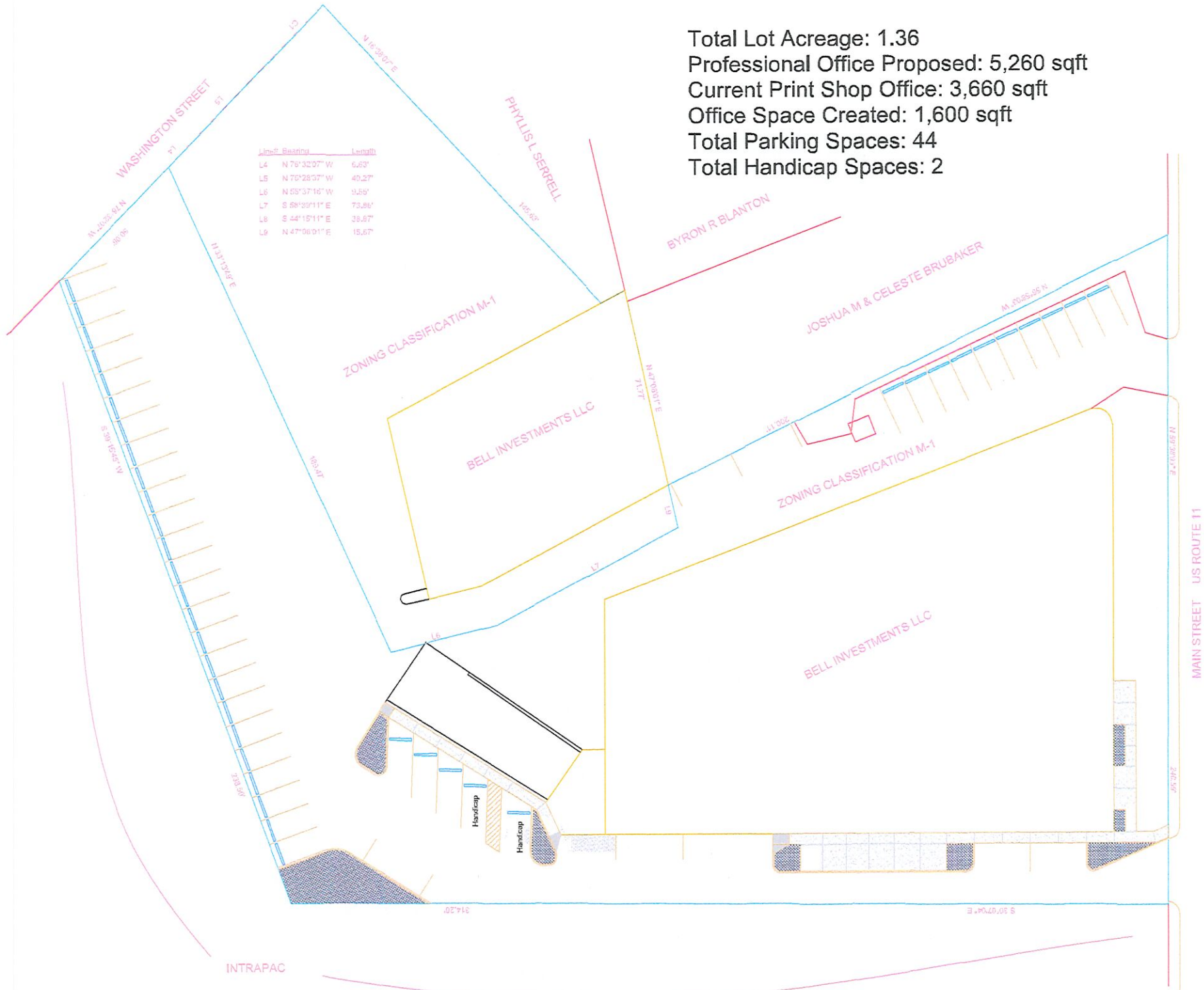
Thanks,

Connor Bell

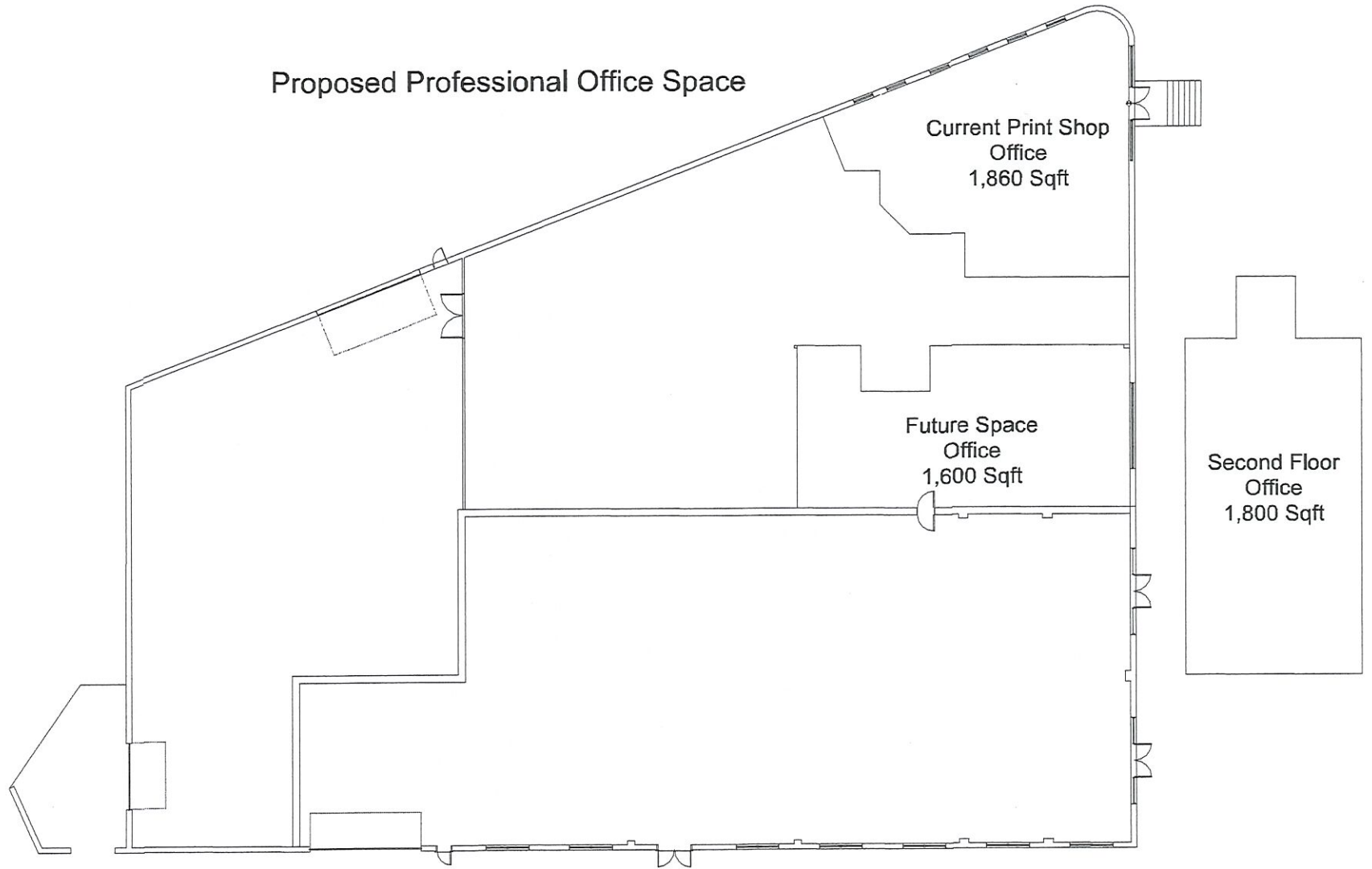
(540) 421-7749

connor@visionarydesignbuild.com

Total Lot Acreage: 1.36
 Professional Office Proposed: 5,260 sqft
 Current Print Shop Office: 3,660 sqft
 Office Space Created: 1,600 sqft
 Total Parking Spaces: 44
 Total Handicap Spaces: 2



Proposed Professional Office Space



Current Print Shop
Office
1,860 Sqft

Future Space
Office
1,600 Sqft

Second Floor
Office
1,800 Sqft

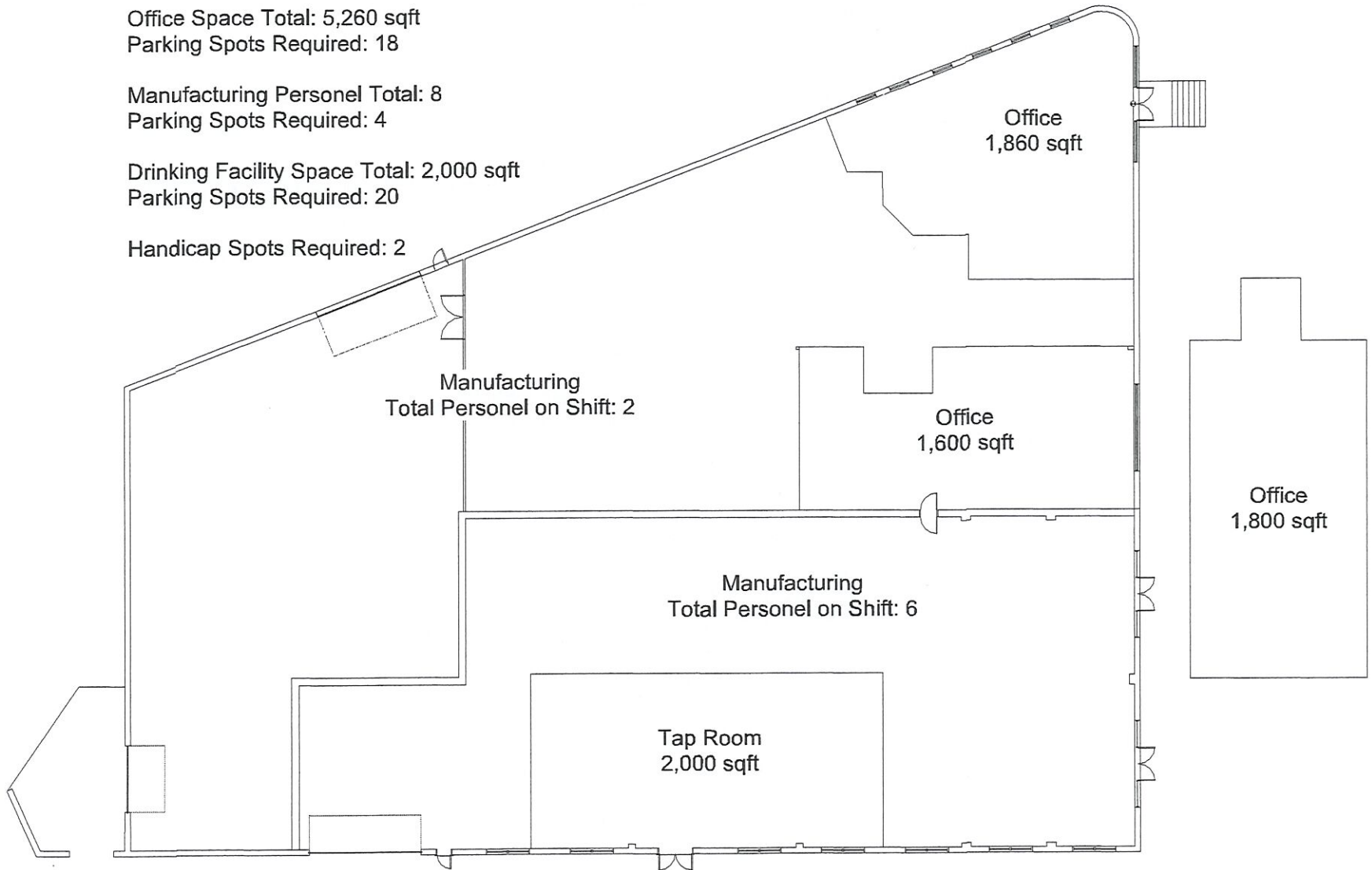
Parking Requirements

Office Space Total: 5,260 sqft
Parking Spots Required: 18

Manufacturing Personnel Total: 8
Parking Spots Required: 4

Drinking Facility Space Total: 2,000 sqft
Parking Spots Required: 20

Handicap Spots Required: 2





City of Harrisonburg, VA
Department of Public Works

**Determination of Need for a
Traffic Impact Analysis (TIA)**

www.harrisonburgva.gov/traffic-impact-analysis

For inclusion in an application for Planning Commission review (for Special Use Permit, Rezoning or Preliminary Plat), this form must be submitted to the Public Works Department at least 5 business days prior to the Planning Commission application deadline.

Contact Information			
Consultant Name:			
Telephone:			
E-mail:			
Owner Name:	Bell Investments		
Telephone:	(540) 421-7749		
E-mail:	connor@visionarydesignbuild.com		
Project Information			
Project Name:	JZ Engineering Office		
Project Address:	794 North Main St.		
TM #:	41 N 15		
Existing Land Use(s):	Brewery/Tap Room, Print Shop w/ Office, Warehouse		
Proposed Land Use(s): (if applicable)	Professional Office		
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)	We are applying for a special use permit to allow professional office space in a M1 zoning district. The permit will be for the ability to use 5,260sqft of total 24,587sqft for professional offices. As of now, 3,660sqft of the proposed professional office area is office space for a printing company. The remaining 1,600 sqft is currently production space for the printing company. There will be a 1,000 sqft partition of the current office space to allow for an engineering company of 4 employees.		
Peak Hour Trip Generation (from row 15 on the second page)			
AM Peak Hour Trips:	1		
PM Peak Hour Trips:	1		

(reserved for City staff)

TIA required? Yes _____ No X

Comments:

Accepted by: Jakeb James F. Eldred

Date: 3/12/20

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	General Office Building	710	1000 s.f. GFA	5.26	6	6
2	Proposed #2	General Light Industrial	110	1000 s.f. GFA	19.3	14	12
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					20	18
8	Existing #1	General Office Building	710	1000 s.f. GFA	3.66	4	4
9	Existing #2	General Light Industrial (print shop)	110	1000 s.f. GFA	1.6	1	1
10	Existing #3	General Light Industrial	110	1000 s.f. GFA	19.3	14	12
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					19	17
15	Final Total (Total New – Total Existing)					1	1

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.