



**CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT**

Special Use Permit Application

www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

Property Address: 660 Walnut Lane Tax Map: 25 L 8a Total Land Area: .38 acres or sq.ft. (circle)

Existing Zoning Classification: R-3

Special Use being requested: 10-3-48.4 (1) Boarding house

PROPERTY OWNER INFORMATION

Property Owner Name: DR D. CRAIG SMITH Telephone: 540-487-4057

Street Address: 574 A Main St E-Mail: craigsmith42848@gmail.com

City: Harrisonburg State: VA Zip: 22801

OWNER'S REPRESENTATIVE INFORMATION

Owner's Representative: _____ Telephone: _____

Street Address: _____ E-Mail: _____

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.

PROPERTY OWNER: NO Craig Smith DATE: 8/25/23 *[Signature]*

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.

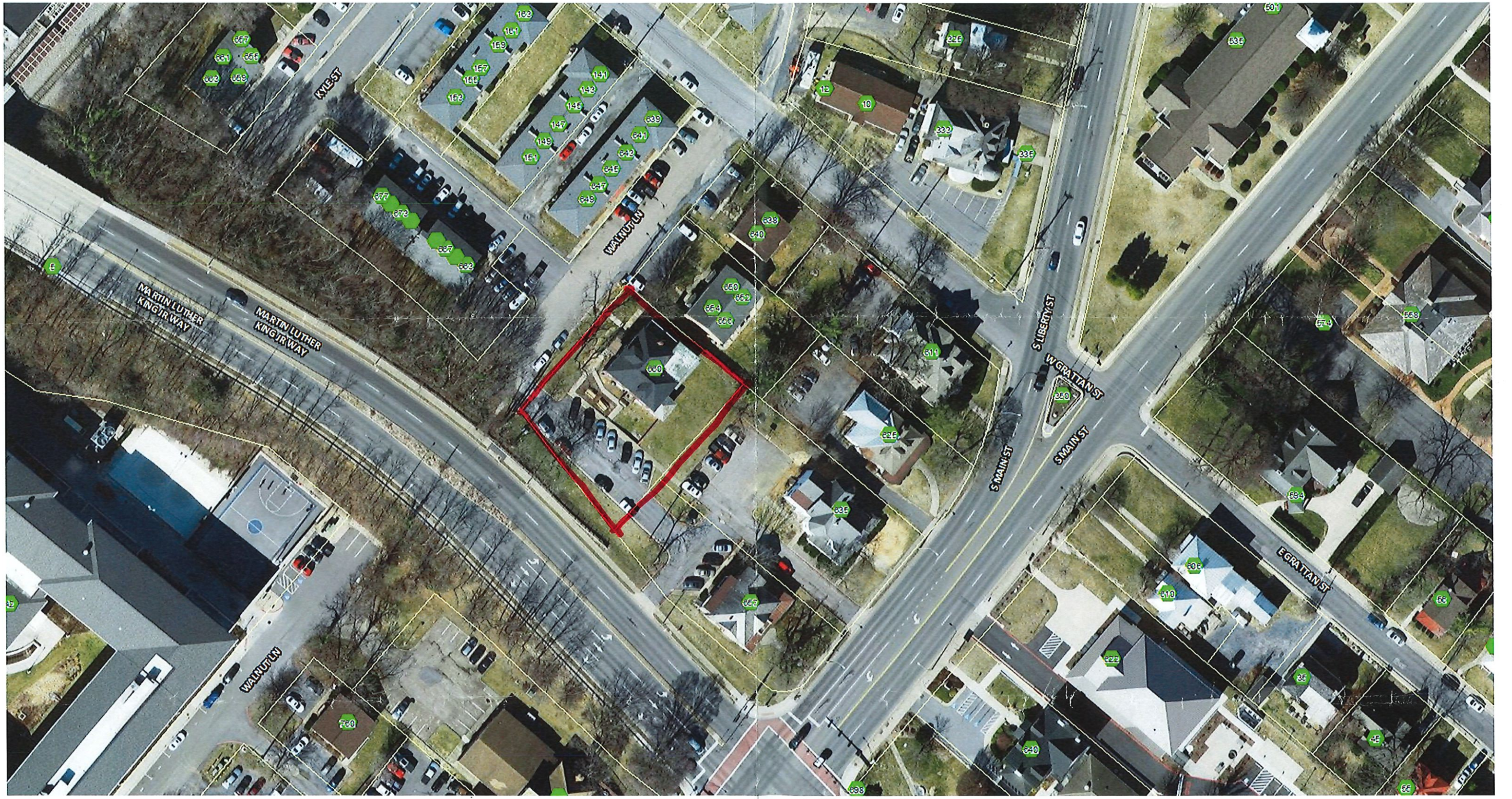
Note: If applying for a Wireless Telecommunications Facility allowed only by SUP, then also submit a wireless telecommunications facility application.

TO BE COMPLETED BY PLANNING & ZONING DIVISION

Date Application and Fee Received: 8/31/23 Total Fees Due: \$ 455

Application Fee: \$425.00 + \$30.00 per acre

Received By: *[Signature]*



October 3, 2023

I have managed student rentals for more than forty years and have been privileged and challenged by a wide range of personalities. I hope I have gained a perspective that allows me to address these unique challenges and maintain objectivity regarding city codes and regulations in reference to the students.

I received a notice that one of my properties, 660 Walnut Lane, had been condemned by the city. Police were called to investigate a break-in and found the property unlivable. They had no choice but to report these conditions to building and zoning. I would have done the same in these circumstances.

Upon notification, I returned to Harrisonburg from the Outer Banks and met with city staff to address these issues. Professionally and respectfully city staff worked with me to quickly "uncondemn" the property allowing students to return and prepare for the fall semester. Staff sensitivity and responsiveness were key factors in that effort.

In a meeting on September 29, 2023 with city staff, I was advised that my challenges were not over. The individuals residing in the house were all members of Sigma Nu Fraternity. Being grandfathered in would have allowed ten occupants and absolutely no fraternity sponsored events at the residence. That is an issue the city feels has not been resolved completely based on fraternity publications that continue to reference 660 Walnut Lane as a fraternity house. The fraternity core of brothers has moved to another location. 660 Walnut Lane now houses only ten grandfathered in occupants who have signed a statement documenting that no fraternity sponsored events are being conducted in this facility. These students are living in a home that has fifteen bedrooms with ten-foot ceilings each with square footage larger than a typical bedroom. Graves Electric and Michael's Plumbing have assured us that all issues under their purview exceeds building code standards. More than fifteen standard parking spaces are available for tenants and guests. Square foot lot size exceeds city standards. The house has a new roof, all windows have been replaced, soffit, fascia, and gutters are new. Tenants have access to six bathrooms that have all been recently renovated.

I have owned the property for over thirty years and have never received a single complaint. The nearest property owner, Marshall Price, has a fourplex beside us and has never had a complaint. All adjacent properties are rentals – no individual residences within the entire two block area. The property is bordered by Martin Luther King Highway (Historic Cantrell Avenue) on the south.



Craig Smith

No fraternity sponsored events will be conducted at 660 Walnut Lane. All city building and zoning regulations will be strictly adhered to. Infractions shutting the house down will not de-obligate tenants from their ongoing rental commitment.

Craig Smith

Craig Smith, Jr.



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: Telephone: E-mail:	Craig Smith 540-487-4057 craigsmith62848@gmail.com			
Project Information				
Project Name:	Walnut Lane Apartments			
Project Address: TM #:	660 Walnut Lane 25 L 8-A			
Existing Land Use(s):	Single Family House			
Proposed Land Use(s): (if applicable)	Student Housing			
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)	Allow for up to 10 students to occupy the building			
Peak Hour Trip Generation (from row 15 on the second page)				
AM Peak Hour Trips:	1			
PM Peak Hour Trips:	2			

(reserved for City staff)

TIA required? Yes _____ No T/M

Comments:

[Redacted comment area]

Accepted by: Zenith Mason

Date: 8/11/2023

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	Off-Campus Student Housing	225	Bedrooms	10	2	3
2	Proposed #2						
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips						
8	Existing #1	Single Family Home	210	Dwelling Unit	1	1	1
9	Existing #2						
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips						
15	Final Total (Total New – Total Existing)					1	2

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.