



City of Harrisonburg

409 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, September 13, 2016

7:00 PM

Council Chambers

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 23, 2016 Draft Meeting Minutes](#)

- 5.b. Consider amending and re-enacting Sections 13-1-79 and 13-1-84 of the Harrisonburg City Code, parking violation fines and appeals

Review & Recommendation: This is a request to amend Section 13-1-79 to clarify the procedure to contest parking citations and amend Section 13-1-84 to make violations for exceeding time limit in the downtown area consistent with the rest of the City.

Attachments: [Memorandum](#)
[Current ordinance reflecting requested amendments](#)

- 5.c. Consider a supplemental appropriation for the Fire Department in the amount of \$207,371.63 from Fire Program and Four-for-Life funds

Review & Recommendation: The city receives Fire Program funds and Four-for-Life funds each year from the Commonwealth of Virginia. This supplemental appropriation will budget the unexpended prior year funds received from these programs.

Attachments: [Memorandum](#)
[Supplemental Appropriation](#)

- 5.d. Consider a supplemental appropriation for the Police and Fire Departments in the amount of \$76,179.41 from various grants

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

Attachments: [Memorandum](#)
[Supplemental Appropriation](#)

- 5.e. Consider a supplemental appropriation for the Police Department in the amount of \$18,078.00 to purchase a special events vehicle

Review & Recommendation: The Harrisonburg Police Department is requesting the transfer of \$18,078 from the federal assets (funds to be used for Law Enforcement purposes only) account for the purchase of a multi-use utility vehicle to be used during all downtown events and incidents occurring on multi use paths which do not provide access to a regular emergency vehicle.

Attachments: [Memorandum](#)
[Supplemental Appropriation](#)

6. Public Hearings

- 6.a. Consider CDBG 2015-2016 Consolidated Annual Performance Evaluation Report (CAPER)

Review & Recommendation: Kristin McCombe, Grant Compliance Officer, will make a short presentation on the Consolidated Annual Performance & Evaluation Report (CAPER), a document required by the U.S. Department of Housing & Urban Development (HUD) for the evaluation and review of CDBG programs in fiscal year 2015-2016. This presentation will be followed by a public hearing. This will commence the 15 day public comment period, which will end at 9:00am on September 29, 2016.

Attachments: [Memorandum](#)
[Summary for Council](#)
[Notice of Public Comment Period](#)

6.b. Consider a request from 217 S. Liberty, LLC with representative Michael Jaffee of Matchbox Realty to amend the Zoning Ordinance Section 10-3-30.1, Parking Lot Landscaping

Review &

Recommendation:

The amendment would create the ability for parking lots within the B-1 district with 10 or fewer parking spaces to be exempt from regulations of Section 10-3-30.1. Planning Commission recommended approving (5-0) to amend the opening paragraph of Section 10-3-30.1 Parking Lot Landscaping as was recommended by staff as shown below:

This section is applicable to all uses, and to all parking lots and enlarged portions of existing parking lots, both required and not required, except single-family detached and duplex dwelling units with the following exceptions:

* Single-family detached and duplex dwelling units, and

* Within the B-1 district, when 6 or fewer parking spaces are provided on one parcel.

All properties being developed or redeveloped shall conform to all regulations of this section. Reference the Design and Construction Standards Manual Example Parking Lot Landscaping drawings 2.6.8 Examples A and B for visual aids of the applied regulations.

Planning Commission also recommended approving (5-0) the amendment to Section 10-3-30.1 (16) as shown below:

Nonconforming landscaping: An existing building/use that has parking lot landscaping that is nonconforming as to the minimum landscaping requirements of this section may be enlarged; however, parking lot landscaping requirements shall apply to all enlarged portions of existing parking lots, including parking lots in the B-1 district that are enlarged beyond the exemption threshold noted in the opening paragraph of this section. required landscaping shall be at least proportionate to any enlargement of the parking lot. Any enlargement of a parking lot on any property having an existing landscaping border separating parking spaces from public street right-of-way lines, which is five (5) feet or larger, shall provide trees within the border as required by subsection 10-3-30.1(4). (Note: Repaving, regravelling, redesigning, or restriping a parking lot or increasing the number of parking spaces without increasing the net square footage of a parking lot does not constitute an enlargement.)

Attachments:

[Memorandum](#)

[Extract ZO Amend Parking Lot Landscaping in B-1](#)

[Application, e-mail confirmations, and applicant letter](#)

[Zoning Ordinance Amendment, as proposed by the applicant](#)

[Section 10-3-30.1 Parking Lot Landscaping of the Zoning Ordinance, full text](#)

[Figures 1 through 8 illustrating general parking lot layouts](#)

[Public Hearing Notice](#)

- 6.c. Consider a request from Eastern Mennonite School (EMS), Virginia Mennonite Missions, and Mennomedia, Inc. to rezone 26.88 acres of property by amending EMS's existing Master Plan

Review & Recommendation: Planning Commission recommended approval (4-0) of the request to amend EMS's existing Master Plan. The request would extend the Institutional Overlay District to several lots that have been added to campus property and would allow for a 10-foot building setback to be applied to the entire campus outside boundary. The current Master Plan includes properties zoned B-2, General Business and R-3, Medium Density Residential, and are addressed as 801 Parkwood Drive and identified on tax map parcels 47-N-7. The properties to be added to the Master Plan are zoned B-2, General Business and addressed as 601 Parkwood Drive and 1251 Virginia Avenue, and identified as tax map parcels 47-N 8, 10 & 11

Attachments: [Memorandum](#)
[Extract RZ Eastern Mennonite School Master Plan Amendment 2016](#)
[Site Maps](#)
[Application and applicant letter](#)
[Eastern Mennonite School Master Plan Narrative](#)
[Eastern Mennonite School Traffic and Parking Study](#)
[Eastern Mennonite School Master Plan Site Drawing](#)
[Exhibit A drawings](#)
[Public Hearing Notice](#)
[Surrounding Property Notice - EMS](#)

7. Regular Items

- 7.a. Consider a request from Ikram U. & Shehnaz P. Khan to preliminarily subdivide two parcels totaling 0.721 +/- acres into three parcels; with a variance from the Subdivision Ordinance Section 10-2-42(c), on the R-2, Residential District zoned properties

Review & Recommendation: These properties are located at 150 & 160 Ashby Avenue. Planning Commission recommended approval (5-0) of the preliminary plat found on tax maps 41-C-50 and 41-D-15 with a variance to the Subdivision Regulations Section 10-2-42 (c) to allow one lot to not have public street frontage.

Attachments: [Memorandum](#)
[Extract PP 150 & 160 Ashby Avenue](#)
[Site Maps](#)
[Application, letter, preliminary plat](#)

8. Special Event Application Requests

8.a. Consider the special event application for the Veterans Day Parade on November 6, 2016

Review & Recommendation: The Veterans Day Parade will be held on Sunday, November 6, 2016 at 2:00 p.m. in downtown Harrisonburg. The parade will begin at the Rockingham County Administration building and go south down Main Street.

Attachments: [Memorandum](#)
[Application](#)
[Map of closure](#)

9. Other Matters

10. Boards and Commissions

10.a. Planning Commission

Review & Recommendation: Judith Dilts has submitted a letter of resignation. There are four current applications on file and are attached. There are three other applications that are from prior years, but fall under the terms of being held on file for two years. The clerk has sent an email to those individuals to see if they were still interested, which Chris Pipkins stated he still had interest. The appointment would be considered a first term to expire December 31, 2018.

Attachments: [Brent Finnegan](#)
[Chris Pipkins](#)
[Jim Orndorff](#)
[John Ashenfelter](#)
[John Monger IV](#)

11. Closed Session

11.a. 2.2-3711(A) Subsection 3 Discussion or consideration of the acquisition of real estate for a public purpose and the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body

Review & Recommendation:

12. Adjournment