



CITY OF HARRISONBURG
**COMMUNITY
DEVELOPMENT**

Special Use Permit Application
www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

Property Address: 3520 S Main Street, Harrisonburg, 22801 Tax Map: 108-D-2 Total Land Area: ± 0.92 acres or sq.ft. (circle)

Existing Zoning Classification: B2

Special Use being requested: Section 10-3-91 (subsection 6)

PROPERTY OWNER INFORMATION

Property Owner Name: Estate of Robert M Reedy Telephone: 540 433 5555
Street Address: 1301 S High Street, Ste 100 E-Mail: rwolfelaw@gmail.com
City: Harrisonburg State: VA Zip: 22801

OWNER'S REPRESENTATIVE INFORMATION

Owner's Representative: Roy V Wolfe III, Mgr Lee Avenue Investments LLC Telephone: 540 478 4755
Street Address: 1301 S High Street, Ste 100 E-Mail: rwolfelaw@gmail.com
City: Harrisonburg State: VA Zip: 22801

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.

[Signature] Executor of the Estate 2/3/23
PROPERTY OWNER of Robert M Reedy 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

Date Application and Fee Received: _____ Total Fees Due: \$ 455.00
Application Fee: \$425.00 + \$30.00 per acre

Received By: _____



EXCEL

HEATING & COOLING

1030 Greystone St. • 540-434-0030 • info@excelcool.com

Dear Community Development Staff,

The purpose of this letter is to explain our intention for purchasing 3520 S Main Street and explain operationally how our business works. Excel Heating & Cooling is a primarily residential and light commercial heating and cooling installation and repair company. Most of the actual work that we do is done in the field, either at people's homes or businesses.

At our physical location, we have two primary uses for the building. Most of the building is warehouse space that is used for storing equipment, parts and materials. We have some light machinery that is used to bend metal and make ductwork. We typically have a staging area for upcoming jobs, storage for installation materials, storage for service and repair parts, and new equipment storage.

The other part of our location is office space. This is where our two receptionists/dispatchers, bookkeeper and myself work. Tuesdays, our install team of 7-8 people meet and review recent jobs and do training. Thursdays, our service team of 6-7 people meet for the same reasons.

Our move to 3520 S Main Street would be a continuation of our current operations. The special use permit is necessary to conform to the B2 zoning currently in place.

Sincerely,

Jake Condra

President

Excel Heating & Cooling



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:	Jake Condra 540-810-4107 jake.condra@gmail.com			
Project Information				
Project Name:	Excel Heating and Cooling			
Project Address: TM #:	3520 S Main Street 108-D-2			
Existing Land Use(s):	Retail Store			
Proposed Land Use(s): (if applicable)	Warehousing / General 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)	Office space for up to 10 employees. Warehousing for materials and equipment to repair and replace residential heating and cooling equipment.			
Peak Hour Trip Generation (from row 15 on the second page)				
AM Peak Hour Trips:	4			
PM Peak Hour Trips:	0			

(reserved for City staff)

TIA required? Yes _____ No JM
Comments:

Accepted by: Zeneth Mason Date: 2/1/2023

Peak Hour Trip Generation by Land Use

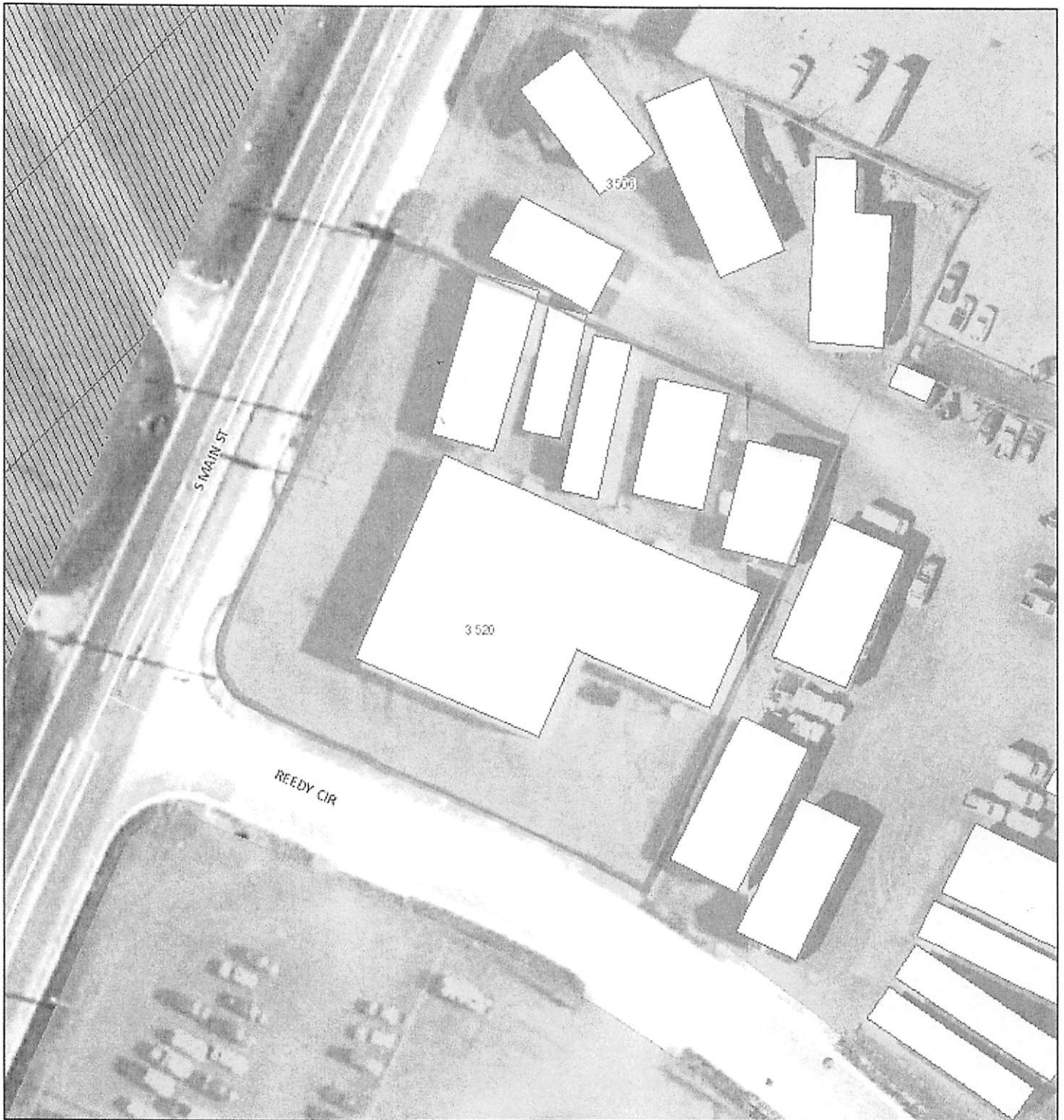
Row	ITE Land Use		ITE Land Use Code	Unit	Quantity	AM Peak Hour of Adjacent Street Traffic	PM Peak Hour of Adjacent Street Traffic
1	Proposed #1	Parts and Equipment Service Center	943	1000 GFA	11	21	23
2	Proposed #2						
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					21	23
8	Existing #1	Building Materials Retail Store	812	1000 GFA	11	17	25
9	Existing #2						
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					17	25
15	Final Total (Total New – Total Existing)					4	0

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.

ArcGIS Web Map

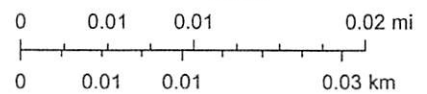


2/1/2023, 11:37:23 AM

1:878

Zoning Designations

- | | |
|----------------------------|---------------------------|
| B-1 | M-1 |
| B-1C | M-1 TECHNOLOGY |
| B-2 | M-1C |
| B-2 INSTITUTIONAL OVERLAY | R-1 |
| B-2C | R-2 |
| B-2C INSTITUTIONAL OVERLAY | R-2 INSTITUTIONAL OVERLAY |
| | R-2C |





County 123-44-1128

County 123-44-1184

County 123-44-1184B

County 123-44-1122

County 123-44-1184A
County 123-44-1184C
County 123-44-1184D
County 123-44-1184E

CORPORATE DRIVE

SOUTH MAIN ST.

WAREHOUSE ROAD

LISKEY ROAD

REEDY CIR.

STREET

S. MAIN ST.

B

A

E

C

B

D

D

A

3

7A

1A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

5

6

7

7A

1

2

3

4

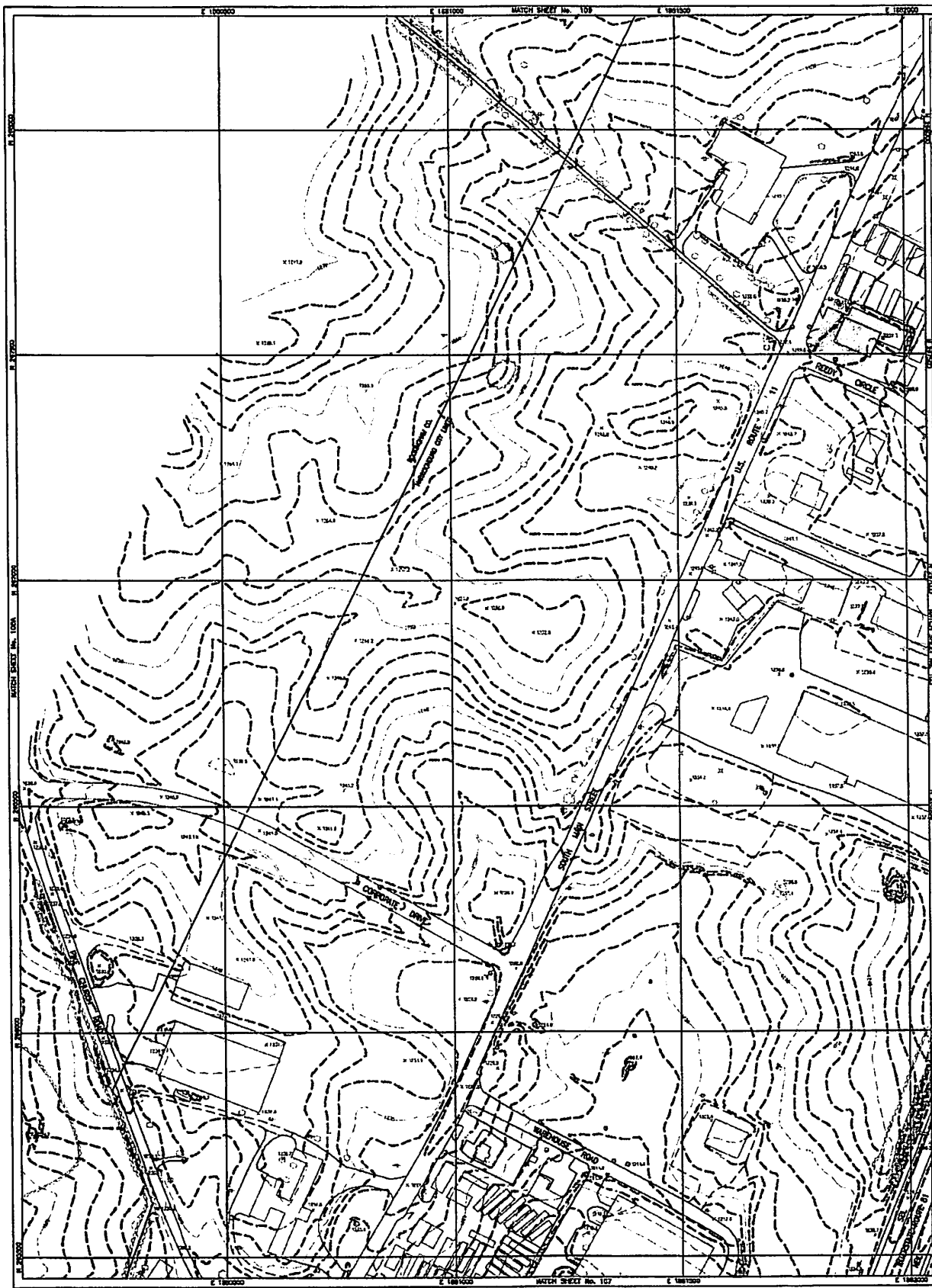
5

6

7

7A

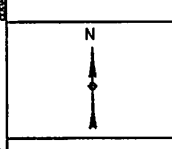
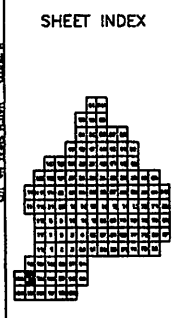
1



SHEET NO :
T 108

CITY OF HARRISONBURG

- SYMBOL LEGEND**
- Catch Basin
 - < Culvert
 - Drop Inlet (Circle)
 - Drop Inlet (Square)
 - ⊕ Fire Hydrant
 - ⌈ Flaggpole
 - Manhole - General
 - ⊙ Manhole - Sewer
 - ⊙ Manhole - Storm
 - Manhole - Water
 - Pole - Miscellaneous
 - ⊕ Pole - Transmission
 - ⊕ Pole - Utility
 - ⌈ Streetlight
 - ⌈ Swamp
 - ⊕ Tower
 - ⊕ Traffic Light



SCALE: 1 in = 100ft
Grid Interval = 500ft
Contour Interval = 2ft

ASC
Data was compiled by
AIR SURVEY CORP.
STERLING, VIRGINIA
20166-6706

This map was compiled by photogrammetry methods from aerial photography dated 3-23-59. All based on Virginia State Plane Coordinate System North Zone 180 1127. Vertical Datum based on 1985 USGS.

Control stations indicate that ground is partially obscured by vegetation or shadows. These areas may not meet standard accuracy and should not be used for utility construction. Small areas are likely obscured by vegetation or shadows.