



CITY OF HARRISONBURG COMMUNITY DEVELOPMENT

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To: Planning Commission
From: Department of Community Development
Date: December 14, 2022 (Regular Meeting)
Re: Re-approval of a portion of October 12, 2022 Planning Commission Meeting Minutes

On November 9, 2022 Planning Commission voted to approve the October 12, 2022 meeting minutes. Since that time, staff became aware that the meeting minutes do not correctly reflect condition #3 associated with the special use permit request to not construct all the required off-street parking areas. Below is an excerpt of the minutes showing the amendment needed in tracked changes. Attached is a clean copy of minutes extract for the entire agenda item for 26 Pleasant Hill Road.

Staff believes that with appropriate conditions, a reduction of required parking area for the proposed uses is consistent with good zoning practice and will have no more adverse effect on the health, safety or comfort of persons living or working in the area and will be no more injurious, economically or otherwise, to property or improvements in the surrounding area than would any use generally permitted within the district. Staff recommends approval of the special use permit with the following conditions:

1. The special use permit shall be applicable only to uses that are substantially similar as the operations (an online retail operation and use allowed per Section 10-3-91 (1)) and size of the two current uses described in the application.
2. A minimum of 5 off-street parking spaces shall be provided on the property to serve the uses.
3. The property owner shall improve the property frontage along Pleasant Hill Road with curb and gutter to ensure that the public street right-of-way is not needed to maneuver in and out of any off-street parking spaces. A plan detailing how the property frontage will be improved shall be submitted with the required building permit. The number and width of entrances shall be accepted and approved by the Department of Public Works. Certificates of Occupancy for the building will not be issued until the frontage improvements are completed.

Ms. Dang said that since last Friday when the staff report was published, the property owner had asked if the City would be willing to allow the property to have one 40-ft wide entrance and a second one-way in entrance so that the front area could be used for deliveries and there would be no parking in the front. Staff is willing to consider this, but is unable to commit to allow two entrances at this time. Therefore, staff is recommending a revised condition as shown which states “the number and width of entrances shall be accepted and approved by the Department of Public Works.”

Staff recommends re-approval the above portion of the minutes to be incorporated into the October 12, 2022 Planning Commission minutes.