



**CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT**

Special Use Permit Application

www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

315 South Dogwood Dr. _____ 5.45 _____ (circle) or sq.ft.
 Property Address Tax Map Total Land Area (circle)
 Existing Zoning Classification: R-1 _____
 Special Use being requested: 10-3-34-1 Child Day Care Center _____

PROPERTY OWNER INFORMATION

Bill Harper - ^{Harrisonburg First} Church of the _____ 540-476-0398
 Property Owner Name Telephone
 315 South Dogwood Dr. _____ 9wharper@aol.com
 Street Address E-Mail
 Harrisonburg VA 22801
 City State Zip

OWNER'S REPRESENTATIVE INFORMATION

Julie Shank _____ 540-820-6081
 Owner's Representative Telephone
 3046 Flint Ave _____ Shankers9@comcast.net
 Street Address E-Mail
 Roekingham VA 22801
 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.

Julie Shank _____ 7/3/23
 PROPERTY OWNER DATE

REQUIRED ATTACHMENTS

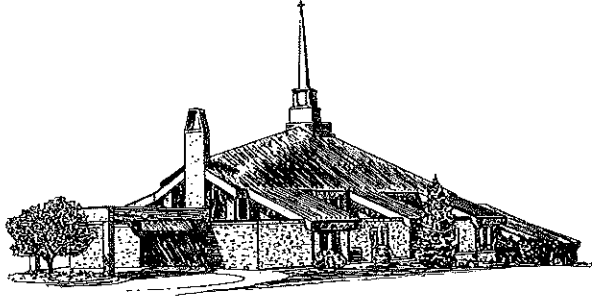
- Site or Property Map
- Letter explaining proposed use & reasons for seeking a Special Use Permit.
- Traffic Impact Analysis (TIA) Determination Form OR Traffic Impact Analysis (TIA) Acceptance Letter signed by Public Works Department. Applicant is responsible for coordinating with Public Works prior 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

7/7/23 _____ Total Fees Due: \$ 605
 Date Application and Fee Received Application Fee: \$425.00 + \$30.00 per acre

 Received By



Harrisonburg First Church of the
Brethren

315 South Dogwood Drive

Harrisonburg, VA 22801

1-540-434-8288

July 5, 2023

To: City of Harrisonburg

Regarding: Special Use Permit – Harrisonburg First Church of the Brethren

We most respectfully ask the city of Harrisonburg to grant a "Special Use Permit" to the Harrisonburg First Church of the Brethren, located at 315 South Dogwood Drive, Harrisonburg, Virginia 22801

Our desire is to allow use of a small portion of our property for a much needed daycare for the families of the City of Harrisonburg and/or Rockingham County. The daycare would be operated by Julie Shank. We propose using four rooms located in our newest gymnasium wing of the church. The daycare would employ approximately eight (8) individuals and care for no more than fifty (50) children at any given time. There would be a total of four (4) classrooms with eight (8) to sixteen (16) children in each room depending upon the age of the child. The hours of the proposed daycare are 7:30 AM until 5:30 PM, Monday through Friday, dependent on the needs of the community. We do not foresee parking to be an issue since there are minimal activities taking place during the above mentioned times. The only structural change that would be required would be changing a window into a door. There would be a fence placed around the play area in the back of the church.

Julie, along with those involved in organizing the daycare, have gone door to door to many of the adjacent neighbors to inform them of their goal to open the daycare and answer any questions they may have. So far, they have received positive feedback as childcare in the area has been quite challenging for families.

Thank you for your consideration.

Respectfully,

Dr. G. William Harper, Board Chair

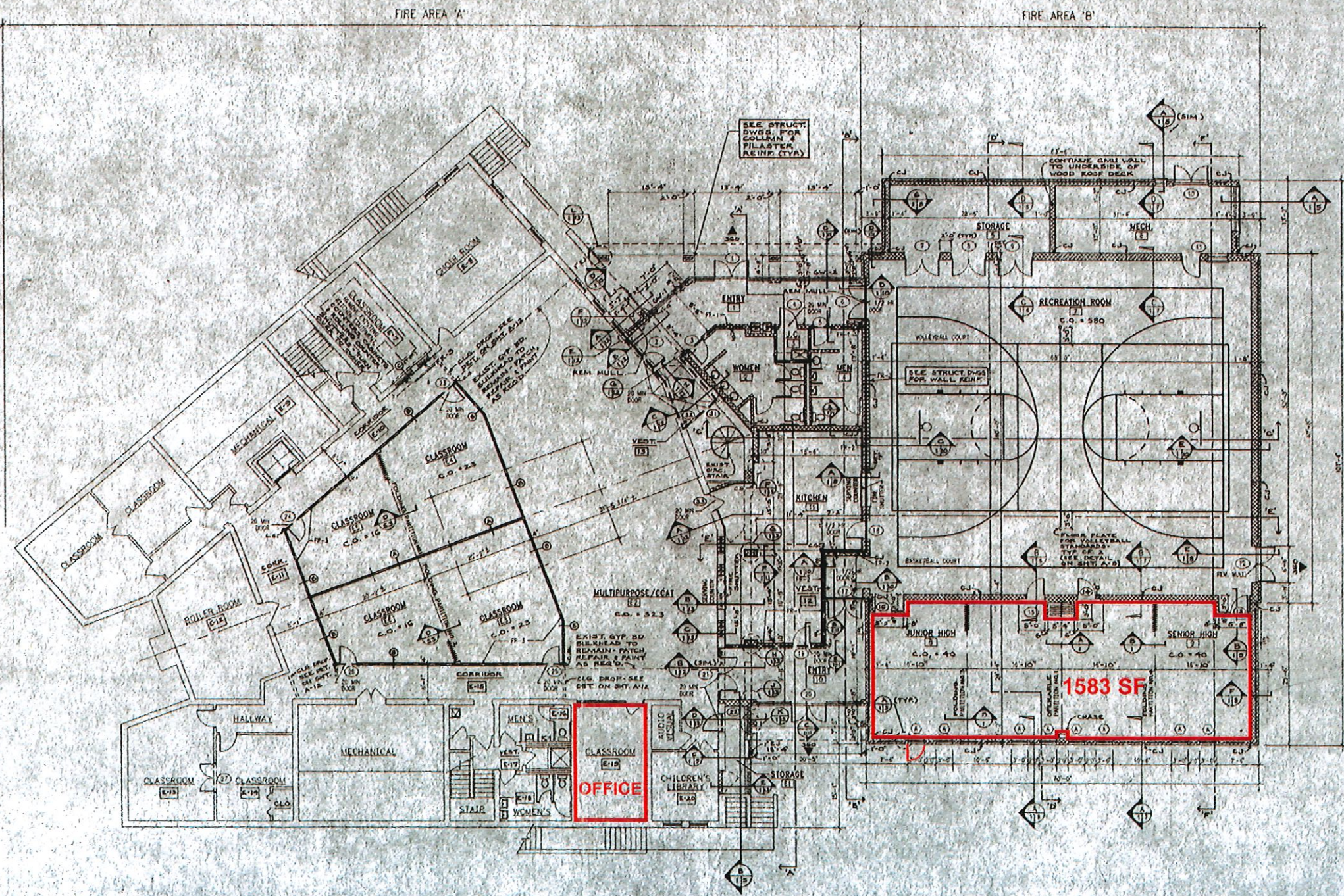
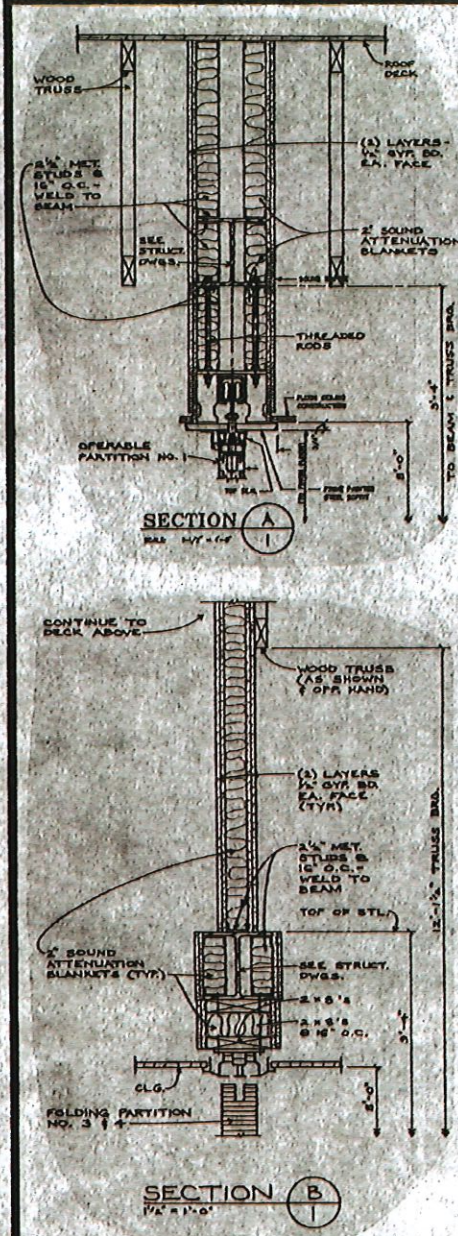
Harrisonburg First Church of the Brethren

GWH/eaj



TYPICAL NOTE:
 WHERE NEW OPENINGS OCCUR IN EXISTING MASONRY WALLS, E.C. SHALL PROVIDE ADEQUATE BRACING OF EXISTING CONSTRUCTION & STRUCTURE ABOVE NEW OPENINGS. D.C. SHALL PROVIDE NEW MASONRY BEARING FOR NEW LINTELS AS REQ'D. E.C. SHALL PATCH AROUND NEW OPENINGS WITH NEW MASONRY TO MATCH EXISTING.

TYPICAL NOTE FOR ALL SHEETS:
 GENERAL CONTRACTOR TO VERIFY ALL EXISTING DIMENSIONS AND CONDITIONS INCLUDING EXISTING FLOOR ELEVATIONS, BUILDING HEIGHTS, WALL THICKNESSES, MATERIALS, FENESTRATIONS, ETC.



GROUND FLOOR PLAN
 SCALE: 1/8" = 1'-0"

NOTE: THIS SYMBOL  INDICATES METAL STUD PARTITION TYPE. FOR DETAILS SEE SHT. A-14.

**THE MOSELEY
 McCLINTOCK
 GROUP**



GROUND FLOOR PLAN
 SCALE: 1/8" = 1'-0"

ADDITIONS & RENOVATIONS
 TO THE
**FIRST CHURCH
 of the BRETHREN**
 HARRISONBURG, VIRGINIA

COMMISSION NO. 202	DATE JAN. 3, 1995
REVISIONS:	
DRAWN BY:	
REVIEWED BY:	
FILE:	317-A-1



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:	Julie Shank		
Telephone:	540-820-6081		
E-mail:	shankers9@comcast.net		
Owner Name:	Harrisonburg First Church of the Brethren		
Telephone:	Bill Harper, 540-476-3398		
E-mail:	gwharper@aol.com		
Project Information			
Project Name:	Daycare		
Project Address:	315 South Dogwood Drive		
TM #:	24-A-28		
Existing Land Use(s):	Church		
Proposed Land Use(s): (if applicable)	Daycare		
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)	4 rooms in gymnasium wing to be used for daycare with no more than 50 children and approx. 8 employees. Hours 7:30 am - 5:30 pm Mon-Fri.		
Peak Hour Trip Generation (from row 15 on the second page)			
AM Peak Hour Trips:	39		
PM Peak Hour Trips:	40		

(reserved for City staff)

TIA required? Yes _____ No TM

Comments:

[Redacted area]

Accepted by: Zenetta Mason

Date: 7/5/2023

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	Day Care Center	565	Student	50	39	40
2	Proposed #2	Church	560	1000 GFA	24	8	12
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					47	52
8	Existing #1	Church	560	1000 GFA	24	8	12
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)					39	40

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.