



CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT

Special Use Permit Application

www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

810 PORT REPUBLIC RD
Property Address

092 A 1
Tax Map

5.91
Total Land Area

acres or sq.ft.
(circle)

Existing Zoning Classification: B2C

Special Use being requested: Side & rear setback reduction down to 44' per Sec 10-3-91.(9)

PROPERTY OWNER INFORMATION

DCI PARTNERS LLC
Property Owner Name

540-246-6666; 540-383-8141
Telephone

1211 SULLY DR 2801
Street Address

maslam7617@aol.com; imranaslam8328@gmail.com
E-Mail

HARRISONBURG VA 22801
City State Zip

OWNER'S REPRESENTATIVE INFORMATION

AES Consulting Engineers
Owner's Representative

540-432-9555
Telephone

566 E. Market St.
Street Address

Ed.Blackwell@@aesva.com; Jeff.Craven@aesva.com
E-Mail

Harrisonburg VA 22802
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

5/9/25
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: \$
Application Fee: \$425.00 + \$30.00 per acre

Received By



CITY OF HARRISONBURG
**COMMUNITY
DEVELOPMENT**

Special Use Permit Application

www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

810 PORT REPUBLIC RD

Property Address

092 A 1

Tax Map

5.91

Total Land Area

acres or sq.ft.
(circle)

Existing Zoning Classification: B2C

Special Use being requested: Mixed use building per Sec 10-3-91.(17)

PROPERTY OWNER INFORMATION

DCI PARTNERS LLC

Property Owner Name

1211 SULLY DR 2801

Street Address

HARRISONBURG

VA

22801

City

State

Zip

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E-Mail

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AES Consulting Engineers

Owner's Representative

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Street Address

Harrisonburg

VA

22802

City

State

Zip

540-432-9555

Telephone

Ed.Blackwell@aesva.com; Brian.Kinzie@aes.va.com

E-Mail

CERTIFICATION

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PROPERTY OWNER

DATE

05/27/25

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- ☐ Site or Property Map
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TO BE COMPLETED BY PLANNING & ZONING DIVISION

5-27-25
Date Application and Fee Received

Total Fees Due: \$ 605
Application Fee: \$425.00 + \$30.00 per acre

Received By



CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT

Change of Zoning District
(Rezoning) Application
www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

810 PORT REPUBLIC RD

Property Address

092 A 1

Tax Map Parcel/ID

5.91

Total Land Area acres or sq.ft.
(circle)

Existing Zoning District: **B2C**

Proposed Zoning District: **Proffer amendment to 2023 approved plan**

Existing Comprehensive Plan Designation: **B2**

PROPERTY OWNER INFORMATION

DCI PARTNERS LLC

Property Owner Name

1211 SULLY DR

Street Address

Harrisonburg

City

VA

State

22801

Zip

540-246-6666; 540-383-8141

Telephone

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CERTIFICATION

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PROPERTY OWNER

5/9/25
DATE

REQUIRED ATTACHMENTS

- ☐ Letter explaining proposed use & reasons for seeking change in zoning.
- ☐ Statement on proffers, if applying for conditional rezoning.
- ☐ Survey of property or site map.
- ☐ 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.

TO BE COMPLETED BY PLANNING & ZONING DIVISION

Total Fees Due: \$
Application Fee: \$550.00 + \$30.00 per acre

Date Application and Fee Received

Received By

June 5, 2025

Thanh Dang
Department of Planning and Community Development
409 South Main Street
Harrisonburg, VA 22801
Thanh.Dang@harrisonburgva.gov

SUBJECT: The Vista at Forest Hills

B02916

Dear Ms. Dang,

Basic Info

In October of 2023, the Harrisonburg City Council approved a rezoning request for DCI Partners LLC to rezone TM#092 A 1 (810 Port Republic Rd.) from B2C to B2C. Since the time at which the rezoning approval was granted, work has commenced on the engineered site plan and engineered building design. As DCI Partners LLC has worked with the Gaines Group Architects towards an engineered building design, it was determined that to meet accessibility codes (Type B adaptable for all units) and provide an exterior window (light and fresh air) to every bedroom, more square footage would be needed for each unit than was initially budgeted during the original rezoning. As such, DCI Partners LLC is seeking a proffer amendment to allow an additional story of residential in the rear of the building. Additionally, DCI Partners LLC are applying for a side & rear setback reduction to utilize a provision in the Zoning Ordinance that City Council that was not codified at the time that the original rezoning was approved.

Proffer Amendment

As a part of the original rezoning, it was proffered that the rear of the building would be comprised of no more than 4 stories of residential dwellings (bullet two of proffer 1 “Design Standards”). As mentioned above, it was determined that additional square footage was needed to provide adequate accessibility for the units. As such DCI Partners LLC is requesting this proffer be amendment to allow 5 stories of residential instead of 4 stories of residential in the rear of the building. No changes are proposed for the front of the building along Port Republic Road and the total number of units would not change.

Setback Reduction

At the time of the original rezoning, setbacks were determined by City of Harrisonburg Zoning Ordinance Section 10-3-92. Per this ordinance and estimated from the heights provided by an architect on the conceptual building design, additional property from the northern and eastern adjacent parcels would be needed to achieve the required setbacks. As such the rezoning development plan proposed potential property line adjustments at the northern and eastern adjacent parcels to meet the required setbacks.

In January of 2024, the Harrisonburg City Council approved an amendment to Section 10-3-91 of the Zoning Ordinance to allow for a “reduction in the required side and/or rear yard setback,” removing the restrictions of which zonings adjacent parcels needed to be and allowing the reduction of rear yard setbacks which were previously not permitted.

As this ordinance did not exist in its current form at the time of the original rezoning, DCI Partners LLC is requesting a side and rear setback reduction which would eliminate the need for the two boundary line adjustments shown on the original rezoning development plan.

Per the Zoning Administrator Determination Letter dated October 6, 2023, the height of the building for setback purposes is 57.03' and the required setback is 52.08' (see the "Building Height Determination Table" on the Conceptual Plan). At the closest points, the proposed building is 51.2' from the rear property line adjacent to TM 12-L-14 and 45.1' from the eastern side property line adjacent to TM 92-A-2. As such, the applicant is requesting to reduce the required rear and side setback down to 44' (a 8.08' reduction from what is required per ZO section 10-3-91 for the side and 0.9' reduction from what is required for the rear).

We thank you for your time in considering our request for rezoning and SUP. If you have any questions, please feel free to reach out to Mohamad Aslam (540-246-6666) or myself (540-432-9555).

Cordially,

A handwritten signature in black ink, appearing to read "Ed H. Blackwell", with a stylized flourish at the end.

Edmond H. Blackwell, P.E.
Civil Engineer

PROFFER STATEMENT
THE VISTA AT FOREST HILLS

Owner/Applicant: DCI Partners LLC

Rezoning Case No.: _____

Date: June 5, 2025

Tax Map No.: 092-(A)-1 City of Harrisonburg

DCI Partners LLC hereby proffers that the use and development of the property comprised of approximately 5.91 acres known as City of Harrisonburg Tax Map No. 092-(A)-1 (the “**Property**”) shall be in strict accordance with the following conditions which shall take effect upon final approval by the City Council of the City of Harrisonburg of this conditional rezoning and final approval by the City Council of the City of Harrisonburg of the associated special use permit allowing residential use of the Property in accordance with applicable law. Upon effectiveness, these proffers supersede and replace all prior proffered conditions pertaining to the Property. The conditions set forth in this Proffer Statement supersede all conditions set forth in previous proffer statements and supporting materials submitted as part of this rezoning application.

All references in this Proffer Statement to the Development Plan mean and refer to the conceptual plan entitled “Development Plan for The Vista at Forest Hills,” dated June 3, 2025, prepared by AES Consulting Engineers submitted as part of the Application (the “**Development Plan**”) and all references in this Proffer Statement to the Rendering mean and refer to the rendering entitled “Building Section,” dated June 2, 2025, prepared by Gaines Group Architects (the “**Rendering**”), provided that such Development Plan and Rendering are for illustrative purposes only and are not proffered except as expressly stated otherwise in this Proffer Statement.

1. **DESIGN STANDARDS.** The Development Plan for The Vista at Forest Hills contemplates retail, restaurant and commercial uses in each case as permitted by the underlying B-2 zoning, plus residential use as permitted by special use permit. Applicant proffers that the Development Plan will be used as the basis for engineered comprehensive site plan approval of the proposed development/redevelopment of “Future Lot 1” on the Development Plan, to include without limitation:

- The general location of the mixed-use building and other structures as illustrated,
- The number of stories within such building and structures, which Applicant proffers shall be comprised of five (5) stories of residential dwellings atop three (3) stories of parking garage in the rear and four (4) stories of residential atop three (3) stories of combined commercial/retail space and parking garage along Port Republic Road, as shown in the Rendering,
- Applicant proffers to provide a minimum of 1.35 parking spaces per dwelling unit,
- One (1) large deciduous or evergreen tree shall be planted and maintained no less than every fifty (50) linear feet on center along the building façade facing the adjoining

property along Village Lane, with trees sizes meeting the requirements as defined in Section 10-3-24 of the Zoning Ordinance at the time of planting, and

- The general location of sidewalks and crosswalks within the Property.
2. **MAXIMUM DENSITY.** All traffic generating uses developed on site shall be limited to a total of vehicle trips in the AM peak hour and vehicle trips in the PM peak hour as set forth in the traffic impact analysis accepted by the City by letter dated July 21, 2023 (the “**Accepted TIA**”), calculated using the latest edition of the Institute of Traffic Engineer’s Trip Generation Manual, unless the Applicant first, at its cost: (a) completes a Traffic Impact Analysis accepted by the City Department of Public Works and (b) implements all identified mitigation measures or improvements shown as warranted by such Traffic Impact Analysis, whether on or off site, which are attributable to the then-existing and then-proposed traffic-generating uses on the Property on a cumulative basis (excluding any uses to be discontinued due to redevelopment as a part of such proposed plan). The City Department of Public Works may, in its discretion, waive completion of a Traffic Impact Analysis or any identified mitigation measures or improvements.
3. **TRANSPORTATION IMPROVEMENTS.**
- a. Bradley Drive. As part of the initial phase of redevelopment of the Property for commercial and/or residential purposes, Applicant will concurrently design and construct, at its expense, the roadway shown on the Development Plan as “Entrance Drive” (“**Bradley Drive**”) as a private access road with the “Potential Future ROW Corridor” shown on the Development Plan intended for future public dedication under certain conditions, all as set forth in the Street Improvement Agreement between the City and Applicant dated September 14, 2023 (the “**SIA**”).
- The entrance location of Bradley Drive onto Port Republic Road shall not be materially modified from what is shown on the Development Plan and the Accepted TIA, but the road design and alignment may deviate from what is shown on the Development Plan as necessary to address engineering considerations and site constraints, subject to approval as part of the City’s site plan review process.
- b. Port Republic Road Improvements. Applicant has and shall continue to participate in the cost of street improvements shown on the Development Plan within and along Port Republic Road in accordance with the SIA.
- c. Sully Drive Median. The project site plan will include a median within Sully Drive at its intersection with Devon Lane substantially as shown on the Development Plan, to be constructed by Applicant concurrently with development/redevelopment on Future Lot 1.
- d. Future Entrance from Port Republic Road. So long as the commercial entrances to the Property from Bradley Drive, Port Republic Road and Sully Drive (via Devon Lane) remain open substantially in accordance with the Development Plan and the Accepted TIA, Applicant shall only request a right-out connection to Port Republic Road to serve the northwestern portion of the Property shown as “Future Lot 2” on the Development Plan.

e. Pedestrian Interconnectivity and Bike Transportation.

i. Along Port Republic Road. The SIA contemplates the City's design and construction at Applicant's expense of a concrete sidewalk five feet in width and a separated asphalt bike lane of seven feet in width with adjoining buffer strips along the Property frontage with Port Republic Road substantially as shown on the Development Plan (the "**Trail Dedication**"), together with appropriate temporary construction easements, and Applicant proffers to dedicate such transportation facilities to public use and contribute to the costs thereof as provided in the SIA and shown on the Development Plan.

ii. Along Port Republic Road (Future). Applicant proffers to dedicate additional public right-of-way or public access easement for public use up to seven (7) feet wide adjoining the Trail Dedication, together with appropriate temporary construction easements, within thirty (30) days of written confirmation from the City that it intends to request authorization to bid construction of a second separated bike lane along the Property's Port Republic Road frontage and which extends beyond the boundaries of the Property as part of a larger bicycle and pedestrian corridor.

iii. Along Bradley Drive. Applicant shall dedicate to public use a perpetual non-exclusive easement for pedestrian travel across the concrete sidewalk five feet in width along Bradley Drive to the boundary of the adjoining property substantially as shown on the Development Plan.

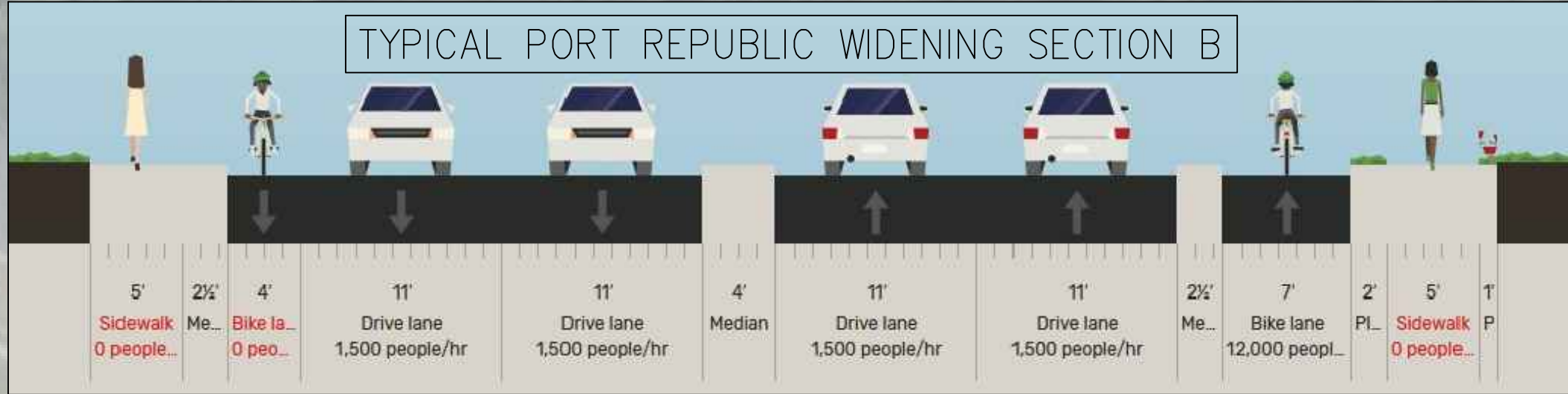
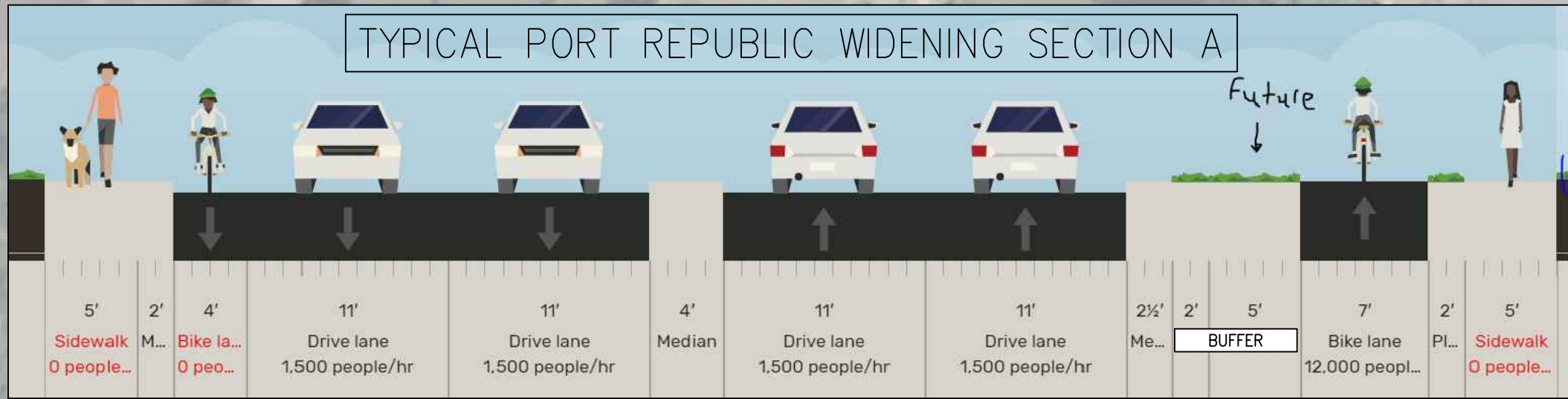
iv. Connecting Path Dedication. Applicant shall dedicate to public use, within thirty (30) days of written demand by the City, a 20-foot wide perpetual non-exclusive easement for shared use path being shown as "20' Shared Use Path Easement" on the Development Plan.

v. Forest Hills Manor Connection. Applicant will grant a private access easement for the benefit of the adjoining parcel known as Forest Hill Manor (being City of Harrisonburg tax parcel 92-A-2) and construct as part of development/redevelopment of Future Lot 1 a pedestrian connection (including crosswalks) from such Forest Hills Manor property to the Bradley Drive sidewalk which leads out to Port Republic Road, all as generally shown on the Development Plan.

f. Dedication of Devon Lane Parcel. Applicant proffers that it will quitclaim to the City, without consideration upon demand, all right, title and interest of Applicant to the parcel on the southern side of Devon Lane (opposite side of Devon Lane from Future Lot 1) which is shown on the City's GIS map as being a portion of City tax parcel 92-A-1.

DCI Partners LLC

By: _____
I. Aslam, its Manager



Zoning Setback Table	
Front	20'
Side	10'
Rear	10'
Side/Rear Abutting Residential 30' + 1' per Building Height over 35'	
*Per Sec. 10-3-92	

Building Height Determination Table			
Level	FFE Elevation	Top of Curb Elevation	Difference (Ft)
Commercial	1380.9	1389.2	8.30
Commercial	1393.7		4.5

Level	Elevation	Retail FFE	Difference (Ft)
Roof + Parapet	1450.73	1393.7	57.03
Required Min. Rear/Side Setback 30 + 57.03 - 35 = 52.03'			
Requested Setback per Section 10-3-91 44'			
Reduction from Required Setback 8.03'			

LEGEND

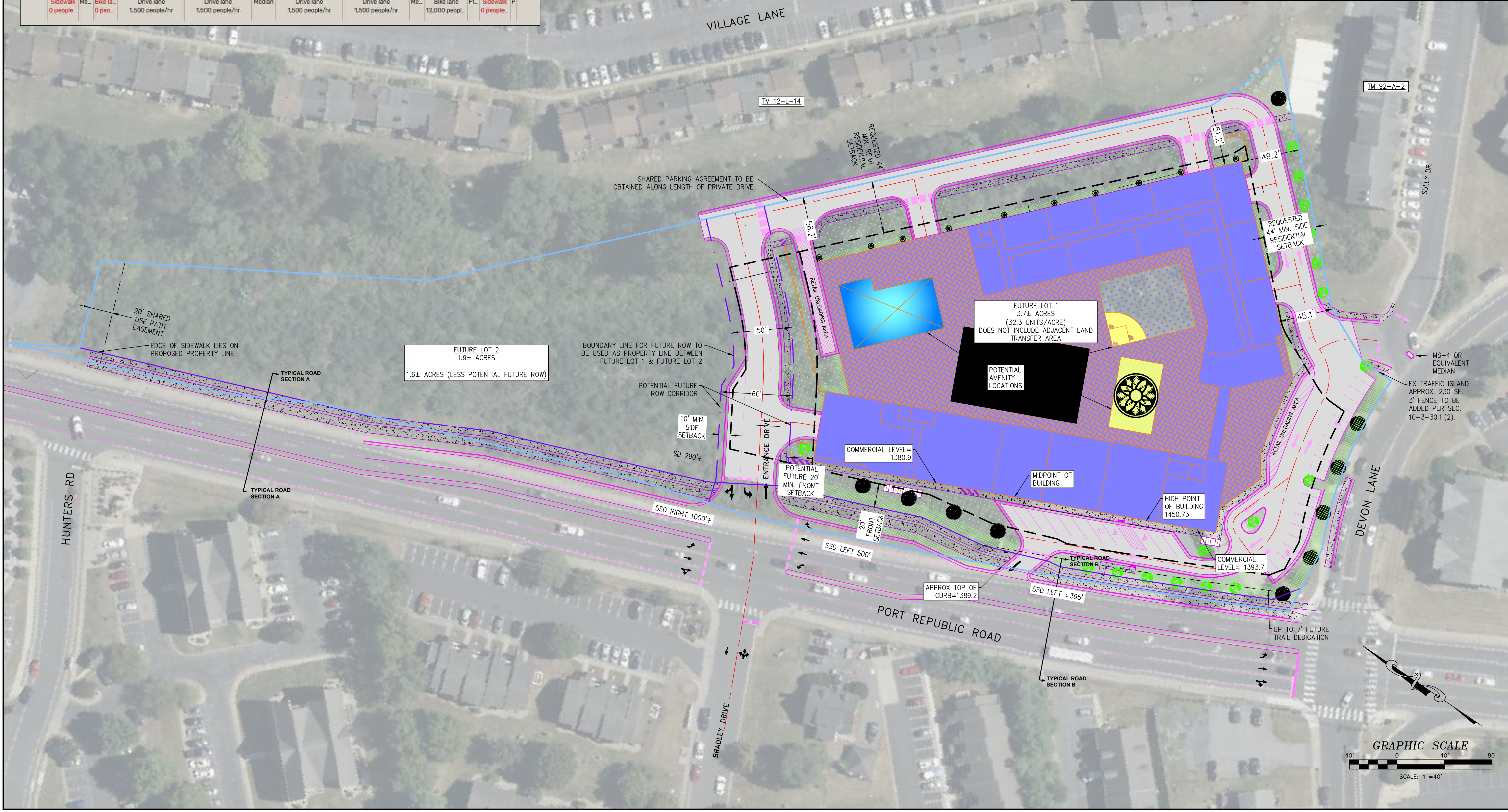
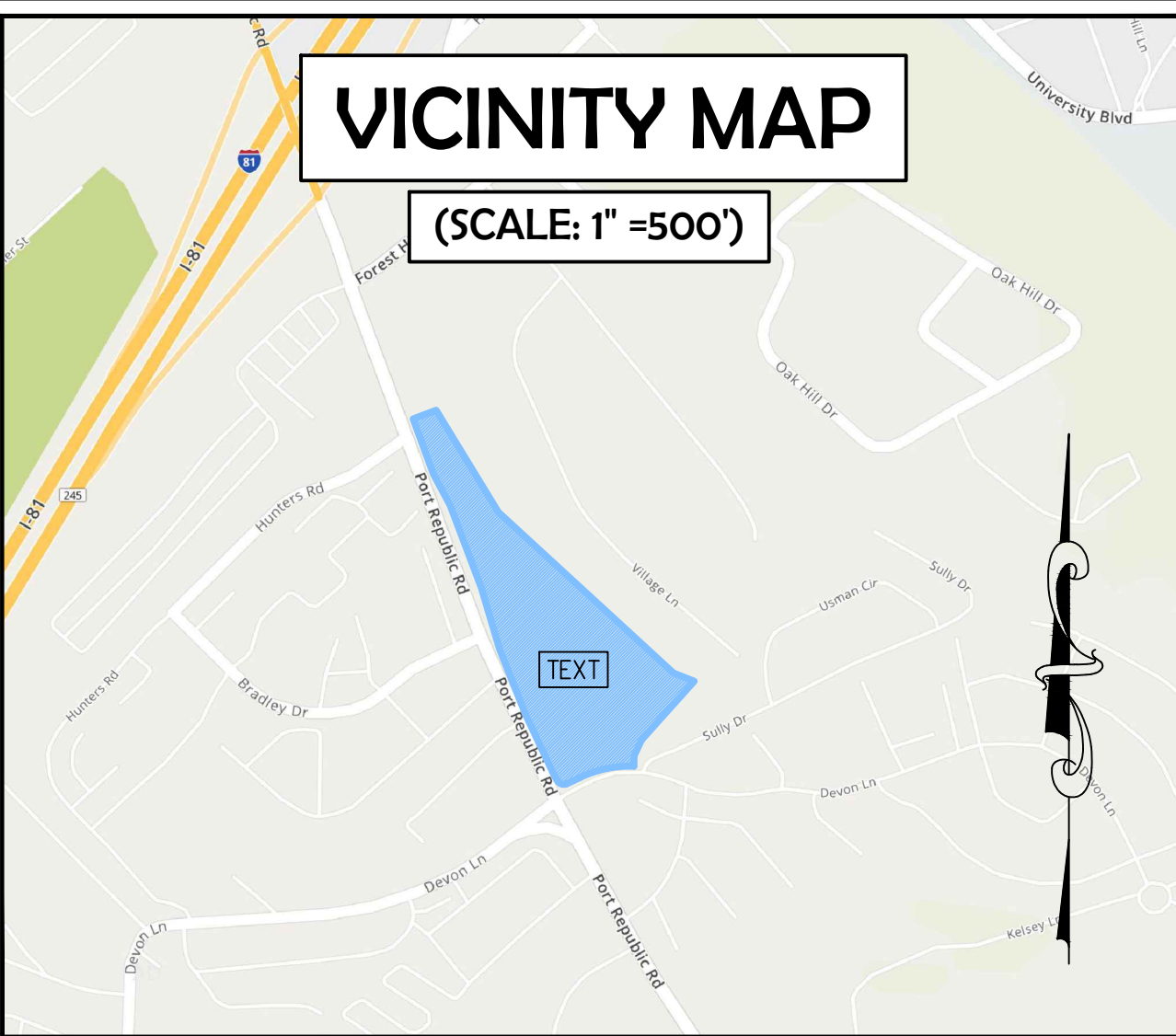
- PROPOSED BUILDING
- PROPOSED COURTYARD
- PRO SIDEWALK
- CENTER LINE
- PROPOSED ROAD/EOP
- CONCRETE AREA
- PAVED ROAD
- GRASS AREAS
- SITE PROPERTY LINE
- PRO ROW
- SETBACK

CIVIL DESIGN
AES CONSULTING ENGINEERS
ATTN: ED BLACKWELL
566 EAST MARKET STREET
HARRISONBURG, VA 22801
540-432-9555

DEVELOPER
DCI PARTNERS LLC
ATTN: MOHAMAD ASLAM,
1211 SULLY DR.
HARRISONBURG, VA 22801
540-246-6666

PROPERTY INFO
TM#092-A-1
DCI PARTNERS LLC
810 PORT REPUBLIC RD
HARRISONBURG VA 22801
AREA= 5.91 ACRES
ZONING: B2C
EXISTING USE:
COMMERCIAL-GAS STATION & C
STORE
PROPOSED USED: MULTIFAMILY
RESIDENTIAL & COMMERCIAL
FEMA FLOOD ZONE: X

PROPERTY INFO
HEIGHT: NO MORE THAN 75'
STORIES: NO MORE THAN 5
OVER THE RETAIL OR
PARKING GARAGE



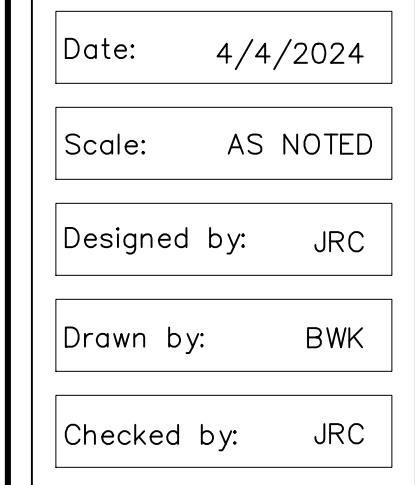
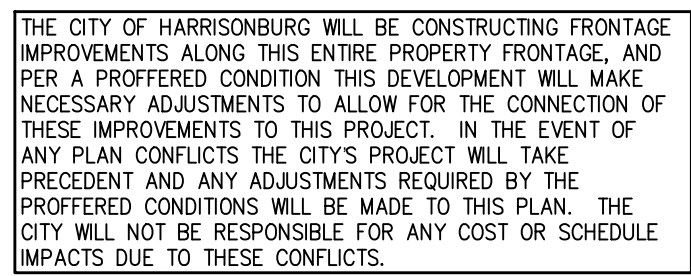
THIS PLAN HAS
NOT RECEIVED
FINAL APPROVAL
AND IS NOT
APPROVED FOR
CONSTRUCTION.

566 East Market Street
Harrisonburg, Virginia 22801
Phone: (540) 432-9555
www.aesva.com

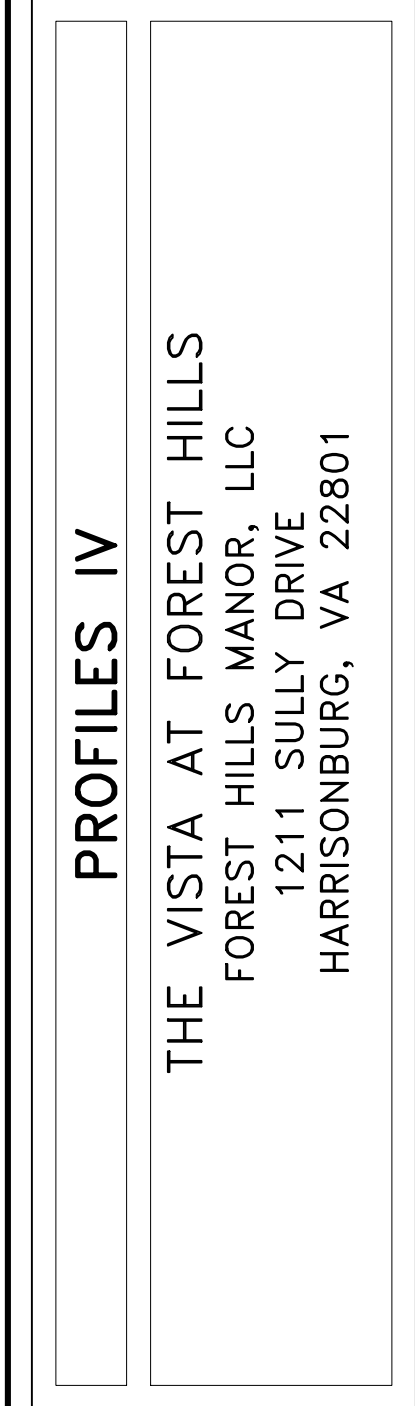
AES
CONSULTING ENGINEERS
Formerly Blackwell Engineering
Hampton Roads | Central Virginia | Middle Peninsula | Shenandoah Valley

DEVELOPMENT PLAN
FOR
THE VISTA AT FOREST HILLS
DCI PARTNERS LLC
CITY OF HARRISONBURG, VIRGINIA

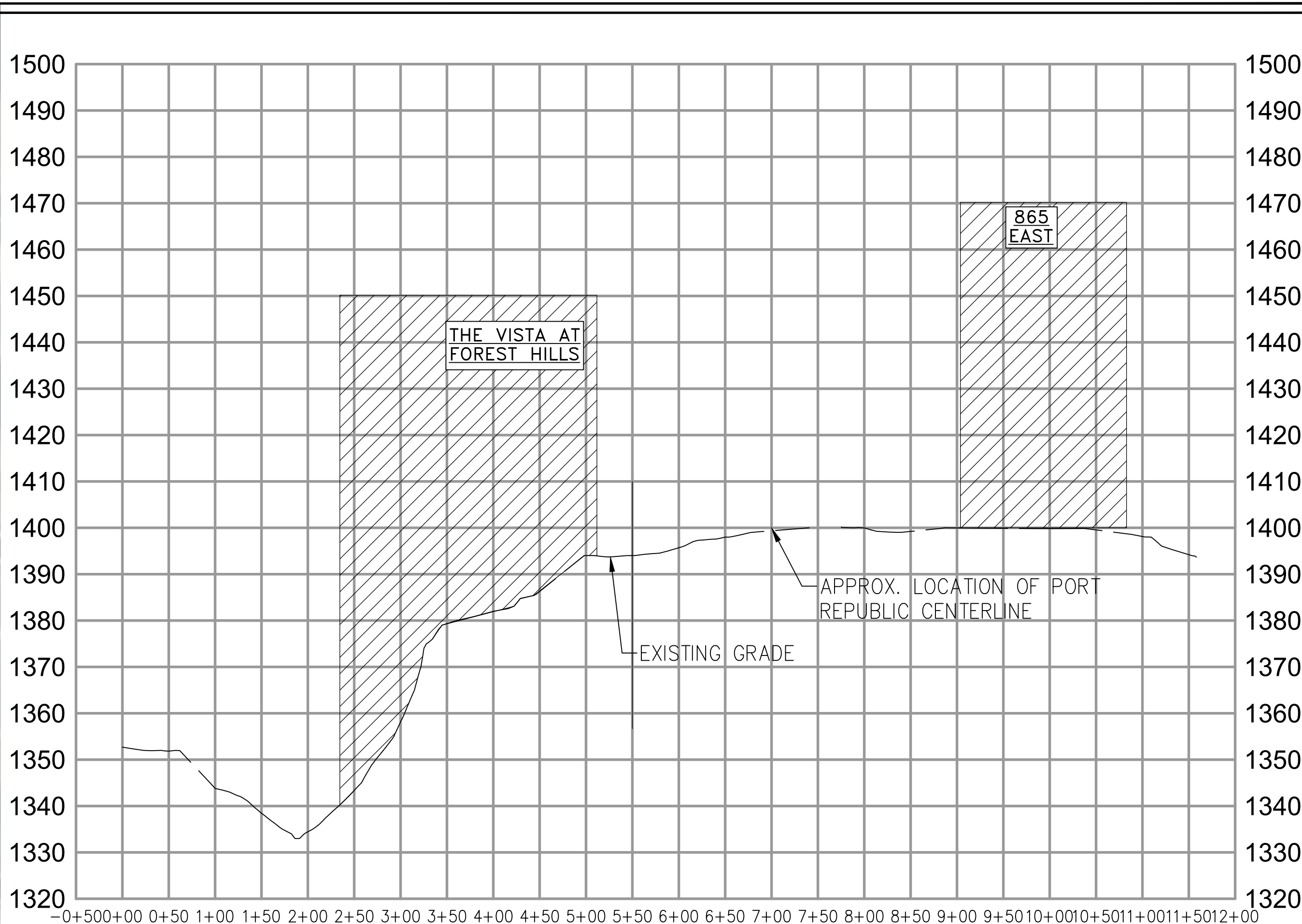
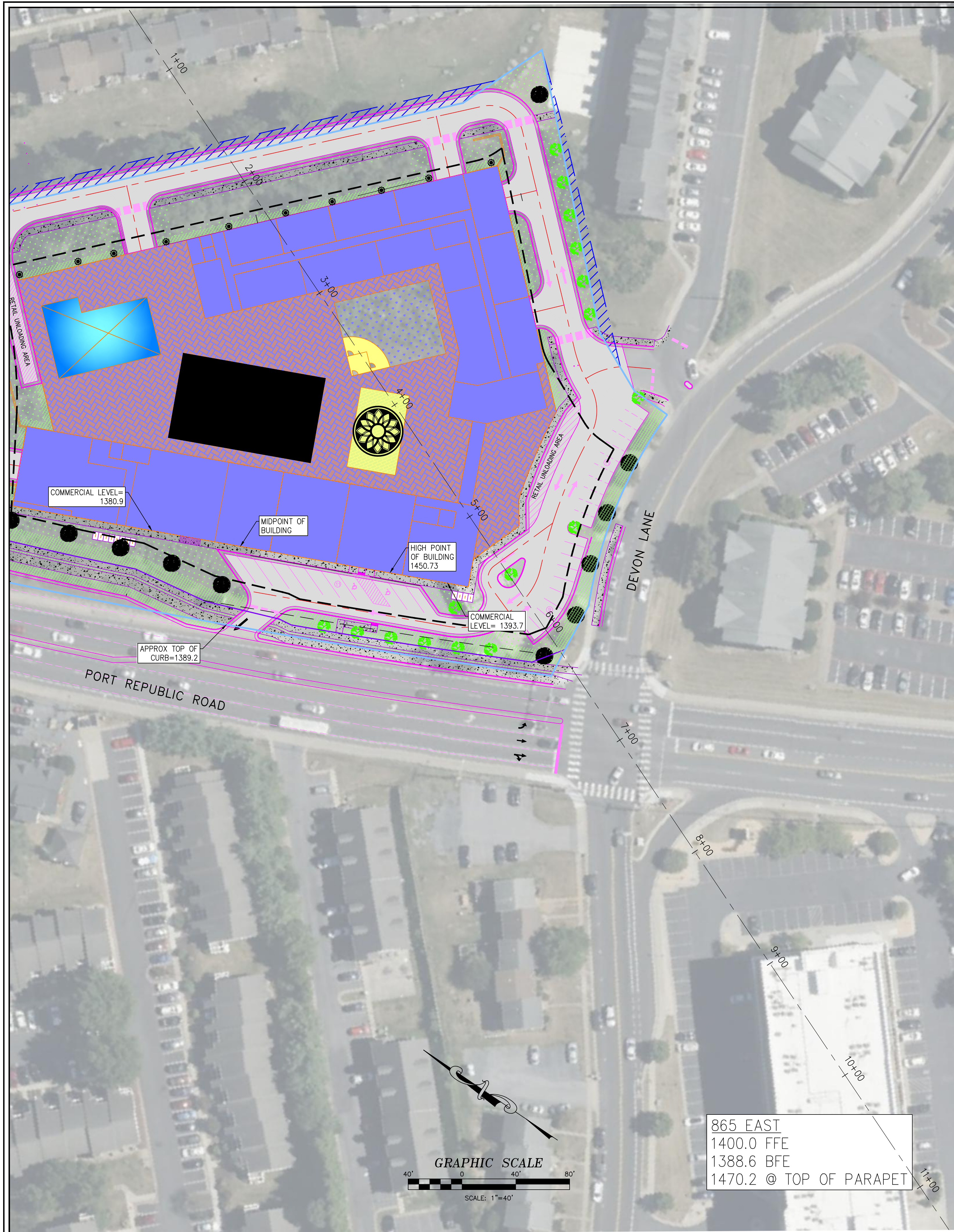
Project Contacts:	EBH
Project Number:	B2916
Scale:	Date:
AS NOTED	6-5-25
Sheet Title:	
DEVELOPMENT PLAN	



Revision Dates
5/23/2024 PER CITY
6/28/2024 PER CITY
7/25/2024 PER CITY
10/10/2024 PER CITY
10/28/2024 PER CITY



Drawing No.
14
Job No. B2916



NOTE: PROFILE IS ONLY MEANT TO BE ILLUSTRATIVE OF HOW TALL THE PROPOSED PROJECT WILL BE WHEN COMPARED TO 865 EAST. PROFILE DOES NOT REFLECT POST DEVELOPMENT GRADING OR ACTUAL CROSS SECTION OF THE PROPOSED OR EXISTING BUILDING. FOR PROPOSED BUILDING CROSS SECTION SEE THE "VISTA AT FOREST HILLS" BUILDING SECTIONNDING DRAWING FROM GAINES GROUP ARCHITECT DATED 6-2-25

BUILDING HEIGHT PROFILE
SCALE:
HORIZONTAL 1"=100'
VERTICAL 1"=20'

Rev	Date	Description	Reviewed By

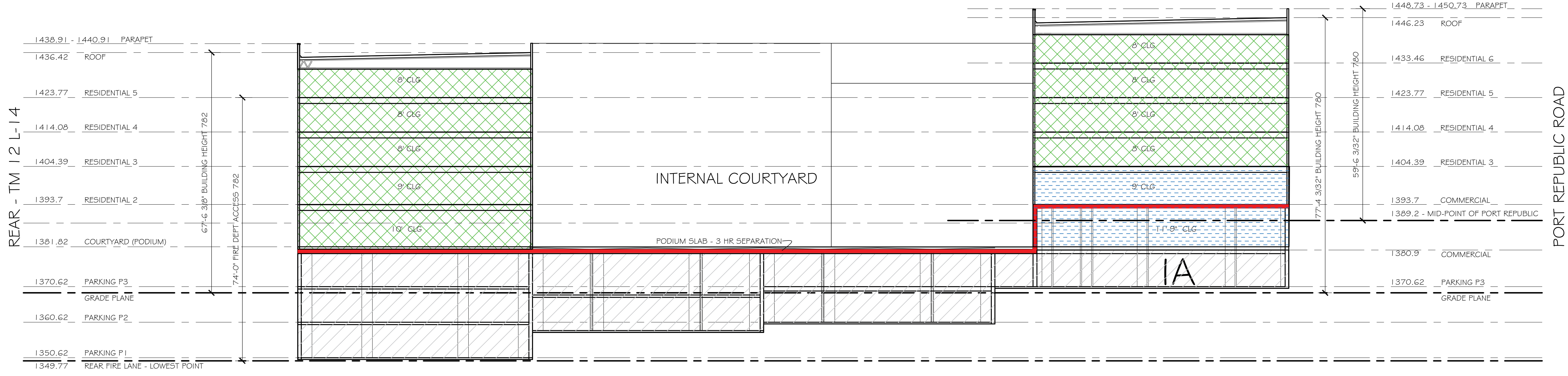
THIS PLAN HAS NOT RECEIVED FINAL APPROVAL AND IS NOT APPROVED FOR CONSTRUCTION.

505 East Maple Street
Harrisonburg, Virginia 22801
Phone: (540) 432-9555
www.aesva.com

AES
CONSULTING ENGINEERS
Formerly Blackwell Engineering
Hampton Roads | Central Virginia | Middle Peninsula | Shenandoah Valley

DEVELOPMENT PLAN
FOR
THE VISTA AT FOREST HILLS
DCI PARTNERS LLC
CITY OF HARRISONBURG, VIRGINIA

Project Contacts: EHB
Project Number: B2916
Scale: AS NOTED Date: 6-5-25
Sheet Title: BUILDING HEIGHT PROFILE
Sheet Number: 1



BUILDING SECTION
SCALE: 1/16" = 1'-0"



CITY OF HARRISONBURG
**PUBLIC
WORKS**

320 EAST MOSBY ROAD, HARRISONBURG, VA 22801

OFFICE (540) 434-5928 • FAX (540) 434-2695

July 21, 2023

Carl Hultgren, PE
Gorove Slade
1140 Connecticut Avenue NW, Suite 600
Washington, DC 20036

RE: Forrest Hills Tower TIA

The Public Works Department staff have completed a review of the fourth submission of the Traffic Impact Analysis (TIA) that was received July 13th, 2023.

Public Works staff has come to conclusion that the TIA sufficiently represents both the present and future conditions of portions of the City's road network most impacted by the proposed Forrest Hills Tower development. Staff has also reviewed recommended measures to mitigate the increase in volume projected to be caused by the development and have concluded that they are adequate for the needs of the road network.

Thank you for your work on this TIA.

Timothy Mason
Public Works – Transportation Systems Specialist



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:	AES Consulting Engineers			
Telephone:	540-432-9555			
E-mail:	Ed.Blackwell@aesva.com; Brian.kinzie@aesva.com			
Owner Name:	DCI PARTNERS LL			
Telephone:	540-246-6666; 540-383-8141			
E-mail:	maslam7617@aol.com; imranaslam8328@gmail.com			
Project Information				
Project Name:	The Vista at Forest Hills			
Project Address:	810 PORT REPUBLIC RD			
TM #:	TM# 092 A 1			
Existing Land Use(s):	Commercial, Gas Station			
Proposed Land Use(s): (if applicable)	Mixed use			
Submission Type:	Comprehensive Site Plan <input type="radio"/>	Special Use Permit <input type="radio"/>	Rezoning <input checked="" 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)	Applicant seeks to build a mixed use apartment building including residential units and commercial uses.			
Peak Hour Trip Generation (from row 15 on the second page)				
AM Peak Hour Trips:	127			
PM Peak Hour Trips:	113			

(reserved for City staff)

TIA required? Yes _____ No ☒

Comments:

The trips generated do not exceed the amount previously studied in the accepted TIA dated July 21st 2023. See the attached acceptance letter:

Accepted by: Terrell Mason

Date: 06/05/2025

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 Apartment (Low Rise) (Over1/2 mile from Campus)	225	Bedroom	440	78	136
2	Proposed #2	General Retail (<40k SF)	822	SF	3000	13	33
3	Proposed #3	Convenience Store	851	SF	3000	188	147
4	Proposed #4	Fast Casual Restaurant	930	SF	3000	4	38
5	Proposed #5	High-Turnover Sit-Down Restaurant	932	SF	3000	29	27
6	Proposed #6						
7	Total New Trips					312	381
8	Existing #1	Convenience Store/Gas station-VFP (2-8)	945	SF	5520	185	268
9	Existing #2	Vacant	-	-	-	-	-
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					185	268
15	Final Total (Total New – Total Existing)					127	113

Instructions

Determination of trip generation rates shall be in conformance with ITE guidelines.

- 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.
- Sum up all of the trips generated for the new uses in the Total New Trips row (row 7).
- 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.
- Sum up all of the trips generated for the existing uses in the Total Existing Trips row (row 14).
- 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.