



CITY OF HARRISONBURG  
**COMMUNITY  
DEVELOPMENT**

**Special Use Permit Application**

[www.harrisonburgva.gov/zoning](http://www.harrisonburgva.gov/zoning)

**PROPERTY INFORMATION**

Property Address: 256 Charles St, Harrisonburg, VA 22802 Tax Map: 045.A3 Total Land Area: ± 1.25 acres or sq.ft. (circle)

Existing Zoning Classification: Industrial

Special Use being requested: food truck on the T&E meats property. will sell food 5 days a week. (sect 10-3-97(1))

**PROPERTY OWNER INFORMATION**

Property Owner Name: Joe Cloud Telephone: (540) 434-4415

Street Address: 256 Charles St E-Mail: joe@tmeats.com

City: Harrisonburg State: VA Zip: 22802

**OWNER'S REPRESENTATIVE INFORMATION**

Owner's Representative: Eliseo Alvarez Jr. Telephone: (540) 820-1359

Street Address: 876 Keezletown rd E-Mail: alvarezeliseojr@gmail.com

City: Weyers Cave State: VA Zip: 24486

**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.

Jose Alvarez Jr. 4/9/21  
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](http://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: 4-9-2021 Total Fees Due: \$ 485.00 √ pd.

Application Fee: \$425.00 + \$30.00 per acre

Received By: [Signature]

Thursday, April 8, 2021

**Reason for Request of Special Use Permit and Proposed Use**

Planning Commission and City Council,

Tacos el Zacatecano is a mobile food trailer that will sell Mexican food 5 days a week at 256 Charles St in Harrisonburg, location of T&E Meat's. The trailer and location have passed local fire and health department inspections and owner has fulfilled all other requirements for business license issuance. Tacos el Zacatecano is seeking a special use permit to allow the business to operate on T&E Meat's property which is classified as an industrial zone. The business will run completely independent to T&E Meat's operations. Property owner has approved location of trailer on property and will serve as lessor.

Any questions or concerns can be directed to my contact information below.

Thank you,

Eliseo Alvarez Jr  
(540) 820-1359  
alvarezeliseojr@gmail.com



046 B 7

046 B 8

045 A 11

045 A 2

045 A 1

045 A 3

trailer

045 A 5

040 A 5

040 A 4

040 A 6

040 A 3

040 A 7

040 A 8

040 A 9

040 A 10

040 A 11

040 A 12

040 A 13

040 A 2

040 A 38

040 A 37

041 B 0 12

040 A 1



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.

<b>Contact Information</b>				
Consultant Name:	Eliseo Alvarez Jr			
Telephone:	(540) 820-1359			
E-mail:	alvarezeliseojr@gmail.com			
Owner Name:	Joe Cloud			
Telephone:	(540) 434-4415			
E-mail:	joe@temeats.com			
<b>Project Information</b>				
Project Name:	Tacos el Zacatecano food trailer			
Project Address:	256 Charles St, Harrisonburg, VA 22802			
TM #:	45 A 3			
Existing Land Use(s):	T&E Meats operations. Animal processing.			
Proposed Land Use(s): (if applicable)	T&E Meats operations will not change. Food trailer on premises.			
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)	Food trailer will be parked at T&E Meats property. Trailer will be completely independent business. T&E Meats serves solely as lessor. Will sell food 5 days a week. Trailer is 8.5x18 feet enclosed and will be placed near T&E building (marked on map). Access through main T&E entrance on Charles St.			
<b>Peak Hour Trip Generation (from row 15 on the second page)</b>				
AM Peak Hour Trips:	0			
PM Peak Hour Trips:	6			

(reserved for City staff)

TIA required? Yes \_\_\_\_\_ No X

Comments:

Accepted by: John Gumbrell

Date: 4/8/21

### 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	Manufacturing	140	1000 Sq Ft GFA	10.7	7	7
2	Proposed #2	Food Cart Pod	926	Food Carts	1	N/A	6
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					7	13
8	Existing #1	Manufacturing	140	1000 Sq Ft GFA	10.7	7	7
9	Existing #2						
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					7	7
15	Final Total (Total New – Total Existing)					0	6

#### 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.