



CITY OF HARRISONBURG
**COMMUNITY
DEVELOPMENT**

Special Use Permit Application

www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

110 West Grace Street
Property Address
025 H 1-C
Tax Map
3,603 sq.ft
Total Land Area
acres or sq.ft.
(circle)
Existing Zoning Classification: M1
Special Use being requested: Support teacher offices for JMU

PROPERTY OWNER INFORMATION

GC LLC
Property Owner Name
265 Chesapeake Ave.
Street Address
Harrisonburg VA 22801
City State Zip
540-421-4230
Telephone
jim.mongerlumber@comcast.net
E-Mail

OWNER'S REPRESENTATIVE INFORMATION

Jim Monger
Owner's Representative
265 Chesapeake Ave
Street Address
Harrisonburg VA 22801
City State Zip
540-421-4230
Telephone
Jim.mongerlumber@comcast.net
E-Mail

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


6/23/20
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

6-22-2020
Date Application and Fee Received

Received By

Total Fees Due: \$ 455.00 /pd.
Application Fee: \$425.00 + \$30.00 per acre

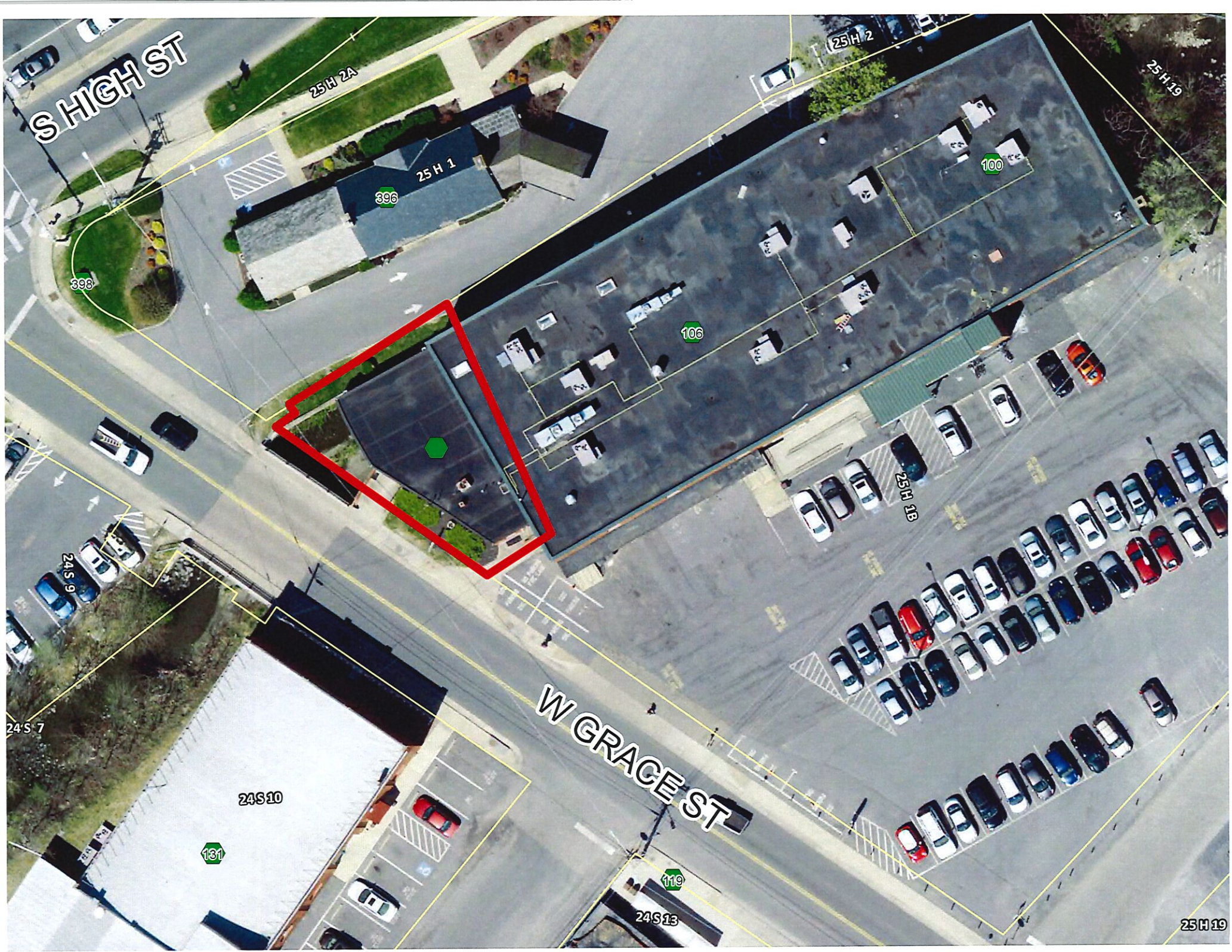
GC LLC
265 Chesapeake Ave
Harrisonburg, VA 22801

To Whom it may concern,

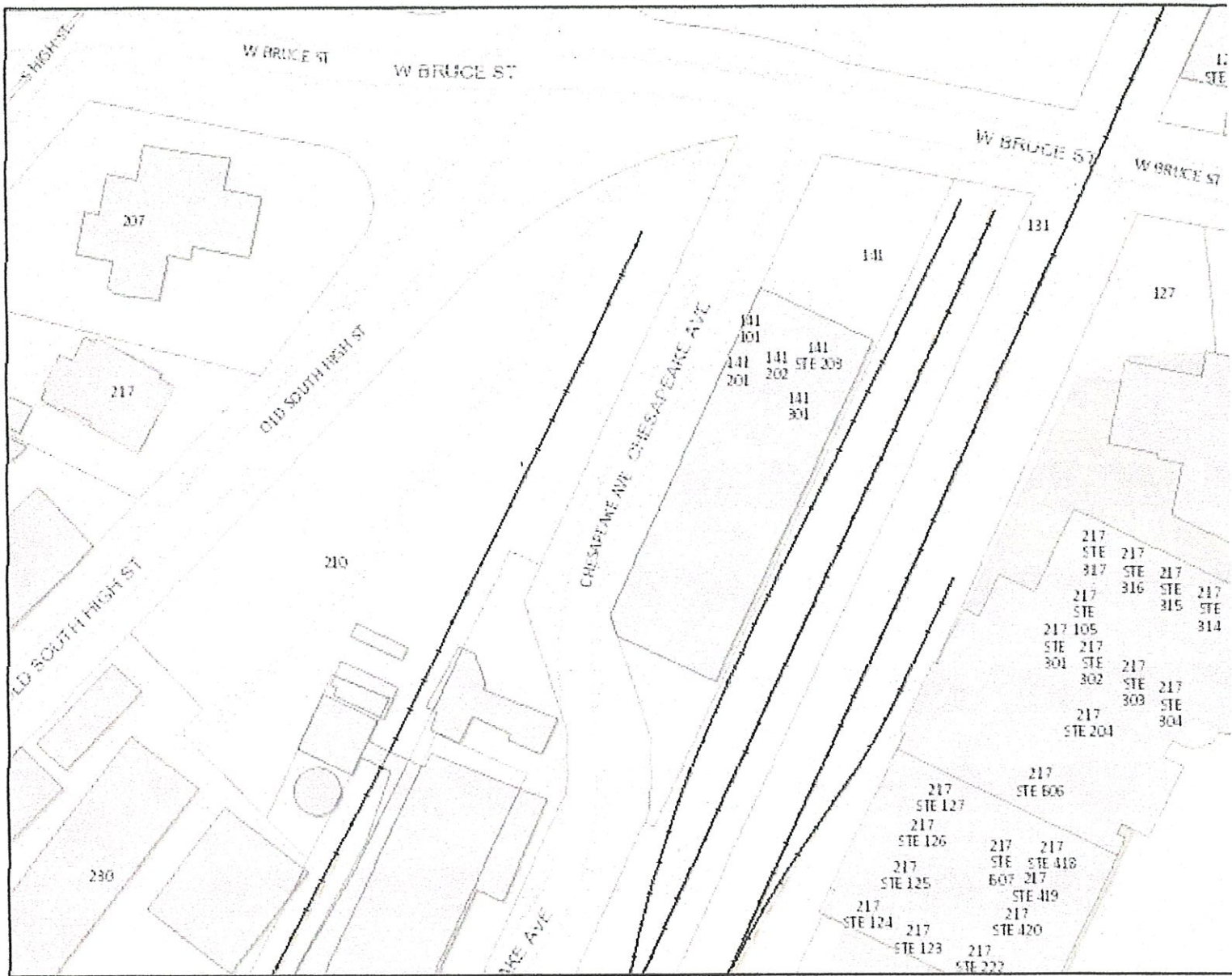
We are asking for a special use permit to allow a portion of the Whitesel Brothers Building, 110 W. Grace Street Tax Map #25-H-1-C, which does not have a special use permit to allow JMU to use as a support area for the rest of the building that is now being used by JMU as the Arts and Art History College.

Thank you for your consideration,

Jim Monger



ArcGIS Web Map



6/19/2020, 8:17:43 AM

- | | | | | |
|-------------|------------------|----------------|----------------|------------------------|
| City Limits | Streets | Private Street | City Buildings | Public Safety |
| Real Estate | Principal Street | Interstate | Addresses | Public Safety Building |
| | Local Streets | Railroad | City Parks | Fire Station |

0
0

Sources: Esri, HERE,

VITA, West Virginia GIS, Esri



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:	Jim Monger
Telephone:	540-421-4230
E-mail:	Jim.Mongerlumber@comcast.net
Owner Name:	GC.LLC (Jim Monger)
Telephone:	540-421-4230
E-mail:	Jim.Mongerlumber@comcast.net
Project Information	
Project Name:	JMU Support Office
Project Address:	110 West Grace Street
TM #:	025-H 1C
Existing Land Use(s):	Office for SOS Advertising (M1 zoning)
Proposed Land Use(s): (if applicable)	Offices for JMU Teachers
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)	The site has 3603 sq ft land with a 1515 sq ft building. Renovate existing building with offices and a ramp for JMU teachers.
Peak Hour Trip Generation (from row 15 on the second page)	
AM Peak Hour Trips:	0
PM Peak Hour Trips:	0

(reserved for City staff)

TIA required? Yes _____ No X
Comments:

Accepted by: Jahel Ann F. Lile

Date: 5/15/2020

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	Small Office Building	712	1000 s.f. GFA	1.5	3	4
2	Proposed #2						
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					3	4
8	Existing #1	Small Office Building	712	1000 s.f. GFA	1.5	3	4
9	Existing #2						
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					3	4
15	Final Total (Total New – Total Existing)					0	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.