

MEMORANDUM

To: Planning Commission

From: Matthew Sampa, Planner I

Date: April 28, 2023

Subject: **UPDATE** EXP 23-0001: Exception Request for Parking in front of the front building line at 1284 North Main Street (Tax Map Nos. 226- A327 & 226- A328) for the Islamic Society of New River Valley (owner)

The Planning Commission reviewed this application at its April 18, 2023 work session. In response to the staff report, and discussion at the Planning Commission work session, the applicant has submitted revised supplemental application materials dated April 25, 2023. Staff has reviewed the revised materials, and updated the recommended conditions accordingly.

The applicant has provided the following additional information regarding landscaping, off-street parking, floodplain, and phasing. Staff analysis is provided in italics.

Landscaping

The applicant has provided a Planting Bed Exhibit showing the required 10' wide planting bed with street trees, ornamental trees, and shrubs. The applicant has stated that the specific type of plantings and their spacing will be determined at the site plan stage of the development. *While species can be determined at the site plan stage, staff recommends the retention of condition #2 requiring evergreen shrubs at 8-10' on center to ensure parking is screened from the right of way.*

Off-street Parking

The applicant has revised the proposed off-street parking to assuage staff concerns related to VDOT entrance throat requirements, and the flow of vehicular traffic within the parking lot. The two parking spaces that were located closest to the entrance have been moved to accommodate entrance throat length requirements. *Town staff supports this revised configuration. Further explanation is provided with the attached Engineering memo.* Additionally, the two previously dead end drive aisles in the rear parking area have been connected, and converted to a one way traffic flow. *This addresses staff concerns detailed in the April 14, 2023 staff report.*

Floodplain:

The applicant has added a note to the application indicating that the result of the improvements shown on the proposed concept plan and the required grading for the improvements will not result in an impact to the 100 year flood boundary's elevation along the subject property. Calculations will be submitted with the future site development plan. *This addresses staff concerns detailed in the April 14, 2023 staff report.*

Sidewalk:

While sidewalk is not shown on the site layout, it can be addressed at the site plan stage.

Phasing:

The following phasing plan for the proposed improvements has been included with the revised application:

- Phase I – Construct full parking plan as shown while maintaining existing parking in front of the existing building.
- Phase II – Construct Multi-Purpose Building.
- Phase III – Construct Breezeway connector between buildings.
- Phase IV – Build addition onto existing building, expand breezeway connector, and complete parking.

This addresses staff concerns detailed in the April 14, 2023 staff report.

UPDATED STAFF RECOMMENDED CONDITIONS

1. The parking permitted by the special exception shall be developed in substantial conformance with the application dated March 1, 2023, and last revised April 25, 2023.
2. A row of evergreen shrubs, abelia or similar non-dwarf variety with a minimum height of 3 to 4 feet at time of planting shall be planted at 8' on center, between the front parking area and North Main Street right-of-way to screen the parking area from the right-of-way.
3. The number of parking spaces in front of the front building line shall not exceed the number shown on the "New Building" sheet of the conceptual plan in the application dated March 1, 2023, and last revised April 25, 2023.

Attachments:

Revised Application dated April 25, 2023
Engineering Memo

MEMORANDUM

TO: Matthew Sampa, Planner I

FROM: Randy Formica, Director, Engineering and GIS Department

DATE: April 27, 2023

SUBJECT: EXP23-001-Islamic Society of the New River Valley-Transportation Memo

This memorandum will address Town Staff transportation comments from the review of the Special Exception for the Islamic Society of the New River Valley, EXP23-001, revised application dated April 25, 2023.

The comment from the initial review related to the required entrance throat length per the VDOT Access Management Design Standards. The original plan provided an entrance throat length of approximately 38 feet. The minimum required entrance throat length for an entrance with two egress lanes per the VDOT Access Management requirements is 75 feet.

After additional discussion with the applicant, a revision is proposed that rotates two of the parking spaces that were located within the throat of the entrance. The relocation of these spaces allows for an entrance throat length of approximately 68 feet, as measured from the edge of pavement along North Main Street to the first intersection (drive aisle) on site.

Staff performed additional research on the entrance throat length requirements, including utilizing the reference titled, "National Cooperative Highway Research Program Report 659, Guide for the Geometric Design of Driveways" (NCHRP Report 659). This report states that the minimum throat length based on the type of control and number of lanes (stop control and two exit lanes) is 50 feet (page 59 in Report 659). This report also references the document "Transportation and Land Development" which states that the minimum throat lengths for unsignalized access drives based on a driveway configuration of one entering lane and two exiting lanes is 75 feet to the first parking spaces on site or 50 feet to the first intersection on site (page 60 in Report 659).

Therefore, the revision relocating the two parking spaces results in a throat length that meets minimum length requirements provided for in NCHRP Report 659 when using the location of the "first intersection on site" criteria. The provided throat length of 68 feet is greater than the recommended minimum of 50 feet and will provide for queueing of 2 to 3 vehicles per exiting lane. This revision will provide entering vehicles additional area to utilize the parking spaces along the front of the building without queueing into North Main Street and reduce conflicts with exiting vehicles. Staff finds that this revision will result in a safer entrance and supports this revised configuration.