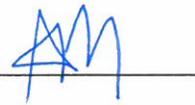


**TOWN OF BLACKSBURG
AGENDA MEMO**

DATE: January 9, 2020

TO: Town Council

FROM: Anne McClung, Planning and Building Director 

PREPARED BY: Emma Martin, Planner I

TITLE: CUP 19-0007 Conditional Use Permit for General Office with accessory Club Use in the Old Town Residential (OTR) Zoning District on 0.341 acres at 205 Kent Street (tax parcel 256- 6SEC 4 3, 4A), requested by Ryan Seavy of [R(Plus) Incorporated] (applicant) and H C M F XXXIII Partnership (property owner)

- **Background:** The attached is a Conditional Use Permit request to allow for General Office with accessory Club Use in the Old Town Residential Zoning District on 0.341 acres at 205 Kent Street. Rehabilitation of the existing two-story residential building is proposed, and includes 2766 square feet of ground floor additions to the rear of the property. The Planning Commission heard this request at the January 7, 2020 public hearing, and recommended approval of this request with conditions. The CUP requesting use of the alley for non-residential uses has a condition requiring use of the alley be limited to employee and handicap parking and drop-off/pickup for guests needing ADA accommodations.

As part of the discussion regarding the office and accessory club use CUP request, the Planning Commission recommended that staff draft an additional condition requiring an attendant(s) to manage traffic during events. Staff is currently drafting the wording of this condition in coordination with the Town Attorney.

- **Considerations:** See attached staff report.
- **Action:** Place on the January 14, 2020 consent agenda and schedule public hearing for February 11, 2020.

- **Attachments:**

Planning Commission to Town Council Memo

Staff to PC memo dated January 3, 2020

Staff Report for CUP19-0007 with attachments dated December 12, 2019

Revised application dated December 17, 2019