

TOWN OF BLACKSBURG
AGENDA MEMO

DATE: March 5, 2020

TO: Town Council

FROM: Anne McClung, Planning and Building Director 

PREPARED BY: Emma Martin, Planner I

TITLE: CUP20-0001 Conditional Use Permit request for Medical Office and General Office in the OTR- Old Town Residential Zoning District on 0.615 acres at 409 E Roanoke Street (Tax Map No. 257-A 22) by Kristen DeLack (applicant and property owner)

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- **Background:** The attached is a request for a Conditional Use Permit for Medical and General Office in the Old Town Residential (OTR) Zoning District. The anticipated tenant is the Center for Creative Change. The existing building was most recently used as a single-family home, but has been used in the past as an Office. No exterior modifications to the building or site are proposed. The Future Land Use designation for this property is Medium-Density Residential.
 - **Considerations:** At the applicant's request, this General and Medical Office request has been placed on an expedited schedule, meaning the Council hearing would take place a week after the Planning Commission hearing. The staff report and the Planning Commission recommendation memo will be provided prior to the Council hearing on April 14, 2020. Planning Commission will consider this application at its April 7, 2020 public hearing.
 - **Action:** Place on the March 10, 2020 consent agenda to schedule the public hearing for April 14, 2020.
 - **Attachment:**
Application dated January 22, 2020