

Date Application Received: \_\_\_\_\_

**Application for Ordinance Amendment  
City of Harrisonburg, Virginia**

Fee: \$375.00

Total Paid: \$ \_\_\_\_\_

Applicant's Name: 217 S. Liberty, LLC  
Street Address: 217 S. Liberty Street Email: mjaffee@matchboxrealty.com  
City: Harrisonburg State: VA Zip: 22801  
Telephone: Work 540 434 5150 Fax \_\_\_\_\_ Mobile \_\_\_\_\_

Applicant's Representative: Michael Jaffee  
Street Address: 202 N. Liberty, Suite 101 Email: mjaffee@matchboxrealty.com  
City: Harrisonburg State: VA Zip: 22801  
Telephone: Work 540 434 5150 Fax \_\_\_\_\_ Mobile \_\_\_\_\_

**Description of Amendment**

Zoning Ordinance Section: 10-3-30.1

Proposed Text: This section is applicable to all uses, except single family and detached dwelling units, and to all parking lots, both required and not required, not including parking spaces along private streets and other travelways that function similar to public streets. All properties being developed or redeveloped shall conform to all regulations of this section. Reference the Design and Construction Standards Manual Example Parking Lot Landscaping Drawings 2.6.8 Examples A and B for visual aids of the applied regulations.

Certification: I certify that the information contained herein is true and accurate.

Signature:   
Applicant Signature

**ITEMS REQUIRED FOR SUBMISSION**

Completed Application  
 Ordinance Text  
 Letter of description

Fees Paid  
 \_\_\_\_\_

## Alison Banks

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**From:** Michael Jaffee [mjaffee@matchboxrealty.com]  
**Sent:** Friday, July 15, 2016 10:51 AM  
**To:** Alison Banks  
**Cc:** Thanh Dang; Adam Fletcher  
**Subject:** RE: Ordinance Amendment

Alison,

Thank you for your email. Please proceed to Planning Commission with the language as proposed below.

-Michael

### Michael D. Jaffee

Matchbox Realty & Management Services, Inc.  
*Commercial Associate | Portfolio Manager*  
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Harrisonburg, VA 22802  
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Licensed Real Estate Salesperson in the Commonwealth of Virginia

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**From:** Alison Banks [<mailto:Alisonb@harrisonburgva.gov>]  
**Sent:** Thursday, July 14, 2016 2:54 PM  
**To:** Michael Jaffee <[mjaffee@matchboxrealty.com](mailto:mjaffee@matchboxrealty.com)>  
**Cc:** Thanh Dang <[Thanh.Dang@harrisonburgva.gov](mailto:Thanh.Dang@harrisonburgva.gov)>; Adam Fletcher <[Adamf@harrisonburgva.gov](mailto:Adamf@harrisonburgva.gov)>  
**Subject:** RE: Ordinance Amendment

Good afternoon Michael,

Planning staff has had the opportunity to review the language proposed by owners of 217 S Liberty, LLC, for the parking lot landscaping ordinance amendment you have been working on. As we discussed during our meeting on July 6<sup>th</sup>, staff is somewhat taking a different approach to the amendment, rather than trying to limit the exception to "private streets and other parking areas that function similar to public street in the B-1 district", staff is leaning towards the approach of a specific number of parking spaces that can be exempt from the regulations. Therefore, we have taken your proposal of 10 or fewer spaces and offer the following language.

### Section 10-3-30.1 – Parking Lot Landscaping

This section is applicable to all uses, and to all parking lots, both required and note required, ~~except single-family detached and duplex dwelling units~~ with the following exceptions:

- Single-family detached and duplex dwelling units, and
- Within the B-1 district, parking lots with 10 or few parking spaces.

All properties being developed or redeveloped shall conform to all regulations of this section. Reference the Design and Construction Standards Manual Example Parking Lot Landscaping drawings 2.6.8 Examples A and B for visual aids of the applied regulations.

Is this language what you are thinking and are you comfortable to move forward with this? If you are comfortable with this language we will distribute this proposal to other staff departments for comments. Planning staff is comfortable with this language; however, we do not necessarily believe, at this time, that we are comfortable with the number of parking spaces being 10 or fewer.

If you desire to continue to move forward to the August 10<sup>th</sup> Planning Commission, we will need your consent to this language by tomorrow before noon, so that we can distribute the information for staff departmental review.

Thanks,

Alison

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**From:** Michael Jaffee [<mailto:mjaffee@matchboxrealty.com>]  
**Sent:** Thursday, July 07, 2016 1:29 PM  
**To:** Alison Banks  
**Subject:** Ordinance Amendment

Hi Alison,

Thank you again for meeting with me yesterday. We would like to table our ordinance amendment application for 30 days before proceeding with planning commission's recommendations.

After talking with ownership of 217 S. Liberty, LLC, we would also like to change the application to add language specifically referencing "private streets and other parking areas that function similar to public streets." We would like to amend the ordinance to remove landscaping requirements "within the B-1 district, where private streets and other parking areas that function similar to public streets contain up to 10 parking spaces."

Please let us know your thoughts after you have had a chance to discuss with your fellow team members.

Thanks,  
Michael

**Michael D. Jaffee**  
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Harrisonburg, VA 22802  
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May 31, 2016

Adam Fletcher  
Department of Planning and Community Development  
409 S. Main Street  
Harrisonburg, VA 22801

Project: Ice House

Dear Mr. Fletcher,

The following documents comprise 217 S. Liberty Street, LLC's request to amend Zoning Ordinance Section 10-3-30.1.(3)a regarding Parking Garage Exceptions within the B-1 Central Business District:

- Completed Application for Ordinance Amendment
- Harrisonburg, VA Code of Ordinances

217 S. Liberty Street is currently located within Harrisonburg's B-1 Central Business District. The property consists of two buildings containing approximately 101,000 square feet (127 W. Bruce Street and 217 S. Liberty Street) and one building pad which could house approximately 40,000 square feet of additional space. Our proposal aims to reduce landscaping requirements for private drives and thruway access within the Central Business District. These requirements have previously been reduced for parking garages per Zoning Ordinance Section 10-3-30.1.(3)a. Reducing these landscaping requirements will allow owners to accommodate more on-site parking and allow access for customers of our Central Business District.

Please review the documents herein and contact me with any further questions or clarifications.

Regards,

Michael Jaffee  
Commercial Associate / Portfolio Manager  
Matchbox Realty & Management Services