

Total Fees Due: \$ 640
Application Fee: \$550.00 plus \$30.00 per acre

Date Application & Fee Received: 11-08-19
Received by: [Signature]

Application for Change of Zoning District (Rezoning) City of Harrisonburg, Virginia

www.harrisonburgva.gov/zoning-applications

Section 1: Description of Property

Location (street address): 231-261 S. Liberty St., Harrisonburg, VA 22801
Tax Map Number: Sheet: 025 Block: F Lot: 3 Total Land Area: 2.22 acres or sq. ft.
Existing Zoning District: M-1 Proposed Zoning District: B-1
Existing Comprehensive Plan Designation: B-1

Section 2: Property Owner's Information

Property Owner's Name: Rockingham Properties, LLC
Street Address: 2 N. Kent Street Email: twbyrd@mac.com
City: Winchester State: VA Zip: 22601
Telephone: Work: N/A Fax: _____ Mobile/Home: _____

Section 3: Owner's Representative Information

Owner's Representative: Matchbox Realty
Street Address: 202 N. Liberty, Suite 101 Email: mjaffee@matchboxrealty.com
City: Harrisonburg State: VA Zip: 22802
Telephone: Work: 540-434-5150 Fax: _____ Mobile/Home: _____

Section 4: 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.

Signature: [Signature] 11-8-19
Property Owner

Section 5: Required Attachments to be provided by Applicant

- Letter explaining Proposed Use & Reasons for Seeking Change in Zoning
- Statement of Proffers, if applying for conditional rezoning
- Survey of Property or Site Map
- 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 Department prior to submitting Rezoning application. More information at www.harrisonburgva.gov/traffic-impact-analysis.

Total Fees Due: \$ 505 55
Application Fee: \$425.00 plus \$30.00 per acre

Date Application & Fee Received: 11-08-19
Received by: [Signature]

Application for Special Use Permit City of Harrisonburg, Virginia

www.harrisonburgva.gov/zoning-applications

Section 1: Description of Property

Location (street address): 231-261 S. Liberty St., Harrisonburg, VA 22801
Tax Map Number: Sheet: 025 Block: F Lot: 3 Total Land Area: 2.22 acres or sq. ft.
Existing Zoning Classification: M-1 with rezoning request to B-1
Special Use being requested: M-1 10-3-85(1) manufacturing, processing and assembly operations not employing more than 15 persons on a single shift...

145
11/8/19

Section 2: Property Owner's Information

Property Owner's Name: Rockingham Properties, LLC
Street Address: 2 N. Kent Street Email: twbyrd@mac.com
City: Winchester State: VA Zip: 22601
Telephone: Work: N/A Fax: _____ Mobile/Home: _____

Section 3: Owner's Representative Information

Owner's Representative: Matchbox Realty
Street Address: 202 N. Liberty, Suite 101 Email: mjaffee@matchboxrealty.com
City: Harrisonburg State: VA Zip: 22802
Telephone: Work: 540-434-5150 Fax: _____ Mobile/Home: _____

Section 4: 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.

Signature: [Signature] 11-8-19
Property Owner

Section 5: Required Attachments to be provided by Applicant

- 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 Department prior to submitting SUP application. More information at 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, walls 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 telecommunication facility application.



November 5, 2019

Matchbox Realty & Management Services, Inc. (Matchbox) is pursuing a rezoning for the property located at 231-261 S. Liberty Street, Harrisonburg, VA 22801 from an existing M-1 use to B-1 in order to comply with the City of Harrisonburg's updated Comprehensive Plan (2018) and provide more opportunities for expanded commercial uses at a property located in the heart of Harrisonburg's Central Business District.

Matchbox will also apply for a Special Use Permit to retain an M-1 use for the existing manufacturing components of the Daily News Record printing operation. Specifically, the special use permit will apply to manufacturing, processing, and assembly operations that do not employ more than fifteen (15) persons on the premises in a single shift and provide that all storage and activities are conducted within the building.

By expanding the use options available to the property, we feel that we will be able to better serve the community's needs. Properties such as those located at 231-261 S. Liberty Street offer a unique challenge that require the flexibility that B-1 zoning provides in order to tackle ever-changing retail, office, and manufacturing requirements within the Central Business District.

If you there are any additional questions about this requested rezoning change, please contact us at your earliest convenience.

Respectfully,

Matchbox Realty & Management Services, Inc.



City of Harrisonburg, VA
Department of Public Works

Determination of Need for a
Traffic Impact Analysis (TIA)

www.harrisonburgva.gov/traffic-impact-analysis

Contact Information	
Consultant Name:	Matchbox Realty
Telephone:	540-434-5150
E-mail:	mjaffee@matchboxrealty.com
Owner Name:	Rockingham Properties, LLC
Telephone:	540.434.5150
E-mail:	twbyrd@mac.com
Project Information	
Project Name:	Daily News Record site
Project Address: TM #:	231 and 261 S. Liberty St. 25-F-3
Existing Land Use(s):	Newspaper printing and associated office space (M-1)
Proposed Land Use(s): (if applicable)	Newspaper printing, office space, potential for commercial, office, or residential development
Submission Type:	Comprehensive Site Plan <input type="radio"/> Special Use Permit <input type="radio"/> Rezoning <input checked="" 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)	Current plans are to retain existing Daily News Record use at 231 S. Liberty with potential consolidation in the future. Current acreage is 2.22 acres, the majority of which is used for surface parking.
Peak Hour Trip Generation (from row 15 on the second page)	
AM Peak Hour Trips:	19
PM Peak Hour Trips:	162

(reserved for City staff)

TIA required? Yes _____ No _____

Comments:

Please see letter to Mr. Jaffee for Public Works staff comments.

Accepted by: _____

Date: _____

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	Shopping Center	820	1000 s.f. GFA	50	47	191
2	Proposed #2						
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					47	191
8	Existing #1	Manufacturing	140	1000 s.f. GFA	25	16	17
9	Existing #2	Office	710	1000 s.f. GFA	10	12	12
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					28	29
15	Final Total (Total New – Total Existing)					19	162

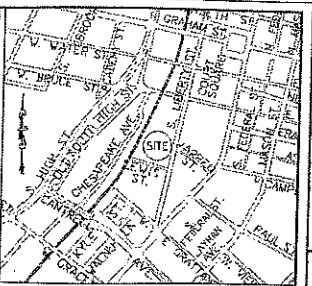
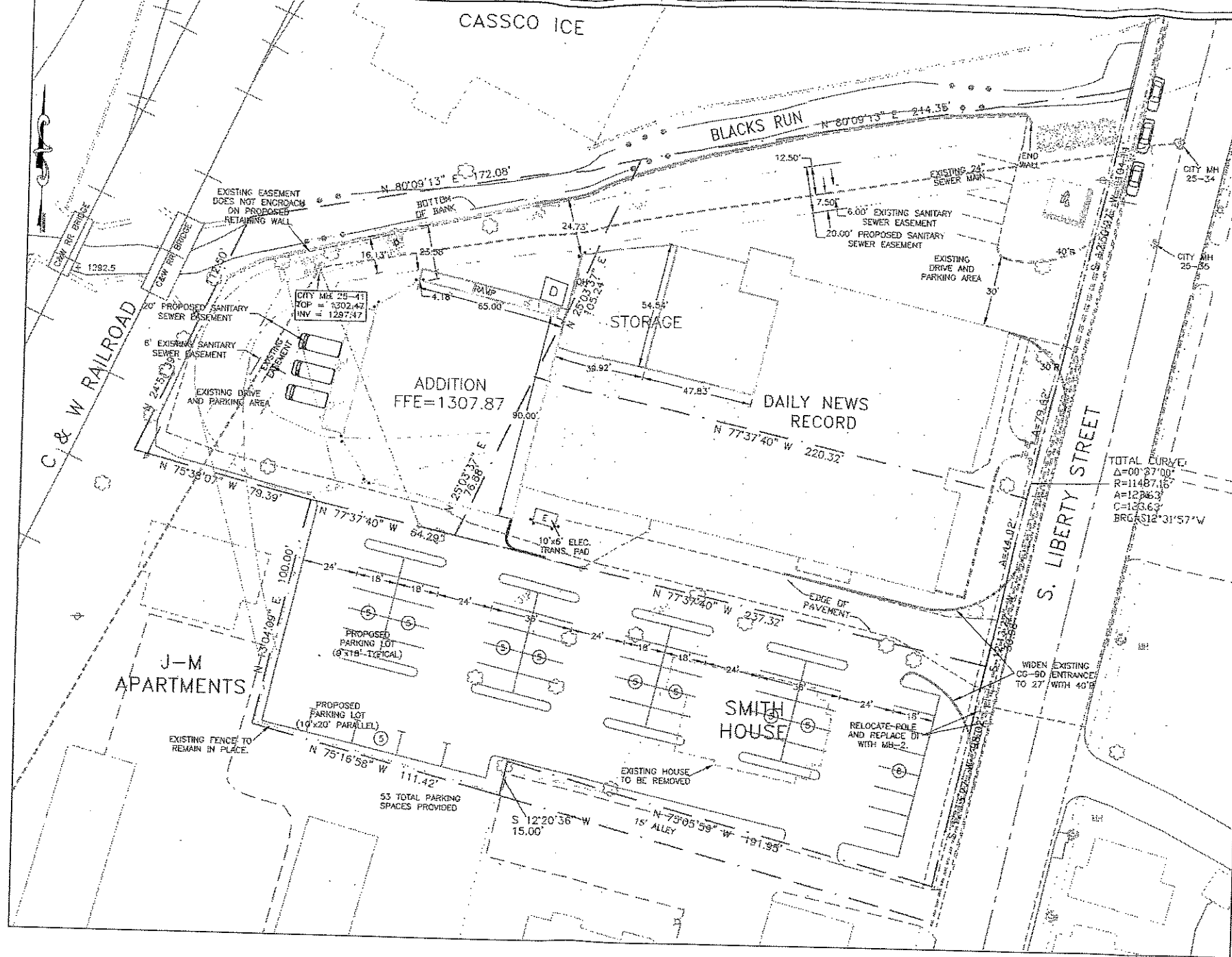
Instructions

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.

CITY GENERAL NOTES

1. Work in this project shall conform to the latest editions of the Virginia Department of Transportation (VDOT) Road and Bridge Specifications, the VDOT Road and Bridge Standards, the Virginia Grading and Settlement Control Handbook, the Virginia Erosion and Sediment Control Regulations and the City of Harrisonburg Design and Construction Standards Manual. In the event of conflict between any of these standards, specifications or plans, the most stringent shall govern. All utilities to be detected to the City of Harrisonburg Municipal Water and/or Sanitary Sewer Systems shall be constructed and tested to conform to the City of Harrisonburg Board of Health Waterworks and/or Sewerage Regulations and the City of Harrisonburg Design and Construction Standards Manual.
2. Erosion and sediment control measures shall be maintained continuously, relocated when and as necessary and shall be checked after every rainfall. Seeded areas shall be checked regularly and shall be watered, fertilized, reseeded and mulched as necessary to obtain a dense stand of grass.
3. All storm inlets shall be protected from siltation. Inertive protection devices shall be immediately replaced and the inlet cleaned. Flushing is not an acceptable method of cleaning.
4. When the crushed stone construction entrance has been covered with soil or has been pushed into the soil by construction traffic, it shall be replaced with a depth of stone equal to that of original application.
5. The location of existing utilities as shown is approximate only. The contractor is responsible for locating all public or private utilities which lie in or adjacent to the construction site. The contractor shall be responsible for repairing, at his expense, all existing utilities damaged during construction. Forty-eight (48) hours prior to any excavation call Miss Utility 1 (800) 552-7031.
6. All underground facilities located within the City's right-of-way shall be installed prior to the placement of any part of the pavement structure.
7. Installation of concrete storm pipe shall comply with VDOT standard Drawing PB-1.
8. All materials used for fill or back-fill shall be free of wood, roots, rocks, boulders or any other non-compressible soil type material. Unacceptable materials also include man-made fill and refuse debris derived from any source.
9. Sanitary material (or use as fill for public streets include material specified in ASTM D-2487 as GW, GP, GM, GC, SW, SP, SM, SO, ML and CL groups. The moisture content shall be collected within plus or minus 2 percentage points of optimum to facilitate compaction. Unacceptable materials include materials classified in ASTM D-2487 as PT, CH, MH, OH, OI and any soil too wet to facilitate compaction. CH and MH soils may be used subject to approval of the City Engineer. SOI and shall have a minimum dry density of 92 lb./cu. ft. per ASTM D-998 and shall have a plasticity index less than 17.
10. Composition of fill material under building slabs shall be based upon recommendations of soils engineer after completion of standard Proctor test and shall meet bearing requirements of architect of buildings. The contractor shall be responsible for testing.
11. Materials used to construct embankments for any purpose, back-fill around drainage structures or in utility trenches or any other depression requiring fill or back-fill shall be compacted to 95% of maximum density as determined by the standard Proctor test or set out in ASTM standard D-1558. The contractor shall, prior to any operations involving filling or back-filling, submit the results of the Proctor test together with a certification that the soil tested is representative of the materials to be used on the project. Tests shall be conducted by a certified materials testing laboratory and the certifications made by a licensed professional engineer representing the laboratory.
12. Embankment fill and trench back-fill shall be placed in lifts at a maximum uncompacted depth of 8-inches and 6-inches, respectively. Density tests shall be conducted at the following minimum frequencies:
 - (a) Embankments for roads, street, dams, etc.: One test per lift per 10,000 square feet of lift.
 - (b) Back-fill around structures and in trenches: One test per lift per 500 linear feet of trench.
13. Composition tests for street pavement structure shall be made in cut and fill areas of the following minimum frequencies:
 - (a) Sub-grade: One test per lane per 500 linear feet
 - (b) Stone Base: One test per lane per 5' compacted fill per 500 linear feet
 - (c) Hot Asphaltic Concrete: One test per lane per lift per 500 linear feet
14. All excavations, including trenches, shall be kept dry to protect their integrity.
15. Test results shall be submitted to the City Engineer. Failure to conduct density tests shall be cause for non-acceptance of the facility. Tests shall be conducted at the sole cost of the developer or his agent.
16. Combination under-drains type CD-1 shall be installed at the lower end of all sections of under-drains type CD-2 shall be installed at the low point of all vertical curves.
17. Standard UD-1 and UD-3 under-drains shall be installed where indicated on plans and further where determined necessary in the field by City Inspectors.
18. Pavement design is based upon subgrade CBR of 3 and on R_f of 2 upon turning the street subgrade to approximate elevation the contractor shall cause soil samples for CBR determination to be taken at a maximum interval of 200 feet measured along the street centerline. The CBR of each sample must be determined and the average CBR shall be used to determine the pavement structure requirements. The pavement materials and the amount thereof shown on the typical street section may be modified by the results of these tests in accordance with the City standards and if approved by the City Engineer. A copy of all soils test results shall be submitted to the City Engineer prior to the placing of any base or subbase material. This work shall not be required on streets classified as Local/Sub-Class A. Priority sections shall not be reduced below the City minimum section.
19. City Inspectors have full authority to reject fill or backfill materials, require undercutting or subgrade stabilization, require provisions for subdrains, or require other measures which affect the integrity of road and utility construction. Failure to comply with inspector's directives shall be cause for non-acceptance to the facility.
20. Traffic control on public streets shall be in accordance with the Manual of Uniform Traffic Control Devices and as further directed by City Inspectors.
21. Any discrepancies found between the drawings and specifications and site conditions or any inconsistencies or ambiguities in drawings or specifications shall be immediately reported to the engineer, in writing, who shall promptly address such inconsistencies or ambiguities. Work done by the contractor after his discovery of such discrepancies, inconsistencies, or ambiguities shall be done at the contractor's risk.
22. A preconstruction conference shall be held prior to the start of the construction. The contractor shall arrange the meeting with the City Engineer.
23. Install City standard street curbside monuments where required for new streets.
24. All proposed public water and sewer mains to have a dedicated easement in place and records before the City of Harrisonburg will turn on the public water supply. Owner to coordinate with surveyor, owner's attorney, and City Engineer's office for easement plat and City standard recordation and after recordation the deed book and page number or copy of City of Court recordation report to be provided to City Engineer Office (Doug Adams).



LEGEND

[Symbol]	CENTER LINE
[Symbol]	AC LIMIT
[Symbol]	ELECTRIC/TELEPHONE
[Symbol]	UTILITY POLE
[Symbol]	PROPOSED LIGHT POLES
[Symbol]	WATER LINES
[Symbol]	SANITARY LINES
[Symbol]	SANITARY SEWER CLEANOUT
[Symbol]	STORM SYSTEM
[Symbol]	GAS LINES
[Symbol]	EXISTING PROPERTY LINE
[Symbol]	SETBACK LINE
[Symbol]	EASEMENT LINE
[Symbol]	PROPOSED ROAD/EOP
[Symbol]	EXISTING ROAD
[Symbol]	EXISTING PARKING
[Symbol]	CURBING: C0-2 OR C0-5
[Symbol]	DUMPSTER
[Symbol]	HANDICAP PARKING
[Symbol]	C0-12/ASPHALT RAMP
[Symbol]	FIRE HYDRANT
[Symbol]	WATER METER
[Symbol]	PROPOSED FENCE
[Symbol]	EXISTING FENCE LINE
[Symbol]	LIGHT PAVEMENT AREA
[Symbol]	HEAVY PAVEMENT AREA
[Symbol]	PROPOSED SIDEWALKS
[Symbol]	VDOT PAVEMENT AREA
[Symbol]	GRASS AREA

OWNER/DEVELOPER:
 ROCKINGHAM PUBLISHING COMPANY, INC
 ATTN: KEN MCNAULTY
 231 LIBERTY STREET
 HARRISONBURG, VA 22801
 (540) 574-6200

PROPERTY INFO:
 231 LIBERTY STREET
 TAX MAP 25-F-3,4,5,11
 ZONED B-2, 2.22 ACRES
 FEMA FLOOD ZONE AE
 BASE FLOOD ELEV=1311

Date: MARCH 2005
 Scale: 1:25
 Designed by: EMB
 Drawn by: KJS
 Checked by:

BLACKWELL ENGINEERING, PLC
 186 East Market Street
 Harrisonburg, Virginia 22801
 Phone: (540)324-4444 Fax: (540)324-7984
 E-mail: info@blackwellengineering.com

Revision Dates

SITE LAYOUT AND UTILITY PLAN OPTION A
 DAILY NEWS RECORD - 2005 EXPANSION
 DAILY NEWS RECORD
 231 LIBERTY STREET
 HARRISONBURG, VA 22801

Drawing No.
1A
 of 2 Sheets
 Job No. 1524

STAFF NOTE:
 This drawing illustrates the existing building footprint.
 This drawing does not represent the existing parking delineated on the property.