City of Harrisonburg

409 S. Main Street
Harrisonburg, VA 22801

Meeting Agenda - Final

City Council

Tuesday, August 11, 2026 | **7:00 PM** | **Council Chambers**

1. Roll Call

2. Moment of Silence

3. Pledge of Allegiance

4. Special Recognition

5. Consent Agenda (any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of Council, otherwise all items will be voted on with one (1) motion)

5.a. Minutes from the July 28, 2026 City Council meeting

Attachments: Minutes

5.b. Consider adopting an amendment to Section 7-2-19(b)(7) of the City Code, Conservation of water during emergencies or drought of the Harrisonburg City Code

Attachments: Memorandum
Current ordinance reflecting recommended amendments
DEQ Letter
DEQ Summary Sheet

5.c. Consider a supplemental appropriation for the Harrisonburg City School Board

Attachments: Memorandum
Supplemental Appropriation
School Finance Director Memorandum

6. Public Hearings

6.a. Consider a request from Jose Antonio Lopez Montiel to rezone 704 N Liberty Street

Attachments:
Memorandum
Extract from Planning Commission
Site maps
Applicants supporting documents
PC Memorandum
Surrounding Property Owners Notice
Notice of Public Hearing
Presentation

6.b. Consider a request from Jose Antonio Lopez Montiel to for a special use permit at 704 N Liberty St

Attachments:
Memorandum
Extract from Planning Commission
Site maps
Applicants supporting documents
PC Memorandum
Notice of Public Hearing
Surrounding Property Owners Notice
Presentation

6.c. Consider a request to amend the Subdivision Ordinance

Attachments:
Memorandum
Extract from Planning Commission
PC Memorandum
Current Ordinance Reflecting Recommended Amendments
Notice of Public Hearing
Presentation

6.d. Consider approval of the disposition of real estate owned by the City of Harrisonburg, located on Neff Avenue to Pennrose, LLC.

Attachments:
Memorandum
Agreement
Development Opportunity (RFP)
Public Hearing Notice
Proposal
Presentation

6.e. Consider approving a Building and Rooftop Lease between the City of Harrisonburg and Cellco Partnership d/b/a Verizon Wireless at 101 North Main Street.

Attachments: Memorandum
Verizon Lease
Verizon Lease Exhibit
Public Hearing Notice

7. Regular Items

7.a. Consider a request to amend the City Code Title 11 Building Code Regulations Section 11-1-10 Appeals of the decisions of the building official, et al.

Attachments: Memorandum
Current Ordinance Reflecting Recommended Amendments
Public Hearing Notice
Presentation
Revised Current Ordinance Reflecting Recommended Amendments (Revised fc

8. Supplementals

8.a. Consider a supplemental appropriation for the Public Works Department

Attachments: Memorandum
Supplemental Appropriation

9. Other Matters

9.a. Comments from the public, limited to five minutes, on matters not on the regular agenda. (Name and address are required)

9.b. City Council and Staff

10. Boards and Commissions

Visit http://www.harrisonburgva.gov/boards to see current and upcoming vacancies.

10.a. Parks and Recreation Commission (PRAC)

Attachments: Jeff Willliams

11. Adjournment

NOTE TO THE PUBLIC:

Residents/Media will be able to attend the meeting.

The Public can also view the meeting live on:

- **The City's website, https://harrisonburg-va.legistar.com/Calendar.aspx**
- **Public Education Government Channel 1072**

A phone line will also be live where residents will be allowed to call in and speak with City Council during the Public Hearings and the Public Comments portion of the night's meeting. We ask those that wish to speak during the public comment period to not call in until after all the public hearings and public comment on those have been heard. This will avoid anyone calling on any other item from holding up the queue and then being asked to call back at a later time.
The telephone number to call in is: (540) 437-2687

Residents also may provide comment prior to the meeting by visiting this page: www.harrisonburgva.gov/agenda-comments

Interpretation Services

Language interpretation service in Spanish, Arabic and Kurdish is available for City Council meetings. To ensure that interpreters are available at the meeting, interested persons must request the accommodation at least four (4) calendar days in advance of the meeting by contacting the City Clerk at (540) 432-7701 or by submitting a request online at: www.harrisonburgva.gov/interpreter-request-form

El servicio de intérpretes inglés-español está disponible para las reuniones públicas del consejo municipal. Para asegurar la disponibilidad de intérpretes, cualquier interesado deberá solicitar la presencia de un intérprete al menos cuatro (4) días calendarios antes de la reunión comunicándose con la Secretaría Municipal al (540) 432-7701 o por medio de la página por internet al: https://www.harrisonburgva.gov/interpreter-request-form

Legislation Text

File #: ID 26-284, **Version:** 1

Subject:
Minutes from the July 28, 2026 City Council meeting
Presented By: Pamela Ulmer, City Clerk

City of Harrisonburg

409 S. Main Street
Harrisonburg, VA 22801

Meeting Minutes - Draft
City Council

Tuesday, July 28, 2026 | **7:00 PM** | **Council Chambers**

1. Roll Call

Present: 4 - Mayor Deanna R. Reed, Vice-Mayor Dany Fleming, Council Member Laura Dent and Council Member Monica Robinson

Absent: 1 - Council Member Nasser Alsaadun

Also Present: 4 - City Manager Ande Banks, City Attorney Chris Brown, City Clerk Pam Ulmer and Chief Matthew Tobia

2. Moment of Silence

Mayor Reed offered a moment of silence

3. Pledge of Allegiance

Mayor Reed led the Pledge of Allegiance

4. Special Recognition

5. Consent Agenda (any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of Council, otherwise all items will be voted on with one (1) motion)

A motion was made by Council Member Robinson, seconded by Vice-Mayor Fleming, that the consent agenda be approved. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

5.a. Minutes from the July 14, 2026 City Council Meeting

These minutes were approved on the consent agenda

6. Public Hearings

7. Regular Items

7.a. Consider approval of the proposed archway design by Maxwell Emcays for the entry

to the Spraygrounds at Ralph Sampson Park

Amy Snider, deputy city manager, provided a history of the Spraygrounds Public Art Project.

Mr. Steve Carpenter, donor, spoke about the project, locations where art is proposed, the art at the round-about that was chosen and approved previously, and the archway design from artist Maxwell Emcays, which is now needing to be approved by Council. He also reviewed the specifications of the anticipated mosaic art to be approved at a later date. He also requested approval of the Harris Pool sign and reviewed the specifics of the signage.

Mayor Reed asked about the mosaic and anticipated idea of the mosaic. She stated the diver on the original photo is her uncle. Mr. Carpenter shared the vision of what the mosaic and wall would do to capture the spirit of the photo.

Further discussion took place about how beautiful the archway is, the idea of the mosaic, and Council thanked the Carpenters for their generosity.

A motion was made by Council Member Robinson, seconded by Vice-Mayor Fleming, that this request be approved. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

7.b. Consider advertising Real Estate delinquent taxes for years 2023 & 2024

Jeff Shafer, Treasurer, presented a request to approve the advertising of delinquent taxes as part of their collection process.

A motion was made by Council Member Dent, seconded by Vice-Mayor Fleming, that this request be approved. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

7.c. Consider removing delinquent Real Estate taxes for 2005 and delinquent Personal Property taxes for 2020

Jeff Shafer, Treasurer, presented a request to write off delinquent taxes as uncollectible for 2005 of Real Estate taxes and 2020 Personal Property taxes. He

stated the collection rates for those years is 99.9% for real estate and 99.6% for personal property. He noted that writing these taxes off does not stop any collection activities.

A motion was made by Council Member Robinson, seconded by Council Member Dent, that this request be approved. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

7.d. Consider adopting a Resolution of Support for eight (8) VDOT Smart Scale Grant program applications.

Tom Hartman, director of Public Works, presented a request to adopt a Resolution related to eight (8) VDOT Smart Scale grant applications. He provided an overview of the Smart Scale grant program, reviewed the timeline, and the anticipated projects to be done with the grants if awarded.

Council stated Mr. Hartman and his staff have done a great job at preparing for these projects and getting the funding for other Smart Scale projects in the past. Council further discussed transportation improvements, bus stops, walkability and safety, community engagement on projects needed in the city, and how the projects are located over all of the city.

A motion was made by Vice-Mayor Fleming, seconded by Council Member Dent, that this Resolution be adopted. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

7.e. Consider a request from Marilyn S. Pendlebury to rezone 1340 South Main Street

Adam Fletcher, director of Community Development, presented a rezoning request and two special use permits for property located at 1340 S. Main Street. He reviewed the history of these requests, the proffers offered, and reminded that Council tabled this item at the June 9, 2026, Council meeting, to allow the developer/owner to hear the concerns from the surrounding residents.

Council Member Robinson stated she is struggling with this development as to how it will affect the neighborhood and the traffic that may come from this development.

Further discussion took place regarding how the neighborhood will be impacted, this is the type of housing needed in the city, and if the retail space is necessary on the

ground floor.

A motion was made by Council Member Dent, seconded by Vice-Mayor Fleming, to approve the rezoning request as presented. The motion carried with a recorded roll call vote taken as follows:

Yes: 3 - Mayor Reed, Vice-Mayor Fleming and Council Member Dent

No: 1 - Council Member Robinson

Absent: 1 - Council Member Alsaadun

7.f. Consider a request from Marilyn S. Pendlebury for a special use permit at 1340 South Main Street (to allow multifamily buildings with more than 12 units)

A motion was made by Council Member Dent, seconded by Vice-Mayor Fleming, that this Special Use Permit be approved. The motion carried with a recorded roll call vote taken as follows:

Yes: 3 - Mayor Reed, Vice-Mayor Fleming and Council Member Dent

No: 1 - Council Member Robinson

Absent: 1 - Council Member Alsaadun

7.g. Consider a request from Marilyn S. Pendlebury for a special use permit at 1340 South Main Street (to allow retail, offices, restaurants, etc.)

MR deny retail / failed for lack of second

ld / df to approve - MR No

A motion was made by Council Member Robinson to deny the special use permit request as presented. The motion failed for a lack of a second.

A motion was made by Council Member Dent, seconded by Vice-Mayor Fleming, that this Special Use Permit be approved. The motion carried with a recorded roll call vote taken as follows:

Yes: 3 - Mayor Reed, Vice-Mayor Fleming and Council Member Dent

No: 1 - Council Member Robinson

Absent: 1 - Council Member Alsaadun

7.h. Presentation of the proposed Legislative Strategy

Brian Vandenberg, assistant to the city manager, presented an overview of the city's proposed Legislative Strategy. He reviewed the following:

* Core functions of the strategy;
* Time line of strategy roll out;
* Legislative Agenda Outline;

Council Member Dent stated she would like to be a part of the staff involved in this since she is involved with the Virginia Municipal League (VML).

Council spoke on how this is a great project, how this will help during events with VML and NLC, how it will help align the city collectively and be proactive on stopping the state from preempting local power and control.

This Presentation was received and filed.

7.i. Consider adopting a Resolution and Policy regarding the use of Automatic License Plate Recognition Systems in the City of Harrisonburg

Chris Brown, city attorney, presented a resolution and a policy related to the use of Automatic License Place Readers (ALPR's) and the non-renewal of the Flock contract. He reviewed the language in the policy and resolution.

He noted that this policy and resolution will not apply to the Emergency Communications System (ECC) and will not mandate any other Council to continue with this policy if they chose to review it.

Ande Banks, city manager, stated the contract with Flock will end on July 31, 2026 and at which point the system will go dark and a work order has already been placed to remove the cameras as soon as possible.

Council Member Dent spoke on how the policy/resolution states that the city values the privacy of its community and visitors, the protection of their civil rights and liberties, and the trust between members of the community and the Police Department, and noted that is a great purpose.

Further discussion took place regarding some recommended edits that were taken into consideration.

A motion was made by Council Member Robinson, seconded by Vice-Mayor Fleming, that this Resolution be adopted. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

7.j. Consider adopting an amendment to Section 7-2-19(b)(7) of the City Code, Conservation of water during emergencies or drought of the Harrisonburg City Code

Chris Brown, city attorney, presented an ordinance amendment related to drought emergencies. He stated according to the current Water Withdrawal Permit with DEQ and the current ordinance, if Rockingham County declares a drought emergency, the

city must also. He stated staff has worked with DEQ and had the requirement removed from the Water Withdrawal Permit, and the city ordinance now needs to be amended to show the same. The city will no longer be required to declare an emergency if the county does.

Council spoke about how this is an important amendment, as our water sources are not the same as the county.

A motion was made by Council Member Dent, seconded by Council Member Robinson, to approve the ordinance amendment as presented. The motion carried with a recorded roll call vote taken as follows:

8. Supplementals

8.a. Consider a supplemental appropriation for the Harrisonburg City School Board

Ande Banks, City Manager, presented a supplemental appropriation for the Harrisonburg City Public Schools. He stated with the General Assembly finally passing their budget we now know the amount of funding going to the city schools, resulting in additional funding to the school fund and the school nutritional fund that will increase by $1,724, 238.00 and $3,252 respectively.

A motion was made by Council Member Robinson, seconded by Vice-Mayor Fleming, that this Supplemental Appropriation be approved. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

Absent: 1 - Council Member Alsaadun

9. Other Matters

9.a. Comments from the public, limited to five minutes, on matters not on the regular agenda. (Name and address are required)

Panayotis “Poti” Giannakouros, spoke on the upcoming primary election, and he hopes the candidates are against the tall grass and weed enforcement, and no B1-C.

Isaac Felix, 1030 W Market St, Pastor of Light of the World Church, stated they had their ribbon cutting in early March, and just wanted to introduce himself to Council and let them know some of the things the church will be doing.

Tom Domonoski, 461 Lee Avenue, thanked Council for the work they do for the city and the time they spend listening. He spoke on a small half street located between Court Square Theater and Circuit Court, how it was closed and proved that it did not affect traffic and could be closed permanently.

9.b. City Council and Staff

Council Member Dent spoke on an upcoming EPSAC meeting presentation on passenger rail; her recent appointment as Chair to the Infrastructure, Transportation, and Environmental Quality Committee with VML; and an upcoming meeting with Josephus Allmond, the Chief Energy Officer of the Commonwealth of Virginia;

Council Member Robinson spoke on the recent HRHA and Senator Warner event; a recent energy event at Emmanual Mennonite Church; upcoming Black Community Walks to the Polls event; upcoming EMU Tools for School event; and an upcoming event called Building a Stronger Future Back to School supply donate / distribution from a local business.

Vice Mayor Fleming spoke on Senator Warner's visit to the city; a recent VML Board meeting; a recent NLC Board meeting in Louisville, KY; upcoming legislation; a recent Latino Business Council round table session; and work he is doing with local universities on a Shenandoah Valley AI Workforce Initiative;

Mayor Reed spoke on a recent Parks and Recreation Commission meeting; an upcoming Valley Business Keynote; a recent meeting with the Rabbi and members of Beth El; an upcoming dedication of the Lucy F. Simms Exhibit at Rocktown High School; her representation for Virginia on the 2026 cohort for the Hunt Institute Early Learning Nation Policy Fellowship;

10. Boards and Commissions

10.a. Harrisonburg Rockingham Regional Sewer Authority

A motion was made by Council Member Robinson, seconded by Vice-Mayor Fleming, to reappoint Michael Collins, Ande Banks and Amy Snider as alternative to the Harrisonburg Rockingham REgional Sewer Authority. The motion carried with a recorded roll call vote taken as follows:

Yes: 4 - Mayor Reed, Vice-Mayor Fleming, Council Member Dent and Council Member Robinson

No: 0

11. Adjournment

At 9:28 p.m., there being no further business and on motion adopted, the meeting was adjourned.

CITY CLERK MAYOR

Legislation Text

File #: ORD 26-017, **Version:** 1

Subject:
Consider adopting an amendment to Section 7-2-19(b)(7) of the City Code, Conservation of water during emergencies or drought of the Harrisonburg City Code

Presented By: Chris Brown, city attorney
DEQ issued a minor modification to the City's water withdrawal permit removing the requirement that the City declare a drought whenever Rockingham County declares a drought. This ordinance amendment aligns City Code with the City's VWP Individual Permit from DEQ.

CITY OF HARRISONBURG

July 28, 2026 City Council Meeting

Title
Proposed Amendment to Section 7-2-19(b)(7) of the City Code—Wesley Russ, Deputy City Attorney

Summary
Consider adopting an amendment to Section 7-2-19(b)(7) of the City Code, Conservation of water during emergencies or drought.

Recommendation
Adopt the amendment as presented.

Fiscal Impact
N/A

Context & Analysis
DEQ issued a minor modification to the City's water withdrawal permit removing the requirement that the City declare a drought whenever Rockingham County declares a drought. This ordinance amendment aligns City Code with the City's VWP Individual Permit from DEQ.

The affects only Section 7-2-19(b)(7). No other portion of Section 7-2-19 is affected.

Options
1. Adopt the ordinance amendment as presented

Attachments
1. Proposed ordinance amendment
2. Minor Modification Package
3. Letter Approving Minor Modification

ORDINANCE AMENDING AND RE-ENACTING
SECTION 7-2-19(b)(7) – CONSERVATION OF WATER DURING EMERGENCIES OR DROUGHT, OF THE CODE OF ORDINANCES
CITY OF HARRISONBURG, VIRGINIA

Be it ordained by the Council of the City of Harrisonburg, Virginia:

The following Section be amended as shown:

Sec. 7-2-19(b)(7). Conservation of water during emergencies or drought.

(7) Upon notification to the city council that a drought stage exists, the city council may pass a resolution declaring a drought stage. The city council may declare a drought stage in the absence of a declaration by the Commonwealth of Virginia; however, the city council must declare a drought emergency upon the declaration of a drought emergency by the Commonwealth of Virginia in the Shenandoah Drought Evaluation Region or by the ~~Rockingham County, Virginia Board of Supervisors~~City in accordance with ~~Rockingham County~~City's Drought Management Ordinance.

ADOPTED AND APPROVED this _____ day of _____, 2026.

_____
MAYOR

ATTEST:_____
City Clerk

Commonwealth of Virginia

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

www.deq.virginia.gov

David L. Bulova
Secretary of Natural and Historic Resources

Michael S. Rolband, PE, PWD, PWS Emeritus
Director

July 8, 2026

City of Harrisonburg
c/o Mike Collins, Director of Public Utilities
21255 Beery Road
Harrisonburg, VA 22801

BY E-MAIL:
Mike.Collins@harrisonburgva.gov
RECEIPT CONFIMRATION REQUESTED

Re: **Approval of Minor Modification**
Virginia Water Protection (VWP) Individual Permit No. 16-0730
Harrisonburg Water System, Harrisonburg, Virginia

Dear Mike Collins:

The Virginia Department of Environmental Quality (Department) received a modification request for VWP Individual Permit No. 16-0730, issued on June 28, 2016. The modification request dated June 11, 2026, requested modification to update Part I- Special Condition D 12 and 13 to reflect the City of Harrisonburg's Drought Management Plan.

The Department has determined that the request qualifies for a minor modification in accordance with VWP Permit Program Regulation 9VAC25-210-380 B 2. In accordance with your request and pursuant to the VWP Permit Program Regulation 9VAC25-210 and § 401 of the Clean Water Act Amendments of 1977, Public Law 95-217, the Department approves your request to modify VWP Permit No. 16-0730.

Please note that this letter and the attachments are an official component of the permit. Please retain this letter in your files and replace the original Permit Cover Page and Part I Special Conditions with the modified Permit Cover Page and Part I Special Conditions provided herein. This permit addresses only the requirements of the VWP Program and does not evaluate, approve, or imply approval of any other permits or authorizations under the authority of the Virginia Department of Environmental Quality (DEQ). Issuance of this permit does not create, obligate, assure, or justify any financially backed expectation that additional permits from other DEQ programs will be issued. All future permit applications will be reviewed independently in accordance with the Code of Virginia, applicable regulations, and DEQ policies.

Should you have any questions, please contact Courtney Priddy at courtney.priddy@deq.virginia.gov or (804)971-6063.

Respectfully,

Eric Seavey
Office of Water Withdrawal Permitting and Compliance Manager
Virginia Department of Environmental Quality
1111 East Main St., Suite 1600
Richmond, VA 23219
(804) 754-6250

Enclosures: Modification Permit Package: Modified Permit Cover Page, Modified Part I Special Conditions, and Minor Modification Summary

Cc (by e-mail): Andrea W. Wortzel, Troutman Pepper Locke; Andrea.Wortzel@troutman.com

July 8, 2026

Minor Modification Summary Sheet
Virginia Water Protection Individual Permit No. 16-0730
Harrisonburg Water System, Rockingham County

The Department of Environmental Quality (Department) has reviewed the request for modification of the Virginia Water Protection (VWP) Individual Permit No. 16-0763 and has determined that the request qualifies for a minor modification in accordance with VWP Permit Program Regulation 9VAC25-210-380 B 2.

The following details the minor modification application review process.

1. Processing Dates:

Modification Request Received:	June 11, 2026
Request Issued:	July 8, 2026

2. Minor Modification Description:

The Permittee requested a modification to VWP Permit No. 16-0730 June 11, 2026, to provide amendment to the City of Harrisonburg Drought Management Plans in accordance with Part I - Special Condition D 12, and to remove "*Rockingham County*" from the drought emergency condition in Part I-Special Condition D 13. The modification is in response to the Permittees update to the Drought Management Plan and pending revision of the City's drought ordinance.

3. Revisions to Part I - Special Conditions:

Staff revised the following conditions of the permit:

Part I Special Condition D 12 & 13 was modified to remove Rockingham County within each condition as an initiator for drought emergency declarations. When a drought emergency is declared by the Commonwealth of Virginia in the Shenandoah Drought Evaluation Region or by the City of Harrisonburg in accordance with the City's Drought Management Ordinance, the Permittee shall implement either the provisions directed by the Commonwealth, the Drought Management Plan, or the mandatory conservation measures as detailed in Attachment A of the permit, whichever is the most restrictive.

4. Staff Findings:

In compliance with § 401 of the Clean Water Act, as amended (33 USC § 1341) and the State Water Control Law and regulations adopted pursuant thereto, the department has determined that there is a reasonable assurance that this VWP permit, if complied with, will protect instream beneficial uses, will not violate applicable water quality standards, and will not cause or contribute to a significant impairment of state waters or fish and wildlife resources. In issuing this VWP permit, the department has not taken into consideration the structural stability of any proposed activities.

COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

VWP Individual Permit Number 16-0730
Effective Date: June 28, 2016
Minor Modification Date: July 8, 2026
Expiration Date: June 28, 2031

VIRGINIA WATER PROTECTION PERMIT ISSUED PURSUANT TO THE STATE WATER CONTROL LAW AND SECTION 401 OF THE CLEAN WATER ACT

Based upon an examination of the information submitted by the owner, and in compliance with § 401 of the Clean Water Act as amended (33 USC 1341 et seq.) and the State Water Control Law and regulations adopted pursuant thereto, the State Water Control Board (board) has determined that there is a reasonable assurance that the activity authorized by this permit, if conducted in accordance with the conditions set forth herein, will protect instream beneficial uses and will not violate applicable water quality standards. The board finds that the effect of the impact, together with other existing or proposed impacts to surface waters, will not cause or contribute to a significant impairment to state waters or fish and wildlife resources.

Permittee: City of Harrisonburg

Address: c/o Mr. A. Mike Collins,
2155 Beery Road
Harrisonburg, Virginia 22801

Activity Location: The project consists of three separate existing surface water intakes that comprise an integrated surface water supply project. These intakes are 1) the South Fork intake on the South Fork of the Shenandoah River, 2) the North River intake on the North River, and 3) the Dry River intake on the Dry River near Rawley Springs. All three intakes are located in Rockingham County.

Activity Description: The City of Harrisonburg proposes to continue operation of an integrated surface water withdrawal system to withdraw surface water at the following intake locations:

a. South Fork Intake on the South Fork of the Shenandoah River
b. North River intake on the North River, a tributary to the South Fork of the Shenandoah River
c. Dry River intake on the Dry River, a tributary to the North River

This permit authorizes the operation of the surface water withdrawals from the three locations as an integrated system.

The permitted activity shall be in accordance with this Permit Cover Page, Part I - Special Conditions, and Part II - General Conditions.

Bryant Thomas
Water Resources Division Director

July 8, 2026
Date

Part I – Special Conditions

A. Authorized Activities

1. This permit authorizes the operation of an integrated surface water supply project to withdraw surface water at the following intake locations as described in Part I.D:
    a. South Fork Intake on the South Fork of the Shenandoah River
    b. North River intake on the North River, a tributary to the South Fork of the Shenandoah River
    c. Dry River intake on the Dry River, a tributary to the North River

2. Authorized activities shall be conducted as described in the Joint Permit Application dated July 2, 2014 and received July 2, 2014, as well as supplemental materials, revisions and clarifications received through January 29, 2016.

3. The permittee shall notify the DEQ prior to any impacts to surface waters, including wetlands; and of any modifications to any of the intake structures. Any additional impacts, modifications, or changes shall be subject to individual permit review and/or modification of this permit.

B. Permit Term

1. This permit is valid for fifteen (15) years from the date of issuance. A new permit may be necessary for the continuance of the authorized activities, including water withdrawals, or any permit requirement that has not been completed. If the authorized activities will continue beyond the expiration date of the permit, submittal of an application for reissuance shall be made within 180 days of the date of permit expiration.

C. Standard Project Conditions

1. The activities authorized by this permit shall be executed in such a manner that any impacts to beneficial uses are minimized. As defined in § 62.1-10(b) of the Code, "beneficial use" means both instream and offstream uses. Instream beneficial uses include, but are not limited to, the protection of fish and wildlife habitat, maintenance of waste assimilation, recreation, navigation, and cultural and aesthetic values. Offstream beneficial uses include, but are not limited to, domestic (including public water supply), agricultural, electric power generation, commercial, and industrial uses. Public water supply uses for human consumption shall be considered the highest priority.

2. No activity shall substantially disrupt the movement of aquatic life indigenous to the water body, including those species that normally migrate through the area, unless the primary purpose of the activity is to impound water.

3. Flows downstream of the project area shall be maintained to protect all uses.

4. Virginia Water Quality Standards shall not be violated in any surface waters as a result of the project activities.

5. All required notifications and submittals shall include project name and permit number and be submitted to the DEQ office stated below, to the attention of the Water Withdrawal Permit Manager, unless directed in writing by DEQ subsequent to the issuance of this permit: Department of Environmental Quality-Office of Water Supply, P.O. Box 1105, Richmond, Virginia 23219.

6. All reports required by this permit and other information requested by DEQ shall be signed by the permittee or a person acting in the permittee's behalf, with the authority to bind the permittee. A person is a duly authorized representative only if *both* criteria below are met. If a representative authorization is no longer valid because of a change in responsibility for the overall operation of the facility, a new authorization shall be immediately submitted to DEQ.

   a. The authorization is made in writing by the permittee.

   b. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity, such as the position of plant manager, superintendent, or position of equivalent responsibility. A duly authorized representative may thus be either a named individual or any individual occupying a named position.

7. All submittals shall contain the following signed certification statement:

   a. "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

8. Any fish kills or spills of fuels or oils shall be reported to DEQ immediately upon discovery at (804) 698-4000. If DEQ cannot be reached, the spill shall be reported to the Virginia Department of Emergency Management (DEM) at 1-800-468-8892 or the National Response Center (NRC) at 1-800-424-8802.

9. DEQ shall be notified in writing within 24 hours or as soon as possible on the next business day when potential environmentally threatening conditions are encountered which require debris removal or involve potentially toxic substances. Measures to remove the obstruction, material, or toxic substance or to change the location of any structure are prohibited until approved by DEQ.

D. Surface Water Withdrawals

1. Surface water withdrawn from the South Fork of the Shenandoah River, the Dry River and the North River and authorized under this permit shall be only used for public water supply.

2. The safe yield of the surface water withdrawal project as authorized under this permit is the annual average daily volume of 11.88 million gallons per day (mgd).

3. The combined total withdrawal of water from the permittee's intakes on the South Fork of the Shenandoah River, the North River and the Dry River shall not exceed the limits established in the table below. The withdrawal limits described as Tier 2 are to be phased in based upon documentation of a higher total demand growth rate in comparison with that used to forecast the Tier 1 withdrawal volume and/or completion of service agreements and related capital improvements necessary to begin water service to new customers that would cause demand to exceed the Tier 1 limits.

Tier	Maximum Daily Withdrawal (mgd)	Maximum Annual Withdrawal (mg)
1	12.24	3158
2	15.33	4348

   a. Tier 1 contains the withdrawal limits to meet the justified demands of the Harrisonburg service area for the 15-year permit period ending in 2031.

   b. Tier 2 contains the withdrawal limits to meet the justified demands of the service area identified in Tier 1, plus additional demands documented by the submittal of one or more signed agreements for new customers and/or documentation of increased service to previously unserved portions of the City's service area.

4. The permittee may submit to DEQ for review and approval a request for authorization of withdrawal limits established for Tier 2. Any such request shall include a justification for the requested increase in allowable withdrawal volumes. Justification shall consist of one or more of the following:
   a. Sales or usage records over a minimum period of five years that indicate an increasing trend in demand growth rate that would cause the Tier 1 withdrawal limits to be exceeded prior to the permit expiration date,
   b. A signed agreement(s) for providing water service to new commercial, industrial or municipal customer(s) that would cause the Tier 1 withdrawal limits to be exceeded prior to the permit expiration date,
   c. A schedule for completion of capital improvements needed to supply water to new commercial, industrial or municipal customer(s) identified in Part I.D.4.b prior to the permit expiration date.

   Upon review and approval by DEQ of the request, the allowable maximum daily and maximum annual withdrawal volumes shall equal those listed for Tier 2 in Part I.D.3. If the justification for an increase in withdrawal limits indicates that the demand will exceed the Tier 1 limits, but not reach the Tier 2 limits listed in Part I.D. 3 within the 15-year permit term, DEQ may revise the Tier 2 limits to equal the revised demand projected for the end of the permit term. Unless and until a request is made and approved for Tier 2 limits, the total allowable withdrawal volumes equal the Tier 1 values in Part. I.D.3.

South Fork Intake:

5. The permittee shall estimate stream flows at the South Fork Intake in units of cubic feet per second (cfs) on a daily basis by monitoring the stream flow gage described below and by applying the equation "Flows at the intake = Q_{SF} * 1.01," where:

    a. Q_{SF} is the previous day's provisional mean daily flow at the DEQ gage no. 01628500 (South Fork Shenandoah River near Lynnwood, VA);

    b. 1.01 is the adjustment factor for drainage area.

6. At no time shall Net Withdrawals from the South Fork Intake exceed 10% of the stream flow at the South Fork Intake as estimated using the equation described by Part I.D.5, where:
    a. Net Withdrawal = the total volume withdrawn from the South Fork intake minus Return Flow, where
    b. Return Flow = ($Flow_{SFI}$ * 0.1) * 0.66, where
    c. $Flow_{SFI}$ = flow at the South Fork Intake estimated as described by Part I.D.5, and 0.66 represents the approximate portion of the total withdrawal returned to the South Fork of the Shenandoah River upstream via treated wastewater discharge
    d. Example calculation for the lowest recorded flow (84 cfs) at DEQ gage no. 01628500:
        i. Flow SFI = 84 * 1.01 = 84.8 cfs
        ii. Return Flow = (84.8 * 0.1) *.0.66 = 5.6 cfs
        iii. Maximum Net Withdrawal = 84.8 * 0.1 = 8.5 cfs
        iv. Maximum Total Withdrawal = 8.5 + 5.6 = 14.1 cfs (9.1 mgd).

North River Intake:

7. The permittee shall estimate flows at the North River Intake in cfs on a daily basis by monitoring the stream flow gage described below and by applying the equation "Flows at the intake = Q_{NR} * 0.75," where:

    a. Q_{NR} is the previous day's provisional mean daily flow at the DEQ gage no. 01622000 (North River near Burketown, VA);

    b. 0.75 is the adjustment factor for drainage area.

8. At no time shall withdrawals from the North River Intake exceed 12% of the stream flow at the North River Intake as estimated using the equation described by Part I.D.7.
    a. Example calculation for the lowest recorded daily mean flow at DEQ gage no. 01622000:
        i. Flow at the North River intake = 22 cfs * 0.75 = 16.5 cfs
        ii. Maximum allowable withdrawal from the North River Intake = 16.5 cfs * 0.12 = 2 cfs (1.3 mgd)

Dry River Intake:

9. The permittee shall estimate flows in the Dry River in cfs on a daily basis and adjust withdrawals from the Dry River intake so that a minimum of 0.774 cfs (0.5 mgd) is released to the Dry River

below the low-head dam at the Dry River intake. No withdrawals will be allowed from this intake if the estimated flow at the intake is 0.774 cfs or less

10. The permittee shall submit a plan to DEQ review and approval for monitoring stream flow at the Dry River intake within 120 days of permit issuance. The monitoring plan shall contain, at a minimum:

    a. A detailed description of the methodology used to monitor flow at the location of the intake to ensure that withdrawals will be in compliance with Part I.D.9.
    b. A detailed design and description of any existing or planned structure(s) to be used or installed for stream flow monitoring at the intake location.

Intake Screens and Drought Management:

11. Within two years of permit issuance, the permittee shall submit for DEQ review and approval a plan to install new screens at the South Fork intake, the North River intake and the Dry River intake in order to protect aquatic species from impingement and entrainment. The plan shall include, at a minimum:

    a. A schedule for installing new screens at each intake that are designed so that screen openings are not larger than 1 millimeter in width and height and the screen face intake velocities are not greater than 0.25 feet per second. The permittee may propose alternative screen mesh and intake velocity designs for each intake. For each alternative design proposed, the plan shall include an entrainment/impingement monitoring strategy. Each entrainment/impingement monitoring strategy shall be designed with the input of the Virginia Department of Game and Inland Fisheries (VDGIF) and shall include a schedule for implementation of entrainment/impingement monitoring. The results of the impingement/entrainment monitoring shall be submitted to DEQ and VDGIF for review and approval. If the monitoring results indicate that the proposed alternative design is not protective of aquatic species, maximum screen openings of 1 millimeter in width and height and a maximum screen face intake velocity of 0.25 feet per second will be required.
    b. Detailed design plans for each intake that will allow withdrawals at the maximum allowable rates while remaining in compliance with Part I.D.11.a.

12. The permittee shall submit a drought management plan to DEQ for review and approval within 120 days of permit issuance. Any future revisions to the approved plan shall be submitted to DEQ for review and approval prior to implementing the change. The plan shall include, at a minimum, the following:

    a. Development of drought stages, including when and how each stage will be implemented. The emergency drought stage shall be initiated when a drought emergency is declared by the Commonwealth of Virginia in the Shenandoah Drought Evaluation Region or by the City of Harrisonburg in compliance with either municipality's Drought Management Ordinance.
    b. A description of the conservation measures to be implemented during each drought stage.

13. When a drought emergency is declared by the Commonwealth of Virginia in the Shenandoah Drought Evaluation Region or by the City of Harrisonburg in accordance with the City's Drought Management Ordinance, the permittee shall implement either the provisions directed by the Commonwealth, the Drought Management Plan or the mandatory conservation measures as detailed in Attachment A of this permit, whichever is the most restrictive. The permittee shall be responsible for determining when drought emergencies are declared. The permittee shall retain records documenting that mandatory conservation measures were implemented during declared drought emergencies.

E. Monitoring, Recordation and Reporting Conditions

1. The permittee shall monitor withdrawals from the South Fork of the Shenandoah River, the North River and the Dry River on a daily basis using flow totalizer technology to confirm that the withdrawals at each intake are in compliance with this permit. Such meters shall produce volume determinations within plus or minus 10% of actual flows. A defective meter or other device must be repaired or replaced within 60 days. A defective meter is not grounds for not reporting the withdrawals. During any period when a meter is defective, generally accepted engineering practice shall be used to estimate withdrawals and the period during which the meter was defective must be clearly identified in the report.

2. On each day that pumping occurs, the permittee must monitor and record the following, for each intake:

   a. Date and time.

   b. Total amount of water withdrawn each day.

   c. The maximum rate of withdrawal that occurred each date (in gpm).

   d. The provisional stream flow in cfs as measured at the following stream gages: DEQ gage no. 01628500 (South Fork Shenandoah River near Lynnwood, VA) and DEQ gage no. 01622000 (North River near Burketown, VA)

   e. The provisional stream flow at the South Fork intake and at the North River intake in cfs as estimated in accordance with Part I.D.5 and Part I.D.7, respectively

   f. The stream flow at the Dry River intake in cfs as estimated in accordance with Part I.D.9

3. The permittee shall submit a water withdrawal monitoring report to DEQ semi-annually. The semi-annual monitoring period shall be as follows: January through June and July through December. The daily records shall be tabulated by month. The report shall be submitted to DEQ by January 31st and July 31st of every year within the permit term. Submittal of the report may take the form of electronic reporting or another form determined to be acceptable by DEQ. In the event the electronic reporting system is not available, the permittee may submit the report by electronic mail. The report shall include the following information:

a. The permittee's name and address.

b. The permit number.

c. The source(s) from which water is withdrawn.

d. The location (latitude and longitude) of the water withdrawal.

e. Information listed in Part I.E.2.

f. The cumulative volume (million gallons) of water withdrawn each month and for the calendar year.

g. The average daily volume (mgd) of water withdrawn as calculated the last day of the monitoring period.

h. In the last report for the calendar year, the largest single day withdrawal volume (mgd) that occurred in the year and the month in which it occurred.

i. The method of measuring each withdrawal.

j. If during a semi-annual reporting period a drought emergency is declared, the report shall include a summary of mandatory conservation measures implemented during the drought event.

4. Water withdrawal monitoring and reporting activities shall comply with this section, Part I.C, and Part II. All records and information that result from the monitoring and reporting activities required by this permit, including any records of maintenance activities to the withdrawal system, shall be retained for the life of the permit. This period of retention shall be extended automatically during the course of any unresolved litigation regarding the regulated activity or as requested by the State Water Control Board.

Legislation Text

File #: ID 26-274, **Version:** 1

Subject:
Consider a supplemental appropriation for the Harrisonburg City School Board
Presented By: City Staff
This supplemental appropriation request will appropriate state and federal funds for the School Board through the recently passed state budget in June.

CITY OF HARRISONBURG

July 21, 2026 City Council Meeting

Title
Consider a supplemental appropriation for the Harrisonburg City School Board (HCPS) — Larry Propst, Department of Finance

Summary
This supplemental appropriation request will appropriate additional state and federal funds for the HCPS through the recently passed state budget. **This request will require no additional local dollars from the city.**

Recommendation
Option 1. Approve the supplemental appropriation.

Fiscal Impact
This supplemental appropriation will increase the School Fund and School Nutrition Fund budgets by $1,724,238 and $3,253, respectively.

Context & Analysis
The HCPS will receive additional funding for FY 2026-2027 due to the recently passed state budget in June. The HCPS School Board approved the budget adjustment at their July 7, 2026 meeting. These funds may only be expended for these purposes.

Options
1. Approve the supplemental appropriation

Attachments
1. Supplemental Appropriation
2. School Finance Director Memorandum

CITY OF HARRISONBURG, VIRGINIA
REQUEST FOR: SUPPLEMENTAL APPROPRIATION
For Fiscal Year Ended June 30, 2027

Revenues:

FUND	CODE	ACCOUNT DESCRIPTION	AMOUNT
1111	32442	SCHOOL REVENUE-STATE	1,437,738.00
1111	33301	SCHOOL REVENUE-FEDERAL	286,500.00
		Subtotal	*1,724,238.00*
1114	31010	AMOUNT FROM FUND BALANCE	(110,009.00)
1114	32442	SCHOOL REVENUE-STATE	113,262.00
		Subtotal	*3,253.00*
		GRAND TOTAL	**1,727,491.00**

Expenditures:

FUND	CODE	ACCOUNT DESCRIPTION	AMOUNT
1111	111114-40610	INSTRUCTION	1,526,867.00
1111	111114-40620	ADMIN-ATTEND-HEALTH SER.	132,513.00
1111	111114-40640	OPERATIONS & MAINTENANCE	(13,222.00)
1111	111114-40680	TECHNOLOGY	78,080.00
		Subtotal	*1,724,238.00*
1114	111414-40650	FOOD SERVICES	3,253.00
		GRAND TOTAL	**1,727,491.00**

Reason: To appropriate additional from the approved state budget.
This appropriation requires no additional local dollars from the city.

Requested by: _____ Head of Department — 7/22/26 Date

Funds Available: *Approved Through Legistar* Director of Finance — Date

Recommended & Approved: *Approved Through Legistar* City Manager — Date

City Council Approval: **(1st reading)**

City Council Approval: **(2nd reading)**

FINANCE DEPARTMENT'S POSTING _____ NAME DATE — JV #

Harrisonburg City Public Schools

One Court Square • Harrisonburg, VA 22801
Phone: 540.434.9916 • Fax: 540.434.5196

"A place where learning has no limits and together we work for the success of all."

TO: Ande Banks, City Manager
Larry Propst, Finance Director
City of Harrisonburg

FROM: Daniel Kirwan, HCPS Executive Director of Finance

DATE: July 17, 2026

SUBJECT: Amended School Operating FUnd (1111) and School Nutrition Fund (1114) budgets for FY27

City Council approval is being requested to amend the School Operating Fund (1111) and the School Nutrition Fund budget for Harrisonburg City Public Schools. The State of Virginia finalized their budget on June 29, 2026 resulting in updated state revenue. Additionally, we have updated federal revenue.

No new local tax dollars are required from the City Council to make this budget amendment. The Harrisonburg City Public School Board approved these amendments on July 7, 2026. The following tables will show the School Nutrition and Operating budget appropriations if these amendments are approved. Please see the attached budget worksheet with budget codes and reallocations.

Operating (1111) Revenue Source	Adopted	Amended	Variance
State	75,430,649	76,868,387	1,437,738
Federal	4,114,978	4,401,478	286,500
Recovered Costs	635,398	635,398	$0
City Appropriation	48,224,305	48,224,305	$0
City CTE Supp	518,000	518,000	$0
Total	**$128,923,330**	**$130,647,568**	**$1,724,238**

Nutrition (1114) Revenue Source	Adopted	Amended	Variance
State	206,125	319,387	113,262
Federal	6,561,925	6,561,925	0
Receipts/Rebates	185,000	185,000	0
Fund Balance	216,282	106,273	(110,009)
Total	**$7,169,332**	**$7,172,585**	**$3,253**

Operating (1111) Expenditures by Function	Adopted	Amended	Variance
61 INSTRUCTION	100,254,772	101,781,639	1,526,867
62 ADMIN ATTEND & HEALTH	6,739,824	6,872,337	132,513
63 PUPIL TRANSPORTATION	6,728,020	6,728,020	0
64 OPERATION & MAINT.	9,278,903	9,265,681	-13,222
67 DEBT SERVICE	168,500	168,500	0
68 TECHNOLOGY	5,753,311	5,831,391	78,080
	$128,923,330	**$130,647,568**	**$1,724,238**

School Nutrition (1114) Expenditures	Adopted	Amended	Variance
FOOD SVCS	4,351,300	4,351,300	0
SAL/BENEFITS	2,777,032	2,780,285	3,253
TECHNOLOGY	41,000	41,000	0
Total	**$7,169,332**	**$7,172,585**	**$3,253**

Thank you for your consideration of this request.

Legislation Text

File #: ID 26-247, **Version:** 1

Subject:
Consider a request from Jose Antonio Lopez Montiel to rezone 704 N Liberty Street
Presented By: Nyrma Soffel, Department of Community Development
A request from Jose Antonio Lopez Montiel to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2.

CITY OF HARRISONBURG

August 11, 2026 City Council Meeting

Title
Consider a request to rezone and a special use permit at 704 North Liberty Street — Planning Commission and Adam Fletcher, Community Development

Summary

Project name	N/A
Address/Location	704 North Liberty Street
Tax Map Parcels	40-N-1 and 2
Total Land Area	+/- 13,495.23 square feet
Property Owner	Jose Antonio Lopez Montiel
Owner's Representative	Colman Engineering
Present Zoning	R-2, Residential District
Proposed Zoning	R-8C, Small Lot Residential District Conditional
Proposed Special Use Permit	To reduce required side yard setbacks per Section 10-3-59.4(11)
Planning Commission	July 8, 2026 (Public Hearings)
City Council	August 11, 2026 (First Readings/Public Hearings) Anticipated August 25, 2026 (Second Readings)

Recommendation
Option 1. Staff and Planning Commission recommend approval of the rezoning with the recommended rejection to a portion of Proffer #1 (6-0) and for the special use permit with the recommended condition (6-0).

Context & Analysis
The following land uses are located on and adjacent to the property:

Site: Single-family detached dwelling, zoned R-2

North: Single-family detached dwelling, zoned R-2

East: Across undeveloped alley, parking lot, zoned M-1

South: Across West Washington Street, vacant lot, zoned R-2 and residential uses, zoned M-1

West: Across North Liberty Street, single-family detached and duplex dwellings, zoned R-2

The applicant is requesting to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional and is simultaneously applying for a special use permit (SUP) per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8 district. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2. If approved, the applicant plans to subdivide the property into four lots with the plan to retain the existing single-family dwelling, build a duplex along the North Liberty Street frontage, and to construct a new single-family detached dwelling along the West Washington Street frontage.

Rezoning & Proffers
The applicant has offered the following proffers (written verbatim):

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, for the City to construct a sidewalk in the future. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.
2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.
3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.

The conceptual site layout is not proffered.

In Proffer #1, the applicant proposes to dedicate right-of-way and a temporary grading easement along the North Liberty Street frontage to allow for the future construction of a sidewalk by the City. Staff supports the dedication of right-of-way and the temporary grading easement; however, staff recommends rejection of the statement "for the City to construct a sidewalk in the future." The statement implies that the City, rather than the applicant, would construct the sidewalk and creates ambiguity regarding the Subdivision Ordinance (SO) requirements. If the property is subdivided as the applicant proposes, the SO would require sidewalk construction along North Liberty Street unless a variance is granted by City Council. Removing the statement would preserve the intended right-of-way dedication while avoiding conflict with the SO.

If the applicant does not want to construct the sidewalk, they may request a variance from the requirements of the SO. To this end, the applicant has already submitted a request for a Subdivision Ordinance (SO) variance to not construct the sidewalk, which at this time is anticipated to be presented for review during the August Planning Commission meeting.

Proffer #2 dedicates public right-of-way for the existing sidewalk along West Washington Street.

Proffer #3 requires that the duplex share one entrance, thereby reducing the number of potential entrances on North Liberty Street.

Special Use Permit
The applicant is requesting a SUP to allow reduced side yard setbacks. In the R-8 district, single-family detached and duplex dwellings that are two-stories require a minimum side yard setback of 7-feet and three-story structures require a minimum side yard setback of 10-feet. With an approved SUP, required minimum side yard setbacks can be reduced provided that the buildings are either sprinklered or that any exterior walls facing the property line with a reduced side yard setback are constructed with a minimum 1-hour fire-resistant assembly. If the exterior walls facing the property line with the reduced setback are constructed with a minimum 1-hour fire-resistant assembly, then any openings in those walls must be located only on the first floor, must have a minimum 1-hour fire rating, and must be fixed and inoperable. The applicant is proposing 5-foot side yard setbacks for all four proposed future parcels.

If the applicant were to subdivide in a different way or construct single-family detached or duplex dwellings in a different layout or combination, then, if approved, the SUP to allow reduced side yard setbacks would also apply.

Land Use
The Comprehensive Plan designates this site as Neighborhood Residential and states:

> These areas are typically older residential neighborhoods, which contain a mixture of densities and a mixture of housing types, but should have more single-family detached homes than other types of housing. This type of land use highlights those neighborhoods in which existing conditions dictate the need for careful consideration of the types and densities of future residential development. Infill development and redevelopment must be designed so as to be compatible with the desired character of the neighborhood.

The surrounding properties include a mix of housing types. Staff believes the proposed infill development, consisting of one duplex and one single-family detached dwelling, conforms with the Land Use Guide designation and is compatible with the existing neighborhood.

Transportation and Traffic
The Determination of Need for a Traffic Impact Analysis (TIA) form ("TIA determination form") for the proposed rezoning is attached. The TIA determination form indicates that the project would not generate 100 or more new peak hour trips, which is the threshold for staff to require a TIA. Therefore, a TIA was not required for the rezoning request.

Public Water and Sanitary Sewer
Staff does not anticipate issues regarding water service for the proposed development. The applicant has been advised that they will be responsible for completing a study to confirm water capacity as part of the engineered comprehensive site plan process. Any public system improvements required to meet the increased demands resulting from the project will be the responsibility of the developer.

With regard to sanitary sewer infrastructure, there is currently no public sanitary sewer main available along North Liberty Street. For this project, the applicant will be responsible for

constructing an extension of the sanitary sewer main to serve this development. At this time, the applicant plans to extend sanitary sewer from West Washington Street to serve the duplex units.

Housing
The City's Comprehensive Housing Assessment and Market Study (Housing Study) places the subject property within Market Type D, which notes that "[m]arket type D has lower market activity as well as lower access to amenities. This could be because the areas are stable residential neighborhoods or because the area is less developed and therefore has fewer sales and fewer amenities. Strategies that would be appropriate in the latter case include concurrent development of the housing and economic opportunities through mixed-use developments to build commerce and housing centers across the City."

Although the site has limited access to amenities and green space for future residents, the addition of three new dwelling units supports the findings of the Housing Study by contributing to the housing supply.

Public Schools
The City contracted with the University of Virginia's Weldon Cooper Center for Public Service to complete a report titled "Population and School Enrollment Projections for the City of Harrisonburg" (April 2025). The report can be found at the following link: https://harrisonburgva.gov/sites/default/files/city-manager/HarrisonburgSchoolEnrollment_2025-04-30_Final.pdf. This report provides overall student enrollment projections through 2034 as well as estimated student generation by housing type for each elementary school attendance zone.

Based on the Weldon Cooper Center report's calculations, this development's proposed three new dwelling units are estimated to generate one K-12 student at full build-out. According to the School Board's current attendance boundaries, Waterman Elementary School, Thomas Harrison Middle School, and Harrisonburg High School would serve the students residing in this development.

Conclusion
The applicant's request is compatible with the Neighborhood Residential land use designation, and the addition of three new dwelling units supports the recommendations of the Housing Study for infill development. Staff recommends approval of the rezoning request; however, staff also recommends that Planning Commission reject the statement "for the City to construct a sidewalk in the future" in Proffer #1.

Staff also recommends approval of the SUP, but only with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Options
1. Approve the rezoning with the recommended rejection to a portion of Proffer #1 and the special use permit with the recommended condition.
2. Approve the rezoning as submitted and the special use permit with the recommended condition.

3. Approve the rezoning and special use permit as submitted by the applicant.
4. Approve the rezoning and special use permit with other conditions.
5. Approve the rezoning and deny the special use permit.
6. Deny the rezoning and special use permit.

Attachments

- Extract from Planning Commission
- Site maps
- Applicant's supporting documents

CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7700 • FAX (540) 432-7777

August 3, 2026

TO THE MEMBERS OF CITY COUNCIL
CITY OF HARRISONBURG, VIRGINIA

SUBJECT: *Consider a request to rezone and a special use permit at 704 North Liberty Street*

EXTRACT FROM THE DRAFT MINUTES OF HARRISONBURG PLANNING COMMISSION MEETING HELD ON: July 8, 2026

Chair Baugh read the request and asked staff to review.

Ms. Soffel said the applicant is requesting to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional and is simultaneously applying for a special use permit (SUP) per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8 district. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2. If approved, the applicant plans to subdivide the property into four lots with the plan to retain the existing single-family dwelling, build a duplex along the North Liberty Street frontage, and to construct a new single-family detached dwelling along the West Washington Street frontage.

Rezoning & Proffers
The applicant has offered the following proffers (written verbatim):

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, for the City to construct a sidewalk in the future. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.
2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.
3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.

The conceptual site layout is not proffered.

In Proffer #1, the applicant proposes to dedicate right-of-way and a temporary grading easement along the North Liberty Street frontage to allow for the future construction of a sidewalk by the City. Staff supports the dedication of right-of-way and the temporary grading easement; however, staff recommends rejection of the statement "for the City to construct a sidewalk in the future." The statement implies that the City, rather than the applicant, would construct the sidewalk and creates ambiguity regarding the Subdivision Ordinance (SO) requirements. If the property is subdivided as the applicant proposes, the SO would require sidewalk construction along North Liberty Street unless a variance is granted by City Council. Removing the statement would preserve the intended right-of-way dedication while avoiding conflict with the SO.

If the applicant does not want to construct the sidewalk, they may request a variance from the requirements of the SO. To this end, the applicant has already submitted a request for a Subdivision Ordinance (SO) variance to not construct the sidewalk, which at this time is anticipated to be presented for review during the August Planning Commission meeting.

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Special Use Permit
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If the applicant were to subdivide in a different way or construct single-family detached or duplex dwellings in a different layout or combination, then, if approved, the SUP to allow reduced side yard setbacks would also apply.

Land Use
The Comprehensive Plan designates this site as Neighborhood Residential and states:

> These areas are typically older residential neighborhoods, which contain a mixture of densities and a mixture of housing types, but should have more single-family detached homes than other types of housing. This type of land use highlights those neighborhoods in which existing conditions dictate the need for careful

> consideration of the types and densities of future residential development. Infill development and redevelopment must be designed so as to be compatible with the desired character of the neighborhood.

The surrounding properties include a mix of housing types. Staff believes the proposed infill development, consisting of one duplex and one single-family detached dwelling, conforms with the Land Use Guide designation and is compatible with the existing neighborhood.

Transportation and Traffic
The Determination of Need for a Traffic Impact Analysis (TIA) form ("TIA determination form") for the proposed rezoning is attached. The TIA determination form indicates that the project would not generate 100 or more new peak hour trips, which is the threshold for staff to require a TIA. Therefore, a TIA was not required for the rezoning request.

Public Water and Sanitary Sewer
Staff does not anticipate issues regarding water service for the proposed development. The applicant has been advised that they will be responsible for completing a study to confirm water capacity as part of the engineered comprehensive site plan process. Any public system improvements required to meet the increased demands resulting from the project will be the responsibility of the developer.

With regard to sanitary sewer infrastructure, there is currently no public sanitary sewer main available along North Liberty Street. For this project, the applicant will be responsible for constructing an extension of the sanitary sewer main to serve this development. At this time, the applicant plans to extend sanitary sewer from West Washington Street to serve the duplex units.

Housing
The City's Comprehensive Housing Assessment and Market Study (Housing Study) places the subject property within Market Type D, which notes that "[m]arket type D has lower market activity as well as lower access to amenities. This could be because the areas are stable residential neighborhoods or because the area is less developed and therefore has fewer sales and fewer amenities. Strategies that would be appropriate in the latter case include concurrent development of the housing and economic opportunities through mixed-use developments to build commerce and housing centers across the City."

Although the site has limited access to amenities and green space for future residents, the addition of three new dwelling units supports the findings of the Housing Study by contributing to the housing supply.

Public Schools
The City contracted with the University of Virginia's Weldon Cooper Center for Public Service to complete a report titled "Population and School Enrollment Projections for the City of Harrisonburg" (April 2025). The report can be found at the following link: https://harrisonburgva.gov/sites/default/files/city-manager/HarrisonburgSchoolEnrollment_2025-04-30_Final.pdf. This report provides

overall student enrollment projections through 2034 as well as estimated student generation by housing type for each elementary school attendance zone.

Based on the Weldon Cooper Center report's calculations, this development's proposed three new dwelling units are estimated to generate one K-12 student at full build-out. According to the School Board's current attendance boundaries, Waterman Elementary School, Thomas Harrison Middle School, and Harrisonburg High School would serve the students residing in this development.

Conclusion
The applicant's request is compatible with the Neighborhood Residential land use designation, and the addition of three new dwelling units supports the recommendations of the Housing Study for infill development. Staff recommends approval of the rezoning request; however, staff also recommends that Planning Commission reject the statement "for the City to construct a sidewalk in the future" in Proffer #1.

Staff also recommends approval of the SUP, but only with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Commissioner Seitz said on the site visit yesterday you said they are going to have a curb cut entry. Is that for both of the duplexes and the house or is that for the two duplexes and the existing one for the house remains?

Ms. Soffel said the existing one for the house remains.

Commissioner Seitz said but the site plan shows a new widened pull off and parking in front of the duplexes.

Ms. Soffel said yes, it is recommended that it be 24 feet wide for that entrance. So they would have to widen the entrance, but only have one.

Commissioner Seitz said okay, so ultimately across the three lots that front the road there will be two entries that serve three properties?

Ms. Soffel said correct. To clarify, one entrance for the single-family dwelling and one entrance for the duplex.

Commission Kettler said I want to state for the record that Councilmember Dent has joined us.

Ms. Dang said she joined at 6:06pm.

Chair Baugh said I just want to be clear because I did not see it up there, that staff's favorable recommendation for the rezoning includes deletion of the language in the proffer.

Ms. Soffel said correct.

Commissioner Seitz said what does that do to their ability to apply for a variance?

Ms. Soffel said if the clause was still in the proffer, it would conflict with the Zoning Ordinance [*sic*] because the Zoning Ordinance [*sic*] requires the applicant to build the sidewalk unless they get the variance.

Chair Baugh asked if there were any more questions for staff.

There was a brief exchange between Chair Baugh and a member of the public in the audience. Chair Baugh explained that the public would have an opportunity to speak during the public hearing.

Chair Baugh invited the applicant or applicant's representative to speak to their request.

Gil Colman of Colman Engineering, applicant's representative, came forward to speak to the request. Good evening. I am here for any questions you may have and also the applicant is here as well. Any questions regarding the applications?

Commissioner Kettler said I have one question. The context of this question is, at our last work session for zoning reform and part of that is touching on alleys and alley access as one way to achieve certain policy ends. I was wondering if that was something you explored in this project or if you had thoughts about that.

Mr. Colman said in terms of the alley is there and its being used for some to access the site. As a matter of fact, one of the lots, the entrance is shared with the alley which is something that has to be worked out with Public Works at the time, whether they can use that entrance or not, or to be separate. And at this point, I do not know the answer to that. The access would be mainly, I think if you looked at the grades, there is maybe this house and some other houses beyond that… at some point there was an interest from the Minick School that used to own the property there to close the alley. And I do not think that was successful at the time. So I do not know how far if the alley goes all the way to, I forget the name of the road, where SVO [Shenandoah Valley Organics] owns, but that was an alley that was considered for closure… And I think at the time, it was denied. So that is a possibility that it could be used that way.

Commissioner Kettler said is there a particular reason why that would or would not be desirable in this case?

Mr. Colman said the main reason is whether the City will install it or whether the applicant would install. In this case, the City is not asking for the alley to be installed. Certainly, it could be used as a driveway. And the maintenance of that will depend also on how it is installed and how it is used, whether Public Works will take it or not. But it could be an opportunity.

Chair Baugh asked if there was anything else.

Mr. Colman said yes, I want to mention this is an opportunity also. As we've done in the past, I think I brought some other small projects like this where it is a great opportunity for affordable

housing where you have a property that is owned already by an owner that can be subdivided. And what comes with that are things that makes it uncomfortable sometimes [like] reducing setbacks and trying to accommodate all that. Trying to accommodate parking for two houses in this case, trying to fit in where we can to provide housing. One of the things that we were talking about was the fact that this is right next to the plant and some of the employees there were asking the applicant where there was any space for them to rent right there.

So, this actually provides workforce housing right where it is needed, in so many ways. That helps to keep some cars out of the street as well. So that is certainly, maybe not a lot, but at least it is right there next to the plant. Seeing the other houses that are next to you, it is an appropriate fit, it would fit well and it's a good opportunity to do some infill development that we want to do, that the City wants to do. I will speak also to the request we put in for a variance on the sidewalk. Like any development, if you are looking at housing, the cost of housing gets more and more and more, and a lot of it is obviously cost of materials, but also the more infrastructure that we have to install the more expensive it gets.

So, as we are looking at this, we are looking at the possibility… okay we can give the city space they need to build the sidewalk, but just putting a sidewalk there increases the cost of these houses. And that would be reflected on rent or whatever way to pay back for it. So that is something to keep in mind that there are reasons why some of those requests are there. So, I also understand safety issues and all that. But in this case, there is a sidewalk on the corner, which by the way, the City built that sidewalk without requesting an easement from the property owner as well. That is something that is not mentioned here, but I will mention it just to say that was done by the City, which in turn created this requirement now that he needs to put in a sidewalk because the sidewalk was put in there without his authorization. So that is something to consider. Also, the City needs to look at how can it be accommodating and not trying to increase requirements on things. Something to think about as we are reviewing the ordinance and all that is what, how are ways that the City can actually help in increasing affordable housing and not just creating more hardship. That is my take on it. Any more questions?

Commission Porter said I just wanted to confirm, the intention is for these to be rental units, correct?

Mr. Colman said correct.

Commissioner Porter said and I guess for the benefit of the question that was in the back of the room. Mr. Colman, when you were looking at your site plan design, why are you requesting the setback reductions?

Mr. Colman said setback reductions are really to make sure the houses that are built there are sizable enough for bedrooms and so on. If it gets too narrow, then it will be difficult to have a house rather than something that would be too narrow to build. It is doable, but it is difficult to do and have something that will be more usable. The ordinance allows us to ask for zero setback. We do not want to do that. As a matter of fact, my recommendation to my client is that even when he builds, to stay inside, not even reach the five feet, but to try to stay inside that. The footprint that we are showing there is just to say that is what could fit here. It is not necessarily what he is going

to do. As was presented by staff, there are also requirements when we are less than seven feet to have that fireproof and all that. So there are costs to that. So that may push us back. We might go narrow, as much as undesirable as it may be, as something that we might need to do. The applicant might need to be able to get that working and more affordable. So, there are some things that. Also, by adjusting the property lines we are providing a further setback to the existing house, which right now has a zero to maybe four feet on one side. So, we are providing more than five feet setback for that existing house as well.

Commissioner Porter said do they currently live in the house that is on the property?

Mr. Lopez Montiel said no. I rent the property.

Commissioner Porter said so that is a rental property currently. Thank you.

Chair Baugh asked if there were any additional questions for the applicant. Hearing none, he opened the public hearing and asked if there was anyone in the room or on the phone wishing to speak to the request. Hearing none, he closed the public hearing and opened the matter for discussion.

Chair Baugh said one of the things that jumped out at me is that we have commented on a number of times how among the things that hopefully we address in the Zoning Ordinance update is that having created R-8 we found it has been used more for people to do problematic setback issues than what it was intended to do. Which is to be able to take properties like this and legitimately get more residential units on it. So, I am open to comments from the group, but my inclination is when we created R-8, this was the very type of thing we expected to see. And maybe it has been a while since we have seen one of these. Any other thoughts?

Councilmember Dent said I have been amused at R-8 as a once size fits all tool, and I agree that it is nice to see it used for its intended purpose of increasing density.

Commissioner Porter said this is exactly the sort of things that I would like to see happening in the City where we are being able to create workforce housing in the right place that really serves the needs of the community and also puts us in a situation where we are able to make better use of the plot and be able to provide more housing. The matter of the ordinance is another matter for sure, but in terms of on its face, the way this is presented, I would have absolutely no problem supporting it.

Commissioner Kettler said I would also like to heap some praise on this. I think it is a great use of an underutilized lot to have some additional small dwellings on it. Got nothing but compliments for that. I am interested, as my question suggests, about how we might be able to incorporate alleys for this kind of thing, because we have one shared drive for the duplex and one of the stated goals of that is to reduce conflict points. And of course, if we have alley access then we have potentially no conflict points with folks walking along that way and potentially more parking access so other uses for the street at that point. And when you are talking about a busier street, that does make a difference. Rear end collisions are the most common kind of collisions. I am not particularly concerned about that in this case.

Commission Jezior said I agree with everyone here. I think it is a great use of the R-8 zoning and if it can be workforce housing, even better. You reduce the amount of cars that you will have to put on the property because you will be able to walk to work. I am in favor.

Commissioner Seitz said I move that we approve the rezoning and special use permit with staff's recommended change to the proffer.

There was a discussion amongst the Commissioners on whether the two items should be taken up together or separately.

Commissioner Seitz said I am going to amend my motion to recommend approving the rezoning.

Chair Baugh said would that be as presented by staff?

Commissioner Seitz said so, that proffers pertain to the SUP so we do not address the recommended language change until we address the SUP.

Commissioner Kettler said there is a recommendation to reject a portion of the proffer.

Mr. Fletcher said the proffers are not associated with the special use permit.

Commissioner Seitz said they are with the rezoning?

Mr. Fletcher said could somebody explain to me in what way that is?

Commissioner Seitz said the proffers go with one or the other. So, which one do they go with?

Ms. Soffel said the three proffers go with the rezoning request. And there is also a condition that we are recommending for the special use permit.

Commissioner Seitz said okay. Chair Baugh I understand. But I think it is probably good practice that if there are separate issues and we are going to act on them separately, then they should be listed separately on the docket.

Mr. Fletcher said I think that they are.

Commissioner Seitz said, I am looking at the cover sheet, which is the 45th sheet in the packet.

Mr. Fletcher said you are looking at the staff report. For efficiency purposes in the staff report, we combine them, so we are not repeating the same information in a separate staff report. But for official agenda purposes, they are listed a separate items, which has been staff's consistent approach for a number of years.

Commissioner Seitz said I apologize.

Chair Baugh said no problem. My sense of it, Mr. Russ is welcome to jump in on this too, is that City Attorney would probably take the position that it is cleaner to take it up as they are as agenda items. So, since we have an agenda item 4.a. and 4.b. that you would probably prefer that we vote on 4.a. and then vote on 4.b. And we have made exceptions for that over the years. Sometimes in the guise of efficiency because it is just appears so readily apparent that everybody is either for this or against it and we do not think anybody is going to split their vote so we take them together.

Mr. Russ said yes, I think that is right. And sometimes with a particularly complicated proposal they might be so tied together that it is hard to envision how you could do one without the other.

Commissioner Seitz made a motion to recommend approval of the rezoning with staff's recommended changes to the proffers.

Commissioner Jezior seconded the motion.

Chair Baugh called for a roll call vote.

Commissioner Jezior	Aye
Vice-Chair Porter	Aye
Commissioner Seitz	Aye
Commissioner Kettler	Aye
Chair Baugh	Aye
Councilmember Dent	Aye

The motion to recommend approval of the rezoning with staff's recommended changes passed (6-0). The recommendation will move forward to City Council on August 11, 2026.

Commissioner Porter made a motion to recommend approval of the special use permit with the condition as presented by staff.

Commissioner Jezior seconded the motion.

Chair called for a roll call vote.

Commissioner Seitz	Aye
Commissioner Kettler	Aye
Commissioner Jezior	Aye
Vice-Chair Porter	Aye
Councilmember Dent	Aye
Chair Baugh	Aye

The motion to recommend approval of the special use permit with the condition as presented by staff (6-0). The recommendation will move forward to City Council on August 11, 2026.

City of Harrisonburg

Rezoning
(R-2 to R-8C)
Special Use Permit
(Reduced side yard setbacks)
704 North Liberty Street
Tax Map Parcel #
40-N-1 and 2
+\- 13,131 square feet

Zoning

842
727
734
723
732
724
715
APT A
722
R-2
130
703
704
699
APT A
N Liberty St
N Liberty St
N Liberty St
Massanutten St
W Washington St
698
695
696
683
686
67
65
63
677
680
W Washington St
M-1
47

Date: 6/8/2026

City of Harrisonburg

Rezoning
(R-2 to R-8C)
Special Use Permit
(Reduced side yard setbacks)
704 North Liberty Street
Tax Map Parcel #
40-N-1 and 2
+\- 13,131 square feet

(Future) Land Use Guide

Neighborhood Residential

Limited Commercial

Mixed Use

842
727
723
715
APT A
130
703
699
APT A
695
683
677
734
732
724
722
704
698
696
686
680
67
65
63
N Liberty St
Massanutten St
W Washington St
W Washington St
N Liberty St
N Liberty St

48

Date: 6/8/2026

City of Harrisonburg

Rezoning
(R-2 to R-8C)
Special Use Permit
(Reduced side yard setbacks)
704 North Liberty Street
Tax Map Parcel #
40-N-1 and 2
+\- 13,131 square feet

842
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63
N Liberty St
N Liberty St
N Liberty St
W Washington St
W Washington St
Massanutten St

Date: 6/8/2026

COLMAN
ENGINEERING

1123 South High Street
Harrisonburg, VA 22801
[redacted]

June 29, 2026

Nyrma C Soffel
Planner, City of Harrisonburg
Department of Community Development
409 South Main Street
Harrisonburg, VA 22801

RE: Rezoning and SUP Request for 704 N Liberty St.

Nyrma,

The purpose of this letter is to seek rezoning for the property located at 704 N Liberty St, identified as TM# 040-N-1-2, to be rezoned from R-2 to R-8.

This property has an area of approximately 0.31 acres and is occupied by one single-family home.

By rezoning the property to R-8, we can increase its usability and density, to help provide much-needed homes for Harrisonburg families. By rezoning to R-8, we can subdivide the property to create four total properties and accommodate four total homes (one existing single-family, one proposed single-family, and one proposed duplex).

We are also requesting a Special Use Permit in accordance with **Sec. 10-3-59.4(11) Reduced required side yard setbacks**, to reduce the side setbacks on all four properties from 7 ft to 5 ft, allowing sufficient area for building separation.

We are also including several proffers, which are detailed in the attached Proffer Statement.

Thank you and the staff for your consideration.

Best Regards,

Jose Lopez
Property Owner

COLMAN
ENGINEERING

1123 South High Street
Harrisonburg, VA 22801
[redacted]

June 29, 2026

Nyrma C Soffel
Planner, City of Harrisonburg
Department of Community Development
409 South Main Street
Harrisonburg, VA 22801

RE: Proffer Statement

Nyrma,

As part of our rezoning request for 704 N Liberty St, identified as TM# 040-N-1-2, we offer the following proffers:

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, for the City to construct a sidewalk in the future. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.

2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.

3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.

Thank you and the staff for your consideration.

Best Regards,

Jose Lopez
Property Owner

PROPOSED 2–STORY DUPLEX

PROPOSED RIGHT–OF–WAY AREA TO BE DEDICATED TO THE CITY FOR FUTURE CITY SIDEWALK (211 sf)

MCALISTER DAVID L KAREN LYNN
715 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 S 8
ZONE: R2
USE: DWELLING

N LIBERTY STREET

MCALISTER DAVID L
703 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 S 7
ZONE: R2
USE: DWELLING

BAILEY ANN TALIAFERRO CHARLES W JR
722 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 3
ZONE: R2
USE: DWELLING

Setback lines (TYP)

PROPOSED LOT3 B
2930.92 SQ FT
0.07 ACRES

PROPOSED LOT 3A
2472.89 SQ FT
0.06 ACRES

PROPOSED LOT 1
4336.06 SQ FT
0.10 ACRES

PROPOSED LOT 2
3179.72 SQ FT
0.07 ACRES

JOSE ANTONIO LOPEZ MONTIEL
704 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 1 2
ZONE: R2
0.31 ACRES
USE: DWELLING

SHENANDOAH VALLEY ORGANIC LLC
715 MASSANUTTEN ST
HARRISONBURG, VA 22802
TM 040 N 22
ZONE: M1
USE: 000V

PROPOSED RIGHT–OF–WAY AREA TO BE DEDICATED TO THE CITY (394.9 sf)

EXISTING SINGLE–FAMILY HOME

PROPOSED SINGLE–FAMILY HOME

W WASHINGTON STREET

CITY OF HARRISONBURG
345 S MAIN ST
HARRISONBURG , VA 22801
TM 040 W 13
ZONE: R2
USE: VACANT

Proposed Sanitary Sewer Easement

Proposed Sanitary Sewer Line

0 20' 40'

WORKING DRAWING.dwg Plotted: 6/29/2026 By: Gil Colman

Project: CE202631
Sheet: 1 of 1

Revisions
--- --- --- ---

Date: 06/29/2026
Scale: 1" = 20'
Designer: GLC, PE
Drafter: ---
Reviewer: GLC, PE

REZONING EXHIBIT
704 N. Liberty St Property
3 Brothers Construction
704 Liberty Street
Harrisonburg, VA 22802

REZONING

COLMAN ENGINEERING
123 South High Street | Harrisonburg, VA 22801 | Ph: [redacted]
www.colmanengineering.com

City of Harrisonburg, VA
Department of Public Works

Determination of Need for a Traffic Impact Analysis (TIA)

www.harrisonburgva.gov/traffic-impact-analysis

For inclusion in an application for Planning Commission review (for Special Use Permit, Rezoning or Preliminary Plat), this form must be submitted to the Public Works Department at least 5 business days prior to the Planning Commission application deadline.

Contact Information				
Consultant Name: Telephone: E-mail:				
Owner Name: Telephone: E-mail:	Jose A Lopez [redacted]			
Project Information				
Project Name:				
Project Address: TM #:	704 N Liberty Street 40-N-2			
Existing Land Use(s):	Single Family Housing			
Proposed Land Use(s): (if applicable)				
Submission Type:	Comprehensive Site Plan ○	Special Use Permit ○	Rezoning ◉	Preliminary Plat ○
Project Description: (Include site plan or preliminary sketch and additional details on land use, acreage, access to site, etc)				
Peak Hour Trip Generation (from row 15 on the second page)				
AM Peak Hour Trips:	2			
PM Peak Hour Trips:	2			

(reserved for City staff)

TIA required? Yes _____ No ✓

Comments:

Accepted by: _____ **Date:** Timothy Mason

Revised Date: December 2019

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	Single Family Housing (attached)	215	Dwelling Unit	2	1	1
2	Proposed #2	Single Family Housing (detached	210	Dwelling Unit	2	2	2
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					3	3
8	Existing #1	Single Family Housing (Detached	210	Dwelling Unit	1	1	1
9	Existing #2						
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					1	1
15	Final Total (Total New – Total Existing)					2	2

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.

Revised Date: December 2019

CITY OF HARRISONBURG

July 8, 2026 Planning Commission Meeting

Title
Consider a request to rezone and a special use permit at 704 North Liberty Street — Nyrma Soffel, Community Development

Summary

Project name	N/A
Address/Location	704 North Liberty Street
Tax Map Parcels	40-N-1 and 2
Total Land Area	+/- 13,495.23 square feet
Property Owner	Jose Antonio Lopez Montiel
Owner's Representative	Colman Engineering
Present Zoning	R-2, Residential District
Proposed Zoning	R-8C, Small Lot Residential District Conditional
Proposed Special Use Permit	To reduce required side yard setbacks per Section 10-3-59.4(11)
Planning Commission	July 8, 2026 (Public Hearing)
City Council	Anticipated August 11, 2026 (First Reading/Public Hearing) Anticipated August 25, 2026 (Second Reading)

Recommendation
Option 1. Recommend approval of the rezoning with the recommended rejection to a portion of Proffer #1 and for the special use permit with the recommended condition.

Context & Analysis
The following land uses are located on and adjacent to the property:

Site:	Single-family detached dwelling, zoned R-2
North:	Single-family detached dwelling, zoned R-2
East:	Across undeveloped alley, parking lot, zoned M-1
South:	Across West Washington Street, vacant lot, zoned R-2 and residential uses, zoned M-1
West:	Across North Liberty Street, single-family detached and duplex dwellings, zoned R-2

The applicant is requesting to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional and is simultaneously applying for a

special use permit (SUP) per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8 district. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2. If approved, the applicant plans to subdivide the property into four lots with the plan to retain the existing single-family dwelling, build a duplex along the North Liberty Street frontage, and to construct a new single-family detached dwelling along the West Washington Street frontage.

Rezoning & Proffers
The applicant has offered the following proffers (written verbatim):

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, for the City to construct a sidewalk in the future. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.
2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.
3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.

The conceptual site layout is not proffered.

In Proffer #1, the applicant proposes to dedicate right-of-way and a temporary grading easement along the North Liberty Street frontage to allow for the future construction of a sidewalk by the City. Staff supports the dedication of right-of-way and the temporary grading easement; however, staff recommends rejection of the statement "for the City to construct a sidewalk in the future." The statement implies that the City, rather than the applicant, would construct the sidewalk and creates ambiguity regarding the Subdivision Ordinance (SO) requirements. If the property is subdivided as the applicant proposes, the SO would require sidewalk construction along North Liberty Street unless a variance is granted by City Council. Removing the statement would preserve the intended right-of-way dedication while avoiding conflict with the SO.

If the applicant does not want to construct the sidewalk, they may request a variance from the requirements of the SO. To this end, the applicant has already submitted a request for a Subdivision Ordinance (SO) variance to not construct the sidewalk, which at this time is anticipated to be presented for review during the August Planning Commission meeting.

Proffer #2 dedicates public right-of-way for the existing sidewalk along West Washington Street.

Proffer #3 requires that the duplex share one entrance, thereby reducing the number of potential entrances on North Liberty Street.

Special Use Permit
The applicant is requesting a SUP to allow reduced side yard setbacks. In the R-8 district, single-family detached and duplex dwellings that are two-stories require a minimum side yard setback of 7-feet and three-story structures require a minimum side yard setback of 10-feet. With an approved SUP, required minimum side yard setbacks can be reduced provided that the buildings are either sprinklered or that any exterior walls facing the property line with a reduced side yard setback are constructed with a minimum 1-hour fire-resistant assembly. If the exterior walls facing the property line with the reduced setback are constructed with a minimum 1-hour fire-resistant assembly, then any openings in those walls must be located only on the first floor, must have a minimum 1-hour fire rating, and must be fixed and inoperable. The applicant is proposing 5-foot side yard setbacks for all four proposed future parcels.

If the applicant were to subdivide in a different way or construct single-family detached or duplex dwellings in a different layout or combination, then, if approved, the SUP to allow reduced side yard setbacks would also apply.

Land Use
The Comprehensive Plan designates this site as Neighborhood Residential and states:

> These areas are typically older residential neighborhoods, which contain a mixture of densities and a mixture of housing types, but should have more single-family detached homes than other types of housing. This type of land use highlights those neighborhoods in which existing conditions dictate the need for careful consideration of the types and densities of future residential development. Infill development and redevelopment must be designed so as to be compatible with the desired character of the neighborhood.

The surrounding properties include a mix of housing types. Staff believes the proposed infill development, consisting of one duplex and one single-family detached dwelling, conforms with the Land Use Guide designation and is compatible with the existing neighborhood.

Transportation and Traffic
The Determination of Need for a Traffic Impact Analysis (TIA) form ("TIA determination form") for the proposed rezoning is attached. The TIA determination form indicates that the project would not generate 100 or more new peak hour trips, which is the threshold for staff to require a TIA. Therefore, a TIA was not required for the rezoning request.

Public Water and Sanitary Sewer
Staff does not anticipate issues regarding water service for the proposed development. The applicant has been advised that they will be responsible for completing a study to confirm water capacity as part of the engineered comprehensive site plan process. Any public system improvements required to meet the increased demands resulting from the project will be the responsibility of the developer.

With regard to sanitary sewer infrastructure, there is currently no public sanitary sewer main available along North Liberty Street. For this project, the applicant will be responsible for

constructing an extension of the sanitary sewer main to serve this development. At this time, the applicant plans to extend sanitary sewer from West Washington Street to serve the duplex units.

Housing
The City's Comprehensive Housing Assessment and Market Study (Housing Study) places the subject property within Market Type D, which notes that "[m]arket type D has lower market activity as well as lower access to amenities. This could be because the areas are stable residential neighborhoods or because the area is less developed and therefore has fewer sales and fewer amenities. Strategies that would be appropriate in the latter case include concurrent development of the housing and economic opportunities through mixed-use developments to build commerce and housing centers across the City."

Although the site has limited access to amenities and green space for future residents, the addition of three new dwelling units supports the findings of the Housing Study by contributing to the housing supply.

Public Schools
The City contracted with the University of Virginia's Weldon Cooper Center for Public Service to complete a report titled "Population and School Enrollment Projections for the City of Harrisonburg" (April 2025). The report can be found at the following link: https://harrisonburgva.gov/sites/default/files/city-manager/HarrisonburgSchoolEnrollment_2025-04-30_Final.pdf. This report provides overall student enrollment projections through 2034 as well as estimated student generation by housing type for each elementary school attendance zone.

Based on the Weldon Cooper Center report's calculations, this development's proposed three new dwelling units are estimated to generate one K-12 student at full build-out. According to the School Board's current attendance boundaries, Waterman Elementary School, Thomas Harrison Middle School, and Harrisonburg High School would serve the students residing in this development.

Conclusion
The applicant's request is compatible with the Neighborhood Residential land use designation, and the addition of three new dwelling units supports the recommendations of the Housing Study for infill development. Staff recommends approval of the rezoning request; however, staff also recommends that Planning Commission reject the statement "for the City to construct a sidewalk in the future" in Proffer #1.

Staff also recommends approval of the SUP, but only with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Options
1. Recommend approval of the rezoning with the recommended rejection to a portion of Proffer #1 and for the special use permit with the recommended condition.
2. Recommend approval of the rezoning as submitted and special use permit with the recommended condition.

3. Recommend approval of the rezoning and special use permit as submitted by the applicant.
4. Recommend approval of the rezoning and special use permit with other conditions.
5. Recommend approval of the rezoning and denial of the special use permit.
6. Recommend denial of the rezoning and special use permit.

Attachments

- Site maps
- Applicant's supporting documents

STATE OF VIRGINIA
CITY OF HARRISONBURG, to with:

I, Pamela Ulmer, city clerk, certify that the Harrisonburg City Council will be addressed on Tuesday, August 11, 2026, at 7:00 p.m., or as soon as the agenda permits, to consider the following:

Rezoning – 704 North Liberty Street (R-2 to R-8C)
A request from Jose Antonio Lopez Montiel to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2.

Special Use Permit – 704 North Liberty Street (Reduction in required side yard setbacks in the R-8 district)
A request from Jose Antonio Lopez Montiel for a special use permit per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8, Small Lot Residential District. The +/- 13,495-square-foot property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2.

Applications and other information are available for review by contacting the Department of Community Development, 409 South Main Street, Monday through Friday, 8:00 a.m. to 5:00 p.m. Please call (540) 432-7700 to obtain a copy by email or by appointment. More information is available at www.harrisonburgva.gov/public-hearings. Interested parties will be able to attend the meeting and to watch the meeting on Public Education Government Channel 1072, and the City's website at www.harrisonburg-va.legistar.com/Calendar.aspx.

Given under my hand this 13 day of July, 2026

City Clerk

Subscribed and sworn to before me this 13 day of July 2026 a Notary Public in and for the Commonwealth of Virginia.

Tracey M Breeden
Notary

My commission expires May 31, 2029

TRACEY MONGER BREEDEN
Notary Public
Commonwealth of Virginia
My Commission Expires 05/31/2029
Commission ID# 7951200

JOSE ANTONIO LOPEZ MONTIEL
704 N LIBERTY ST
HARRISONBURG VA 22802

GUADALUPE MORALES & JOSE LUIS HERNANDEZ GUERRERO
1885 MT CRAWFORD AVE
BRIDGEWATER VA 22812

CITY OF HARRISONBURG
345 S MAIN ST
HARRISONBURG VA 22801

BAILEY ANN TALIAFERRO CHARLES W JR
1617 ROMAN RD
MT SYDNEY VA 24467

MCALISTER DAVID L
105 S POPE ST
BRIDGEWATER VA 22812

HUFFMAN GARY W
67 WEST WASHINGTON ST
HARRISONBURG VA 22802

SHENANDOAH VALLEY ORGANIC LLC
PO BOX 189
HARRISONBURG VA 22803

MCALISTER DAVID L KAREN LYNN
105 S POPE ST
BRIDGEWATER VA 22812

NOTICE OF PUBLIC HEARING

The Harrisonburg City Council will hold public hearings in the City Council Chambers, 409 South Main Street, Harrisonburg, VA on Tuesday, August 11, 2026, at 7:00 p.m., to consider the following:

Rezoning – 704 North Liberty Street (R-2 to R-8C)

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Publication dates:
Wednesday, July 29, 2026
Wednesday, August 5, 2026

Rezoning and SUP – 704 North Liberty Street

Rezoning and SUP – 704 North Liberty Street

Rezoning and SUP – 704 North Liberty Street

North Liberty Street

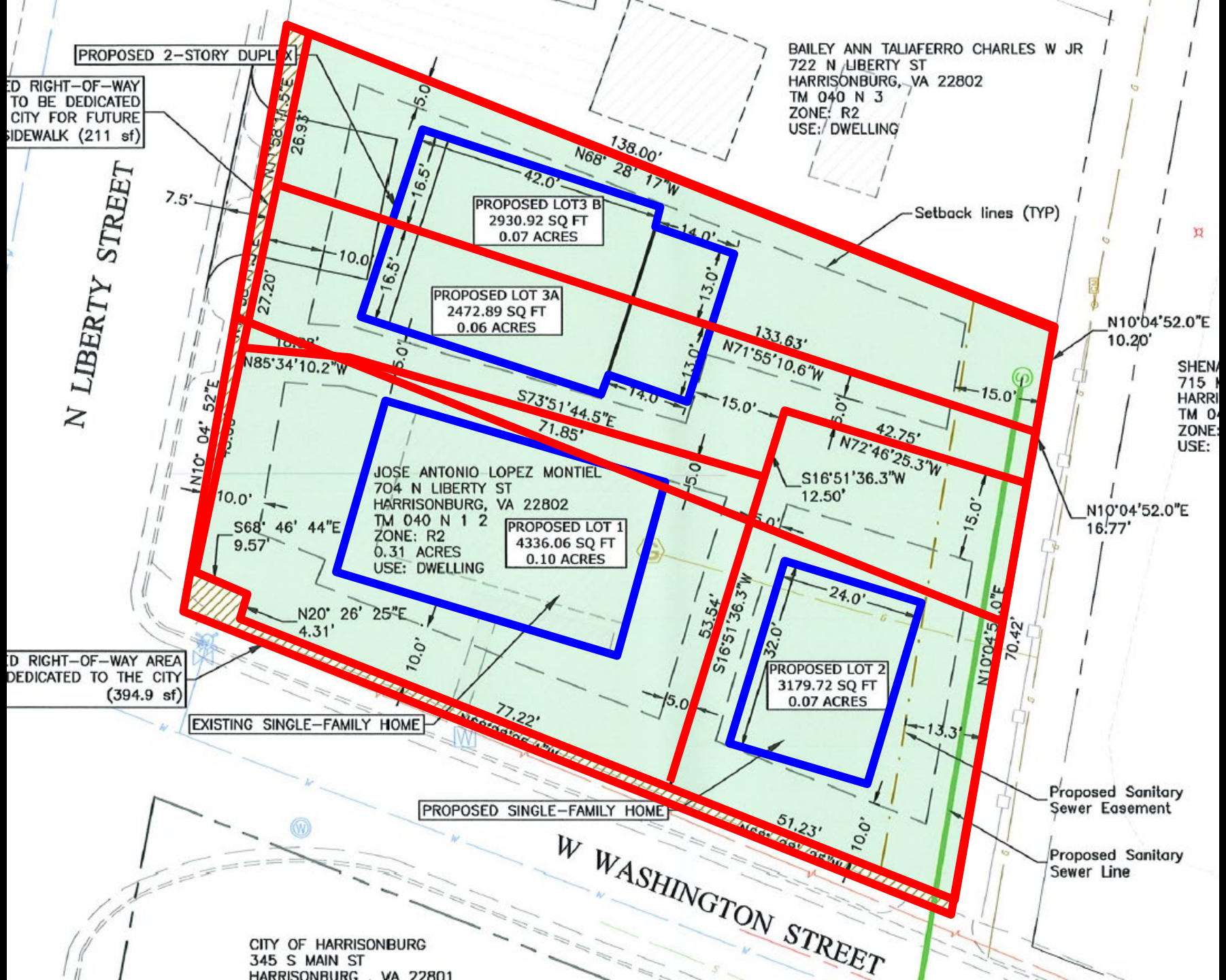
West Washington Street

Proffers

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, ~~for the City to construct a sidewalk in the future~~. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.

2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.

3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.


PROPOSED 2-STORY DUPLEX
ED RIGHT-OF-WAY
TO BE DEDICATED
CITY FOR FUTURE
SIDEWALK (211 sf)
N LIBERTY STREET
BAILEY ANN TALIAFERRO CHARLES W JR
722 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 3
ZONE: R2
USE: DWELLING
Setback lines (TYP)
PROPOSED LOT3 B
2930.92 SQ FT
0.07 ACRES
PROPOSED LOT 3A
2472.89 SQ FT
0.06 ACRES
JOSE ANTONIO LOPEZ MONTIEL
704 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 1 2
ZONE: R2
0.31 ACRES
USE: DWELLING
PROPOSED LOT 1
4336.06 SQ FT
0.10 ACRES
PROPOSED LOT 2
3179.72 SQ FT
0.07 ACRES
D RIGHT-OF-WAY AREA
DEDICATED TO THE CITY
(394.9 sf)
EXISTING SINGLE-FAMILY HOME
PROPOSED SINGLE-FAMILY HOME
W WASHINGTON STREET
CITY OF HARRISONBURG
345 S MAIN ST
HARRISONBURG, VA 22801
Proposed Sanitary
Sewer Easement
Proposed Sanitary
Sewer Line
138.00'
N68° 28' 17"W
133.63'
N71°55'10.6"W
N85°34'10.2"W
S73°51'44.5"E
71.85'
S68° 46' 44"E
9.57'
N20° 26' 25"E
4.31'
77.22'
N10°04'52.0"E
10.20'
N10°04'52.0"E
16.77'
S16°51'36.3"W
12.50'
N72°46'25.3"W
42.75'
S16°51'36.3"W
53.54'
N10°04'52.0"E
70.42'
51.23'
42.0'
24.0'
32.0'
26.93'
27.20'
16.5'
13.0'
14.0'
15.0'
10.0'
5.0'
7.5'
13.3'

N Liberty St
N Liberty St
N Liberty St
W Washington St
W Washington St
W Washington St

Recommendation for the Rezoning

Staff and Planning Commission (6-0) recommends approval of the rezoning request, and recommends that Planning Commission reject the statement “for the City to construct a sidewalk in the future” within Proffer #1.

Recommendation for the SUP

Staff and Planning Commission (6-0) recommends approval of the SUP, with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Legislation Text

File #: ID 26-249, **Version:** 1

Subject:
Consider a request from Jose Antonio Lopez Montiel to for a special use permit at 704 N Liberty St
Presented By: Nyrma Soffel, Department of Community Development
A request from Jose Antonio Lopez Montiel for a special use permit per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8, Small Lot Residential District. The +/- 13,495-square-foot property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2.

CITY OF HARRISONBURG

August 11, 2026 City Council Meeting

Title
Consider a request to rezone and a special use permit at 704 North Liberty Street — Planning Commission and Adam Fletcher, Community Development

Summary

Project name	N/A
Address/Location	704 North Liberty Street
Tax Map Parcels	40-N-1 and 2
Total Land Area	+/- 13,495.23 square feet
Property Owner	Jose Antonio Lopez Montiel
Owner's Representative	Colman Engineering
Present Zoning	R-2, Residential District
Proposed Zoning	R-8C, Small Lot Residential District Conditional
Proposed Special Use Permit	To reduce required side yard setbacks per Section 10-3-59.4(11)
Planning Commission	July 8, 2026 (Public Hearings)
City Council	August 11, 2026 (First Readings/Public Hearings) Anticipated August 25, 2026 (Second Readings)

Recommendation
Option 1. Staff and Planning Commission recommend approval of the rezoning with the recommended rejection to a portion of Proffer #1 (6-0) and for the special use permit with the recommended condition (6-0).

Context & Analysis
The following land uses are located on and adjacent to the property:

Site: Single-family detached dwelling, zoned R-2

North: Single-family detached dwelling, zoned R-2

East: Across undeveloped alley, parking lot, zoned M-1

South: Across West Washington Street, vacant lot, zoned R-2 and residential uses, zoned M-1

West: Across North Liberty Street, single-family detached and duplex dwellings, zoned R-2

The applicant is requesting to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional and is simultaneously applying for a special use permit (SUP) per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8 district. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2. If approved, the applicant plans to subdivide the property into four lots with the plan to retain the existing single-family dwelling, build a duplex along the North Liberty Street frontage, and to construct a new single-family detached dwelling along the West Washington Street frontage.

Rezoning & Proffers
The applicant has offered the following proffers (written verbatim):

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, for the City to construct a sidewalk in the future. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.
2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.
3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.

The conceptual site layout is not proffered.

In Proffer #1, the applicant proposes to dedicate right-of-way and a temporary grading easement along the North Liberty Street frontage to allow for the future construction of a sidewalk by the City. Staff supports the dedication of right-of-way and the temporary grading easement; however, staff recommends rejection of the statement "for the City to construct a sidewalk in the future." The statement implies that the City, rather than the applicant, would construct the sidewalk and creates ambiguity regarding the Subdivision Ordinance (SO) requirements. If the property is subdivided as the applicant proposes, the SO would require sidewalk construction along North Liberty Street unless a variance is granted by City Council. Removing the statement would preserve the intended right-of-way dedication while avoiding conflict with the SO.

If the applicant does not want to construct the sidewalk, they may request a variance from the requirements of the SO. To this end, the applicant has already submitted a request for a Subdivision Ordinance (SO) variance to not construct the sidewalk, which at this time is anticipated to be presented for review during the August Planning Commission meeting.

Proffer #2 dedicates public right-of-way for the existing sidewalk along West Washington Street.

Proffer #3 requires that the duplex share one entrance, thereby reducing the number of potential entrances on North Liberty Street.

Special Use Permit
The applicant is requesting a SUP to allow reduced side yard setbacks. In the R-8 district, single-family detached and duplex dwellings that are two-stories require a minimum side yard setback of 7-feet and three-story structures require a minimum side yard setback of 10-feet. With an approved SUP, required minimum side yard setbacks can be reduced provided that the buildings are either sprinklered or that any exterior walls facing the property line with a reduced side yard setback are constructed with a minimum 1-hour fire-resistant assembly. If the exterior walls facing the property line with the reduced setback are constructed with a minimum 1-hour fire-resistant assembly, then any openings in those walls must be located only on the first floor, must have a minimum 1-hour fire rating, and must be fixed and inoperable. The applicant is proposing 5-foot side yard setbacks for all four proposed future parcels.

If the applicant were to subdivide in a different way or construct single-family detached or duplex dwellings in a different layout or combination, then, if approved, the SUP to allow reduced side yard setbacks would also apply.

Land Use
The Comprehensive Plan designates this site as Neighborhood Residential and states:

> These areas are typically older residential neighborhoods, which contain a mixture of densities and a mixture of housing types, but should have more single-family detached homes than other types of housing. This type of land use highlights those neighborhoods in which existing conditions dictate the need for careful consideration of the types and densities of future residential development. Infill development and redevelopment must be designed so as to be compatible with the desired character of the neighborhood.

The surrounding properties include a mix of housing types. Staff believes the proposed infill development, consisting of one duplex and one single-family detached dwelling, conforms with the Land Use Guide designation and is compatible with the existing neighborhood.

Transportation and Traffic
The Determination of Need for a Traffic Impact Analysis (TIA) form ("TIA determination form") for the proposed rezoning is attached. The TIA determination form indicates that the project would not generate 100 or more new peak hour trips, which is the threshold for staff to require a TIA. Therefore, a TIA was not required for the rezoning request.

Public Water and Sanitary Sewer
Staff does not anticipate issues regarding water service for the proposed development. The applicant has been advised that they will be responsible for completing a study to confirm water capacity as part of the engineered comprehensive site plan process. Any public system improvements required to meet the increased demands resulting from the project will be the responsibility of the developer.

With regard to sanitary sewer infrastructure, there is currently no public sanitary sewer main available along North Liberty Street. For this project, the applicant will be responsible for

constructing an extension of the sanitary sewer main to serve this development. At this time, the applicant plans to extend sanitary sewer from West Washington Street to serve the duplex units.

Housing
The City's Comprehensive Housing Assessment and Market Study (Housing Study) places the subject property within Market Type D, which notes that "[m]arket type D has lower market activity as well as lower access to amenities. This could be because the areas are stable residential neighborhoods or because the area is less developed and therefore has fewer sales and fewer amenities. Strategies that would be appropriate in the latter case include concurrent development of the housing and economic opportunities through mixed-use developments to build commerce and housing centers across the City."

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Conclusion
The applicant's request is compatible with the Neighborhood Residential land use designation, and the addition of three new dwelling units supports the recommendations of the Housing Study for infill development. Staff recommends approval of the rezoning request; however, staff also recommends that Planning Commission reject the statement "for the City to construct a sidewalk in the future" in Proffer #1.

Staff also recommends approval of the SUP, but only with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Options
1. Approve the rezoning with the recommended rejection to a portion of Proffer #1 and the special use permit with the recommended condition.
2. Approve the rezoning as submitted and the special use permit with the recommended condition.

3. Approve the rezoning and special use permit as submitted by the applicant.
4. Approve the rezoning and special use permit with other conditions.
5. Approve the rezoning and deny the special use permit.
6. Deny the rezoning and special use permit.

Attachments

- Extract from Planning Commission
- Site maps
- Applicant's supporting documents

CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7700 • FAX (540) 432-7777

August 3, 2026

TO THE MEMBERS OF CITY COUNCIL
CITY OF HARRISONBURG, VIRGINIA

SUBJECT: *Consider a request to rezone and a special use permit at 704 North Liberty Street*

EXTRACT FROM THE DRAFT MINUTES OF HARRISONBURG PLANNING COMMISSION MEETING HELD ON: July 8, 2026

Chair Baugh read the request and asked staff to review.

Ms. Soffel said the applicant is requesting to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional and is simultaneously applying for a special use permit (SUP) per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8 district. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2. If approved, the applicant plans to subdivide the property into four lots with the plan to retain the existing single-family dwelling, build a duplex along the North Liberty Street frontage, and to construct a new single-family detached dwelling along the West Washington Street frontage.

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The applicant's request is compatible with the Neighborhood Residential land use designation, and the addition of three new dwelling units supports the recommendations of the Housing Study for infill development. Staff recommends approval of the rezoning request; however, staff also recommends that Planning Commission reject the statement "for the City to construct a sidewalk in the future" in Proffer #1.

Staff also recommends approval of the SUP, but only with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Commissioner Seitz said on the site visit yesterday you said they are going to have a curb cut entry. Is that for both of the duplexes and the house or is that for the two duplexes and the existing one for the house remains?

Ms. Soffel said the existing one for the house remains.

Commissioner Seitz said but the site plan shows a new widened pull off and parking in front of the duplexes.

Ms. Soffel said yes, it is recommended that it be 24 feet wide for that entrance. So they would have to widen the entrance, but only have one.

Commissioner Seitz said okay, so ultimately across the three lots that front the road there will be two entries that serve three properties?

Ms. Soffel said correct. To clarify, one entrance for the single-family dwelling and one entrance for the duplex.

Commission Kettler said I want to state for the record that Councilmember Dent has joined us.

Ms. Dang said she joined at 6:06pm.

Chair Baugh said I just want to be clear because I did not see it up there, that staff's favorable recommendation for the rezoning includes deletion of the language in the proffer.

Ms. Soffel said correct.

Commissioner Seitz said what does that do to their ability to apply for a variance?

Ms. Soffel said if the clause was still in the proffer, it would conflict with the Zoning Ordinance [*sic*] because the Zoning Ordinance [*sic*] requires the applicant to build the sidewalk unless they get the variance.

Chair Baugh asked if there were any more questions for staff.

There was a brief exchange between Chair Baugh and a member of the public in the audience. Chair Baugh explained that the public would have an opportunity to speak during the public hearing.

Chair Baugh invited the applicant or applicant's representative to speak to their request.

Gil Colman of Colman Engineering, applicant's representative, came forward to speak to the request. Good evening. I am here for any questions you may have and also the applicant is here as well. Any questions regarding the applications?

Commissioner Kettler said I have one question. The context of this question is, at our last work session for zoning reform and part of that is touching on alleys and alley access as one way to achieve certain policy ends. I was wondering if that was something you explored in this project or if you had thoughts about that.

Mr. Colman said in terms of the alley is there and its being used for some to access the site. As a matter of fact, one of the lots, the entrance is shared with the alley which is something that has to be worked out with Public Works at the time, whether they can use that entrance or not, or to be separate. And at this point, I do not know the answer to that. The access would be mainly, I think if you looked at the grades, there is maybe this house and some other houses beyond that… at some point there was an interest from the Minick School that used to own the property there to close the alley. And I do not think that was successful at the time. So I do not know how far if the alley goes all the way to, I forget the name of the road, where SVO [Shenandoah Valley Organics] owns, but that was an alley that was considered for closure… And I think at the time, it was denied. So that is a possibility that it could be used that way.

Commissioner Kettler said is there a particular reason why that would or would not be desirable in this case?

Mr. Colman said the main reason is whether the City will install it or whether the applicant would install. In this case, the City is not asking for the alley to be installed. Certainly, it could be used as a driveway. And the maintenance of that will depend also on how it is installed and how it is used, whether Public Works will take it or not. But it could be an opportunity.

Chair Baugh asked if there was anything else.

Mr. Colman said yes, I want to mention this is an opportunity also. As we've done in the past, I think I brought some other small projects like this where it is a great opportunity for affordable

housing where you have a property that is owned already by an owner that can be subdivided. And what comes with that are things that makes it uncomfortable sometimes [like] reducing setbacks and trying to accommodate all that. Trying to accommodate parking for two houses in this case, trying to fit in where we can to provide housing. One of the things that we were talking about was the fact that this is right next to the plant and some of the employees there were asking the applicant where there was any space for them to rent right there.

So, this actually provides workforce housing right where it is needed, in so many ways. That helps to keep some cars out of the street as well. So that is certainly, maybe not a lot, but at least it is right there next to the plant. Seeing the other houses that are next to you, it is an appropriate fit, it would fit well and it's a good opportunity to do some infill development that we want to do, that the City wants to do. I will speak also to the request we put in for a variance on the sidewalk. Like any development, if you are looking at housing, the cost of housing gets more and more and more, and a lot of it is obviously cost of materials, but also the more infrastructure that we have to install the more expensive it gets.

So, as we are looking at this, we are looking at the possibility… okay we can give the city space they need to build the sidewalk, but just putting a sidewalk there increases the cost of these houses. And that would be reflected on rent or whatever way to pay back for it. So that is something to keep in mind that there are reasons why some of those requests are there. So, I also understand safety issues and all that. But in this case, there is a sidewalk on the corner, which by the way, the City built that sidewalk without requesting an easement from the property owner as well. That is something that is not mentioned here, but I will mention it just to say that was done by the City, which in turn created this requirement now that he needs to put in a sidewalk because the sidewalk was put in there without his authorization. So that is something to consider. Also, the City needs to look at how can it be accommodating and not trying to increase requirements on things. Something to think about as we are reviewing the ordinance and all that is what, how are ways that the City can actually help in increasing affordable housing and not just creating more hardship. That is my take on it. Any more questions?

Commission Porter said I just wanted to confirm, the intention is for these to be rental units, correct?

Mr. Colman said correct.

Commissioner Porter said and I guess for the benefit of the question that was in the back of the room. Mr. Colman, when you were looking at your site plan design, why are you requesting the setback reductions?

Mr. Colman said setback reductions are really to make sure the houses that are built there are sizable enough for bedrooms and so on. If it gets too narrow, then it will be difficult to have a house rather than something that would be too narrow to build. It is doable, but it is difficult to do and have something that will be more usable. The ordinance allows us to ask for zero setback. We do not want to do that. As a matter of fact, my recommendation to my client is that even when he builds, to stay inside, not even reach the five feet, but to try to stay inside that. The footprint that we are showing there is just to say that is what could fit here. It is not necessarily what he is going

to do. As was presented by staff, there are also requirements when we are less than seven feet to have that fireproof and all that. So there are costs to that. So that may push us back. We might go narrow, as much as undesirable as it may be, as something that we might need to do. The applicant might need to be able to get that working and more affordable. So, there are some things that. Also, by adjusting the property lines we are providing a further setback to the existing house, which right now has a zero to maybe four feet on one side. So, we are providing more than five feet setback for that existing house as well.

Commissioner Porter said do they currently live in the house that is on the property?

Mr. Lopez Montiel said no. I rent the property.

Commissioner Porter said so that is a rental property currently. Thank you.

Chair Baugh asked if there were any additional questions for the applicant. Hearing none, he opened the public hearing and asked if there was anyone in the room or on the phone wishing to speak to the request. Hearing none, he closed the public hearing and opened the matter for discussion.

Chair Baugh said one of the things that jumped out at me is that we have commented on a number of times how among the things that hopefully we address in the Zoning Ordinance update is that having created R-8 we found it has been used more for people to do problematic setback issues than what it was intended to do. Which is to be able to take properties like this and legitimately get more residential units on it. So, I am open to comments from the group, but my inclination is when we created R-8, this was the very type of thing we expected to see. And maybe it has been a while since we have seen one of these. Any other thoughts?

Councilmember Dent said I have been amused at R-8 as a once size fits all tool, and I agree that it is nice to see it used for its intended purpose of increasing density.

Commissioner Porter said this is exactly the sort of things that I would like to see happening in the City where we are being able to create workforce housing in the right place that really serves the needs of the community and also puts us in a situation where we are able to make better use of the plot and be able to provide more housing. The matter of the ordinance is another matter for sure, but in terms of on its face, the way this is presented, I would have absolutely no problem supporting it.

Commissioner Kettler said I would also like to heap some praise on this. I think it is a great use of an underutilized lot to have some additional small dwellings on it. Got nothing but compliments for that. I am interested, as my question suggests, about how we might be able to incorporate alleys for this kind of thing, because we have one shared drive for the duplex and one of the stated goals of that is to reduce conflict points. And of course, if we have alley access then we have potentially no conflict points with folks walking along that way and potentially more parking access so other uses for the street at that point. And when you are talking about a busier street, that does make a difference. Rear end collisions are the most common kind of collisions. I am not particularly concerned about that in this case.

Commission Jezior said I agree with everyone here. I think it is a great use of the R-8 zoning and if it can be workforce housing, even better. You reduce the amount of cars that you will have to put on the property because you will be able to walk to work. I am in favor.

Commissioner Seitz said I move that we approve the rezoning and special use permit with staff's recommended change to the proffer.

There was a discussion amongst the Commissioners on whether the two items should be taken up together or separately.

Commissioner Seitz said I am going to amend my motion to recommend approving the rezoning.

Chair Baugh said would that be as presented by staff?

Commissioner Seitz said so, that proffers pertain to the SUP so we do not address the recommended language change until we address the SUP.

Commissioner Kettler said there is a recommendation to reject a portion of the proffer.

Mr. Fletcher said the proffers are not associated with the special use permit.

Commissioner Seitz said they are with the rezoning?

Mr. Fletcher said could somebody explain to me in what way that is?

Commissioner Seitz said the proffers go with one or the other. So, which one do they go with?

Ms. Soffel said the three proffers go with the rezoning request. And there is also a condition that we are recommending for the special use permit.

Commissioner Seitz said okay. Chair Baugh I understand. But I think it is probably good practice that if there are separate issues and we are going to act on them separately, then they should be listed separately on the docket.

Mr. Fletcher said I think that they are.

Commissioner Seitz said, I am looking at the cover sheet, which is the 45th sheet in the packet.

Mr. Fletcher said you are looking at the staff report. For efficiency purposes in the staff report, we combine them, so we are not repeating the same information in a separate staff report. But for official agenda purposes, they are listed a separate items, which has been staff's consistent approach for a number of years.

Commissioner Seitz said I apologize.

Chair Baugh said no problem. My sense of it, Mr. Russ is welcome to jump in on this too, is that City Attorney would probably take the position that it is cleaner to take it up as they are as agenda items. So, since we have an agenda item 4.a. and 4.b. that you would probably prefer that we vote on 4.a. and then vote on 4.b. And we have made exceptions for that over the years. Sometimes in the guise of efficiency because it is just appears so readily apparent that everybody is either for this or against it and we do not think anybody is going to split their vote so we take them together.

Mr. Russ said yes, I think that is right. And sometimes with a particularly complicated proposal they might be so tied together that it is hard to envision how you could do one without the other.

Commissioner Seitz made a motion to recommend approval of the rezoning with staff's recommended changes to the proffers.

Commissioner Jezior seconded the motion.

Chair Baugh called for a roll call vote.

Commissioner Jezior	Aye
Vice-Chair Porter	Aye
Commissioner Seitz	Aye
Commissioner Kettler	Aye
Chair Baugh	Aye
Councilmember Dent	Aye

The motion to recommend approval of the rezoning with staff's recommended changes passed (6-0). The recommendation will move forward to City Council on August 11, 2026.

Commissioner Porter made a motion to recommend approval of the special use permit with the condition as presented by staff.

Commissioner Jezior seconded the motion.

Chair called for a roll call vote.

Commissioner Seitz	Aye
Commissioner Kettler	Aye
Commissioner Jezior	Aye
Vice-Chair Porter	Aye
Councilmember Dent	Aye
Chair Baugh	Aye

The motion to recommend approval of the special use permit with the condition as presented by staff (6-0). The recommendation will move forward to City Council on August 11, 2026.

City of Harrisonburg

Rezoning
(R-2 to R-8C)
Special Use Permit
(Reduced side yard setbacks)
704 North Liberty Street
Tax Map Parcel #
40-N-1 and 2
+\- 13,131 square feet

Zoning

842
727
723
715
APT A
734
732
724
722
R-2
704
M-1
130
703
699
APT A
695
683
677
698
696
686
680
67
65
63
N Liberty St
N Liberty St
N Liberty St
Massanutten St
W Washington St
W Washington St

88

Date: 6/8/2026

City of Harrisonburg

Rezoning
(R-2 to R-8C)
Special Use Permit
(Reduced side yard setbacks)
704 North Liberty Street
Tax Map Parcel #
40-N-1 and 2
+\- 13,131 square feet

(Future) Land Use Guide

Neighborhood Residential

Limited Commercial

Mixed Use

842
727
723
715
APT A
130
703
699
APT A
695
683
677
734
732
724
722
704
698
696
686
680
67
65
63
739
N Liberty St
Massanutten St
W Washington St
89

Date: 6/8/2026

City of Harrisonburg

Rezoning
(R-2 to R-8C)
Special Use Permit
(Reduced side yard setbacks)
704 North Liberty Street
Tax Map Parcel #
40-N-1 and 2
+\- 13,131 square feet

842
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APT A
722
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683
686
67
65
63
677
680
N Liberty St
N Liberty St
N Liberty St
W Washington St
W Washington St
Massanutten St

90

Date: 6/8/2026

COLMAN
ENGINEERING

1123 South High Street
Harrisonburg, VA 22801
[redacted]

June 29, 2026

Nyrma C Soffel
Planner, City of Harrisonburg
Department of Community Development
409 South Main Street
Harrisonburg, VA 22801

RE: Rezoning and SUP Request for 704 N Liberty St.

Nyrma,

The purpose of this letter is to seek rezoning for the property located at 704 N Liberty St, identified as TM# 040-N-1-2, to be rezoned from R-2 to R-8.

This property has an area of approximately 0.31 acres and is occupied by one single-family home.

By rezoning the property to R-8, we can increase its usability and density, to help provide much-needed homes for Harrisonburg families. By rezoning to R-8, we can subdivide the property to create four total properties and accommodate four total homes (one existing single-family, one proposed single-family, and one proposed duplex).

We are also requesting a Special Use Permit in accordance with **Sec. 10-3-59.4(11) Reduced required side yard setbacks**, to reduce the side setbacks on all four properties from 7 ft to 5 ft, allowing sufficient area for building separation.

We are also including several proffers, which are detailed in the attached Proffer Statement.

Thank you and the staff for your consideration.

Best Regards,

Jose Lopez
Property Owner

COLMAN
ENGINEERING

1123 South High Street
Harrisonburg, VA 22801
[redacted]

June 29, 2026

Nyrma C Soffel
Planner, City of Harrisonburg
Department of Community Development
409 South Main Street
Harrisonburg, VA 22801

RE: Proffer Statement

Nyrma,

As part of our rezoning request for 704 N Liberty St, identified as TM# 040-N-1-2, we offer the following proffers:

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, for the City to construct a sidewalk in the future. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.

2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.

3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.

Thank you and the staff for your consideration.

Best Regards,

Jose Lopez
Property Owner

PROPOSED 2–STORY DUPLEX

PROPOSED RIGHT–OF–WAY AREA TO BE DEDICATED TO THE CITY FOR FUTURE CITY SIDEWALK (211 sf)

MCALISTER DAVID L KAREN LYNN
715 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 S 8
ZONE: R2
USE: DWELLING

N LIBERTY STREET

MCALISTER DAVID L
703 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 S 7
ZONE: R2
USE: DWELLING

BAILEY ANN TALIAFERRO CHARLES W JR
722 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 3
ZONE: R2
USE: DWELLING

Setback lines (TYP)

PROPOSED LOT3 B
2930.92 SQ FT
0.07 ACRES

PROPOSED LOT 3A
2472.89 SQ FT
0.06 ACRES

PROPOSED LOT 1
4336.06 SQ FT
0.10 ACRES

PROPOSED LOT 2
3179.72 SQ FT
0.07 ACRES

JOSE ANTONIO LOPEZ MONTIEL
704 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 1 2
ZONE: R2
0.31 ACRES
USE: DWELLING

SHENANDOAH VALLEY ORGANIC LLC
715 MASSANUTTEN ST
HARRISONBURG, VA 22802
TM 040 N 22
ZONE: M1
USE: 000V

PROPOSED RIGHT–OF–WAY AREA TO BE DEDICATED TO THE CITY (394.9 sf)

EXISTING SINGLE–FAMILY HOME

PROPOSED SINGLE–FAMILY HOME

W WASHINGTON STREET

CITY OF HARRISONBURG
345 S MAIN ST
HARRISONBURG , VA 22801
TM 040 W 13
ZONE: R2
USE: VACANT

Proposed Sanitary Sewer Easement

Proposed Sanitary Sewer Line

0 20' 40'

WORKING DRAWING.dwg Plotted: 6/29/2026 By: Gil Colman

Project: CE202631
Sheet: 1 of 1

Revisions
--- --- --- ---

Date: 06/29/2026
Scale: 1" = 20'
Designer: GLC, PE
Drafter: ---
Reviewer: GLC, PE

REZONING EXHIBIT
704 N. Liberty St Property
3 Brothers Construction
704 Liberty Street
Harrisonburg, VA 22802

REZONING

COLMAN ENGINEERING
123 South High Street | Harrisonburg, VA 22801 | Ph: [redacted]
www.colmanengineering.com

City of Harrisonburg, VA
Department of Public Works

Determination of Need for a Traffic Impact Analysis (TIA)

www.harrisonburgva.gov/traffic-impact-analysis

For inclusion in an application for Planning Commission review (for Special Use Permit, Rezoning or Preliminary Plat), this form must be submitted to the Public Works Department at least 5 business days prior to the Planning Commission application deadline.

Contact Information				
Consultant Name: Telephone: E-mail:				
Owner Name: Telephone: E-mail:	Jose A Lopez [redacted]			
Project Information				
Project Name:				
Project Address: TM #:	704 N Liberty Street 40-N-2			
Existing Land Use(s):	Single Family Housing			
Proposed Land Use(s): (if applicable)				
Submission Type:	Comprehensive Site Plan ○	Special Use Permit ○	Rezoning ◉	Preliminary Plat ○
Project Description: (Include site plan or preliminary sketch and additional details on land use, acreage, access to site, etc)				
Peak Hour Trip Generation (from row 15 on the second page)				
AM Peak Hour Trips:	2			
PM Peak Hour Trips:	2			

(reserved for City staff)

TIA required? Yes _____ No ✓

Comments:

Accepted by: _____ **Date:** Timothy Mason

Revised Date: December 2019

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	Single Family Housing (attached)	215	Dwelling Unit	2	1	1
2	Proposed #2	Single Family Housing (detached	210	Dwelling Unit	2	2	2
3	Proposed #3						
4	Proposed #4						
5	Proposed #5						
6	Proposed #6						
7	Total New Trips					3	3
8	Existing #1	Single Family Housing (Detached	210	Dwelling Unit	1	1	1
9	Existing #2						
10	Existing #3						
11	Existing #4						
12	Existing #5						
13	Existing #6						
14	Total Existing Trips					1	1
15	Final Total (Total New – Total Existing)					2	2

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.

Revised Date: December 2019

CITY OF HARRISONBURG

July 8, 2026 Planning Commission Meeting

Title
Consider a request to rezone and a special use permit at 704 North Liberty Street — Nyrma Soffel, Community Development

Summary

Project name	N/A
Address/Location	704 North Liberty Street
Tax Map Parcels	40-N-1 and 2
Total Land Area	+/- 13,495.23 square feet
Property Owner	Jose Antonio Lopez Montiel
Owner's Representative	Colman Engineering
Present Zoning	R-2, Residential District
Proposed Zoning	R-8C, Small Lot Residential District Conditional
Proposed Special Use Permit	To reduce required side yard setbacks per Section 10-3-59.4(11)
Planning Commission	July 8, 2026 (Public Hearing)
City Council	Anticipated August 11, 2026 (First Reading/Public Hearing) Anticipated August 25, 2026 (Second Reading)

Recommendation
Option 1. Recommend approval of the rezoning with the recommended rejection to a portion of Proffer #1 and for the special use permit with the recommended condition.

Context & Analysis
The following land uses are located on and adjacent to the property:

Site:	Single-family detached dwelling, zoned R-2
North:	Single-family detached dwelling, zoned R-2
East:	Across undeveloped alley, parking lot, zoned M-1
South:	Across West Washington Street, vacant lot, zoned R-2 and residential uses, zoned M-1
West:	Across North Liberty Street, single-family detached and duplex dwellings, zoned R-2

The applicant is requesting to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional and is simultaneously applying for a

special use permit (SUP) per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8 district. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2. If approved, the applicant plans to subdivide the property into four lots with the plan to retain the existing single-family dwelling, build a duplex along the North Liberty Street frontage, and to construct a new single-family detached dwelling along the West Washington Street frontage.

Rezoning & Proffers
The applicant has offered the following proffers (written verbatim):

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, for the City to construct a sidewalk in the future. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.
2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.
3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.

The conceptual site layout is not proffered.

In Proffer #1, the applicant proposes to dedicate right-of-way and a temporary grading easement along the North Liberty Street frontage to allow for the future construction of a sidewalk by the City. Staff supports the dedication of right-of-way and the temporary grading easement; however, staff recommends rejection of the statement "for the City to construct a sidewalk in the future." The statement implies that the City, rather than the applicant, would construct the sidewalk and creates ambiguity regarding the Subdivision Ordinance (SO) requirements. If the property is subdivided as the applicant proposes, the SO would require sidewalk construction along North Liberty Street unless a variance is granted by City Council. Removing the statement would preserve the intended right-of-way dedication while avoiding conflict with the SO.

If the applicant does not want to construct the sidewalk, they may request a variance from the requirements of the SO. To this end, the applicant has already submitted a request for a Subdivision Ordinance (SO) variance to not construct the sidewalk, which at this time is anticipated to be presented for review during the August Planning Commission meeting.

Proffer #2 dedicates public right-of-way for the existing sidewalk along West Washington Street.

Proffer #3 requires that the duplex share one entrance, thereby reducing the number of potential entrances on North Liberty Street.

Special Use Permit
The applicant is requesting a SUP to allow reduced side yard setbacks. In the R-8 district, single-family detached and duplex dwellings that are two-stories require a minimum side yard setback of 7-feet and three-story structures require a minimum side yard setback of 10-feet. With an approved SUP, required minimum side yard setbacks can be reduced provided that the buildings are either sprinklered or that any exterior walls facing the property line with a reduced side yard setback are constructed with a minimum 1-hour fire-resistant assembly. If the exterior walls facing the property line with the reduced setback are constructed with a minimum 1-hour fire-resistant assembly, then any openings in those walls must be located only on the first floor, must have a minimum 1-hour fire rating, and must be fixed and inoperable. The applicant is proposing 5-foot side yard setbacks for all four proposed future parcels.

If the applicant were to subdivide in a different way or construct single-family detached or duplex dwellings in a different layout or combination, then, if approved, the SUP to allow reduced side yard setbacks would also apply.

Land Use
The Comprehensive Plan designates this site as Neighborhood Residential and states:

> These areas are typically older residential neighborhoods, which contain a mixture of densities and a mixture of housing types, but should have more single-family detached homes than other types of housing. This type of land use highlights those neighborhoods in which existing conditions dictate the need for careful consideration of the types and densities of future residential development. Infill development and redevelopment must be designed so as to be compatible with the desired character of the neighborhood.

The surrounding properties include a mix of housing types. Staff believes the proposed infill development, consisting of one duplex and one single-family detached dwelling, conforms with the Land Use Guide designation and is compatible with the existing neighborhood.

Transportation and Traffic
The Determination of Need for a Traffic Impact Analysis (TIA) form ("TIA determination form") for the proposed rezoning is attached. The TIA determination form indicates that the project would not generate 100 or more new peak hour trips, which is the threshold for staff to require a TIA. Therefore, a TIA was not required for the rezoning request.

Public Water and Sanitary Sewer
Staff does not anticipate issues regarding water service for the proposed development. The applicant has been advised that they will be responsible for completing a study to confirm water capacity as part of the engineered comprehensive site plan process. Any public system improvements required to meet the increased demands resulting from the project will be the responsibility of the developer.

With regard to sanitary sewer infrastructure, there is currently no public sanitary sewer main available along North Liberty Street. For this project, the applicant will be responsible for

constructing an extension of the sanitary sewer main to serve this development. At this time, the applicant plans to extend sanitary sewer from West Washington Street to serve the duplex units.

Housing
The City's Comprehensive Housing Assessment and Market Study (Housing Study) places the subject property within Market Type D, which notes that "[m]arket type D has lower market activity as well as lower access to amenities. This could be because the areas are stable residential neighborhoods or because the area is less developed and therefore has fewer sales and fewer amenities. Strategies that would be appropriate in the latter case include concurrent development of the housing and economic opportunities through mixed-use developments to build commerce and housing centers across the City."

Although the site has limited access to amenities and green space for future residents, the addition of three new dwelling units supports the findings of the Housing Study by contributing to the housing supply.

Public Schools
The City contracted with the University of Virginia's Weldon Cooper Center for Public Service to complete a report titled "Population and School Enrollment Projections for the City of Harrisonburg" (April 2025). The report can be found at the following link: https://harrisonburgva.gov/sites/default/files/city-manager/HarrisonburgSchoolEnrollment_2025-04-30_Final.pdf. This report provides overall student enrollment projections through 2034 as well as estimated student generation by housing type for each elementary school attendance zone.

Based on the Weldon Cooper Center report's calculations, this development's proposed three new dwelling units are estimated to generate one K-12 student at full build-out. According to the School Board's current attendance boundaries, Waterman Elementary School, Thomas Harrison Middle School, and Harrisonburg High School would serve the students residing in this development.

Conclusion
The applicant's request is compatible with the Neighborhood Residential land use designation, and the addition of three new dwelling units supports the recommendations of the Housing Study for infill development. Staff recommends approval of the rezoning request; however, staff also recommends that Planning Commission reject the statement "for the City to construct a sidewalk in the future" in Proffer #1.

Staff also recommends approval of the SUP, but only with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Options
1. Recommend approval of the rezoning with the recommended rejection to a portion of Proffer #1 and for the special use permit with the recommended condition.
2. Recommend approval of the rezoning as submitted and special use permit with the recommended condition.

3. Recommend approval of the rezoning and special use permit as submitted by the applicant.
4. Recommend approval of the rezoning and special use permit with other conditions.
5. Recommend approval of the rezoning and denial of the special use permit.
6. Recommend denial of the rezoning and special use permit.

Attachments

- Site maps
- Applicant's supporting documents

NOTICE OF PUBLIC HEARING

The Harrisonburg City Council will hold public hearings in the City Council Chambers, 409 South Main Street, Harrisonburg, VA on Tuesday, August 11, 2026, at 7:00 p.m., to consider the following:

Rezoning – 704 North Liberty Street (R-2 to R-8C)

A request from Jose Antonio Lopez Montiel to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2.

Special Use Permit – 704 North Liberty Street (Reduction in required side yard setbacks in the R-8 district)

A request from Jose Antonio Lopez Montiel for a special use permit per Section 10-3-59.4(11) to allow a reduction in required side yard setbacks in the R-8, Small Lot Residential District. The +/- 13,495-square-foot property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2.

Applications and other information are available for review by contacting the Department of Community Development, 409 South Main Street, Monday through Friday, 8:00 a.m. to 5:00 p.m. Please call (540) 432-7700 to obtain a copy by email or by appointment. More information is available at www.harrisonburgva.gov/public-hearings. Interested parties will be able to attend the meeting and to watch the meeting on Public Education Government Channel 1072, and the City's website at www.harrisonburg-va.legistar.com/Calendar.aspx.

Publication dates:
Wednesday, July 29, 2026
Wednesday, August 5, 2026

STATE OF VIRGINIA
CITY OF HARRISONBURG, to with:

I, Pamela Ulmer, city clerk, certify that the Harrisonburg City Council will be addressed on Tuesday, August 11, 2026, at 7:00 p.m., or as soon as the agenda permits, to consider the following:

Rezoning – 704 North Liberty Street (R-2 to R-8C)
A request from Jose Antonio Lopez Montiel to rezone a +/- 13,495-square-foot property from R-2, Residential District to R-8C, Small Lot Residential District Conditional. The property is addressed as 704 North Liberty Street and is identified as tax map parcel 40-N-1 and 2.

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Given under my hand this 13 day of July, 2026

City Clerk

Subscribed and sworn to before me this 13 day of July 2026 a Notary Public in and for the Commonwealth of Virginia.

Tracey M Breeden
Notary

My commission expires May 31, 2029

TRACEY MONGER BREEDEN
Notary Public
Commonwealth of Virginia
My Commission Expires 05/31/2029
Commission ID# 7951200

JOSE ANTONIO LOPEZ MONTIEL
704 N LIBERTY ST
HARRISONBURG VA 22802

GUADALUPE MORALES & JOSE LUIS HERNANDEZ GUERRERO
1885 MT CRAWFORD AVE
BRIDGEWATER VA 22812

CITY OF HARRISONBURG
345 S MAIN ST
HARRISONBURG VA 22801

BAILEY ANN TALIAFERRO CHARLES W JR
1617 ROMAN RD
MT SYDNEY VA 24467

MCALISTER DAVID L
105 S POPE ST
BRIDGEWATER VA 22812

HUFFMAN GARY W
67 WEST WASHINGTON ST
HARRISONBURG VA 22802

SHENANDOAH VALLEY ORGANIC LLC
PO BOX 189
HARRISONBURG VA 22803

MCALISTER DAVID L KAREN LYNN
105 S POPE ST
BRIDGEWATER VA 22812

Rezoning and SUP – 704 North Liberty Street

Rezoning and SUP – 704 North Liberty Street

Rezoning and SUP – 704 North Liberty Street

North Liberty Street

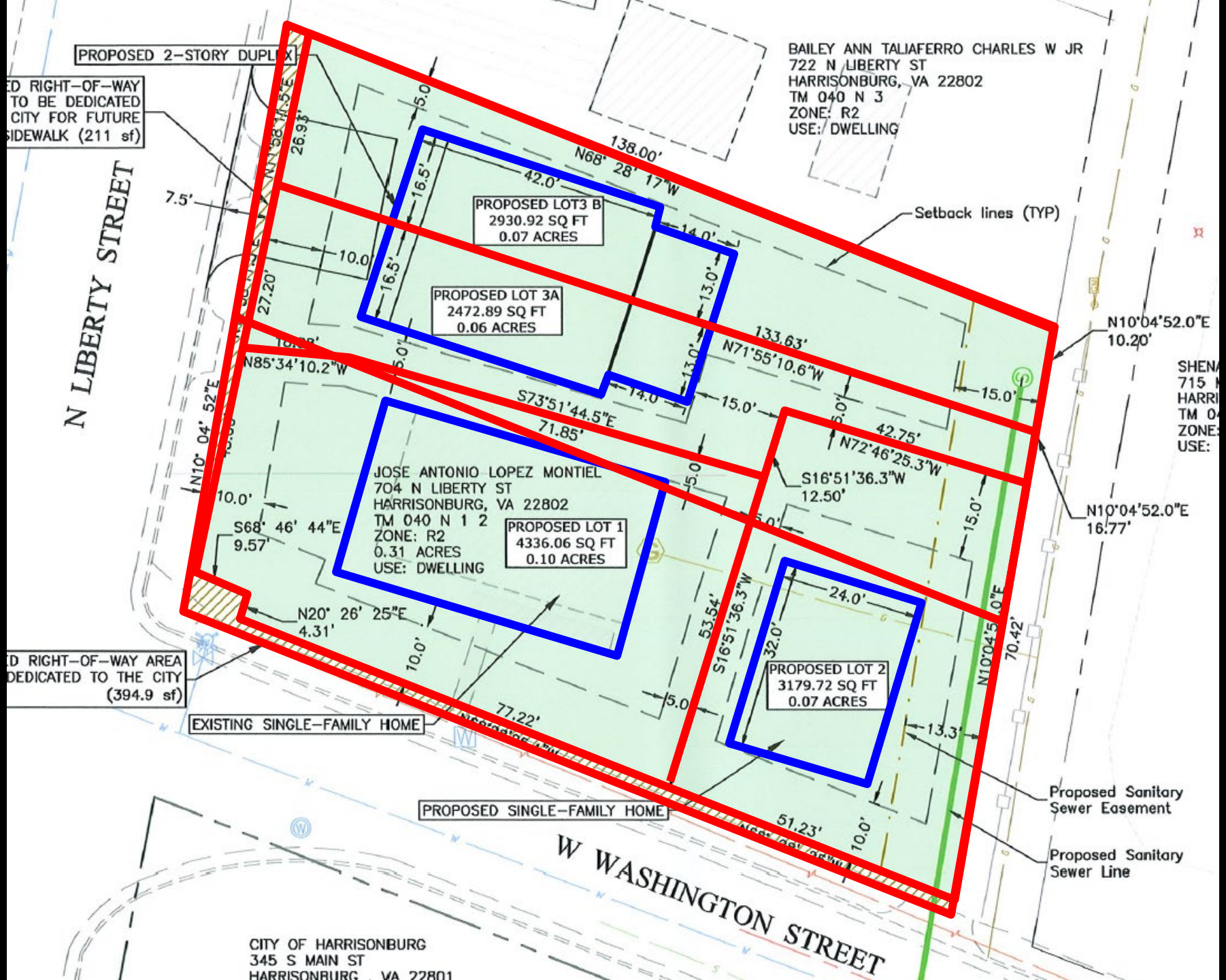
West Washington Street

Proffers

1. We proffer a right-of-way along the front of the three properties facing North Liberty Street, ~~for the City to construct a sidewalk in the future~~. The right-of-way will extend 7.5 ft from the existing back of curb into the properties, as shown on the Rezoning Exhibit, and will be dedicated at minor subdivision. In addition, a 4 ft temporary grading easement beyond the proposed right-of-way will be provided for the City to have sufficient space to install the proposed sidewalk.

2. We proffer a portion of the property to be dedicated as right-of-way along West Washington Street to accommodate the existing City-built sidewalk, as shown on the Rezoning Exhibit.

3. We proffer to provide one shared entrance with a maximum total width of 24 feet to serve the duplex along North Liberty Street.


PROPOSED 2-STORY DUPLEX
ED RIGHT-OF-WAY
TO BE DEDICATED
CITY FOR FUTURE
SIDEWALK (211 sf)
N LIBERTY STREET
BAILEY ANN TALIAFERRO CHARLES W JR
722 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 3
ZONE: R2
USE: DWELLING
PROPOSED LOT3 B
2930.92 SQ FT
0.07 ACRES
PROPOSED LOT 3A
2472.89 SQ FT
0.06 ACRES
Setback lines (TYP)
JOSE ANTONIO LOPEZ MONTIEL
704 N LIBERTY ST
HARRISONBURG, VA 22802
TM 040 N 1 2
ZONE: R2
0.31 ACRES
USE: DWELLING
PROPOSED LOT 1
4336.06 SQ FT
0.10 ACRES
PROPOSED LOT 2
3179.72 SQ FT
0.07 ACRES
D RIGHT-OF-WAY AREA
DEDICATED TO THE CITY
(394.9 sf)
EXISTING SINGLE-FAMILY HOME
PROPOSED SINGLE-FAMILY HOME
Proposed Sanitary
Sewer Easement
Proposed Sanitary
Sewer Line
W WASHINGTON STREET
CITY OF HARRISONBURG
345 S MAIN ST
HARRISONBURG, VA 22801
138.00'
N68° 28' 17"W
133.63'
N71°55'10.6"W
N10°04'52.0"E
10.20'
N10°04'52.0"E
16.77'
S73°51'44.5"E
71.85'
N72°46'25.3"W
42.75'
S16°51'36.3"W
12.50'
S16°51'36.3"W
53.54'
N10°04'52.0"E
70.42'
N85°34'10.2"W
S68° 46' 44"E
9.57'
N20° 26' 25"E
4.31'
77.22'
51.23'
42.0'
24.0'
32.0'
26.93'
27.20'
16.5'
13.0'
14.0'
15.0'
10.0'
5.0'
7.5'
13.3'

N Liberty St
N Liberty St
N Liberty St
W Washington St
W Washington St
W Washington St

Recommendation for the Rezoning

Staff and Planning Commission (6-0) recommends approval of the rezoning request, and recommends that Planning Commission reject the statement “for the City to construct a sidewalk in the future” within Proffer #1.

Recommendation for the SUP

Staff and Planning Commission (6-0) recommends approval of the SUP, with the following condition:

- The side yard setbacks may be reduced to not less than five feet.

Legislation Text

File #: ORD 26-016, **Version:** 1

Subject:
Consider a request to amend the Subdivision Ordinance
Presented By: Meg Rupkey, Department of Community Development
A request from the City of Harrisonburg to consider amendments to the Subdivision Ordinance in order to comply with revisions to Article 6, Land Subdivision and Development, as adopted by the Virginia General Assembly, effective July 1, 2025, Va. H.B. 2660, 2025 Sess. (Va. 2025) and Va. S.B. Bill 974, 2025 Sess. (Va. 2025). In addition to the required updates for compliance with state law, the proposed amendments include revisions throughout the ordinance. These changes include formatting updates, updates to and removal of select definitions, and other technical and clarifying revisions intended to improve the overall usability of the ordinance.

CITY OF HARRISONBURG

August 11, 2026 City Council Meeting

Title
Consider a request to amend the Subdivision Ordinance — Planning Commission and Adam Fletcher, Community Development

Summary

Subdivision Ordinance Sections	Amend numerous sections
Purpose	Amendments in order to comply with revisions to Article 6, Land Subdivision and Development, as adopted by the Virginia General Assembly, effective July 1, 2025, Va. H.B. 2660, 2025 Sess. (Va. 2025) and Va. S.B. Bill 974, 2025 Sess. (Va. 2025). Additional amendments include formatting updates, updating and removal of select definitions, and other technical and clarifying revisions intended to improve the overall usability of the ordinance.
Applicant	City of Harrisonburg
Planning Commission	July 8, 2026 (Public Hearing)
City Council	August 11, 2026 (First Reading/Public Hearing) Anticipated August 25, 2026 (Second Reading)

Recommendation
Option 1. Staff and Planning Commission (6-0) recommend approval of the Subdivision Ordinance amendments.

Context & Analysis
In 2025, the Virginia General Assembly adopted amendments to Article 6, Land Subdivision and Development, which became effective on July 1, 2025. As a result, the City's Subdivision Ordinance (SO) must be updated to ensure compliance with these changes to state law. These changes generally provide updates to the subdivision review procedures and terminology to improve clarity, consistency, and alignment with current administrative practices under State Code. The relevant State Code sections can be found at the following locations:

- 2025 Virginia General Assembly House Bill 2660 - https://lis.virginia.gov/bill-details/20251/HB2660
- 2025 Virginia General Assembly Senate Bill 974 - https://lis.virginia.gov/bill-details/20251/SB974

- Full State Code Text - https://law.lis.virginia.gov/vacodefull/title15.2/chapter22/article6/

The proposed amendments primarily serve two purposes: (1) to bring the SO into compliance with amendments to Virginia State Code that became effective July 1, 2025, and (2) to make administrative and housekeeping updates based on current City practices.

Definition Amendments

The proposed amendments include updates to several definitions to improve clarity and consistency with current practices and State Code requirements. Throughout the SO, “Director” has been replaced with “Designated Agent,” therefore a definition for “Designated Agent” has been added. The definition of "Subdivision" has been amended to require that when new lots greater than five acres are created, they are subject to City review and approval. The current SO exempts the creation of lots larger than five acres from subdivision review, which staff has referred to as “large lot subdivisions.” With the amendments, all newly created lots and subdivisions will be subject to City review and approval regardless of size. Other definitions have been added or revised to align with the changes in State Code. These include "Final Subdivision Plat," "Preliminary Subdivision Plat," “Setback, Minimum,” "Subdivision," and "Variation or Exception".

Preliminary and Final Subdivision Plat

The proposed amendments update the preliminary subdivision plat process to align with Virginia State Code amendments. State Code prohibits localities from requiring preliminary subdivision plats for subdivisions creating 50 lots or fewer and requires preliminary subdivision plats to be processed administratively by staff. The City's current SO requires Planning Commission review and approval of subdivision plats that propose the creation of more than four lots.

In addition, the State Code reduces the review time for subdivision applications. The designated agent must approve or disapprove the final subdivision plat within 40 days of application acceptance and must approve or disapprove a preliminary subdivision within 45 days of application acceptance.

Variations and Exceptions

Additionally, the process for requesting variations and exceptions (formally identified as a variance) has been updated. Planning Commission review and City Council approval will continue to be required for variations or exceptions from the SO or the City’s Design and Construction Standards Manual requirements.

Appeals

The appeals section has also been revised to provide clarity regarding the applicable procedures for different types of decisions that are made.

Administrative Waivers

The proposed SO amendments remove the section that previously allowed a waiver of chapter requirements for subdivisions when creating five or fewer lots on parcels of five acres or less

(Section 10-2-8). Historically, this provision was intended to provide flexibility for minor subdivisions but did not provide clear guidance on what could be administratively waived. In the past, staff has used this section to waive the requirement for public general utility easements on subdivisions in some developed areas. Staff has suggested amendments that would codify the ability for the designated agent to approve administrative waivers for public general utility easements under specific circumstances in Section 10-2-43.

Other Proposed Amendments

As part of the amendments that are not related to State Code changes, staff has suggested adding a requirement related to identifying floodplain designations. Staff has proposed requiring subdivision plats to include a statement identifying whether any portion of the property lies within the FEMA 100-year floodplain. While staff has requested this information during review, the requirement is not currently codified in the SO. Additionally, staff has proposed for language related to the owner's consent and dedication statement, the surveyor's certificate, and plat approval procedures to be updated. Finally, the amendments would remove requirements that setback lines be shown on all subdivision plats reducing unnecessary platting requirements. Staff believes that including setback lines on subdivision plats can create confusion when zoning districts are amended or when setback requirements change over time as the setback information shown on an older plat may no longer reflect the applicable zoning regulations. During the subdivision review, and depending upon the circumstances, it may be necessary for the surveyor to confirm whether a subdivision impacts the setback of an existing or a planned building.

Future Changes

Staff considered making more substantial changes to the SO, particularly in relation to the City's Design and Construction Standards Manual and other development requirements regulated by the ordinance. However, at this time, staff's priority is to bring the SO into compliance with State Code. Additional amendments will be explored in the future along with any changes that might be necessary due to the Zoning Ordinance re-write.

Conclusion

The proposed SO amendments ensure compliance with State Code and align the ordinance with current administrative practice. Staff recommends approval of the SO amendments.

Options

1. Approve the Subdivision Ordinance amendments.
2. Approve the Subdivision Ordinance amendments with modifications.
3. Approve the Subdivision Ordinance amendments.

Attachments

- Extract from Planning Commission
- Current Ordinance Reflecting Recommended Amendments

CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7700 • FAX (540) 432-7777

August 3, 2026

TO THE MEMBERS OF CITY COUNCIL
CITY OF HARRISONBURG, VIRGINIA

SUBJECT: *Consider a request to amend the Subdivision Ordinance*

EXTRACT FROM THE DRAFT MINUTES OF HARRISONBURG PLANNING COMMISSION MEETING HELD ON: July 8, 2026

Chair Baugh read the request and asked staff to review.

Ms. Rupkey said in 2025, the Virginia General Assembly adopted amendments to Article 6, Land Subdivision and Development, which became effective on July 1, 2025. As a result, the City's Subdivision Ordinance (SO) must be updated to ensure compliance with these changes to state law. These changes generally provide updates to the subdivision review procedures and terminology to improve clarity, consistency, and alignment with current administrative practices under State Code. The relevant State Code sections can be found at the following locations:

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Definition Amendments
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exempts the creation of lots larger than five acres from subdivision review, which staff has referred to as “large lot subdivisions.” With the amendments, all newly created lots and subdivisions will be subject to City review and approval regardless of size. Other definitions have been added or revised to align with the changes in State Code. These include "Final Subdivision Plat," "Preliminary Subdivision Plat," “Setback, Minimum,” "Subdivision," and "Variation or Exception".

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The appeals section has also been revised to provide clarity regarding the applicable procedures for different types of decisions that are made.

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Future Changes
Staff considered making more substantial changes to the SO, particularly in relation to the City's Design and Construction Standards Manual and other development requirements regulated by the ordinance. However, at this time, staff's priority is to bring the SO into compliance with State Code. Additional amendments will be explored in the future along with any changes that might be necessary due to the Zoning Ordinance re-write.

Conclusion
The proposed SO amendments ensure compliance with State Code and align the ordinance with current administrative practice. Staff recommends approval of the SO amendments.

Chair Baugh asked if there were any more questions for staff.

Vice-Chair Porter said for the purposes of what we are discussing here, who would the designated agent be that would be making these determinations?

Ms. Rupkey said when subdivision plats come in, I am the one who accepts them, reviews, and provides the comments. But Mr. Fletcher is the person who is the official signer of the plat. It is a group decision.

Vice-Chair Porter said so effectively it moves from something that would come before this body to administrative?

Ms. Rupkey said correct.

Vice-Chair Porter said in terms of the decision not to move any further and include anything else in this process, we have to come back and eventually address it. Can I get some basic information as to what changes would be needed for the City’s Design and Construction Standards Manual and how that all fits into this process? Why the decision not to include it and what exactly would be the purpose of it?

Ms. Rupkey said that is a more involved process that we will need to work with other departments, looking at other codes and standards manuals...

Mr. Fletcher said there are many things in the Design and Construction Standards Manual that not only planning and engineering staff in Community Development, as well as, Public Works that are looking at many different issues to change in the DCSM. For example, there is healthy internal debate about street widths, about requirements associated with private street standards, requirements associated with turnarounds, length of streets, entrances…

Ms. Rupkey said distance between entrances.

Mr. Fletcher said yes, there are access management standards we want to change. There are a number of issues.

Vice-Chair Porter said so at this point, once we enact this, we will be in full compliance. There is nothing a part of that process that would put us out of compliance with the state currently.

Mr. Fletcher said to the best of our knowledge, the answer to that is yes. And I want to expand upon the question you were asking earlier about who is doing this. Know that there are many subdivisions that occur throughout the year. We have an internal process for review. There are multiple people that review that. It goes through a sequence to make sure that everybody is looking at the different specifics about a particular plat. When we review Planning Commission items, what the public does not see is that we have multiple people reviewing. It's not just the faces you see in this room. So, the Department of Public Works and their team look at it. It is a team approach. The Fire Department, the Public Utilities Department for water and sewer. Public Works is also looking at sanitation, not just streets and access. HEC, Verizon, Columbia Gas. There are so many people looking at this. We will probably do some kind of modified version of that for our preliminary plat review because it is changing some sequences. We have a different timeline that we need to abide by. We have already begun thinking about these procedures and internal processes.

Vice-Chair Porter said thank you.

Councilmember Dent said replacing the single term "variances" with "variations and exceptions"… what is the difference, if any?

Ms. Rupkey said the state code refers to what we call "variances" as "variations or exceptions," specifically for subdivisions. So when some requests a variance, typically in planning you go to the BZA [Board of Zoning Appeals] to request that type of variance. This is a different variance that BZA would not be a part of.

Councilmember Dent said does variance as we currently use, it is being replaced by these. But instead of going to the BZA, it goes to the designated agent in this case. Is that the change?

Ms. Rupkey said no. The change of term to "designated agent" is now the reviewer instead of the Planning Commission for preliminary plats. Final plats staff would still continue to review those. But then the variation and exception versus variance is primarily a terminology thing. But variation and exception is what the State Code uses to describe subdivision variations or exceptions to our code. So to match the language the State Code is using.

Councilmember Dent said so there is no real difference. Thanks.

Chair Baugh said let me take a stab at it because it will help me confirm if I am understanding this. It actually makes it clearer. What it is, is that in Harrisonburg, we have used the term variance to

cover... A bunch of stuff that goes to BZA, those are called variances. But we have used the term "variance" for these Subdivision Ordinance exceptions and all these other things, which at times is confusing to the public.

Ms. Rupkey said correct.

Chair Baugh said why did this not go to the BZA? Well, it's not that kind of variance. So I think that I am correct. Is that what this is doing? The State Code had made that distinction, and we are catching up. So, going forward, variance is the term you use for things that go to BZA, and these other things that we have been calling variances are the ones that are going to get the new terminology. And hopefully that makes that distinction clear.

Councilmember Dent said thank you.

Chair Baugh asked if there were any additional questions for staff. Hearing none, he opened the public hearing and asked if there was anyone in the room or on the phone wishing to speak to the request. Hearing none, he closed the public hearing and opened the matter for discussion.

Vice-Chair Porter said this effectively just brings us in compliance with the State Code and amendments that have been made. So, it seems like a very direct, straightforward thing. I would like to go ahead and make a motion that we recommend the approval of the Subdivision Ordinance amendments as presented.

Councilmember Kettler said second.

Chair Baugh said if you do not do it, then all you are doing is your ordinance is not in compliance with state law. We know who wins that contest. And it looks like as part of the other question that got asked, staff identified a few matters, and you are not in a position right now to tackle everything, but there was some low hanging fruit that made sense to go in there. Any other discussion?

Vice-Chair Porter said and it may streamline the process slightly for folks. If staff can address it a and not have to wait for a hearing or go through that whole process, I think it is also something that is probably very helpful to whatever applicant is participating in that process.

Chair Baugh said I am mildly curious. Most of these things have been handled as minor subdivision. My impression is that most of what we get are the minor subdivision.

Ms. Rupkey said the subdivisions you had previously are what we had been calling preliminary plats. Also, since this had been enacted, we have been following the State Code and meeting the State Code. It was just not reflected in our ordinance. So, you have not seen a preliminary plat for a year. You might have noticed that. But the preliminary plats beforehand were for lots that were larger than four individual lots and five acres. We had a process that was a minor subdivision, if they are smaller, then it was just reviewed internally.

Chair Baugh said the point I was trying to make is, it is not like staff is being asked to do anything new. It is that staff is adding to itself without any involvement from Planning Commission because we were already doing minor subdivisions administratively.

Ms. Rupkey said correct.

Chair Baugh said and I assume that in the overall percentage, the major subdivisions was always a very small percentage. Maybe not?

Mr. Fletcher said in recent times, yes. If you go more than a decade ago, we had a number of them. Typically, you are seeing when we talk about older subdivisions, preliminary plats, major subdivisions, it is when somebody is dedicating a public street, they are subdividing multiple single-family home lots or townhome lots. Oftentimes, with those, those are subdivision ordinance variances or now we call them variances or exceptions. You will not see those anymore, unless they are asking for a variation or exception. So, if there is a situation where somebody wants to do a townhome community and they want to do lots that do not front on a public street, you will continue to see those. But anything outside of those parameters, if it is 50 or fewer, we will handle that administratively. Big picture here is that, I believe the intent, whoever the legislator was that proposed that, was to increase the amount of time, potentially reduce costs because it is not coming before this body, you do not have to go through the sequence.

Ms. Rupkey said I want to be clear that 50 or fewer and 50 or more will all be administrative. Everything will be administrative. They will not see preliminary plats, except for anything with the variation or exception.

Chair Baugh said I thought you said at one point that 50 lots or more might still come back to us.

Ms. Rupkey said they will not come to you all. If I misspoke, I apologize for the confusion.

Councilmember Dent said did I just hear that not fronting on a public street will still come back to us?

Ms. Rupkey said correct.

Councilmember Dent said that is one of the things I have been proposing that we address in the Zoning Ordinance. Because townhouse complexes always have that; private streets within them. So, we will deal with that when we get there.

Chair Baugh called for a roll call vote.

Commissioner Kettler	Aye
Vice-Chair Porter	Aye
Councilmember Dent	Aye
Commissioner Seitz	Aye
Commissioner Jezior	Aye
Chair Baugh	Aye

The motion to recommend approval of the Subdivision Ordinance amendments passed (6-0). The recommendation will move forward to City Council on August 11, 2026.

CITY OF HARRISONBURG

July 8, 2026 Planning Commission Meeting

Title
Consider a request to amend the Subdivision Ordinance — Meg Rupkey, Community Development

Summary

Subdivision Ordinance Sections	Amend numerous sections
Purpose	Amendments in order to comply with revisions to Article 6, Land Subdivision and Development, as adopted by the Virginia General Assembly, effective July 1, 2025, Va. H.B. 2660, 2025 Sess. (Va. 2025) and Va. S.B. Bill 974, 2025 Sess. (Va. 2025). Additional amendments include formatting updates, updating and removal of select definitions, and other technical and clarifying revisions intended to improve the overall usability of the ordinance.
Applicant	City of Harrisonburg
Planning Commission	July 8, 2026 (Public Hearing)
City Council	Anticipated August 11, 2026 (First Reading/Public Hearing) Anticipated August 25, 2026 (Second Reading)

Recommendation
Option 1. Recommend approval of the Subdivision Ordinance amendments.

Context & Analysis
In 2025, the Virginia General Assembly adopted amendments to Article 6, Land Subdivision and Development, which became effective on July 1, 2025. As a result, the City's Subdivision Ordinance (SO) must be updated to ensure compliance with these changes to state law. These changes generally provide updates to the subdivision review procedures and terminology to improve clarity, consistency, and alignment with current administrative practices under State Code. The relevant State Code sections can be found at the following locations:

- 2025 Virginia General Assembly House Bill 2660 - https://lis.virginia.gov/bill-details/20251/HB2660
- 2025 Virginia General Assembly Senate Bill 974 - https://lis.virginia.gov/bill-details/20251/SB974

- Full State Code Text - https://law.lis.virginia.gov/vacodefull/title15.2/chapter22/article6/

The proposed amendments primarily serve two purposes: (1) to bring the SO into compliance with amendments to Virginia State Code that became effective July 1, 2025, and (2) to make administrative and housekeeping updates based on current City practices.

Definition Amendments

The proposed amendments include updates to several definitions to improve clarity and consistency with current practices and State Code requirements. Throughout the SO, “Director” has been replaced with “Designated Agent,” therefore a definition for “Designated Agent” has been added. The definition of "Subdivision" has been amended to require that when new lots greater than five acres are created, they are subject to City review and approval. The current SO exempts the creation of lots larger than five acres from subdivision review, which staff has referred to as “large lot subdivisions.” With the amendments, all newly created lots and subdivisions will be subject to City review and approval regardless of size. Other definitions have been added or revised to align with the changes in State Code. These include "Final Subdivision Plat," "Preliminary Subdivision Plat," “Setback, Minimum,” "Subdivision," and "Variation or Exception".

Preliminary and Final Subdivision Plat

The proposed amendments update the preliminary subdivision plat process to align with Virginia State Code amendments. State Code prohibits localities from requiring preliminary subdivision plats for subdivisions creating 50 lots or fewer and requires preliminary subdivision plats to be processed administratively by staff. The City's current SO requires Planning Commission review and approval of subdivision plats that propose the creation of more than four lots.

In addition, the State Code reduces the review time for subdivision applications. The designated agent must approve or disapprove the final subdivision plat within 40 days of application acceptance and must approve or disapprove a preliminary subdivision within 45 days of application acceptance.

Variations and Exceptions

Additionally, the process for requesting variations and exceptions (formally identified as a variance) has been updated. Planning Commission review and City Council approval will continue to be required for variations or exceptions from the SO or the City’s Design and Construction Standards Manual requirements.

Appeals

The appeals section has also been revised to provide clarity regarding the applicable procedures for different types of decisions that are made.

Administrative Waivers

The proposed SO amendments remove the section that previously allowed a waiver of chapter requirements for subdivisions when creating five or fewer lots on parcels of five acres or less

(Section 10-2-8). Historically, this provision was intended to provide flexibility for minor subdivisions but did not provide clear guidance on what could be administratively waived. In the past, staff has used this section to waive the requirement for public general utility easements on subdivisions in some developed areas. Staff has suggested amendments that would codify the ability for the designated agent to approve administrative waivers for public general utility easements under specific circumstances in Section 10-2-43.

Other Proposed Amendments

As part of the amendments that are not related to State Code changes, staff has suggested adding a requirement related to identifying floodplain designations. Staff has proposed requiring subdivision plats to include a statement identifying whether any portion of the property lies within the FEMA 100-year floodplain. While staff has requested this information during review, the requirement is not currently codified in the SO. Additionally, staff has proposed for language related to the owner's consent and dedication statement, the surveyor's certificate, and plat approval procedures to be updated. Finally, the amendments would remove requirements that setback lines be shown on all subdivision plats reducing unnecessary platting requirements. Staff believes that including setback lines on subdivision plats can create confusion when zoning districts are amended or when setback requirements change over time as the setback information shown on an older plat may no longer reflect the applicable zoning regulations. During the subdivision review, and depending upon the circumstances, it may be necessary for the surveyor to confirm whether a subdivision impacts the setback of an existing or a planned building.

Future Changes

Staff considered making more substantial changes to the SO, particularly in relation to the City's Design and Construction Standards Manual and other development requirements regulated by the ordinance. However, at this time, staff's priority is to bring the SO into compliance with State Code. Additional amendments will be explored in the future along with any changes that might be necessary due to the Zoning Ordinance re-write.

Conclusion

The proposed SO amendments ensure compliance with State Code and align the ordinance with current administrative practice. Staff recommends approval of the SO amendments.

Options

1. Recommend approval of the Subdivision Ordinance amendments.
2. Recommend approval of the Subdivision Ordinance amendments with modifications.
3. Recommend denial of the Subdivision Ordinance amendments.

Attachments

- Current Ordinance Reflecting Recommended Amendments

ORDINANCE AMENDING AND RE-ENACTING TITLE 10 – PLANNING AND DEVELOPMENT, CHAPTER 2. - SUBDIVISION ORDINANCE

Be it ordained by the Council of The City of Harrisonburg, Virginia that Title 10 – Planning and Development, Chapter 2. - Subdivision Ordinance be amended to read:

ARTICLE A. - GENERAL PROVISIONS

Sec. 10-2-1. Purpose and intent, general effect and definitions.

(a) *Purpose and intent.* The Subdivision Ordinance of the City of Harrisonburg, Virginia (hereinafter ordinance) is intended to: guide and facilitate the orderly, beneficial growth of the community; assure the orderly subdivision of land and its development; promote the health and safety and general welfare of the public; achieve the goals and policies of the City's Comprehensive Plan;~~:~~ promote an economical use of public and private funds while protecting environmental quality, and the quality of life for the community; promote the creation and continuation of pedestrian and bicycle-friendly streets, and traditional, human-scale development patterns; and further accomplish the objectives of § 15.2-2200 et seq., of the Code of Virginia, as amended.

(b) *General effect.* The effect of this Ordinance shall be consonant with the objectives of the C~~c~~ity to assure the orderly subdivision of land and its development, to coordinate the development of streets within and contiguous to any subdivision to establish adequate provisions for water, sewer, drainage, flood control, and other public purposes, to promulgate acceptable physical standards, and criteria for subdivision improvements as specified in the Design and Construction Standards Manual (DCSM), to provide for dedication of public rights-of-way, and to serve in implementing the C~~c~~ity's C~~c~~omprehensive P~~p~~lan, Z~~z~~oning O~~o~~rdinance, and other land use plans.

(c) *Definitions.* For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Alley: A passageway open to public travel affording generally a secondary means of vehicular access to abutting lots and not intended for general traffic circulation.

~~*Building setback:* The minimum distance a building must be set back from the street line.~~

Collector street: A street that brings traffic from local residential (minor) streets to major streets.

Cul-de-sac: A street with only one outlet and having an appropriate turnaround for a safe and convenient reverse traffic movement.

~~*Director:* Director of planning and community development or their designee.~~

*Design and Construction Standard*s *Manual:* Refers to the City of Harrisonburg's Design and Construction Standards Manual as adopted by C~~c~~ity C~~c~~ouncil.

Designated Agent: the Director of Community Development or designee, who is authorized to review and act on subdivision plats, site plans, and plans of development.

Easement: A grant by a property owner of the use of land for a specific purpose.

Final Subdivision Plat: A map or drawing on which the proposed subdivision of land is presented for approval and, when in final form, for recording.

Lot: A portion of a subdivision intended for transfer of ownership or for building development for a single building and its accessory building.

Major street: A street shown as a major street on the C~~c~~ity's "master transportation plan".

Marginal access street: A minor street generally paralleling and contiguous to a major street designed primarily to promote safety by providing free access to abutting properties and limited access to the major street.

Minor street: A local residential street which provides access to building sites, space for public utility lines, and space for light and air.

~~*Plat:* A map or drawing on which the proposed subdivision of land is presented for approval and, when in final form, for recording.~~

Preliminary Subdivision Plat: The proposed schematic representation of a development or subdivision that establishes how the provisions of this chapter will be achieved.

Property: Any tract, lot, parcel, or several of the same collected together for the purpose of subdividing.

Setback, Minimum: The minimum distance a structure must be located from a property line or right-of-way.

Story: Excluding basements, a portion of a building for living between the surface of any floor and the surface of the floor next above it, or if there is no floor above it, the space between the floor and the ceiling next above it.

Street: Any way for vehicular traffic other than alleys, including such ways designated as streets, lanes, boulevards, expressways, roads, highways, thoroughfares, parkways, throughways, avenues, or places, or however otherwise designated.

Subdivider: The person, firm, association, organization, or corporation which holds legal title to land and subdivides it.

Subdivision: The division of a lot, tract, or parcel of land into two (2) or more lots, tracts, or parcels. This term also applies to resubdivison, lot line vacations, and lot line adjustments and, when appropriate to the context, shall relate to the process of subdividing or the land subdivided. ~~, any of which are less than five (5) acres in area for the purpose, whether immediate or future, of sale or of building development.~~

~~(1) Division of land for agricultural purposes not involving the establishment of a new street or access easement shall be exempt from these regulations.~~

~~(2) Industrial property shall be developed within the framework of this chapter.~~

~~(3) The term "subdivision" includes resubdivision and, when appropriate to the context, shall relate to the process of subdividing or to the land subdivided.~~

Variation or Exception: A reasonable deviation from the provisions of the Subdivision Ordinance in cases of unusual situations or when strict adherence to the general regulations would result in substantial injustice or hardship.

~~*Variance:* A reasonable deviation from the provisions regulating the size, configuration or area of a street or other feature, when the strict application of the ordinance would result in unnecessary or unreasonable hardship to the property owner, and such need for a variance would not be shared generally by other properties, and provided such variance is not contrary to the intended spirit and purpose of the ordinance, and would result in substantial justice being done.~~

Sec. 10-2-2. ~~Variances~~Variations and Exceptions.

a. Where a subdivider can show that conforming with the ~~a~~ provisions of these standards ~~this chapter~~ would cause an unnecessary hardship, or where topographical or other conditions peculiar to the site make compliance impractical, then City Council may authorize a variation or exception provided that such variation or exception will not have

the effect of nullifying the intent and purpose of the Comprehensive Plan, this chapter, or the Design and Construction Standards Manual.

b. All proposed variations or exceptions to this chapter shall be transmitted by the Department of Community Development to the Planning Commission for recommendation and report the City Council.

c. In granting ~~variances and modifications~~ variations or exceptions, the Ce~~i~~ity Ce~~o~~uncil may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements so varied or modified.

~~a. if strictly adhered to, because of topographical or other unusual conditions, including that a provision of this chapter would undermine or conflict with the goals and policies of the City's Comprehensive Plan that encourage walkable, pedestrian and bicycle-friendly street corridors, and after consideration by the planning commission the city council may authorize a variance, provided that such variation will not have the effect of nullifying the intent and purpose of the comprehensive plan or this chapter or the Design and Construction Standards Manual.~~

d. When requesting a variation or exception, the subdivider shall provide, in a letter or narrative, to include the section(s) of the Subdivision Ordinance or Design and Construction Standards Manual from which a variation or exception is needed and the reason for the request. In addition to a letter or narrative an exhibit illustrating the proposed variation or exception and the proposed subdivision shall be required unless waived by the designated agent. Any request for a variation or exception shall be deemed to be an acceptance by the applicant that the time period within which the submitted subdivision plat, if any, must be acted upon will be stayed until the decision on the pending variation or exception.

e. *Posting of property.* Notwithstanding any advertising requirements imposed by the Code of Virginia, as amended, any property proposed for review due to a ~~variance~~ variation or exception of the requirements of this chapter shall be posted for public notice as specified below. At least fourteen (14) days prior to the P~~p~~lanning Ce~~o~~mmission's meeting reviewing the pending application, the Ce~~i~~ity shall erect on the subject property signs indicating a pending action and a contact phone number for persons wanting more information regarding the ~~public hearing/~~meeting. Such signs may not be removed until the Ce~~i~~ity Ce~~o~~uncil has acted upon the application~~,~~ and shall be removed no later than five (5) days thereafter. The Ce~~i~~ity shall determine the number of signs required, placement, and type of posting; however, there shall be at least one (1) sign posted along each public right-of-way abutting the property. Neither the Planning Ce~~o~~mmission's recommendation nor the Ce~~i~~ity Ce~~o~~uncil's decision on a land use action shall be invalid solely due to the ~~failure to the removal of a posted sign~~failure to remove a posted sign or failure to post a sign.

f. An application fee of two hundred dollars ($200) shall be made payable to the City of Harrisonburg. Each application may include more than one variation or exception request. The fee shall be paid upon submittal of the request.

~~(b) The standards and requirements of this chapter may be modified by the planning commission in the case of a plan and program for a group housing development or residential planned unit development, which in the judgment of the planning commission provides adequate public spaces and improvements for the circulation, recreation, light, air and service needs of the tract when fully developed and populated, and which also~~

~~provides such covenants or other legal provisions as will assure conformity to and achievement of the plan.~~

Sec. 10-2-3. ~~Sale or transfer of lots~~ Reserved.

~~No land shall be sold or transferred by reference to a plat of a subdivision of such land before such plat has been recorded as herein provided.~~

Sec. 10-2-4. Building permit withheld.

No building permit shall be issued for any structure or building to be located on any land which has been subdivided until a plat of such subdivision shall have been recorded as herein provided.

Sec. 10-2-5. Appeals.

~~Appeals shall lie from the disapproval of a plat by director or the planning commission to the appropriate court, as provided in § 15.1-475, chapter 11, title 15.1, article 7 of the Code of Virginia.~~

If the designated agent disapproves a plat and the applicant contends that the disapproval was not properly based on the ordinance applicable thereto, or was arbitrary or capricious, the applicant may appeal to the Circuit Court of Rockingham County, Virginia and the court shall hear and determine the case as soon as may be, provided that their appeal is filed with the Clerk's Office of the Circuit Court of Rockingham County, Virginia within 60 days of the written disapproval by the designated agent.

Any variation or exception disapproved by City Council may be appealed to the Circuit Court of Rockingham County, Virginia and the court shall hear and determine the case, provided the appeal is filed with the Clerk's Office of the Circuit Court of Rockingham County, Virginia within 60 days of the disapproval.

Sec. 10-2-6. Proceedings to restrain or abate violations.

In case of any violation, or attempted violation of the provisions of this chapter, the C~~c~~ity C~~c~~ouncil, in addition to other remedies, may institute any appropriate action or proceedings to prevent such violation, or attempted violation, to restrain, correct, or abate such violation or attempted violation, or to prevent any act which would constitute such a violation.

Sec. 10-2-7. Amendment of chapter.

This chapter may be amended in whole or in part by the C~~c~~ity C~~c~~ouncil, provided that any such amendment shall either originate with or be submitted to the Planning C~~c~~ommission for recommendation; and further provided that no such amendment shall be adopted without a public hearing having been held. All amendments to the Subdivision Ordinance shall be subject to the public hearing and advertising requirements of Virginia Code § 15.2-2204.~~Notice of the time and place of the hearing shall have been given at least once a week for two (2) weeks, and the last notice at least ten (10) days prior to the hearing~~.

~~Sec. 10-2-8. Waiver of chapter requirements~~.

~~Where a single lot or parcel of land, which consists of five (5) or less acres in gross area, is proposed to be divided into not more than four (4) lots, or where the lot lines of existing lots are proposed to be changed or vacated, any one (1) or more of the requirements of this chapter may~~

~~be waived in writing by the director of community development, the agent responsible for the administration and the enforcement of this section, provided that such division:~~

~~(1) Conforms to all applicable zoning ordinance requirements;~~

~~(2) Does not involve any new public street, road or easement of access;~~

~~(3) Does not offer opportunity to obstruct the floodplain or planned major highway;~~

~~(4) Does not adversely affect any part of any adopted plan; and~~

~~(5) Does not in any way violate the intent of this chapter or any applicable zoning ordinance.~~

~~A plat, prepared by a certified land surveyor licensed in the state, showing the metes and bounds of the lots resulting from a division of land under this section shall be presented to the agent for final approval prior to recordation. The plat shall include the following certification:~~

~~"This subdivision known as _____ Subdivision is approved by the undersigned pursuant to section 10-2-8 of the Harrisonburg City Code and may be admitted to record.~~

~~Dated:~~	~~Director of planning and community development"~~

~~Such plat shall be recorded in the clerk's office of the Circuit Court of Rockingham County, Virginia, within the time period as set forth in section 10-2-27 of this chapter.~~

Secs. 10-2-~~9~~8—10-2-20. Reserved.

ARTICLE B. PLATS GENERALLY

Sec. 10-2-21. Required to be made, approved and recorded.

Any subdivider of any property located wholly or partly within the corporate limits of the C~~c~~ity who subdivides the same, or who causes any streets or public way to be created, shall cause a plat to be made of such subdivision, with reference to known or permanent monuments, and the same to be recorded in the Clerk's Office of the Circuit Court of Rockingham County, Virginia ~~the office of the clerk of the circuit court of the county~~ as provided in this chapter and ~~the Virginia Land Subdivision and Development Act, chapter 11, title 15.1, article 7, §§ 15.1-465 through 15.1-485~~ §15.2-2240 through § 15.2-2279 of the Code of Virginia. ~~Also~~ N~~n~~o such plat shall be recorded unless and until it shall have been submitted to and approved by the designated agent ~~director~~ as required by §15.2-2240 through § 15.2-2279 ~~§ 15.1-475~~ of the Code of Virginia.

Sec. 10-2-22. Preapplication ~~conference~~Meeting.

Before preparing a ~~preliminary~~ plat, a subdivider should confer with the Department of Community Development about ~~director relative to~~ the regulations contained in this chapter and the provisions of the C~~c~~omprehensive P~~p~~lan for the C~~c~~ity.

Sec. 10-2-23. Preliminary subdivision plat—Requirements and contents.

The preliminary subdivision plat shall be required for tentative approval for plats involving more than 50 lots and optional, at the request of the subdivider, for plats with 50 lots or less. The preliminary subdivision plat~~, marked as such,~~ shall be provided to the designated

agent ~~presented to the planning commission~~ at an appropriate ~~a~~ scale ~~of one inch equals one hundred (100) feet (1" = 100')~~ with any supporting data, showing the following:

(1) Proposed subdivision name, location, acreage, and land use.

(2) Date, north point, and graphic scale.

(3) Names and addresses of the owners of the property, including the existing mortgagee, the subdivider, and the designer of the layout.

(4) Location and names of adjoining subdivisions or names of the owners of adjoining lands.

(5) Topography: contours at two-foot intervals unless grade is fifteen (15) percent or more, in which case contours shall be at five-foot intervals. This requirement may be waived by the designated agent.

(6) Existing and proposed streets, easements, and other rights-of-way within and adjoining the subdivision including right-of-way and roadway widths, approximate grades, and proposed street names.

(7) Location of existing and proposed utilities adjacent to the tract to be subdivided, including size and elevation.

(8) ~~Location of building setback lines and~~ ~~z~~Zoning district ~~lines~~designation(s).

(9) Lot lines, lot and block numbers, and approximate dimensions. If proposed subdivision is a residential planned unit development, structures and approximate dimensions shall be shown.

(10) Proposed method of water supply, drainage provisions, sanitary sewer layout, or other accepted sanitary plan and methods of flood control where applicable. Connections with existing facilities, sizes of proposed facilities, and any accessory structure shall also be shown.

(11) Draft of homeowners' association agreements or protective covenants, if any, whereby the subdivider ~~proposed~~ is proposing to regulate land use in the subdivision and otherwise protect the proposed development.

(12) The location of existing watercourses and other geographic features.

(13) A statement of the floodplain designation shall be included with the 100-year floodplain boundary, including the flood-fringe and floodway, if applicable, shown within the lot boundaries in the event any portion of a parcel falls within the 100-year floodplain. If no portion of a parcel lies within the 100-year floodplain, the surveyor shall include a statement of such on the plat.

(1~~3~~4) Preliminary location of stormwater management best management practice (BMP) boundary areas.

(1~~4~~5) A vicinity sketch or key map at an appropriate ~~scale of two hundred (200) feet to the inch~~ shall be shown on or accompany the preliminary plat. This map shall relate the subdivision to existing landmarks and show how streets, alleys, and other significant proposals connect or relate to existing facilities in neighboring subdivisions or undeveloped property to produce the most advantageous development of the entire area.

(1~~5~~6) The fee for filing a preliminary subdivision plat ~~without a variance~~ shall be one hundred seventy-five dollars ($175.00) plus twenty dollars ($20.00) per lot~~, or if filing a preliminary plat with a variance the fee shall be two hundred dollars ($200.00) plus twenty dollars ($20.00) per lot,~~ made payable to the C~~e~~ity of Harrisonburg. The fee shall be paid upon the filing of the plat with the C~~e~~ity.

In addition, if the preliminary subdivision plat requires a traffic impact analysis (TIA) review by the Virginia Department of Transportation (VDOT), then all additional fees for that review shall be made payable to the Virginia Department of Transportation. If the preliminary subdivision plat requires a TIA review~~,~~ only by the C~~c~~ity, then one thousand dollars ($1,000.00) shall be made payable to the C~~c~~ity of Harrisonburg. The preliminary plat application shall not be considered accepted until the TIA has been reviewed and accepted by the Department of Public Works.

Sec. 10-2-24. Same—Filing for approval~~; action by planning commission~~.

~~Whenever a subdivision of land is proposed to be made and before any sale or contract for the sale of such subdivision as a whole or any part thereof is made or before any construction work including grading is started,~~ T~~t~~he subdivider shall file one (1) copy ~~not less than eight (8) copies~~ of a preliminary subdivision plat of the proposed subdivision as provided in section 10-2-23 to the designated agent.~~, such plat to be filed at least thirty (30) days prior to the meeting at which it is to be considered for approval. The planning commission~~ The designated agent shall, in not more than forty five (45) days ~~less than thirty (30) nor more than sixty (60) days~~ advise the subdivider of their approval or disapproval of the preliminary subdivision plat and other required exhibits as submitted or modified, and if approved, they shall express such approval on the plat, stating the conditions of approval, if any, or if disapproved, shall express such disapproval and the reasons therefor in writing to the applicant. Approval of a preliminary subdivision plat shall not constitute approval of the final subdivision plat.

Once a preliminary subdivision plat is approved, it shall be valid for a period of five years, provided the subdivider (i) submits a final subdivision plat for all or a portion of the property within twenty-four (24) months of such approval, and (ii) thereafter diligently pursues approval of the final subdivision plat. "Diligent pursuit of approval" means that the subdivider has incurred extensive obligations or substantial expenses relating to the submitted final subdivision plat or modifications thereto. However, no sooner than twenty-four months following such preliminary subdivision plat approval, and upon 90 days' written notice by certified mail to the subdivider, the designated agent may revoke such approval upon a specific finding of facts that the subdivider has not diligently pursued approval of the final subdivision plat.

Sec. 10-2-25. Final subdivision plat—Requirements and contents.

(a) The final subdivision plat shall be prepared by a competent surveyor or civil engineer duly licensed by the state. The subdivider shall submit to the designated agent, ~~director, at a~~ to scale ~~of one inch equals one hundred feet (1" = 100'),~~ one original copy ~~mylar tracing and eight (8) prints~~ of the final subdivision plat. The plat must meet the recordation requirements for document size, font, and other formatting set by the Circuit Court of Rockingham County, Virginia.~~, clearly and legibly drawn in black India ink on a sheet eleven by seventeen inches (11" × 17"), including a margin of one-half inch outside rules border lines at bottom, top and right sides, and one and one-half (1½) inch outside rules border line for binding on the left seventeen (17) inch side of the sheet.~~ When more than one sheet is necessary, an index sheet of the same size may be required showing the entire subdivision.

(b) The final subdivision plat shall show:

(1) Bearings and distances to the nearest existing street lines or bench marks or other permanent monuments (not less than three (3)) shall be accurately described on the plat.

(2) Municipal, C~~c~~ounty, and land lot lines accurately tied to the lines of the subdivision by distance and angles when such lines traverse or are reasonably close to the subdivision.

(3) Exact boundary lines of the tract, determined by a field survey, giving distances to the nearest ~~one tenth~~one hundredth (0.01~~⅒~~) foot and angles to the nearest ~~minute~~one second of arc, which shall be balanced and closed with an error of closure not to exceed one to twenty~~five~~ thousand (20~~5~~,000).

(4) Name of subdivision, exact locations, widths, and names of all streets and alleys within and immediately adjoining the plat.

(5) Street centerlines showing angles of deflection, angles of intersection, radii and lengths of tangents.

(6) Lot lines with dimensions to the nearest ~~one tenth foot and bearings.~~ one hundredth foot and bearings to the nearest one second of arc. If the proposed subdivision is a residential planned unit development, exact location of all structures shall be shown.

(7) Lots numbered in numerical order and blocks, lettered alphabetically.

(8) Location, dimensions, and purposes of any easements and any areas to be reserved or dedicated for public use.

(9) Accurate location, material, and description of monuments and markers.

(10) A statement, either directly on the plat or in an identified attached document, of any private covenants or homeowners' association agreements.

(11) When one (1) or more temporary turnarounds are shown, the following note shall be included on the plat:

The area on this plat designated as "Temporary turnaround" will be constructed and used as other streets in the subdivision until (insert street name) is/are extended to (insert street name if possible, otherwise insert the following note: a connecting street or to another turnaround which is approved by plat by the designated agent ~~planning commission~~) at which time the land in the temporary turnaround area will be abandoned for street purposes and will revert to adjoining lot owners in accordance with specific provisions in their respective deeds.

(12) Location of stormwater management best management practice (BMP) boundary areas.

When BMP Boundary Areas are required, a stormwater management/BMP facilities maintenance agreement document shall be submitted for review, and upon approval by the city, be recorded in the Clerk's Office of the Circuit Court of Rockingham County, Virginia.

~~Note:~~ When BMP Boundary Areas are required, the final subdivision plat shall not be approved until the engineered comprehensive site plan is approved.

(13) A statement of the floodplain designation shall be included with the 100-year floodplain boundary, including the flood-fringe and floodway, if applicable, shown within the lot boundaries in the event any portion of a parcel falls within the 100-year floodplain. If no portion of a parcel lies within the 100-year floodplain, the surveyor shall include a statement of such on the plat.

(14) The following certifications:

a. Owner's consent and dedication:

The platting or dedication of the following described land known as _____Subdivision is with the free consent and in accordance with the desire of the undersigned owners, proprietors, and trustees, if any. Said land was conveyed to _____by _____by deed dated _____20____ and recorded in the Clerk's Office of the Circuit Court of Rockingham County, Virginia in Deed Book ____. Page_____.

Given under our hands this _____ day of _____20 ___.

SEAL

SEAL

SEAL

b. Surveyor's certificate:

I hereby certify that to the best of my knowledge and belief, that all of the requirements of the City of Harrisonburg, Virginia, regarding the platting of subdivisions within the city, have been complied with.

Given under my hand this _____ day of _____, 20___.

State Certified Engineer

(or Land Surveyor)

This subdivision known as _____ Subdivision is approved by the undersigned in accordance with existing subdivision regulations and may be committed to record.

(date)___ (Signed)

Director of Community Development

~~*Owner's consent and dedication:*~~

~~Know all men by these presents, that the subdivision of land as shown on this plat, containing _____ acres, more or less, and designated as _____ Subdivision situated in _____ (District and County or City) Virginia, is with the free consent and in accordance with the desires of the undersigned owners thereof; that all streets on said plat are hereby dedicated to the public use, and that all lots within the subdivision are subject to certain restrictions, reservations, stipulations and covenants as contained in a writing executed by the undersigned, under date of _____, 19___, and recorded in the Clerk's Office of _____ County in Deed Book ___, Page ___. The said _____ acres of land hereby subdivided having been conveyed to _____ by _____ by deed dated _____, 19___, and recorded in the Clerk's Office of the Circuit Court of _____ County, Virginia, in Deed Book Page ___.~~

~~Given under our hands this _____ day of _____ 19___.~~

~~SEAL~~

~~SEAL~~

~~SEAL~~

~~b. *Surveyor's certificate:*~~

~~I hereby certify that to the best of my knowledge and belief, all of the requirements of the planning commission, and ordinances of the City of Harrisonburg, Virginia, regarding the platting of subdivisions within the city, have been complied with.~~

~~Given under my hand this _____ day of _____, 19___.~~

~~State Certified Engineer~~
~~(or Land Surveyor)~~
~~This subdivision known as _____ Subdivision is approved by the undersigned in accordance with existing subdivision regulations and may be committed to record.~~
~~(date)____ (Signed)~~
~~Director of~~
~~planning and~~
~~community~~
~~development~~

(c) Data supporting the final subdivision plat shall include: plans and profiles, water supply and sewage disposal, including drainage courses, existing sewers, water mains, culverts, and other underground structures within the tract showing pipe sizes, invert elevations, and grades.

(d) The fee for filing a final subdivision plat shall be one hundred fifty dollars ($150.00) plus twenty dollars ($20.00) per lot, made payable to the Ce~~city~~ity of Harrisonburg. The fee shall be paid upon the filing of the plat with the ~~city~~City.

Sec. 10-2-26. Same—Filing for approval.

(a) ~~The subdivider shall within twenty-four (24) months following the approval of the preliminary plat and other required exhibits, file with the director the final plat or part thereof for approval as provided in section 10-2-25 and in conformity with the approved preliminary plat.~~ Before ~~filing the~~ a final subdivision plat is approved by the designated agent and signed for recordation~~for approval,~~ all improvements required under these regulations shall be completed, or provisions made therefor, at the subdivider's expense and in accordance with the provisions of this chapter and the specifications of the city, county or state by one of the following methods:

(1) Installation and completion by and at the expense of the subdivider.

(2) The furnishing of a bond in an amount and with surety or conditions satisfactory to provide for and secure the actual construction and installation of such improvement within a period agreed upon by the subdivider and the designated agent ~~planning commission, such bond to be approved by the city attorney~~.

(b) When ~~this~~ provisions in subsection (a) have been satisfied ~~has been complied with~~, the subdivider shall file with the designated agent ~~director of the city~~ the final subdivision plat ~~of the subdivision~~, in order to secure approval for the recordation as required by these regulations. The designated agent shall approve or disapprove the final subdivision plat within 40 days of completed application and payment. If disapproved, the designated agent shall express such disapproval and the reasons in writing to the applicant.

(c) Upon approval of the final subdivision plat by the designated agent ~~director~~ the ~~original mylar tracing of such~~ plat shall be returned to the subdivider for recordation in the Clerk's Office of the Circuit Court of Rockingham County, Virginia~~office of the clerk of the circuit court of the county~~. Approval of a final subdivision plat shall not be deemed the acceptance by the city of any street, alley, utilities, or other public space shown on the plat for maintenance, repair, or operation thereof.

(d) No person shall subdivide any tract or parcel of land, or commence any sale, offer for sale, or transfer of any portion of such property, in whole or in part, until a final subdivision plat has been submitted and approved in accordance with this Ordinance. When subdivision is required to meet the requirements of the Zoning Ordinance or Building Code, grading, construction, or other development activity may occur prior to final subdivision plat approval only when such activity does not depend upon the establishment or vacation of separate lots and is otherwise in compliance with all applicable codes and ordinances

~~(d) Failure to file a final plat or section thereof within twenty-four (24) months after approval of the preliminary plat will render such approval null and void unless an extension of time is applied for and granted by the planning commission.~~

Sec. 10-2-27. Same—Recordation; procedure upon vacation of recorded plats.

(a) When a final subdivision plat has been approved, executed and acknowledged as provided in this article, it shall be recorded in the Clerk's Office of the Circuit Court of Rockingham County, Virginia~~office of the clerk of the circuit court of the county~~, and shall be indexed under the names of the owners of the land and under the name of the subdivision. The clerk shall retain the original ~~mylar tracing of such~~copy of the plat and file for public record. Such plat shall be filed for recordation in the clerk's office within sixty (60) days after final approval thereof, otherwise such approval shall be withdrawn by the ~~director~~ designated agent and the plat marked "VOID" and returned to the subdivider.

(b) The recordation of such plats shall operate to transfer, in fee simple, to the city such portion of the premises platted as is on such plat set apart for streets, alleys, or other public use or for future street widening and to create a public right of passage over the same.

(c) Immediately upon the vacating of any recorded plat, or part thereof, the clerk in whose office such plat has been recorded (whether the same was recorded under the provisions of this chapter or otherwise) shall write in plain legible letters across such plat, or the part so vacated, the word "VACATED," and also make a reference on the same to the volume and page in which the instrument of vacation is recorded; and if a duplicate of such plat be on file in the designated agent's ~~director's~~ office for public use, the designated agent ~~director~~ shall cause similar notations to be legibly written on such duplicate plat, or part thereof so vacated.

(d) The boundary lines of any lot or parcel of land may be relocated or otherwise altered as a part of an otherwise valid and properly recorded plat of subdivision or resubdivision approved as provided in this ordinance and executed by the owner or owners of such land as provided in sections 10-2-21 through 10-2-27, provided such action does not involve the relocation or alteration of streets, alleys, easements for public passage, or other public areas; and provided, further, that no easements or utility rights-of-way shall be relocated or altered without the express consent of all persons holding any interest herein.

Secs. 10-2-28—10-2-40. Reserved.

ARTICLE C. DESIGN STANDARDS

Sec. 10-2-41. Streets.

(a) Proposed streets shall conform to the standards and specifications outlined in the Design and Construction Standards Manual except that ~~variances~~ variations and exceptions to the standards for streets, alleys, blocks, easements, sidewalks, and all such related features may

be approved on a case-by-case basis by the Ceity Ceouncil in accordance with section 10-2-2- when:

(1) The proposed alternative would better achieve the walkable, pedestrian, and bicycle-oriented environment the Ceity desires.

(2) The particular conditions of the site and surrounding street network would allow the proposed alternative without causing undue inefficiencies for service vehicles, nor an excessive reduction in pedestrian safety due to pedestrian-vehicle movement conflicts.

(3) The proposed alternative would better balance the needs of pedestrians and vehicles, and better achieve the goals of the Ceomprehensive Pplan.

(b) All streets which are designated as part of the major street system of the "master transportation plan" shall be coordinated with adjoining links in such system in accord with the standards set forth in the Design and Construction Standards Manual.

(c) Reserved strips restricting access to streets, alleys, public ways, and easements shall be prohibited.

(d) Half streets shall be prohibited.

(e) Culs-de-sacs and other permanent dead-end streets are prohibited except when permitted by City Council per Section 10-2-2 and the planning commission in accord with the DCSM.

(f) Proposed streets that are in alignment with existing streets already named shall bear their names. No new street shall duplicate names of existing streets, irrespective of any suffix.

Sec. 10-2-42. Blocks and lots.

(a) *Lengths.* Block lengths shall be in accord with the standards set forth in the Design and Construction Standards Manual.

(b) *Depth.* Blocks shall be of sufficient depth to provide for two (2) tiers of lots where possible.

(c) *Frontage.* All lots shall front on a public street and no lot shall embrace any portion of a street or alley.

(d) *Side lot lines.* Side lot lines shall be substantially at right angles or radial to street lines.

(e) *Size, width, depth, shape, and orientation.* The lot size, width, depth, shape, and orientation shall be appropriate for the location of the subdivision and for the type of development and use contemplated. These requirements shall be not less than the requirements of chapter 3 of this title applicable to the area being subdivided and the use shall be dictated by such regulations.

(f) *Residential corner lots.* Residential corner lots shall be increased in width to permit appropriate building minimum setback from and orientation to both streets in conformity with chapter 3 of this title, and to provide required separation between intersections and entrances.

(g) *Dimensions.* Lot dimensions shall conform to the requirements of chapter 3 of this title; except, that where the requirements of these regulations provide for larger lot areas and dimensions, these regulations shall apply.

Sec. 10-2-43. Easements.

Unless a variance is granted in accord with subsection 10-2-41(a), aA ten-foot-wide public general utility easement shall be provided along front lot lines or any lot line adjacent to a public

right-of-way. In addition, public general utility easements at least ten (10) feet wide, centered on the side or rear lot lines, shall be provided ~~for utilities and drainage~~. Easements may also be required in, along or adjacent to natural watercourses as drains for sanitary sewers and water diversion purposes.

An administrative waiver can be requested to this section by submitting a letter with justification to the designated agent. The designated agent may approve a waiver upon determining that all necessary utilities can be adequately provided without the dedication of such easement.

Sec. 10-2-44. Reserved~~Building setback lines~~.

~~The subdivider shall establish setback lines along all streets abutting lots. Such setback lines shall be in conformity with chapter 3 or this title for street setback lines.~~

Sec. 10-2-45. Land dedication.

(a) All land designated for future streets and alley purposes or for street widening shall be dedicated for public use. Where proposed sites for parks, schools, and other areas for public use as contained in the C~~c~~omprehensive P~~p~~lan are located wholly or partly in a subdivision, such location shall be indicated on the preliminary subdivision plat in order that it may be determined if, when, and in what manner such areas will be dedicated to, reserved for or acquired by the C~~c~~ity C~~c~~ouncil for that use.

(b) This section shall not be construed to preclude the dedication of property for public use not included in the C~~c~~omprehensive ~~city~~ P~~p~~lan, provided such property is acceptable to the C~~c~~ity or C~~c~~ounty for dedication and maintenance.

Sec. 10-2-46. Draining and flooding.

The right is reserved to disapprove any subdivision which is inadequately drained or subject to periodic flooding.

Secs. 10-2-47—10-2-60. Reserved.

ARTICLE D. MINIMUM IMPROVEMENTS

Sec. 10-2-61. Streets.

(a) The subdivider is required to make all such improvements to streets, including grading, subgrade, surface, and curbs and gutters, in accord with the requirements of the C~~c~~ity's DCSM.

(b) *Planting strips.* The subdivider shall seed planting strips along streets. ~~(Ord. of 6-24-97)~~

(c) *Sidewalks.* Where a lot being subdivided fronts on an existing street, and adjacent property on either side has an existing sidewalk, the subdivider shall construct, and where necessary dedicate land for, sidewalk on the property being subdivided to connect to the existing sidewalk, even when no other street improvements are required.

Sec. 10-2-62. Drainage.

Every subdivision shall be provided with a storm and natural water sewer or drainage system adequate to serve the area being subdivided (including the contributing drainage area).

Sec. 10-2-63. Utilities.

(a) Every subdivision shall be provided with a complete water distribution system adequate to serve the area being subdivided as required by the department of public utilities and the city manager.

(b) Every subdivision shall be provided with satisfactory and sanitary means for a sewage disposal system as required by the department of public utilities and the city manager.

(c) All utilities including water, gas, sewer, and poles or underground conduits for electric lights or telephone lines shall be placed in easements provided ~~along the rear or sides of lots whenever this is practicable~~. When facilities for such utilities, including laterals to each lot line, must be laid in streets, such facilities shall be in place prior to street surfacings.

Sec. 10-2-64. Street name signs.

Uniform public and/or private street name signs of approved standard design as utilized throughout the city shall be installed at all street intersections.

Sec. 10-2-65. Survey monuments and pins.

Iron pins shall be installed marking subdivision boundaries, lot corners, angle points, and all points along street right-of-way where there is a change of direction such as point of tangent (PT) and point of curvature (PC) and end of radius at street intersections. Before a street is accepted in the city street system, monuments shall be installed in accordance with the specifications and standards outlined in the Design and Construction Standards Manual.

Sec. 10-2-66. Compliance with standards, etc., of the C~~c~~ity.

All utility, street, and alley improvements shall be provided in each new subdivision lying wholly or partly within the corporate limits of the C~~c~~ity in accordance with standards and specifications of the C~~c~~ity.

Sec. 10-2-67. Responsibility for cost.

All improvements required to be installed by the subdivider or by this chapter shall be made at the subdivider's expense.

Secs. 10-2-68—10-2-80. Reserved.

ARTICLE E. SUBDIVISIONS AND PROPOSED STREETS FOR PUBLIC USE

Sec. 10-2-81. Approval of final subdivision plat of streets.

Whenever it is desired by any person to open, within the C~~c~~ity, an area as a subdivision to be divided or sold as lots, or to open up any way proposed to be used as a public street in the city, ~~he~~they shall submit to the ~~director~~designated agent a final subdivision plat or survey showing the area so to be subdivided and the location of all proposed streets and alleys, and easements therein, and shall accompany plat with a declaration of their~~his~~ intention to have such plat recorded, and to dedicate to the public use the streets and alleys, and public easements shown thereon in the event such plat be approved. The fact of such approval and the date thereof shall be plainly written or stamped thereon, or upon a copy thereof, and such approval shall be signed by the designated agent~~director~~.

Sec. 10-2-82. Approval and recordation of final subdivision plat and erection of monuments.

No part of any proposed subdivision within the city and no way proposed to be used as a street within the city shall be taken over by the city for improvement or maintenance, and the city shall be under no obligation to improve or maintain the same and such proposed streets shall not be considered as public streets of the city until the plan or survey of such subdivision and the location of any proposed streets or alleys and the grade and property lines thereon shall have been approved by the ~~director~~designated agent, and until the person making such subdivision shall have placed at all street intersections therein permanent monuments, and until a copy of the plat or survey showing thereon its approval by the ~~director~~ designated agent as set out in section 10-2-81 shall have been duly recorded in the Clerk's Office of the Circuit Court of Rockingham County, Virginia~~clerk's office of Rockingham County~~.

Sec. 10-2-83. Connection of proposed water and sewer lines.

Any person desiring to open any subdivision within the city or way to be used as a public street within the city, and to construct water and sewer lines therein, as provided in this article shall apply to the ~~director~~ designated agent for permission to connect such proposed water and sewer lines with existing lines of the C~~c~~ity and shall furnish a statement or survey showing the location, capacity, and manner of installation of the proposed lines, which shall be reviewed for compliance with the standards and specifications outlined in the ~~Design and Construction Standards Manual~~DCSM.

Sec. 10-2-84. Construction of water and sewer lines prerequisite to improvement and maintenance of streets by city.

No part of any proposed subdivision within the city and no way proposed to be opened as a street within the city shall be taken over by the city for improvement or maintenance, nor considered a part of the public streets of the city, and no part of the public revenues shall be expended thereon, unless and until there shall have been constructed therein, without expense to the C~~c~~ity, water lines and sewer lines accepted by the city engineer, of such capacity and location as to furnish adequate service to the property in such subdivision or abutting upon such street, when the same shall have been occupied. The city engineer shall refuse permission to connect same to any city mains or lines until such lines meet with ~~his~~ their approval and specifications as to the size and location thereof.

Sec. 10-2-85. Rights of city in water and sewer lines.

Whenever any water or sewer line shall be constructed or laid in any proposed subdivision or in any way proposed to be used as a public street, or whenever any water or sewer line is constructed to be used for connection therewith by a number of persons, such water or sewer line, after it shall have been connected with other or existing lines of the C~~c~~ity, shall be deemed to be the property of the C~~c~~ity, and the C~~c~~ity, subject to the provisions of sections 10-2-83 and 10-2-84, shall have sole control of its maintenance and of connections to be made therewith by persons desiring to use the same.

Sec. 10-2-86. What streets deemed dedicated.

Any street or alley designated in the subdivision into lots of any portion of the territory within the corporate limits of the city by a plat or plan of record shall be deemed and held to be

dedicated to public use, unless it appears by such record that the street or alley so designated is reserved for private use.

The remainder of each Section is reaffirmed and reenacted in its entirety, except as hereby modified.

This ordinance shall be effective from the _____ day of _____, 2026. Adopted and approved this _____ day of _____, 2026.

_____

MAYOR

ATTESTE:

_____

CITY CLERK

NOTICE OF PUBLIC HEARING

The Harrisonburg City Council will hold public hearings in the City Council Chambers, 409 South Main Street, Harrisonburg, VA on Tuesday, August 11, 2026, at 7:00 p.m., to consider the following:

Amendments to the Subdivision Ordinance

A request from the City of Harrisonburg to consider amendments to the Subdivision Ordinance in order to comply with revisions to Article 6, Land Subdivision and Development, as adopted by the Virginia General Assembly, effective July 1, 2025, Va. H.B. 2660, 2025 Sess. (Va. 2025) and Va. S.B. Bill 974, 2025 Sess. (Va. 2025). In addition to the required updates for compliance with state law, the proposed amendments include revisions throughout the ordinance. These changes include formatting updates, updates to and removal of select definitions, and other technical and clarifying revisions intended to improve the overall usability of the ordinance. The proposed adjustments include the following fee changes: Application for variation or exception: Current Fee: $0, Proposed Fee: $200.

Applications and other information are available for review by contacting the Department of Community Development, 409 South Main Street, Monday through Friday, 8:00 a.m. to 5:00 p.m. Please call (540) 432-7700 to obtain a copy by email or by appointment. More information is available at www.harrisonburgva.gov/public-hearings. Interested parties will be able to attend the meeting and to watch the meeting on Public Education Government Channel 1072, and the City's website at www.harrisonburg-va.legistar.com/Calendar.aspx.

Publication dates:
Friday, July 24, 2026
Friday, July 31, 2026

Subdivision Ordinance Amendments
Title 10 Chapter 2

- Update the ordinance to comply with 2025 amendments to Virginia State Code.
  - Streamline processes by:
    - Reducing review and approval timelines.
    - Shifting preliminary subdivision plat approval authority from Planning Commissions and governing bodies to a designated agent.
    - Standardizing subdivision review procedures across localities.

- Administrative and housekeeping amendments.

Definition Amendments

Administrative Updates

- Replaces “Director” with “Designated Agent.
- Adds a definition for “Designated Agent.”

Subdivision Definition Revised

- Requires City review and approval of all newly created lots, including those greater than five acres.

Additional Definition Updates

- Preliminary Subdivision Plat
- Final Subdivision Plat
- Setback, Minimum
- Variation or Exception

Preliminary Subdivision Plats

- Required only for subdivisions containing more than 50 lots
- Review and approval authority shifted from the Planning Commission to the Designated Agent.
- Decision required within 45 days of application submission.
- Approved preliminary plats remain valid for five years.

Final Subdivision Plats

- Requires the Designated Agent to approve or deny with reasons in writing a complete application within 40 days of acceptance.
- Changes associated with Owner’s Consent and Dedication Surveyor’s Certificate.

Variations and Exceptions

- Replaces “variance” with “variation or exception.”
- Clarifies approval authority.
- Adds application requirements.
- Clarifies the review process.
- Establishes an application fee of $200.

Miscellaneous Amendments

- Administrative Waivers for public general utility easements.
- Clarify the appeals process.
- Identify any FEMA 100-year floodplain areas on Preliminary and Final Plats.
- Remove requirement to show setback lines.
- Standardize terminology and public notice requirements.

Recommendation

Staff and Planning Commission (6-0) recommends approval of the proposed Subdivision Ordinance amendments.

Legislation Text

File #: ID 26-282, **Version:** 1

Subject:
Consider approval of the disposition of real estate owned by the City of Harrisonburg, located on Neff Avenue to Pennrose, LLC.
Presented By: Liz Webb, housing coordinator
As directed by City Council, staff negotiated an agreement for the City's disposition of roughly 8.26 acres (the "Neff Avenue site") to Pennrose, LLC for residential development. The Neff Avenue Development Agreement (the "Agreement") will convey the Neff Avenue site to the developer at no cost in order to support the creation of a maximum of 220 affordable housing units.

As detailed in the Agreement, the conveyance is conditioned upon successful applications for land use approvals and project financing. The Agreement details timeframes and other expectations for the phased project. Units will be restricted to and affordable for qualified low-income renters for a minimum of 30 years. Facilitating the development of affordable housing serves an important public purpose in the interests of the City and its residents.

CITY OF HARRISONBURG

August 11, 2026 City Council Meeting

Title

Disposition of Real Estate for Affordable Housing —Liz Webb, Housing Coordinator
Roughly 360,000 Square Feet Along Neff Avenue to Pennrose, LLC

Summary

As directed by City Council, staff negotiated an agreement for the City's disposition of roughly 8.26 acres (the "Neff Avenue site") to Pennrose, LLC for residential development. The Neff Avenue Development Agreement (the "Agreement") will convey the Neff Avenue site to the developer at no cost in order to support the creation of a maximum of 220 affordable housing units.

As detailed in the Agreement, the conveyance is conditioned upon successful applications for land use approvals and project financing. The Agreement details timeframes and other expectations for the phased project. Units will be restricted to and affordable for qualified low-income renters for a minimum of 30 years. Facilitating the development of affordable housing serves an important public purpose in the interests of the City and its residents.

Disposition requires a public hearing and City Council approval, the proposed Agreement for which Council consideration is requested.

Recommendation

Option 1. Approve the Agreement following the required public hearing

Fiscal Impact

Approval of the Agreement involves disposition of land at no cost for development of affordable housing

Context & Analysis

In response to community concerns about housing affordability, the City commissioned the Harrisonburg Comprehensive Housing Assessment and Market Study. The study noted that public land is a valuable tool the City could leverage to meet local housing objectives, and recommended identifying suitable City-owned parcels for affordable and mixed income residential development, including the Neff Avenue site. A subsequent site analysis indicated that the Neff Avenue site could feasibly support the development of affordable multifamily housing. Following an open solicitation, Pennrose, LLC was selected to plan, construct, and manage the development.

Options

1. Approve the Agreement following the required public hearing
2. Decline to approve the Agreement
3. Provide alternate direction

Referenced materials are as follows:

- City of Harrisonburg Comprehensive Housing Assessment and Market Study, www.harrisonburgva.gov/housing-study
- City Properties (Neff Avenue & Central Avenue) Development Site Analysis, www.harrisonburgva.gov/sites/default/files/city-manager/files/Housing/Property_Technical_Study.pdf
- City Parcels and Affordable Housing, https://harrisonburg-va.legistar.com/LegislationDetail.aspx?ID=6549073&GUID=3793E170-A4C9-4CAE-93C1-00EE89CB7AA9
- Developing Affordable Housing on City-Owned Land, https://harrisonburg-va.legistar.com/LegislationDetail.aspx?ID=6840534&GUID=4B03DCE2-4065-40D2-A37E-117F30D89CB2
- Neff Ave Development Opportunity Update, https://harrisonburg-va.legistar.com/LegislationDetail.aspx?ID=7728638&GUID=B612552C-3C61-4EAC-A604-8A19515BF680

Attachments

1. PowerPoint Presentation
2. Public Hearing Notice
3. Neff Avenue Development Agreement
4. Development Opportunity (RFP)
5. Pennrose, LLC Submittal (Proposal)

NEFF AVENUE DEVELOPMENT AGREEMENT

This Development Agreement ("Agreement") is entered into as of this _____ day of _____, 2026 by and between the CITY OF HARRISONBURG, a Virginia municipal corporation (the "City") and PENNROSE, LLC a Pennsylvania limited liability company with a principal place of business at 230 Wyoming Avenue, Kingston, PA 18704 (together with its permitted transferees, "Developer") regarding the proposed development of the Neff Avenue Site as described herein (the "Property").

RECITALS:

1. The City is the owner in fee simple of certain real property along Neff Avenue, identified as an undeveloped portion of Tax Map 078-G-2, consisting of approximately 8.2645 acres of land and shown in Attachment A ("Property").
2. A focus of the Harrisonburg City Council vision is Available Housing for All, which includes expanding the supply of available high-quality housing. In line with the City's Housing Study recommendation to make suitable City-owned land available for residential development, the Property was identified for study and evaluation and determined to be a good fit for multifamily affordable housing.
3. The City issued a Development Opportunity (the "RFP") seeking proposals for development of the Neff Avenue Site, dated July 2, 2025.
4. Pennrose, LLC, a Pennsylvania limited liability company ("Developer"), submitted a response to the RFP date September 9, 2025 ("Proposal"), seeking to own, develop, construct, and manage a project consisting of a maximum of 220 affordable rental units ("Development"), anticipated in the Proposal to be developed in two separate phases (each, a "Phase") on separate portions of the Property.
5. The City evaluated all submissions and selected the Developer as its "intended awardee" pursuant to the RFP, as reflected in a Letter of Intent issued by the City on October 28, 2025.
6. The purchase of the Property by Developer is contingent upon Developer successfully securing necessary land use approvals for the Property to allow for the proposed use, receipt of appropriate financing, and completion of other due diligence, all as more particularly provided below in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein set forth, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. PURCHASE AND SALE OF PROPERTY

   A. The City hereby agrees to sell, and Developer agrees to purchase, the Property, subject to the terms and conditions set forth in this Agreement. The City shall

convey the Property to Developer by special warranty deed for the site of each Phase at the ”Closing” (as defined below) of such Phase.

B. The Harrisonburg City Council approved the execution of this Agreement and sale of the Property by City following a duly advertised public hearing in compliance with Virginia law.

C. The purchase price for each Phase of the Property shall be One Dollar ($1.00) payable in cash or certified check from Developer to City at closing. The parties acknowledge and agree that this purchase price represents a below market price intended to facilitate the development of affordable housing on the Property in accordance with this Agreement.

D. To facilitate the development of the Property, the City shall waive any fees associated with rezoning the site and acquiring any requisite special use permits.

2. CONDITIONS PRIOR TO CLOSING

A. The purchase of each Phase of the Property by Developer is contingent upon Developer, as contract purchaser of the Property, applying for and receiving any and all land use approvals as further provided in Section 3 of this Agreement.

B. The sale and purchase of each Phase of the Property (each, a “Closing”) shall take place no fewer than fifteen (15) days prior notice to the City and shall be conditioned upon receipt by the City of evidence that the Developer has, or at closing will have:

i. Zoning approval for the Development; and

ii. All necessary funds available that Developer reasonably considers necessary to finance and complete the Development (which may be evidenced by commitment letters, executed equity and/or loan documents).

3. DEVELOPER’S COMMITMENTS

A. Developer acknowledges and agrees that part of the consideration for the City is the Developer’s commitment to develop the Project in substantial accordance with the Developer’s Proposal, as it may be adjusted subject to the terms of this Agreement as applicable.

B. Developer agrees to devise a development plan consistent with the RFP, the Proposal, and this Agreement, and is solely responsible for arranging financing, permitting, closing, construction, and management of the Development.

C. Developer agrees that the Development will consist solely of affordable housing, together with associated ancillary or supporting uses. For purposes of this Agreement, and pursuant to the RFP, "affordable housing" is defined as income-restricted housing set at area median income (AMI) limits established by the U.S. Department of Housing and Urban Development (HUD), with rents corresponding to the applicable income level. Developer commits to working in good faith to achieve an AMI mix consistent with the Proposal. Developer may adjust the income mix, in consultation with the City, provided that each Phase satisfies the minimum affordability requirements of the RFP by providing a maximum AMI of 80% and an overall average limit that does not exceed 60% AMI. Developer agrees that restrictive covenants, binding upon the property for the duration of the affordability term will be recorded against each Phase at Closing in the form required by Virginia Housing Development Authority ("VHDA") and reasonably determined by the City to be consistent with the foregoing affordability requirements.

D. Developer acknowledges that it will lead the entitlement process to rezone the site and acquire any other approvals for each Phase from the City and from other permitting bodies as applicable. Notwithstanding the phased development, Developer agrees to submit a single, comprehensive rezoning application encompassing all Phases of the Development and to use commercially reasonable efforts to complete any Neff Avenue infrastructure improvements reasonably required in order to support the Development – inclusive, at minimum, of all planned entrances and street connections – prior to the issuance of any Certificate of Occupancy associated with either phase in order to avoid repeated disruptions to the public right-of-way. The City shall, if requested by the Developer, cause the Property to be subdivided as reflected in Exhibit A (as such plan may be revised through the entitlement process), and further to create a separate parcel for each Phase. As referenced in Recital D above, to facilitate the development of the Property, the City shall waive any fees associated with rezoning the site and acquiring any requisite special use permits. The City will further take reasonable actions as are necessary to support the Development, consistent with the terms of this Agreement, including interfacing with other public agencies and assisting with community engagement. Once zoning and other entitlements are received from the City for a given Phase, then any deviations between the Proposal or other applicable terms of this Agreement shall be considered approved by the City for purposes of this Agreement.

E. Developer is responsible for securing any and all permits and approvals required for the Development.

F. Developer and the City mutually commit to working cooperatively and in good faith to design and implement a community engagement process that will help inform the Development.

G. Developer will use commercially reasonable efforts to accomplish all tasks necessary to achieve Closing within the time limits set forth herein.

H. Developer shall have sole discretion over the selection, hiring, contracting with, directing and discharging all employees, agents, and contractors that Developer uses in accomplishing its duties under this Agreement.

I. Developer agrees to commence construction of Phase I within 60 days of Closing, and commits to completing Phase I, commencing Phase II, and completing Phase II in substantial compliance with the schedule set forth in Attachment B. Developer reserves the right to adjust the schedule as may reasonably be required as a result of delays in receipt of funding awards or funding commitments, zoning and other entitlements, or other events beyond the reasonable control of Developer despite the exercise of commercially reasonable efforts. Notwithstanding the foregoing, the terms of this Agreement (the "Term") shall extend until the earliest to occur of:

i. Closing of the last Phase;

ii. Termination by either party pursuant to the terms of this Agreement;

iii. December 31, 2029, if by such date the first Phase has not reached Closing; or

iv. December 31, 2031, if by such date the second Phase has not reached Closing.

J. Developer agrees to provide the City with all information related to Developer's activities under this Agreement that the City reasonably requests.

K. Developer will provide normal and customary guarantees of construction and operation of the Development to the investors at the Closing of each Phase, and at the Closing of each Phase will provide a guaranty of construction completion to the City.

L. Developer shall, during site work and construction, undertake commercially reasonable measures to minimize disruptions to the surrounding area, related to scheduling and notifications, access and parking, screening and equipment, storage and cleanup.

M. The City acknowledges that the Development will evolve relative to the specific details and assumptions reflected in the Proposal. The Developer will maintain communication with the City and share actual or proposed changes to the Development in a timely manner. The City reserves the right to review and approve material changes to design and affordability as referenced in the preceding elements of this Section 3 if applicable. Without limiting the generality of the foregoing, should the Developer determine that the Development or a Phase thereof is no longer financially feasible due to unforeseen market changes, loss of anticipated

funding, increased costs, or other reasons, the Developer shall promptly notify the City. The City and the Developer agree to negotiate in good faith to determine mutually agreeable modifications to the Development, including the unit count, affordability mix, or scope of construction.

N. Developer accepts full responsibility for all associated costs and risks of the Development, including infrastructure and utility upgrades.

O. The City shall, within 30 days of the date of this Agreement, deliver any and all existing environmental assessments, geotechnical reports, notices, and material correspondence with any public agency regarding the Property of which the City has actual knowledge. Any additional documentation of this nature received by the City during the term of this Agreement will be forwarded to the Developer in a timely fashion, anticipated to be no more than twenty-four (24) hours, after receipt of said information by the City. Subject only to the preceding two sentences, Developer accepts responsibility for environmental due diligence.

P. Developer agrees to accept the Property "as is" at closing.

4. TITLE INSPECTION AND CLOSING DOCUMENTS

The Developer will cause title to the Property to be examined within one hundred twenty (120) days from the date of this Agreement (the "Title Inspection Period"). On or before the end of the Title Inspection Period, the Developer will notify the City (the "Developer's Title Defect Notice") of any claimed defect in title revealed by any such examination. As used in this Agreement, the phrase "defect in title" shall mean any liens, encumbrances or other matters of record that may in Developer's sole determination prohibit or interfere with the use of the Property and the financing and development of the Development. The City shall use reasonable efforts to cure such defect in title. If the City, despite reasonable efforts, is unable to (i) cure any defect in title within one hundred twenty (120) days after receipt of the Developer's Title Defect Notice, or (ii) provide reasonable assurances that such defect will be released, discharged or terminated of record on or prior to the Closing, then the City shall so notify Developer. On or before ten (10) days after receiving notice of the City's inability to cure a defect in title or inability to provide reasonable assurances that such defect will be released, discharged or terminated of record on or prior to the Closing Date, or if in the Developer's determination that the City is not likely to cure such defect, regardless of the City's notification to Developer to that effect, or, in the event the City shall fail to give such notice on or before one hundred twenty (120) days after the City's receipt of the Developer's Title Defect Notice, Developer shall notify the City that it has elected to either (i) waive all rights to refuse to close on account of such defect in record title (each, a "Waived Title Defect") and proceed to closing, or (ii) terminate this Agreement for infeasibility as provided in Section 8. Any liens, encumbrances or other matters of record as of the date of the Developer's Title Defect Notice, and any Waived

Title Defect shall collectively be referenced in this Agreement as "Permitted Encumbrances."

At each Closing, the City shall convey each Phase of the Property by a good and sufficient Special Warranty deed running to the Developer that shall warrant the City is lawfully seized of the premises in fee simple and that it has good right and lawful authority to sell and convey and shall warrant and defend the same against the lawful claims of all persons claiming by, through or under the City and shall convey subject to Permitted Encumbrances. At Closing, the City shall (upon request from Developer) further provide or execute one or more cross-easements across different Phases or other portions of the Property.

Developer may assign its rights and delegate its duties under this Agreement to one or more single purpose limited partnerships or liability companies controlled by Developer or its affiliates (each, an "Owner Entity"), pursuant to an assignment and assumption agreement that will satisfy the requirements of Virginia's Housing qualified allocation plan for the allocation of low-income housing tax credits.

The City shall also provide evidence of the authority of the City to deliver the deed and of the party executing the deed to do same on behalf of the City, an affidavit verifying that there are no parties in possession or other persons entitled to rights of possession of the Property and any other documentation reasonably requested or as shall be reasonably necessary or desirable to carry out the terms of this Agreement.

The acceptance of the deed by the Developer and the Closing Payment by the City shall be deemed to be the full performance and discharge of every agreement and obligation of the parties under this Agreement relative to the Phase subject to such deed, except such agreements and obligations which are expressly intended to survive after the Closing as specified in Section 3 above and Section 6 below.

Any and all actions undertaken by the Developer in accordance with this Agreement shall be done in full compliance with all applicable local, state and federal laws, rules and regulations.

5. RIGHT OF ENTRY AND INSPECTION PERIOD

A. The City hereby grants Developer and its agents a license to enter the Property to conduct all inspections and testing it deems necessary or desirable (including, as applicable, environmental samples, geotechnical borings, and associated activities) provided (1) that the City is given at least 48 hours advance notice (via email) where feasible, or such shorter oral notice as it reasonably consents to, including a description of any testing, and (2) that all inspections and testing will be conducted in compliance with all applicable laws and regulations.

B. Developer shall, at its expense, restore any land disturbances or otherwise provide remediation for the activities of Developer or its agents, consultants, or contractors on the Property in the event Developer fails to take title to the Property. The foregoing obligation shall survive the termination of this Agreement if such termination is not the result of a Closing.

C. Developer waives in advance all claims for injury or damages and any work or action performed by the Developer, its agents and contractors on the Property related to the purchase of the Property is subject to the indemnification provisions set forth in Section 6 below.

D. Developer shall obtain and maintain, and have its contractors or representatives obtain and maintain, the insurance set forth below, with such insurance to be effective prior to the beginning of any work or other performance by Developer under this Section:

i. Commercial General Liability insurance, written on an occurrence basis, shall insure against all claims, loss, cost, damage, expense or liability from loss of life or damage or injury to persons or property arising out of the acts or omissions of Developer, its contractors, employees, agents, and representatives. The minimum limits of liability for this coverage shall be $1,000,000 per occurrence and $2,000,000 general aggregate.

ii. Workers' Compensation insurance covering the statutory obligations of the Developer, and its contractors and representatives under the law of the Commonwealth of Virginia and Employer's Liability insurance shall be maintained for all its employees engaged in work under this Section. Minimum limits of liability for Employer's Liability shall be $100,000 bodily injury by accident each occurrence; $500,000 bodily injury by disease (policy limit); and $100,000 bodily injury by disease (each employee). With respect to Workers' Compensation coverage, the insurance company shall waive rights of subrogation against the City, its officers, employees, agents, volunteers, and representatives. Automobile Liability insurance shall be $1,000,000 combined single limit applicable to owned or non-owned vehicles used in the performance of any work under this Section and shall be written on an occurrence basis.

iii. The insurance coverages and amounts set forth above may be met by an umbrella liability policy following the form of the underlying primary coverage in a minimum amount of $1,000,000. Should an umbrella liability insurance coverage policy be used, such coverage shall be accompanied by a certificate of endorsement stating that it applies to the specific policy numbers indicated for the insurance providing the coverages required by this Section, and it is further agreed that such statement shall be made a part of the certificate of insurance furnished by Developer to the City.

6. INDEMNITY

Developer agrees to indemnify and hold harmless City and its officers, directors, and employees free and harmless for and from all claims, causes of action, damages, or any liability of any type, including reasonable attorney's fees, on account of any claims by or any injury or damage to any persons or property growing out of or directly or indirectly resulting or arising in any way out of any negligent actions, omissions, or activities of Developer or its agents, employees, contractors, or representatives arising out of or connected in any way to any of the matters involved in this Agreement or any performance thereunder. The foregoing indemnity shall survive the Closing of Phase solely in relation to claims arising in connection with such Phase (or on the site of such Phase) prior to the subject Closing.

7. COVENANTS AND WARRANTIES

In addition to any representations and warranties contained elsewhere in this Agreement, City warrants and represents that City will, in accordance with this Agreement, convey title to the Property in an AS IS condition and subject to any items of record. City further represents and warrants with respect to the Property (and shall affirm such representations at Closing as applicable) that:

i. Title. City has title to the Property subject to any restrictions of record. City is the sole owner of the Property and shall not market the Property or enter into any contract or option to sell the Property prior to the end of the Term.

ii. Condemnation. City has no knowledge of any pending or threatened proceedings for condemnation or the exercise of the right of eminent domain as to any part of the Property or the limiting or denying of any right of access thereto.

iii. Special Taxes. City has no knowledge of, nor has it received any notice of, any other special taxes or assessments relating to the Property or any part thereof.

iv. Hazardous Materials. City makes no warranties or representations of any type regarding hazardous materials of any type.

v. No Leases. There are no leases of the Property.

8. DEFAULT, RIGHT TO TERMINATE

A. Each of the following shall constitute Developer's default and grounds for City to terminate this Agreement:

i. Developer's refusal or failure to perform any material obligation imposed upon it by any provision of this Agreement provided that the City shall have

given written notice to Developer and sixty (60) days have elapsed without Developer's taking remedial action reasonably satisfactory to City.

ii. Developer's filing for voluntary bankruptcy or reorganization, Developer's legal dissolution or formal cessation of business, the filing of an involuntary bankruptcy or other creditor's proceeding against Developer or Developer that is not dismissed stayed or vacated within ninety (90) days.

B. Developer may terminate this Agreement upon ninety (90) days prior written notice to City if Developer reasonably determines that the Development is not feasible. Developer shall meet and confer with City following delivery of any such notice to discuss the reasons for such determination and shall consider in good faith any proposed changes or alternative plans to preserve feasibility prior to the termination of this Agreement.

C. Notwithstanding anything to the contrary in this Agreement no officer, director, employee, agent, official or representative of either party shall have or be subject to personal liability with respect to any obligation or liability under this Agreement.

9. MISCELLANEOUS

Any and all notices shall be deemed given if (i) delivered by hand, or (ii) sent by certified or registered mail, postage pre-paid, or (iii) sent by Federal Express or other reputable overnight mail services, if delivered/addressed as follows:

To the City: City of Harrisonburg
ATTN: Ande Banks, City Manager
409 S Main Street
Harrisonburg, VA 22801

With a copy to sent via email to:

Liz Webb liz.webb@harrisonburgva.gov

To the Developer: Pennrose, LLC
One Brewery Park
1301 North 31st Street
Philadelphia, PA 19121
Attn: Maria Rodriguez, Vice President and Legal Counsel

With a copy sent via email to:

emailnotices@pennrose.com

and to

Patrick Stewart pstewart@pennrose.com

With a copy to: Klein Hornig LLP
101 Arch St., Suite 1101
Boston, MA 02110
Attn: Daniel M. Rosen

With a copy sent via email to:

drosen@kleinhornig.com

10. NONWAIVER

Each party agrees that any party's waiver or failure to enforce or require performance of any term or condition of this Contract or any party's waiver of any particular breach of this Contract by any other party extends to that instance only. Such waiver or failure is not and shall not be a waiver of any of the terms or conditions of this Contract or a waiver of any other breaches of the Contract by any party and does not bar the non-defaulting party from requiring the defaulting party to comply with all the terms and conditions of this Contract and does not bar the nondefaulting party from asserting any and all rights and/or remedies it has or might have against the defaulting party under this Contract or by law.

11. SEVERABILITY

If any term of this Agreement is found to be invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect. The parties intend for the provisions of this Agreement to be enforced to the fullest extent permitted by Virginia law. Accordingly, the parties agree that if any provisions are deemed not enforceable by any court or agency of competent jurisdiction, they shall be deemed modified to the extent necessary to make them enforceable.

12. ENTIRE AGREEMENT

This Agreement, together with the exhibits hereto, contains all representations and the entire understanding between the parties hereto with respect to the subject matter hereof. Any prior correspondence, memoranda, or contracts are replaced in total by this Agreement and the exhibits hereto. No amendment to this Agreement shall be valid unless made in writing and signed by the appropriate parties.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the City of Harrisonburg, Virginia and Pennrose, LLC have executed this Agreement the date first above written.

CITY OF HARRISONBURG, VIRGINIA

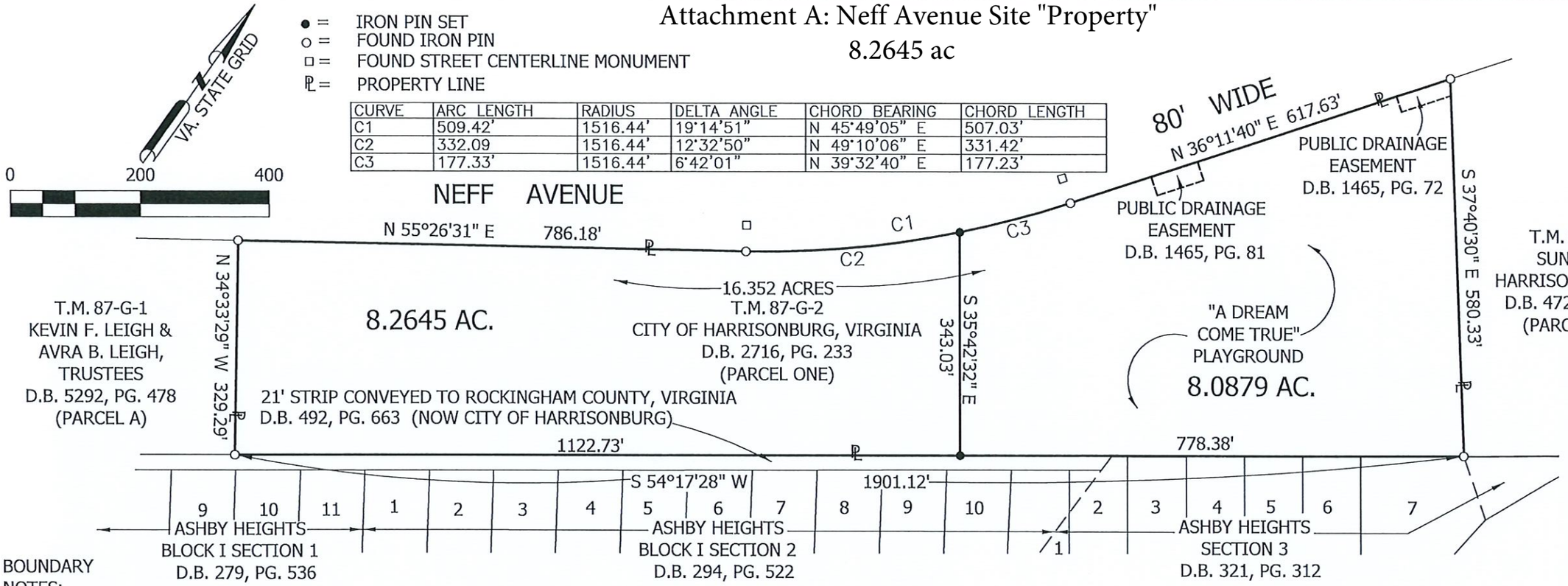
BY: _____
Alexander Banks, VI, City Manager

PENNROSE, LLC

BY: _____
Timothy I. Henkel, Chief Executive Officer

Attachment A: Neff Avenue Site "Property"

8.2645 ac



CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	509.42'	1516.44'	19°14'51"	N 45°49'05" E	507.03'
C2	332.09	1516.44'	12°32'50"	N 49°10'06" E	331.42'
C3	177.33'	1516.44'	6°42'01"	N 39°32'40" E	177.23'

BOUNDARY NOTES:

1.) FOUND REAR LOT CORNERS FOR LOTS 9 THROUGH 11 OF ASHBY HEIGHTS, BLOCK I, SECTION 1 AND FOR LOTS 1 THROUGH 6 OF BLOCK I, SECTION 2, ON AVERAGE MEASURE 23.5' FROM THE SURVEYED SOUTHEASTERN LINE.

2.) FOUND REAR LOT CORNERS FOR LOTS 7 THROUGH THE UN-NUMBERED LOT OF BLOCK I, SECTION 2, ON AVERAGE MEASURE 22.5' FROM THE SURVEYED LINE.

3.) FOUND REAR LOT CORNERS FOR LOTS 2 THROUGH 7 OF SECTION 3, ON AVERAGE MEASURE 1.5' SOUTHEAST FROM THE SURVEYED LINE.

4.) THE FOUND STREET CENTERLINE MONUMENTS MEASURE 39.8' NORTHWEST FROM THE FOUND IRON PINS AT THE BEGINNING AND END OF THE CURVED STREET LINE.

5.) THIS 16.352 ACRE BOUNDARY WAS ESTABLISHED BY MICHAEL W. MARS OF VALLEY ENGINEERING - SURVEYING - PLANNING BY A SURVEY DATED MAY 27, 2005, RECORDED IN D.B. 2716, PG. 233 AS PARCEL ONE.

REVISED JULY 21, 2026

COMMONWEALTH OF VIRGINIA
7/21/26
CHARLES E. WINGARD
Lic. No. 1768
Charles E. Wingard
LAND SURVEYOR

DIVISION SURVEY OF THE LAND OF CITY OF HARRISONBURG, VIRGINIA (D.B. 2716, PG. 233, PARCEL ONE)

CITY OF HARRISONBURG, VA

SCALE: 1" = 200'		
DRAWN BY	DATE	
JRS	OCT. 10, 2024	
SHEET	BLOCK	LOT
87	G	2

CITY LAND ON NEFF AVENUE

PROJECT # 2413

DIVISION OF ENGINEERING
CITY OF HARRISONBURG
409 SOUTH MAIN STREET
HARRISONBURG, VA 22801

CITY OF HARRISONBURG VIRGINIA ESTABLISHED 1916

CITY OF HARRISONBURG
CITY MANAGER

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7701 • FAX (540) 432-7778

DEVELOPMENT OPPORTUNITY COVER PAGE

ISSUE DATE: July 2, 2025	**CONTACT** Liz Webb, Housing Coordinator Questions to: Liz.Webb@harrisonburgva.gov	**FOR:** Neff Avenue Affordable Housing Development
DATE/TIME LAST DAY FOR QUESTIONS: Friday, August 22, 2025 on or before 12:00pm (noon) local time	**NON-MANDATORY PROJECT MEETING:** Virtual via Microsoft Teams Tuesday, July 15, 2025 at 11:00am Meeting link available through SurveyMonkey	**DATE/TIME OF CLOSING ON EVA:** September 15, 2025 at 3:00pm

DEVELOPER INFORMATION

Developer Name: _____

Address: _____

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

The purpose of this Development Opportunity by the City of Harrisonburg, Virginia (City) is to solicit unsealed proposals from development firms to develop, own and operate approximately 200 to 220 units of affordable, income-and rent-restricted rental housing on approximately 7.825 unimproved acres of city-owned property (the "Neff Avenue site") located in Harrisonburg, Virginia and further described in Attachment A. To sustainably support high quality affordable housing development, the City plans to grant the land at zero cost to the selected Developer. Interested Developers are invited to review the attached document for more information on this opportunity.

A virtual, non-mandatory project information meeting will be held on the date and time listed above. To register for the meeting, complete the information here: www.surveymonkey.com/r/MRWJKY5. Registered participants will receive a link in their email 24-48 hours prior to the meeting. The purpose of the meeting is to give Developers a detailed overview of the project. Participants can submit written questions via chat during the virtual meeting, for acknowledgment only; answers will not be provided during the meeting. A list of questions will be generated from the meeting and will be posted with answers as an addendum on the eVA website at https://eva.virginia.gov/.

Questions may be submitted to Liz Webb at the email address above. Questions will be addressed in writing and posted on the eVA website at https://eva.virginia.gov. All responses to inquiries will be in writing and will be posted as addenda on the eVA website at https://eva.virginia.gov/.

Complete & return this document with submission.

Table of Contents

1.0 INTRODUCTION 2
2.0 BACKGROUND 2
2.1 The City of Harrisonburg 2
2.2 Harrisonburg City Council Vision: Available Housing For All 2
2.3 2021 Comprehensive Housing Assessment and Market Study ("Housing Study") 2
2.4 Site Assessment Report 3
3.0 DEVELOPMENT OPPORTUNITY INFORMAION 3
3.1 Experience and Qualifications 4
3.2 Anticipated Process 4
3.3 Development Goals 4
3.3.1 Affordability 5
3.3.2 Alignment with Identified Local Priorities 5
3.4 Development Plan 5
3.4.1 Conceptual Vision, Plan, and Design Renderings 5
3.4.2 Development Approach, Summary of Existing Conditions, and Community Engagement Strategy 5
3.4.3 Development Program Summary Sheet 6
3.4.4 Project Schedule 6
3.4.5 Requested Statements 6
3.5 Financial Proposal 6
3.5.1 Financial Strategy 6
3.5.2 Financial Plan & Transactional Instruments 7
3.5.3 Project Pro Forma 7
3.5.4 Proposed and Prior LIHTC Scoresheets 7
3.5.5 LIHTC Contingency Plan 7
3.5.6 Established Financial Capacity 7
4.0 PROPOSAL REQUIREMENTS 7
5.0 SUBMISSION INSTRUCTIONS 8
6.0 PROPOSAL EVALUATION CRITERIA 9
7.0 PRE-REQUISITES TO FINAL AWARD 10
ATTACHMENT A. PROPERTY DESCRIPTION 11
ATTACHMENT B. DEVELOPMENT PROGRAM SUMMARY SHEET ..... *Shared as an MS Excel file*

1.0 INTRODUCTION

The purpose of this Development Opportunity by the City of Harrisonburg, Virginia (City) is to solicit unsealed proposals from development firms to develop, own and operate approximately 200 to 220 units of affordable, income-and rent-restricted rental housing on approximately 7.825 unimproved acres of city-owned property (the "Neff Avenue site") located in Harrisonburg, Virginia and further described in Attachment A. To sustainably support high quality affordable housing development, the City plans to grant the land at zero cost to the selected Developer. Interested Developers are invited to review the attached document for more information on this opportunity.

A virtual, non-mandatory project information meeting will be held on Tuesday, July 15, 2025 at 11:00am. To register for the meeting, complete the information here: www.surveymonkey.com/r/MRWJKY5.

2.0 BACKGROUND

2.1 The City of Harrisonburg

The City of Harrisonburg is an independent city located in the central Shenandoah Valley region of Virginia. It is the county seat of Rockingham County and encompasses 17.3 square miles, serving a population of approximately 56,000. Harrisonburg is located along Interstate 81 and is only two hours away from both Richmond, Virginia and Washington, D.C. Harrisonburg is home to two university campuses – James Madison University and Eastern Mennonite University – as well as numerous other businesses, non-profit organizations and a vibrant downtown.

There are 18,654 housing units in the City of Harrisonburg, reflecting a mix of single family detached units (38%), multifamily units (38%), single family attached units (23%), and manufactured homes (1%). The majority of the City's housing stock was built after 1990. Students comprise roughly half of the City's 10,409 renter households, and 6,922 units are owner-occupied. Fair Market Rents, which reflect the average cost of affordable housing in the area, have increased by over 40 percent in the last three years. The rental vacancy rate is around 2.5 percent. The most recently completed rent-restricted family development in Harrisonburg was placed in service in 2011. There are 850 income restricted rental units in Harrisonburg.

2.2 Harrisonburg City Council Vision: Available Housing For All

Expanding housing stock through new development is a primary goal of the City of Harrisonburg. The Harrisonburg City Council first identified Available Housing For All as a focus area in its 2019 Vision. This prioritization was reaffirmed in the 2045 City Council Vision (www.harrisonburgva.gov/city-council-vision), adopted in March 2025, which states:

> Harrisonburg is at the forefront in developing a comprehensive approach to meeting a spectrum of housing needs through innovative planning and effective partnerships. The city has logistically integrated high quality affordable housing throughout its neighborhoods. As a result, Harrisonburg's neighborhoods reflect its diverse and unique character. Creative land use planning has permitted flexible redevelopment of our residential areas. Support and services are available for people experiencing housing insecurity so they can remain safely and securely housed. Moreover, the city has achieved these goals while maintaining a strong and sustainable tax base.

2.3 2021 Comprehensive Housing Assessment and Market Study ("Housing Study")

In 2021, the City of Harrisonburg completed a Comprehensive Housing Assessment and Market Study ("Housing Study"). The Housing Study (www.harrisonburgva.gov/housing-study) highlighted the limited availability and affordability of rental housing for families at the lower end of the income spectrum, with key findings as follows:

- Thousands of households live in units that do not align with their income due to a "housing mismatch"
- The lowest income group has the smallest housing inventory available and affordable to them.
- Levels of affordable housing need among renters are much greater than among owners in Harrisonburg

- More than 3,600 lower income renter households are cost-burdened and pay more than 30% of their income on housing costs.
- There is strong demand for expanding the rental housing inventory at both ends of the income spectrum.

The Housing Study characterized four market types within Harrisonburg and suggested suitable housing strategies for each. The Neff Avenue site is located in Market Type A, which features "above median overall access to amenities such as public transit within walking distance, full-service grocery stores, and multiple parks and recreation facilities." Development of new affordable housing is considered an appropriate strategy:

> "While it is suggested to increase density throughout Harrisonburg as an overall strategy, it is recommended to *site affordable housing in areas that have higher access to amenities such as public transit, grocery stores, parks and jobs*. Market Types A and C are areas with above median access to amenities but because Market Type A tends to be more built out than Market Type C (there are more home sales, which contributes to the Higher Market Activity score of Market Type A over Market Type C), priorities and policies that are appropriate to Market Type A areas include an emphasis on increasing density through zoning changes, infill development and housing rehabilitation to maintain the quality of housing."

Identification of City-owned assets suitable for affordable housing, and issuing requests for development, was one of 21 actions recommended in the Housing Study. City staff identified ten potential sites for affordable housing, including the undeveloped City-owned parcels on Neff Avenue and Central Avenue. The Neff Avenue site was recognized as a unique opportunity to meaningfully respond to Harrisonburg's housing needs, add affordability and diversity in housing choice to the surrounding area, and locate high quality new construction residences near desirable amenities.

2.4 Site Assessment Report

With a Virginia Housing Community Impact Grant, the City of Harrisonburg engaged Land Planning and Design Associates, Inc. (LPDA) to complete a preliminary site assessment, site plan and engineering report, and financial feasibility study of the Neff Avenue and Central Avenue sites. The report is available at www.harrisonburgva.gov/public-land-housing#LargeParcels.

Offerors are strongly encouraged to read the report, which reviews existing site conditions, summarizes opportunities and constraints, and estimates development costs of various scenarios. With details related to topography, easements, setbacks, potential environmental issues, possible layouts, and financing scenarios, the study informed City Council's decision to release this Development Opportunity notice. Recommendations for the Neff Avenue site include utilizing the site's topography to support density for multifamily housing, and seeking subsidized financing such as Low Income Housing Tax Credits (LIHTC) to support long-term residential rental affordability.

3.0 DEVELOPMENT OPPORTUNITY INFORMAION

The City of Harrisonburg is seeking an Offeror to develop the 7.825-acre Neff Avenue site (described in Attachment A "Property Description") into a new residential rental multifamily community of the highest quality, and to operate the development with a long-term commitment to affordability.

The successful Offeror will submit a detailed proposal that demonstrates a high likelihood for successfully developing the project with the ability to ensure its long-term affordability and operational success as a residential development in Harrisonburg. The Offeror will be fully responsible for all associated costs and risks.

The proposal shall present a clear vision for the site with a development plan that aligns with the goals outlined in this document including those related to overall concept, design, affordability, and alignment with local needs.

Proposals will be evaluated on overall feasibility as demonstrated by a highly capable team, reliable credit and financial history, relevant successful past experience developing and managing affordable rental housing, and capacity for project financing including a strong record of obtaining public funds. Plan components including budget, schedule, site concepts, and renderings should demonstrate a clear understanding of site conditions and constraints, realistic expectations for cost determinations and financing, as well as entitlement, site planning, and permitting processes.

Offerors should consider development concepts summarized in the Site Assessment Report; however, the City encourages creative approaches for development of the Neff Avenue site, and is open to flexibility related to design, style, layout, build type, construction materials, structure height, energy efficiency features, sustainability measures, community amenities, parking, landscaping, and unit configuration.

3.1 Experience and Qualifications

Proposals shall demonstrate relevant organizational and individual expertise in affordable housing finance, development, and operations including design, construction, and community engagement. The identified project team, resumes, and past project examples shall illustrate the Offeror's established track record in comparable affordable multifamily development and management, with examples of successfully completed affordable housing projects that contain public funding, and Virginia Housing LIHTC in particular. References are expected to show a high level of satisfaction, with continued satisfaction after construction when possible.

3.2 Anticipated Process

The City of Harrisonburg intends to convey the vacant 7.825-acre site at no cost to the selected Offeror in exchange for development of affordable housing. The City anticipates that the selected Offeror will complete predevelopment activities, including obtaining financial commitments and required land use approvals prior to final conveyance.

Based on the City's expectations for housing type and density, the selected Offeror is expected to lead the entitlement process to rezone the site from R-1 (Single-Family Residential District) to B-2 (General Business District) conditioned for multifamily as a special use. The selected Offeror will submit a detailed development plan during the entitlement process which shall be used subsequently for approval and development.

Necessary contracts, deeds, and final income and affordability restrictions will be drafted after negotiations, including terms related to any assignment clause. Agreements shall present no cost or risk to the City.

3.3 Development Goals

The project will generate new affordable rental housing that encompasses excellence in design, construction, and operations, through a plan of development that is practical, feasible, and financially sound, resulting in housing that is durable, maintainable, sustainable, and attractive. The completed multifamily residential community site shall be a safe, desirable, and beautiful place to live that contributes to diverse housing options in the area with sophisticated architecture, high-quality materials, and market-rate features and amenities that complement innovative site layout and building design.

The development's innovative approach to layout will allow for density while preserving green space, provide adequate parking without oversupply, foster safe and convenient multimodal transit, enhance the streetscape along Neff Avenue, contribute to walkability and social interactivity, facilitate effective transitions with the surrounding area, and address compatibility of adjacent uses, including A Dream Come True playground. This project shall utilize creative and functional site design and architectural elements to optimize land use in plans for a safe, livable, walkable community. Sustainable development principles, environmentally friendly materials, energy efficient features, and renewable energy sources shall be adopted whenever possible. Universal design features throughout the project are encouraged to enhance accessibility and usability.

3.3.1 Affordability

The project is expected to maximize the yield of affordable housing supply. Affordable housing is defined herein as income-restricted housing set at area median income (AMI) limits established by the U.S. Department of Housing and Urban Development (HUD), with rents corresponding to the applicable income level. The maximum AMI for the project is 80% with the expectation that the overall average limit will not exceed 60% AMI. Proposals with an average rent/income limit below 60% (e.g., 50% AMI) are preferred. Current Multifamily Tax Subsidy Projects (MTSP) limits for the Harrisonburg MSA are posted at www.huduser.gov/portal/datasets/mtsp.html.

Proposals must reflect a commitment to specified rent, income, and affordability restrictions for a minimum of 30 years, with preference to longer affordability periods. Offerors should be able to demonstrate applicable funding sources or regulated funding mechanisms that will be utilized to ensure compliance with income, rent, and affordability restrictions.

3.3.2 Alignment with Identified Local Priorities

The proposed development should be responsive to the goals outlined in this document and to local housing needs, as demonstrated by its approach to unit mix/type/size, accessibility, any target beneficiary preferences (e.g., seniors, veterans, etc.), and income and affordability levels.

Offerors should cite data such as the 2021 Housing Study (www.harrisonburgva.gov/housing-study) and the Regional Housing Study (https://connect.cspdc.org/cspdc-housing-study) to support the project's approach.

Community amenities, project features, and site and unit layouts should reflect an awareness of regional housing trends and cite market research when appropriate.

Proposals should also align with relevant local priorities detailed in City plans (www.harrisonburgva.gov/city-plans) such as environmental sustainability, expanded multimodal access, and preservation of green space.

3.4 Development Plan

Offerors should include the following development plan components in their proposal response:

3.4.1 Conceptual Vision, Plan, and Design Renderings

The Offeror should describe their vision for the project including conceptual plans detailed in narrative and visual components. The site concept plan and supporting graphics should portray the layout, the visual character of the proposal design, and the relationship to adjacent properties. The narrative should explain the concept and organizing principle, describe land uses and areas proposed to be developed, and indicate design characteristics such as features, construction type, and style. Visual representations of the site layout including general expectations for major site elements such as parking, green space, community facilities, infrastructure improvements, and multifamily structures should be included.

Though rezoning is expected to allow higher densities and unit totals, strategies should correspond with project sizes described in the preliminary study, around 200 to 220 units, or substantially explain higher or lower totals as related to site use, layout, and financial structure.

3.4.2 Development Approach, Summary of Existing Conditions, and Community Engagement Strategy

A summary of existing conditions (e.g., infrastructure, utilities, access, topography) shall demonstrate a clear understanding of the site's opportunities and constraints. The proposal should describe its overall planned approach for meeting the City's objectives related to stormwater management, public transit, and mitigations and improvements generally. The Offeror should describe how the development will meet the City's Comprehensive Plan, Zoning Ordinance, and required land use actions, including expectations for proposed zoning districts, proffers, special use permits, and any exceptions or waivers such as parking reductions. Proposals should adequately demonstrate the Offeror's knowledge of local zoning, site planning, and permitting processes.

The Offeror should have experience working with the community to build trust and engage in project plans related to land use. The proposal should include the developer's overall operational approach for community engagement that describes its strategy for public participation with neighboring residents, businesses, and stakeholders; as well as its approach to marketing and lease-up featuring local outreach.

3.4.3 Development Program Summary Sheet

Offerors should complete the Development Program Summary Sheet, which is Attachment B, with requested details including unit size, type, and income/rent mix, and affordability term.

Note: Attachment B will be shared in MS Excel format.

3.4.4 Project Schedule

Offerors should provide a realistic development timeline that specifies the duration (in number of months) and anticipated start and finish dates for key milestones, plan elements, tasks, and deadlines, beginning at initial award / selection and going through stabilized occupancy of the completed project. The schedule, at minimum, should include timelines for conveyance, concept plan approval, zoning entitlement actions, site plan submissions and approvals, architectural design and permitting, any other required approvals (e.g., environmental) as needed, project financing (construction loans, permanent loans, LIHTC equity, bonds, and any other funding sources), construction (in multiple phases, if proposed), pre-occupancy scoping meeting, lease-up, stabilized occupancy, and bond release dates. Activities requiring government approvals should reflect anticipated and reasonable turnaround times.

3.4.5 Requested Statements

Offerors shall include the following requested statements as applicable:

- That the project will conform to all applicable federal, state, and local laws, regulations and ordinances including all federal and relevant local environmental regulations
- Identification of past, current or anticipated contractual or financial relationship of any member of the Development Team (including, but not limited to, the Developer partners or co-ventures) with the City of Harrisonburg. The development team must also disclose any contractual or financial relationship which may give the appearance of a conflict of interest.
- Attestation confirming that the developer (including all team members) is not debarred from any governmental procurements and is eligible to receive certain funds, if applicable.

3.5 Financial Proposal

Development of the Neff Avenue site must be economically feasible. Offerors shall propose sound financial strategies for all phases of the project and demonstrate capacity to secure appropriate project financing. The City is unable to provide any subsidy or match other than the site itself.

The City considers the Neff Avenue site potentially competitive for 9% LIHTC through Virginia Housing. While the City envisions project financing that reflects this funding source, the City will consider alternatives that can achieve comparable levels of density, affordability, and quality including but are not limited to private borrowing, tax-exempt bonds, and 4% LIHTC.

Offerors should include the following financial proposal components in their response:

3.5.1 Financial Strategy

Offerors should describe their strategy for financing the project on a long-term basis from initial development and construction through long-term operation of the completed project, including anticipated financing costs, discussion of the risks and benefits of the structure, long term outlook for project financial viability, timing for execution of financing and financial closure, proposed financing mechanisms including use of competitive financing and related contingency plans, and why this strategy is the most feasible and beneficial.

3.5.2 Financial Plan & Transactional Instruments

The City anticipates conveying the Neff Avenue site to the selected Offeror through a traditional fee simple transfer. However, the City does not wish to constrain the Offeror's flexibility in planning suitable financing strategies. Alternate conveyance structures such as long-term ground leases may be considered if proposed by the Offeror as part of an overall financial plan. The financial plan should also describe expected transaction and transfer terms and timing, and explain how site valuation factors into the overall financial strategy.

3.5.3 Project Pro Forma

The Offeror's financial proposal must include a detailed project pro forma demonstrating the project's long-term viability. The submitted pro forma model must be dynamic and formatted in a single Microsoft Excel file with working formulas. Include the development scope, project financing, operating projections, and capital events details for all phases, with funding sources and uses for each project phase, thorough development budgets reflective of financing terms and costs, and project cash flows reflective of capital repair and replacement reserves.

3.5.4 Proposed and Prior LIHTC Scoresheets

The Offeror shall provide a LIHTC scoresheet from the most current Virginia Housing LIHTC competition identifying possible and likely point sources for this project.

Offerors should also include LIHTC scoresheets from previous development(s) in the past ten years that utilized 9% tax credits to highlight the developer's capacity to successfully access this resource.

3.5.5 LIHTC Contingency Plan

Applicants proposing to utilize competitive LIHTC must include a contingency plan in case credits are not obtained.

3.5.6 Established Financial Capacity

The team must have the financial capacity to undertake and complete the project, as demonstrated by past project examples and contingency plans, as well as the following requested financial information:

- Historical Financials: Copies of the developer's audited financial statements for the past three years.
- Financial Qualifications: Statements demonstrating financial creditworthiness and past development experience that can be verified, including the names and addresses of at least three (3) commercial or institutional credit references and a letter authorizing each credit reference to respond to inquiries from the City of Harrisonburg. At least two (2) of the references should be lending institutions.

4.0 PROPOSAL REQUIREMENTS

The proposal shall provide information necessary for City of Harrisonburg to evaluate the qualifications, experience, and expertise of the Developer. The format of each proposal must contain the following elements organized into separate sections, as the Developer may deem appropriate:

SECTION 1	• Cover Page, completed; • Table of Contents – all pages are to be numbered; • Cover Letter/Executive Summary (5 pages maximum) on company letterhead, signed by a person with the corporate authority to enter into any contract which results from this Development Opportunity. The letter should summarize the proposed project, including key technical and financial details, the overall approach to development, and a high-level description of the project's affordability and alignment with identified local needs. It should also introduce the development team and highlight relevant experience and qualifications related to affordable housing development and work with local governments that indicate the ability to successfully execute the project.
SECTION 2	**ORGANIZATIONAL INFORMATION**

	• Project Team: List all identified team members and partners by name and organization. Specify their role in the project and current workload/availability. Include at minimum the lead developer, project manager, engineer, and architect. Identify other partners (e.g., service providers, property managers, etc.) if known, with descriptions and/or documentation of commitments (e.g., contracts, letters of intent, memoranda of understanding, etc.). • Organizational Chart: Show the proposed team structure with delineated relationships and roles. • Resumes or Bios of Key Project Team Members: Summarize qualifications, expertise, and relevant experience. • Client References: Include names, addresses, phone numbers, email addresses, and a letter authorizing each reference to respond to inquiries regarding the design, financing, development, and ongoing operations of the project as well as prior projects. • Past Project Examples: Illustrative materials of up to four similar or comparable projects over the past ten years, with summaries of how each project compares to the Neff Avenue site (e.g., scope financing, structure, region, scale, etc.). Include project name, location, address, scope (land area, building size, housing type, unit mix, affordability, and amenities), total costs, source and structure of public funds including LIHTC, measures of success (ongoing occupancy, completion timelines, budgeted versus final costs), photos or illustrations, and lead team members, lenders, and equity providers. Please describe any negotiated considerations such as assessments of donated public land, conveyance structure, and contractual terms including if projects utilized a similar arrangement with a municipality. Examples should include context that highlights familiarity and success with similar projects.
SECTION 3	**DEVELOPMENT PLAN** • Development Program Summary Sheet (Attachment B) • Conceptual Vision, Plan, & Design Renderings • Development Approach, Summary of Existing Conditions, Community Engagement Strategy • Project Schedule • Requested Statements (as applicable)
SECTION 4	**FINANCIAL PROPOSAL** • Financial Strategy • Financial Plan & Transactional Instruments • Project Pro Forma • Proposed and Prior LIHTC Scoresheets • LIHTC Contingency Plan • Historic Financials • Financial Qualifications
SECTION 5	**ADDENDA**, signed *(if any)*

5.0 SUBMISSION INSTRUCTIONS

All proposals for this Development Opportunity shall be submitted through the eVA platform (https://eva.virginia.gov/). Proposals shall be received no later than the date and time listed on the Cover Page of this document.

To submit a proposal through eVA, the Developer must be a registered vendor on eVA. To register as a new vendor, visit: https://eva.virginia.gov/register-now.html. If you have questions or issues during the process of submitting a proposal, contact eVA Customer Care at: 1-866-289-7367. Do not contact the City regarding issues with the eVA platform. The City of Harrisonburg is not responsible for any delays in submission caused by the eVA platform, vendor registration, or internet outage. Please ensure you have allotted ample time to submit your

proposal document(s). The Developer has the sole responsibility to have the proposal submitted on or before the above stated time and date. All expenses for making proposal to the City shall be borne by the Developer.

6.0 PROPOSAL EVALUATION CRITERIA

Selection of the successful proposal will be based upon submission of proposals meeting the selection criteria. Proposal evaluations will be based on a points scale, using the following minimum selection criteria:

Evaluation Criteria	Points
Experience and Qualifications Proposals will be evaluated based on the specific professional competence and qualifications of the Offeror's project team, with experienced individuals and organizations identified for all essential roles, and demonstrated availability and capacity to perform responsibilities related to development, finance, design, construction, and ongoing management of affordable housing operations. Resumes, past project examples, and references indicate successful experience with relevant comparable projects and demonstrate an established track record in multifamily affordable housing development and success in obtaining and utilizing public and subsidized funding, with a preference for proven ability with Virginia Housing Low Income Housing Tax Credits (LIHTC).	**30**
Development Plan Proposals will be evaluated based on the extent to which the development plan's narrative concept, site plan, and graphics convey a comprehensive concept aligned with the development goals specified in the Scope of Work. Proposals will be considered for how written and rendered proposal materials demonstrate a thoughtful and responsive overall vision that makes effective use of the site in terms of surrounding context, layout, and density. Offerors must demonstrate in their proposals a high degree of readiness and feasibility, as reflected in a realistic summary of existing conditions, a clear understanding and approach to the work to be performed, a practical community engagement strategy, and compliant, satisfactory requested statements. The proposed timeline in the project schedule should be realistic, reasonable, detailed, consistent with industry best practices, and aligned with project goals and specified components in the statement of work.	**25**
Financial Proposal The financial proposal will be evaluated based on overall economic feasibility for all phases of the project, from planning and design through long-term operations. Financial models should be clear and well structured, while demonstrating cost-effectiveness, long-term sustainability, and a commitment to quality. Sound financial strategies are expected to contain realistic cost and market assumptions and suitable contingency plans. Proposals that demonstrate the ability to effectively leverage the equity from the site's value as public match to secure competitive public and private funding commitments will be prioritized. Demonstrated capacity to secure appropriate project financing, as described in the proposal's financial strategy and plan and as exemplified by the developer's historical financials, financial qualifications, and creditworthiness; financial strategies that feature LIHTC will be scored based on their likely ability to access tax credits as demonstrated by the proposal's LIHTC scorecard, past LIHTC scoresheets, and LIHTC contingency plans.	**25**
Affordability Proposals will be evaluated based on the extent to which the proposed project maximizes the yield of affordable housing supply, income levels, rent levels, and the affordability period, as detailed in this document and captured in the proposal's narrative and the Development Program Summary Sheet.	**10**
Alignment with Identified Local Priorities Proposals will be evaluated based on the extent to which the development plan responds to the goals specified in this document, housing needs identified in referenced studies, and overall project	**10**

alignment with local policy objectives, market research, and prior site assessment efforts. The degree to which the proposal explains its approach to housing and development plans, citing data and past projects, will be considered.	
TOTAL AVAILABLE POINTS	**100**

As part of the evaluation process, the City may ask questions of a clarifying nature from Developers as required. The City may also request an oral presentation to explain the proposal and answer questions.

7.0 PRE-REQUISITES TO FINAL AWARD

The Harrisonburg City Council is required to hold a public hearing on any disposition for the conveyance of real property.

ATTACHMENT A. PROPERTY DESCRIPTION

Parcel Details

The 16.352-acre parcel includes Dream Come True playground (8.527 acres) and the project site (7.825 acres). The property will be subdivided into a separate parcel as pictured in Figure 2.

- Street Address: 1950/1050 Neff Avenue, Harrisonburg, VA 22801
- Parcel Reference: Tax Map 087-G-2 (undeveloped portion)
- Deed Book / Page: 2716, 233 (August 2005)
- Size (project site only): 7.825 acres
- 2025 Estimated Assessed Value (project site only): $626,000

Site Information

Location and Surrounding Land Use

The site is located along the south side of Neff Avenue, east of Interstate 81 in the Southeast quadrant of the City of Harrisonburg. It is roughly 0.2 miles from Port Republic Road, a minor arterial street with access to I-81.

The site was part of the City of Harrisonburg's 1983 annexation of roughly 11 miles from Rockingham County. Neff Avenue between Port Republic Road and Reservoir Street was constructed in the late 1990s. In 2005, the City owned 50+ acres on both sides of Neff Avenue. An unsolicited proposal for a multi-use development including retail, hospitality, and recreation/sports facilities was considered by the City. Ultimately, James Madison University (JMU) purchased 35 acres for a university athletic park ("UPARK"). In 2011, the City developed 8.5 acres into A Dream Come True playground, a heavily used accessible/inclusive park.

Parcels adjacent to the site represent the following varied uses:

- To the north, across Neff Avenue, is UPARK, a JMU athletic facility with features including fields and courts for soccer, lacrosse, and field hockey.
- To the east is A Dream Come True playground, owned and operated by the City of Harrisonburg.
- To the south is a single-family detached neighborhood built in the 1960s.
- To the west, on the corner of Neff Avenue and Port Republic Road, is an undeveloped 7.23-acre privately owned property, zoned B-2C.

Figure 1 – General Vicinity Map

Residential and commercial uses are proximate to the site. Several large rental developments that cater to college students are nearby. Commercial areas on the west side of Port Republic Road contain a pharmacy, a grocery store, retail, fuel station and convenience store, and casual and fast-food restaurants. Undeveloped tracts in the area are mainly zoned for either low density residential or commercial uses, with use designations including mixed use, low-density residential, and low density mixed residential.

Public services, educational, medical, retail, and entertainment amenities are nearby as follows:

- Adjacent to A Dream Come True playground
- Within 1 mile of a Food Lion grocery store
- Within 1 mile of Stone Spring Elementary School
- Within 1 mile of James Madison University (JMU)
- Within 1 mile of Healthy Community Health Center (HCHC) Stone Port
- Within 2 miles of Valley Mall
- Within 3 miles of Sentara RMH Medical Center
- Within 3 miles of downtown Harrisonburg

Topography

There are no existing structures on the site, which is undeveloped and heavily wooded/vegetated. The topography slopes continuously from the northeast to the southwest for a total elevation difference of approximately 80 feet (elevation 1470 to 1390). The site is not in a flood zone and does not appear to contain or border any wetland areas or streams.

Transit and Access

Neff Avenue is a four-lane major collector street, with bike lanes on both sides, and sidewalk on the north side. Bus stops are within a quarter mile of the site. Due to the grading along Neff Avenue, sight distance is an important consideration when considering access points to the site.

Utilities

The property does not have existing on-site utilities, though the utilities necessary for development surround the property and are located within a reasonable distance. A city owned 20' right-of-way to the south of the site has existing water (City of Harrisonburg) and wastewater (City of Harrisonburg); electricity (Harrisonburg Electric Commission) is also located nearby. *This preliminary information must be independently determined and verified by the Offeror.*

Census Tract Demographics

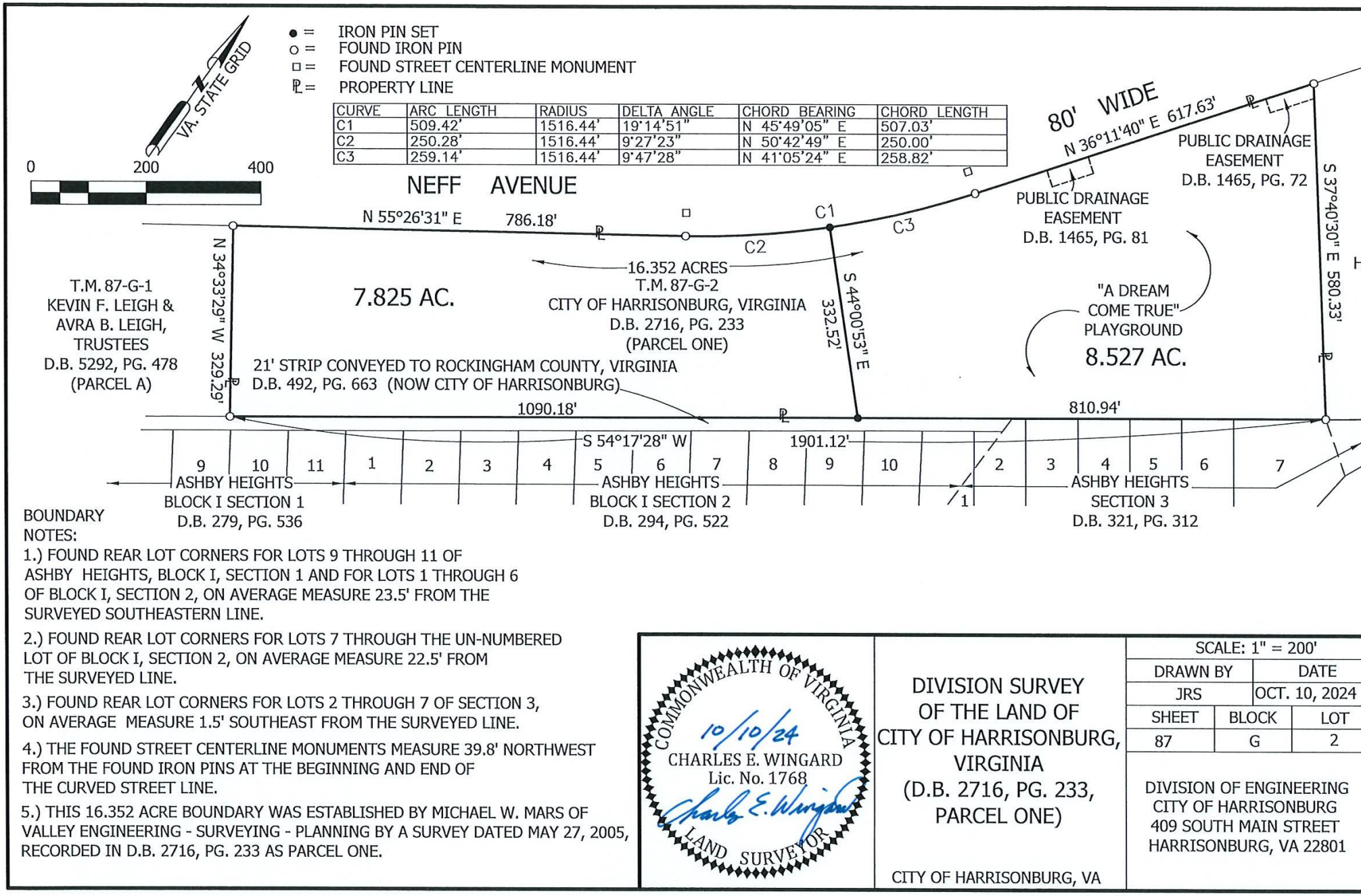
Census tract 2.05 is a qualified census tract as defined by HUD, in which family poverty status in the last 12 months is below ten percent.

Zoning and Land Use

The site is currently zoned R-1 (Single Family Residential District). The Land Use Guide identifies the property as Governmental / Quasi-Governmental, essentially due to its public ownership. The land use guide designations for the surrounding properties are Governmental / Quasi-Governmental for the JMU-owned athletic facilities, Conservation, Recreation, and Open Space for A Dream Come True Playground, Low Density Residential for the developed neighborhood south of the site, and Mixed Use for the vacant parcel on the corner of Port Republic Road and Neff Avenue. The Comprehensive Plan (2018) states that "[r]esidential density in Mixed Use areas outside of downtown should be around 24 dwelling units per acre, and all types of residential units are permitted: single-family detached, single-family attached (duplexes and townhomes), and multi-family buildings."

Site Assessment Report

A 2023 preliminary site assessment, site plan and engineering report, and financial feasibility study (available at www.harrisonburgva.gov/public-land-housing) reviewed existing site conditions, summarized opportunities and constraints, and estimated probable costs to develop the site for single family attached, multifamily, and a mixed scenario. The report includes financing scenarios, topography, easements, setbacks, potential environmental issues, and possible layouts for access, infrastructure, utilities, stormwater, parking, landscaping, and building footprints.



CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	509.42'	1516.44'	19°14'51"	N 45°49'05" E	507.03'
C2	250.28'	1516.44'	9°27'23"	N 50°42'49" E	250.00'
C3	259.14'	1516.44'	9°47'28"	N 41°05'24" E	258.82'

BOUNDARY NOTES:

1.) FOUND REAR LOT CORNERS FOR LOTS 9 THROUGH 11 OF ASHBY HEIGHTS, BLOCK I, SECTION 1 AND FOR LOTS 1 THROUGH 6 OF BLOCK I, SECTION 2, ON AVERAGE MEASURE 23.5' FROM THE SURVEYED SOUTHEASTERN LINE.

2.) FOUND REAR LOT CORNERS FOR LOTS 7 THROUGH THE UN-NUMBERED LOT OF BLOCK I, SECTION 2, ON AVERAGE MEASURE 22.5' FROM THE SURVEYED LINE.

3.) FOUND REAR LOT CORNERS FOR LOTS 2 THROUGH 7 OF SECTION 3, ON AVERAGE MEASURE 1.5' SOUTHEAST FROM THE SURVEYED LINE.

4.) THE FOUND STREET CENTERLINE MONUMENTS MEASURE 39.8' NORTHWEST FROM THE FOUND IRON PINS AT THE BEGINNING AND END OF THE CURVED STREET LINE.

5.) THIS 16.352 ACRE BOUNDARY WAS ESTABLISHED BY MICHAEL W. MARS OF VALLEY ENGINEERING - SURVEYING - PLANNING BY A SURVEY DATED MAY 27, 2005, RECORDED IN D.B. 2716, PG. 233 AS PARCEL ONE.

COMMONWEALTH OF VIRGINIA
10/10/24
CHARLES E. WINGARD
Lic. No. 1768
LAND SURVEYOR

DIVISION SURVEY
OF THE LAND OF
CITY OF HARRISONBURG,
VIRGINIA
(D.B. 2716, PG. 233,
PARCEL ONE)

CITY OF HARRISONBURG, VA

SCALE: 1" = 200'		
DRAWN BY		DATE
JRS		OCT. 10, 2024
SHEET	BLOCK	LOT
87	G	2

DIVISION OF ENGINEERING
CITY OF HARRISONBURG
409 SOUTH MAIN STREET
HARRISONBURG, VA 22801

Figure 2 – Survey Map

NOTICE OF PUBLIC HEARING ON THE DISPOSITION OF REAL ESTATE

OWNED BY THE CITY OF HARRISONBURG

ON NEFF AVENUE IN THE CITY OF HARRISONBURG

The Harrisonburg City Council will hold a public hearing on August 11 2026, at 7:00 P.M. in the City Council Chambers located at 409 South Main Street, Harrisonburg, Virginia, concerning the disposition of real estate, namely, 360,000 square feet, more or less, located on Neff Avenue and shown/designated on the City Block Map as a portion of Tax Map Parcel 087-G-2, to Pennrose, LLC, as per a Real Estate Purchase and Sale Agreement, for the purpose of developing affordable multifamily housing.

Copies of the Agreement are available in the City Manager's Office, 409 South Main Street, Harrisonburg, Virginia, Monday through Friday, 8:00 A.M. to 5:00 P. M. Please call (540) 432-7701 to obtain a copy via email or by appointment.

The agenda will be posted at https://harrisonburg-va.legistar.com/Calendar.aspx.

Interested parties will be able to attend the meeting and to watch the meeting on Public Education Government Channel 1072 or on the City's website at www.harrisonburg-va.legistar.com/Calendar.aspx.

Any person requiring auxiliary aids, including signers, in connection with this public hearing shall notify the City Manager at least five (5) days prior to the time of the hearing.

CITY OF HARRISONBURG

RFA-98178

Development Opportunity: Neff Avenue Affordable Housing Development

SUBMITTED BY:
Patrick Stewart
Pennrose, LLC
1501 St. Paul Street, Suite 118
Baltimore, MD 21202
P: 443.423.1100
E: Pstewart@pennrose.com

PENNROSE
Bricks & Mortar | Heart & Soul

CITY OF HARRISONBURG
CITY MANAGER

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7701 • FAX (540) 432-7778

DEVELOPMENT OPPORTUNITY COVER PAGE

ISSUE DATE: July 2, 2025	**CONTACT** Liz Webb, Housing Coordinator Questions to: Liz.Webb@harrisonburgva.gov	**FOR:** Neff Avenue Affordable Housing Development
DATE/TIME LAST DAY FOR QUESTIONS: Friday, August 22, 2025 on or before 12:00pm (noon) local time	**NON-MANDATORY PROJECT MEETING:** Virtual via Microsoft Teams Tuesday, July 15, 2025 at 11:00am Meeting link available through SurveyMonkey	**DATE/TIME OF CLOSING ON EVA:** September 15, 2025 at 3:00pm

DEVELOPER INFORMATION

Developer Name: Pennrose, LLC

Address: 1501 St. Paul Street, Baltimore, MD 21202

Contact Name: Patrick Stewart, Regional Vice President

Contact Phone Number: 443.423.1624

Contact Email Address: PStewart@pennrose.com

The purpose of this Development Opportunity by the City of Harrisonburg, Virginia (City) is to solicit unsealed proposals from development firms to develop, own and operate approximately 200 to 220 units of affordable, income-and rent-restricted rental housing on approximately 7.825 unimproved acres of city-owned property (the "Neff Avenue site") located in Harrisonburg, Virginia and further described in Attachment A. To sustainably support high quality affordable housing development, the City plans to grant the land at zero cost to the selected Developer. Interested Developers are invited to review the attached document for more information on this opportunity.

A virtual, non-mandatory project information meeting will be held on the date and time listed above. To register for the meeting, complete the information here: www.surveymonkey.com/r/MRWJKY5. Registered participants will receive a link in their email 24-48 hours prior to the meeting. The purpose of the meeting is to give Developers a detailed overview of the project. Participants can submit written questions via chat during the virtual meeting, for acknowledgment only; answers will not be provided during the meeting. A list of questions will be generated from the meeting and will be posted with answers as an addendum on the eVA website at https://eva.virginia.gov/.

Questions may be submitted to Liz Webb at the email address above. Questions will be addressed in writing and posted on the eVA website at https://eva.virginia.gov. All responses to inquiries will be in writing and will be posted as addenda on the eVA website at https://eva.virginia.gov/.

Complete & return this document with submission.

TABLE OF CONTENTS

1 SECTION 1 - PAGE 2

2 ORGANIZATIONAL INFORMATION - PAGE 7

3 DEVELOPMENT PLAN - PAGE 44

4 FINANCIAL PLAN - PAGE 59

5 ADDENDA - PAGE 116

PENNROSE
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September 9, 2025

Liz Webb, Housing Coordinator
City Manager's Office
409 South Main Street
Harrisonburg, VA 22801

RE: Neff Avenue Solicitation Cover Letter

Dear Ms. Webb,

On behalf of Pennrose and our assembled team of design and construction professionals, I am pleased to submit our proposal for the Neff Avenue Site Development Opportunity. **The team assembled for this response is a perfect balance between local experience and connections and national capacity, relationships and project capital**. We are honored to be considered for this transformative initiative and are confident that our experience, strategic approach, and commitment to community-centered development make us the ideal partner for the City of Harrisonburg.

Pennrose has a long-standing reputation for delivering premier affordable housing developments that not only meet but exceed the expectations of municipalities and residents alike. Our team brings together deep expertise in the Low-Income Housing Tax Credit (LIHTC) program, affordable housing finance, and complex public-private partnerships. Over the past five decades, we have successfully completed some of the most challenging affordable housing projects in the country—projects that have revitalized neighborhoods, fostered economic growth, and created vibrant, inclusive communities.

What sets Pennrose apart is our ground-up development philosophy. We begin with community outreach—listening, learning, and designing around the unique needs of the community. This approach ensures that our developments are not only financially viable but also socially and culturally impactful. We do not impose generic solutions; we craft tailored responses that reflect the aspirations of the people we serve. This commitment to thoughtful, community-driven development is at the heart of our proposal for the Neff Avenue site.

This approach has also brought us to include Sentara Health, a staple in the City of Harrisonburg, as a financing partner in this project. Sentara intends to provide access to below-market financing for the project, similar to what they have done at other Pennrose redevelopments in Virginia. By providing financing significantly below market rates, the project will be able to access more loan proceeds or have a reduced debt service payment. This will reduce the project's dependence on soft financing or tax credits, making it significantly more competitive and bringing future financial stability, ensuring the property offers affordable housing long into the future. Further, this financing will allow the project to offer units at lower AMI's, more effectively catering to the needs within the City of Harrisonburg. This is the type of cross-sector partnership that brings a locally driven approach to this RFP and a unique solution to the development of the Neff Avenue site, all while giving the residents the most comprehensive opportunity to build successful and healthy futures.

DEVELOPMENT STRATEGY

Our development plan is built on a three-pronged strategy:

1. Alignment with City Goals

We have carefully reviewed the RFP and supporting documents to ensure our proposal addresses the City's objectives. Our plan reflects a deep understanding of Harrisonburg's priorities, including affordability, sustainability, and long-term community impact while being sensitive to the recent housing and other studies that the City has undertaken. The project does this by addressing priorities in the 2018 Comprehensive Plan, the 2025 City Council Vision, the 2021 Housing Study, the Regional Housing Study and the Bicycle and Pedestrian Plan. The satisfaction of many aspects of these plans is explored in detail in the development plan portion of this response.

2. Site-Specific Analysis and Risk Mitigation

Our team has conducted extensive research on the project site, leveraging both local knowledge and national expertise. We understand the constraints and opportunities inherent in the site and have crafted a development plan that minimizes risk, maximizes value, and is designed to stay on time and on budget. This early-stage diligence reduces the likelihood of future budget increases and ensures that the project remains true to its original vision.

3. Realistic and Flexible Financing Strategy

Our financing plan is grounded in realism and precision. We have identified available funding sources and constructed a budget that balances feasibility with the City's goals. Our experience in managing complex financing structures ensures that this project will be financially sound and deliverable, as shown by our prior experience in the region in affordable housing.

FINANCIAL PLAN

After extensive research and numerous modeling scenarios, Pennrose recommends a two-phase development approach: two separate 110-unit 4% LIHTC/bond projects, totaling 220 units. Of these 220 units, 16 will be supported by project-based vouchers available to tenants earning up to 40% area median income ("AMI"). This would mean that a family of five making slightly less than 40% AMI would qualify to live in this unit. A total of 30 units will be set aside for families earning up to 50% AMI and a total of 174 units will be set aside for families earning up to 60% AMI. This recommendation is the result of rigorous professional input and modeling exercises aimed at maximizing affordable housing delivery while optimizing available federal, state and local resources. We explored many scenarios, each informed by the expertise of our civil engineer, contractor, and architect, and arrived at this plan as the most balanced and flexible solution. This flexibility also allows the development to adapt to future changes in financing and construction costs while maintaining the original commitment presented in this RFP.

The economic and strategic advantages of a two-phase bond project are significant:

- **No Reliance on 9% LIHTC:**
  - This approach eliminates the need for competitive 9% tax credit allocations, ensuring greater certainty and reducing the risk of delays due to competition and slower funding rounds and reviews.
- **Utilization of HOTC:**
  - Both phases will leverage the Virginia Housing Opportunity Tax Credit ("HOTC"), which is confirmed to be funded through 2030. Our underwriting assumes an annual allocation of $1.5 million in credits per phase, consistent with precedent set in the 2023 funding round.
- **Maximization of VA DHCD Soft Sources:**
  - By structuring the project in two phases, we can access up to $10 million in funding from the Virginia Department of Housing and Community Development ("VA DHCD"), doubling the potential support compared to a single-phase approach.
- **Resilience to Funding Changes:**
  - The project is designed to score competitively for both 9% LIHTC and HOTC, allowing it to pivot seamlessly should funding sources change. Whether transitioning to smaller 9% phases or adapting to shifts in soft funding availability, the site plan and buildings are optimized for flexibility.

This adaptable approach is a hallmark of Pennrose's development philosophy. It is the reason we have successfully completed so many uniquely challenging redevelopments across the country. We understand that affordable housing development is not just about building units—it's about building trust, building partnerships, and building futures.

PROJECT TEAM

The project team assembled to undertake this venture has unmatched experience in the construction of housing across the region. Pennrose has constructed over 27,000 rental housing units, representing $5 billion in total development cost utilizing a wide array of financing. As one of the leading developers of mixed-financed projects in the country, Pennrose has been a designated redeveloper in over 100 municipalities. The architect, Poole & Poole Architecture is located in Richmond, VA and has a main focus of community building through multi-family, mixed use and single-family development. Active for 25 years with a focus in Virginia, they have designed and built over 125 multi-family communities, including more than a dozen financed by LIHTC. The general contractor is Harkins Builders, who was founded back in 1965. An industry leader in design-build construction,

Harkins is the ideal partner to take this project all the way from design through construction. Much of their 60-year history has been intertwined with Pennrose, with a 25+ year relationship that has resulted in 73 separate projects and 4,390 units. The civil engineer on the team is Kimley-Horn, a firm founded in 1986 who has completed more than 22,000 residential developments across the US, including a multitude located within Virginia. Innova Services Corporation will serve as the owner's representative, being involved closely during the design and construction processes. The extra oversight and experience in the design team that Innova brings ensures that projects are executed near-flawlessly and that architect and contractor have all the support they need to produce the best project possible. The management company will be Pennrose Management Company ("PMC"). PMC was founded in 1981 and has a well-earned reputation of being a leader in affordable housing management. Currently with a portfolio of about 13,000 units, PMC administers over $35 million in annual budgeted operations with a staff of approximately 400 employees. **Finally, a financial partner and lender on the project will be Sentara Health. With a massive existing presence in Harrisonburg already, Sentara will be able to offer below-market financing, which will allow the project to be less reliant on high interest debt, operate more efficiently, and be more sustainable in the long run, ensuring additional stability in the affordable housing market in Harrisonburg.**

We are enthusiastic about the opportunity to collaborate with the City of Harrisonburg and bring this transformative project to life. Thank you for considering our proposal and we welcome the opportunity to discuss our vision further and demonstrate our commitment to excellence, innovation, and community impact.

Sincerely,

Timothy Henkel
Chief Executive Officer
Pennrose, LLC

Section 2 - Organizational Information

Project Team: List all identified team members and partners by name and organization. Specify their role in the project and current workload/availability. Include at minimum the lead developer, project manager, engineer, and architect. Identify other partners (e.g., service providers, property managers, etc.) if known, with descriptions and/or documentation of commitments (e.g., contracts, letters of intent, memoranda of understanding, etc.).

Development Role	Development Team Member	Project Executive/Lead	Address	Telephone & Email
Developer	Pennrose, LLC	Patrick Stewart, Regional VP	1501 St. Paul Street, Ste 118 Baltimore, MD 21202	443.423.1624 pstewart@pennrose.com
Financing Partner	Sentara Health	Ryan Inman, Corporate Finance	1300 Sentara Park Virginia Beach, VA 23464	757.455.7483 rcinman1@sentara.com
Architect & Landscape Architect	Poole & Poole	Michael R. Poole, Principal	4240 Park Place Court, Glen Allen, VA 23060	804.225.0215 info@2pa.net
General Contractor	Harkins Builders	Pete Schaaf, Market Segment Leader	1601 Summit Avenue, Suite 100, Richmond, VA 23230	410.750.2600 pschaaf@harkinsbuilders.com
Civil Engineer	Kimley Horn	Jason Mills, VP of Public Infrastructure	4300 Forbes Blvd #230, Lanham, MD 20706	301.794.7555 jmills@solteszco.com
Construction Administration	Innova Services Company	Benton Blackburn, Principal	1548 S 16th Street, Philadelphia, PA 19146	215.336.0440 bblackburn@innovaservices.com
Property Management Company	Pennrose Management Company	Marsha Blunt, President of Operations	1301 N. 31st Street, Philadelphia, PA 19121	267.386.8730 mblunt@pennrose.com

Lift and Rise on Jefferson, Newport News, VA

Organizational Chart: Show the proposed team structure with delineated relationships and roles.

Organizational Chart

PENNROSE, LLC
Developer
- Charlie Adams, Executive Oversight
- Ivy Dench-Carter, Executive-In-Charge
- Patrick Stewart, Project Executive
- Patrick Bateman, Project Lead
- John Michels, Project Developer
- Whitney Ellis, Project Developer

POOLE & POOLE
Project Architect
- Michael Poole
- David Kelley
- Ryan Sandlass

KIMLEY-HORN
Civil Engineer
- David Ellington
- Zachary Lette
- Brian Ditzler

PENNROSE MGMT. COMPANY
Property Manager
- Marsha Blunt
- Shannon Mowery

INNOVA SERVICES COMPANY
Construction Admin.
- Benton Blackburn

HARKINS BUILDERS
General Contractor
- Pete Schaaf
- Tyler Hutchins
- Adam Healey

SENTERA HEALTH
Financing Partner
- Ryan Inman

Residences at North Hill, Alexandria, VA

Resumes or Bios of Key Project Team Members: Summarize qualifications, expertise, and relevant experience.

Pennrose, LLC

Developer

1501 St. Paul Street, Ste 118, Baltimore, MD 21202
Contact: Patrick Stewart, Regional Vice President
Telephone: 443.423.1624

PENNROSE
Bricks & Mortar | Heart & Soul

Firm Overview

Pennrose is a premier multifamily development company with the expertise to bring together development projects in a way that exemplifies quality, while creating value in the short- and long-term, and a national reputation for development execution. Pennrose has been active in real estate development, through its principals or affiliates, for over 50 years.

Pennrose has developed more than 27,000 rental housing units, representing $5 billion in total development cost financed through a variety of public and private sources. Pennrose's portfolio includes more than 350 distinct developments in 19 states plus the District of Columbia and the U.S. Virgin Islands. Pennrose is one of the nation's leading developers of mixed-finance projects, and has been a designated redeveloper in over 100 municipalities, and regularly helps cities transform underutilized sites into thriving mixed-use economic development engines.

Pennrose has repeatedly demonstrated its skill at leading complex multi-phased projects through the stages of comprehensive community planning, site planning, and implementation, and has shown the commitment to actively engage and manage the community outreach process that is so crucial to the success of all those stages.

In all of its developments, Pennrose has demonstrated an ability to secure the necessary financing which will be required for this project, including Low Income Housing Tax Credits (LIHTC), Historic Tax Credits, New Market Tax Credits (NMTC), state and local funds, and private mortgage financing to ensure the successful completion of the redevelopment process. Pennrose is intimately familiar with all the required processes to receive awards and implement the utilization of these funds; from preparing applications, to working through the complexities of overlaying funding requirements, achieving financial closing and meeting on-going compliance requirements.

Pennrose brings forth development experience in Virginia, including 8 completed development phases in Alexandria and Newport News for a total of 550 multifamily rental units, and our immediate pipeline includes another 234 units in Richmond and Newport News. Pennrose entered the Virginia market in 2019, and has quickly developed a strong relationship with Virginia Housing.

Virtually all Pennrose's developments feature strong resident and community involvement and employment in the planning and construction processes. Pennrose has acquired a well-deserved reputation because of its concern for and attention to the needs of its residents. Its developments have won numerous awards for project design and community revitalization.

CHARLIE ADAMS

President of Development, Pennrose

Education: Master of Science, Real Estate Development, Massachusetts Institute of Technology
Bachelor of Arts, Princeton School of Public and Int. Affairs, Princeton University

Experience: 9 years with the firm | 27 years in the industry

As President of Development, Charlie Adams is responsible for all aspects of Pennrose's national development strategy. He oversees a team of senior and regional vice presidents and is responsible for the execution and continued growth of Pennrose's development pipeline including all aspects of the real estate development process from initial conception through construction, to lease-up and stabilized occupancy or sale. Charlie has 25 years of experience in multifamily housing, including the origination, acquisition, financial analysis, underwriting, and syndication of Low Income Housing Tax Credit developments. Charlie joined Pennrose in 2016 as Regional Vice President in the New England region and has been instrumental in Pennrose's expansion across the New England market, growing its footprint to more than 1,250 units across 20 communities. He has significant depth and diverse experience in the multifamily industry with experience working for a housing authority, as a syndicator, and performing development responsibilities. Charlie served as Town Meeting Member, chaired the Community Planning and Development Commission, and is currently Vice Chair of the Housing Authority Board in his hometown of Reading, MA.

RELEVANT EXPERIENCE

Meriden Commons Phase I and II, Meriden, CT

$48M | 151 Units

Pennrose completed the multi-phase redevelopment plan with the City of Meriden and the Meriden Housing Authority to redevelop the 140 unit Mills Memorial public housing site. The site was the subject of a Master Developer RFP, won by Pennrose and The Cloud Company in 2012. Meriden Commons is a mixed-used, mixed-income community, revitalizing the downtown core.

Village at Park River, Hartford, CT

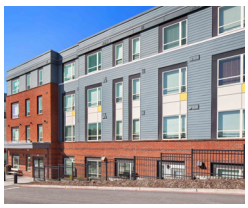
$71M | 420 Units

Village at Park River will feature 420 new high-quality housing units when completed, including both rental and homeownership opportunities. In partnership with the Housing Authority of the City of Hartford and The Cloud Company, the project provides replacement of the City's stock of affordable housing units, as well as acts as a catalyst for reinvestment and commercialization in the Upper Albany Neighborhood.

Herndon Square, Atlanta, GA

$100M | 477 Units

The Atlanta Housing Board of Commissioners authorized Atlanta Housing to redevelop the former Herndon Homes site. The development once complete, will be a viable, healthy, and sustainable mixed-use and mixed-income community which will serve as a catalyst to spur future development opportunities in the surrounding area.



McAuley Park Phase I, Atlanta, GA

$45M | 170 Units

Pennrose, LLC (Pennrose) and Saint Joseph's Health System, Inc. (Mercy Care) have partnered to develop the multi-phased mixed-use/mixed-income project – McAuley Park. McAuley Park Phase I will be the new construction of 171-unit multifamily development with a mix of workforce housing, affordable and permanent supportive housing units.

IVY DENCH-CARTER

Senior Vice President of Development, Pennrose

Education: Spelman College
Experience: 30+ years with the firm | 35+ years in the industry

As Senior Vice President of Development, Ivy Dench-Carter oversees the execution and growth of Pennrose's development pipeline within multiple designated regions, provides oversight of performance goals for the regions as identified in Pennrose's Strategic Plan, and monitors regional performance and efficiency. Ivy also provides executive representation of Pennrose among industry organizations and associations, financial partners, design and construction partners, Housing Authorities, and State Agencies. Ivy previously lead the Pennrose Baltimore Regional office where she oversaw all phases of development process, from sourcing deals to securing financing to overseeing the transition from construction to management. Under her supervision, she was proud to lead an exceptional staff who are responsible for the day-to-day project management and development activities. One of her many strengths is the ability to support her staff to successfully manage large teams to maintain the project the schedule and keep costs within budget. However, she continues to enjoy meeting with public housing residents and community stakeholders to alleviate their fears of redevelopment and providing them the opportunities for Section 3 and MBE/WBE participation during a transparent development process.

RELEVANT EXPERIENCE

The Lift & Rise on Jefferson I & II, Newport News, VA

+$24M | 82 Units

The Lift & Rise on Jefferson buildings seek to create an active and vibrant gateway to the Marshall Ridley neighborhood in Newport News, Virginia and are designed to achieve Enterprise Green Communities and Energy-Star certification, including energy saving electrical fixtures and water-saving features to reduce water usage. The projects are apart of a larger Choice Neighborhood Initiative master plan.

Haven at South Atlanta, Atlanta, GA

+$17M | 84 Units

Pennrose, LLC and Focused Community Strategies (FSC), an Atlanta based non-profit have partnered together to develop an 84-unit mixed-income multifamily, which will consist of 1, 2, and 3-bedroom apartment homes. These garden style apartments will include 50% AMI, 60% AMI, and Market-Rate apartments home The site is located 10 minutes away from downtown Atlanta.

Herndon Square, Atlanta, GA

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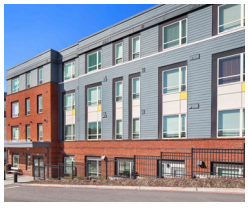

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PATRICK STEWART

Regional Vice President, Pennrose

Education: Master of City Planning, University of Pennsylvania – PennDesign
Certificate of Real Estate Design & Development, PennDesign/Wharton School of Business

Experience: 14 years with the firm | 17 years in the industry

As Regional Vice President, Patrick Stewart leads all aspects of the real estate development process for Pennrose's Maryland, Virgina, and District of Columbia development pipeline, including assembling and leading development teams, overseeing the approvals and entitlements process, securing financing commitments, and overseeing construction, lease-up, and stabilized occupancy. Patrick joined Pennrose in 2012 and has since served in Pennrose's Baltimore office most recently as a Senior Developer. He has been active in all facets of the real estate development process, including financial analysis and feasibility, assembling, and leading the development team, securing entitlements, and overseeing construction, lease-up, and stabilized occupancy. His current portfolio of projects managed for Pennrose includes over 900 units completed or under construction totaling over $240M and an additional 1,500+ units in pre-development with a combined value of over $185M. Patrick has over 13 years of professional experience in project management on both public and private initiatives. Prior to joining Pennrose in 2012, Patrick acted as Project Manager under the New York City Mayor's Office of Capital Project Development, where he worked to implement multiple federally-funded rebuilding projects aimed at revitalizing Lower Manhattan after the terrorist attacks of September 11, 2001.

RELEVANT EXPERIENCE

The Lift & Rise on Jefferson I & II, Newport News, VA

$24M | 82 Units

The Lift & Rise on Jefferson buildings seek to create an active and vibrant gateway to the Marshall Ridley neighborhood in Newport News, Virginia and are designed to achieve Enterprise Green Communities and Energy-Star certification, including energy saving electrical fixtures and water-saving features to reduce water usage. The projects are apart of a larger Choice Neighborhood Initiative master plan.

Legacy Landing, Newport News, VA

$61M | 155 Units

Legacy Landing is a two phase (9% and its "twin" 4%) that represent the second phase of the Marshall-Ridley Choice Neighborhoods Initiative in Newport News, VA. The 155-unit property, now known as Legacy Landing, is a mixed-use, mixed-income property with units ranging from 40% AMI to Market-Rate. The site replaces the former Ridley homes development.

The Residences at North Hill, Alexandria, VA

$124M | 279 Units

The Residences at North Hill includes developing an underutilized 34+ acre site into as 12+ acre public park, approximately 175 for-sale town homes and 279 affordable multifamily apartments. The Residences at North Hill is the 279-unit affordable multifamily rental piece of this development. The Residences at North Hill is proximate to services and amenities as well as a bus stop located on Richmond Highway.

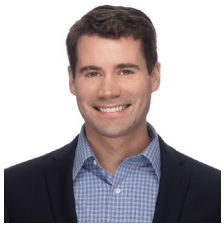
Uplands Redevelopment, Baltimore, MD

$237M | 761 Units

The project is a critically-needed, six-phase project consisting of two phases of rental and four phases of homeownership. The units are housed within 13 buildings that consist of townhouses, flats, and stacked flats. The master planned, transit-oriented development has passive parks, retail spaces, and is targeting LEED ND certification; the rental clubhouse has earned LEED Gold certification.

PATRICK BATEMAN

Senior Developer, Pennrose



Education: Master of Real Estate Development, University of Maryland
Bachelor of Science, Architecture, University of Maryland

Experience: 9 years with the firm | 11 years in the industry

Pat Bateman is currently serving as a Senior Developer with Pennrose, bringing a total of 10 years of experience in the industry. Having managed many projects through the entire life cycle of development and construction, Pat is responsible for the entire process for several development projects in the State of Maryland. Working closely with a team of Associate and Assistant Developers, he simultaneously manages a variety of projects in varying phases of development and construction. Pat started with Pennrose in July 2015, working on projects in the Metro DC region as an Associate Developer. He was promoted to Developer at the beginning of 2019, and Senior Developer in March 2023. He works to manage the entire real estate process, including sourcing, financing, design, construction, lease-up, and stabilization of a diverse array of multi-family projects, including both new construction and rehabilitation, in Maryland, Virginia, and the District of Columbia. The portfolio of projects that he has worked on includes over 800 units either completed or under construction, totaling over $250MM; and an additional 500+ units in pre-development with a combined cost of over $150MM. Prior to working for Pennrose, Pat worked with M&T Realty Capital Corporation for two years as an FHA underwriter.

RELEVANT EXPERIENCE

Renaissance Row, Baltimore, MD

$21M | 84 Units

The City of Baltimore will demolish the blighted housing at the intersection of Park Heights and Rosewood Avenues and replace it with an all-new, four-story apartment complex with 84 units for low income families. The apartment building will include a community room, fitness areas, green space, onsite management and supportive service offices.

Glenarden Hills, Glenarden, MD

$105M | 430 Units

This four-phase, master-planned redevelopment includes affordable, market-rate, and for-sale housing for families and seniors in Prince George's County. Pennrose incorporated community input into the 27 acre site, which makes the development walkable, green, and includes an array of housing types and amenities. The development includes a 5,900 SF community clubhouse.

Square at Merritt Mill, Salisbury, MD

$20M | 75 Units

Square at Merritt Mill is the second phase of the Booth Street Revitalization. The plan for the Square at Merritt Mill consists of eight three-story apartment buildings with individual entrances, situated in a revitalized community with ample open space and a community clubhouse. The off-site location is a result of creative solution to an Equal Housing Opportunity issue that Pennrose and WCHA solved.

Stone Grove Crossing, Salisbury, MD

$17M | 50 units

The project included the demolition of 50 public housing units, converted from Public Housing assistance to Project Based Rental Assistance under the RAD program. The remaining 34 LIHTC units are available to households earning up to 60% of AMI. Phase 2, Merritt Mill Townhouses, will provide off-site replacement housing for the remaining 50 units, through the RAD program.

WHITNEY ELLIS

Developer, Pennrose

Education: Bachelor of Arts, Spanish Literature, University of Colorado at Boulder
Experience: 16 years with the firm | 24 years in the industry

Whitney Ellis joined Pennrose in 2009. As a Developer, Whitney is actively involved in all aspects of the real estate development process including sourcing projects, financial analysis and feasibility, assembling and leading the development team, securing entitlements, and overseeing construction, lease-up and stabilized occupancy. Prior to starting at Pennrose, Whitney worked as a Development Coordinator for TRF Development Partners – a non-profit housing and community development group, where she supported and coordinated the acquisition, financing and development of their affordable homeownership developments.

RELEVANT EXPERIENCE

Legacy Landing, Newport News, VA

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CNI Phase V, Newport News, VA

$16M | 73 Units

For the fifth and final phase of the Marshall-Ridley Choice Neighborhood Initiative Plan, and in partnership with Newport News Redevelopment and Housing Authority, Pennrose is bringing 73 units and 2,500 square feet of retail to downtown Newport News. The unit mix includes 44 units at 60% area median income and below, with the remaining 29 being market-rate.

Cumberland Gardens, Allentown, PA

$43M | 200 Units

The development plan for Cumberland Gardens replaced 200 units, one-for-one and is a combination of both rehabilitation and new construction. The project was executed in three phases. All three phases of Cumberland Gardens included demolition, new construction, and rehabilitation. Units were upgraded inside and out to include modern finishes such as replacement doors, windows, floors, trim and siding.

JOHN MICHELS

Developer, Pennrose

Education: Master of City Planning, University of Pennsylvania School of Design
Bachelor of Arts, Economics & Environmental Public Policy, Vanderbilt University

Experience: 4 years with the firm | 8 years in the industry

John Michels joined Pennrose in 2019 as an Associate Developer and was promoted to Developer in 2023. John's responsibilities include coordination and production of the due diligence process for real estate, financial, and tax credit closing for Pennrose developments. John supports senior development staff in all aspects of the development process, from predevelopment through stabilization. Prior to joining Pennrose, John worked for the Greater Memphis Chamber of Commerce as project lead on the implementation of the Mid-South Greenprint Plan – a 20-year regional green infrastructure plan.

RELEVANT EXPERIENCE

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Cherry Hill Senior Preservation Baltimore, MD

$19M | 80 Units

Originally developed in 2001 by Pennrose, Cherry Hill Senior Manor underwent a rehabilitation in 2023 that involved extensive work at both the exterior and interior of the building. Interior work included installation of new building systems such as upgraded heating, cooling and ventilation systems, energy efficient hot water heaters, as well as new furnishings, flooring and lighting to enliven spaces.

Sentara Health

Financing Partner

1300 Sentara Park, Virginia Beach, VA 23464
Contact: Ryan Inman, Corporate Finance
Telephone: 757.455.7483

Firm Overview

Sentara Health, an integrated, not-for-profit health care delivery system, celebrates more than 135 years in pursuit of its mission - "we improve health every day." Sentara is one of the largest health systems in the U.S. Mid-Atlantic and Southeast, and among the top 20 largest not-for-profit integrated health systems in the country, with 34,000 employees, 12 hospitals in Virginia and Northeastern North Carolina, including 10 hospitals with the prestigious Magnet® recognition, and the Sentara Health Plans division which serves more than 1 million members in Virginia and Florida. Sentara is recognized nationally for clinical quality and safety and is strategically focused on innovation and creating an extraordinary health care experience for our patients and members. Sentara was named a Health Quality Innovator of the Year (2024), was recognized by Forbes as "America's Best-In-State Employer" (2024), "Best Employer for Veterans" (2022, 2023), and "Best Employer for Women" (2020), and named to IBM Watson Health's "Top 15 Health Systems" (2021, 2018).

Poole & Poole

Project Architect

4240 Park Place Court, Glen Allen, VA 23060
Contact: Michael R. Poole, AIA
Email: MPoole@2pa.net

Firm Overview

Poole & Poole Architecture, LLC (2PA), located in Richmond, VA and Nashville, TN., is a woman-owned, full service architectural firm. The main focus of our practice is community building through multi-family, mixed use and single-family development. We understand and take to heart that we are not just making buildings; our practice creates communities, often revitalizes neighborhoods and most importantly we design and build places people call home.

Founding principals Nea May Poole, AIA, NCARB, LEED AP and Michael R. Poole, AIA, NCARB, LEED AP are respected innovators of the multi-family industry with more than 50 years of combined experience. The focus of their practice is multi-family - market rate, senior housing, affordable housing, mixed use and adaptive re-use. Since the founding of the firm in 2000, 2PA has designed and built over 125 multi-family communities, including more than a dozen LITHC.

In addition to their multi-family expertise, they and their team have been responsible for the design and project management of a broad range of building types constructed throughout the United States including historic preservation, master planning, medical, single-family homes and retail/commercial. Within these building categories a number of different construction types have been applied, including wood frame (1-5 stories), concrete tunnel form, metal stud, masonry and staggered steel truss.

An award-winning architectural firm, 2PA combines creative ideas with knowledgeable code analysis and practical construction detailing. Our personal approach to projects, coupled with our experience, dependability and integrity are the cornerstones of our practice. We believe the implementation of these ideas is why the majority of our clients have worked with us for years over many projects.

In addition to being committed to quality architecture and superior client service, 2PA is dedicated to sustainable design. Over 40% of the firm has achieved LEED status and are applying their knowledge and skills to projects on the LEED, NGBS or Earthcraft Certification tract.

MICHAEL R. POOLE, AIA, NCARB

CEO, Poole & Poole Architecture

Education: Master of Architecture, Savannah College of Art and Design
Bachelor of Architecture, Savannah College of Art and Design

Experience: 25 years with the firm | 30 years in the industry

Michael R. Poole, AIA, NCARB is Chief Executive Officer of Poole & Poole Architecture (2PA) and a founding principal. Mike champions 2PA's mission to creative livable and sustainable communities while offering innovative solutions, excellence in design and superior client service. Mike is considered an industry leader in multi-family architecture with over 25 years of experience in architecture, master planning, design, and construction. He holds 18 architectural licenses, working in states throughout the Mid-Atlantic, Southeast and Mid-West. In the last ten years alone, Mike has successfully overseen the completion of over 75 multi-family communities with over 20,000 apartment units. His design expertise coupled with technical knowledge on code and construction issues combined with his preservation background is a cornerstone of the success of 2PA. He is a three year member of the AIA Richmond Board currently serving as first past President and Chairman of the Honors & Awards Committee. He is also a member of GRACRE and serves on the Architectural Review Board for Innsbrook

RELEVANT EXPERIENCE

Woods at Birchwood Apartments, Loudoun County, VA

83 Units

The Woods at Birchwood is a 55+ LIHTC community in Loudoun County, the wealthiest county in the US. The intent of this project was to create affordable 55+ housing that could not be differentiated from the other market rate apartments surrounding it, so that the residents would feel part of the community, not an island within it.

Ashburn Chase Apartments, Ashburn, VA

96 Units

Ashburn Chase Apartment community is a Luxury Affordable Tax Credit Apartment Community (LIHTC/EC). This community offers one, two, and three-bedroom apartment homes and serves as an affordable option for prospective residents whose income falls below 30%, 50%, and 60% of the Average Median Income.

Waxpool Apartments, Ashburn, VA

52 Units

The Waxpool Apartments is another LIHTC/EC designed and built with the intent of bringing affordable housing to the very unaffordable county of Loudoun. It is unique for its market rate finishes and copious amenities including walking trails, playground, bocce ball courts, and pollinator gardens.

Stone Springs Apartments, Dulles, VA

128 Units

The Stone Springs community is a LIHTC/EC project serving the Dulles area. Its chosen location is convenient, minutes from the Stone Springs Hospital, Dulles Airport, restaurants and shopping. Though an affordable property, units feature walk in closets, private balconies and well-appointed kitchens and baths. The property includes a community playground, fitness center, and a business center.

DAVID KELLEY

President, Director of Mid-Atlantic, Poole & Poole Architecture

Education: Bachelor of Architecture, University of Maryland
Experience: 21 years with the firm | 22 years in the industry

With 21 years of multi-family experience, the foundation of David's design philosophy is how to make a building work efficiently while maintaining its intrinsic design intent. He believes that in order to achieve the perfect marriage of function, structural integrity and beauty, an architect must fully understand how a structure is built and the costs associated with various types of construction. Dave leads projects from initial client meetings and site planning through construction administration. As a senior project manager, he is an overall team leader responsible for code research, technical accuracy of the project, scheduling, QA and maintaining a smooth construction process. He has personally lead dozens of multi-family projects sharing his skills of meticulous project management, development of documents and drawings, coordination of project engineers and other consultants and on site construction administration. David feels strongly that in addition to his professional responsibilities, it is his obligation to mentor and grow other aspiring architects. He dedicates time monthly to leading in house continuing education seminars and shares his technical and code expertise with the junior staff.

RELEVANT EXPERIENCE

Woods at Birchwood Apartments, Loudoun County, VA
83 Units
The Woods at Birchwood is a 55+ LIHTC community in Loudoun County, the wealthiest county in the US. The intent of this project was to create affordable 55+ housing that could not be differentiated from the other market rate apartments surrounding it, so that the residents would feel part of the community, not an island within it.

Ashburn Chase Apartments, Ashburn, VA
96 Units
Ashburn Chase Apartment community is a Luxury Affordable Tax Credit Apartment Community (LIHTC/EC). This community offers one, two, and three-bedroom apartment homes and serves as an affordable option for prospective residents whose income falls below 30%, 50%, and 60% of the Average Median Income.

Waxpool Apartments, Ashburn, VA
52 Units
The Waxpool Apartments is another LIHTC/EC designed and built with the intent of bringing affordable housing to the very unaffordable county of Loudoun. It is unique for its market rate finishes and copious amenities including walking trails, playground, bocce ball courts, and pollinator gardens.

Stone Springs Apartments, Dulles, VA
128 Units
The Stone Springs community is a LIHTC/EC project serving the Dulles area. Its chosen location is convenient, minutes from the Stone Springs Hospital, Dulles Airport, restaurants and shopping. Though an affordable property, units feature walk in closets, private balconies and well-appointed kitchens and baths. The property includes a community playground, fitness center, and a business center.

RYAN SANDLAS

Project Manager, Associate, Poole & Poole Architecture

Education: Bachelor of Architecture, New York Institute of Technology
Experience: 10 years with the firm | 15 years in the industry

Ryan Sandlas is an Associate at Poole and Poole Architecture, with 10+ years of experience in the multifamily industry. Ryan leads projects from schematic design and design development through Construction documents and construction administration. He has been involved on numerous project types, including 3 story garden style and 4 to 5 story garage wraps with an array design diversity. Ryan continues to design creatively while maintaining architectural standards while navigating building code complexities and the importance of budget in multi-family.

RELEVANT EXPERIENCE

Woods at Birchwood Apartments, Loudoun County, VA
83 Units
The Woods at Birchwood is a 55+ LIHTC community in Loudoun County, the wealthiest county in the US. The intent of this project was to create affordable 55+ housing that could not be differentiated from the other market rate apartments surrounding it, so that the residents would feel part of the community, not an island within it.

Ashburn Chase Apartments, Ashburn, VA
96 Units
Ashburn Chase Apartment community is a Luxury Affordable Tax Credit Apartment Community (LIHTC/EC). This community offers one, two, and three-bedroom apartment homes and serves as an affordable option for prospective residents whose income falls below 30%, 50%, and 60% of the Average Median Income.

Waxpool Apartments, Ashburn, VA
52 Units
The Waxpool Apartments is another LIHTC/EC designed and built with the intent of bringing affordable housing to the very unaffordable county of Loudoun. It is unique for its market rate finishes and copious amenities including walking trails, playground, bocce ball courts, and pollinator gardens.

Stone Springs Apartments, Dulles, VA
128 Units
The Stone Springs community is a LIHTC/EC project serving the Dulles area. Its chosen location is convenient, minutes from the Stone Springs Hospital, Dulles Airport, restaurants and shopping. Though an affordable property, units feature walk in closets, private balconies and well-appointed kitchens and baths. The property includes a community playground, fitness center, and a business center.

Harkins Builders

General Contractor

1601 Summit Avenue, Suite 100, Richmond, VA 23230
Contact: Pete Schaaf, Market Leader, Central Virginia & Hampton Roads
Email: pschaaf@harkinsbuilders.com

HARKINS
BUILDING EXCEPTIONAL

Firm Overview

Founded in 1965, Harkins has become an industry leader in negotiated and design-build construction. With an annual volume of over $600 million and five locations serving the Mid-Atlantic and Southeastern US, Harkins has the capacity and bonding to meet the needs of our clients. At its core, Harkins is a construction manager specializing in a variety of building projects. But look a little closer, and you'll see more. You'll see a team of vetted professionals united by shared values, working every day to be the best possible partner. You'll see customized services, like our unique preconstruction offering, that go above and beyond what's expected in our industry. You'll see a team who isn't satisfied until the project is completed in an exceptional way.

Throughout Harkins' history our trademark has been the negotiated contract, which combines our preconstruction expertise with professional on-site management. Clients in need of solid long-term projections have come to rely on our ability to make preliminary estimates become reality and to maximize quality for the least cost. Clients in need of quality projects delivered on time and within budget appreciate the experience and professionalism of our people.

Close and constant communication is maintained between preconstruction and construction management teams during the life of the project. We coordinate the design process and competitively bid subcontracts. Detailed costs of all components are tracked for current and future reference, and our construction managers are involved in the project's design stages, including drawing coordination and schedule development. Our way of doing business continues to produce construction excellence and repeat clients.

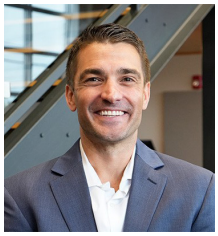
Harkins has received an Associated Builders and Contractors (ABC) Diamond Safety Training and Evaluation Process (STEP) award. Diamond is the highest level of recognition and recognizes companies for the outstanding quality of both their safety program and their safety record. Participants are rated on 20 safety program components, including management commitment to safety, employee participation, use of personal protective equipment, and record keeping. Harkins has been participating in the STEP program for over 20 years.

Experience with Pennrose

Harkins and Pennrose have a longstanding relationship that spans 25+ years. Harkins has constructed 4,390 units of rental housing for Pennrose, spanning 73 separate projects. Most recently, Harkins finished construction on 150 units of rental housing at Uplands in Baltimore, MD and 158 units of rental housing at Glenarden Hills in Glenarden, MD.

PETE SCHAAF

Market Segment Leader & Project Executive, Central Virginia, Harkins



Education: Bachelor of Science, Business Management, Fairleigh Dickinson University
Construction Quality Management Certificate, U.S. Army Corps of Engineers

Experience: 9 years with the firm | 15 years in the industry

Promoted to Project Executive in 2024, Pete now heads our Richmond office and serves as the primary point of contact for clients, design teams, and trade partners throughout the region. He is deeply involved in the full life cycle of every project, from preconstruction and procurement through closeout, bringing both structure and vision to the work. Known for his responsiveness and clarity, Pete ensures that everyone—from owners to subcontractors—understands the plan, trusts the process, and feels part of the team.

RELEVANT EXPERIENCE

The Landings at Silver Spring, Silver Spring, MD

+108 Units

Renovation of an existing senior living community to convert the building's use from 113 memory care and assisted living units to 108 skilled care units. The finishes of amenity areas will be upgraded and additional facilities will be added.

Braddock Senior Living, Fairfax, VA

+80 Units

New construction of a four-story affordable senior living community. Indoor amenities include a business center, community room, multipurpose room, fitness room, and a wellness room.

Brightview Columbia, Columbia, MD

+170 Units

New senior living community with a mix of studios, one-, and two-bedroom units. Offers independent living, assisted living and Alzheimer's memory care apartments. As part of the new construction, and in accordance with Howard County, MD development standards, the team simultaneously restored an 18th Century Manor House adjacent to the property.

LEED SILVER

ABC NATIONAL EXCELLENCE IN CONSTRUCTION PYRAMID AWARD

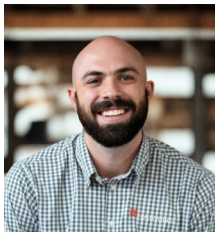
Cadence Olney, Olney, MD

+129 Units

New senior living community with both assisted living apartments and memory care units. Amenities include a café, multiple dining areas, beauty salon, and outdoor rooftop.

TYLER HUTCHINS

Preconstruction & Project Manager, Central Virginia, Harkins



Education: Bachelor of Science, Building Construction & Real Estate, Myers-Lawson School of Construction - Virginia Tech

Experience: 8 years with the firm | 15 years in the industry

Tyler began at Harkins as a summer intern in 2016 and quickly stood out for his initiative. Since then, he has grown into a leadership role as a preconstruction and project manager—known for pricing and running jobs with care, integrity, and a people-first mindset. Whether coordinating with owners and design teams, or troubleshooting in on-site with field staff and trade partners, Tyler leads by example, ensuring that every voice is heard and every detail gets the attention it deserves. He keeps the big picture in mind while managing the day-to-day, and his fairness and professionalism have made him a trusted teammate both in the field and at the table.

RELEVANT EXPERIENCE

Kindlewood (Friendship Court Redevelopment - Phase 1), Charlottesville, VA

106 Units

Multi-phase community that consisted of 106 affordable units. Buildings one and two included 35 stacked townhome style units, while building three included a one-level structured parking garage and four levels of a wood framed, center corridor apartment building. Amenities feature a large multipurpose room, library/lounge, conference room, a management suite, storage space for residents, and two fitness rooms.

Susie Clemens Apartments, Hatfield, PA

60 Units

The third phase of a new affordable senior housing community made up of 60 one-bedroom, one-bathroom apartment units over three-stories of space. This project achieved Passive House, saving energy and reducing greenhouse gases. This required specific mechanical systems and a more comprehensive exterior envelope design and construction.

200 Witmer Road Apartments, Horsham. PA

256 Units

New four-story apartment community near Philidelphia. Amenities include an enclosed courtyard with an outdoor kitchen, a pool, trellis, a club room and yoga studio. Unit finishes consist of ceramic tile bath floors and surrounds, in-unit laundry, quartz countertops, luxury vinyl plank flooring, and a covered concrete balcony.

Junction 49, Charlotte, NC

229 Units

New mixed-use eight-story apartment community with retail space and a parking garage. Amenities include a fitness room, clubroom, boardroom, and a semi-enclosed rooftop courtyard.

ABC EASTERN IPA EXCELLENCE IN CONSTRUCTION AWARD

ADAM HEALEY

Preconstruction Manager, Harkins

Education: Bachelor of Science, Civil Engineering, University of Maryland
Experience: 4 years with the firm | 6 years in the industry

Adam joined Harkins as an estimator II in 2021 and has extensive experience in both preconstruction and construction. As a preconstruction manager, Adam is the main point of contact for owners and project design partners in all phases of the preconstruction phase. Adam manages the day-today preconstruction activities for his assigned projects, from conceptual budgets to establishing the GMP contract pricing with the owner.

RELEVANT EXPERIENCE

Springhouse Square, Charlotte, NC
236 Units
New apartment community consisting of a four-story building, senior housing, a clubhouse, and stacked unit buildings for families. Amenities will include a leasing center and management offices, a club room and kitchen, a fitness center, and various covered porches. The project will also include a playground, a picnic shelter, open green areas, and ample surface parking. Financed with NCHFA.

Altitude, Raleigh, NC
118 Units
New apartment community comprised of studio, one-bed, and two-bed units - split across two four-story buildings with surface parking. Amenity spaces included an outdoor pool, sundeck area, grill stations, and fitness center that was integrated into the first floor of the larger building.

The Oliver, Charlotte, NC
222 Units
New construction of four wood-framed garden-style center corridor affordable apartment buildings and one clubhouse for a total of 119 units. The project included 18 one-bedrooms, 77 two-bedroom, and 24 three-bedroom units on 10.95 acres. Two of the four buildings were constructed to follow universal design requirements and included one traction elevator in each of the buildings.

Junction 49, Charlotte, NC
229 Units
New construction of a student housing community that consists of one-, two-, three-, four-, and five-bedroom units. Amenities include a precast parking garage, swimming pool with spa area, grill stations, walkways, and elevated planter terraces.

Kimley Horn

Civil Engineer

210 Ridge McIntire Rd, Charlottesville, VA 22903
Contact: David Ellington, PE
Email: David.Ellington@kimley-horn.com

Firm Overview

Kimley-Horn has served municipalities throughout the Commonwealth of Virginia since 1986 and has specialized in transportation planning and civil design since the firm's inception in 1967. Today, our full-service consulting firm includes more than 9,250 staff across 145+ offices nationwide, including locations in Richmond, Charlottesville, Northern Virginia, Virginia Beach, Williamsburg, and Washington, DC.

Kimley-Horn offers decades of experience with more than 22,000 residential developments across the U.S. We understand residential planning and design—work that demands precise coordination and creative thinking to deliver exceptional results. Our portfolio includes affordable housing projects throughout the country and the Commonwealth of Virginia, reflecting our commitment to creating inclusive and sustainable communities. You need a firm that can envision future possibilities while serving as a trusted advocate and partner. As a full-service consulting firm, we are recognized for the creativity of our solutions and the urgency we bring to each project. Kimley-Horn is actively engaged in several projects in Harrisonburg and throughout the I-81 corridor, demonstrating our strong local presence and deep understanding of the region's unique needs. We are also proud to partner with VDOT on projects along the I-81 corridor, further showcasing our expertise and commitment to supporting critical transportation infrastructure in the area.

Our clients have access to a versatile staff of professional civil, transportation, and structural engineers; planners; landscape architects; and environmental scientists. We have partnered with municipalities across the country to develop growth and development plans that balance economic, environmental, and social values. Our team of planners, urban designers, and engineers excels at facilitating stakeholder engagement and evaluating competing development alternatives. We are committed to multidisciplinary efforts that set high expectations and focus on implementation. Our landscape architects and urban planners bring diverse private- and public-sector experience, ranging from corridor plans and downtown development to transportation planning and streetscape design.

DAVID ELLINGTON

Senior Vice President, Kimley-Horn

Education: Master of Science, Civil Engineering, University of Virginia
Bachelor of Science, Civil Engineering, Virginia Military Institute

Experience: 21 years with the firm | 21 years in the industry

David brings two decades of experience focused on land development, site layout, and stormwater design for large-scale mixed-use, multifamily, and affordable housing projects. He excels at managing utility coordination and delivering resilient, cost-effective designs that facilitate community growth along key regional corridors.

RELEVANT EXPERIENCE

Dearington Apartments, Lynchburg, VA

200 Units

Dearington Apartments is a multi-phased, affordable housing redevelopment project located in Lynchburg, VA. The 18-acre project includes the demolition of nearly 100 existing residential units and the design of more than 200 residential units. The new design will feature three-story apartment buildings, two-story row houses, senior residences, community gardens, play/recreation areas, and a community building.

Belle Heights, Richmond, VA

111 Units

Oversaw redevelopment of a former industrial area into a high-density, affordable, and market-rate residential community, actively supporting entitlement, amenity programming, and placemaking.

Lynx Ventures, The Current - 400 Hull Street, Richmond, VA

2.09 Acres

Kimley-Horn is performing site/civil and landscape architecture services for this 2.09-acre redevelopment of a city block in the Manchester area of Richmond. The proposed building will be 5 stories with a mix of residential, retail, and office.

Robious Senior Living, Chesterfield, VA

200 Units

Robious Senior Living is a 200-unit assisted living and memory care community that is currently under construction. Kimley-Horn provided landscape architecture services to enhance landscaping at the community's entries, common areas, hardscape design, monumentation design, programming, and design of assisted living and memory care courtyards.

ZACHARY LETTE, PLA, ASAL

Senior Landscape Architect/Project Manager, Kimley-Horn

Education: Bachelor of Science, Landscape Architecture, West Virginia University
Experience: 1 year with the firm | 24 years in the industry

Zac brings more than two decades of specialized experience in the planning and design of residential, affordable housing, mixed-use, and master-planned communities. He has led large-scale projects throughout the Eastern U.S., focusing on placemaking, amenity-rich environments, community engagement, and innovative entitlement strategies in the I-81 corridor.

RELEVANT EXPERIENCE

Patapsco Glen, Baltimore County, MD

200 Units

The project is a 350-unit mixed use development in a targeted growth area along Johnnycake Road in Woodlawn. Developed as 3 projects, this growth area is one of the last remaining in the county and hosts high density housing, commercial and office uses. The team completed the initial design for the project and carried the project through development site plan and into the development plan phase.

Belle Heights, Richmond, VA

111 Units

Oversaw redevelopment of a former industrial area into a high-density, affordable, and market-rate residential community, actively supporting entitlement, amenity programming, and placemaking.

Mayfair, Fairfax, VA

25 Acres

Led concept and construction documentation, integrating urban infill with a flexible public/private amenities concept for new high-end and workforce housing.

Brookhill, Albermarle, VA

800-1,550 Units

Guided master planning, zoning, and open space strategy for a large-scale, mixed-use community, focusing on integration of multifamily and affordable housing within a walkable and interconnected framework.

BRIAN DITZLER, PE

Project Manager, Kimley-Horn

Education: Bachelor of Science, Civil Engineering Technology, University of Pittsburgh
Experience: 1 year with the firm | 13 years in the industry

Brian is a skilled project manager with deep experience in civil engineering for mid- to large-scale land development, including multifamily, affordable housing, and mixed-use projects. His background also includes experience in national facilities and asset management. He specializes in site due diligence, stormwater management, and the delivery of urban and suburban communities. Brian is committed to project delivery excellence throughout Virginia and in various nationwide markets.

RELEVANT EXPERIENCE

Diamond District Redevelopment, Richmond, VA

891 Units

Kimley-Horn is providing concept planning and civil engineering services to support the Diamond District Phase IA development in Richmond. The project will redevelop an 18-acre tract of underutilized land into a sustainable, mixed-use development, including a new baseball stadium. The Phase IA development includes six acres of public infrastructure design, encompassing public streets, parks, and utilities.

Greenberg Gibbons Commercial, Genworth Infrastructure Phase, Richmond, VA

46-Acres

Kimley-Horn provided comprehensive infrastructure master planning and civil engineering services for the mixed-use redevelopment of Compass Town Center, a 46-acre site in Henrico County. The scope included topographic and utility surveys, traffic impact analysis, shared parking modeling, parking operations planning, and geotechnical investigations.

Dodson Development Mixed-Use, Colonial Beach, VA

9 Units

This scope of services included rezoning support, site survey, design development documents, construction documentation, city site plan submittal documentation, permit applications, and construction administration services for a waterfront mixed use development in Colonial Beach.

Dodson Development Townhome Complex, Colonial Beach, VA

23 Units

This project redeveloped a previously Town owned parcel with a townhome complex consisting of attached and detached units. The development also provided an enhanced amenity and pool design at the heart of the site. The civil scope of services included rezoning support, site survey, design development documents, construction documentation

Innova Services Company & Innova Building Advisors

Construction Admin. & Sustainability Consultant

1548 S. 16th Street, Philadelphia, PA 19146
Contact: Benton Blackburn, Principal
Telephone: 215.336.0440

Firm Overview

Innova's mission is to preserve and create energy-efficient and affordable housing while contributing to the sustainable redevelopment of transitional neighborhoods. Innova has overseen the design and construction of affordable housing and mixed-use developments valued at over $2.3 billion, with new projects totaling more than $200 million annually throughout the eastern United States. Innova represents owners in the design and construction phase of new construction, historic rehabilitation projects and large-scale capital improvements. Our construction professionals give special attention to moisture mitigation, energy efficiency, mechanical systems integration, component durability, and long-term maintainability. Drawing on its property maintenance expertise, Innova can inform the design and construction process in a way that uniquely focuses attention on building sustainability and maintainability as well as occupant safety and comfort.

Innova serves as the Owner's Representative in the design and construction of affordable housing and mixed-use developments. Its focus is to advance building practices that maximize resource efficiency, component durability, and systems maintainability. Innova's Project Management portfolio is comprised of more than 200 multifamily and mixed-use projects valued at more than $2.2 billion - over 12,000 units in all - including large scale transit-oriented developments, new town centers and historic rehabilitations; from exurban green fields to New York City brown fields.

As Building Advisors, Innova is a certified Energy Star pattern, Passive Consultant, PHIUS+ Verifiers, and NGBS Green verifiers, focused on the multifamily industry. Innova performs whole building modeling, energy audits and capital needs assessments; enabling multifamily clients to devise smart approach to achieving very low energy buildings with improved durability and maintainability.

Innova's core expertise is in understanding the needs of existing buildings. They are PCNA specialists and multi-family energy auditors, providing comprehensive needs assessments, sleuthing elusive building failures, and devising cost -effective retrofit strategies for increasing building efficiency, enhancing resident comfort and safety, and preserving affordable housing for the long term.

Innova Services Company grew out of a division of Pennrose, and is the Construction Administrator of choice for Pennrose and has completed over 100 projects for Pennrose.

BENTON BLACKBURN

Principal, Innova Services Company

Education: Bachelor of Arts, Dartmouth College
Experience: 17 years with the firm | 28 years in the industry

Benton Blackburn is a Principal of Innova and serves as Vice President of Operations. Ben has been with Innova since 2004, and has led its efforts in owner's representative services, general contracting, capital project management, and building diagnostic services. He has personally overseen the successful completion of a wide variety of housing projects, including single family, townhomes, historic rehabilitation, urban infill, high rise and student housing developments. In Innova's capacity as General Contractor, Ben has successfully led large-scale renovation projects, specializing in affordable multifamily housing including single family, townhome, historic rehabilitation, urban infill, high rise, and student housing developments. Ben has also successfully led large-scale renovation projects, specializing in affordable multifamily housing preservation projects with tenant in place. Ben has been a construction professional since 1993. Prior to joining Innova, Ben served as Project Manager for Denver-based Shaw Construction where hew as responsible for $100 million in construction projects per year.

RELEVANT EXPERIENCE

The Lift & Rise on Jefferson I & II, Newport News, VA

$24M | 82 Units

The Lift & Rise on Jefferson buildings seek to create an active and vibrant gateway to the Marshall Ridley neighborhood in Newport News, Virginia and are designed to achieve Enterprise Green Communities and Energy-Star certification, including energy saving electrical fixtures and water-saving features to reduce water usage. The projects are apart of a larger Choice Neighborhood Initiative master plan.

Legacy Landing, Newport News, VA

$61M | 155 Units

Legacy Landing is a two phase (9% and its "twin" 4%) that represent the second phase of the Marshall-Ridley Choice Neighborhoods Initiative in Newport News, VA. The 155-unit property, now known as Legacy Landing, is a mixed-use, mixed-income property with units ranging from 40% AMI to Market-Rate. The site replaces the former Ridley homes development.

The Residences at North Hill, Alexandria, VA

$124M | 279 Units

The Residences at North Hill includes developing an underutilized 34+ acre site into as 12+ acre public park, approximately 175 for-sale town homes and 279 affordable multifamily apartments. The Residences at North Hill is the 279-unit affordable multifamily rental piece of this development. The Residences at North Hill is proximate to services and amenities as well as a bus stop located on Richmond Highway.

Square at Merritt Mill, Salisbury, MD

$20M | 75 Units

Square at Merritt Mill is the second phase of the Booth Street Revitalization. The plan for the Square at Merritt Mill consists of eigh three-story apartment buildings with individual entrances, situated in a revitalized community with ample open space and a community clubhouse. The off-site location is a result of creative solution to an Equal Housing Opportunity issue that Pennrose and WCHA solved.

ADAM BLACKBURN

Vice President, Innova Building Advisors

Education: Bachelor of Arts, Amherst College
Experience: 12 years with the firm | 12 years in the industry

Adam Blackburn heads Innova's Innova Building Advisors consulting group. His area of expertise is consulting and energy performance certification for developers, designers and builders of multi-family housing. Adam has provided Passive House Verification and ENERGY STAR certification services for over 2,500 homes under both low-rise and high-rise standards. He has leveraged nearly $2MM in energy efficiency incentives and rebates on behalf of affordable housing projects, and has overseen energy efficiency upgrades and capital improvement projects totaling more than $10 million. Prior to joining Innova in 2009, Adam specialized in integration project management, accruing more than ten years' experience in coordinating engineering design and hardware installation on large-scale technology infrastructure projects. Adam holds a B.A. from Amherst College, is a Certified Passive House Consultant, PHIUS+ Passive House Rater, RESNET Certified Home Energy Rater, ENERGY STAR® for Multifamily High Rise Consultant, and Enterprise Green Communities Consultant.

RELEVANT EXPERIENCE

Stone Grove Crossing, Salisbury, MD

$17M | 50 units

The project included the demolition of 50 public housing units, converted from Public Housing assistance to Project Based Rental Assistance under the RAD program. The remaining 34 LIHTC units are available to households earning up to 60% of AMI. Phase 2, Merritt Mill Townhouses, will provide off-site replacement housing for the remaining 50 units, through the RAD program.

Glenarden Hills, Glenarden, MD

$105M | 430 Units

This four-phase, master-planned redevelopment includes affordable, market-rate, and for-sale housing for families and seniors in Prince George's County. Pennrose incorporated community input into the 27 acre site, which makes the development walkable, green, and includes an array of housing types and amenities. The development includes a 5,900 SF community clubhouse.

Square at Merritt Mill, Salisbury, MD

$20M | 75 Units

Square at Merritt Mill is the second phase of the Booth Street Revitalization. The plan for the Square at Merritt Mill consists of eight three-story apartment buildings with individual entrances, situated in a revitalized community with ample open space and a community clubhouse. The off-site location is a result of creative solution to an Equal Housing Opportunity issue that Pennrose and WCHA solved.

Orchard Ridge, Baltimore, MD

$90M | 413 Units

Orchard Ridge is a vibrant, new master-planned community built on the sites of former public housing complexes. Completed in 2017, the new development consists of 378 rental units, 35 homeownership units, and a new clubhouse. The project includes affordable and market-rate apartments, offers high quality living for persons with disabilities, and is Green Communities and Energy Star Certified.

VAUGHAN PICCOLO

Vice President of Preconstruction, Innova Services Company

Education: Bachelor of Science, Business Administration, Drexel University
Experience: 14 years with the firm | 14 years in the industry

Vaughan Piccolo is the Vice President of Preconstruction with Innova Project Management. Vaughan's concentration is on project design review. He played a key role in the management and growth of Innova's focus on Passive House and ultra-low energy design and construction. Vaughan has extensive experience in all areas of general construction with an emphasis on mechanical systems and building enclosure performance; he was lead building performance technician for Innova's joint research with the Building Science Corporation's and the DOE Building America program. Vaughan holds certifications as a Certified Passive House Consultant (PHIUS), Passive House Large Building Verifier (PHIUS), RESNET Certified Home Energy Rater and ENERGY STAR® Residential Verification Partner performing ENERGY STAR® for Homes and Indoor airPLUS verifications, NGBS Green Verifier, BPI Building Analyst, ENERGY STAR® for Multifamily Highrise Consultant, Enterprise Green Communities Consultant, and New Jersey's Clean Energy Program Pay for Performance Consultant.

RELEVANT EXPERIENCE

Nest56 at Denargo Market, Denver, CO
$26M | 56 Units
Nest56 at Denargo Market provides 56 units of supportive housing to transition age youth who are at risk of homelessness or experiencing homelessness. The project is designed with trauma-informed principles (ample day light, open stairwells, clear sightlines, 24/7 staffing, security cameras) while providing fully furnished units to residents.

New Brunswick Performing Arts Center (NBPAC), New Brunswick, NJ
$172M | 207 Units
NBPAC has transformed New Brunswick's Downtown Cultural Arts District, ensuring that New Brunswick continues as a regional hub for the performing arts. The project features the new construction of two state-of-the-art theater spaces, rehearsal studios, 30,000 square feet of academic and office space, and 207 residential apartments in a 22 story tower.

Village at Nauset Green, Eastham, MA
65 Units
Village at Nauset Green is a sixty-five (65) unit multifamily development located in Eastham, Massachusetts. The 11.2-acre development site was acquired by the Town of Eastham and designated for use as affordable housing. The development was financed using a variety of sources including LIHTC's and DHCD.

Torrington Riverfront, Torrington, CT
$20.5M | 60 Units
The Torrington Riverfront is a vibrant, pedestrian-friendly, mixed-use development located in the downtown district of Torrington, CT. Previously home to the Torrington Manufacturing Company, the two-acre brownfield site along the Naugatuck River has been used as a city-owned parked lot for almost a decade.

Pennrose Management Company

Property Manager

1301 North 31st Street, Philadelphia, PA 19121
Contact: Marsha Blunt, President
Telephone: 267.386.8730

PENNROSE
Bricks & Mortar | Heart & Soul

Firm Overview

Pennrose Management Company will serve as the property manager, and is the affiliated property manager for Pennrose, LLC.

Since its inception in 1981, Pennrose Management Company (AMO®), has earned a reputation as a leader in the field of affordable and mixed-income housing management. Our singular approach to management, our commitment to our residents, investors and personnel, and our multi-faceted relationships with state and other regulatory agencies sets us apart from other housing management providers. As a provider of professional property management, consulting and auxiliary services to property owners including non-profit and public agencies as well as private sector entities; Pennrose administers over $35 million in annual budgeted operations with a staff of approximately 400 employees.

Our management portfolio continues a trend of dramatic growth and great diversity, currently consisting of 160 properties, with approximately 13,000 units, in eleven states/districts. Our growth has averaged 1,000 to 1,500 units per year since inception, with even greater growth projected in the foreseeable future.

PMC continues to be recognized and has won numerous awards and accolades for excellence in service. Although too numerous to list, at the PennDel AHMA Fall 2016 Management Conference, Pennrose Management Company received an "Excellent Rating" and at last year's New Jersey Apartment Association Garden State Awards, PMC was selected as the Management Company of the Year (Affordable).

PMC participates in all Pennrose's developments, from concept to planning, through design and development, and into construction of the housing units, well before they might assume any management responsibility in the operation of the units. This type of participation better assures development of units that addresses effectively the needs of that population constituting the documented demand in the professional market studies. It also better assures adequate consideration of efficient functioning of common areas in the design of buildings, efficiencies in operating costs and proper design/careful selection of materials, fixtures and equipment to assure long-term durability and cost-effective maintenance.

An ACCREDITED MANAGEMENT ORGANIZATION® FIRM, Pennrose Management Company has earned a reputation for excellence in long-term management, maintenance, and the provision of social services. PMC also utilizes regional and portfolio-wide procurement, which incorporates in its bid process, in addition to pricing, the extent to which contractors and vendors commit to train/hire residents of properties that PMC manages in the operation of their businesses.

Pennrose Impact

Pennrose Impact provides supportive resources across all 170 affordable properties in the Pennrose portfolio. These services are facilitated by a PMC Community Impact Coordinator, an on-site management team member, or third-party partner focused on providing life enhancing programs and services that empower residents to live independently and successfully. Each program is tailored to the needs of the community, so no two programs are alike. Community Impact Coordinators meet our residents where they live to set goals together, building a stronger sense of community. As a reflection of Pennrose's mission-driven culture, all staff, from maintenance workers to property managers, undergo supportive services training to ensure they can identify resources for a resident in need.

Pennrose also recently achieved CORES Certification, which recognizes organizations across the country that have developed a robust commitment, capacity, and competency in providing resident services coordination in affordable housing communities. The rigorous certification process reflects an organization's deep commitment to the highest standards for resident services, resident health and well-being, and data-informed operations and decision making.

MARSHA BLUNT

President, Pennrose Management Company

Education: Bachelor of Science, Business Administration, Strayer University
Experience: 18 years with the firm | 25+ years in the industry

As President of Pennrose Management Company, Marsha Blunt is responsible for the financial and operational performance of the organization, overseeing the property operations, risk management, compliance, and maintenance departments and increasing the management company capacity to support development activities. She was promoted to this position in January 2024 after serving as Vice President of Operations. Marsha has been a valued member of the Pennrose team since joining the organization in 2006, serving as regional property manager and later regional vice president, where she oversaw 2,400 units in New Jersey and Pennsylvania. Most recently, she served on the executive team as vice president of operations, where she provided property management oversight for communities across Pennsylvania, Maryland, Washington, D.C., and the southeast. Prior to joining Pennrose she held other positions in multifamily management, including Property Manager with Vesta Camden Urban Renewal. Marsha has extensive experience leasing-up and managing affordable housing programs, including LIHTC, HUD 202, Section 8, HOME, Hope VI, ACC, and Housing Choice Voucher. Marsha holds her Certified Occupancy Specialist (COS) and Blended Occupancy Specialist (BOS) certifications. She is a licensed Real Estate agent in New Jersey, a licensed Real Estate Broker in Pennsylvania, and is the Broker of Record for Pennrose.

RELEVANT EXPERIENCE

Village at Park River Phase I, II, III, and IV Hartford, CT

$120M | 400 Units

Village at Park River is a development that will feature 420 new high-quality housing units when completed, including both rental and homeownership opportunities. In partnership with the City of Hartford, the project provides replacement of the City's stock of affordable housing units, as well as acts as a catalyst for reinvestment and commercialization in the Upper Albany Neighborhood.

John C. Anderson Apartments, Philadelphia, PA

$20M | 56 units

Pennrose, LLC and the Dr. Magnus Hirschfeld Fund (dMa Fund) are proud partners on the development of John C. Anderson Apartments, a 56-unit senior affordable, mixed-use development in the heart of Center City, Philadelphia. JCA represents an exceptional opportunity to provide a needed affordable senior housing (62+) resource in an affluent neighborhood.

Meriden Commons I and II, Meriden, CT

$48M | 151 Units

Pennrose was engaged in a multi-phase redevelopment plan with the City of Meriden and the Meriden Housing Authority to redevelop the 140 unit Mills Memorial public housing site. The site was the subject of a Master Developer RFP, won by Pennrose and its development team in 2012. Meriden Commons is a mixed-use, mixed-income community, revitalizing the downtown core.

Stoneridge Villas Phase I and II, Huntsville, AL

$30M | 145 Units

Pennrose and the Huntsville Housing Authority partnered to develop Stoneridge Villas Phase I and II. The completed Stoneridge Villas Master Plan is a 21.7 acre site and is designed to support seniors 55 or older in the City of Huntsville with a mix of one and two-bedroom units, in fifteen one-story cottage apartment buildings.

SHANNON MOWERY

Vice President of Community Impact, Pennrose

Education: Bachelor of Science, Biobehavioral Health, The Pennsylvania State University
Experience: 19 years with the firm | 20 years in the industry

Shannon Mowery, one of the company's longest tenured team members, serves as Vice President of Community Impact. In this role she oversees all aspects of Pennrose's outcomes-driven approach to providing on-site support and resources to help residents achieve their goals. In 2023, her responsibilities were expanded to include oversight of activities related to the Pennrose Foundation, DEI, and corporate citizenship. Shannon is also responsible for new program design and implementation and working with Pennrose Development team members. She is responsible for developing and managing community partnerships for all future developments, including those needed for low-income housing tax credit and Federal HOME Loan Bank applications, as well as ensuring that every site within the 170+ property portfolio meets the individual program obligations that were a part of each property's original plan.

RELEVANT EXPERIENCE

The Lift & Rise on Jefferson I & II, Newport News, VA

$24M | 82 Units

The Lift & Rise on Jefferson buildings seek to create an active and vibrant gateway to the Marshall Ridley neighborhood in Newport News, Virginia and are designed to achieve Enterprise Green Communities and Energy-Star certification, including energy saving electrical fixtures and water-saving features to reduce water usage. The projects are apart of a larger Choice Neighborhood Initiative master plan.

Renaissance Row, Baltimore, MD

$21M | 84 Units

The City of Baltimore will demolish the blighted housing at the intersection of Park Heights and Rosewood Avenues and replace it with an all-new, four-story apartment complex with 84 units for low income families. The apartment building will include a community room, fitness areas, green space, onsite management and supportive service offices.

Mary D. Stone and Julia Bancroft Schools, Auburn, MA

115 Units

The Mary D. Stone School is a 55-unit, senior, mixed-income, historic rehabilitation project in Auburn, MA. Similarly, the Julia Bancroft School is a 60-unit, senior, mixed-income, historic rehabilitation project in Auburn, MA. Both projects were won through a competitive RFP process, one for each school, driven by the town of Auburn in 2015. Both projects are now leased-up.

Village at Nauset Green, Eastham, MA

65 Units

Village at Nauset Green is a sixty-five (65) unit multifamily development located in Eastham, Massachusetts. The 11.2-acre development site was acquired by the Town of Eastham and designated for use as affordable housing. The development was financed using a variety of sources including LIHTC's and DHCD.

Client References: Include names, addresses, phone numbers, email addresses, and a letter authorizing each reference to respond to inquiries regarding the design, financing, development, and ongoing operations of the project as well as prior projects.

PENNROSE, LLC DEVELOPMENT REFERENCES

David J. White, Jr., Sr. Development Officer
Virginia Rental Housing
601 S. Belvidere Street
Richmond, VA 23220
P: 804.343.5862
E: David.White@virginiahousing.com
Residences at North Hill, Lift and Rise on Jefferson, Legacy Landing

Alice Kennedy, Housing Commissioner
Baltimore City Department of Housing & Community Development
417 E. Fayette Street, 14th Floor
Baltimore, MD 21202
P: 443.984.5753
E: Alice.Kennedy@baltimorecity.gov
Numerous projects including Uplands II, Renaissance Row, Uplands II

Janet Abrahams, Executive Director/CEO
Baltimore City Housing
417 East Fayete Street, Suite 1332
Baltimore, MD 21202
P: 443.984.1009
E: Janet.Abrahams@habc.org
Numerous projects including Renassiance Row, Wyman House and Uplands II

PENNROSE, LLC FINANCIAL REFERENCES

Kimmel Cameron, Vice President
Hudson Housing Capital
1750 Tysons Boulevard, 4th Floor
McLean, VA 22102
P: 703.639.0880
E: Kimmel.Cameron@hudsonhousing.com
Numerous projects including Kite Route Crossing, Wyman House, Rush Crossing

Glen R. Hatton, Senior VP
Truist Bank
401 Commerce Street
Nashville, TN 37219
P: 804.938.1993
E: glen.r.hatton@truist.com
Numerous projects including Herndon Square

Brett Macleod,
JP Morgan Chase Bank, N.A.
875 15th Street New, Suite 510
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P: 202.312.1115
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Numerous projects including Herndon Square

PENNROSE
Bricks & Mortar | Heart & Soul

September 9, 2025

Liz Webb, Housing Coordinator
City Manager's Office
409 South Main Street
Harrisonburg, VA 22801

RE: Neff Avenue Solicitation References

Dear Ms. Webb,

We have included both general and financial reference letters in the solicitation response, as required. This letter, as required by Section 3.5.6 of the solicitation, confirms that Pennrose has notified all references of their inclusion in the response and that each reference listed in said response has been authorized to respond to inquiries from the City of Harrisonburg.

Pennrose is pleased to be submitting this response and hopes for an opportunity to work closely with the City of Harrisonburg to help make this project a reality.

Sincerely,

Pat Bateman
Senior Developer

LEGACY LANDING (MARSHALL-RIDLEY CNI PHASE III & IV)

Newport News, VA

Total Development Cost
$63,030,000

Completion Date
Fall 2025 (Phase IV)

Units
155 units

DESCRIPTION

Legacy Landing represents Phases III and IV of a transformative neighborhood revitalization effort under the Marshall-Ridley Choice Neighborhoods Initiative (CNI), adopted by the City of Newport News. In May 2019, the City and the Newport News Redevelopment and Housing Authority (NNRHA) were awarded a Choice Neighborhoods Implementation Grant from HUD, catalyzing a comprehensive redevelopment strategy for the historically underserved Marshall-Ridley corridor.

Legacy Landing delivers 155 high-quality rental units in a mixed-income, mixed-use configuration, replacing the outdated Ridley Place public housing development. The community offers housing options ranging from 40% AMI to market-rate, ensuring affordability and inclusivity for a diverse resident population. Income-restricted units are supported by Low Income Housing Tax Credits (LIHTC) and other regulated funding mechanisms, with a long-term commitment to affordability.

The site design emphasizes sustainability, accessibility, and community wellness, featuring green space with walking trails, a fitness center, and a community building for resident engagement.

A key differentiator in Legacy Landing's success is the strategic partnership with Sentara Health, a leading regional healthcare provider with a robust presence across Virginia and North Carolina, including Harrisonburg. Sentara provided $4.91 million in permanent financing for Phase III as well as a construction loan of $5.19 million. This partnership exceeded all expectations, leading to Sentara committing $ $6 million in permanent financing for Phase IV as well as a construction loan of $6.49 million, demonstrating a deep commitment to housing as a social determinant of health. Their involvement was critical to the project's financial foundation and positioned Legacy Landing to be a high-quality, sustainable, and affordable community for the foreseeable future.

This proven collaboration between Pennrose and Sentara Health exemplifies a replicable model for cross-sector partnerships that drive equitable development. With Sentara's established footprint in Harrisonburg—including the Sentara RHM Medical Center and Sentara Park JMU athletic facilities adjacent to the Neff Avenue site—our team brings a locally connected, community-driven approach to the RFP, backed by experience, trusted relationships, and a demonstrated ability to leverage public-private partnerships for long-term success.

Legacy Landing aligns with the City of Harrisonburg's vision for "Available Housing for All" and reflects key priorities outlined in the 2021 Housing Study, including:

- **Expanding affordable housing supply**
- **Locating housing near amenities and transit**
- **Promoting mixed-income communities**
- **Ensuring long-term affordability and sustainability**

Additional phases are underway, continuing the momentum toward a fully revitalized Marshall-Ridley neighborhood.

THE RESIDENCES AT NORTH HILL

Alexandria, VA

Total Development Cost

$117,000,000

Completion Date

Spring 2024

Units

279 Units (Rental)

DESCRIPTION

The Residences at North Hill is part of a large-scale, highly impactful redevelopment located in Alexandria, Virginia. The overall redevelopment and revitalization strategy involves developing an underutilized 34+ acre site into 12+ acre public park, approximately 175 for-sale townhomes and 279 affordable multifamily apartments. The Residences at North Hill is the is the 279-unit affordable multifamily rental piece of the development. The Residences at North Hill is being developed through a partnership between Pennrose, LLC and Community Housing Partners Corporation

The Fairfax County Redevelopment and Housing Authority (FCRHA) purchased the 34+ acre site at 7201 Richmond Highway in the 1980's Formerly a mobile home park, the site has a prominent location on Richmond Highway in Alexandria, which is now a focus for redevelopment. The Residences at North Hill is viewed as a very important development which will serve as a key contribution to the County's long-term vision for Richmond Highway. Additionally, Fairfax County has made significant contributions to this development, demonstrating their commitment to this long-term vision. In addition to leasing the affordable housing land for a nominal fee, FCRHA has committed recycled CDBG, Project-Based Section 8 Vouchers and BluePrint funds to this effort.

The Residences at North Hill consists of 279 affordable rental apartments in five buildings, to be developed in four separate partnerships as follows.

- The Senior Residences at North Hlll (9% LIHTC) which includes 63 units housed in one building for seniors aged 55 and older.
- The Family Residences at North Hill (9% LIHTC) which includes 75 units housed in one building marketed towards families.
- The Residences at North Hill Bond 47 (4% LIHTC/TEB) which includes 47 units housed in 1 building, marketed towards families.
- The Residences at North Hill Bond 94 (4% LIHTC/TEB) which includes 23 one-bedroom units, 54 two-bedroom units, and 17-three bedroom units housed in two buildings.

The Residences at North Hill is proximate to services and amenities as well as a bus stop located on Richmond Highway at the property. Located within a half mile of the site are banks, pharmacies, and grocery stores. Health care services are located less than a mile from the site.

UPLANDS REDEVELOPMENT

Baltimore, MD

Total Development Cost
$237,000,000

Completion Date
June 2025 (Phase II)
July 2012 (Phase I)

Units
761 Total
553 (For Sale)
208 (Rental)

DESCRIPTION

The Uplands redevelopment encompasses a massive 63-acre site in Southwest Baltimore, formerly a cluster of distressed HUD-owned housing that had stood vacant for years. Through an inclusive redevelopment process, Pennrose and its partners coordinated the efforts of the development team, City and State agencies, former residents, elected officials, and community stakeholders. Pennrose led the process to update the master plan, actively engaging the community through a series of public meetings, planning sessions and design charrettes, leading to community approval of the plan. Upon completion, this transformative, mixed-use $237 Million revitalization will culminate in a vibrant neighborhood, including 761 housing units of for-sale and rental housing through two rental and five homeownership phases, as well as retail.

The development plan includes several product types such as single-family dwellings, town homes, duplexes, triplexes, mansionettes, and walk-up buildings. Housing units will be made available to a mix of incomes. To date, $30 Million of infrastructure has been completed, along with the first phase of 104 rental units and a 4,100 square foot separate community building in 2013, and 150 rental units for Phase II were recently completed in 2024.

176 out of 178 units (sale history shows five homes sold per month) units of the first homeownership phase have been sold. Bozzuto sponsored a series of outreach events at 40 local churches and reached out to other community and City groups including schools, hospitals, and police departments to inform and promote low-income purchasers in the area. Bozzuto worked closely with Pennrose to connect with Baltimore City to produce a series of email blasts to be distributed to Baltimore City employees to advertise and incentivize people to come live at the Uplands.

A sustainable and transit oriented development, Uplands was designed and built to adhere to the Enterprise's Green Communities program and has a LEED-ND Gold Designation. Each unit is an ENERGY STAR Version 2 qualified home. The mixed-use development is currently under planning for the retail portion of the site.

Uplands utilized multiple layered sources of financing. The project has involved effective, on-going partnerships with the Housing Authority of Baltimore City, and is the result of many years of community planning and collaboration between the development team and the community.

Additional partnerships include HUD, Maryland Department of Housing and Community Development (DHCD), Baltimore City Department of Transportation, Maryland Department of Transportation, Edmondson/ Westside High School, and Southwest Baltimore CDC.

MCAULEY STATION

Atlanta, GA

Total Development Cost
$45,000,000 (Phase I)

Completion Date
Fall 2024 (Phase I)

Units
170 units (Phase I)

DESCRIPTION

Pennrose, LLC (Pennrose) and Saint Joseph's Health System, Inc. (Mercy Care) partnered to develop the multi-phased mixed-use/mixed-income project – McAuley Station. McAuley Station Phase I is the new construction of 170-unit multifamily development with a mix of workforce housing, affordable and permanent supportive housing units. The development includes a mixture of studio, one and two-bedroom units that serve a range of resident incomes, from 30% AMI to 80% AMI.

The new housing units and clinic renovation/expansion of this master planned community provide workforce/affordable housing adjacent to the leading healthcare provider in Atlanta Metropolitan Area. By combining workforce and affordable housing adjacent to Mercy Care's clinic, the McAuley Station Phase I improve health outcomes and decrease health care costs for individuals and families in the City of Atlanta. There is also an associated parking garage shared with Mercy Care's adjacent renovation and expansion of the Decatur Street clinic that incorporates the best practices of clinic design. This comprehensive development will provide much needed affordable/supportive housing units and increase Mercy Care's clinic capacity – that will utilize an integrated model that address physical and mental health in the same visit.

In addition, the Development is within walking distance of the MARTA King Memorial Transit Station and Martin Luther King Recreation and Aquatic Center, allowing for the leveraging of additional resources and services for residents of all ages and income levels. McCauley Station Phase I is part of a greater mixed-use expansion of the current Mercy Care Decatur Street Health Facility which includes a 38,000 square foot additional health-oriented office space to house "hoteling" space for Mercy care partner organizations, additional clinic space and administrative space.

Mercy Care was established in 1985 to bring healthcare to the most vulnerable, with a strong emphasis on serving the homeless. For more than 30-years, Mercy Care has served those who are experiencing homelessness as well as those for whom healthcare coverage is out of reach and healthcare costs are unaffordable – a reality for more than 400,000 people in metro Atlanta.

Sentara Health
Letter of Support

Sentara

Sentara Health
1300 Sentara Park
Virginia Beach, VA, 23464
P 757.455.7483

Patrick Stewart, Regional Vice President
Pennrose, LLC
1501 St. Paul Street, Suite 118
Baltimore, MD 21202

Dear Mr. Stewart,

Thank you for the opportunity to support Pennrose's proposed development of the Neff Avenue site in the City of Harrisonburg. Sentara and Pennrose have had a successful partnership in our Hampton Roads market, and we look forward to the opportunity to participate in a similar project in the Harrisonburg community that supports Sentara's initiatives to address social determinates of health. Sentara intends to enter into a similar type of arrangement suitable to the Neff Avenue project as we have done with the Legacy Landing project in the City of Newport News. While we envision supporting the Neff Avenue project with attractive financing terms that are in line with our mission to Improve Health Every Day, Sentara's final support is subject to customary underwriting and due diligence, as well as executive and Board level approvals.

Sincerely,

Ryan Inman
Vice President, Treasury
Sentara Health

We Improve Health Every Day

Pennrose, and our assembled development team of design and construction professionals, are uniquely positioned to successfully deliver a premier affordable housing development consistent with the goals of the City of Harrisonburg as set for in the Neff Avenue Site Development Opportunity (the "RFP") and other relevant comprehensive plans and studies. Our breadth of experience in affordable housing brings together unique knowledge of the tax credit program and affordable housing development, with a proven track record of assembling and managing very complex financing structures that include multiple sources of both public and private financing. Pennrose has applied this across the country, creating vibrant communities and completely transforming neighborhoods, including in Virginia where Pennrose has completed over 500 units of affordable and mixed-income housing.

The development plan we have laid out to transform the Neff Avenue sites is based on a three-pronged approach:

1. Address the desires and goals of the City of Harrisonburg, focusing on the ambitious and multifaceted objectives enumerated in the RFP and its supporting plans and documents, including additional local and regional studies that have been conducted over the years.
2. Utilize the combined strengths of the assembled team to assess the constraints and opportunities of the 7.825-acre site. This includes local knowledge specific to the City of Harrisonburg and the Shenandoah Valley from prior work experience, as well as site-specific information and market data.
3. The financing plan is strategically crafted focusing on available sources with realistic expectations, creating an accurate budget that can be executed to bring this project to fruition. This is carefully balanced with attending to all the City's desires in the RFP as well as addressing and understanding the challenges of the site.

Affordability

Details on the unit mix, affordability levels and commitments, and all other aspects of the proforma are discussed under the Financial Proposal under Section 4 of this response. Notably, the unit mix includes 16 units at 40% AMI and 30 units at 50% AMI. As a result, the average AMI for the entire development is 57.18%, which is below the maximum allowable average AMI as noted in the RFP.

Alignment with Identified Local Priorities

The City of Harrisonburg's proactive focus on supporting the creation of affordable housing through the refinement of its studies, comprehensive plans and intentional policy actions is instrumental in addressing the housing insecurity issue in a fiscally responsible and powerful way for years to come. The in-depth studies, completed as early 2018 in the Comprehensive Plan, revealed a renter cost burden as high as 55%, compared to 30% for homeowners, even before the COVID-19 pandemic. Objectives for promoting affordable housing options and educational goals for City staff were also set forth in that plan, which in turn helped shape the City Council Vision, adopted in 2025. Through the realization of this vision for the next 20 years, Harrisonburg is meeting the affordability housing crisis head on, with the redevelopment of the Neff Avenue site at the forefront of the effort to provide attainable housing for all.

The 2021 Housing Study further highlighted the cost constrained rental market and lack of attainable housing in the City. Utilizing the Healthy People 2030 Report, the Housing Study addresses other major socio-economic factors that significantly impact health, such as food access, education access and quality healthcare. Through this lens, it is clear that the healthiest, most stable version of the City of Harrisonburg must tie all these issues together by leveraging already established networks within the City. **Towards this end, Pennrose has teamed up with Sentara Health, a staple healthcare provider in the region, to participate in this redevelopment effort as a financing partner.** Sentara's extensive footprint and involvement within Harrisonburg includes the RHM Medical Center and Sentara Park JMU, which is immediately across the street from the subject site. Pennrose and Sentara have a history of a successful partnership from the 155-unit Legacy Landing affordable housing development in Newport News, Virginia, which is substantially complete. At Legacy Landing, Sentara provided game-changing construction and permanent financing on both Phase III (9%) and Phase IV (4%) at rates significantly below market, demonstrating their deep commitment to **housing as a social determinant of health.** This financing unlocked critical access to private capital in an extremely challenging post-Covid environment.

At the Neff Site redevelopment in Harrisonburg, Sentara has demonstrated their interest in providing similar access to capital to the project as they did at Legacy Landing. By providing financing significantly below market rates, the project will be able to access more private loan proceeds, lessening the reliance on public sources such as soft financing and tax credits, making it more competitive for

either the 9% credit or the state Housing Opportunity Tax Credit ("HOTC") and strengthening the project's feasibility.

Further, the buildings have been designed with additional community spaces than technically required, creating an opportunity for Sentara to increase their presence within the project and opens the possibility for future healthcare in housing partnerships. This is the type of cross-sector partnership that brings a locally driven approach to this RFP and a unique solution to the challenge of the development of the Neff Avenue site, all while giving the residents greater opportunity to build more successful and healthier futures.

The development plan in this response further achieves goals under the 2021 Housing Study, including supporting the following Key Findings of the report:

- **Net employment growth occurred in jobs paying less than $40,000:**
  - The development plan calls for a total of 220 units over two phases, financed by the 4% tax credit and bonds. Of these 220 units, 16 will be supported by project-based vouchers available to tenants earning up to 40% area median income ("AMI"). This would mean that a family of five making slightly less than 40% AMI would qualify to live in this unit. A total of 30 units will be set aside for families earning up to 50% AMI and a total of 174 units will be set aside for families earning up to 60% AMI. Under 2025 rent guidelines, families of up to 3 people would qualify for these units if they were making just above 50% AMI, which means that the 30 units set to 50% AMI are ideally suited to accommodate this need. Families of two or less would qualify for the 60% AMI units and would be at 52% AMI if they were earning $40,000 or less. This demonstrates that the development plan as proposed will be able to significantly address the large increase in jobs paying less than $40,000 per year as shown in the study.
- **Assisting families that fall below the ALICE threshold:**
  - The 2021 study references the 2018 ALICE report published by the United Way that notes that the income for a family of four to meet basic expenses in Harrisonburg is $60,000. The report estimates that 55% of households headed by householders aged 25 and older, a total of 7,834 households, don't meet this income requirement for a survival budget for a family of four. Per 2025 income limits for Rockingham County, which is the standard under which our proposal is underwritten, a 4-person household can qualify for a 60% AMI unit earning up to $58,380. Further, a 4-person household seeking to live in a 50% AMI unit would be making up to $48,650 per year. As such, the project was very intentionally underwritten to help address this need in Harrisonburg, pushing down housing costs for the median sized family to ensure they are not over-paying for housing and can meet other necessary living expenses.

The development further promotes many of the recommendations of the 2021 housing report, including:

- **#4 – Prioritize city resources to finance affordable housing initiatives:**
  - The development utilizes only the land contribution of the Neff Avenue site to bring 220 new affordable housing units to the City of Harrisonburg, with no reliance on a payment in lieu of taxes agreement (recommendation #6), waiver of City fees (recommendation #5), or funding from a Housing Trust Fund (recommendation #15).
- **#8 – Identify City-owned assets suitable for affordable/or mixed-income residential development and issue RFPs.**
- **#10 – Amend the Comprehensive Plan and Zoning Ordinance to include "Missing Middle Housing" strategies:**
  - Citing the fact that multi-family is prohibited in 80% of the city and the prevalence of single-family housing as 94% of owner-occupied units, the study sees the need for medium density housing as the solution. The development calls for thoughtfully designed buildings at a context-sensitive scale, delivering the goal of 220 units on a challenging site inusing varied 3- and 4-story 3building heights . This keeps the site sensitive to historical developments in the city in terms of scale, while also taking cues from surrounding context, included in the finer details of the buildings. The approach also makes sure that the development is sensitive to the nearby uses, such as the single-family homes located immediately behind the site.

CPSDC Regional Housing Study

The proposed development also aligns with Harrisonburg-specific solutions proposed by the CPSDC Regional Housing Study, specifically:

- **Secondary Solution 2:** Pursue strategies to preserve both subsidized and market-affordable rental housing.
  - The development directly aids the first point of implementation by adding to the inventory of affordable properties and increasing the number of affordable units in a thoughtful and sustainable manner.

Market Research

The proposed development serves the need for affordable housing in Harrisonburg's real estate market. According to market research from Real Property Research Group, Harrisonburg's LIHTC communities are at near full occupancy. Two properties are fully leased with only one of the three identified communities having an extremely low vacancy rate of 2.3%., demonstrating a significant demand for affordable units. There are only about 250 affordable units with rents at the 60% AMI rates in the market inventory for Harrisonburg. The development pipeline, though extensive for the City, does not have any affordable housing projects in the near term. All the stated facts regarding Harrisonburg's real estate market demonstrate an immediate need for the Pennrose team's development proposal.

The AMI bands served by the units in the proposed development are underwritten at rent rates that are well below the market rate for units of that size in Harrisonburg. When comparing the proposed development's underwritten rents for units with specific bedroom counts against CoStar data for Harrisonburg rental market rates, one-bedroom units in the development would have rental rates at a minimum of 18.1% below market while two and three-bedroom units would have rates at a minimum of 19% and 24% below market rental rates, respectively. Furthermore, the financing strategy of the project allows for more units at 50% AMI rates to be included. The rate for those units is nearly 30% below market rates.

Amenities

Development of the Neff Site will include a Tot Lot and a Bike Loop as shared amenities for future tenants and community members. The Tot Lot, while immediately benefitting the families that will live in the community, will serve the need for increased availability and distribution of neighborhood and mini parks identified in the Parks & Recreation Section of the amended 2018 Comprehensive Plan.

The Bike Loop and potential connection to the Dream Come True Playground will add a high comfort path along Neff Avenue, which is currently identified by the Harrisonburg Community Bike Map as a low-comfort road without sidewalks and is abutted by two extremely low-comfort roads to the southwest and northeast. Additionally, the Bike Loop supports several of the connectivity goals of the Bicycle and Pedestrian Plan such as increasing connectivity along public transit routes, existing or proposed sidewalks and paths, and recreation facilities.

Within the buildings, there will be interior amenities such as multi-purpose rooms, dedicated on-site management and leasing space and a fitness center, and additional common space that align with the 9% LIHTC competitive tax credit/ HOTC scoring criteria. The interior amenities will be critical for future residents to socialize, build community, and express themselves through formal and informal programming. As previously stated in this response, the shared space also provides a potential opportunity to re-program for future healthcare in housing services, which is an opportunity for Sentara to increase their presence within the project. This a benefit for the residents and the City as a whole as it aligns with Chapter 13 of the 2018 Comprehensive Plan, Community Infrastructure, Services, Safety, and Health, Goal 15 - To enhance the quality of life of our community by protecting and enhancing health, safety and welfare through public safety, fire suppression, emergency medical services, preventative health care services, and community education.

Conceptual Vision, Plan, & Design Renderings

The conceptual vision for the development was both an internal and external facing process. Understanding and being sensitive of the surrounding context is paramount in designing any project, and understanding the site itself is equally as important. A planned development must be feasible, realistic and buildable while accomplishing all stated goals.

The proposed community is designed to respect its surrounding context while addressing the site's challenging topography. The plan utilizes interior foundation walls that step with the natural grade, providing a more economical and less noticeable alternative to site retaining walls. Using this type of construction minimizes earthwork, reduces disturbance, and creates a more efficient construction approach. This helps maximize building footprints, which allows the project to include the full 220 units requested by the City, while maintaining 3-story structures sensitive to the immediate context and nearby single-family homes. The development plan will employ stick-frame construction above grade, with high-quality and durable exterior materials. Local building materials and typologies have been studied and incorporated into the facades, using familiar materials and references to the surrounding areas. Building orientation follows the slope of the site, preserving views, maximizing daylight, and shaping landscaped courtyards that strengthen the sense of community. Parking and circulation are tucked into lower elevations, while residential entries and amenity spaces are elevated to enhance visibility, safety and neighborhood character. These details allow the architecture

to take advantage of the challenging topography, which was a potential opportunity noted in the technical study provided with the RFP.

The buildings themselves will utilize flat roof construction, allowing mechanical equipment to be located on the roofs instead of the ground, further maximizing the site layout. Buildings will be designed to include solar panels and will exceed minimum state requirements for green buildings, including at least certifications such as National Green Building Standard and Energy Star. Additionally, buildings will utilize LED kitchen light fixtures, advanced bath fan controls and Watersense fixtures, among other measures, reducing resident utility bills as well as the impact of the project on the environment. Buildings have been designed to maximize scoring under the 9% LIHTC competitive credit and HOTC scoring guidelines, in part by utilizing the use of durable and attractive materials on all exterior surfaces, balconies for all units, and numerous other upgrades. Consistent with VA scoring guidelines, 100% of units will adhere to Virginia's Universal Design standards. This approach turns site constraints into design opportunities, ensuring the development feels integrated with Harrisonburg's rolling terrain while providing a sustainable, desirable community for residents.

A stated priority in the solicitation, as well as within the City's published documents such as the 2018 Comprehensive Plan and the Bicycle and Pedestrian Plan, has been accessibility and connectivity, a theme that is highlighted in the description of Market Type A, in which the development is located. In keeping with this theme, the design team has leveraged connectivity of the site as much as possible, consistent with goals of the City and responsible community development. Connectivity is leveraged in the following ways:

- Including a shared parcel entrance with the adjacent property Parcel 87-G-1 as requested in the technical study. This will help reduce future curb cuts on Neff Avenue, potentially reduce future traffic and encourage neighborhood connections.
- Sidewalk along the frontage of Neff Avenue along the development site. This sidewalk will have the potential to form future connections between numerous points of interest, including the intersection of Neff Avenue and Point Republic Road to the southeast, A Dream Come True Playground to the northeast, the bus stop in front of the playground that serves bus #6, bus ext. 6 and the Silver bus, as well as other points of interest.
- The Dream Come True Playground is a major local attraction and should be available to the residents of the development site. A direct, internal connection between the development site and the playground is called for in the site plan, in addition to the sidewalk provided. Although this cannot extend fully to the playground, it lays the framework for a future connection for direct playground access.
- Though a pedestrian connection will be difficult to facilitate in a safe was due to grades, the main entrance of the site is directly across Neff Avenue from Performance Drive. Future ability to connect these two, as well as connection to the Pink and Silver bus stop at the location, has been considered.

The sidewalk as proposed is only in front of the subject site but covers the full expanse of the site's frontage on Neff Avenue. A future sidewalk will need to be added along parcel 87-G-1 in order for there to be a direct connection to the intersection to the south. Further, a future sidewalk installation along the front of the A Dream Come True Playground will need to be installed to facilitate a connection between the subject site and either the playground or the bus stop serving bus #6, bus ext. 6 and the Silver bus. Finally, the direct, internal connection between the subject site and the playground would require some minor clearing and a pathway to be installed on the playground's property. If any of these connections are not desired by the City, they can be removed from the site plan. The development team also has extensive experience in partnering with local municipalities to apply for grant funding to help finance these types of improvements, and we would be happy to assist the City with any future public funding opportunities to help foster connectively within the community, if connections cannot be made directly by the proposed redevelopment.

Development Approach, Summary of Existing Conditions

As noted previously, this proposal's understanding of the site ensures this response is as accurate and realistic as possible. The following existing conditions were documented and addressed in the current design of the project:

- **Topography:** The Neff Avenue site has significant topography with a 90-foot elevation change, presenting numerous challenges for development. The steep slopes will require careful planning and engineering to create level terraces and manage stormwater runoff effectively.
- **Utilities:** The site has access to necessary utilities, but some extensions and connections will be required for both water and sewer. The City has an adjacent 20' utility easement to the property which has water and sewer services provided in the easement. Adequate water pressures will need to be investigated and sewer

capacity for the area will need to be studied further to ensure adequate services can be provided.

- **Access and Transportation:** The site has sight distance issues at the north end of the site that need to be addressed to ensure safe and efficient vehicular access. Additionally, the development will need to consider the impact on local traffic and transportation infrastructure. Turn lanes for entry and exit of the site are recommended, consistent with the provisions of the provided technical study. Additional considerations for access and transportation are detailed in the Conceptual Vision, Plan, & Design Renderings section of this response.
- **Environmental Considerations:** The site is heavily wooded, which may require tree removal and careful consideration of environmental impacts. Preserving as much natural vegetation as possible while accommodating development will be a key challenge.
- **Opportunities:** Despite these constraints, the site offers opportunities for creating a visually appealing and functional development. The proximity to amenities and the potential for shared entrances with adjacent properties can enhance the overall appeal and feasibility of the project. These opportunities are encased in the design approach detailed in the Conceptual Vision, Plan, & Design Renderings section of this response.

Planned Approach for Meeting City's Objectives

Stormwater Management

The development will incorporate advanced stormwater management techniques to handle runoff effectively. This includes creating level terraces on the Neff Avenue site to manage the steep slopes and implementing green infrastructure solutions such as bioswales and rain gardens to enhance stormwater infiltration and reduce runoff. The site will also implement underground stormwater storage to meet the City and State regulations for stormwater quantity requirements.

Public Transit

The development will prioritize access to public transit by ensuring that the sites are well-connected to existing transit routes. This may involve working with local transit authorities to improve bus stops and routes near the development sites, making public transit a convenient and attractive option for residents. Potential future connections are explored to the extent feasible, with future options accounted to the degree possible at this point. This is explored in more detail in the Conceptual Vision, Plan, & Design Renderings section of this response above.

Mitigations and Improvements

- **Traffic and Transportation:** Addressing sight distance issues on the Neff Avenue site and ensuring safe and efficient access to the site will be a priority. This may involve road improvements, traffic calming measures, and coordination with local transportation authorities to mitigate any potential traffic impacts.
- **Environmental Preservation:** Efforts will be made to preserve as much natural vegetation as possible, since the site is heavily wooded saving a natural buffer along the shared property line with the adjacent single-family homes will be a priority. This includes careful planning to minimize tree removal and incorporating green spaces within the development. Environmental studies as required for best practices, including explorations and radon mitigation, are currently budgeted and planned for.
- **Utility Infrastructure:** Ensuring that both sites have adequate utility connections and addressing any potential issues with existing infrastructure will be essential. This includes extending utilities as needed and implementing sustainable practices to reduce the environmental impact of the development.

Rezoning & Special Use Permit

Pennrose is very comfortable undertaking rezoning and special use permitting processes to ensure a seamless development approval process. Upon assuming the 7.825-acre Neff Avenue Site from the City of Harrisonburg, the development team will file joint petitions to rezone the site from an R-1 zoning district to a B-2 zoning district and pursue a special use permit under the B-2 zoning district in accordance with Article U and Article V of the City of Harrisonburg zoning code. The reason for seeking the zoning change and special use permit concurrently is to allow for multifamily housing with a higher density than allowable given other residential zoning options within the existing zoning code while reducing the elongated timeline that would occur from filing sequentially.

This petition will be addressed to the City Council and will filed with the City planner in the Department of Community Development in a timely manner. The filing date will be early enough to allow the City planner and planning staff sufficient time to review the detailed development plan, traffic impact analysis, and all other necessary data before seeking consideration from the planning commission at their monthly meeting or public hearing and the subsequent City Council public hearing in compliance with all sections of the Harrisonburg, Virginia – Code of Ordinances, Title 10 – Planning and Development, Article U. – Amendments and Changes and Article V. – Special Use Permits.

The Pennrose team looks forward to presenting the rezoning and special use permit applications to the Planning Commission and City Council for their recommendation at their respective public hearings. The development team is committed to being present at all public hearings hosted by the City regarding the rezoning and special use permit of the Neff Avenue Site. Additionally, the team will facilitate the necessary advertising of the rezoning and special use permitting process including:

1. Publishing a notice for each public hearing in a locally circulated newspaper once a week for two successive weeks, with the second notice published at least six days prior to the public hearing
2. Providing written notice to the owners of all abutting properties and properties immediately across the street or road from the property affected at least five days prior to the public hearing
3. Providing signage on the property indicating there will be public hearings regarding its rezoning and special use permit designation 14 days prior to the planning commissions public hearing on the pending application.

Prior to initiating construction, the development team will pursue site plan reviews and building permits issued by the City in accordance with the Harrisonburg, Virginia – Code of Ordinances. See the Project Schedule attachment for greater detail regarding the timing of zoning and permitting activities.

Community Engagement Strategy

Pennrose is committed to deeply involving the City of Harrisonburg and its residents in the redevelopment planning process. Our approach reflects decades of experience in building lasting communities through genuine, inclusive engagement. We believe redevelopment is about the people who live there, and our participatory model ensures residents, neighbors, and stakeholders are active partners from planning through construction and ongoing management.

We've partnered with over 50 community-based organizations across 350+ developments, long before such collaboration was prioritized or incentivized. Our process includes outreach to local housing authorities, civic groups, churches, and businesses to ensure broad representation and input. Key goals include meeting community needs, maintaining open communication, designing collaboratively, and connecting residents to services and job opportunities.

Our engagement strategy includes stakeholder analysis, regular meetings, and transparent updates. We prioritize trust-building through consistent communication, needs assessments, and community events. Pennrose's proven model ensures that redevelopment is not only technically sound but also socially responsive and inclusive. As we have undertaken with many projects in the past, we will hold community meetings and design charettes to understand what is important to the community. This process is iterative and usually last several months and spans several meetings. The purpose is to create something that the community will be invested in, proud of and supportive of. Especially in affordable housing, it is critical that the community understands the need and who will be living there. In the past, this process has directly informed the type of housing built, the target affordability levels, the targeted populations, density, ownership and many other factors.

This engagement process is a process that the architect, as the gatekeeper of the design, also plays a heavy role in. Poole & Poole Architecture is proud to design multifamily housing communities that strengthen neighborhoods and foster connection across the Mid-Atlantic and Southeastern United States, and leverages the community engagement process to create environments that encourage belonging, support inclusivity, and reflect the character of the communities we serve.

These efforts have contributed to affordable housing developments in Loudoun, Fairfax, Chesterfield, and Henrico County, where the need for high-quality, accessible housing continues to grow. Their dedication to community extends beyond the work of design. As a firm, they actively support organizations that serve children, families, and individuals in need. Specifically, the St. Joseph's Villa in Richmond holds a special place in their mission. Established in 1834, the Villa is the nation's longest continuously operating nonprofit for children. Its programs provide critical services including autism and developmental support, mental health care, specialized education, and—most significantly—housing and homelessness prevention initiatives. The Villa's focus on helping families remain housed and stable aligns directly with their work in affordable housing, and input from the community and stakeholders was critical in the execution of the project. The architect remains committed to collaborating with stakeholders, municipalities, and organizations to ensure projects create lasting positive impact for residents and their neighborhoods.

Local outreach will continue through the development and construction processes as the contractor will strive to hire local subcontractors and workers, the management company will seek to utilize residents of the city in management

positions, and the leasing team will conduct targeted outreach during leasing efforts to make sure the most qualified households have the ability to live at the new development.

Development Program Summary Sheet

Included at the end of this section as required is the development plan summary sheet.

Project Schedule

Included at the end of this section as required is a detailed development schedule showing a firm understanding of the City's process, VHDA's process and development best practices.

Requested Statements

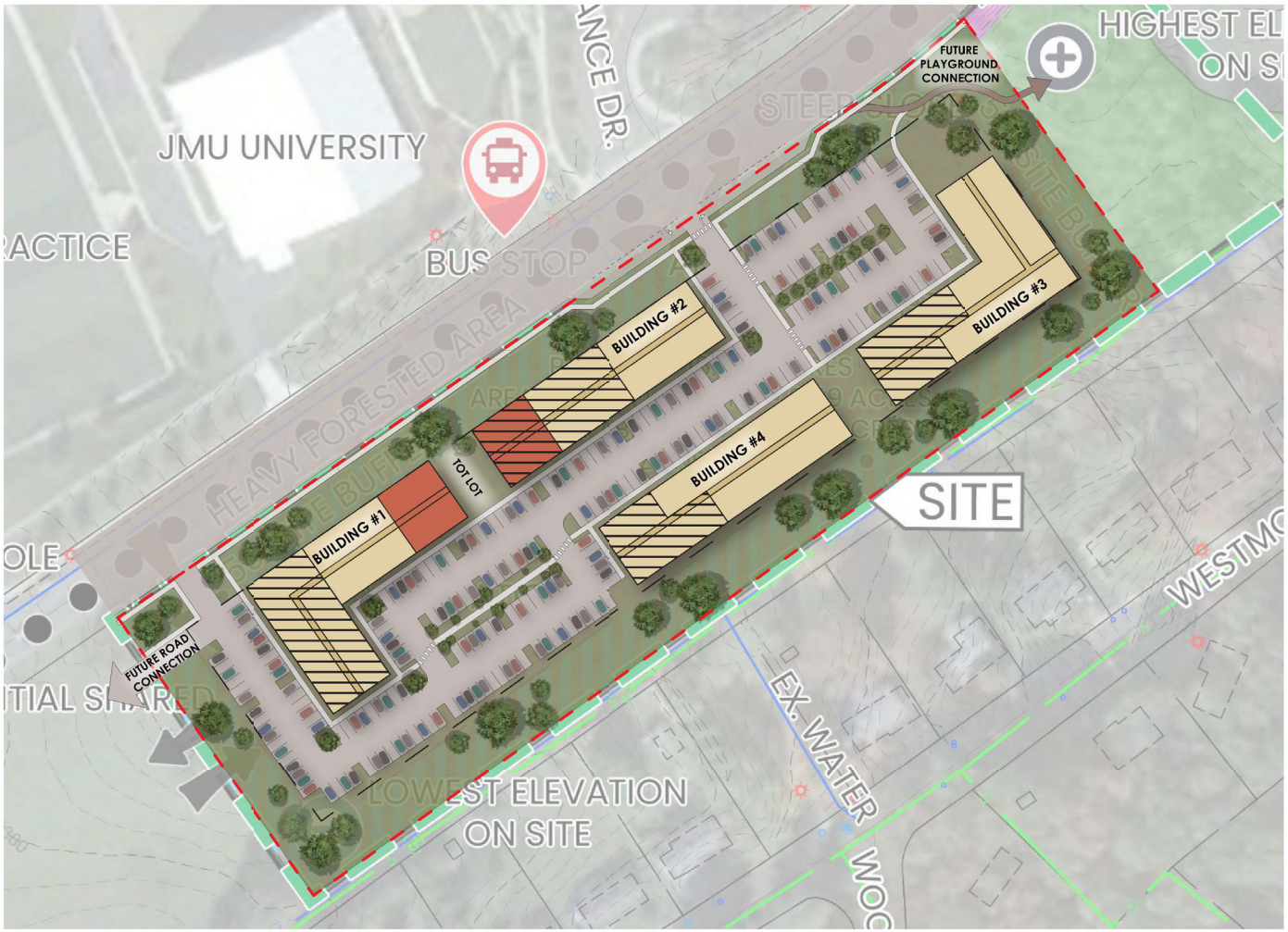
- The project will confirm to all applicable federal, state, and local laws, regulations and ordinances including all federal and relevant local environmental concerns.
- There are no past, current or anticipated contractual or financial relationships of any member of the Development Team (including the Developer partners or co-ventures) with the City of Harrisonburg. Further, there are no contractual or financial relationships which may give the appearance of a conflict of interest.
- This is an attestation confirming that the developer (including all team members) is not debarred from any governmental procurements and is eligible to receive certain funds, if applicable.

Development Plan Summary Sheet (Attachment B) & Design Renderings

Description	Number of Bedrooms	Number of Bathrooms	Estimated Unit Size (Square Feet)	Income Level (AMI %)	Rent Level (AMI %)	504 Compliant (if known)	Project Phase (if known)	Affordability Period	Regulatory Program(s) Applicable (anticipated)	Notes
2 units	1	1	650	60	60	YES	1	30-50 years		
20 units	1	1	650	60	60		1	30-50 years		
2 units	1	1	650	60	60	YES	2	30-50 years		
20 units	1	1	650	60	60		2	30-50 years		
1 units	2	1.5	1000	40	40	YES	1	30-50 years	Project Based Voucher Program	
7 units	2	1.5	1000	40	40		1	30-50 years	Project Based Voucher Program	
1 units	2	1.5	1000	40	40	YES	2	30-50 years	Project Based Voucher Program	
7 units	2	1.5	1000	40	40		2	30-50 years	Project Based Voucher Program	
2 units	2	1.5	1000	50	50	YES	1	30-50 years		
13 units	2	1.5	1000	50	50		1	30-50 years		
2 units	2	1.5	1000	50	50	YES	2	30-50 years		
13 units	2	1.5	1000	50	50		2	30-50 years		
3 units	2	1.5	1000	60	57.5	YES	1	30-50 years		
40 units	2	1.5	1000	60	60		1	30-50 years		
3 units	2	1.5	1000	60	60	YES	2	30-50 years		
40 units	2	1.5	1000	60	60		2	30-50 years		
3 units	3	2	1220	60	60	YES	1	30-50 years		
19 units	3	2	1220	60	60		1	30-50 years		
3 units	3	2	1220	60	60	YES	2	30-50 years		
19 units	3	2	1220	60	60		2	30-50 years		

SITE PLAN

PENNROSE



PROJECT DATA:

3/4 Stories Residential

UNITS:
BUILDING 1:
60 Units

BUILDING 2:
50 Units

BUILDING 3:
60 Units

BUILDING 4:
50 Units

TOTAL: 220 Units
(900 S.F. Average)

AMENITY: 8,000 S.F.

PARKING:

Surface: 259 Spaces

TOTAL: 259 Spaces
(1.18 Spaces/Unit)

Basement

Amenity

N

00 50 100 200

1 Site Plan - Ground Level
Scale: 1" = 100'-0"

Harrisonburg

Plan

September 10, 2025

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RENDERED STREET VIEW - BUILDING 2

Pennrose

1 **Building 2 - Perspective**
Scale: N.T.S.

Perspective

Harrisonburg

September 11, 2025

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RENDERED SITE VIEW

Pennrose

1 **Site - Perspective**
Scale: N.T.S.

Perspective

Harrisonburg

September 11, 2025

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Project Schedule

Harrisonburg RFP - Neff Site - Milestone Schedule

Overall Development

STAGE	Start Date	Finish Date	Duration	Milestone
PROCUREMENT	2025 Jul 02	2025 Sep 15	2.5 months	Development Opportunity Responses Due
PROCUREMENT	2025 Sep 16	2025 Oct 01	2 weeks	RFP Reviews/Presentations
PROCUREMENT	2025 Oct 08			Award Date
PROCUREMENT	2025 Oct 08	2025 Nov 07	1 month	MDA/Contract Preparation
PROCUREMENT	2025 Nov 12		1 day	Public Hearing
PROCUREMENT	2025 Nov 12	2025 Nov 26	2 weeks	Finalize/Execute Disposition Document
ZONING / ENTITLEMENTS	2025 Dec 03			Pre-Application Meeting (Re-zoning, Special Use Permit, Major Subdivision)
TIA PROCESS	2025 Dec 10		1 day	Traffic Impact Analysis Scoping Meeting
TIA PROCESS	2025 Dec 12	2026 Jan 26	45 days (include field work)	Submit Traffic Impact Analysis
TIA PROCESS	2026 Jan 27	2026 Feb 26	1 month	City Review of TIA
TIA PROCESS			4 months	VDOT Review of TIA (N/A - no impact to state highways)
TIA PROCESS	2026 Feb 28	2026 Mar 15	15 days	Submit Final TIA
TIA PROCESS	2026 Mar 16	2026 Mar 23	1 week	Final TIA Acceptance
REZONING	2025 Dec 10	2026 Feb 18	10 weeks	Rezoning Submission and Review (and Special Use Permit)
REZONING	2026 Apr 01			City Planner to make recommendation to Planning Commission
REZONING	2026 Apr 01	2026 May 01	1 month	Planning Commission Public Hearing Notice
REZONING	2026 Jun 12			Public Hearing by Planning Commission
REZONING	2026 Jul 12			Public Hearing by City Council
SITE PLAN APPROVAL	2026 Jul 17	2026 Aug 21	5 weeks	Site Plan Preparation/Design
SITE PLAN APPROVAL	2026 May 18	2026 Jun 29	6 weeks	Environmental Investigation and Report
SITE PLAN APPROVAL	2026 May 18	2026 Jul 13	7 weeks	Geotechnical Investigation and Report
SITE PLAN APPROVAL	2026 Aug 22	2026 Sep 21	1 month	Intial Submission and City Review
SITE PLAN APPROVAL	2026 Sep 22	2026 Oct 13	3 weeks	Address First Round of Comments
SITE PLAN APPROVAL	2026 Oct 14	2026 Nov 13	1 month	2nd City Review
SITE PLAN APPROVAL	2026 Nov 14	2026 Dec 05	3 weeks	Address Second Round of Comments
SITE PLAN APPROVAL	2026 Dec 06	2026 Dec 26	20 days	3rd City Review
SITE PLAN APPROVAL	2026 Dec 29			Plan Approval
SITE PLAN APPROVAL	2027 Jan 05			City Bond Execution
SUBDIVISION	2026 Sep 24	2026 Oct 15	3 weeks	Application for major subdivision (Preliminary plat)
SUBDIVISION	2026 Oct 16	2026 Nov 15	1 month	Review of preliminary plat by planning commission
SUBDIVISION	2026 Nov 16	2026 Nov 30	2 weeks	Final Plat Submission
SUBDIVISION	2026 Dec 01	2026 Dec 29	4 weeks	Review and approval by Community Development Department
SUBDIVISION	2026 Dec 30	2027 Feb 28	1 month	Recordation at Courthouse

Phase 1 - First 110 Units in Two Buildings

ARCHITECTURAL DESIGN	2025 Nov 29	2025 Dec 27	4 weeks	Schematic Design Set
ARCHITECTURAL DESIGN	2025 Dec 28	2026 Jan 11	2 weeks	Schematic Design Review and Meeting
ARCHITECTURAL DESIGN	2026 Jan 12	2026 Feb 23	6 weeks	50% DD Plan Set
ARCHITECTURAL DESIGN	2026 Feb 24	2026 Mar 17	3 weeks	50% Design Review and Meeting
ARCHITECTURAL DESIGN	2026 Feb 24	2026 Mar 31	5 weeks	50% Construction Pricing Update
ARCHITECTURAL DESIGN	2026 Mar 18	2026 Apr 29	6 weeks	80% DD Plan & Permit Set
ARCHITECTURAL DESIGN	2026 Apr 30	2026 May 28	4 weeks	95% Design Review
ARCHITECTURAL DESIGN	2026 Apr 30	2026 Jun 11	6 weeks	LIHTC application pricing
ARCHITECTURAL DESIGN	2026 Dec 30	2027 Jan 29	1 month	100% Construction Drawings
ARCHITECTURAL DESIGN	2027 Jan 30	2027 Mar 31	2 months	Construction Contract and Final Pricing
PERMITTING	2026 Dec 29	2027 Jan 19	3 weeks	Submit Application for Public Access Permit (As necessary)
PERMITTING	2027 Jan 20			Submit Building Permit Application
PERMITTING	2027 Jan 21	2027 Mar 22	2 months	City Building Permit Review
PERMITTING	2027 Mar 23	2027 Apr 13	3 weeks	Incorporate any Building Permit Comments
PERMITTING	2027 Apr 14	2027 Apr 28		Receive Building Permits
4% LIHTC Applications	2026 May 15	2026 May 15		Locality Notification Information (LNI) Deadline (4% Round 3)
4% LIHTC Applications	2026 Apr 27	2026 Jun 26	2 months	Application Preparation
4% LIHTC Applications	2026 Jul 01			4% LIHTC Application Deadline

4% LIHTC Applications	2026 Jul 30			Reservation Documents conveyed
4% LIHTC Applications	2026 Sep 15			Allocation Applications due
4% LIHTC Applications	2026 Nov 14		2 months	Finalize 2025 Allocations and Carryforward Agreements
ASNH Applications	2026 Aug 30			ASNH Application Deadline
ASNH Applications	2026 Oct 30			ASNH Awards Made
ASNH Applications	2027 Feb 11			ASNH program agreements executed
VA Housing Financing	2026 Aug 30			VA Housing Financing (REACH and Perm Loan)
VA Housing Financing	2026 Aug 30			VA Housing Financing (Construction Loan)
VA Housing Financing	2026 Oct 30			VA Housing Financing Awards
Financing	2026 Nov 13	2027 Feb 11	3 months	Initial Underwriting (Sentara Health)
Financing	2027 Feb 12	2027 Apr 13	2 months	Final Const. and Perm Loan Documents (Sentara Health)
LIHTC Equity	2026 Jan 25	2026 Mar 26	2 months	Equity Solicitation
LIHTC Equity	2026 Apr 09	2026 Apr 23	2 weeks	Syndicator / Investor Selection
LIHTC Equity	2027 Feb 11	2027 Apr 12	2 months	Partnership Agreement Negotiations
CONSTRUCTION	2027 May 12			Financial Closing
CONSTRUCTION	2027 May 12			Conveyance of Land from City
CONSTRUCTION	2027 May 19	2028 Sep 10	16 months	Construction
LEASE UP	2028 Jun 12			Pre-occupancy scoping meeting
LEASE UP	2028 Jun 13	2029 Mar 10		Lease up
LEASE UP	2029 Mar 10			Stabilized Occupancy
Phase 2 - Second 110 Units in Two Buildings				
ARCHITECTURAL DESIGN	2026 Nov 29	2026 Dec 27	4 weeks	Schematic Design Set
ARCHITECTURAL DESIGN	2026 Dec 28	2027 Jan 11	2 weeks	Schematic Design Review and Meeting
ARCHITECTURAL DESIGN	2027 Jan 12	2027 Feb 23	6 weeks	50% DD Plan Set
ARCHITECTURAL DESIGN	2027 Feb 24	2027 Mar 17	3 weeks	50% Design Review and Meeting
ARCHITECTURAL DESIGN	2027 Feb 24	2027 Mar 31	5 weeks	50% Construction Pricing Update
ARCHITECTURAL DESIGN	2027 Mar 18	2027 Apr 29	6 weeks	80% DD Plan & Permit Set
ARCHITECTURAL DESIGN	2027 Apr 30	2027 May 28	4 weeks	95% Design Review
ARCHITECTURAL DESIGN	2027 Apr 30	2027 Jun 11	6 weeks	LIHTC application pricing
ARCHITECTURAL DESIGN	2027 Jun 12	2027 Jul 12	1 month	100% Construction Drawings
ARCHITECTURAL DESIGN	2028 Mar 12			Construction Contract and Final Pricing
PERMITTING	2027 Dec 29	2028 Jan 19	3 weeks	Submit Application for Public Access Permit (As necessary)
PERMITTING	2028 Jan 20			Submit Building Permit Application
PERMITTING	2028 Jan 21	2028 Mar 21	2 months	City Building Permit Review
PERMITTING	2028 Mar 22	2028 Apr 12	3 weeks	Incorporate any Building Permit Comments
PERMITTING	2028 Apr 13	2028 Apr 27		Receive Building Permits
4% LIHTC Applications	2027 May 15	2027 May 15		Locality Notification Information (LNI) Deadline (4% Round 3)
4% LIHTC Applications	2027 Apr 27	2027 Jun 26	2 months	Application Preparation
4% LIHTC Applications	2027 Jul 01			4% LIHTC Application Deadline
4% LIHTC Applications	2027 Jul 30			Reservation Documents conveyed
4% LIHTC Applications	2027 Sep 15			Allocation Applications due
4% LIHTC Applications	2027 Nov 14		2 months	Finalize 2025 Allocations and Carryforward Agreements
ASNH Applications	2027 Aug 30			ASNH Application Deadline
ASNH Applications	2027 Oct 30			ASNH Awards Made
ASNH Applications	2028 Feb 11			ASNH program agreements executed
VA Housing Financing	2027 Aug 30			VA Housing Financing (REACH and Perm Loan)
VA Housing Financing	2027 Aug 30			VA Housing Financing (Construction Loan)
VA Housing Financing	2027 Oct 30			VA Housing Financing Awards
Financing	2027 Nov 13	2028 Feb 11	3 months	Initial Underwriting (Sentara Health)
Financing	2028 Feb 12	2028 Apr 12	2 months	Final Const. and Perm Loan Documents (Sentara Health)
LIHTC Equity	2027 Jan 25	2027 Mar 26	2 months	Equity Solicitation
LIHTC Equity	2027 Apr 09	2027 Apr 23	2 weeks	Syndicator / Investor Selection
LIHTC Equity	2028 Feb 11	2028 Apr 11	2 months	Partnership Agreement Negotiations
CONSTRUCTION	2028 May 11			Financial Closing
CONSTRUCTION	2028 May 18	2029 Sep 10	16 months	Construction
CONSTRUCTION	2029 Oct 10			City Bond Releases
LEASE UP	2029 Jun 12			Pre-occupancy scoping meeting
LEASE UP	2029 Jun 13	2030 Mar 10		Lease up
LEASE UP	2030 Mar 10			Stabilized Occupancy

Financial Strategy

The financing strategy at the site was built around the available resources and the competitiveness of the project for both the 9% credit, as well as the Virginia Housing Opportunity Tax Credit ("HOTC"). The designs of the building are contextually relevant, beautifully detailed and set up to be as competitive as possible for the 9% tax credit or the HOTC.

Leveraging our recent successes and knowledge from other 9% tax credit applications in Alexandria and Newport News as detailed previously in this response, the design team approached the buildings as an opportunity to maximize scoring, understanding that the most attractive, functional and sustainable building design aligns well with the 9% scoring criteria. Despite a 9% application not being our recommended course of action, designing the buildings this way leads to the most flexibility in the future, with the project being in a better position to react to changes in the 9% scoring criteria and attain a 9% allocation in the future, should the ever-changing development landscape shift and that be the ideal scenario.

Recommended Plan: 220 Units in Two Separate 4% LIHTC Projects/Bond Allocations

After extensive research and numerous modeling scenarios, Pennrose recommends the City approach this project as two separate 110 unit 4% LIHTC/bond projects, for a total of 220 units to be built on the site. The development team arrived at this recommendation after extensive professional input and modeling exercises seeking to maximize providing affordable housing and available resources. Within each scenario, numerous alternatives were explored, all with professional input of the civil engineer, contractor and architect.

The benefits and primary economic drivers of a two-phase bond project are as follows:

- **Independent from 9% LIHTC:** this scenario does not utilize or rely on the 9% credit, meaning no competitive funding application is required to complete the project as envisioned by the City of Harrisonburg and the development team. This positions the project with much more certainty to move forward, removing the possibility for a major setback of not receiving a 9% allocation.
- **Utilization of the HOTC:** the state tax credit is utilized on both phases of this project. Pennrose has confirmed with Virginia Housing that the HOTC will be funded through 2030, providing ample time for both these projects to move forward and start construction. Furthermore, the underwriting is assuming that both phases are receiving an annual allocation of $1,500,000 in credits, which was a precedent set in the 2023 funding round by numerous awarded projects.
- **Utilization of VA DHCD soft sources:** the projects are only eligible for a maximum of $5,000,000 in funding from VA DHCD. By completing the project in two distinct phases, we can leverage up to twice this amount for the 220 units to be built. Multiple projects in the recent funding round received the full allocation of the available $5,000,000.
- **Not overly reliant on a single source:** because the project is designed to score as high as possible on the 9% tax credit as well as HOTC, the project can easily transition should a funding source be eliminated during these uncertain times. Should the HOTC be removed as a possible source, the project can reposition itself into 9%/4% twin phases of 110 units and score very well in the competitive round. Should VA remove some of their available soft funding, the project can either transition into smaller 9% or 4% projects supported by the 9% credit or HOTC, respectively, and continue to move forward. The site plan has been carefully designed to maximize flexibility to work with varying financing structures and any building or group of buildings at the site can move forward first, as financing structures require.

It is this varied and flexible approach that Pennrose applies to all its projects that make them move forward as smoothly as possible, and it is the reason that we have completed so many uniquely challenging redevelopments in our 50+ year history.

Financial Plan and Transactional Instruments

The financial plan for the redevelopment is centered around the City's offer of the land at the Neff Avenue site in exchange for the maximization of the production of affordable housing on the property. As discussed above, this will be accomplished through two separate 4% tax credit bond projects proceeding concurrently toward closing and construction.

The contribution of the land can be leveraged against either the 9% tax credit competitive score or the HOTC scoring, as confirmed by Virginia Housing prior to this response and in accordance with section 6.8.4 of the 2025 Housing Credit Manual. This contribution, split between any two of the projects, will add a projected 1.73 points (based on the value

mentioned in the RFP) for each project. Given how these projects are scored, this land contribution helps the budget by removing a non-basis eligible cost as well as helping to increase the scoring of the project in a competitive landscape.

Developer fee is calculated per VA Housing requirements. Currently, it is shown as $3,464,647 in each phase with a deferral of $1,051,714, a percentage of around 30%. This is an unusually high amount of deferral for a project under VA Housing guidelines, but the development team understands this contribution is critical to the feasibility of meeting the City's desire to provide 220 units without the risk of pursuing 9% competitive credits. Further evolution of the budget, as well as additional financing sources, will continue to be pursued as the project continues to evolve.

Significant permanent financing is being provided by Sentara Health, as discussed above. This total contribution, projected now at just over $19m, will be contributed to the project at significantly below market rents. When compared to standard financing tools in Virginia, including the very attractive and economical VHDA REACH Program, the below market rates provided by Sentara will help the project achieve an additional $2,047,000 in loan proceeds. Borrowing at a reduced rate will boost project debt coverage in later years and has allowed the development to leverage additional 50% AMI units into the project, which help address the growing housing crisis in Harrisonburg. Through this partnership, Pennrose is leveraging significantly more affordable debt and using that to provide lower income units at the project to better serve the needs of the community, all through an established regional partner who may be able to provided additional future services to residents.

Below is a simple breakdown of the two project phases, supplemented by a full budget including a sources and uses, tax credit calculations and the proformas for the project in the next section, as required.

	Phase 1a (110 units using 4% LIHTC)	Phase 1b (110 units using 4% LIHTC)	Total
Total Hard Costs	$29,283,160	$29,283,160	$58,566,319
Other Soft Costs	$5,280,664	$5,280,664	$10,561,328
Total Agency Costs	$507,056	$507,056	$1,014,112
Total Lender/Syndicator Fees	$1,866,434	$1,866,434	$3,732,868
Total Reserves	$995,775	$995,775	$1,991,550
Total Developer Fees	$3,464,647	$3,464,647	$6,929,294
Total Uses	**$41,397,736**	**$41,397,736**	**$82,795,472**
4% Tax Credit Equity	$16,405,591	$16,405,591	$32,811,181
VA HOTC Equity	$9,298,140	$9,298,140	$18,596,280
Sentara Permanent Debt	$9,642,291	$9,642,291	$19,284,582
DHCD Soft Funding Sources	$5,000,000	$5,000,000	$10,000,000
Deferred Developer Fee	$1,051,714	$1,051,714	$2,103,428
Total Sources	**$41,397,736**	**$41,397,736**	**$82,795,472**

Project Pro Forma

A full development model, including sources and uses, project stabilized expenses, tax analysis, tax credit calculations and a trending proforma are included in an Excel model attached to this response, as required under section 3.5.3 of the solicitation. Notably, the project's affordability levels and under the 4% LIHTC program requirements adhere to the expectation noted in 3.3.1 of the solicitation that the overall average limit not exceed 60% AMI, with the project offering a total average AMI of 57.18% across the 220 units. The development team commits to rent, income, and affordability restrictions for a minimum of 30 years, as required in the RFP. Additional scoring under either the competitive tax credit program or the HOTC will likely require an affordability period of 50 years for scoring purposes, to which the development team will happily agree to.

Moreover, as you will see from the project proforma, the project trends building operating expenses increasing at a greater percentage than rent, annually. While this trend benefits affordability, it usually leads to a financially unsustainable development. However, the unit mix provides rental income that allows for a positively trending debt service coverage ratio. This is a significant reason why the development is financially sustainable in the long term. This also demonstrates why the current level of affordability underwritten in the project ensures that the project will operate sustainably for years to come while significantly contributing to the current housing issues within the City of Harrisonburg, helping to address both the short-term and long-term housing needs within the city.

Proposed and Prior LIHTC Scoresheet

While the proposed development financing plan does not rely on 9% LIHTC funds, Pennrose has a high level of success in receiving 9% LIHTC tax credit awards on prior projects Virginia that have been constructed or are still under construction. The Residences at North Hill in Alexandria, VA, received a 9% award in 2018, while the Lift & Rise and Legacy Landing communities in Newport News, VA, received 9% awards as part of their funding sources in 2021 and 2023 respectively. The detailed scoring for those projects is provided in the attached Proposed and Prior LIHTC Scoresheets.

The proposed development has been scored using the 110-unit, two-phased scenario (as described) for the 9% LIHTC scoring sheet as well as using a 50-unit, sub-phase scenario, which accounts for units in a single building on-site. The multiple scoring outputs were calculated for several different purposes even though the primary strategy does not rely on a 9% award of funds. The 110-unit, two-phased scenario was scored because HOTC funds in prior years have used the 9% scoring sheet as the criteria for evaluating projects to be awarded. While the upcoming HOTC fund scoring criteria are unknown, this is our best estimate as to how the project will perform amongst the field of applicants for such funds. The 50-unit, sub-phase scenario was scored for flexibility purposes should the state funding landscape change regarding HOTC availability, and a backup funding plan is needed. By evaluating a 50-unit scenario, the project scores well enough and the buildings are designed to easily pivot to applying for 9% awards in future funding rounds. This opens the door to underwriting a form of 9-4 twin deals that allows the project to remain financially feasible. Note: the score of the 110-unit scenario is significantly lower than the 9% scoring sheet. A score of 332 was competitive in the latest HOTC round, and this score can easily be increased several ways without major overall changes to the buildings, due to their current design. **All scoring scenarios utilize the land contribution in order to score maximum points**, and additional documentation, such as a seller note, may be required to do this effectively. This will be evaluated in more detail as more scoring information comes from VHDA in 2026.

LIHTC Contingency Plan

Because the project does not include 9% competitive credits in the ideal proposed scenario, this section is not required. Contingencies for the financial plan and various sources are discussed in detail above and have been weighed heavily by the development team.

Historic Financials

Audited financial statements for the past three years are included as a part of this response as required under 3.5.6 of the solicitation demonstrating Pennrose's ample financial capacity to undertake and guarantee this endeavor. This capability is further exemplified by the past project experience shown in Section 2 of this response, as well as the contingency plans discussed previously in this section.

Financial Qualifications

Pennrose is widely recognized in the industry as a leader in creatively utilizing multiple sources of financing to facilitate all our developments. We regularly combine as many as four or more sources of investor equity, private loans and mortgage financing, and various federal, state, and local funding programs. In the current equity environment, our ability to leverage multiple sources of financing is even more critical to the success of our developments. The strength of our financial relationships and the depth of our experience allow us to tailor development financing to meet the needs of even the most challenging development scenarios.

We recognize that remaining on the cutting edge requires constant adaptation to innovations and changes in the de-

velopment funding world as well as strong relationships with government agencies and financial partners. With 50 years in business and having a combined development experience of more than a century, we have collected a base of knowledge from which to draw great strength in working within the complex context of today's financial markets. Pennrose's team-centric approach provides us with the capacity to ensure that a well-crafted, thorough financing package is assembled for every project we undertake. This flexible and committed approach will enable us to assemble and secure the most suitable combination of funds necessary to achieve the proposed development.

Pennrose has the substantial net worth, liquidity and financial systems necessary to undertake numerous large development projects. Pennrose is recognized for its ability to successfully execute difficult financing structures and multi-phase master-planned redevelopments by leveraging financing expertise combined with public finance proficiency. Recognizing that financial capacity is tied to the developer's ongoing ability to secure new projects, Pennrose maintains a robust pipeline of developments. In addition to a strong balance sheet, Pennrose has a $40 million line of credit with a major U.S. bank, which allows us to operate multiple development projects fluidly.

Pennrose has strong relationships with banks that can provide credit facility and predevelopment expenses. Pennrose also has access to equity and debt through national syndicators and lenders, including Hunt Capital Partners, Bank of America, Hudson Housing Capital, J.P. Morgan Chase, Fulton Bank, and Wells Fargo.

While building quality housing is an important component of any redevelopment strategy, the success of a complex planning effort hinges upon the ability to develop public and private sector partnerships to raise the funds that are necessary to rebuild the physical, social, and economic infrastructure of the properties and surrounding community. This is particularly true in a mixed-finance redevelopment effort.

Pennrose has consistently demonstrated its ability to deliver excellent results on an array of projects with a diverse variety of team members, partners, and public agencies. Pennrose has closed nearly 100 mixed-finance transactions with all projects including combinations of tax credit equity, state and local sources of funding, and federal sources, such as HOME or CDBG. Pennrose has considerable experience blending these sources with other sources such as Tax Increment Financing (TIF), Tax-Exempt Bonds, New Market Tax Credits, private debt, and Affordable Housing Program funds from Federal Home Loan Bank bonds.

Three financial references are included as required in this section under 3.5.6 of the solicitation.

LIHTC Scoresheets

PENNROSE VIRGINIA 9% LIHTC AWARDS

Property Name	AKA	VHDA#	Street Address	City	Zip	Jurisdiction	Tax Credit Units	Total Units	Target Type	Cycle Year	Building Type
Neff Avenue Site (9% project)			1950/1050 Neff Avenue	Harrisonburg	22801	Harrisonburg	50	50	General	2026	New Construction
Neff Avenue Site (4% project - recommended)			1950/1050 Neff Avenue	Harrisonburg	22801	Harrisonburg	110	110	General	2026	New Construction
Residences at North Hill I - A	The Residence at North Hill - Senior	9845	7250 Nightingale Hill Lane	Alexandria	22306	Fairfax County	63	63	Elderly	2018	New Construction
Residences at North Hill II - A	The Residence at North Hill - Family	9846	7201 Richmond Highway	Alexandria	22306	Fairfax County	75	75	General	2018	New Construction
Carrier Point I	Lift & Rise	10060	2800 Jefferson Avenue	Newport News	23607	Newport News City	37	43	General	2021	New Construction
Choice Neighborhood III-R	Legacy Landing	10160	600 Ridley Circle	Newport News	23607	Newport News City	58	71	General	2021	New Construction
Choice Neighborhood V-Downtown		10298	2815 Washington Avenue	Newport News	23607	Newport News City	44	73	General	2023	New Construction
Choice Neighborhood V-Downtown		10298	2815 Washington Avenue	Newport News	23607	Newport News City	44	73	General	2025 *Additional Credits	New Construction

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LIHTC SELF SCORE SHEET

Self Scoring Process

This Self Scoring Process is intended to provide you with an estimate of your application's score based on the information included within the reservation application. Other items, denoted below in the yellow shaded cells, are typically evaluated by Virginia Housing's staff during the application review and feasibility process. For purposes of self scoring, we have made certain assumptions about your application. Edit the appropriate responses (Y or N) in the yellow shaded cells, if applicable. Items 5f and 5g require a numeric value to be entered.

Please remember that this score is only an estimate. Virginia Housing reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. RESNET Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Universal Design Plans	Y	Y or N	0
m. List of LIHTC Developments (Schedule A)	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. Virginia Housing notification letter to CEO (via Locality Notification Information App)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	Y	0 to 10	10.00
d. Location in a revitalization area based on Qualified Census Tract	Y	0 or 10	0.00
or e. Location in a revitalization area with resolution or by locality	Y	0 or 15	15.00
or f. Location in a Opportunity Zone	N	0 or 15	0.00
g. Location in a Medium to High level Economic Development Jurisdiction	Y	0 or 5	5.00
h. Location on land owned by Tribal Nation	N	0 or 15	0.00
Total:			30.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	Y	0 or up to 5	4.20
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Subsidized funding commitments	8.26%	Up to 60	16.53
d. Tax abatement on increase of property's value	N	0 or 5	0.00
e. New project based rental subsidy) in Northern Virginia or New Construction pool	N	up to 40	0.00
f. Census tract with <12% poverty rate VA660000205	39%	0, 20, 25 or 30	0.00
g. Development provided priority letter from Rural Development	N	0 or 15	0.00
h. Dev. located in area with increasing rent burdened population	Y	Up to 20	20.00
Total:			40.73

3. DEVELOPMENT CHARACTERISTICS:			
a. Enhancements (See calculations below)			90.00
b. <removed for 2025>			0.00
c. HUD 504 accessibility for 10% of units	Y	0 or 20	20.00
d. Proximity to public transportation	Y10	0, 10 or 20	10.00
e. Development will be Green Certified	Y	0 or 10	10.00
f. Units constructed to meet Virginia Housing's Universal Design standards	100%	Up to 15	15.00
g. Developments with less than 100 low income units	Y	up to 20	20.00
h. Historic Structure eligible for Historic Rehab Credits	N	0 or 5	0.00
i. Meets Target Population Development Characteristics	N	0 or 10	0.00
Total:			165.00

4. TENANT POPULATION CHARACTERISTICS:	Locality AMI	State AMI			
	$ 110,300.00	$ 73,300.00			
a. Less than or equal to 20% of units having 1 or less bedrooms			Y	0 or 15	15.00
b. <plus> Percent of Low Income units with 3 or more bedrooms			20.00%	Up to 15	15.00
c. Units with rent and income at or below 30% of AMI and are not subsidized (up to 10% of LI			10.00%	Up to 10	10.00
d. Units with rents at or below 40% of AMI (up to 10% of LI units)			20.00%	Up to 10	10.00
e. Units in Higher Income Jurisdictions with rent and income at or below 50% of AMI			50.00%	Up to 50	50.00
f. Units in Higher Income Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI			50.00%	Up to 25	0.00
or g. Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI			50.00%	Up to 50	0.00
		Total:			100.00

5. SPONSOR CHARACTERISTICS:				
a. Socially Disadvantaged Principal owner 25% or greater	N	0 or 30		0.00
b. Veteran Small Business Principal owner 25% or greater	N	0 or 30		0.00
c. Developer experience - uncorrected life threatening hazard	N	0 or -50		0.00
d. Developer experience - noncompliance	N	0 or -15		0.00
e. Developer experience - did not build as represented (per occurrence)	0	0 or -2x		0.00
f. Developer experience - failure to provide minimum building requirements (per occurence)	0	0 or -50 per item		0.00
g. Developer experience - termination of credits by Virginia Housing	N	0 or -10		0.00
h. Developer experience - exceeds cost limits at certification	N	0 or -50		0.00
i. Developer experience - more than 2 requests for Final Inspection	0	0 or -5 per item		0.00
j. Management company rated unsatisfactory	N	0 or -25		0.00
Total:				0.00

6. EFFICIENT USE OF RESOURCES:			
a. Credit per unit		Up to 100	55.02
Total:			55.02

7. BONUS POINTS:				
a. Extended Use Restriction beyond 15 year compliance period	35	Years	40 or 70	70.00
or b. Nonprofit or LHA purchase option/ ROFR	N		0 or 60	0.00
or c. Nonprofit or LHA Home Ownership option	N		0 or 5	0.00
d. Combined 9% and 4% Tax Exempt Bond Site Plan	Y		Up to 30	30.00
e. RAD or PHA Conversion participation and competing in Local Housing Authority pool	N		0 or 10	0.00
f. Team member with Diversity, Equity and Inclusion Designation	N		up to 10	0.00
g. Team member with Veteran Owned Small Business Certification	N		up to 10	10.00
h. Commitment to electronic payment of fees	Y		0 or 5	5.00
i. Zero Ready or Passive House certification from prior allocation	Y		0 or 20	10.00
Total:				125.00

300 Point Threshold - all 9% Tax Credits	**TOTAL SCORE:**	**515.75**
200 Point Threshold - Tax Exempt Bonds		

w. **LIHTC SELF SCORE SHEET**

Self Scoring Process

This Self Scoring Process is intended to provide you with an estimate of your application's score based on the information included within the reservation application. Other items, denoted below in the yellow shaded cells, are typically evaluated by Virginia Housing's staff during the application review and feasibility process. For purposes of self scoring, we have made certain assumptions about your application. Edit the appropriate responses (Y or N) in the yellow shaded cells, if applicable. Items 5f and 5g require a numeric value to be entered.

Please remember that this score is only an estimate. Virginia Housing reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. RESNET Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Universal Design Plans	Y	Y or N	0
m. List of LIHTC Developments (Schedule A)	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. Virginia Housing notification letter to CEO (via Locality Notification Information App)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	Y	0 to 10	10.00
d. Location in a revitalization area based on Qualified Census Tract	Y	0 or 10	0.00
or e. Location in a revitalization area with resolution or by locality	Y	0 or 15	15.00
or f. Location in a Opportunity Zone	N	0 or 15	0.00
g. Location in a Medium to High level Economic Development Jurisdiction	N	0 or 5	5.00
h. Location on land owned by Tribal Nation	N	0 or 15	0.00
Total:			30.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	Y	0 or up to 5	4.64
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Subsidized funding commitments	0.76%	Up to 60	1.51
d. Tax abatement on increase of property's value	Y	0 or 5	5.00
e. New project based rental subsidy) in Northern Virginia or New Construction pool	N	up to 40	0.00
f. Census tract with <12% poverty rate VA660000205	33%	0, 20, 25 or 30	0.00
g. Development provided priority letter from Rural Development	N	0 or 15	0.00
h. Dev. located in area with increasing rent burdened population	Y	Up to 20	20.00
Total:			31.15

3. DEVELOPMENT CHARACTERISTICS:				
a. Enhancements (See calculations below)			75.00	+10 Additi
b. <removed for 2025>			0.00	
c. HUD 504 accessibility for 10% of units	Y	0 or 20	20.00	
d. Proximity to public transportation	Y10	0, 10 or 20	10.00	
e. Development will be Green Certified	Y	0 or 10	10.00	
f. Units constructed to meet Virginia Housing's Universal Design standards	100%	Up to 15	15.00	
g. Developments with less than 100 low income units	N	up to 20	0.00	+ points fc
h. Historic Structure eligible for Historic Rehab Credits	N	0 or 5	0.00	
i. Meets Target Population Development Characteristics	N	0 or 10	0.00	
Total:			130.00	

4. TENANT POPULATION CHARACTERISTICS:

Locality AMI	State AMI
$ 110,300.00	$ 73,300.00

a.	Less than or equal to 20% of units having 1 or less bedrooms	Y	0 or 15	15.00	+ points if
b.	<plus> Percent of Low Income units with 3 or more bedrooms	20.00%	Up to 15	15.00	+ points if
c.	Units with rent and income at or below 30% of AMI and are not subsidized (up to 10% of LI	0.00%	Up to 10	0.00	+ poi
d.	Units with rents at or below 40% of AMI (up to 10% of LI units)	7.27%	Up to 10	7.27	
e.	Units in Higher Income Jurisdictions with rent and income at or below 50% of AMI	50.00%	Up to 50	0.00	+ poi
f.	Units in Higher Income Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI	50.00%	Up to 25	0.00	
or g.	Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI	50.00%	Up to 50	0.00	
	Total:			37.27	

Must opt to received point

5. SPONSOR CHARACTERISTICS:

a.	Socially Disadvantaged Principal owner 25% or greater	N	0 or 30	0.00
b.	Veteran Small Business Principal owner 25% or greater	N	0 or 30	0.00
c.	Developer experience - uncorrected life threatening hazard	N	0 or -50	0.00
d.	Developer experience - noncompliance	N	0 or -15	0.00
e.	Developer experience - did not build as represented (per occurrence)	0	0 or -2x	0.00
f.	Developer experience - failure to provide minimum building requirements (per occurence)	0	0 or -50 per item	0.00
g.	Developer experience - termination of credits by Virginia Housing	N	0 or -10	0.00
h.	Developer experience - exceeds cost limits at certification	N	0 or -50	0.00
i.	Developer experience - more than 2 requests for Final Inspection	0	0 or -5 per item	0.00
j.	Management company rated unsatisfactory	N	0 or -25	0.00
	Total:			0.00

6. EFFICIENT USE OF RESOURCES:

a.	Credit per unit		Up to 100	18.58	+points if
	Total:			18.58	

7. BONUS POINTS:

a.	Extended Use Restriction beyond 15 year compliance period	35 Years	40 or 70	70.00	
or b.	Nonprofit or LHA purchase option/ ROFR	N	0 or 60	0.00	
or c.	Nonprofit or LHA Home Ownership option	N	0 or 5	0.00	
d.	Combined 9% and 4% Tax Exempt Bond Site Plan	Y	Up to 30	0.00	
e.	RAD or PHA Conversion participation and competing in Local Housing Authority pool	N	0 or 10	0.00	
f.	Team member with Diversity, Equity and Inclusion Designation	N	up to 10	0.00	
g.	Team member with Veteran Owned Small Business Certification	N	up to 10	0.00	
h.	Commitment to electronic payment of fees	Y	0 or 5	5.00	
i.	Zero Ready or Passive House certification from prior allocation	Y	0 or 20	10.00	
	Total:			85.00	

300 Point Threshold - all 9% Tax Credits

200 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: **332.00**

Enhancements:

All units have:	Max Pts	Score	
a. Community Room	5	5.00	
b. Exterior walls constructed with brick and other low maintenance materials	40	40.00	
c. LED Kitchen Light Fixtures	2	2.00	
d. Cooking surfaces equipped with fire suppression features	2	2.00	
e. Bath Fan - Delayed timer or continuous exhaust	3	3.00	
f. Baths equipped with humidistat	3	0.00	
g. Watersense labeled faucets, toilets and showerheads (without Green Certfication	3	0.00	
h. Rehab only: Infrastructure for high speed internet/broadband	5	0.00	
i. Each unit provided free individual high speed internet access	15	0.00	+points if we commit to broadband and bud
j. USB in kitchen, living room and all bedrooms	1	1.00	
k. Rehab only: dedicated space to accept permanent dehumidification system	2	0.00	
l. Provides Permanently installed dehumidification system	5	5.00	
m. All interior doors within units are solid core	3	3.00	
n. Installation of Renewable Energy Electric system	10	10.00	
o. New Construction: Balcony or patio	4	4.00	
		75.00	
All elderly units have:			
p. Front-control ranges	1	0.00	
q. Independent/suppl. heat source	1	0.00	
r. Two eye viewers	1	0.00	
s. Shelf or Ledge at entrance within interior hallway	2	0.00	
		0.00	
	Total amenities:	**75.00**	

Pennrose Virginia LIHTC Scoresheets From Other Projects

2018 Low-Income Housing Tax Credit Application For Reservation

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LIHTC SELF SCORE SHEET

Self Scoring Process

This worksheet is intended to provide you with an estimate of your application score based on the selection criteria described in the QAP. Most of the data used in the scoring process is automatically entered below as you fill in the application. Other items, denoted below in the yellow shaded cells, are items that are typically evaluated by VHDA's staff during the application review and feasibility analysis. For purposes of self scoring, it will be necessary for you to make certain assumptions about your application and enter the appropriate responses in the yellow shaded cells of this score sheet. All but two require yes/no responses, in which case enter Y or N as appropriate. Item 5f would require a numeric value to be entered. Please remember that the score is only an estimate based on the selection criteria using the reservation application data and the responses you have entered on this score sheet. VHDA reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. Architect's Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Universal Design Plans	Y	Y or N	0
m. List of LIHTC Developments (Schedule A)	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. VHDA notification letter to CEO (via Locality Notification Information Application)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	N	0 or 40	0.00
d. Location in a revitalization area	Y	0 or 10	10.00
Total:			10.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	Y	0 or up to 5	3.02
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Waiting list preference to disabilities (DD) within marketing plan	Y	0 or 25	25.00
d. Subsidized funding commitments	0.262061	Up to 40	40.00
e. Tax abatement or new project based rental subsidy (HUD or RD)	Y	0 or 10	10.00
f. Census tract with <12% poverty rate	10%	0, 20, 25 or30	25.00
g. Development listed on the Rural Development Rehab Priority List	N	0 or 15	0.00
h. Dev. located in area with little or no increase in rent burdened population	N	Up to -20	0.00
i. Dev. located in area with increasing rent burdened population	Y	Up to 20	20.00
Total:			123.02

2018 Low-Income Housing Tax Credit Application For Reservation

3. DEVELOPMENT CHARACTERISTICS:				
a. Amenities (See calculations below)				73.10
b. Project subsidies/HUD 504 accessibility for 5 or 10% of units		Y	0 or 60	60.00
or c. HCV Payment Standard/HUD 504 accessibility for 5 or 10% of units		N	0 or 30	0.00
or d. HUD 504 accessibility for 5% of units		N	0 or 15	0.00
e. Proximity to public transportation (within Northern VA or Tidewater)		Y20	0, 10 or 20	20.00
f. Development will be Earthcraft, LEED certified or includes benchmarking		Y	up to 45	45.00
g. Units constructed to meet VHDA's Universal Design standards		100%	Up to 15	15.00
h. Developments with less than 100 units		Y	up to 20	14.80
i. Historic Structure		N	0 or 5	0.00
Total:				227.90

4. TENANT POPULATION CHARACTERISTICS:	Locality AMI	State AMI			
	$110,300	$55,200			
a. Less than or equal to 20% of units having 1 or less bedrooms			N	0 or 15	0.00
b. <plus> Percent of Low Income units with 3 or more bedrooms			0.00%	Up to 15	0.00
c. Units with rents at or below 40% of AMI			28.57%	Up to 10	10.00
d. Units with rent and income at or below 50% of AMI			50.79%	Up to 50	50.00
or e. Units with rents at or below 50% rented to tenants at or below 60% of AMI			50.79%	Up to 25	0.00
or f. Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI			0.00%	Up to 50	0.00
Total:					60.00

5. SPONSOR CHARACTERISTICS:				
a. Developer experience - 3 developments with 3 x units or 6 developments with 1 x units		Y	0 or 50	50.00
or b. Developer experience - 3 developments and at least 500,000 in liquid assets		N	0 or 50	0.00
or c. Developer experience - 1 development with 1 x units		N	0 or 10	0.00
d. Developer experience - life threatening hazard		N	0 or -50	0.00
e. Developer experience - noncompliance		N	0 or -15	0.00
f. Developer experience - did not build as represented		0	0 or -2x	0.00
g. Developer experience - failure to provide minimum building requirements		N	0 or -20	0.00
h. Developer experience - termination of credits by VHDA		N	0 or -10	0.00
i. Developer experience - exceeds cost limits at certification		N	0 or -50	0.00
j. Management company rated unsatisfactory		N	0 or -25	0.00
Total:				50.00

6. EFFICIENT USE OF RESOURCES:			
a. Credit per unit		Up to 200	88.11
b. Cost per unit		Up to 100	6.15
Total:			94.26

7. BONUS POINTS:			
a. Extended compliance	0 Years	40 or 50	0.00
or b. Nonprofit or LHA purchase option	Y	0 or 60	60.00
or c. Nonprofit or LHA Home Ownership option	N	0 or 5	0.00
d. Combined 9% and 4% Tax Exempt Bond Site Plan	Y	Up to 45	35.00
e. RAD participation and competing in Local Housing Authority pool	N	Up to 10	0.00
Total:			95.00

425 Point Threshold - all 9% Tax Credits
325 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: 660.18

SR Residences at North Hill (aka Senior Residences at North Hill) - Reservation App Scoresheet, printed 48

2018 Low-Income Housing Tax Credit Application For Reservation

Amenities:

All units have:		Max Pts	
a. Community Room		5	5.00
b. Exterior walls constructed with brick and other low maintenance materials		22	18.10
c. Kitchen/Laundry Appl - EPA Energy Star qualified		5	5.00
d. Windows and Glass Doors - EPA Energy Star qualified or NFRC		5	5.00
e. Heat/AC-SEER-AFUE		10	10.00
f. Sub-metered water expense		5	5.00
g. WaterSense faucets & showerheads		2	2.00
h. High speed internet service		1	1.00
i. Energy efficient water heaters		5	5.00
j. WaterSense labeled toilet		2	2.00
k. New Construction only: EPA Energy Star qualified bath vent fans		2	2.00
l. R-3+ wall sheathing insulation		5	5.00
m. Cooking surfaces - fire prevention/suppression features		2	2.00
n. Hook-ups for dehumidification system	TRUE	N/A	N/A
o. Unit dehumidification with humidistat	FALSE	N/A	N/A
			67.10
All elderly units have:			
a. Front-control ranges		1	1.00
b. Emergency call system		3	3.00
c. Independent/suppl. heat source		1	1.00
d. Two eye viewers		1	1.00
			6.00
		Total amenities:	**73.10**

W.

LIHTC SELF SCORE SHEET

Self Scoring Process

This worksheet is intended to provide you with an estimate of your application score based on the selection criteria described in the QAP. Most of the data used in the scoring process is automatically entered below as you fill in the application. Other items, denoted below in the yellow shaded cells, are items that are typically evaluated by VHDA's staff during the application review and feasibility analysis. For purposes of self scoring, it will be necessary for you to make certain assumptions about your application and enter the appropriate responses in the yellow shaded cells of this score sheet. All but two require yes/no responses, in which case enter Y or N as appropriate. Item 5f would require a numeric value to be entered. Please remember that the score is only an estimate based on the selection criteria using the reservation application data and the responses you have entered on this score sheet. VHDA reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. Architect's Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Universal Design Plans	Y	Y or N	0
m. List of LIHTC Developments (Schedule A)	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. VHDA notification letter to CEO (via Locality Notification Information Application)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	N	0 or 40	0.00
d. Location in a revitalization area	Y	0 or 10	10.00
Total:			10.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	Y	0 or up to 5	4.47
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Waiting list preference to disabilities (DD) within marketing plan	Y	0 or 25	25.00
d. Subsidized funding commitments	0.167161	Up to 40	33.43
e. Tax abatement or new project based rental subsidy (HUD or RD)	Y	0 or 10	10.00
f. Census tract with <12% poverty rate	10%	0, 20, 25 or30	25.00
g. Development listed on the Rural Development Rehab Priority List	N	0 or 15	0.00
h. Dev. located in area with little or no increase in rent burdened population	N	Up to -20	0.00
i. Dev. located in area with increasing rent burdened population	Y	Up to 20	20.00
Total:			117.90

2018 Low-Income Housing Tax Credit Application For Reservation

3. DEVELOPMENT CHARACTERISTICS:				
a. Amenities (See calculations below)				67.60
b. Project subsidies/HUD 504 accessibility for 5 or 10% of units		Y	0 or 60	60.00
or c. HCV Payment Standard/HUD 504 accessibility for 5 or 10% of units		N	0 or 30	0.00
or d. HUD 504 accessibility for 5% of units		N	0 or 15	0.00
e. Proximity to public transportation (within Northern VA or Tidewater)		Y20	0, 10 or 20	20.00
f. Development will be Earthcraft, LEED certified or includes benchmarking		Y	up to 45	45.00
g. Units constructed to meet VHDA's Universal Design standards		12%	Up to 15	1.80
h. Developments with less than 100 units		Y	up to 20	10.00
i. Historic Structure		N	0 or 5	0.00
Total:				204.40

4. TENANT POPULATION CHARACTERISTICS:	Locality AMI	State AMI			
	$110,300	$55,200			
a. Less than or equal to 20% of units having 1 or less bedrooms			Y	0 or 15	15.00
b. <plus> Percent of Low Income units with 3 or more bedrooms			28.00%	Up to 15	15.00
c. Units with rents at or below 40% of AMI			10.67%	Up to 10	10.00
d. Units with rent and income at or below 50% of AMI			50.67%	Up to 50	50.00
or e. Units with rents at or below 50% rented to tenants at or below 60% of AMI			50.67%	Up to 25	0.00
or f. Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI			0.00%	Up to 50	0.00
Total:					90.00

5. SPONSOR CHARACTERISTICS:			
a. Developer experience - 3 developments with 3 x units or 6 developments with 1 x units	Y	0 or 50	50.00
or b. Developer experience - 3 developments and at least 500,000 in liquid assets	N	0 or 50	0.00
or c. Developer experience - 1 development with 1 x units	N	0 or 10	0.00
d. Developer experience - life threatening hazard	N	0 or -50	0.00
e. Developer experience - noncompliance	N	0 or -15	0.00
f. Developer experience - did not build as represented	0	0 or -2x	0.00
g. Developer experience - failure to provide minimum building requirements	N	0 or -20	0.00
h. Developer experience - termination of credits by VHDA	N	0 or -10	0.00
i. Developer experience - exceeds cost limits at certification	N	0 or -50	0.00
j. Management company rated unsatisfactory	N	0 or -25	0.00
Total:			50.00

6. EFFICIENT USE OF RESOURCES:			
a. Credit per unit		Up to 200	69.16
b. Cost per unit		Up to 100	15.17
Total:			84.33

7. BONUS POINTS:			
a. Extended compliance	0 Years	40 or 50	0.00
or b. Nonprofit or LHA purchase option	Y	0 or 60	60.00
or c. Nonprofit or LHA Home Ownership option	N	0 or 5	0.00
d. Combined 9% and 4% Tax Exempt Bond Site Plan	Y	Up to 45	45.00
e. RAD participation and competing in Local Housing Authority pool	N	Up to 10	0.00
Total:			105.00

425 Point Threshold - all 9% Tax Credits
325 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: 661.63

2018 Low-Income Housing Tax Credit Application For Reservation

Amenities:

All units have:		Max Pts	
a. Community Room		5	5.00
b. Exterior walls constructed with brick and other low maintenance materials		22	18.60
c. Kitchen/Laundry Appl - EPA Energy Star qualified		5	5.00
d. Windows and Glass Doors - EPA Energy Star qualified or NFRC		5	5.00
e. Heat/AC-SEER-AFUE		10	10.00
f. Sub-metered water expense		5	5.00
g. WaterSense faucets & showerheads		2	2.00
h. High speed internet service		1	1.00
i. Energy efficient water heaters		5	5.00
j. WaterSense labeled toilet		2	2.00
k. New Construction only: EPA Energy Star qualified bath vent fans		2	2.00
l. R-3+ wall sheathing insulation		5	5.00
m. Cooking surfaces - fire prevention/suppression features		2	2.00
n. Hook-ups for dehumidification system	TRUE	N/A	N/A
o. Unit dehumidification with humidistat	FALSE	N/A	N/A
			67.60
All elderly units have:			
a. Front-control ranges		1	0.00
b. Emergency call system		3	0.00
c. Independent/suppl. heat source		1	0.00
d. Two eye viewers		1	0.00
			0.00
		Total amenities:	**67.60**

W. # LIHTC SELF SCORE SHEET

Self Scoring Process

This Self Scoring Process is intended to provide you with an estimate of your application's score based on the information included within the reservation application. Other items, denoted below in the yellow shaded cells, are typically evaluated by VHDA's staff during the application review and feasibility process. For purposes of self scoring, we have made certain assumptions about your application. Edit the appropriate responses (Y or N) in the yellow shaded cells, if applicable. Item 5f requires a numeric value to be entered.

Please remember that this score is only an estimate. VHDA reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:		Included		Score
a. Signed, completed application with attached tabs in PDF format		Y	Y or N	0
b. Active Excel copy of application		Y	Y or N	0
c. Partnership agreement		Y	Y or N	0
d. SCC Certification		Y	Y or N	0
e. Previous participation form		Y	Y or N	0
f. Site control document		Y	Y or N	0
g. RESNET Certification		Y	Y or N	0
h. Attorney's opinion		Y	Y or N	0
i. Nonprofit questionnaire (if applicable)		Y	Y, N, N/A	0
j. Appraisal		Y	Y or N	0
k. Zoning document		Y	Y or N	0
l. Universal Design Plans		Y	Y or N	0
m. List of LIHTC Developments (Schedule A)		Y	Y or N	0
	Total:			0.00

1. READINESS:				
a. VHDA notification letter to CEO (via Locality Notification Information Application)		Y	0 or -50	0.00
b. Local CEO Opposition Letter		N	0 or -25	0.00
c. Plan of development		N	0 or 40	0.00
d. Location in a revitalization area based on Qualified Census Tract		N	0 or 10	0.00
e. Location in a revitalization area with resolution		Y	0 or 15	15.00
f. Location in a Opportunity Zone		N	0 or 15	0.00
	Total:			15.00

2. HOUSING NEEDS CHARACTERISTICS:				
a. Sec 8 or PHA waiting list preference		Y	0 or up to 5	3.02
b. Existing RD, HUD Section 8 or 236 program		N	0 or 20	0.00
c. Subsidized funding commitments		15.73%	Up to 40	31.46
d. Tax abatement on increase of property's value		Y	0 or 5	5.00
e. New project based rental subsidy (HUD or RD)		Y	0 or 10	10.00
f. Census tract with <12% poverty rate		0%	0, 20, 25 or30	0.00
g. Development listed on the Rural Development Rehab Priority List		N	0 or 15	0.00
h. Dev. located in area with little or no increase in rent burdened population		N	Up to -20	0.00
i. Dev. located in area with increasing rent burdened population		Y	Up to 20	20.00
	Total:			69.48

2020 Low-Income Housing Tax Credit Application For Reservation

3. DEVELOPMENT CHARACTERISTICS:				
a. Amenities (See calculations below)				53.00
b. Project subsidies/HUD 504 accessibility for 5 or 10% of units		Y	0 or 60	60.00
or c. HCV Payment Standard/HUD 504 accessibility for 5 or 10% of units		N	0 or 30	0.00
or d. HUD 504 accessibility for 5% of units		N	0 or 15	0.00
e. Proximity to public transportation (within Northern VA or Tidewater)		Y10	0, 10 or 20	10.00
f. Development will be Green Certified		Y	0 or 10	10.00
g. Units constructed to meet VHDA's Universal Design standards		100%	Up to 15	15.00
h. Developments with less than 100 units		Y	up to 20	20.00
i. Historic Structure		N	0 or 5	0.00
	Total:			168.00

4. TENANT POPULATION CHARACTERISTICS:	Locality AMI	State AMI
	$79,300	$57,400

a. Less than or equal to 20% of units having 1 or less bedrooms		Y	0 or 15	15.00
b. <plus> Percent of Low Income units with 3 or more bedrooms		21.62%	Up to 15	15.00
c. Units with rent at or below 30% of AMI and are not subsidized (up to 10% of LI units)		5.41%	Up to 10	5.41
d. Units with rents at or below 40% of AMI (up to 10% of LI units)		10.81%	Up to 10	10.00
e. Units with rent and income at or below 50% of AMI		51.35%	Up to 50	50.00
f. Units with rents at or below 50% rented to tenants at or below 60% of AMI		51.35%	Up to 25	0.00
or g. Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI		51.35%	Up to 50	0.00
	Total:			95.41

5. SPONSOR CHARACTERISTICS:				
a. Developer experience - 3 developments with 3 x units or 6 developments with 1 x units		Y	0 or 50	50.00
or b. Developer experience - 3 developments and at least 500,000 in liquid assets		N	0 or 50	0.00
or c. Developer experience - 1 development with 1 x units		N	0 or 10	0.00
d. Developer experience - life threatening hazard		N	0 or -50	0.00
e. Developer experience - noncompliance		N	0 or -15	0.00
f. Developer experience - did not build as represented		0	0 or -2x	0.00
g. Developer experience - failure to provide minimum building requirements		N	0 or -20	0.00
h. Developer experience - termination of credits by VHDA		N	0 or -10	0.00
i. Developer experience - exceeds cost limits at certification		N	0 or -50	0.00
j. Management company rated unsatisfactory		N	0 or -25	0.00
	Total:			50.00

6. EFFICIENT USE OF RESOURCES:				
a. Credit per unit			Up to 200	36.56
b. Cost per unit			Up to 100	22.09
	Total:			58.65

7. BONUS POINTS:				
a. Extended compliance	0	Years	40 or 50	0.00
or b. Nonprofit or LHA purchase option		Y	0 or 60	60.00
or c. Nonprofit or LHA Home Ownership option		N	0 or 5	0.00
d. Combined 9% and 4% Tax Exempt Bond Site Plan		Y	Up to 45	35.00
e. RAD or PHA Conversion participation and competing in Local Housing Authority pool		N	0 or 10	0.00
	Total:			95.00

425 Point Threshold - all 9% Tax Credits
325 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: **551.54**

Amenities:

All units have:	Max Pts	Score
a. Community Room	5	5.00
b. Exterior walls constructed with brick and other low maintenance materials	25	20.00
c. Sub metered water expense	5	5.00
d. Watersense labeled faucets, toilets and showerheads	3	0.00
e. Infrastructure for high speed internet/broadband	1	1.00
f. Free WiFi Access in community room	4	4.00
g. Each unit provided free individual high speed internet access	6	0.00
h. Each unit provided free individual WiFi	8	0.00
i. Bath Fan - Delayed timer or continuous exhaust	3	3.00
j. Baths equipped with humidistat	3	0.00
k. Cooking Surfaces equipped with fire prevention features	4	4.00
l. Cooking surfaces equipped with fire suppression features	2	0.00
m. Rehab only: dedicated space to accept permanent dehumidification system	2	0.00
n. Provides Permanently installed dehumidification system	5	5.00
o. All interior doors within units are solid core	3	3.00
p. USB in kitchen, living room and all bedrooms	1	1.00
q. LED Kitchen Light Fixtures	2	2.00
r. Shelf or Ledge at entrance within interior hallway	2	0.00
s. New Construction: Balcony or patio	4	0.00
		53.00
All elderly units have:		
t. Front-control ranges	1	0.00
u. Independent/suppl. heat source	1	0.00
v. Two eye viewers	1	0.00
		0.00
	Total amenities:	**53.00**

W. **LIHTC SELF SCORE SHEET**

Self Scoring Process

This Self Scoring Process is intended to provide you with an estimate of your application's score based on the information included within the reservation application. Other items, denoted below in the yellow shaded cells, are typically evaluated by Virginia Housin's staff during the application review and feasibility process. For purposes of self scoring, we have made certain assumptions about your application. Edit the appropriate responses (Y or N) in the yellow shaded cells, if applicable. Item 5f requires a numeric value to be entered.

Please remember that this score is only an estimate. Virginia Housing reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. RESNET Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Universal Design Plans	Y	Y or N	0
m. List of LIHTC Developments (Schedule A)	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. Virginia Housing notification letter to CEO (via Locality Notification Information App)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	N	0 or 40	0.00
d. Location in a revitalization area based on Qualified Census Tract	N	0 or 10	0.00
e. Location in a revitalization area with resolution	Y	0 or 15	15.00
f. Location in a Opportunity Zone	N	0 or 15	0.00
Total:			15.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	Y	0 or up to 5	2.61
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Subsidized funding commitments	29.22%	Up to 40	40.00
d. Tax abatement on increase of property's value	Y	0 or 5	5.00
e. New project based rental subsidy (HUD or RD)	Y	0 or 10	10.00
f. Census tract with <12% poverty rate	0%	0, 20, 25 or30	0.00
g. Development listed on the Rural Development Rehab Priority List	N	0 or 15	0.00
h. Dev. located in area with little or no increase in rent burdened population	N	Up to -20	0.00
i. Dev. located in area with increasing rent burdened population	Y	Up to 20	20.00
Total:			77.61

2021 Low-Income Housing Tax Credit Application For Reservation v.2021.2

3. DEVELOPMENT CHARACTERISTICS:

a. Enhancements (See calculations below)				51.75
b. Project subsidies/HUD 504 accessibility for 5 or 10% of units		Y	0 or 60	60.00
or c. HCV Payment Standard/HUD 504 accessibility for 5 or 10% of units		N	0 or 30	0.00
or d. HUD 504 accessibility for 5% of units		N	0 or 15	0.00
e. Proximity to public transportation (within Northern VA or Tidewater)		Y10	0, 10 or 20	10.00
f. Development will be Green Certified		Y	0 or 10	10.00
g. Units constructed to meet Virginia Housing's Universal Design standards		75%	Up to 15	11.20
h. Developments with less than 100 units		Y	up to 20	16.80
i. Historic Structure		N	0 or 5	0.00
	Total:			159.75

4. TENANT POPULATION CHARACTERISTICS:

Locality AMI	State AMI
$82,500	$62,300

a. Less than or equal to 20% of units having 1 or less bedrooms		Y	0 or 15	15.00
b. <plus> Percent of Low Income units with 3 or more bedrooms		31.03%	Up to 15	15.00
Units with rent and income at or below 30% of AMI and are not subsidized (up to 10% of LI units)				
c.		0.00%	Up to 10	0.00
d. Units with rents at or below 40% of AMI (up to 10% of LI units)		10.34%	Up to 10	10.00
e. Units with rent and income at or below 50% of AMI		51.72%	Up to 50	50.00
f. Units with rents at or below 50% rented to tenants at or below 60% of AMI		51.72%	Up to 25	0.00
or g. Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI		51.72%	Up to 50	0.00
	Total:			90.00

5. SPONSOR CHARACTERISTICS:

a. Developer experience - 3 developments with 3 x units or 6 developments with 1 x units		Y	0 or 50	50.00
or b. Developer experience - 3 developments and at least 500,000 in liquid assets		N	0 or 50	0.00
or c. Developer experience - 1 development with 1 x units		N	0 or 10	0.00
d. Developer experience - life threatening hazard		N	0 or -50	0.00
e. Developer experience - noncompliance		N	0 or -15	0.00
f. Developer experience - did not build as represented		0	0 or -2x	0.00
g. Developer experience - failure to provide minimum building requirements		N	0 or -20	0.00
h. Developer experience - termination of credits by Virginia Housing		N	0 or -10	0.00
i. Developer experience - exceeds cost limits at certification		N	0 or -50	0.00
j. Management company rated unsatisfactory		N	0 or -25	0.00
	Total:			50.00

6. EFFICIENT USE OF RESOURCES:

a. Credit per unit			Up to 200	12.44
b. Cost per unit			Up to 100	-8.22
	Total:			4.22

7. BONUS POINTS:

a. Extended compliance	0	Years	40 or 50	0.00
or b. Nonprofit or LHA purchase option		Y	0 or 60	60.00
or c. Nonprofit or LHA Home Ownership option		N	0 or 5	0.00
d. Combined 9% and 4% Tax Exempt Bond Site Plan		Y	Up to 45	45.00
e. RAD or PHA Conversion participation and competing in Local Housing Authority pool		Y	0 or 10	10.00
	Total:			115.00

425 Point Threshold - all 9% Tax Credits

325 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: **511.58**

Enhancements:

All units have:	Max Pts	Score
a. Community Room	5	5.00
b. Exterior walls constructed with brick and other low maintenance materials	25	18.75
c. Sub metered water expense	5	5.00
d. Watersense labeled faucets, toilets and showerheads	3	0.00
e. Infrastructure for high speed internet/broadband	1	1.00
f. Free WiFi Access in community room	4	4.00
g. Each unit provided free individual high speed internet access	6	0.00
h. Each unit provided free individual WiFi	8	0.00
i. Bath Fan - Delayed timer or continuous exhaust	3	3.00
j. Baths equipped with humidistat	3	0.00
k. Cooking Surfaces equipped with fire prevention features	4	4.00
l. Cooking surfaces equipped with fire suppression features	2	0.00
m. Rehab only: dedicated space to accept permanent dehumidification system	2	0.00
n. Provides Permanently installed dehumidification system	5	5.00
o. All interior doors within units are solid core	3	3.00
p. USB in kitchen, living room and all bedrooms	1	1.00
q. LED Kitchen Light Fixtures	2	2.00
r. Shelf or Ledge at entrance within interior hallway	2	0.00
s. New Construction: Balcony or patio	4	0.00
		51.75
All elderly units have:		
t. Front-control ranges	1	0.00
u. Independent/suppl. heat source	1	0.00
v. Two eye viewers	1	0.00
		0.00
	Total amenities:	**51.75**

W. LIHTC SELF SCORE SHEET

Self Scoring Process

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Please remember that this score is only an estimate. Virginia Housing reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. RESNET Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Universal Design Plans	Y	Y or N	0
m. List of LIHTC Developments (Schedule A)	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. Virginia Housing notification letter to CEO (via Locality Notification Information App)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	N	0 to 10	0.00
d. Location in a revitalization area based on Qualified Census Tract	Y	0 or 10	10.00
e. Location in a revitalization area with resolution	N	0 or 15	0.00
f. Location in a Opportunity Zone	N	0 or 15	0.00
Total:			10.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	Y	0 or up to 5	3.29
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Subsidized funding commitments	42.34%	Up to 40	40.00
d. Tax abatement on increase of property's value	Y	0 or 5	5.00
e. New project based rental subsidy (HUD or RD)	Y	0 or 10	10.00
f. Census tract with <12% poverty rate	0%	0, 20, 25 or30	0.00
g. Development provided priority letter from Rural Development	N	0 or 15	0.00
h. Dev. located in area with increasing rent burdened population	Y	Up to 20	20.00
Total:			78.29

2023 Low-Income Housing Tax Credit Application For Reservation v.2023.2

3. DEVELOPMENT CHARACTERISTICS:

a. Enhancements (See calculations below)				93.60
b. Project subsidies/HUD 504 accessibility for 5 or 10% of units		Y	0 or 50	50.00
or c. HUD 504 accessibility for 10% of units		N	0 or 20	0.00
d. Provides approved resident services **or** eligible childcare services		N	0 or 15	0.00
e. Provides telephonic or virtual health services		N	0 or 15	0.00
f. Proximity to public transportation (within Northern VA or Tidewater)		Y10	0, 10 or 20	10.00
g. Development will be Green Certified		Y	0 or 10	10.00
h. Units constructed to meet Virginia Housing's Universal Design standards		100%	Up to 15	15.00
i. Developments with less than 100 low income units		Y	up to 20	20.00
j. Historic Structure eligible for Historic Rehab Credits		N	0 or 5	0.00
	Total:			198.60

4. TENANT POPULATION CHARACTERISTICS:

Locality AMI	State AMI
$93,500	$71,300

a. Less than or equal to 20% of units having 1 or less bedrooms		Y	0 or 15	15.00
b. <plus> Percent of Low Income units with 3 or more bedrooms		20.45%	Up to 15	15.00
c. Units with rent and income at or below 30% of AMI and are not subsidized (up to 10% of LI units)		0.00%	Up to 10	0.00
d. Units with rents at or below 40% of AMI (up to 10% of LI units)		29.55%	Up to 10	10.00
e. Units with rent and income at or below 50% of AMI		56.82%	Up to 50	50.00
f. Units with rents at or below 50% rented to tenants at or below 60% of AMI		56.82%	Up to 25	0.00
or g. Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI		56.82%	Up to 50	0.00
	Total:			90.00

5. SPONSOR CHARACTERISTICS:

a. Experienced Sponsor - 1 development in Virginia		Y	0 or 5	5.00
b. Experienced Sponsor - 3 developments in any state		Y	0 or 15	15.00
c. Developer experience - life threatening hazard		N	0 or -50	0.00
d. Developer experience - noncompliance		N	0 or -15	0.00
e. Developer experience - did not build as represented (per occurrence)		0	0 or -2x	0.00
f. Developer experience - failure to provide minimum building requirements (per occurence)		0	0 or -50 per item	0.00
g. Developer experience - termination of credits by Virginia Housing		N	0 or -10	0.00
h. Developer experience - exceeds cost limits at certification		N	0 or -50	0.00
i. Socially Disadvantaged Principal owner 25% or greater		N	0 or 5	0.00
j. Management company rated unsatisfactory		N	0 or -25	0.00
k. Experienced Sponsor partnering with Local Housing Authority pool applicant		Y	0 or 5	5.00
	Total:			25.00

6. EFFICIENT USE OF RESOURCES:

a. Credit per unit			Up to 200	149.03
b. Cost per unit			Up to 100	25.14
	Total:			174.17

7. BONUS POINTS:

a. Extended compliance	0	Years	40 or 50	0.00
or b. Nonprofit or LHA purchase option		Y	0 or 60	60.00
or c. Nonprofit or LHA Home Ownership option		N	0 or 5	0.00
d. Combined 9% and 4% Tax Exempt Bond Site Plan		N	Up to 30	0.00
e. RAD or PHA Conversion participation and competing in Local Housing Authority pool		Y	0 or 10	10.00
f. Team member with Diversity, Equity and Inclusion Designation		N	0 or 5	0.00
g. Commitment to electronic payment of fees		Y	0 or 5	5.00
	Total:			75.00

400 Point Threshold - all 9% Tax Credits

300 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: **651.06**

Enhancements:

All units have:	Max Pts	Score
a. Community Room	5	5.00
b. Exterior walls constructed with brick and other low maintenance materials	40	39.60
c. Sub metered water expense	5	5.00
d. Watersense labeled faucets, toilets and showerheads	3	0.00
e. Rehab only: Infrastructure for high speed internet/broadband	1	0.00
f. N/A for 2022	0	0.00
g. Each unit provided free individual high speed internet access	10	0.00
h. Each unit provided free individual WiFi	12	12.00
i. Bath Fan - Delayed timer or continuous exhaust	3	3.00
j. Baths equipped with humidistat	3	0.00
k. Cooking Surfaces equipped with fire prevention features	4	4.00
l. Cooking surfaces equipped with fire suppression features	2	0.00
m. Rehab only: dedicated space to accept permanent dehumidification system	2	0.00
n. Provides Permanently installed dehumidification system	5	5.00
o. All interior doors within units are solid core	3	3.00
p. USB in kitchen, living room and all bedrooms	1	1.00
q. LED Kitchen Light Fixtures	2	2.00
r. % of renewable energy electric systems	10	10.00
s. New Construction: Balcony or patio	4	4.00
		93.60
All elderly units have:		
t. Front-control ranges	1	0.00
u. Independent/suppl. heat source	1	0.00
v. Two eye viewers	1	0.00
w. Shelf or Ledge at entrance within interior hallway	2	0.00
		0.00

Total amenities: **93.60**

W.

LIHTC SELF SCORE SHEET

Self Scoring Process

This Self Scoring Process is intended to provide you with an estimate of your application's score based on the information included within the reservation application. Other items, denoted below in the yellow shaded cells, are typically evaluated by Virginia Housing's staff during the application review and feasibility process. For purposes of self scoring, we have made certain assumptions about your application. Edit the appropriate responses (Y or N) in the yellow shaded cells, if applicable. Items 5f and 5g require a numeric value to be entered.

Please remember that this score is only an estimate. Virginia Housing reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. RESNET Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Universal Design Plans	Y	Y or N	0
m. List of LIHTC Developments (Schedule A)	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. Virginia Housing notification letter to CEO (via Locality Notification Information App)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	N	0 to 10	0.00
d. Location in a revitalization area based on Qualified Census Tract	Y	0 or 10	10.00
or e. Location in a revitalization area with resolution or by locality	N	0 or 15	0.00
or f. Location in a Opportunity Zone	N	0 or 15	0.00
g. Location in a Medium to High level Economic Development Jurisdiction	N	0 or 5	0.00
h. Location on land owned by Tribal Nation	N	0 or 15	0.00
Total:			10.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	Y	0 or up to 5	3.29
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Subsidized funding commitments	43.85%	Up to 60	60.00
d. Tax abatement on increase of property's value	Y	0 or 5	5.00
e. New project based rental subsidy) in Northern Virginia or New Construction pool	N	up to 40	0.00
f. Census tract with <12% poverty rate	0%	0, 20, 25 or 30	0.00
g. Development provided priority letter from Rural Development	N	0 or 15	0.00
h. Dev. located in area with increasing rent burdened population	Y	Up to 20	20.00
Total:			88.29

2025 Low-Income Housing Tax Credit Application For Reservation v.2025.3

3. DEVELOPMENT CHARACTERISTICS:				
a. Enhancements (See calculations below)				89.60
b. <removed for 2025>				0.00
c. HUD 504 accessibility for 10% of units		Y	0 or 20	20.00
d. Proximity to public transportation		Y10	0, 10 or 20	10.00
e. Development will be Green Certified		Y	0 or 10	10.00
f. Units constructed to meet Virginia Housing's Universal Design standards		100%	Up to 15	15.00
g. Developments with less than 100 low income units		Y	up to 20	20.00
h. Historic Structure eligible for Historic Rehab Credits		N	0 or 5	0.00
i. Meets Target Population Development Characteristics		N	0 or 10	0.00
	Total:			164.60

4. TENANT POPULATION CHARACTERISTICS:	Locality AMI	State AMI			
	$100,700	$73,300			
a. Less than or equal to 20% of units having 1 or less bedrooms			Y	0 or 15	15.00
b. <plus> Percent of Low Income units with 3 or more bedrooms			20.45%	Up to 15	15.00
c. Units with rent and income at or below 30% of AMI and are not subsidized (up to 10% of LI units)			0.00%	Up to 10	0.00
d. Units with rents at or below 40% of AMI (up to 10% of LI units)			0.00%	Up to 10	0.00
e. Units in Higher Income Jurisdictions with rent and income at or below 50% of AMI			0.00%	Up to 50	0.00
f. Units in Higher Income Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI			0.00%	Up to 25	0.00
or g. Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI			0.00%	Up to 50	0.00
		Total:			30.00

5. SPONSOR CHARACTERISTICS:				
a. Socially Disadvantaged Principal owner 25% or greater		N	0 or 30	0.00
b. Veteran Small Business Principal owner 25% or greater		N	0 or 30	0.00
c. Developer experience - uncorrected life threatening hazard		N	0 or -50	0.00
d. Developer experience - noncompliance		N	0 or -15	0.00
e. Developer experience - did not build as represented (per occurrence)		0	0 or -2x	0.00
f. Developer experience - failure to provide minimum building requirements (per occurence)		0	0 or -50 per item	0.00
g. Developer experience - termination of credits by Virginia Housing		N	0 or -10	0.00
h. Developer experience - exceeds cost limits at certification		N	0 or -50	0.00
i. Developer experience - more than 2 requests for Final Inspection		0	0 or -5 per item	0.00
j. Management company rated unsatisfactory		N	0 or -25	0.00
	Total:			0.00

6. EFFICIENT USE OF RESOURCES:				
a. Credit per unit			Up to 100	78.08
	Total:			78.08

7. BONUS POINTS:				
a. Extended Use Restriction beyond 15 year compliance period	15	Years	40 or 70	0.00
or b. Nonprofit or LHA purchase option/ ROFR		Y	0 or 60	60.00
or c. Nonprofit or LHA Home Ownership option		N	0 or 5	0.00
d. Combined 9% and 4% Tax Exempt Bond Site Plan		N	Up to 30	0.00
e. RAD or PHA Conversion participation and competing in Local Housing Authority pool		Y	0 or 10	10.00
f. Team member with Diversity, Equity and Inclusion Designation		N	up to 10	0.00
g. Team member with Veteran Owned Small Business Certification		N	up to 10	0.00
h. Commitment to electronic payment of fees		Y	0 or 5	5.00
i. Zero Ready or Passive House certification from prior allocation		N	0 or 20	0.00
	Total:			75.00

300 Point Threshold - all 9% Tax Credits

200 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: **445.97**

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Enhancements:

All units have:	Max Pts	Score
a. Community Room	5	5.00
b. Exterior walls constructed with brick and other low maintenance materials	40	39.60
c. LED Kitchen Light Fixtures	2	2.00
d. Cooking surfaces equipped with fire suppression features	2	2.00
e. Bath Fan - Delayed timer or continuous exhaust	3	3.00
f. Baths equipped with humidistat	3	0.00
g. Watersense labeled faucets, toilets and showerheads (without Green Certfication)	3	0.00
h. Rehab only: Infrastructure for high speed internet/broadband	5	0.00
i. Each unit provided free individual high speed internet access	15	15.00
j. USB in kitchen, living room and all bedrooms	1	1.00
k. Rehab only: dedicated space to accept permanent dehumidification system	2	0.00
l. Provides Permanently installed dehumidification system	5	5.00
m. All interior doors within units are solid core	3	3.00
n. Installation of Renewable Energy Electric system	10	10.00
o. New Construction: Balcony or patio	4	4.00
		89.60
All elderly units have:		
p. Front-control ranges	1	0.00
q. Independent/suppl. heat source	1	0.00
r. Two eye viewers	1	0.00
s. Shelf or Ledge at entrance within interior hallway	2	0.00
		0.00
Total amenities:		**89.60**

2018 Low Income Housing Tax Credit Program: Final Rankings

Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Non-Profit Pool										
Apartments at Kingsridge 2	Henrico County	Samantha Brown	Community Housing Partners	New Construction	General	71	71	591.65	$921,043	Funded
Market Square IV	Chesterfield County	John Bolton	Better Housing Coalition	New Construction	Elderly	60	60	570.00	$619,881	Funded
Senior Townsquare at Dumfries	Prince William County	Samantha Brown	Community Housing Partners	New Construction	Elderly	40	40	551.06	$566,150	Funded
Burton Creek Apartments†	Lynchburg City	Wes Gassert	Huntington Housing, Inc.	Acquisition/Rehab	General	85	85	540.69	$675,000	Moves to Balance of the State Pool
Parkside at Dumfries	Prince William County	Samantha Brown	Community Housing Partners	New Construction	General	52	52	527.84	$950,000	Moves to New Construction Pool
								Available Credits	**$2,680,826**	
								Funded	**$2,107,074**	
								Left for At Large	**$573,752**	
Local Housing Authority Pool										
Lexington Place Phase I†	Portsmouth City	Brian Donahue	Portsmouth RHA	New Construction	General	72	72	626.14	$894,635	Funded
Diggs Town Phase II	Norfolk City	John Kownack	Norfolk RHA	Acquisition/Rehab	General	100	100	606.58	$593,125	Funded
Piper Square Apartments†	Hopewell City	Tarvaris McCoy	Hopewell RHA	Acquisition/Rehab	General	103	103	580.29	$603,180	Funded
Church Hill North Phase 2A***	Richmond City	Emily Phillips	The Community Builders/RRHA	New Construction	General	70	70	477.45	$75,000	Funded
The Estates at Bank Street†	Franklin City	Philip Page, Jr.	Franklin RHA	New Construction	General	24	24	459.54	$555,000	Unfunded
								Available Credits	**$2,680,826**	
								Funded	**$2,165,940**	
								Left for At Large	**$514,886**	
New Construction										
Queens Court South	Arlington County	Nina Janopaul	APAH	New Construction	General	90	90	680.67	$2,265,000	Funded
Ashburn Chase	Loudoun County	Kimball Hart	TM Associates/ Good Works	New Construction	General	48	48	640.90	$912,000	Funded
The Spire	Alexandria City	John Welsh	AHC, Inc.	New Construction	General	113	113	640.00	$2,346,000	Moves to Northern Va Pool
The Arden - Building A	Fairfax County	Paul Browne	Wesley Housing	New Construction	General	79	79	631.95	$2,016,884	Moves to Northern Va Pool
The Residences at North Hill 2***†	Fairfax County	Samantha Brown	Community Housing Partners	New Construction	General	75	75	631.50	$348,743	Moves to Northern Va Pool
Sr Residences at North Hill***†	Fairfax County	Samantha Brown	Community Housing Partners	New Construction	Elderly	63	63	629.41	$360,837	Moves to Northern Va Pool
Ballston Station Apartments	Arlington County	Matthew Bailey	Bozzuto	New Construction	General	59	59	547.45	$1,656,055	Moves to Northern Va Pool
Parkside at Dumfries	Prince William County	Samantha Brown	Community Housing Partners	New Construction	General	52	52	527.84	$950,000	Moves to Northern Va Pool
								Available Credits	**$3,430,358**	
								Funded	**$3,177,000**	
								Remaining	**$253,358**	

Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Northern Virginia										
The Spire	Alexandria City	John Welsh	AHC, Inc.	New Construction	General	113	113	640.00	$2,346,000	Funded
The Arden - Building A	Fairfax County	Paul Browne	Wesley Housing	New Construction	General	79	79	631.95	$2,016,884	Moves to Tier One
The Residences at North Hill 2***†	Fairfax County	Samantha Brown	Community Housing Partners	New Construction	General	75	75	631.50	$348,743	Moves to Tier Two
Sr Residences at North Hill***†	Fairfax County	Samantha Brown	Community Housing Partners	New Construction	Elderly	63	63	629.41	$360,837	Moves to Tier Two
Ballston Station Apartments	Arlington County	Matthew Bailey	Bozzuto	New Construction	General	59	59	547.45	$1,656,055	Moves to Tier Two
Parkside at Dumfries	Prince William County	Samantha Brown	Community Housing Partners	New Construction	General	52	52	527.84	$950,000	Moves to Tier Two
								Available Credits	**$3,220,565**	
								Funded	**$2,346,000**	
								Left for At Large	**$874,565**	
Northwest / North Central VA Pool										
Mountain Laurel Manor II	Augusta County	Jennifer Surber	Surber Development	New Construction	General	48	48	582.21	$673,200	Funded
East Gate Village	Orange County	Jennifer Surber	Surber Development	Acquisition/Rehab	General	24	24	570.20	$292,521	Funded
Pine Forest	King George County	Hollis Fitch	Flatiron Enterprises	Acquisition/Rehab	General	40	40	558.80	$340,150	Funded
Hawk's Landing	Greene County	Catherine Connors	Solstice Partners	New Construction	General	50	50	549.18	$671,939	Moves to Tier One
Jackson Greene	Spotsylvania County	Gregory Mustric	Woda Group	New Construction	General	72	72	532.81	$1,083,000	Moves to Tier Two
								Available Credits	**$1,644,240**	
								Funded	**$1,305,871**	
								Left for At Large	**$338,369**	
Richmond MSA Pool										
Alexander at 1090 Apartments	Richmond City	Carl Hardee	Lawson Companies	New Construction	General	48	48	602.14	$765,000	Funded
Bickerstaff Crossing†	Henrico County	Jennifer Surber	Surber Development	New Construction	General	60	60	576.67	$702,607	Funded
King William Manor	King William County	David Koogler	Mark-Dana Corp.	New Construction	Elderly	40	40	571.66	$429,042	Funded
Venable Street Development†	Richmond City	Edward Solarz	Genesis Properties	New Construction	General	50	50	559.59	$839,153	Moves to Tier One
Lambert Landing	Richmond City	Gregory Mustric	Woda Group	New Construction	General	88	88	541.02	$1,274,000	Moves to Tier Two
Hanover Apartments	Hanover County	Hollis Fitch	Flatiron Enterprises	Acquisition/Rehab	General	40	40	529.30	$354,000	Moves to Tier Two
								Available Credits	**$2,078,533**	
								Funded	**$1,896,649**	
								Left for At Large	**$181,884**	

Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Tidewater MSA Pool										
Riverbend Apartments Phase II	Gloucester County	Richard Counselman	S.L. Nusbaum	New Construction	General	60	60	633.86	$795,000	Funded
Town Center Apartments†	Hampton City	Richard Counselman	S.L. Nusbaum	New Construction	General	72	72	617.51	$970,405	Funded
Renaissance Apartments	Virginia Beach City	Thomas Johnston	Franklin Johnston Group	New Construction	General	96	96	609.64	$1,250,000	Funded
Huntington Village	Newport News City	Roberto Arista	Dakota Partners	New Construction	General	96	96	602.20	$1,264,986	Moves to Tier One
Grande Oak	York County	Jennifer Surber	Surber Development	New Construction	Elderly	49	49	600.29	$593,435	Moves to Tier Two
Holley Pointe	Portsmouth City	Gregory Mustric	Woda Group	New Construction	General	59	57	586.70	$900,000	Moves to Tier Two
								Available Credits	**$3,038,269**	
								Funded	**$3,015,405**	
								Left for At Large	**$22,864**	
Balance of State Pool										
Burton Creek Apartments†	Lynchburg City	Wes Gassert	Huntington Housing, Inc.	Acquisition/Rehab	General	85	85	540.69	$675,000	Funded
Maury River Place	Rockbridge County	David Koogler	Mark-Dana Corp.	Rehabilitation	General	40	40	540.32	$308,651	Funded
Washington Square	Emporia City	Hollis Fitch	Flatiron Enterprises	Acquisition/Rehab	General	24	24	531.16	$209,432	Funded
Woodlawn School Apartments	Carroll County	Lisa Sari	Landmark Development	Adaptive Reuse	General	51	51	530.01	$635,000	Funded
New River Gardens I†	Radford City	Hollis Fitch	Flatiron Enterprises	Acquisition/Rehab	General	48	48	522.23	$376,783	Funded
Skyline Manor Apartments	Rockbridge County	Lisa Sari	Landmark Development	Acquisition/Rehab	Elderly	32	32	505.69	$255,000	Funded
Pinecrest Apartments†	Bedford County	Thomas Ayd	Green Street Housing	Acquisition/Rehab	General	64	64	483.67	$521,519	Moves to Tier One
Marvin Gardens	Emporia City	Hollis Fitch	Flatiron Enterprises	Acquisition/Rehab	Elderly	40	40	463.39	$351,894	Moves to Tier Two
Deerfield Apartments	Nottoway County	Ari Severe	TM Associates	Acquisition/Rehab	Elderly	39	39	448.37	$279,785	Moves to Tier Two
								Available Credits	**$2,528,912**	
								Funded	**$2,459,866**	
								Left for At Large	**$69,046**	
Tier One										
The Arden - Building A	Fairfax County	Paul Browne	Wesley Housing	New Construction	General	79	79	601.95	$2,016,884	Funded
Huntington Village	Newport News City	Roberto Arista	Dakota Partners	New Construction	General	96	96	572.20	$1,264,986	Funded
Venable Street Development†	Richmond City	Edward Solarz	Genesis Properties	New Construction	General	50	50	539.59	$839,153	Funded
Hawk's Landing	Greene County	Catherine Connors	Solstice Partners	New Construction	General	50	50	529.18	$671,939	Funded
Pinecrest Apartments†	Bedford County	Thomas Ayd	Green Street Housing	Acquisition/Rehab	General	64	64	483.67	$521,519	Funded
								Available Credits	**$2,575,365**	
								Funded	**$2,016,884**	
								Remaining	**$558,481**	

Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Tier Two										
The Residences at North Hill 2***†	Fairfax County	Samantha Brown	Community Housing Partners	New Construction	General	75	75	601.50	$348,743	Funded
Sr Residences at North Hill***†	Fairfax County	Samantha Brown	Community Housing Partners	New Construction	Elderly	63	63	599.41	$360,837	Funded
Grande Oak	York County	Jennifer Surber	Surber Development	New Construction	Elderly	49	49	570.29	$593,435	Unfunded
Holley Pointe	Portsmouth City	Gregory Mustric	Woda Group	New Construction	General	59	57	556.70	$900,000	Unfunded
Hanover Apartments	Hanover County	Hollis Fitch	Flatiron Enterprises	Acquisition/Rehab	General	40	40	529.30	$354,000	Unfunded
Lambert Landing	Richmond City	Gregory Mustric	Woda Group	New Construction	General	88	88	521.02	$1,274,000	Unfunded
Ballston Station Apartments	Arlington County	Matthew Bailey	Bozzuto	New Construction	General	59	59	517.45	$1,656,055	Unfunded
Jackson Greene	Spotsylvania County	Gregory Mustric	Woda Group	New Construction	General	72	72	512.81	$1,083,000	Unfunded
Parkside at Dumfries	Prince William County	Samantha Brown	Community Housing Partners	New Construction	General	52	52	507.84	$950,000	Unfunded
Marvin Gardens	Emporia City	Hollis Fitch	Flatiron Enterprises	Acquisition/Rehab	Elderly	40	40	463.39	$351,894	Unfunded
Deerfield Apartments	Nottoway County	Ari Severe	TM Associates	Acquisition/Rehab	Elderly	39	39	448.37	$279,785	Unfunded
Withdrawn										
Sycamore Towers Apartments***	Petersburg City	Nathaniel Pride	Petersburg RHA	Rehabilitation	Elderly	100	100	562.62	$149,189	Unfunded

NOTES:

1- Available Credits calculated at $2.70 (includes the additional 12.5% of credits provided in the Omnibus bill in this current round)
2 - Developments highlighted in blue in each pool have a score high enough to receive credits.
3 - Developments competing in the Nonprofit and New Construction pools that do not score high enough for full credits in their respective pools then compete in the geographic pools.
4 - Local Housing Authority Developments only compete in the LHA pool and do not compete in the geographic or At-Large pools.
5 - Developments indicated as such qualify as Tier One At-Large developments. All other developments below the Tier One eligible developments compete in Tier Two.
6 - New rental space points are removed in the At-Large pool
7 - Proximity to public transportation 20-points are reduced to 10-points in the At-Large pool

***** - Denote developments seeking additional credits (prior year credit allocation subtracted)**
†- Denote developments located within an Opportunity Zone.

2021 Low Income Housing Tax Credit Program: Final Rankings

	Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Non-Profit Pool											
	Braddock Nine	Fairfax County	Nina Janopaul	APAH	New Construction	Elderly	36	36	559.09	$ 950,000	Funded
	Colbrook	Chesterfield County	Lee Alford	BHC	New Construction	General	47	47	537.36	$ 893,300	Funded
	Wellesley	Newport News City	Samantha Brown	CHP	Rehabilitation	Elderly	40	40	529.02	$ 248,786	Funded
	Cross Creek Rehab	Portsmouth City	Samantha Brown	CHP	Rehabilitation	General	78	73	528.04	$ 599,557	Moves to Tidewater pool
	Westside Village Apartments	Halifax County	Todd Travis	Huntington Housing	Acquisition/Rehab	General	70	70	516.65	$ 599,225	Moves to Balance of State pool
	The Ridges 62	Shenandoah County	Samantha Brown	CHP	Rehabilitation	General	62	62	512.80	$ 510,607	Moves to Northwest/North Central pool
	Holly Court	Lancaster County	Samantha Brown	CHP	Rehabilitation	Elderly	40	40	508.17	$ 260,923	Moves to Balance of State pool
	Tranquility at the Lakes II	Virginia Beach City	Jessica Guglielmo	VBCDC	New Construction	Elderly	38	38	507.80	$ 466,000	Moves to Tidewater pool
	Grayson Manor	Grayson County	Samantha Brown	CHP	Rehabilitation	Elderly	32	32	507.28	$ 207,802	Moves to Balance of State pool
	Saint Elizabeth Apartments	Richmond City	Jason Brown	CCC	New Construction	General	56	56	503.94	$ 675,000	Moves to Richmond MSA pool
	Sweetbriar II Apartments***	Washington County	Robert Goldsmith	People, Inc.	New Construction	General	22	22	502.59	$ 41,673	Moves to Balance of State pool
	Brookland Park Apartments	Richmond City	Shelynda Brown	Enterprise Community Hsg.	New Construction	General	66	66	494.19	$ 904,060	Moves to Richmond MSA pool
	Woods at Yorktown Rehab	York County	Samantha Brown	CHP	Rehabilitation	General	54	54	492.46	$ 431,357	Moves to Tidewater pool
	Poplar Creek Homes***	Halifax County	Earl Howerton	Southside Outreach Group	New Construction	General	32	32	476.91	$ 43,400	Moves to Balance of State pool
	Quarry Station	Prince William County	Shelley Murphy	Wesley	Rehabilitation	Elderly	80	80	443.67	$ 871,141	Moves to Northern Virginia pool
									Available Credits	**$ 2,480,015**	
									Funded	**$ 2,092,086**	
									Left for At Large	**$ 387,929**	
Local Housing Authority Pool											
	South First Phase One***	Charlottesville City	John Sales	Charlottesville RHA	New Construction	General	62	62	548.93	$ 75,000	Funded
	Block 17 Apartments	Norfolk City	Richard Sciortino	Brinshore	New Construction	General	68	47	536.82	$ 1,057,060	Funded
	Choice Neighborhood III-R	Newport News City	Karen Wilds	NNRHA	New Construction	General	71	58	501.58	$ 1,300,000	Funded
	Creighton Phase A	Richmond City	Juan Powell	TCB/RRHA	New Construction	General	68	68	436.77	$ 1,470,000	Funded
									Available Credits	**$ 2,480,015**	
									Funded	**$ 2,432,060**	
									Left for At Large	**$ 47,955**	
New Construction											
	Autumn Willow 9	Fairfax County	Nicholas Bracco	Michaels Dev.	New Construction	Elderly	75	75	601.03	$ 2,075,000	Funded
	Tuscarora Crossing 9% Phase 2A	Loudoun County	James Edmondson	E&G Group	New Construction	General	44	44	585.16	$ 1,325,790	Funded
									Available Credits	**$ 3,600,922**	
									Funded	**$ 3,400,790**	
									Remaining	**$ 200,132**	
Northern Virginia											
	Quarry Station	Prince William County	Shelley Murphy	Wesley	Rehabilitation	Elderly	80	80	443.67	$ 871,141	Funded
									Available Credits	**$ 2,979,324**	
									Funded	**$ 871,141**	
									Left for At Large	**$ 2,108,183**	

2021 Low Income Housing Tax Credit Program: Final Rankings

	Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Northwest / North Central VA Pool											
	Middlebrook Trace	Staunton City	Thomas Taft, Sr.	Taft-Mills Group	New Construction	General	82	82	572.52	$ 1,260,260	Funded
	Southwood Apartments A	Albemarle County	Sunshine Mathon	Piedmont Housing Alliance	New Construction	General	70	70	537.60	$ 1,153,191	Moves to Tier One
	Pleasant View	Shenandoah County	Jen Surber	Surber Dev.	New Construction	General	48	48	517.69	$ 827,278	Moves to Tier Two
	The Ridges 62	Shenandoah County	Samantha Brown	CHP	Rehabilitation	General	62	62	512.80	$ 510,607	Moves to Tier Two
	Woodstock Village Apartments	Shenandoah County	James Hendricks	Petersburg CDC	Acquisition/Rehab	General	46	46.00	497.93	$ 368,000	Moves to Tier Two
									Available Credits	**$ 1,521,076**	
									Funded	**$ 1,260,260**	
									Left for At Large	**$ 260,816**	
Richmond MSA Pool											
	Ashlake Trails	Chesterfield County	David Koogler	Mark-Dana	New Construction	Elderly	67	67	541.26	$ 905,912	Funded
	288 Lofts	Chesterfield County	Richard Counselman	Nusbaum	New Construction	General	112	112	528.37	$ 1,678,800	Moves to Tier One
	Old Hundred Trace	Chesterfield County	Thomas Taft, Sr.	Taft-Mills Group	New Construction	General	54	54	527.68	$ 770,077	Moves to Tier Two
	Glade View Trace	Chesterfield County	Thomas Taft, Sr.	Taft-Mills Group	New Construction	Elderly	50	50	520.75	$ 646,646	Moves to Tier Two
	Saint Elizabeth Apartments	Richmond City	Jason Brown	CCC	New Construction	General	56	56	503.94	$ 675,000	Moves to Tier Two
	Birch Island Apartments	Sussex County	James Hendricks	Petersburg CDC	Acquisition/Rehab	General	48	48	503.82	$ 400,000	Moves to Tier Two
	Brookland Park Apartments	Richmond City	Shelynda Brown	Enterprise Community Hsg.	New Construction	General	66	66	494.19	$ 904,060	Moves to Tier Two
	Townhomes at Warwick Place III	Richmond City	Gerald Burr	Canterbury	New Construction	General	65	65	456.02	$ 961,460	Moves to Tier Two
									Available Credits	**$ 1,922,838**	
									Funded	**$ 905,912**	
									Left for At Large	**$ 1,016,926**	
Tidewater MSA Pool											
	Blaine Landing Apartments	James City County	Richard Counselman	Nusbaum	New Construction	General	59	59	568.04	$ 1,215,000	Funded
	925 Apartments	Virginia Beach City	Thomas Johnston	TFJG	New Construction	General	128	128	554.49	$ 1,800,000	Moves to Tier One
	Grande Oak III	York County	Jen Surber	Surber Dev.	New Construction	Elderly	49	49	548.62	$ 909,123	Moves to Tier Two
	Saratoga Place	Suffolk City	Jen Surber	Surber Dev.	New Construction	General	76	76	538.68	$ 1,135,531	Moves to Tier Two
	Cross Creek Rehab	Portsmouth City	Samantha Brown	CHP	Rehabilitation	General	78	73	528.04	$ 599,557	Moves to Tier Two
	Washington Terrace	Suffolk City	Charles Heritage	Southcreek	New Construction	General	72	72	526.4	$ 1,310,000	Moves to Tier Two
	Tranquility at the Lakes II	Virginia Beach City	Jessica Guglielmo	VBCDC	New Construction	Elderly	38	38	507.8	$ 466,000	Moves to Tier Two
	Woods at Yorktown Rehab	York County	Samantha Brown	CHP	Rehabilitation	General	54	54	492.46	$ 431,357	Moves to Tier Two
									Available Credits	**$ 2,810,683**	
									Funded	**$ 1,215,000**	
									Left for At Large	**$ 1,595,683**	

2021 Low Income Housing Tax Credit Program: Final Rankings

	Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Balance of State Pool											
	Miller's Rest Apartments II	Lynchburg City	Austin Pittman	Lawson	New Construction	General	40	40	532.79	$ 625,000	Funded
	Westside Village Apartments	Halifax County	Todd Travis	Huntington Housing	Acquisition/Rehab	General	70	70	516.65	$ 599,225	Funded
	Holly Court	Lancaster County	Samantha Brown	CHP	Rehabilitation	Elderly	40	40	508.17	$ 260,923	Funded
	Grayson Manor	Grayson County	Samantha Brown	CHP	Rehabilitation	Elderly	32	32	507.28	$ 207,802	Funded
	Sweetbriar II Apartments***	Washington County	Robert Goldsmith	People, Inc.	New Construction	General	22	22	502.59	$ 41,673	Funded
	Mecklenburg Manor	Mecklenburg County	Rick Edson	NFP Affordable Housing Corp.	Acquisition/Rehab	General	51	51	486.75	$ 440,000	Funded
	Poplar Creek Homes***	Halifax County	Earl Howerton	Southside Outreach Group	New Construction	General	32	32	476.91	$ 43,400	Funded
	Rivermont School Apartments	Alleghany County	Lisa Sari	Landmark	Mixed Construction	General	49	49	412	$ 775,000	Below Threshold
									Available Credits	**$ 2,339,480**	
									Funded	**$ 2,218,023**	
									Left for At Large	**$ 121,457**	
Accessible Supportive Housing (ASH) Pool											
	Cool Lane Apartments***	Henrico County	Allison Bogdanovic	VSH	Adaptive Reuse	General	86	86	523.30	$ 95,000	Funded
	Florida Terrace	Lynchburg City	Jeffrey Smith	RUSH Homes	New Construction	General	31	31	441.15	$ 511,415	Funded
	Horner	Chesterfield County	Lee Alford	BHC	New Construction	General	49	49	533.50	$ 827,433	Funded
	Premier Circle PSH	Albemarle County	Allison Bogdanovic	VSH	New Construction	General	80	80	532.60	$ 1,099,892	Funded
	Townhomes at Liberty Place	Richmond City	Gerald Burr	Canterbury	New Construction	PWD	39	39	390.72	$ 561,700	Below Threshold
									Funded	**$ 2,533,740**	
Tier One											
	925 Apartments	Virginia Beach City	Thomas Johnston	TFJG	New Construction	General	128	128	524.49	$ 1,800,000	Funded
	Southwood Apartments A	Albemarle County	Sunshine Mathon	Piedmont Housing Alliance	New Construction	General	70	70	517.60	$ 1,153,191	Funded
	288 Lofts	Chesterfield County	Richard Counselman	Nusbaum	New Construction	General	112	112	508.37	$ 1,678,800	Funded
									Available Credits	**$ 5,538,949**	
									Funded	**$ 4,631,991**	
									Left for At Large	**$ 906,958**	
Tier Two											
	Cross Creek Rehab	Portsmouth City	Samantha Brown	CHP	Rehabilitation	General	78	73	528.04	$ 599,557	Funded
	Grande Oak III	York County	Jen Surber	Surber Dev.	New Construction	Elderly	49	49	518.62	$ 909,123	Funded
	The Ridges 62	Shenandoah County	Samantha Brown	CHP	Rehabilitation	General	62	62	512.80	$ 510,607	Unfunded
	Saratoga Place	Suffolk City	Jen Surber	Surber Dev.	New Construction	General	76	76	508.68	$ 1,135,531	Unfunded
	Old Hundred Trace	Chesterfield County	Thomas Taft, Sr.	Taft-Mills Group	New Construction	General	54	54	507.68	$ 770,077	Unfunded
	Birch Island Apartments	Sussex County	James Hendricks	Petersburg CDC	Acquisition/Rehab	General	48	48	503.82	$ 400,000	Unfunded
	Glade View Trace	Chesterfield County	Thomas Taft, Sr.	Taft-Mills Group	New Construction	Elderly	50	50	500.75	$ 646,646	Unfunded
	Woodstock Village Apartments	Shenandoah County	James Hendricks	Petersburg CDC	Acquisition/Rehab	General	46	46	497.93	$ 368,000	Unfunded
	Pleasant View	Shenandoah County	Jen Surber	Surber Dev.	New Construction	General	48	48	497.69	$ 827,278	Unfunded
	Washington Terrace	Suffolk City	Charles Heritage	Southcreek	New Construction	General	72	72	496.40	$ 1,310,000	Unfunded
	Woods at Yorktown Rehab	York County	Samantha Brown	CHP	Rehabilitation	General	54	54	492.46	$ 431,357	Unfunded
	Tranquility at the Lakes II	Virginia Beach City	Jessica Guglielmo	VBCDC	New Construction	Elderly	38	38	487.80	$ 466,000	Unfunded
	Saint Elizabeth Apartments	Richmond City	Jason Brown	CCC	New Construction	General	56	56	483.94	$ 675,000	Unfunded
	Brookland Park Apartments	Richmond City	Shelynda Brown	Enterprise Community Hsg.	New Construction	General	66	66	474.19	$ 904,060	Unfunded
	Townhomes at Warwick Place III	Richmond City	Gerald Burr	Canterbury	New Construction	General	65	65	436.02	$ 961,460	Unfunded
									Funded	**$ 1,508,680**	

2021 Low Income Housing Tax Credit Program: Final Rankings

Development Name	Jurisdiction	Developer Contact	Owner Entity	Dev Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
WITHDRAWN										
The Rendezvous	Hopewell City	Tavaris McCoy	Hopewell RHA	New Construction	General	64	64			

NOTES:

1- Available Credits calculated at $2.8125.

2 - Developments highlighted in blue in each pool have a score high enough to receive credits.

3 - Developments competing in the Nonprofit and New Construction pools that do not score high enough for full credits in their respective pools then compete in the geographic pools.

4 - Local Housing Authority Developments only compete in the LHA pool and do not compete in the geographic or At-Large pools.

5 - Developments indicated as such qualify as Tier One At-Large developments. All other developments below the Tier One eligible developments compete in Tier Two.

6 - New rental space points are removed in the At-Large pool

7 - Proximity to public transportation 20-points are reduced to 10-points in the At-Large pool

8 - Accessible Supportive Housing (ASH) pool is not funded as a result of deal scoring rank.

***** - Denote developments seeking additional credits (prior year credit allocation subtracted)**

2023 Low Income Housing Tax Credit Program: Final Rankings

	Development Name	Jurisdiction	Developer Contact	Owner Entity	Development Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Non-Profit Pool											
	1025-A Park Street	Charlottesville City	Sunshine Mathon	Piedmont Housing Alliance	New Construction	General	30	30	647.58	$ 950,000	Funded
	Tranquility at the Lakes II***	Virginia Beach City	Jessica Guglielmo	VBCDC	New Construction	Elderly	38	38	647.07	$ 50,500	Funded
	Lightfoot Apartments***	Culpeper County	Bryan Phipps	People, Inc.	New Construction	General	60	60	633.17	$ 87,904	Funded
	Parkside Apartment (ASH)***	Culpeper County	Tony Hooper	CCDC	New Construction	General	37	37	629.74	$ 72,500	Funded
	Grayson Manor***	Grayson County	Samantha Brown	CHP	Rehabilitation	Elderly	32	32	625.81	$ 20,780	Funded
	Wellesley***	Newport News City	Samantha Brown	CHP	Rehabilitation	Elderly	40	40	615.10	$ 24,878	Funded
	Whites Mill Point II Apartments***	Washington County	Bryan Phipps	People, Inc.	Rehabilitation	General	32	32	606.39	$ 31,281	Funded
	Holly Court***	Lancaster County	Samantha Brown	CHP	Rehabilitation	Elderly	40	40	570.51	$ 26,092	Funded
	Manassas Veterans Housing and Post Center	Prince William County	Bryan Phipps	People, Inc.	New Construction	General	12	12	565.98	$ 261,589	Funded
	Legacy Plaza	Northampton County	Ava Gabrielle-Wise	New Road Comm. Dev. Group	New Construction	General	35	35	497.90	$ 738,000	Funded
									Funded	**$ 2,263,524**	
Local Housing Authority Pool											
	Samuel Madden Homes - 9%	Alexandria City	Noah Hale	Fairstead/ARHA	New Construction	General	75	75	754.77	$ 2,200,000	Funded
	Norfolk TWG B1 Apartments at Kindred	Norfolk City	Richard Sciortino	NRHA	New Construction	General	81	53	621.26	$ 1,513,583	Funded
	Choice Neighborhood V-Downtown	Newport News City	Karen Wilds	NNRHA	New Construction	General	73	44	621.06	$ 1,000,000	Funded
	Goodson Hills	Bristol City	James Musick	BRHA	New Construction	General	39	39	553.20	$ 825,000	Unfunded
	Creighton Phase B	Richmond City	Juan Powell	TCB/RRHA	New Construction	General	72	72	537.78	$ 1,550,000	Unfunded
	Pecan Acres Estates Phase II	Petersburg City	Nathaniel Pride	PRHA	New Construction	General	84	84	498.36	$ 1,467,181	Unfunded
	Fairfax Hall***	Waynesboro City	Kimberley Byrd	WRHA	Rehabilitation	Elderly	54	54	476.38	$ 65,000	Funded
	DRPI	Lynchburg City	Darren Smith	Smith Henzy/LRHA	New Construction	General	76	76	428.45	$ 2,068,291	Unfunded
									Funded	**$ 4,778,583**	
New Construction											
	Residences at Government Center 2 NE9	Fairfax County	Nicholas Bracco	Lincoln Avenue Capital	New Construction	General	70	70	776.04	$ 2,350,000	Funded
	Witter Place Apartments	Alexandria City	Samantha Brown	CHP	New Construction	General	94	94	693.60	$ 2,887,770	Moves to Northern Virginia Pool
	Avonlea Nine	Loudoun County	Carmen Romero	APAH	New Construction	Elderly	65	65	693.45	$ 1,800,000	Moves to Northern Virginia Pool
	Somos Phase B-9	Fairfax County	Stephen Wilson	SCG	New Construction	General	102	102	665.69	$ 3,137,500	Moves to Northern Virginia Pool
									Funded	**$ 2,350,000**	
Northern Virginia											
	Witter Place Apartments	Alexandria City	Samantha Brown	CHP	New Construction	General	94	94	693.60	$ 2,887,770	Funded
	Avonlea Nine	Loudoun County	Carmen Romero	APAH	New Construction	Elderly	65	65	693.45	$ 1,800,000	Moves to Tier I
	Somos Phase B-9	Fairfax County	Stephen Wilson	SCG	New Construction	General	102	102	665.69	$ 3,137,500	Moves to Tier II
									Funded	**$ 2,887,770**	
Northwest / North Central VA Pool											
	Friendship Court Phase 1***	Charlottesville City	Sunshine Mathon	Piedmont Housing Alliance	New Construction	General	106	106	680.87	$ 156,156	Funded
	Lily Gardens	Staunton City	Thomas Taft, Sr.	Taft-Mills	New Construction	General	50	50	668.22	$ 1,223,223	Funded
	Overlook Ridge	Augusta County	Jen Surber	Surber Development	New Construction	General	50	50	663.21	$ 1,181,050	Moves to Tier I
	Goose Creek Crossing	Augusta County	Charles Heritage	South Creek Dev.	New Construction	General	42	42	557.24	$ 1,268,552	Moves to Tier II
									Funded	**$ 1,379,379**	

2023 Low Income Housing Tax Credit Program: Final Rankings

	Development Name	Jurisdiction	Developer Contact	Owner Entity	Development Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Richmond MSA Pool											
	700 West 44***	Richmond City	Austin Pittman	Lawson	New Construction	General	72	72	717.04	$ 93,499	Funded
	Bellevue Gardens	Richmond City	Jen Surber	Surber Development	New Construction	General	78	78	689.34	$ 1,582,763	Funded
	Ashlake Trails***	Chesterfield County	David Koogler	Mark-Dana Corp.	New Construction	Elderly	67	67	685.52	$ 90,591	Funded
	288 Lofts***	Chesterfield County	Richard Counselman	Nusbaum	New Construction	General	112	112	665.13	$ 96,200	Funded
	Saint Elizabeth Apartments (ASH)***	Richmond City	Jason "Jay" Brown	CCC	New Construction	General	56	56	664.13	$ 94,000	Funded
									Funded	**$ 1,957,053**	
Tidewater MSA Pool											
	Hillpoint Trace	Suffolk City	Thomas Taft, Sr.	Taft-Mills	New Construction	General	75	75	690.23	$ 1,684,625	Funded
	Bains Pointe (ASH)	Portsmouth City	Gregory Mustric	Woda Cooper	New Construction	General	50	50	596.38	$ 1,456,805	Moves to Tier I
									Funded	**$ 1,684,625**	
Balance of State Pool											
	Deerfield Apartments	Nottoway County	Adam Stockmaster	TM Associates	Acquisition/Rehab	Elderly	39	39	571.45	$ 365,000	Funded
	Miller's Rest Apartments III	Lynchburg City	Austin Pittman	Lawson	New Construction	General	80	80	558.16	$ 1,345,000	Funded
	Emporia Rail Depot Townhomes	Emporia City	Gerald Burr	Canterbury Enterprises	New Construction	General	52	52	555.69	$ 787,900	Funded
	Rivermont School Apartments	Alleghany County	Lisa Sari	Landmark	Mixed Construction	General	49	49	508.79	$ 1,075,000	Moves to Tier I
									Funded	**$ 2,497,900**	
Accessible Supportive Housing (ASH) Pool											
	1203 East Brookland Park Blvd.	Richmond City	Kathleen Kramer	ECD	New Construction	General	43	43	692.35	$ 975,077	Funded
	Carter Woods III	Henrico County	Lee Alford	BHC	New Construction	General	53	53	687.79	$ 1,457,296	Funded
	Premier Circle PSH	Albemarle County	Allison Bogdanovic	VSH	New Construction	General	80	80	655.05	$ 1,356,694	Funded
	Wesley Lamb PSH	Fairfax City	Kamilah McAfee	Wesley	New Construction	General	54	54	644.91	$ 1,260,000	Funded
	Northeast 11th Street Housing	Charlottesville City	Jennifer Fitzgerald	Community Services Housing	Rehabilitation	General	40	40	583.69	$ 638,000	Funded
	Madison Road Apartments	Orange County	Jim LaGraffe	RRCS	New Construction	General	21	21	475.92	$ 750,000	Funded
									Funded	**$ 6,437,067**	
Tier One											
	Avonlea Nine	Loudoun County	Carmen Romero	APAH	New Construction	Elderly	65	65	663.45	$ 1,800,000	Funded
	Overlook Ridge	Augusta County	Jen Surber	Surber Development	New Construction	General	50	50	643.21	$ 1,181,050	Funded
	Bains Pointe (ASH)	Portsmouth City	Gregory Mustric	Woda Cooper	New Construction	General	50	50	576.38	$ 1,456,805	Funded
	Rivermont School Apartments	Alleghany County	Lisa Sari	Landmark	Mixed Construction	General	49	49	508.79	$ 1,075,000	Funded
									Funded	**$ 5,512,855**	
Tier Two											
	Somos Phase B-9	Fairfax County	Stephen Wilson	SCG	New Construction	General	102	102	635.69	$ 3,137,500	Unfunded
	Goose Creek Crossing	Augusta County	Charles Heritage	South Creek Dev.	New Construction	General	42	42	537.24	$ 1,268,552	Unfunded

2023 Low Income Housing Tax Credit Program: Final Rankings

Development Name	Jurisdiction	Developer Contact	Owner Entity	Development Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Withdrawn										
Ansell	Portsmouth City	Samantha Brown	CHP	New Construction	General	39	39	577.96	$ 889,528	Exceeds Credit Cap
King Street Roanoke	Roanoke City	Samantha Brown	CHP	New Construction	General	46	46	519.44	$ 950,000	Exceeds Credit Cap

NOTES:

1- Available Credits calculated at $2.75.

2 - Developments highlighted in blue in each pool have been funded.

3 - Developments competing in the Nonprofit and New Construction pools that do not score high enough for full credits in their respective pools then compete in the geographic pools.

4 - Local Housing Authority Developments only compete in the LHA pool and do not compete in the geographic or At-Large pools.

5 - Developments indicated as such qualify as Tier One At-Large developments. All other developments below the Tier One eligible developments compete in Tier Two.

6 - New rental space points are removed in the At-Large pool

7 - Proximity to public transportation 20-points are reduced to 10-points in the At-Large pool

8 - Accessible Supportive Housing (ASH) pool is not funded as a result of deal scoring rank. These deals may compete in the geographic pools.

**** - 2023 QAP, Sec. K.5: The executive director [m]ay move the proposed development and the credits available to another pool if the amount of credits available in any pool is determined by the executive director to be insufficient for the financial feasibility of the proposed development to which such available credits are to be reserved.**

***** - Denote developments seeking additional credits (prior year credit allocation subtracted)**

Virginia Housing

2025 Low Income Housing Tax Credit Program: Final Rankings

	Development Name	Jurisdiction	Developer Contact	Owner Entity	Development Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Non-Profit Pool											
	Hunt Ridge Apartments	Rockbridge County	Andrew Davenport	CHP	Acquisition/Rehab	General	70	70	429.68	$ 860,623	Funded
	Yorktown Square I	York County	Andrew Davenport	CHP	Acquisition/Rehab	General	56	56	427.29	$ 601,326	Funded
	1903 Semmes	Richmond City	Charles Hall	Commonwealth Catholic Charities	New Construction	Elderly	20	20	424.48*	$ 431,500	Funded
	Pulaski Village II***	Pulaski County	Bryan Phipps	People, Inc.	Rehabilitation	Elderly	44	44	406.43	$ 36,946	Funded
	Norton Green II***	Norton City	Bryan Phipps	People, Inc.	Rehabilitation	Elderly	40	40	406.28	$ 32,000	Funded
	Abingdon Green II***	Washington County	Bryan Phipps	People, Inc.	Rehabilitation	Elderly	32	32	403.23	$ 27,627	Funded
	CH6 Nine^	Arlington County	Carmen Romero	True Ground	New Construction	Elderly	36	36	506.54*	$ 1,200,000	Moves to New Construction Pool
									Funded	**$ 1,990,022**	
Preservation Pool											
	Friendship Court Phase 3A	Charlottesville City	Sunshine Mathon	Piedmont Housing Alliance	New Construction	General	55	55	466.97*	$ 2,200,167	Funded
	Birch Island I Apartments	Sussex County	Donald Nuzzio	TM Associates	Acquisition/Rehab	General	48	48	346.53	$ 630,000	Moves to Richmond MSA Pool
	Powhatan Apartments	James City County	Adam Stockmaster	TM Associates	Acquisition/Rehab	General	48	48	317.16	$ 835,000	Moves to Tidewater Pool
									Funded	**$ 2,200,167**	
Local Housing Authority Pool											
	Norfolk TWG B3 Apartments at Kindred	Norfolk City	Richard Sciortino	Brinshore/Norfolk RHA	New Construction	General	62	49	449.79	$ 1,850,000	Funded
	New Gilpin Court Offsite Phase I	Richmond City	Alan Leonhard, Jr.	HRI Consultants/Richmond RHA	New Construction	General	56	56	440.96	$ 1,359,934	Moves to Tier I
	DRPI	Lynchburg City	Timothy Henzy	Smith Henzy/Lynchburg RHA	New Construction	General	67	67	433.07*	$ 1,844,308	Funded
	Choice Neighborhood V-Downtown***	Newport News City	Lysandra Shaw	Pennrose/ Newport News RHA	New Construction	General	73	44	399.43	$ 100,000	Funded
	Old Spanish Trail	Roanoke City	David Bustamante	Roanoke RHA	New Construction	Homeless	86	86	358.99	$ 2,100,000	Moves to Tier II
									Funded	**$ 3,794,308**	
Northern Virginia New Construction											
	Agape Chantilly House Phase 1 - 9%	Fairfax County	Benjamin Miller	Wellington Development	New Construction	Elderly	50	50	594.02*	$ 1,375,000	Funded
	Wesley Melwood - 9	Arlington County	Kamilah McAfee	Wesley Housing	New Construction	General	53	53	580.34*	$ 1,750,000	Funded
	Avonlea Family (Avonlea Phase 2 Nine LP)	Loudoun County	Carmen Romero	True Ground	New Construction	General	70	70	551.00*	$ 2,650,000	Moves to Northern Virginia Pool
	Barcroft New Construction Phase	Arlington County	Harrison Barton	Jair Lynch Real Estate Partners	New Construction	General	47	47	549.24*	$ 1,301,876	Moves to Northern Virginia Pool
	Dogwood Farm Station Apartments 9%	Loudoun County	Benjamin Miller	Wellington Development	New Construction	Elderly	72	72	538.08*	$ 1,600,000	Moves to Northern Virginia Pool
	CH6 Nine^	Arlington County	Carmen Romero	True Ground	New Construction	Elderly	36	36	506.54*	$ 1,200,000	Moves to Northern Virginia Pool
	Terraces at Arlington View West	Arlington County	Tyler Pearre	AHC, Inc.	New Construction	General	80	80	480.99	$ 2,599,740	Moves to Northern Virginia Pool
	Witter Place Apartments***	Alexandria City	Andrew Davenport	CHP	New Construction	General	94	94	468.63	$ 240,963	Moves to Northern Virginia Pool
									Funded	**$ 3,125,000**	
Northern Virginia											
	Avonlea Family (Avonlea Phase 2 Nine LP)	Loudoun County	Carmen Romero	True Ground	New Construction	General	70	70	551.00*	$ 2,650,000	Funded
	Barcroft New Construction Phase I	Arlington County	Harrison Barton	Jair Lynch Real Estate Partners	New Construction	General	47	47	549.24*	$ 1,301,876	Moves to Tier I
	Dogwood Farm Station Apartments 9%	Loudoun County	Benjamin Miller	Wellington Development	New Construction	Elderly	72	72	538.08*	$ 1,600,000	Moves to Tier II
	CH6 Nine^	Arlington County	Carmen Romero	True Ground	New Construction	Elderly	36	36	506.54*	$ 1,200,000	Moves to Tier II
	Terraces at Arlington View West	Arlington County	Tyler Pearre	AHC, Inc.	New Construction	General	80	80	480.99	$ 2,599,740	Moves to Tier II
	Witter Place Apartments***	Alexandria City	Andrew Davenport	CHP	New Construction	General	94	94	468.63	$ 240,963	Funded
	Crestview Family	Prince William County	Andrew Davenport	CHP	New Construction	General	60	60	428.80*	$ 1,150,000	Moves to Tier II
									Funded	**$ 2,890,963**	
Tidewater MSA Pool											
	Eagle Landing Trace II	Newport News City	CJ Tyree	Taft-Mills	New Construction	General	60	60	515.08*	$ 1,676,120	Funded
	Eagle Landing Trace***	Newport News City	CJ Tyree	Taft-Mills	New Construction	General	90	90	496.48*	$ 217,510	Funded
	Ansell***	Portsmouth City	Andrew Davenport	CHP	New Construction	General	39	39	471.27	$ 101,200	Funded
	Grand Lake	Virginia Beach City	James Noel III	The Franklin Group	New Construction	Elderly	172	172	425.17	$ 2,500,000	Moves to Tier I
	Powhatan Apartments	James City County	Adam Stockmaster	TM Associates	Acquisition/Rehab	General	48	48	317.16	$ 835,000	Moves to Tier II
									Funded	**$ 1,994,830**	

Development Name	Jurisdiction	Developer Contact	Owner Entity	Development Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Northwest / North Central VA Pool										
Cline Manor	Frederick County	Jen Surber	Surber Development	New Construction	General	48	48	546.00*	$ 1,363,006	Funded
Harwood Place	Warren County	Jen Surber	Surber Development	New Construction	General	45	45	517.68*	$ 1,363,005	Moves to Tier I
Wertland & 10th - 9%	Charlottesville City	James Engelhardt	NHT	New Construction	General	39	39	494.17*	$ 1,350,408	Moves to Tier II
Hero's Bridge Village	Fauquier County	Andrew Davenport	CHP	New Construction	Elderly	44	44	393.03	$ 1,184,285	Moves to Tier II
								Funded	**$ 1,363,006**	
Richmond MSA Pool										
Glade View Trace***	Chesterfield County	CJ Tyree	Taft-Mills	New Construction	Elderly	50	50	519.42*	$ 109,489	Funded
Malone Trace	Petersburg City	CJ Tyree	Taft-Mills	New Construction	General	52	52	501.87*	$ 1,723,018	Moves to Tier I
Diamond District Phase 1 (9%)	Richmond City	Patrick Stewart	Pennrose	New Construction	General	50	50	476.68*	$ 1,383,302	Moves to Tier II
Marquez Plaza	Richmond City	Wallace Ward	Wallace Ward	New Construction	Elderly	96	96	387.58*	$ 1,533,427	Moves to Tier II
Birch Island I Apartments	Sussex County	Donald Nuzzio	TM Associates	Acquisition/Rehab	General	48	48	346.53	$ 630,000	Moves to Tier II
								Funded	**$ 109,489**	
Balance of State Pool										
8091 Williamson Apartments	Roanoke County	Austin Pittman	Lawson Companies	New Construction	General	80	80	435.15	$ 1,870,000	Funded
Roanoke Gateway	Roanoke City	Denise Fazio	Homes for America	New Construction	General	70	70	398.01	$ 1,900,000	Moves to Tier I
Northwood Village Apartments***	Emporia City	PJ Hornik	Southport Development, Inc.	Acquisition/Rehab	General	72	72	376.25	$ 60,000	Funded
The Place at Glade	Washington County	Bryan Phipps	People, Inc.	New Construction	General	48	48	369.09	$ 1,450,000	Moves to Tier II
Carolyn's Place	Lynchburg City	George Rowe	RUSH Homes	New Construction	PWD	48	48	366.67	$ 1,782,000	Moves to Tier II
Surry Village I Apartments	Surry County	Adam Stockmaster	TM Associates	Acquisition/Rehab	General	48	48	352.31	$ 450,000	Moves to Tier II
								Funded	**$ 1,930,000**	
Accessible Supportive Housing (ASH) Pool										
Wells Pointe	Hopewell City	Gregory Mustric	Woda Cooper Companies	New Construction	Homeless	42	42	539.06*	$ 1,723,019	Funded
501-A Cherry Avenue	Charlottesville City	Sunshine Mathon	Piedmont Housing Alliance	New Construction	PWD	40	40	495.53*	$ 1,697,791	Moves to Tier I
Madison Road Apartments***	Orange County	Sheryl REINSTROM	Encompass Communities	New Construction	Homeless	21	21	486.00	$ 75,000	Funded
809 Oliver Hill Way	Richmond City	Charles Hall	Commonwealth Catholic Charities	New Construction	Homeless	80	80	456.70*	$ 2,355,000	Moves to Tier II
Rady Street Apartments	Richmond City	Allison Bogdanovic	Support Works Housing	New Construction	Homeless	82	82	453.65	$ 1,455,000	Moves to Tier II
								Funded	**$ 1,798,019**	
Tier One										
Barcroft New Construction Phase I	Arlington County	Harrison Barton	Jair Lynch Real Estate Partners	New Construction	General	47	47	519.24*	$ 1,301,876	Funded
Harwood Place	Warren County	Jen Surber	Surber Development	New Construction	General	45	45	497.68*	$ 1,363,005	Funded
Malone Trace	Petersburg City	CJ Tyree	Taft-Mills	New Construction	General	52	52	481.87*	$ 1,723,018	Funded
501-A Cherry Avenue	Charlottesville City	Sunshine Mathon	Piedmont Housing Alliance	New Construction	PWD	40	40	475.53*	$ 1,697,791	Funded
New Gilpin Court Offsite Phase I	Richmond City	Alan Leonhard, Jr.	HRI Consultants/Richmond RHA	New Construction	General	56	56	420.96	$ 1,359,934	Funded
Roanoke Gateway	Roanoke City	Denise Fazio	Homes for America	New Construction	General	70	70	398.01	$ 1,900,000	Funded
Grand Lake	Virginia Beach City	James Noel III	The Franklin Group	New Construction	Elderly	172	172	395.17	$ 2,500,000	Funded
								Funded	**$ 11,845,624**	

	Development Name	Jurisdiction	Developer Contact	Owner Entity	Development Type	Target	Total Units	Tax Credit	Tax Credit Score	Credit Request	Preliminary Status
Tier Two											
	Dogwood Farm Station Apartments 9%	Loudoun County	Benjamin Miller	Wellington Development	New Construction	Elderly	72	72	508.08	$ 1,600,000	Unfunded
	CH6 Nine^	Arlington County	Carmen Romero	True Ground	New Construction	Elderly	36	36	486.54	$ 1,200,000	Unfunded
	Wertland & 10th - 9%	Charlottesville City	James Engelhardt	NHT	New Construction	General	39	39	474.17	$ 1,350,408	Unfunded
	809 Oliver Hill Way	Richmond City	Charles Hall	Commonwealth Catholic Charities	New Construction	Homeless	80	80	466.70	$ 2,355,000	Unfunded
	Diamond District Phase 1 (9%)	Richmond City	Patrick Stewart	Pennrose	New Construction	General	50	50	456.68	$ 1,383,302	Unfunded
	Terraces at Arlington View West	Arlington County	Tyler Pearre	AHC, Inc.	New Construction	General	80	80	450.99	$ 2,599,740	Unfunded
	Rady Street Apartments	Richmond City	Allison Bogdanovic	Support Works	New Construction	Homeless	82	82	433.65	$ 1,455,000	Unfunded
	Crestview Family	Prince William County	Andrew Davenport	CHP	New Construction	General	60	60	428.80	$ 1,150,000	Unfunded
	Hero's Bridge Village	Fauquier County	Andrew Davenport	CHP	New Construction	Elderly	44	44	373.03	$ 1,184,285	Unfunded
	The Place at Glade	Washington County	Bryan Phipps	People, Inc.	New Construction	General	48	48	369.09	$ 1,450,000	Unfunded
	Marquez Plaza	Richmond City	Wallace Ward	Wallace Ward	New Construction	Elderly	96	96	367.58	$ 1,533,427	Unfunded
	Surry Village I Apartments	Surry County	Adam Stockmaster	TM Associates	Acquisition/Rehab	General	48	48	352.31	$ 450,000	Unfunded
	Carolyn's Place	Lynchburg City	George Rowe	RUSH Homes	New Construction	PWD	48	48	346.67	$ 1,782,000	Unfunded
	Old Spanish Trail	Roanoke City	David Bustamante	Roanoke RHA	New Construction	Homeless	86	86	338.99	$ 2,100,000	Unfunded
	Birch Island I Apartments	Sussex County	Donald Nuzzio	TM Associates	Acquisition/Rehab	General	48	48	326.53	$ 630,000	Unfunded
	Powhatan Apartments	James City County	Adam Stockmaster	TM Associates	Acquisition/Rehab	General	48	48	297.16	$ 835,000	Below Threshold
Withdrawn											
	Stevens Woods III Apartments	Southampton County	Adam Stockmaster	TM Associates	Acquisition/Rehab	General	36	36	250.43	$ 420,000	Below threshold
	Lawrenceville Manor	Brunswick County	Adam Stockmaster	TM Associates	Acquisition/Rehab	General	24	24	216.16	$ 380,000	Below threshold

NOTES:
1- Available Credits calculated at $3.00.
2 - Developments highlighted in blue in each pool have a score high enough to receive credits.
3 - Developments competing in the Nonprofit, New Construction and Preservation pools that do not score high enough for full credits in their respective pools then compete in the geographic pools.
4 - Local Housing Authority Developments only compete in the LHA pool and At-Large pools.
5 - Developments indicated as such qualify as Tier One At-Large developments. All other developments below the Tier One eligible developments compete in Tier Two.
6 - New rental space points are removed in the At-Large pools
7 - Proximity to public transportation 20-points are reduced to 10-points in the At-Large pools

***Per direction from the state Administration, the points for Socially Disadvantaged Individuals (SDI), as set forth in the QAP, have been removed from the scores reflected in these final rankings.**
***** - Denote developments seeking additional credits (prior year credit allocation subtracted)**

Section 5 - Addenda

The following pages include signed addenda.

ADDENDUM #1
DEVELOPMENT OPPORTUNITY: Neff Avenue Affordable Housing Development

DATE: August 8, 2025

TO: All Potential Developers

City of Harrisonburg's Development Opportunity, is modified as follows:

On July 15, 2025 at 11:00am local time, a non-mandatory project meeting was held for the above-referenced Development Opportunity. Attached and made part of this addendum is the attendance record from this meeting. Below are questions and answers from the meeting.

Questions & Answers

1. Question: Does the site need to be rezoned and if so, will the City waive any fees related to that?

   Answer: *Yes, the City anticipates that the site will need to be rezoned to B-2 (General Business District) with a special use permit for multifamily. See Section 3.2 of the Development Opportunity for more information on the Anticipated Process. Rezoning and special use permits can be evaluated simultaneously. The City will waive rezoning and special use permit fees, which are detailed at www.harrisonburgva.gov/fees#PlanningandZoningFees.*

2. Question: Will the City expedite any rezoning effort?

   Answer: *There is no formal mechanism to expedite rezoning efforts, which follow a fixed schedule once an application is received (see Question 3 below). However, submitted project schedules should reflect that relevant staff are already closely engaged with this project, including this Development Opportunity, the Site Report which informed it, and the overall housing landscape in Harrisonburg.*

3. Question: How long does rezoning usually take in Harrisonburg?

   Answer: *The length of time preceding submission (the 'pre-application phase') can vary considerably. From formal submission through the second City Council reading, typical timing is just under 12 weeks. Submissions received by the monthly application deadline, usually the first Friday of each month, will be reviewed by Planning Commission the next month and considered by City Council the following month. Planning Commission meeting dates and deadlines are posted at www.harrisonburgva.gov/planning-zoning.*

4. Question: Any opportunity for permit/utility fee waivers?

   Answer: *At this time, the City is unable to waive or reduce fees related to permitting or public utilities (water and sewer), other than rezoning and special use permit fees as specified in Question 1. The City's Affordable Housing Fee Waiver Pilot Program is currently limited to new construction homeownership.*

5. Question: Will vouchers be available?

   Answer: *Housing vouchers have not been committed to this project. Developers seeking to project base rental assistance are encouraged to contact the Harrisonburg Redevelopment & Housing Authority.*

6. Question: Does the City offer tax rebate? Any public funds for infrastructure upgrades (sidewalks, etc.)?

   Answer: *The City does not currently offer tax rebates and considers infrastructure upgrades, including public infrastructure, a project cost to be financed by the developer.*

7. Question: Would Harrisonburg consider providing funding for public infrastructure included in this project (e.g., sidewalks, public right of way construction)?

   Answer: *Please see the answer to Question 6 above*.

8. Question: Would Harrisonburg consider any sort of real estate tax relief structure through the EDA or IDA?

   Answer: *Considered a locality in high fiscal stress by Virginia Department of Housing and Community Development, and the only jurisdiction in Virginia's Northwest/North Central pool designated as such, Harrisonburg is pleased to contribute the value of the Neff Avenue site towards affordable housing, but unable to support additional financial incentives, including real estate tax relief, at this time.*

9. Question: Has any sort of Geotech report ever been done on this site (I'm guessing not but can't not ask that question since crucial information)

   Answer: *No such report has been identified. If subsequent exploration identifies any such report or information, it will be posted.*

10. Question: Will the City consider a mix of housing (ex: affordable rental + for-sale townhomes)?

    Answer: *The project is envisioned as a multifamily rental residential development that prioritizes affordability. The City would consider a mix of uses if the submitted development plan demonstrates responsiveness to local housing priorities, including specifying terms and mechanisms for long-term commitment to affordability, in all housing including any for-sale components.*

11. Question: Is the City looking to house a specific demographic, i.e. family or senior housing?

    Answer: *Adjacent to a popular and accessible playground and in proximity to schools and amenities, the project site is broadly envisioned as an unrestricted/family development. However, the City will consider partial targeting of specific demographics such as elderly or accessible supportive housing that align with identified local priorities. Offerors should describe how their proposed development is responsive to local housing needs and goals, referencing the Housing Study, the Regional Study, the Site Report, and the Development Opportunity when possible. Well-cited data from other sources (e.g., market studies, census information, etc.) may also be included.*

12. Question: You mention a want for a design that's "dense but not too dense" but the Design Opportunity specifically notes to maximize the yield of affordable housing. Is the preference for balanced greenspace & housing or maximizing the yield beyond the 220 units?

    Answer: *A key goal of the development is to 'maximize the yield of affordable housing' while providing high quality market-rate details and amenities, including green space. Though a B-2 special use permit would allow up to 304 units at the site, the 200 to 220 unit aim is based on the Site Report's multifamily concepts, which ranged from 180 to 260 units. Projects with higher or lower densities will be considered to the extent Offerors demonstrate overall alignment with the development opportunity's stated objectives.*

13. Question: When will the City share Attachment B in Excel mentioned in the Development Opportunity?

    Answer: *This document was posted on eVA (https://eva.virginia.gov) with the original Development Opportunity on July 2 and is still available for download now.*

14. Question: Will you share the list of attendees of this informational session?

    Answer: *See attached.*

All other requirements, terms and conditions of the Development Opportunity remain unchanged.

Addendum page must be signed and returned with your submission to acknowledge receipt of this addendum.

_____
Authorized Signature

By: Liz Webb
Housing Coordinator

ADDENDUM #2
DEVELOPMENT OPPORTUNITY: Neff Avenue Affordable Housing Development

DATE: September 4, 2025

TO: All Potential Developers

City of Harrisonburg's Development Opportunity, is modified as follows:

1. **Question**: What is the timeframe for developer selection/award?
   Answer: *The selection/award is expected to be completed by early October.*

2. **Question**: What is the process and timeline between developer selection/award and disposition public hearing to convey property?
   Answer: *After a contract is prepared with the selected developer, the public hearing for property disposition is planned for either the October 28 or November 12 City Council meeting. Council's approval of the disposition will enable the developer to apply for land use entitlements (e.g., rezoning, etc.) as the contract purchaser.*

3. **Question**: How many client references are required? Is this number for team as a whole? Or for each developer?
   Answer: *Three client references for the development team lead are required. Additional references are optional.*

4. **Question**: Is the up to four project examples for the developer team as a whole? Or is it up to four for each developer?
   Answer: *"Past Project Examples" are for the developer team as a whole. While the overall application may include details about other projects, please submit up to four examples that illustrate in detail similar or comparable projects.*

5. **Question**: If a team of more than one developers are responding together but only one team is the guarantor, do the other entities not providing guarantees need to provide financials?
   Answer: *Please provide financials for the development team lead and guarantor.*

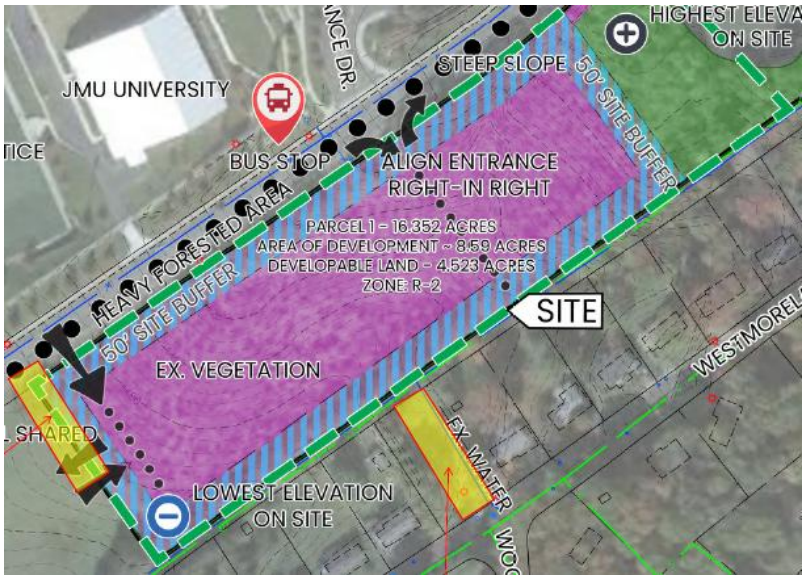
6. **Question**: Can you please share utility mappings (even if GIS) for the site?
   Answer: *Please see attached files containing available GIS utility information*.

7. **Question**: Is it anticipated that the rezoning will occur under the future zoning and subdivision ordinance? Website states adoption anticipated in 2025.
   Answer: *No. Developers should reference the current Zoning and Subdivision Ordinance*.

8. **Question**: Is the future land use guide expected to be updated prior to zoning application submitted?
   Answer: *No. Developers should reference the current version of the Land Use Guide.*

9. **Question**: Will the project require stormwater quantity and quality to be accomplished on the subject property? Can off-site credits be used for stormwater quality compliance?
   Answer: *Off-site credit purchase is not available for this site. For more information, please see www.harrisonburgva.gov/sites/default/files/community-development/files/Engineering/Site%20Development/Use%20of%20Nutrient%20Credit%20Purchases%20for%20VSMP%20Compliance.pdf.*

10. **Question**: [Regarding potential street/pedestrian access to the site] One street being on the west side of the site and another potential street or pedestrian access through the residential homes to the south. Has the city had any discussions about what street access would look like? Are the two streets highlighted in the attached drawing [below] feasible and/or have already been considered?
Answer: *There is no plan for street access to the neighborhood behind the property. The City would consider shared use path access to Westmoreland, depending on community input and other factors that would be determined during the preapplication phase. See Question 12 on a shared entrance with the adjoining property.*



11. **Question**: Will parcel interconnectivity be required or desired to the adjoining Leigh Property?
Answer: *Yes, the City expects developers to coordinate with the adjacent property owner to configure suitable connections with the Leigh Property (087 G 1). Neff Avenue is a collector street, and the City's Design and Construction Standards Manual (www.harrisonburgva.gov/dcsm), Chapter 3, Section 3.1.13, requires inter-parcel connections, common or shared driveways along collectors and arterials to minimize the number of entrances.*

12. **Question**: Will Fire and Rescue be looking for two access points, or will one primary access drive suffice?
Answer: *Emergency services will provide specific feedback to the selected developer during the pre-application review. Fire Department comments about access will depend on the proposed layout. Generally speaking, the City envisions two access points as illustrated in the study's example.*

13. **Question**: Is there a geotechnical report or related information from the adjacent A Dream Come True playground when that site was developed that could be shared?
Answer: *Staff did not find a geotechnical report in the project files or site plans for the Dream Come True playground.*

14. **Question**: What opportunities are available for a housing PILOT (Payment In Lieu Of Taxes)?
***Answer**: The City of Harrisonburg does not have opportunities for a housing payment in lieu of taxes (PILOT) or tax 'rebatement' at this time. In accordance with Virginia Code § 58.1-3295, the City will account for rent restrictions in LIHTC affordable housing in assessments.*

15. **Question**: Is the City open to mixed income housing that includes affordable/LIHTC as well as market rate and/or 80% AMI? Is the average 60% only for LIHTC or for the entire property?
Answer: *The project is envisioned as a multifamily rental residential development that prioritizes affordability. City Council has directed that the site be available at no cost for this purpose. The 80% AMI maximum, 60% AMI average, and 50% AMI preference specifically refer to affordable rental housing through the (LIHTC) program. The City would consider proposals that include a for-sale component, subject to modified affordability restrictions. Offerors proposing mixed income rentals would have to demonstrate responsiveness to local housing priorities and needs, and provide enforceable terms to ensure that the entire project remains available for non-student households.*

16. **Question**: What is the rate of Housing Cost Burden in Census Tract 2.05 in Harrisonburg?
Answer: *HUD CPD maps at https://egis.hud.gov/cpdmaps/ indicate that between 38.78%-47.69% of households experience housing cost burden in Census Tract 2.05. Though the 2017-2021 HUD Comprehensive Housing Affordability Strategy (CHAS) dataset at www.huduser.gov/portal/datasets/cp.html drills down to the City level only, raw data which overall corresponds to the City-level information (see attached table) indicates that around 46% of households in Census Tract 2.05 are cost-burdened – 21% of owners and 59% of renters. Please see attached cost burden table for more information.*

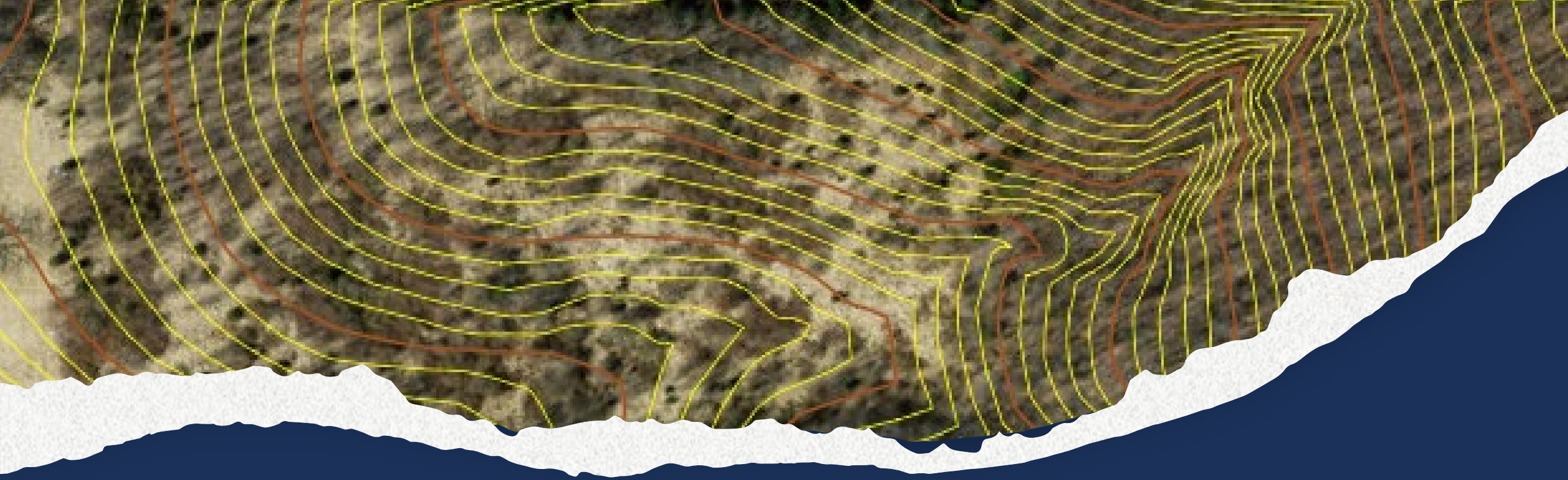
17. **Question**: Would we be able to submit financials directly to the City as hard copies and not a part of the response?
Answer: *Although the eVA procurement system has strong security measures in place to protect sensitive information, the City will accept hard copies of financials.*

All other requirements, terms and conditions of the Development Opportunity remain unchanged.

Addendum page must be signed and returned with your submission to acknowledge receipt of this addendum.

Authorized Signature

By: Liz Webb
Housing Coordinator



DISPOSITION OF CITY REAL ESTATE FOR AFFORDABLE HOUSING

AUGUST 11, 2026

TOPICS

Site details

Project background

The agreement

Next steps

Public comment

Seek approval

SITE DETAILS

- Along Neff Avenue
- About 8.26 acres
- 90 ft elevation change
- Near amenities
- Directly by:
  - Dream Come True
  - JMU University Park
  - Undeveloped lot
  - Ashby Heights

PROJECT BACKGROUND

AGREEMENT

- Site specifications
- Zero cost land for housing
- Phased development
- Infrastructure improvements
- Timeframes and contingencies
- Housing
  - 220-unit maximum
  - Affordability 30+ year
  - 60% area median income average

Staff recommend approval of the agreement

WHAT IS 60% AREA MEDIAN INCOME

- AMI = $97,700 (4-person)
- 60% AMI by household size =

1	2	3	4	5	6
$41,040	$46,920	$52,800	$58,620	$63,360	$68,040
$1,026	$1,173	$1,320	$1,465	$1,584	$1,701

- A 3-person household may rent a 2-bedroom for $1,320

NEXT STEPS

GET TO WORK
Input
PUBLIC ENGAGEMENT
Public Hearing
LAND ENTITLEMENT
Staff
SITE PLANNING

AVAILABLE HOUSING FOR ALL

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Legislation Text

File #: ID 26-283, **Version:** 1

Subject:
Consider approving a Building and Rooftop Lease between the City of Harrisonburg and Cellco Partnership d/b/a Verizon Wireless at 101 North Main Street.
Presented By: Chris Brown, City Attorney
Consider approving the Lease, which will permit Verizon to install and operate communications equipment to serve its mobile telephone customers in downtown Harrisonburg. Verizon will pay the City $24,000.00 per year for the Lease. Verizon's communications equipment will not interfere with the ECC's equipment or services provided to the community. The initial term will be for 5 years with the possibility of 4 extensions of 5 years each.

CITY OF HARRISONBURG

August 11, 2026 City Council Meeting

Title

Approval of Building and Rooftop Lease (the Lease) between the City of Harrisonburg and Cellco Partnership d/b/a Verizon Wireless at 101 N. Main Street, Harrisonburg, Va.
Chris Brown, City Attorney

Summary

Consider approving the Lease, which will permit Verizon to install and operate communications equipment to serve its mobile telephone customers in downtown Harrisonburg. Verizon will pay the City $24,000.00 per year for the Lease. Verizon's communications equipment will not interfere with the ECC's equipment or services provided to the community. The initial term will be for 5 years with the possibility of 4 extensions of 5 years each.

Recommendation

Staff recommends approval of the Lease.

Fiscal Impact

$24,000.00 per year of income, with an increase of 1.5% each year.

Context & Analysis

Verizon currently serves its mobile telephone customers in downtown Harrisonburg from communications equipment located on the roof of the building located at the corner of South Main Street and East Market Street. That property is no longer a viable location for Verizon's communications equipment. Over a year ago, Verizon representatives approached the City about relocating its equipment to the roof of 101 North Main Street (the Public Safety Building). Verizon worked with ECC administration on the technical aspects of the equipment to ensure there would be no interference with the ECC's public safety equipment and provided an engineering/structural study to ensure the safety and suitability of the Public Safety Building rooftop. The initial lease term is for 5 years, with 4 potential extensions of 5 years each, with the City having the right of nonrenewal of any extension. Locating Verizon's communications equipment on the Public Safety Building rooftop provides the potential for redundancy in certain communications at the ECC and was the most viable location in the downtown area for Verizon to continue providing mobile phone

service to its customers downtown. Verizon will pay the City $24,000.00 per year for the Lease, with the rental amount increasing 1.5% per year during the lease term.

Options

1. Approve the proposed Lease;
2. Direct changes to the proposed Lease;
3. Decline to approve the Lease.

Attachments

1. Proposed Lease with exhibit
2. Notice of Public Hearing

BUILDING AND ROOFTOP LEASE AGREEMENT

This Building and Rooftop Lease Agreement (the "Agreement") is made by and between **City of Harrisonburg, VA**, a political subdivision of the Commonwealth of Virginia ("**Lessor**") with its principal offices located at 409 South Main Street, Harrisonburg, VA 22801, and **Cellco Partnership d/b/a Verizon Wireless**, a Delaware general partnership ("**Lessee**"), with a mailing address of One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920. Lessor and Lessee are at times collectively referred to hereinafter as the "Parties" or individually as the "**Party**."

WITNESSETH

In consideration of the mutual covenants contained herein and intending to be legally bound hereby, the Parties hereto agree as follows:

1. GRANT. Lessor hereby leases Lessee space in and/or upon that certain building or facility owned, leased or controlled by Lessor located at 101 North Main Street, Harrisonburg, VA 22801, Tax Acct # 034 P 1 (the "**Property**"), to install, maintain, replace, add to and operate communications equipment ("**Use**"). The Property is legally described on Exhibit "A" attached hereto and made a part hereof. Lessee's communications equipment will be installed on a portion of the Property consisting of approximately square feet of space on the building rooftop and/or exterior ("**Rooftop Space**"). The Rooftop Space is referred to hereafter as the "**Premises**". The Premises are shown in detail on Exhibit "B" attached hereto and made a part hereof. Notwithstanding anything to the contrary, the Premises shall also include such additional space necessary for the installation, operation and maintenance of wires, cables, conduits and pipes running between and among the various portions of the Premises and to all necessary electrical, telephone, fiber and other similar support services located within the Property or the nearest public right of way. In the event it is necessary, Lessor agrees to grant Lessee the right to install support services on, through, over and/or under the Property, provided the location of such services shall be reasonably approved by Lessor.

2. INITIAL TERM. This Agreement shall be effective as of the date of execution by both Parties ("**Effective Date**"). The initial term of the Agreement shall be for 5 years beginning on the first day of the month after Lessee begins installation of Lessee's communications equipment on the Premises (the "**Commencement Date**") and will be acknowledged by the Parties in writing, including electronic mail.

3. EXTENSIONS. The initial term of this Agreement shall automatically be extended for 4 additional 5 year terms unless Lessee gives Lessor written notice of its intent to terminate at least 3 months prior to the end of the initial term or then current extension term, as applicable. The initial term and any extension terms shall be collectively referred to herein as the "**Term**".

4. RENT.

a. Rent payments shall begin on the Commencement Date and be due at a total annual rent of **$24,000.00**, to be paid in equal monthly installments on the first day of the month, in advance, to Lessor at 345 S. Main Street, Harrisonburg, VA 22801 or to such other person, firm, or place as Lessor may, from time to time, designate in writing at least 30 days in advance of any rent payment due date by notice given in accordance with Paragraph 4.d below. Rent shall accrue starting on the

Commencement Date; however, the initial rent payment will be delivered no later than 90 days after: (i) Lessee's receipt of the Rental Documents (as defined in Paragraph 4.c), or (ii) the written acknowledgement of the Commencement Date, whichever is later. Upon agreement of the Parties, Lessee may pay rent by electronic funds transfer and in such event, Lessor agrees to provide to Lessee bank routing information for such purpose upon request of Lessee. Each year during the Term, as of the anniversary of the Commencement Date, annual rent shall increase by **1.5%** over the rent for the immediately preceding year.

b. For any party to whom rent payments are to be made, Lessor or any successor in interest of Lessor hereby agrees to provide to Lessee (i) a completed, current version of Internal Revenue Service Form W-9, or equivalent; (ii) complete and fully-executed state and local withholding forms if required; (iii) Lessee's payment direction form, and (iv) other documentation to verify Lessor's or such other party's right to receive rental as is reasonably requested by Lessee (collectively, the "**Rental Documents**"). If the Rental Documents are not provided by Lessor, or there is a change to the Lessor payee, rent shall accrue in accordance with this Agreement, but Lessee shall have no obligation to deliver rent payments to Lessor, or its designee or successor in interest, as applicable, until 30 days after Lessee receives the required Rental Documents. Thereafter, Lessee shall deliver the accrued rent payments in accordance with the Rental Documents.

c. Lessor must register in the Verizon Landlord Connect portal ("**VLC Portal**") at https://landlordconnect.verizon.com and shall utilize the VLC Portal to submit changes to Lessor's account information (e.g. notice address, ownership information, banking details, email address), provide Rental Documents, view rental payments, submit an invoice/bill (e.g. utilities) for payment, and to access this Agreement or certificates of insurance.

5. ACCESS. Lessee shall have the non-exclusive right of ingress and egress from a public right-of-way, 7 days a week, 24 hours a day, over the Property to and from the Premises for the purpose of installation, operation and maintenance of Lessee's communications equipment.

6. CONDITION OF PROPERTY. Lessor shall deliver the Premises to Lessee in a condition ready for Lessee's Use and clean and free of debris. Lessor represents and warrants to Lessee that as of the Effective Date, the structure of the building (including without limitation the roof, foundations, exterior walls), the common areas and all building systems (including, without limitation, the plumbing, electrical, ventilating, air conditioning, heating, and loading doors, if any) are (i) in good operating condition and free of any leakage; and (ii) in compliance with all Laws (as defined in Paragraph 28), including EH&S Laws (as defined in Paragraph 25).

7. IMPROVEMENTS. The communications equipment including, without limitation, antennas, conduits, and other improvements shall be at Lessee's expense and installation shall be at the discretion and option of Lessee. Lessee shall have the right to replace, repair, add to or otherwise modify its communications equipment, antennas, conduits or other improvements or any portion thereof, whether or not any of the communications equipment, antennas, conduits or other improvements are listed on any exhibit. Lessee shall only be required to obtain Lessor consent for modifications or additions to the frequencies over which the communications equipment operates, or for equipment that increases the square footage of Lessee's Premises, which Premises shall include the height of envelope of area containing the antennas installed on the building rooftop. Lessor shall respond in writing to any Lessee consent request within 30 days of receipt or Lessor's consent shall be deemed granted, provided, any

increase to the Premises shall be memorialized by the Parties in writing. Lessor is not entitled to a rent increase associated with any Lessee modification unless it is increasing its Premises, in which case, any rent increase shall be proportionate to the additional square footage of space included in the Premises.

8. ELECTRICAL.

a. If permitted by the local utility company serving the Premises, Lessee shall furnish and install an electrical meter at the Premises for the measurement of electrical power used by Lessee at the Premises and Lessee shall pay the utility company directly.

b. If an electrical meter is not permitted, then Lessee may furnish and install an electrical sub-meter at the Premises for the measurement of electrical power used by Lessee at the Premises and shall pay the utility company directly if permitted by the utility company.

c. In the event a sub-meter is installed and the utility company will not permit Lessee to pay the utility company directly, then the Lessor shall read Lessee's sub-meter on a monthly basis and provide Lessee with an invoice for Lessee's power consumption on an annual basis. Each invoice shall reflect charges only for Lessee's power consumption based on the average kilowatt hour rate actually paid by Lessor to the utility, without markup or profit.

d. Lessor shall send all invoices for power consumption to Lessee at Verizon Wireless, M/S 3846, P.O. Box 2375, Spokane, WA 99210-2375, and shall be provided to Lessee within 90 days following the conclusion of each calendar year (otherwise, Lessor waives the right to collect applicable electrical charges). Upon written request from Lessee, Lessor shall provide copies of electricity bills received by Lessor during any period that Lessor submits invoices to Lessee for reimbursement and for that same period Lessor shall provide documentation of the sub-meter readings applicable to such periods. Lessee shall pay each invoice within 45 calendar days after receipt of the invoice from Lessor.

e. Lessee shall be permitted to install, maintain and/or provide access to and use of, as necessary (during any power interruption at the Premises), a temporary power source, and all related equipment and appurtenances within the Premises, or elsewhere on the Property in such locations as reasonably approved by Lessor. Lessee shall have the right to install conduits connecting the temporary power source and related appurtenances to the Premises.

9. GOVERNMENT APPROVALS. Lessee's Use is contingent upon Lessee obtaining all of the certificates, permits and other approvals (collectively the "**Government Approvals**") that may be required by any Federal, State or Local authorities (collectively, the "**Government Entities**") as well as a satisfactory structural analysis of the building or other structure that will permit Lessee's Use. Lessor shall cooperate with Lessee in its effort to obtain and maintain such approvals. Notwithstanding anything contained herein to the contrary, Lessor hereby agrees to allow Lessee to install any radio frequency ("**RF**") signs and/or barricades as are necessary to ensure Lessee's compliance with Laws (as defined herein) ("**Site Mitigation**"). If Site Mitigation is required, Lessee shall prepare and provide Lessor with an RF Safety Plan, including a map identifying any locations where RF exposure may exceed the general population maximum permissible exposure limit set by the Federal Communications Commission (each location, an "**Accessible Area**") and the telephone number for the designated local Network Management Center ("**NMC**") contact for Lessor to call prior to entering any Accessible Area, so Lessee can turn off the antennas during any period when Lessor will enter an Accessible Area.

10. TERMINATION. Lessee may, unless otherwise stated, immediately terminate this Agreement upon written notice to Lessor in the event that (i) any applications for such Government Approvals should be finally rejected; (ii) any Government Approval issued to Lessee is canceled, expires, lapses or is otherwise withdrawn or terminated by any Government Entity; (iii) Lessee determines that such Government Approvals may not be obtained in a timely manner; (iv) Lessee determines any structural analysis is unsatisfactory; (v) Lessee, in its sole discretion, determines the Use of the Premises is obsolete or unnecessary; (vi) with 3 months prior notice to Lessor, upon the annual anniversary of the Commencement Date; or (vii) at any time before the Commencement Date for any reason or no reason, in Lessee's sole discretion.

11. MAINTENANCE/RELOCATION.

a. Lessee will maintain Lessee's communications equipment within the Premises in good condition, reasonable wear and tear and casualty damage excepted. Lessor shall maintain, in good operating condition and repair, the structural elements of the building and the Premises, and all building systems (including, but not limited to, the foundations, exterior walls, structural condition of interior bearing walls, exterior roof, fire sprinkler and/or standpipe and hose or other automatic fire extinguishing system, fire hydrants, parking lots, walkways, parkways, driveways, landscaping, fences, signs and utility systems serving the common areas) and the common areas.

b. In the event Lessor desires to replace, relocate, modify, demolish, or in any way alter the Property in any manner likely to interfere with the operation of Lessee's communications equipment (each event, a "**Project**"), Lessor shall have the right to cause Lessee to temporarily or permanently relocate the communications equipment and/or utilities, as the case may be, subject to the terms and conditions set forth herein; provided, however, Lessor shall accommodate Lessee's continued uninterrupted use of temporary communications equipment throughout the Project. If Lessor's Project requires Lessee to temporarily or permanently relocate its communications equipment from the Premises, Lessor shall have the right to require Lessee to relocate the communications equipment upon the following terms and conditions: (i) Lessor shall deliver to Lessee written notice of its Project at least 2 years in advance, unless the Project is necessary to preserve the integrity and functionality of the Property, in which case the Parties may agree to a lesser notice period in writing; (ii) Lessor shall identify an alternate location on the Property that provides substantially similar signal coverage for the communications equipment as that of the Premises being relocated and is otherwise reasonably acceptable to Lessee; (iii) unless the necessity for the Project results from the negligence or willful misconduct of Lessee, all work associated with such relocation will be performed exclusively by Lessee and paid for by Lessor, and (iv) in the event of permanent relocation of the communications equipment and/or utilities, the Parties shall execute an amendment to this Agreement memorializing the same. Lessee shall not be required to pay any additional application, review or other fees in connection with any relocation initiated by Lessor.

12. INDEMNIFICATION. To the extent permitted by Virginia law, and subject to Paragraph 13, each Party and/or any successor and/or assignees thereof, shall indemnify and hold harmless the other Party, and/or any successors and/or assignees thereof, against (i) all third party claims of liability or loss (including reasonable attorney's fees, expenses, and defense costs incurred by the indemnified Party) from bodily injury or property damage resulting from or arising out of the negligence or willful misconduct of the indemnifying Party, its employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of the other Party, or its

employees, contractors or agents. The indemnified Party will provide the indemnifying Party with prompt, written notice of any claim that is subject to the indemnification obligations in this paragraph. The indemnified Party will cooperate appropriately with the indemnifying Party in connection with the indemnifying Party's defense of such claim. The indemnifying Party shall defend any indemnified Party, at the indemnified Party's request, against any claim with counsel reasonably satisfactory to the indemnified Party. The indemnifying Party shall not settle or compromise any such claim or consent to the entry of any judgment without the prior written consent of each indemnified Party and without an unconditional release of all claims by each claimant or plaintiff in favor of each indemnified Party. All indemnification obligations shall survive the termination or expiration of this Agreement.

13. INSURANCE. The Parties agree to maintain during the term of this Agreement the following insurance policies:

a. Lessee: Commercial general liability in the amount of $2,000,000.00 per occurrence for bodily injury and property damage and $4,000,000.00 general aggregate. Lessor shall be included as an additional insured as their interest may appear under this Agreement on Lessee's insurance policy.

b. Lessor: Commercial general liability in the amount of $1,000,000.00 per occurrence for bodily injury and property damage and $4,000,000.00 umbrella coverage. Lessee shall be included s an additional insured as their interests may appear under this Agreement on Lessor's Insurance policy.

c. "All-Risk" property insurance on a replacement cost basis insuring their respective property with no coinsurance requirement. Where legally permissible, each Party agrees to waive subrogation against the other Party and to ensure said waiver is recognized by the insurance policies insuring the property.

14. LIMITATION OF LIABILITY. Except for indemnification pursuant to Paragraphs 12 and 25, a violation of Paragraph 30, or a violation of law, neither Party shall be liable to the other, or any of their respective agents, representatives, employees for any lost revenue, lost profits, diminution in value of business, loss of technology, rights or services, loss of data, or interruption or loss of use of service, incidental, punitive, indirect, special, trebled, enhanced or consequential damages, even if advised of the possibility of such damages, whether such damages are claimed for breach of contract, tort (including negligence), strict liability or otherwise, unless applicable law forbids a waiver of such damages.

15. INTERFERENCE.

a. Lessee agrees that Lessee will not cause interference that is measurable in accordance with industry standards to Lessor's equipment. Lessor agrees that Lessor and other occupants of the Property will not cause interference that is measurable in accordance with industry standards to the then existing communications equipment of Lessee. The statements set forth in this Paragraph 15.a. are intended to briefly state the requirements of the Federal Communications Commission (FCC).

b. Without limiting any other rights or remedies, if interference occurs and continues for a period in excess of 48 hours following notice to the interfering party via telephone to Lessee's NMC (1-800-264-6620 or 1-800-621-2622) or to Lessor at (540) 432-7701, the interfering party shall or shall require any other user to reduce power or cease operations of the interfering equipment until the interference is cured.

c. The Parties acknowledge that there will not be an adequate remedy at law for noncompliance with the provisions of this Paragraph and therefore the Parties shall have the right to equitable remedies such as, without limitation, injunctive relief and specific performance.

16. REMOVAL/HOLDOVER.

a. Within 90 days of the expiration or earlier termination of the Agreement, Lessee shall remove Lessee's communications equipment and restore the Premises to its original condition, reasonable wear and tear and casualty damage excepted. Lessor agrees and acknowledges that the communications equipment shall remain the personal property of Lessee and Lessee shall have the right to remove the same at any time during the Term, whether or not said items are considered fixtures and attachments to real property under applicable laws.

b. If the Parties are negotiating an amendment or new lease at the time of the expiration of the Term, Lessee may remain on the Premises until the amendment or new lease has been executed, provide Lessee shall pay rent at the then existing monthly rate, or on the existing monthly pro-rata basis if based upon a longer payment term, until the removal of the communications equipment is completed.

17. [Intentionally Deleted.]

18. RIGHTS UPON SALE. Should Lessor, at any time during the Term, decide (i) to sell or otherwise transfer all or any part of the Property, or (ii) to grant to a third party by easement or other legal instrument an interest in and to any portion of the Premises, such sale, transfer, or grant of an easement or interest therein shall be under and subject to this Agreement and any such purchaser or transferee shall recognize Lessee's rights hereunder. In the event that Lessor completes any such sale, transfer, or grant described in this paragraph without executing an assignment of the Agreement whereby the third party agrees in writing to assume all obligations of Lessor under this Agreement, then Lessor shall not be released from its obligations to Lessee under this Agreement, and Lessee shall have the right to look to Lessor and the third party for the full performance of the Agreement.

19. LESSOR'S TITLE. Lessor covenants that Lessee, on paying the rent and performing the covenants herein, shall peaceably and quietly have, hold and enjoy the Premises. Lessor represents and warrants to Lessee as of the Effective Date and covenants during the Term that Lessor has full authority to enter into and execute this Agreement and that there are no liens, judgments, covenants, easements, restrictions or other impediments of title that will adversely affect Lessee's Use.

20. ASSIGNMENT. Without any approval or consent of the other Party, this Agreement may be sold, assigned or transferred by either Party to (i) any entity in which the Party directly or indirectly holds an equity or similar interest; (ii) any entity which directly or indirectly holds an equity or similar interest in the Party; or (iii) any entity directly or indirectly under common control with the Party. Lessee may assign this Agreement to any entity which acquires all or substantially all of Lessee's assets in the market defined by the Federal Communications Commission in which the Property is located by reason of a merger, acquisition or other business reorganization without notice to, or approval or consent of, Lessor. As to other parties, this Agreement may not be sold, assigned or transferred without the written consent of the other Party, which such consent will not be unreasonably withheld, delayed or conditioned. No change of stock ownership, partnership interest or control of Lessee or transfer upon partnership or corporate dissolution of either Party shall constitute an assignment hereunder.

21. NOTICE. Except for notices permitted via telephone in accordance with Paragraph 15 or via electronic mail in accordance with Paragraph 2, all notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that Lessee may have designated to Lessor by like notice, or that the Lessor may have designated to Lessee in the VLC Portal):

LESSOR: City of Harrisonburg, VA
Attention: City Manager
409 South Main Street
Harrisonburg, VA 22801

LESSEE: Cellco Partnership d/b/a Verizon Wireless
Attn: Network Real Estate
180 Washington Valley Road
Bedminster, New Jersey 07921

With a copy to: Basking Ridge Mail Hub
Attn: Legal Intake
One Verizon Way
Basking Ridge, New Jersey 07920

Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

22. SUBORDINATION AND NON-DISTURBANCE. Within 15 days of the Effective Date, Lessor shall obtain a Non-Disturbance Agreement (as defined below) and any required consent from existing mortgagee(s), ground lessors and master lessors, if any, of the Property. At Lessor's option, this Agreement shall be subordinate to any future master lease, ground lease, mortgage, deed of trust or other security interest (a "**Mortgage**") by Lessor which from time to time may encumber all or part of the Property; provided, however, as a condition precedent to Lessee being required to subordinate its interest in this Agreement to any future Mortgage covering the Property, Lessor shall obtain for Lessee's benefit a non-disturbance and attornment agreement for Lessee's benefit in the form reasonably satisfactory to Lessee, and containing the terms described below (the "**Non-Disturbance Agreement**"), and shall recognize Lessee's rights under this Agreement. The Non-Disturbance Agreement shall include the encumbering party's ("**Lender's**") agreement that, if Lender or its successor-in-interest or any purchaser of Lender's or its successor's interest (a "**Purchaser**") acquires an ownership interest in the Property, Lender or such successor-in-interest or Purchaser will honor all of the terms of the Agreement. Such Non-Disturbance Agreement must be binding on all of Lender's participants in the subject loan (if any) and on all successors and assigns of Lender and/or its participants and on all Purchasers. In return for such Non-Disturbance Agreement, Lessee will execute an agreement for Lender's benefit in which Lessee (i) confirms that the Agreement is subordinate to the Mortgage or other real property interest in favor of Lender, (ii) agrees to attorn to Lender if Lender becomes the owner of the Property and (iii) agrees to accept a cure by Lender of any of Lessor's defaults, provided such cure is completed within the deadline

applicable to Lessor. In the event Lessor defaults in the payment and/or other performance of any Mortgage or other real property interest encumbering the Property, Lessee, may, at its sole option and without obligation, cure or correct Lessor's default and upon doing so, Lessee shall be subrogated to any and all rights, titles, liens and equities of the holders of such Mortgage or other real property interest and Lessee shall be entitled to deduct and setoff against all rents or fees that may otherwise become due under this Agreement the sums paid by Lessee to cure or correct such defaults.

23. DEFAULT. It is a "**Default**" if (i) either Party fails to comply with this Agreement and does not remedy the failure within 30 days after written notice by the other Party or, if the failure cannot reasonably be remedied in such time, if the failing Party does not commence a remedy within the allotted 30 days and diligently pursue the cure to completion within 90 days after the initial written notice, or (ii) Lessor fails to comply with this Agreement and the failure interferes with Lessee's Use and Lessor does not remedy the failure within 5 days after written notice from Lessee or, if the failure cannot reasonably be remedied in such time, if Lessor does not commence a remedy within the allotted 5 days and diligently pursue the cure to completion within 15 days after the initial written notice. The cure periods set forth in this Paragraph 23 do not extend the period of time in which either Party has to cure interference pursuant to Paragraph 15 of this Agreement.

24. REMEDIES. In the event of a Default, without limiting the non-defaulting Party in the exercise of any right or remedy which the non-defaulting Party may have by reason of such default, the non-defaulting Party may terminate this Agreement and/or pursue any remedy now or hereafter available to the non-defaulting Party under the laws or judicial decisions of the state in which the Property is located. Further, upon a Default, the non-defaulting Party may at its option (but without obligation to do so), perform the defaulting Party's duty or obligation. The costs and expenses of any such performance by the non-defaulting Party shall be due and payable by the defaulting Party upon receipt of an itemized invoice. If Lessee undertakes any such performance on Lessor's behalf and Lessor does not pay Lessee the full undisputed amount within 30 days of its receipt of an itemized invoice setting forth the amount due, Lessee may offset the full undisputed amount due against all rents or fees due and owing to Lessor under this Agreement until the full undisputed amount is fully reimbursed to Lessee.

25. ENVIRONMENTAL. Lessee shall conduct its business in compliance with all applicable laws governing the protection of the environment or employee health and safety ("**EH&S Laws**"). Lessee shall indemnify and hold harmless the Lessor from claims to the extent resulting from Lessee's violation of any applicable EH&S Laws or to the extent that Lessee causes a release of any regulated substance to the environment. To the extent permitted by Virginia law, Lessor shall indemnify and hold harmless Lessee from all claims resulting from the violation of any applicable EH&S Laws or a release of any regulated substance to the environment except to the extent resulting from the activities of Lessee. The Parties recognize that Lessee is only leasing a small portion of the Property and that Lessee shall not be responsible for any environmental condition or issue except to the extent resulting from Lessee's specific activities and responsibilities. In the event that Lessee encounters any hazardous substances that do not result from its activities, Lessee may relocate its facilities to a mutually agreeable location to avoid such hazardous substances. Lessee may also, at its option (but without obligation to do so), remove at its own cost all or some of the hazardous substances or materials (such as soil) containing those hazardous substances, in which case Lessor agrees to sign any necessary waste manifest associated with the removal, transportation and/or disposal of such substances.

26. CASUALTY. If a fire or other casualty damages the Property or the Premises and impairs Lessee's Use, rent shall abate until Lessee's Use is restored. If Lessee's Use is not restored within 45 days, Lessee may terminate this Agreement.

27. CONDEMNATION. If a condemnation of any portion of the Property or Premises impairs Lessee's Use, Lessee may terminate this Agreement. Lessee may on its own behalf make a claim in any condemnation proceeding involving the Premises for losses related to Lessee's communications equipment, relocation costs and, specifically excluding loss of Lessee's leasehold interest, any other damages Lessee may incur as a result of any such condemnation.

28. APPLICABLE LAWS. During the Term, Lessor shall maintain the Property in compliance with all applicable laws, EH&S Laws, rules, regulations, ordinances, directives, covenants, easements, consent decrees, zoning and land use regulations, and restrictions of record, permits, building codes, and the requirements of any applicable fire insurance underwriter or rating bureau, now in effect or which may hereafter come into effect (including, without limitation, the Americans with Disabilities Act and laws regulating hazardous substances) (collectively "**Laws**"). Lessee shall, in respect to the condition of the Premises and at Lessee's sole cost and expense, comply with (i) all Laws relating solely to Lessee's specific and unique nature of use of the Premises; and (ii) all building codes requiring modifications to the Premises due to the improvements being made by Lessee in the Premises. It shall be Lessor's obligation to comply with all Laws relating to the Property, without regard to specific use (including, without limitation, modifications required to enable Lessee to obtain all necessary building permits).

29. TAXES. If Lessor is required by law to collect any federal, state, or local tax, fee, or other governmental imposition (each, a "**Tax**") from Lessee with respect to the transactions contemplated by this Agreement, then Lessor shall bill such Tax to Lessee in the manner and for the amount required by law, Lessee shall promptly pay such billed amount of Tax to Lessor, and Lessor shall remit such Tax to the appropriate tax authorities as required by law; provided, however, that Lessor shall not bill to or otherwise attempt to collect from Lessee any Tax with respect to which Lessee has provided Lessor with an exemption certificate or other reasonable basis for relieving Lessor of its responsibility to collect such Tax from Lessee. Except as provided in this Paragraph 29, Lessor shall bear the costs of all Taxes that are assessed against or are otherwise the legal responsibility of Lessor with respect to itself, its property, and the transactions contemplated by this Agreement. Lessee shall be responsible for all Taxes that are assessed against or are otherwise the legal responsibility of Lessee with respect to itself, its property, and the transactions contemplated by this Agreement.

30. [Intentionally Deleted.]

31. [Intentionally Deleted.}

32. MISCELLANEOUS. This Agreement contains all agreements, promises and understandings between Lessor and Lessee regarding this transaction, and no oral agreement, promises or understandings shall be binding upon either Lessor or Lessee in any dispute, controversy or proceeding. This Agreement may not be amended or varied except in a writing signed by all Parties. This Agreement shall extend to and bind the heirs, personal representatives, successors and assigns hereto. The failure of either Party to insist upon strict performance of any of the terms or conditions of this Agreement or to exercise any of its rights hereunder shall not waive such rights and such Party shall have the right to enforce such rights at any time. The performance of this Agreement shall be governed,

interpreted, construed and regulated by the laws of the state in which the Premises is located without reference to its choice of law rules. Except as expressly set forth in this Agreement, nothing in this Agreement shall grant, suggest or imply any authority for one Party to use the name, trademarks, service marks or trade names of the other for any purpose whatsoever. Lessor agrees to execute a Memorandum of this Agreement, which Lessee may record with the appropriate recording officer. This Agreement may be executed in counterparts, including written and electronic forms. All executed counterparts shall constitute one Agreement, and each counterpart shall be deemed an original.

[*Signature page follows*]

(Signature page to Building and Rooftop Lease Agreement)

IN WITNESS WHEREOF, this Agreement is entered into by the Parties as of the Effective Date.

LESSOR:	**LESSEE:**
City of Harrisonburg, VA	**Cellco Partnership** **d/b/a Verizon Wireless**
By:_____	By:_____
Name: _____	Name: _____
Its: _____	Its: _____
Date: _____	Date: _____

EXHIBIT "A"

PROPERTY DESCRIPTION

All that certain parcel of land, containing 2.5733 acres, more or less, together with all improvements thereon, lying at the northwestern intersection of North Main Street and West Elizabeth Street, and being more particularly described according to a survey made by George E Foard, C.L.S., on October 25, 1983 and revised December 19, 1983, the plat and metes and bounds description of which are recorded in the Clerk's Office of the Circuit Court of Rockingham County, Virginia in Deed Book 700, Pages 731-733.

LESS AND EXCEPT, HOWEVER: All of that real property containing 1,364 square feet, more or less, conveyed to Kavanaugh LLC by Deed recorded in the aforesaid Clerk's Office in Deed Book 5318 page 515 and described on plat of a survey and metes and bounds description dated July 14, 2020 by Clint Harmon, Land Surveyor and entitled "Loewner Apartments Subdivision", which said plat is recorded in the aforementioned Clerk's Office in Deed Book 5318 page 513

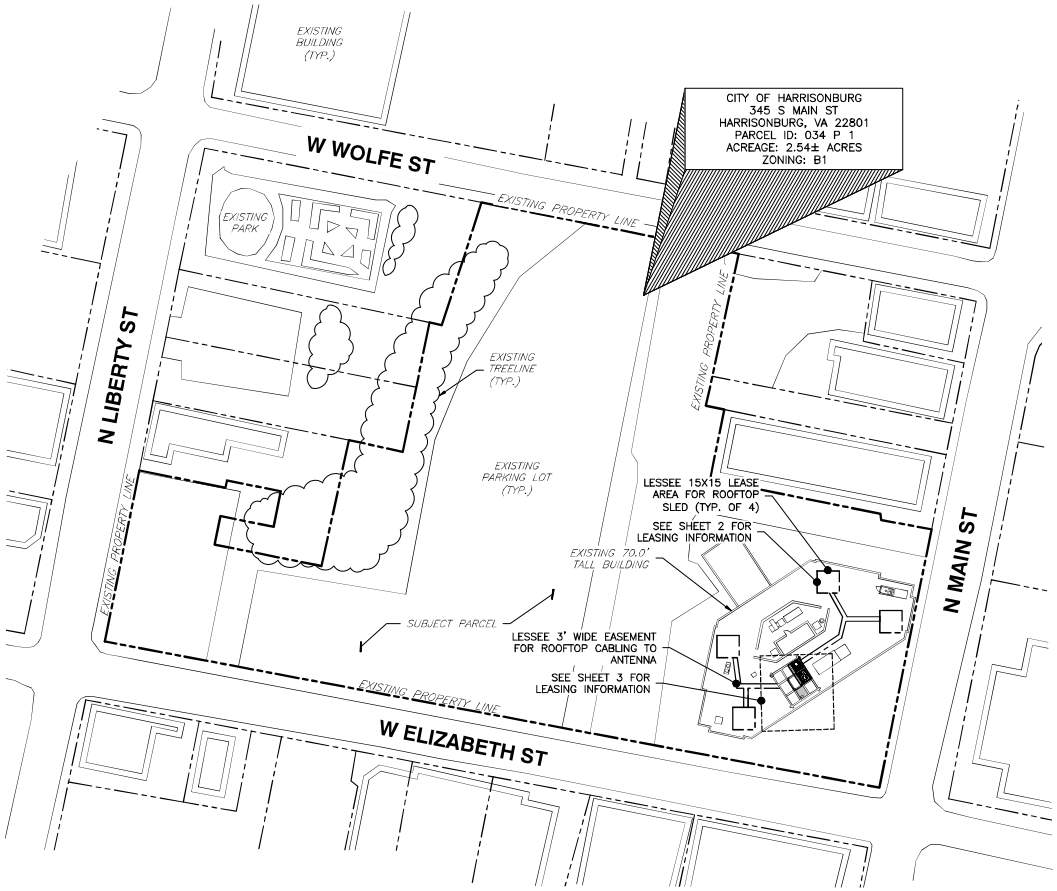
AND BEING, a portion of the property conveyed to the City of Harrisonburg by Deed dated February 25, 2002 from Medical Arts Building of Rockingham, Incorporated, which deed is recorded in Deed Book 2046 page 781.

EXHIBIT "B"

PREMISES DESCRIPTION

[]

[See attached 4 pages prepared by NB+C Engineering Services, LLC, dated 6/25/2025]



TOWER OWNER INFORMATION

OWNER: CITY OF HARRISONBURG
OWNER ADDRESS: 345 S MAIN ST
HARRISONBURG, VA 22801

PROPERTY PLAN

NB+C TOTALLY COMMITTED.

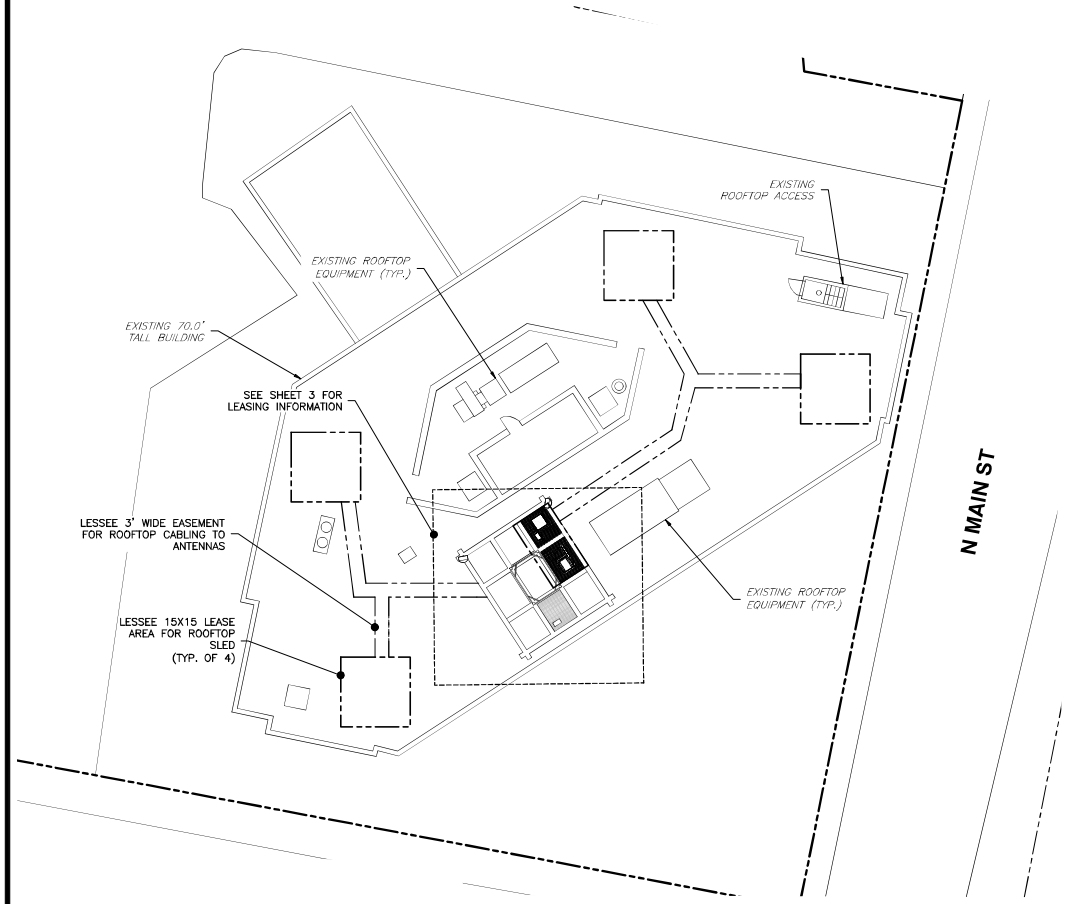
NB+C ENGINEERING SERVICES, LLC.
120 EASTSHORE DRIVE, SUITE 300
GLEN ALLEN, VA 23059

DOWNTOWN HARRISONBURG 2
101 N MAIN ST
HARRISONBURG, VA 22801
CITY OF HARRISONBURG

SUBMITTALS		
REV	DATE	BY
0	06/25/25	PP

SITE INFORMATION
VISIT BY: JD
DATE: 04/11/25

SHEET 1



ROOFTOP PLAN

NB+C TOTALLY COMMITTED.

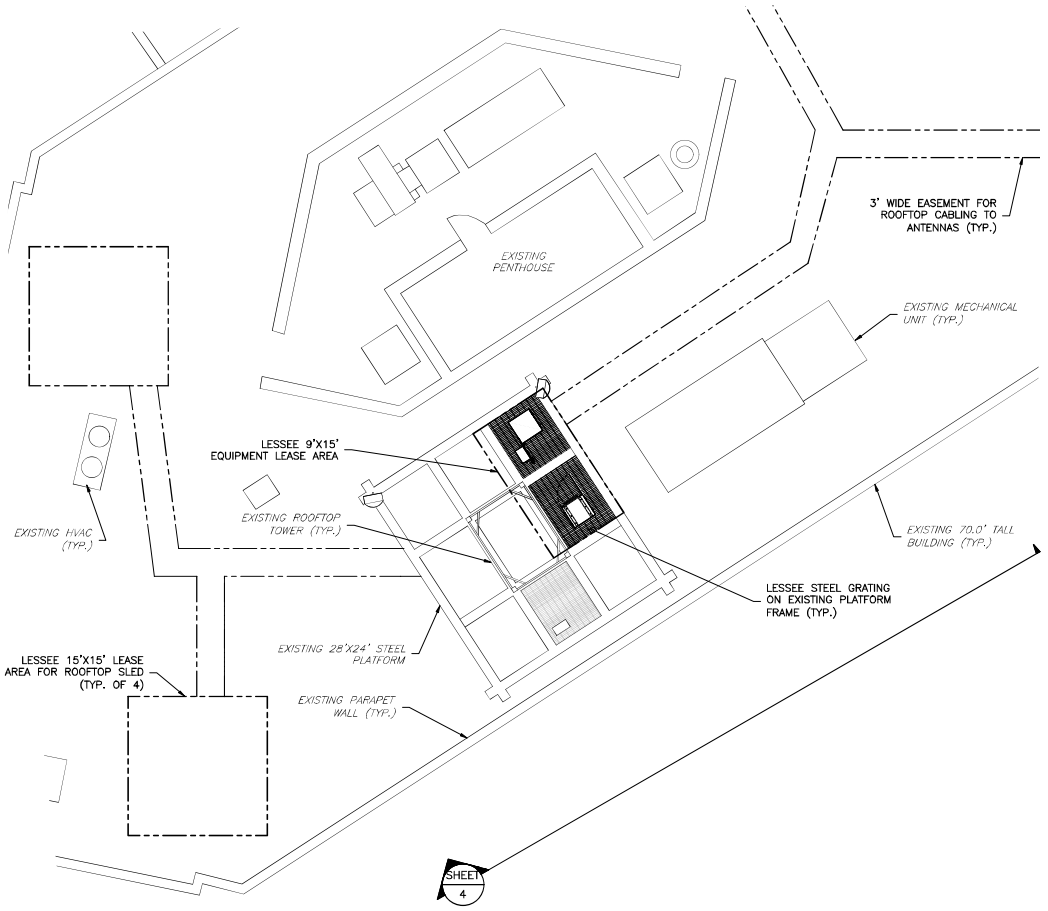
NB+C ENGINEERING SERVICES, LLC.
120 EASTSHORE DRIVE, SUITE 300
GLEN ALLEN, VA 23059

DOWNTOWN HARRISONBURG 2
101 N MAIN ST
HARRISONBURG, VA 22801
CITY OF HARRISONBURG

SUBMITTALS		
REV	DATE	BY
0	06/25/25	PP

SITE INFORMATION
VISIT BY: JD
DATE: 04/11/25

SHEET 2



LEASE PLAN

NB+C TOTALLY COMMITTED.

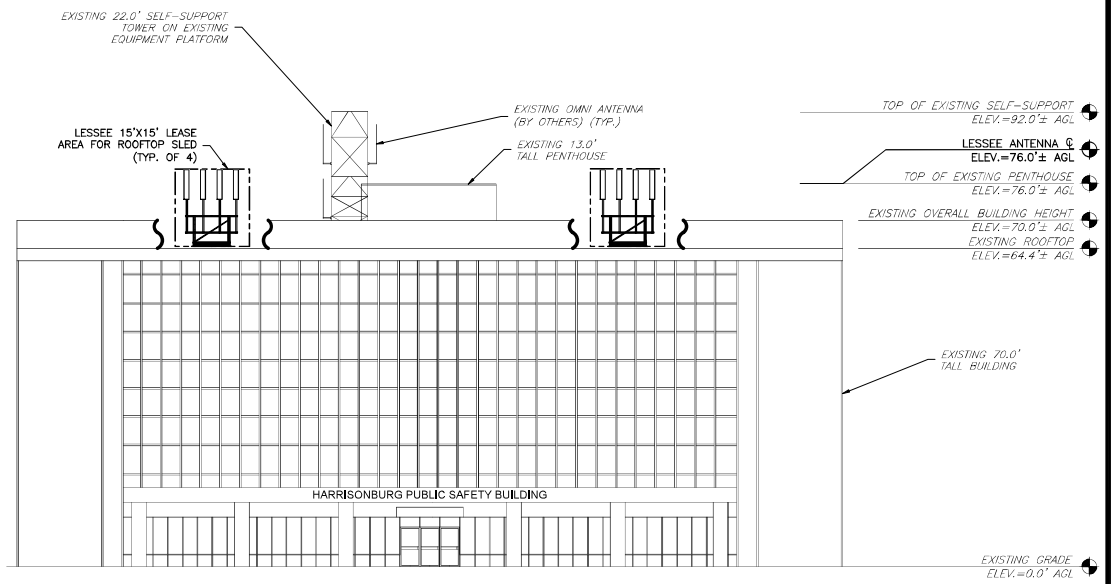
NB+C ENGINEERING SERVICES, LLC.
120 EASTSHORE DRIVE, SUITE 300
GLEN ALLEN, VA 23059

DOWNTOWN HARRISONBURG 2
101 N MAIN ST
HARRISONBURG, VA 22801
CITY OF HARRISONBURG

SUBMITTALS		
REV	DATE	BY
0	06/25/25	PP

SITE INFORMATION
VISIT BY: JD
DATE: 04/11/25

SHEET 3



ELEVATION

NB+C™ TOTALLY COMMITTED.

NB+C ENGINEERING SERVICES, LLC.
120 EASTSHORE DRIVE, SUITE 300
GLEN ALLEN, VA 23059

DOWNTOWN HARRISONBURG 2
101 N MAIN ST
HARRISONBURG, VA 22801
CITY OF HARRISONBURG

SUBMITTALS		
REV	DATE	BY
0	06/25/25	PP

SITE INFORMATION
VISIT BY: JD
DATE: 04/11/25

SHEET 4

NOTICE OF PUBLIC HEARING ON LEASE OF REAL ESTATE
OWNED BY THE CITY OF HARRISONBURG
AT 101 NORTH MAIN STREET, HARRISONBURG, VA

The Harrisonburg City Council will hold a public hearing on August 11, 2026, at 7:00 P.M. in the City Council Chambers located at 409 South Main Street, Harrisonburg, Virginia, concerning the lease of real estate, namely two rooftop areas, one of 15’ by 15’ and one of 9’ by 15’ as per a Building and Rooftop Lease Agreement with Cellco Partnership d/b/a/ Verizon Wireless, for the purpose of installing and operating communications equipment.

Copies of the Agreement are available in the City Manager's Office, 409 South Main Street, Harrisonburg, Virginia, Monday through Friday, 8:00 A.M. to 5:00 P. M. Please call (540) 432-7701 to obtain a copy via email or by appointment.

The agenda will be posted at https://harrisonburg-va.legistar.com/Calendar.aspx.

Interested parties will be able to attend the meeting and to watch the meeting on Public Education Government Channel 1072 or on the City's website at www.harrisonburg-va.legistar.com/Calendar.aspx.

Any person requiring auxiliary aids, including signers, in connection with this public hearing shall notify the City Manager at least five (5) days prior to the time of the hearing.

CITY OF HARRISONBURG

Run on:

Monday August 3, 2026

Legislation Text

File #: ORD 26-011, **Version:** 1

Subject:
Consider a request to amend the City Code Title 11 Building Code Regulations Section 11-1-10 Appeals of the decisions of the building official, et al.
Presented By: Adam Fletcher, Department of Community Development
Consider amending Section 11-1-10 Appeals of the decisions of the building official, et al. by requiring completion of an application, accompanied by a $300 application fee, when appealing the decision of the building official to the local board of building code appeals.

At the June 9, 2026, City Council meeting, Council requested some amendments to the application to reduce the application fee and refund of the application fee. The revised ordinance amendment is attached to the agenda item reflecting those requested amendments.

CITY OF HARRISONBURG

June 9, 2026 City Council Meeting

Title
Consider a request to amend the City Code Title 11 Building Code Regulations Section 11-1-10 Appeals of the decisions of the building official, et al. — Adam Fletcher, Community Development

Summary
Consider amending Section 11-1-10 Appeals of the decisions of the building official, et al. by requiring completion of an application, accompanied by a $300 application fee, when appealing the decision of the building official to the local board of building code appeals (LBBCA).

Recommendation
Option 1. Approve the amendments to the City Code.

Context & Analysis
Section 11-1-10 is the section of the City Code that specifies the process to appeal the decision of the building official. Appeals of decisions of the building official are rare. Per staff records, there have been only five cases in the last 27 years with one occurring in each of the following years: 1999, 2003, 2005, 2007, and 2018.

For some time, staff have believed it would be appropriate to make minor modifications to Section 11-1-10 so that it is clear for those interested in appealing a decision of the building official to the LBBCA that they must submit an application to make the request and to submit a suitable application fee. Recently, Building Inspections staff, current Appeals Board members, and the Deputy City Attorney received training from the Department of Housing and Community Development regarding, among other topics, local boards of building codes appeals. This training reinforced staff's desire to make these minor modifications.

Staff would like to modify Section 11-1-10 as shown below to establish the criteria for submitting an appeal:

a. *Appeal process.* Appeals of decisions of the building official, building maintenance official, fire official, or technical assistants (building or fire code inspectors) shall be as outlined in Section 119 of the USBC, or Section 112~~.0~~ of the SFPC.
b. *Application*. The appeal must be submitted on the form provided by the Department of Community Development, filled out in its entirety.
c. *Fee for appeal*. Requests to appeal a decision of the building official shall be accompanied with a payment of three hundred dollars ($300.00).

Unlike other processes for which individuals might appeal staff interpretations or request deviations from the City Code and land use regulations (i.e., an appeal of the Zoning Administrator or requesting variances to the Zoning or Subdivision Ordinance), there is currently no fee for requesting an appeal of a decision of the building official. As noted above, staff believes it is appropriate to charge an application fee. The table below provides a listing of several localities and how much they charge for an appeal to their LBBCA.

Locality/Jurisdiction	Fee Charged
Albemarle County	$350.00
City of Charlottesville	$250.00
City of Fredericksburg	$325.00
Prince William County	$0.00
Rockingham County	$250.00
City of Staunton	$0.00
City of Williamsburg	$35.00
City of Winchester	$115.00

The proposed $300.00 application fee is the same amount that the City charges to appeal a decision of the Zoning Administrator.

As part of this process, staff will finalize standard forms that will be made available to the public.

Options

1. Approve amendments to the City Code.
2. Deny amendments to the City Code.

Attachments

- Current Ordinance Reflecting Recommended Amendments.

ORDINANCE AMENDING AND RE-ENACTING TITLE 11 – BUILDING CODE REGULATIONS, CHAPTER 1. – GENERAL BUILDING AND ADMINISTRATIVE PROVISIONS, SECTION 11-1-10, APPEALS OF THE DECISIONS OF THE BUILDING OFFICIAL, ET AL, THE CODE OF ORDINANCES CITY OF HARRISONVBURG, VIRGINIA

Be it ordained by the Council of the City of Harrisonburg, Virginia:

Section 11-1-10. Appeals of the decisions of the building official, et al.
Amend and add subsections (a) and (b) as shown:

a. *Appeal process.* Appeals of decisions of the building official, building maintenance official, fire official, or technical assistants (building or fire code inspectors) shall be as outlined in Section 119 of the USBC, or Section 112~~.0~~ of the SFPC.
b. *Application*. The appeal must be submitted on the form provided by the Department of Community Development, filled out in its entirety.
c. *Fee for appeal*. Requests to appeal a decision of the building official shall be accompanied with a payment of three hundred dollars ($300.00).

The remainder of the Section is reaffirmed and reenacted in its entirety, except as hereby modified.

This ordinance shall be effective from the _____ day of _____, 202__. Adopted and approved this _____ day of _____, 202__.

_____
MAYOR

ATTESTE:

_____
CITY CLERK

NOTICE OF PUBLIC HEARING

The Harrisonburg City Council will hold public hearings in the City Council Chambers, 409 South Main Street, Harrisonburg, VA on Tuesday, June 9, 2026, at 7:00 p.m., to consider the following:

City Code Amendment – Title 11 Building Code Regulations Section 11-1-10 Appeals of the decisions of the building official, et al.

Consider amending Section 11-1-10 Appeals of the decisions of the building official, et al. by requiring completion of an application, accompanied by a $300 application fee, when appealing the decision of the building official to the local board of building code appeals.

Applications and other information are available for review by contacting the Department of Community Development, 409 South Main Street, Monday through Friday, 8:00 a.m. to 5:00 p.m. Please call (540) 432-7700 to obtain a copy by email or by appointment. More information is available at www.harrisonburgva.gov/public-hearings. Interested parties will be able to attend the meeting and to watch the meeting on Public Education Government Channel 1072, and the City's website at www.harrisonburg-va.legistar.com/Calendar.aspx.

Publication dates:
Wednesday, May 27, 2026
Monday, June 1, 2026

Building Code Regulations Amendment Section 11-1-10

Consider amending Section 11-1-10 Appeals of the decisions of the building official, et al. by requiring completion of an application, accompanied by a $300 application fee, when appealing the decision of the building official to the local board of building code appeals (LBBCA).

Section 11-1-10. Appeals of the decisions of the building official, et al.
Amend and add subsections (a) and (b) as shown:

a. *Appeal process.* Appeals of decisions of the building official, building maintenance official, fire official, or technical assistants (building or fire code inspectors) shall be as outlined in Section 119 of the USBC, or Section 112.~~0~~ of the SFPC.

b. *Application.* The appeal must be submitted on the form provided by the Department of Community Development, filled out in its entirety.

c. *Fee for appeal.* Requests to appeal a decision of the building official shall be accompanied with a payment of three hundred dollars ($300.00).

Locality/Jurisdiction	Fee Charged
Albemarle County	$350.00
City of Charlottesville	$250.00
City of Fredericksburg	$325.00
Prince William County	$0.00
Rockingham County	$250.00
City of Staunton	$0.00
City of Williamsburg	$35.00
City of Winchester	$115.00

Recommendation

Staff recommends approval of the Building Code Regulations amendments to Section 11-1-10.

ORDINANCE AMENDING AND RE-ENACTING TITLE 11 – BUILDING CODE REGULATIONS, CHAPTER 1. – GENERAL BUILDING AND ADMINISTRATIVE PROVISIONS, SECTION 11-1-10, APPEALS OF THE DECISIONS OF THE BUILDING OFFICIAL, ET AL, THE CODE OF ORDINANCES CITY OF HARRISONVBURG, VIRGINIA

Be it ordained by the Council of the City of Harrisonburg, Virginia:

Section 11-1-10. Appeals of the decisions of the building official, et al.
Amend and add subsections (a) and (b) as shown:

a. *Appeal process.* Appeals of decisions of the building official, building maintenance official, fire official, or technical assistants (building or fire code inspectors) shall be as outlined in Section 119 of the USBC, or Section 112~~.0~~ of the SFPC.
b. *Application*. The appeal must be submitted on the form provided by the Department of Community Development, filled out in its entirety.
c. *Fee for appeal*. An appeal of a decision of the building official shall be accompanied with a payment of one hundred and fifty dollars ($150.00). In the event the appellant substantially prevails at the final disposition of the appeal, including any appeal to the State Building Code Technical Review Board and any judicial appeals, the application fee will be refunded to the applicant.

The remainder of the Section is reaffirmed and reenacted in its entirety, except as hereby modified.

This ordinance shall be effective from the _____ day of _____, 202__. Adopted and approved this _____ day of _____, 202__.

_____
MAYOR

ATTESTE:

_____
CITY CLERK

Legislation Text

File #: ID 26-285, **Version:** 1

Subject:
Consider a supplemental appropriation for the Public Works Department
Presented By: City Staff
This supplemental appropriation request will appropriate $3,149,410.37 for South Main Street repaving and for the Port Republic Road improvement project.

CITY OF HARRISONBURG

August 11, 2026 City Council Meeting

Title

Consider a supplemental appropriation for the Public Works Department — Larry Propst, Department of Finance

Summary

This supplemental appropriation request will appropriate $3,149,410.37 for South Main Street repaving and for the Port Republic Road improvement project.

Recommendation

Option 1. Approve the supplemental appropriation.

Fiscal Impact

This supplemental appropriation will increase the General and General Capital Project Funds budgets by $1,422,427 and $1,726,983.37, respectively.

Context & Analysis

Funding will be provided from the following sources.

- $1,422,427 from VDOT State of Good Repair (SGR) funds to repave South Main Street from Martin Luther King, Jr. Way to Fairview Avenue.
- $381,296.37 from a private developer proffer agreement for the Port Republic Road improvement project.
- $1,345,687 from additional VDOT Smart Scale Funds for the Port Republic Road improvement project.

Options

1. Approve the supplemental appropriation request
2. Do not approve the supplemental appropriation request

Attachments

1. Supplemental Appropriation

CITY OF HARRISONBURG, VIRGINIA
REQUEST FOR: SUPPLEMENTAL APPROPRIATION
For Fiscal Year Ended June 30, 2027

Revenues:

FUND	CODE	ACCOUNT DESCRIPTION	AMOUNT
1000	32558	VDOT SGR FUNDS	1,422,427.00
1310	31914	RECOVERED COSTS	381,296.37
1310	33572	VDOT SMART SCALE FUNDS	1,345,687.00
		TOTAL	*1,726,983.37*
		GRAND TOTAL	**3,149,410.37**

Expenditures:

FUND	CODE	ACCOUNT DESCRIPTION	AMOUNT
1000	410341-43374	MAINT & REP.-ALLOWABLE	1,422,427.00
1310	910141-48617	PORT REPUBLIC RD ST IMP	1,726,983.37
		GRAND TOTAL	**3,149,410.37**

Reason: To appropriate VDOT funding.

Funds Available: *Approved Through Legistar*
Director of Finance — Date

Recommended & Approved: *Approved Through Legistar*
City Manager — Date

City Council Approval: **(1st reading)**

City Council Approval: **(2nd reading)**

FINANCE DEPARTMENT'S POSTING
NAME DATE — JV #

Legislation Text

File #: ID 26-277, **Version:** 1

Subject:
Parks and Recreation Commission (PRAC)
Presented By: Pamela Ulmer, City Clerk
The City Clerk has been advised that one member resigned in 2025 leaving an unexpired term vacancy to expire on December 31, 2027. All applications received to serve on this board are attached.

Application Form

Profile

Prefix	First Name	Middle Initial	Last Name	Suffix
	Jeff	R	Williams	

setsail95@gmail.com
Email Address

1780 Heritage Estates Circle
Home Address

Suite or Apt

Harrisonburg
City

VA
State

22801
Postal Code

How many years have you been a resident of Harrisonburg?

6 weeks

Home: (717) 884-4041
Primary Phone

Alternate Phone

Retired
Employer

Very retired as a parks and recreation advocate
Job Title

Demographics - *(Submission of this information if voluntary and will not subject you to any adverse treatment should you chose to not complete)*

Ethnicity

☑ Caucasian/Non-Hispanic

Gender

☑ Male

What is your age?

☑ 50+ years old

Are you reapplying for a current position you hold? *

☑ No

Which Boards would you like to apply for?

Parks and Recreation Advisory Commission (PRAC): On Agenda

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I am a retired park and recreation professional. I have served eleven years as Chair of the park and rec Board where I lived in PA and want to continue my engagement with staff, citizens and services to better my community. My wife is also a retired park and rec professional and a Past President of the PA park and recreation Society. She is a hometown girl and grew up here familiar with all the parks and pool. So she is touring me around our new home. I would like to bring positive outside views using park systems in other states as a resource to add to the discussions. I am familiar with large agency and the smaller ones you see in PA.

What other interests or concerns do you have regarding the community?

The top two points in my career are customer service and diversity. I have always worked in communities with widely varied socioeconomic and ethnic neighborhoods. I think the public engagement and open dialog needs to continue as I have seen already here. While I am new, I have park history through my wife and already have some ideas to share at the appropriate time. I am very interested to see what the new Comp Plan will show.

What relevant experience or education do you have to this board or commission?

My 40 year professional career has been wonderful. I have literally been able to do everything associated with parks and recreation. Park planning, programs for pre-school to seniors, and small community festivals up to large events. But maybe the biggest experience right now is the empathy I would offer coming from my eleven years as Chair of the upper Allen Park and Recreation Advisory Board. Our incredible board supported the great staff as they elevated the park system from very good to excellent. This is hard. A major emphasis was to expand the accessibility AND inclusivity of the programs and facilities. It makes no sense to have a ramp access to a piece of playground equipment that leads to a platform with nothing else to do when in a wheelchair other than to watch your friends play.. During my career, I have enjoyed work at the national level and belonged to two state professional organizations. this provides me with a large group of folks who are resources for ides, process, equip,emt, design, etc.

Please list any past or present community involvement e.g. City Council, Boards and Commissions, Citizen Academy, etc. in Harrisonburg or elsewhere:

11 years Chair of the Upper Allen Twp Park and Recreation Advisory Board. Other advisory boards including Frostburg State University Recreation Department and as a Commissioner for the Frederick County, MD Recreation and Parks Department. Staff to Teen Councils in Howard County, MD and Montgomery County, MD.

Jeff_Williams_-_Resume_2019.docx

Upload a Resume

EPSAC Applicants only

Bike/Pedestrian Subcommittee Applicants only

JEFFREY R. WILLIAMS,

1780 Heritage Estates Circle
Harrisonburg, VA 22801

717.884.4041 (c) setsail95@gmail.com

EDUCATION:
B.S. Park and Recreation Administration, University of Maryland at College Park, 1979

ADDITIONAL EDUCATION AND TRAINING:

- NRPA Revenue Resources Management School at Oglebay Park, West Virginia, 1989-90

PROFESSIONAL CERTIFICATIONS:

- Certified Park and Recreation Professional (CPRP) - National Recreation & Parks Association (NRPA), 1991 to 2014
- Certified Playground Safety Inspector (CPSI) – NRPA, 2009 to 2016

PROFESSIONAL EXPERIENCE:

Chairman, Upper Allen Township Park and Recreation Board, Mechanicsburg, PA

- 2012 to 2026 – appointed volunteer position

Quality Assurance Officer, Dasher, Inc., Harrisburg, PA

- November, 2013 to January, 2017 (p/t benefitted)

Director of Parks and Recreation, Silver Spring Township, Mechanicsburg, PA

- July 2008 to October 2013
- Managed all aspects of park development, maintenance, and program development

Interim Executive Director, Red Land Senior Center, Etters, PA

- June 2007 to July 2008
- Managed all aspects of a senior citizen center serving residents from area Townships and Boroughs.

Manager, Community Services Division, Howard County Department of Recreation and Parks, Columbia, MD

- August 1999 to May 2007
- Managed a division of 27 career professionals, 100 contractual employees, and numerous seasonal staff.
- Managed career staff to provide county-wide program areas included Adult Trips, and Classes; Youth and Teen Programs; Early Childhood Programs; Therapeutic Recreation and Inclusion Services; 55+ Programs and Trips; Special Events and Festivals; Community Centers; Aquatics; and Volunteer Coordination.
- Involved in the planning, staffing and operations for a new 55,000 square foot Community Center
- Trained Department staff and supervisors on the County performance review system.
- One of 14 county agencies accredited by the National Recreation and Parks Association's Commission on the Accreditation of Park and Recreation Agencies (CAPRA) in 2003 and 2007

Senior Recreation Specialist / Montgomery County Department of Recreation, Rockville, MD

- April 1988 to August 1999

- Member of the Camp/Playground Team and the Teen Team

Community Recreation Director, City of Rockville Department of Recreation and Parks, Rockville, MD
- March 1977 to April 1988
- Managed fee-paid and free programs for youth and families for the southern half of the city.

Recreation Leader I, City of Rockville Department of Recreation and Parks, Rockville, MD
- March 1975 to March 1977
- Professional/benefited position assisting Community Director.

PROFESSIONAL ORGANIZATIONS:
- Maryland Recreation and Parks Association (MRPA), member since 1976
- National Recreation and Park Association (NRPA), 1984-2014
- Pennsylvania Recreation and Park Society (PRPS), member since 1996

AWARDS:
Maryland Recreation and Parks Association (MRPA)
- *Retired Life Award*, 2019
- *Writing, Research, and Audio-Visual Award*, 2005
- *Maryland Governor's Citation, 2002*
- *Outstanding Professional*, Recreation and Leisure Services Branch (RALS), 2000
- *Outstanding Committee Award*, (4 times) 1997, 1998, 2001, 2003
- *Member of the Year*, Recreation and Leisure Services Branch (RALS) 1986, 1994, 1997
- *Chairman's Award,* Recreation and Leisure Services Branch (RALS) 1991, 1995
- *Frank Rubini Scholarship Recipient,* NRPA Revenue Management School, 1990

National Recreation and Park Association (NRPA)
- *Michael B. Berman Special Fellow Citation,* National Recreation and Parks Association Mid-Atlantic Regional Council (MARC), 2002

Pennsylvania Recreation and Park Society (PRPS)
- *Volunteer of the Year Award,* Hershey's Youth Track and Field Games, 2008
- *PRPS President's Award,* 2012
- *"Good Job" annual award, 2026*

Agency/Citizen:
- *NAACP Howard County Youth Council Award,* September 2005
- *Outstanding Service Award,* Germantown Oktoberfest Committee, 1996
- *Outstanding Service to Youth Award,* Montgomery County Northern Area Advisory Board, 1996
- *Outstanding Service Award,* Montgomery County Department of Recreation, September 1992
- *Upper Allen Township Resolution for Park and Recreation Board service - 2026*

PROFESSIONAL ACTIVITIES:
- **Chairman**, National Recreation and Park Association, Mid-Atlantic Regional Council, 2000-01
- **President**, Maryland Recreation and Parks Association, 2006-2007
- **Vice-President**, Maryland Recreation and Parks Association, 2002-2003
- **Delegate**, NRPA National Forum, 2000-2001

- **Delegate**, NRPA Mid-Atlantic Regional Council, 1992-93 and 1997-01;
- **Chairman, Recognition and Awards Committee**, PA Recreation and Park Society, 2009-2010
- **Chairman**, MRPA's Recreation & Leisure Services Branch, 1987-88
- **Adjunct Instructor,** Baltimore County Community College, 2005
- **Recreation Department Advisory Board,** Frostburg State University, 2002-04
- **Member-at-Large,** MRPA RALS Branch, 1983-94
- **Chairman**, Maryland Recreation and Parks Association's Annual Conference, 1987
- **Chairman.** Conference Sponsorships Maryland Recreation and Parks Association, 1991-2007

SPEAKER:

- Professional state park and recreation conferences in New Jersey, Pennsylvania, Delaware, Maryland, and West Virginia. Teen programming, general programming and special events.
- NRPA National Congress and annual NRPA Mid-Atlantic Bob Artz Program Forum on recreation programming, special event sponsorships, effective meetings and teens.

PROFESSIONAL PUBLICATIONS:

- *"I Thought You Only Did Sports"*, NRPA Recreation and Parks Magazine, June 2005.
- *"Feed Them, and They Will Come"*, Pennsylvania Recreation and Park Society, 3rd quarter 2005.
- *"Teen Programming"*

COMMUNITY INVOLVEMENT:

- Board Member, Upper Allen Township Park & Recreation Board, Mechanicsburg, PA, January 2012 to 2026. Chairman
- Commissioner, Frederick County Recreation and Parks Advisory Board, Frederick, MD, April 1998 to June 1992
- Volunteer, Hershey's Track and Field Games, local, district and state meets, 1994-2013
- Red Cross Instructor for Lifesaving and First Aid – 1000 hours

Peer recommendations available on Linkedin.com