

Town of Christiansburg Planning Commission

100 East Main Street
Christiansburg, Virginia 24073-3029
Telephone: (540) 382-6128
Fax: (540) 382-7338
June 11, 2014

Planning Commission

Chairperson
Craig Moore

Vice-Chairperson
Joe Powers

Secretary^{Non-Voting}
Nichole Hair

Other Members
Matthew J. Beasley
Ann H. Carter
Harry Collins
M. H. Dorsett, AICP
David Franusich
Jonathan Hedrick
Steve Huppert
Jennifer D. Sowers

Planning Director

Nichole Hair

Town Manager

Barry D. Helms

Town Attorney

Guynn, Memmer, &
Dillon, P.C.

To all concerned parties:

Notice is hereby given that the Christiansburg Planning Commission will be meeting in the Christiansburg Town Hall located at 100 E. Main Street, Christiansburg, Virginia on **Monday, June 16, 2014 at 7:00 p.m.** for the purpose of allowing the full Commission to review the following:

PLEDGE OF ALLEGIANCE

- 1) Public comments – 5 minute limit per citizen.
- 2) Approval of Planning Commission Minutes for April 28, 2014 meeting.
- 3) Review of the Capital Improvements Plan for the Fiscal Year 2014-2015 by Assistant Town Manager Randy Wingfield.
- 4) Work Session – Neighborhood Plan of the Christiansburg Comprehensive Plan.
- 5) Planning Commissioner Reports.
- 6) Other business.

The next regular Planning Commission meeting date is scheduled for Monday, June 30, 2014 at 7:00 p.m.

For a description of the preceding items or to view the Town's Zoning Map, Zoning Ordinance, and Future Land Use Map contact the Planning Department in the Christiansburg Town Hall, 100 East Main Street, Christiansburg, VA 24073-3029 during normal office hours of 8:00 a.m. - 5:00 p.m. Monday through Friday. Written comments may be sent to the preceding address; please allow adequate mailing time.

Sincerely,



Nichole Hair, Secretary
Christiansburg Planning Commission

NLH: nlh

Christiansburg Planning Commission
Minutes of April 28, 2014

Present: Matthew J. Beasley
Ann Carter
Harry Collins
Jonathan Hedrick
Steve Huppert
Craig Moore, Chairperson (arrived 7:03pm)
Joe Powers, Vice-Chairperson
Jennifer D. Sowers
Nichole Hair, Secretary ^{Non-Voting}

Absent: M.H. Dorsett, AICP
David Franusich

Staff/Visitors: Kali Casper, staff
Cindy Wells Disney, Montgomery County Planning Commission
Brad Taylor, MTS Associates
Willie Price, welding shop owner
4 others

Vice-Chairperson Powers called the meeting to order at 7:02 p.m. in the Christiansburg Town Hall at 100 E. Main Street, Christiansburg, Virginia, following the pledge of allegiance, to discuss the following items:

Public Comment.

Vice-Chairperson Powers opened the floor for public comment. No public comments were made. Vice-Chairperson Powers closed the public comment period.

Approval of meeting minutes for April 14, 2014.

Vice-Chairperson Powers introduced the discussion. Commissioner Hedrick made a motion to approve the Planning Commission meeting minutes. Commissioner Beasley seconded the motion, which passed 8-0.

Planning Commission public hearing on a Conditional Use Permit request by MTS Associates for a welding shop at 610 N. Franklin Street (tax parcel 496 – ((8)) – 51) in the B-3 General Business District.

Chairperson Moore opened the public hearing. Mr. Brad Taylor with MTS Associates, the property owners, described the location of this request. He detailed the uses currently on the property and past uses of this building. Mr. Taylor noted the business owners are present and explained the business includes light welding and fabrication of hand rails by two employees. Mr. Willie Price stated he wants to rent the building to fabricate railings.

Planning Commission public hearing on a Conditional Use Permit request by MTS

Associates for a welding shop at 610 N. Franklin Street (tax parcel 496 – ((8)) – 51) in the B-3 General Business District - (continued).

He explained the company fabricates railings and listed examples of the Police Department; Kroger; Radford University and Virginia Tech. He added the work is mostly small jobs that two people can lift. He noted that they do a lot of work for residential houses for railings and front gate entrances. Mr. Price added his company does not work on vehicles or lawnmowers. He noted most of the work is installation and the loudest machine they use is a grinder and it is only used when mistakes are made. Mr. Gil Yearwood of 110 East Main stated his office shares a wall with this business and believes this is an appropriate use and if there are any noise issues, he would be the most affected. With no further speakers, Chairperson Moore closed the public hearing.

Chairperson Moore opened the floor for Planning Commission discussion. Commissioner Collins asked about a Conditional Use Permit for this property last year. Ms. Hair responded yes for an upholstery shop that has since moved. Commissioner Huppert asked for clarification that upholstery work would not be done. Ms. Hair responded the upholstery business has moved. Chairperson Moore asked if the upholstery shop had any complaints. Ms. Hair responded no. Commissioner Collins asked if the CUP left with the business. Ms. Hair responded that the CUP is for a specific use.

Commissioner Collins asked about the steel railings. Mr. Price responded that they have done work for a lot of local contractors. Commissioner Carter asked about how much material would be stored on site. Mr. Price noted they order supplies by the job and do not plan to store materials. Commissioner Beasley asked about any sky jacks or forklifts. Mr. Price responded the company does not have any, only the trucks they drive to work; he noted the customer rents the sky jacks when needed. Commissioner Beasley asked about welding outside. Mr. Price responded no and they use MIG welding which creates less sparks. Commissioner Powers asked about the frequency of supply deliveries. Mr. Price responded once to twice a month depending on the job. Commissioner Powers asked if this is a change of use group that would trigger inspections by fire marshal and building official. Ms. Hair responded yes. Chairperson Moore asked about the amount of fabrication at this location. Mr. Price responded that about 60-70% of the fabrication will occur at this site and the remainder in the field on job sites. Chairperson Moore asked about using acetylene and oxygen. Mr. Price noted the company has one small tank of each for field use but generally uses plasma arc as it is cleaner.

Chairperson Moore reviewed the drafted conditions.

1. The property is to be maintained in a clean, sanitary, and sightly manner.
2. Metal fabrication and mechanical work are to be done inside the building and not outside.
3. There are to be no loud offensive noises so as to constitute a nuisance to the residential properties in the vicinity.
4. There are to be no discernible noises to residential properties in the nearby vicinity between 7:00 p.m. and 7:00 a.m.

Planning Commission public hearing on a Conditional Use Permit request by MTS
Associates for a welding shop at 610 N. Franklin Street (tax parcel 496 – ((8)) – 51) in
the B-3 General Business District - (continued).

5. This permit shall be revocable for violations of Chapter 4 "Advertising" of the Christiansburg Town Code occurring on the property.
6. A double row of screening-type trees a minimum of six feet in height staggered on eight-foot centers are to be planted obscuring any outside material storage from the neighboring Residential Districts within six months of the CUP approval date.
7. This permit shall not be effective until a site plan prepared showing compliance with the required greenspace and landscaping, paved parking areas, underground utilities, driveway entrance, drainage areas, etc. is approved by the Town.

Ms. Hair responded that #6 may not need to apply as these drafted conditions were taken from previous Conditional Use Permits for welding shops. Commissioner Powers noted there will be no outside storage. Chairperson Moore asked the applicant if there will ever be storage outside on the site. Mr. Price responded no. Chairperson Moore indicated that #6 will be stricken. Commissioner Carter asked about regulation of signage. Ms. Hair responded that #5 addresses signage. Mr. Taylor asked for clarification of #5.

Ms. Hair responded that signage must meet code regulations and permitting and that a continued violation could lead to revocation of the permit. Chairperson Moore asked about #7. Ms. Hair noted that paved parking area would be required including ADA space on the property. Commissioner Powers asked about the number of spaces required. Ms. Hair responded that 1 space per 2 employees is required. Mr. Taylor noted that the area up on the hill is gravel. Ms. Hair responded that the ADA space is not necessary as there is one on site. Commissioner Hedrick made a motion to recommend approval with conditions #1, 2, 3, 4, 5, and 7. Commissioner Collins seconded the motion which passed 8-0.

Planning Commissioner Reports.

Ms. Hair explained this item will allow for updates of committee activities. Commissioner Huppert explained Town Council has been using this process. Commissioner Hedrick noted there are no updates for the Historic Districts Committee at this time. Commissioner Collins noted the Comprehensive Plan Committee is looking for additional members and working on neighborhood plans. Commissioner Sowers noted the Development Committee has no updates at this time. Commissioner Powers added that the Comprehensive Plan Committee is working on public outreach including Depot Days and other methods of outreach including utility bill blurbs. Ms. Casper added that the next utility bill will include information. Commissioner Sowers asked about using facebook for public outreach. Ms. Casper responded that facebook and twitter will be used when we have specific dates for meetings. Commissioner Beasley added he is also on the Development Committee and no updates to report. Commissioner Carter asked for anything commissioners want to bring to the Development Committee.

Planning Commissioner Reports – (continued).

Commissioner Huppert noted that the budget will likely be agreed upon soon. He added that there is a push for a balanced budget. Commissioner Huppert stated 10 capital grants were applied for and that all were approved. He added most are a 50/50 match for the Town. Commissioner Carter asked about the projects. Ms. Hair responded most of the projects are for infrastructure and the Town could pay \$1.28 million to leverage almost \$4 million. Commissioner Collins asked if sidewalks would be incorporated. Ms. Hair responded the CDBG funds will be used for sidewalks along with a drainage project. Commissioner Powers responded drainage is a big issue now with increasing competition for grants.

Commissioner Huppert added the Huckleberry bridge was planned to be installed. Ms. Hair responded the arches were set on Sunday morning. Commissioner Hedrick noted that it is coming together and starting to look very nice. Commissioner Huppert responded it is not ready for use yet. Ms. Hair noted the bridge will be opening this fall. Commissioner Hedrick noted that there was a large police presence with the road closure and it was effective. Commissioner Powers noted this closure shows the need for alternate connections.

Chairperson Moore asked about weddings at bed and breakfasts from the Development Subcommittee. Ms. Hair responded that some localities do not allow bed and breakfasts in residential districts at all. She advised the owners that they can apply for a code amendment on their own if they wish to pursue it, as the Development Subcommittee will not be moving forward with it at this time. Chairperson Moore explained there was a request for using a bed and breakfast for weddings and similar events. Ms. Hair responded this property is in a residential neighborhood and has some issues with parking. Commissioner Powers responded that the owners could bring back additional ideas.

Other business.

Ms. Hair reminded Planning Commission of the PDC training on May 28th on aging in place at 6pm. She requested that Planning Commission RSVP for this event no later than May 19th.

There being no more business Chairperson Moore adjourned the meeting at 7:37 p.m.

Craig Moore, Chairperson

Nichole Hair, Secretary Non-Voting

TOWN OF CHRISTIANSBURG
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015

CAPITAL OUTLAY
EQUIPMENT/CONSTRUCTION/CONTRACTUAL

DEPARTMENT	DESCRIPTION	AMOUNT	2014 Bond amount rollover	Grant Funded
1225 Finance	Treasurers office renovation	25,000	25,000	Rollover 25000
INFORMATION TECHNOLOGY	Fiber Master Plan	-		
	Server Replacement	20,000		
	Call Accounting	-		
	Software to Manage Mobile Devices	12,000		
	IT Management Software	20,000		
	CJIS Security project	31,000	Rollover 31000	
	Logging Software	8,000	Rollover 8000	
	Clear Pass Manage Network Access	-		
	SAN redundant SAN for remote data storage	53,000		
	Firewall Replacement and Redundant	36,000	Rollover 18000	
	Switch Upgrades	18,000		
	Consolidated camera system	10,000		
TOTAL INFORMATION TECHNOLOGY			208,000	
3101 POLICE	3rd Floor Construction rollover 250000	533,000	Bond Rollover 300000	
	Door Security System	21,000		
	Patrol Vehicles (3)	132,000		
	Detective Vehicles (1)	24,500		
	Speed Boxes (2)	10,000		
	Forensic Device	9,000		
	Pole Camera Vice	7,800		
TOTAL POLICE			737,300	
3202 FIRE DEPT	Driveway (Rear)	-		
	Replace Kitchen Exhaust	-		
	SUV Responder	40,000		
TOTAL FIRE DEPT			40,000	
3203 RESCUE	Ambulance, Box, 4WD 1/2 GF	100,000		
	Security System	-		
	Fire Detection System	30,000	rollover	
	Truck bed and box	32,100	rollover	
TOTAL RESCUE			162,100	
3401 BUILDING INSPECTIONS	SUV 4X4 small	20,000		
TOTAL BUILDING INSPECTIONS			20,000	

TOWN OF CHRISTIANSBURG
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015

CAPITAL OUTLAY
EQUIPMENT/CONSTRUCTION/CONTRACTUAL

DEPARTMENT	DESCRIPTION	AMOUNT	2014 Bond amount rollover	Grant Funded
4102 STREET MAINT.				
1.5 Ton Utility Truck		-		
S.Axle Dump Truck		-		
Knuckleboom Truck		-		
3-Ton Asphalt Roller		-		
Flatbed Trailer (Roller)		-		
1.5 Ton Utility Truck		<u>70,000</u>	rollover 70000	
TOTAL STREET MAINT.			<u>70,000</u>	
4103 STORM DRAIN				
Lomoor Channel Improvements		32,000	Rollover 32000	
1.5 Ton Utility Truck		-		
T.Axle Dump Truck		-		
TOTAL STORM DRAIN			<u>32,000</u>	
4105 STREET SNOW REMOVAL	Pre-Wetting System Equipment Cleaning System	- -		
TOTAL STREET SNOW REMOVAL				<u>-</u>
4110 STREET CAPITAL OUTLAY				
Blacksburg Transit new bus		30,000		
Engineering to improve walkway bikeway system		-		
TOTAL STREET CAPITAL OUTLAY			<u>30,000</u>	
SOLID WASTE				
4203 COLLECTIONS	Recycling Receptacles Garbage Carts Toters Commercial Dumpsters	40,000 15,000 25,000		
TOTAL SOLID WASTE COLLECTIONS			<u>80,000</u>	
4301 BUILDING AND GROUNDS	Pump Maint. Bldg Renovation LED- Lighting / 200 Amp Electrical Upgrade Network Connection Bldg Maint Shop Public Works Complex Design Salt Dome Level Sensor System 1-Ton Utility Truck	- 1,500 - - - 60,000		
TOTAL BUILDING AND GROUNDS			<u>61,500</u>	rollover

TOWN OF CHRISTIANSBURG
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015

CAPITAL OUTLAY
EQUIPMENT/CONSTRUCTION/CONTRACTUAL

DEPARTMENT	DESCRIPTION	AMOUNT	2014 Bond amount rollover	Grant Funded
4306 MUNICIPAL SHOP	1.5 Ton Service Truck	-		
	TOTAL MUNICIPAL SHOP			
7101-7104 PARKS AND RECREATION	Design/Conceptual Drawing Wilson Property	50,000		
	Athletic Field Improvements	30,000		
	Trail/Bikeway/Walkway Development	25,000		
	Build Picnic Shelters (Parks)	-		
	Sand Pro Toro Field Grader	-		
	Fitness/Weight Equipment	15,000		
	Playground Equipment College St & swings throughout parks	25,000		
	TOTAL PARKS AND RECREATION		145,000	
7201 AQUATICS	LED SIGN	-		
	HVAC	30,000		
	TOUCH PADS	-		
	KEYSCAN	6,000		
	SLIDE	14,000		
	PRINTERS/COPIER	8,000		
	SECURITY CAMERAS	10,000		
	VACUUM	13,000		
	TOTAL AQUATICS		81,000	
8204 ENGINEERING	SUV	-		
	TOTAL PLANNING AND ENGINEERING			
	TOTAL GENERAL FUNDS			1,691,900

TOWN OF CHRISTIANSBURG
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015

CAPITAL OUTLAY
EQUIPMENT/CONSTRUCTION/CONTRACTUAL

CAPITAL PROJECT FUNDS	DEPARTMENT Governmental	DESCRIPTION	AMOUNT	2014 Bond amount rollover		Grant Funded				
Streets										
40-4360		VDOT Revenue Sharing Park Street	294,000			147,000				
40-4150		VDOT Revenue Sharing Paving	800,000			400,000				
15-6255		T 21 Downtown Project	965,935			772,748				
Stormwater										
40-4350		VDOT Brown, Church and Lucas Storm Drain improvements	940,000	Bond rollover	470000	470,000				
40-4355		VDOT Revenue Sharing Ellett Stormwater	25,000			12,500				
40-4365		VDOT Revenue Sharing Hans Meadow stormwater	43,000	31000 rollover		21,500				
40-4375		DEQ SLAF Blue Leaf Stream Restoration Diamond phase 2	165,000	21000 rollover		82,500				
40-4370		DEQ SLAF Independence Blvd Culvert Diamond phase 1	317,500	Bond rollover	487500	158,750				
40-4380		DEQ SLAF Depot park	392,000			196,000				
40-4485		DEQ SLAF Industrial Park	-							
Trail Projects										
40-4250		Revenue sharing Trails HBT Phase 3 decelleration lane	<u>238,000</u>	<u>4,180,435</u>		119,000				
TOTAL CAPITAL PROJECTS GOVERNMENTAL FUNDS										
Grant funded \$2,379,998 Town funds \$1,686,437 other \$114,000										
ADDITIONAL RESERVES to Assigned fund balance										
Cemetery Reserve Columbarium			25,000							
Recreational development reserve			200,000							
Fire Truck Reserve			25,000							
Aquatic Reserve			50,000							
Software Reserve			25,000							
Streets Reserve			50,000							
Public works complex			25,000							
			<u>400,000</u>							

**TOWN OF CHRISTIANSBURG
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

**CAPITAL OUTLAY
EQUIPMENT/CONSTRUCTION/CONTRACTUAL**

DEPARTMENT PERMANENT FUND	DESCRIPTION	AMOUNT	2014 Bond amount rollover	Grant Funded
1025 CEMETERY	Columbarium	25,000		
	Storage Shed	23,000		
	Surveying	25,000		
	Dumpster Pad	4,000		
	4 Wheel Drive Dump	50,000		
TOTAL PERMANENT FUND		127,000		
SPECIAL REVENUE FUND				
RESTRICTED FUNDS AND GRANTS TO BE USED FOR CAPITAL ACQUISITIONS				
5990 KNOWLES ESTATE	TRAILS AND BRIDGES	137,500		
MONTGOMERY COUNTY T21				
5991 GRANT	HUCKLEBERRY TRAIL	435,000		348,000
5989 VDOT Revenue sharing	HUCKLEBERRY TRAIL	-		
COMMUNITY DEVELOPMENT				
6405 BLOCK GRANT	SIDEWALKS	100,000		100,000
5945 EMS BILLING	Carport / Storage	12,000		
5945 EMS BILLING	Security System Addition	15,000		
5945 EMS BILLING	Medic 5	200,000		
5945 EMS BILLING	SUV	30,000		
5945 EMS BILLING	Response 2	30,000		
5945 EMS BILLING	Training 1	22,089		
5945 EMS BILLING	Inventory System	14,000		
5945 EMS BILLING	Station Info System	5,000		
5945 EMS BILLING	Electronic Ext Sign	6,000		
5945 EMS BILLING	Simbulance	25,000		
5945 EMS BILLING	A/V system	6,000		
5945 EMS BILLING	Extrication Gear	100,000		
5945 EMS BILLING	Protective vests	6,000		
5945 EMS BILLING	Medic 3 1/2 cost	100,000		
TOTAL SPECIAL REVENUE FUND		1,243,589		
ENTERPRISE FUNDS				
4401 WATER OPERATIONS	4" Water Meter Upgrade	11,000		
	Utility Bed Upgrade Fire Hydrant Maintenance	16,000		
	Valve/Hydrant Maintenance System	54,000		
	Backhoe	-		
	Emergency Lighting	12,000		
	3/4 Ton Utility Truck	60,000		
TOTAL WATER OPERATIONS		153,000		

TOWN OF CHRISTIANSBURG
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015

CAPITAL OUTLAY
EQUIPMENT/CONSTRUCTION/CONTRACTUAL

DEPARTMENT	DESCRIPTION	AMOUNT	2014 Bond amount rollover	Grant Funded
WATER CAPITAL PROJECTS				
20-4450	Effective Storage Phase 3 Lubna	160,000	Bond Rollover 160000	
20-4455	Roanoke Street Main to Depot	132,000	Bond Rollover 132000	
20-4460	Water Meter AMI Project	3,000,000	Bond rollover 1250000	
20-4465	Concrete Tank PRV Install	75,000	Rollover 75000	
20-4470	Cambria Tank and System Rehab	60,000	Rollover 60000	
20-4475	Water system upgrade Phase 6	520,000	Bond rollover 520000	
20-4480	Pump Station Upgrades	30,000		
20-4485	West Main Street Waterline Replacement Project	100,000		
20-4490	Railroad Street Tie in Replacement	73,000		bond rollover 73000
20-4495	Hill Tank Anchors	30,000		rollover
	TOTAL WATER CAPITAL PROJECTS	4,180,000		
4501 WASTE WATER				
	Service Truck	-		
	Air Compressor	-		
	Backhoe Rehab	-		
	Vac Truck	-		
	Radio Tower	15,000		
	3/4 ton Truck	65,000		rollover
	TOTAL WASTE WATER OPERATIONS	80,000		
4510 WATER OPERATIONS				
	T.Axle Bed Upgrade	13,500	13,500	
WASTE WATER CAPITAL PROJECTS				
20-4550	College Street Drainage Basin I & I	145,000	Rollover 145000	
20-4555	Crab Creek Trunk Main Modeling and Upgrade	60,000	Rollover 10000	
20-4560	Silver Lake Sewer Interceptor	140,000		
20-4565	Cambria Drainage Basin I&I Capacity and Rehab	50,000		
	TOTAL WASTE WATER CAPITAL PROJECTS	395,000		

TOWN OF CHRISTIANSBURG
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015

CAPITAL OUTLAY
EQUIPMENT/CONSTRUCTION/CONTRACTUAL

DEPARTMENT	DESCRIPTION	AMOUNT	2014 Bond amount rollover	Grant Funded
4505 WASTE WATER PLANT OPERATIONS				
	Primary Tank #1	25,000		
	Digester Building Roof	20,000		
	Genset Diesel 1000 KW	310,800	bond rollover	
	Transfer Switch	23,700	bond rollover	
	Fuel Efficient SUV / Small 4x4	-		
	Zero Turn Mower	13,500		
	Effluent Pump Housing	20,000		
	Door Replacement	13,300	rollover	
	TOTAL WASTE WATER PLANT OPERATIONS	<u>426,300</u>		
TOTAL ENTERPRISE				
		5,247,800		
TOTAL ALL CAPITAL				
		12,490,724		