

**Christiansburg Planning Commission
Minutes of July 20, 2015**

Present: Matthew J. Beasley
Ann Carter
Harry Collins
David Franusich
Steve Huppert
Hil Johnson
Virginia Peebles
Joe Powers
Craig Moore, Chairperson
Jennifer D. Sowers, Vice-Chairperson
Nichole Hair, Secretary ^{Non-Voting}

Absent: T.L. Newell

Staff/Visitors: Sara Morgan, staff
Missy Martin, staff
Tabitha Proffitt, staff
Cindy Wells, Montgomery County

Chairperson Moore called the meeting to order at 7:00 p.m. in the Christiansburg Town Hall at 100 E. Main Street, Christiansburg, Virginia.

Public Comment.

Chairperson Moore opened the floor for public comment. With no comments
Chairperson Moore closed the floor for public comment.

Approval of meeting minutes for June 29, 2015.

Chairperson Moore introduced the discussion. Commissioner Peebles made a motion to approve the Planning Commission meeting minutes. Commissioner Collins seconded the motion, which passed 6-3. Commissioners Franusich, Sowers, and Johnson abstained, as they were not present at the last meeting.

Planning Commission discussion on a Conditional Use Permit request by Matthew Hicks, agent for Andrews Roofing and Construction, LLC, for a single family residence at 100 Depot Street, N.E. (tax parcel 496 – ((15)) – 61A) in the B-3 General Business District. The Planning Commission public hearing was held on June 29, 2015.

Chairperson Moore introduced the discussion and read the drafted conditions:

1. The property shall be restricted to single family use only.
2. This permit shall be valid for Matthew Hicks, the present applicant only and is non-transferrable.
3. The existing structure shall not be expanded or enlarged unless flood heights are fully offset by accompanying improvements.

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4. Should the modification, alteration, repair, reconstruction or improvement of this structure exceed 50 percent of the fair market value, the structure will be brought into compliance with all applicable floodplain requirements.

Chairperson Moore asked Ms. Hair if she had any other information. Ms. Hair stated during the last meeting Mr. Hicks had indicated he had invested about \$32,000 for improvements. Ms. Hair stated from reviewing the building permits Mr. Hicks has about \$12,000 as the cost of renovations and repairs at this point. Ms. Hair added this includes electrical repairs, a new heat pump installed, and some other upgrades that needed to be done. Ms. Hair stated Mr. Hicks also did some asbestos removal within the structure, which was the most expensive item at about \$6,000.

Chairperson Moore asked if the basement of this structure is able to be occupied. Ms. Hair stated there is no connection between the upstairs and the basement; if anything it would be used for storage in which the tenant would only have access to from the outside. Ms. Hair stated there is no connecting stairwell on the inside. Ms. Hair added the only renovations are for the upstairs. Ms. Hair stated the Commission could add a condition to limit the residential use to the upstairs.

Commissioner Collins stated the Comprehensive Plan has this area set to be Residential. Commissioner Collins inquired about rezoning the property. Ms. Hair stated the adjoining properties are zoned as business.

Commissioner Powers stated he brought up the floodplain question and believes the conditions address his concerns.

Ms. Hair stated she had the conditions drafted directly from the ordinance in order to incorporate everything. Ms. Hair added since it is an existing structure the Town does not want to make it cost prohibitive for Mr. Hicks to go forward on his project if he was granted his Conditional Use Permit.

Commissioner Franusich stated he was not present for the public hearing, but from reading through the minutes he noted Mr. Hicks stated the only reason he purchased the property was to have shared parking available for a downtown project he was completing. Commissioner Franusich wished to talk about the parking on the property further.

Ms. Hair stated this property contains another parcel and detailed the location on the map. Ms. Hair added the vacant parcel could be utilized for parking as well as the parking area at this property. Ms. Hair stated Mr. Hicks has purchased the Kittinger building and has renovated the upstairs for apartments. Ms. Hair added Mr. Hicks' original plan was to include onsite parking. Ms. Hair stated although the parking plan was engineered is the installation of the parking area is very cost prohibitive for Mr. Hicks to do so at this time.

Planning Commission discussion on a Conditional Use Permit request by Matthew Hicks, agent for Andrews Roofing and Construction, LLC, for a single family residence at 100 Depot Street, N.E. (tax parcel 496 – ((15)) – 61A) in the B-3 General Business District – (continued).

Ms. Hair stated Mr. Hicks will need parking for his tenants and is aware of the requirements. Ms. Hair added Mr. Hicks will have adequate parking for his tenants to for both projects. Chairperson Moore inquired if parking plans would be approved by the Town. Ms. Hair stated she does foresee any plans to pave the vacant parcel.

Chairperson Moore inquired about how the parking is being met by using the shared parking agreement.

Ms. Hair stated the existing parking area at this property is already paved and is within the 900 feet of the apartments downtown. Ms. Hair added Mr. Hicks has adequate parking for both of the residential uses. Mr. Hicks noted there is both paved and gravel parking spaces currently available.

Chairperson Moore clarified that in terms of the Conditional Use Permit, no additional conditions will be needed for parking. Chairperson Moore stated Mr. Hicks is required by the Town to maintain a certain amount of parking spaces for the residents of both properties.

Chairperson Moore asked for any additional thoughts on the proposed conditions.

Commissioner Collins made a motion to recommend Town Council approve the Conditional Use Permit with the four drafted conditions. Commissioner Sowers seconded the motion, which passed 10-0. Commissioner Carter she is very happy to see a building that is making a comeback.

Chairperson Moore stated the Planning Commission recommendation will be forwarded to the Town Council for the public hearing on Tuesday, July 28, 2015.

Other Business.

Chairperson Moore asked Ms. Hair for an update on the chicken issue.

Ms. Hair stated staff is still working on this item, and has been compiling research from chicken ordinances in adjoining localities and other information from past meeting minutes regarding chickens. Ms. Hair stated she is working towards compiling all the information for the Commissioners in order to move forward on the matter. Ms. Hair inquired if the Planning Commission would like Gary Coggins to come in and speak regarding chickens. Ms. Hair stated Mr. Coggins spoke to the Planning Commission previously when chickens were being considered and Mr. Coggins provided many aspects from the health department standards. Commissioner Sowers agreed it would be nice to have him come in again since a lot the Commissioners were not present for this. Ms. Hair stated she would reach out to Mr. Coggins to see what his availability is in the upcoming months.

Other Business – (continued).

Chairperson Moore reiterated that staff will continue to work on this but understands it is not the most time critical item, due to upcoming deadlines with grants.

Ms. Hair stated she hoped to have at least some background information available to review at the August 3rd meeting.

Chairperson Moore asked if the past minutes can be sent to the planning commission. Ms. Hair indicated she will have that sent this week or next week.

Chairperson Moore asked if there is any other business to discuss.

Ms. Hair noted the change in Development Subcommittee to the first Wednesday, August the 5th at 8:30 am. Ms. Hair stated the subcommittee will be discussing a proposed change to the ordinance regarding how porches and stoops are incorporated in the setbacks. Ms. Hair stated porches and stoops are currently are considered part of the main structure.

Chairperson Moore asked Commissioner Huppert what if he would like to address the Planning Commission.

Commissioner Huppert asked if council members could be notified of when Gary Coggins will be coming in to discuss chickens. Ms. Hair stated she will inform Town Council members as well.

Commissioner Huppert stated he felt the combined work session with the Planning Commission and Town Council worked very well together. Commissioner Huppert stated he would support meetings occurring like this in the future.


Commissioner Powers asked for an update on Mr. Anderson's Conditional User Permit for a towing business. Ms. Hair stated a certified letter has been sent requesting Mr. Anderson provide a solution for the violation to the Conditional Use Permit, but the return receipt has not been received notifying that he has received the letter. Chairperson Moore asked Ms. Hair to clarify what the process will be. Ms. Hair stated upon receiving the letter Mr. Anderson will have 30 days to provide a solution to the issue and then an additional 30 days to implement.

Chairperson Moore stated if anything further needs to be discussed and added to the agenda, inform address Ms. Hair. Chairperson Moore thanked the Commissioners and staff for the information and all that they do.

There being no more business, Chairperson Moore adjourned the meeting at 7:21 p.m.



Craig Moore, Chairperson



Nichole Hair, Secretary Non-Voting