

AGENDA
WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL – 5:45 P.M.
REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL – 7:00 P.M.
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
MARCH 8, 2016

WORK SESSION

1. The purpose of the work session is to tour the new Montgomery County 911 Call Center.

---Recess until 7:00 P.M.---

PUBLIC HEARING

1. A Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District located in the Town of Christiansburg, Virginia.
2. Council's intention to adopt an ordinance in regards to a request to vacate a portion of old Mud Pike Road adjoining Tax Parcels 556-((A))-31, 556-((A))-37, 556-((A))-24B, and 556-((A))-38 along the 1200 block of West Main Street and in proximity to the corner of the 1200 block of Moose Drive N.W. in the Town of Christiansburg, Virginia.

REGULAR MEETING

- I. CALL TO ORDER BY MAYOR BARBER
- II. CONSENT AGENDA
 1. Council meeting minutes of February 23, 2016
 2. Resolution to proceed with land transfer at the National Guard Armory with the State and authorizing the Mayor to execute the documents.
- III. RECOGNITIONS
- IV. CITIZENS' HEARINGS
 1. Paula Alston of the Montgomery-Floyd Regional Library to address Council.
 2. Donna Brown to update Council on the 911 Authority.
 3. Rita Irvin to address Council regarding the NRV Re-entry Council.
 4. Marty Gordon to provide information on sports championship signs.
 5. Citizen Comments
- V. STAFF REPORTS:
 1. Update on the Christiansburg Aquatic Center by Aquatics Director Terry Caldwell.

VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS

1. Council action on:

- a. Amendment to the Annual Budget for FY 2015-2016. The Public Hearing was held February 23, 2016.

2. Request for street closures during the Wilderness Days Festival.

3. Mr. Stipes and Mr. Collins – Street Committee Recommendation/Report on:

- a. Lot Line Vacation and Relocation for Tax Parcels 526 – ((A)) – 239 (Town) and 526 – ((A)) – 240 (DMA) and Easement Dedication on Tax Parcel 526 – ((A)) – 219 (Town) for the Department of Military Affairs and the Town of Christiansburg at 15 College Avenue located in the Town of Christiansburg, Virginia.
- b. Subdivision for Seneca Springs – Phase III for Golden Triangle Development showing new lots 45 – 84.(total 40 lots) off of Chrisman Mill Road located in the Town of Christiansburg, Virginia.

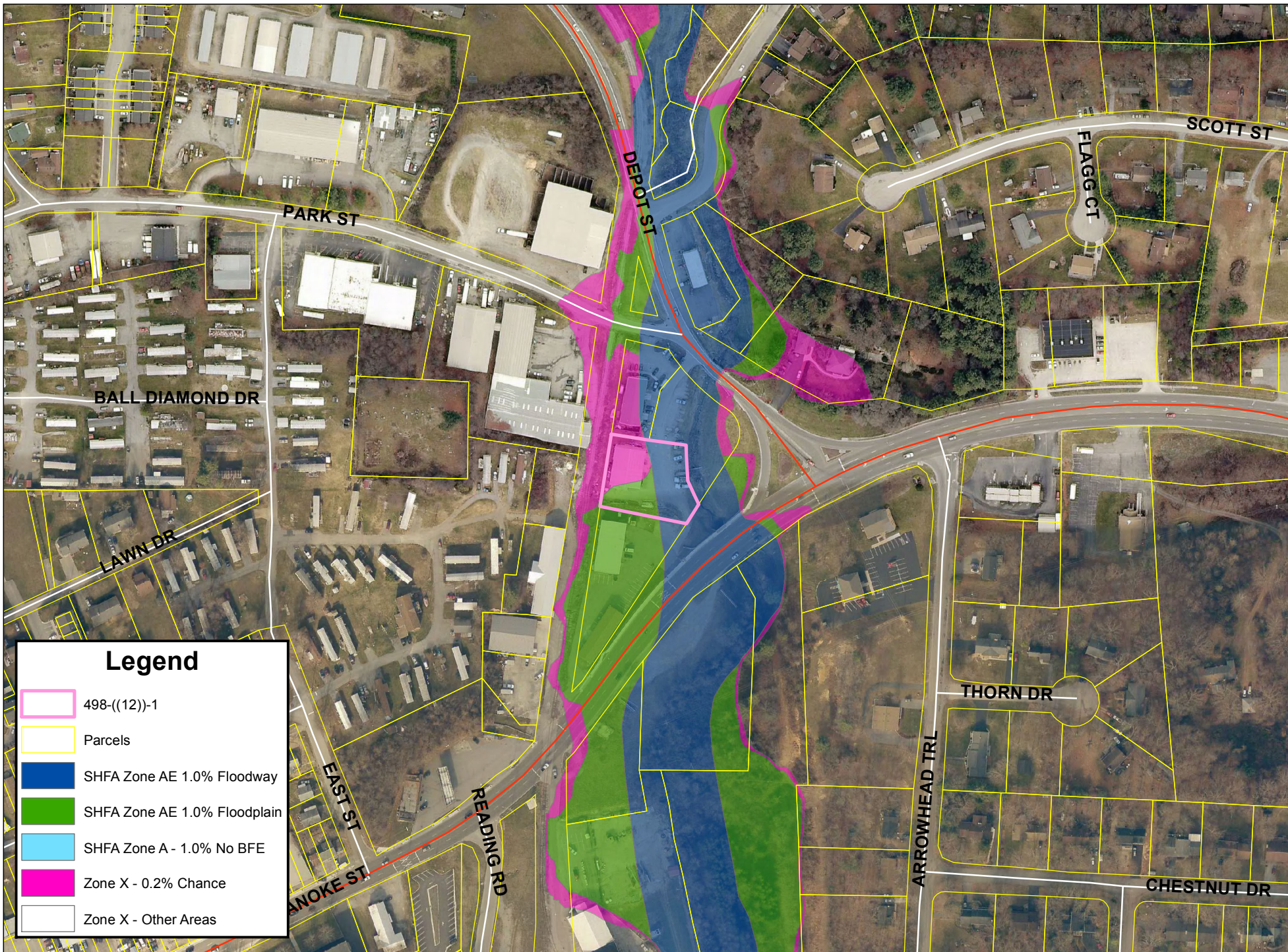
VII. COUNCIL REPORTS

VIII. TOWN MANAGER'S REPORTS

1. Progress Reports and Announcements

IX. ADJOURNMENT

The next regular Town Council meeting will be held at Christiansburg Town Hall on Tuesday, March 22, 2016 at 7:00 P.M.



CUP REQUEST: 980 Roanoke Street

PC: FEBRUARY 16, 2016
TC: MARCH 8, 2016

0 200 400 600
Feet

Resolution of the Town of Christiansburg Planning Commission

Conditional Use Permit

WHEREAS the Christiansburg Planning Commission, acting upon a request by the Christiansburg Town Council to study a Conditional Use Permit (CUP) request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District, has found following a duly advertised Public Hearing that the public necessity, convenience, general welfare and good zoning practices (**permit / do not permit**) issuance of a Conditional Use Permit (CUP) to Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District.

THEREFORE be it resolved that the Christiansburg Planning Commission (**recommends / does not recommend**) that the Christiansburg Town Council approve the issuance of the Conditional Use Permit with the following conditions:

1. The property is to be maintained in a clean, sanitary, and sightly manner.
2. This permit is for a single towing service and commercial garage, not a body shop or for conducting bodywork.
3. Mechanical work is to be done inside the building and not outside.
4. All parts, including faulty parts, tires, etc. are to be kept inside the garage or a fully enclosed building (including a roof) until disposal.
5. All waste petroleum products and/or chemicals are to be disposed of properly and are not to accumulate upon the premises. Provisions are to be made for the capture of leaking petroleum products and/or chemicals.
6. There will be no storage of vehicles upon the premises except for vehicles left for temporary storage. All vehicles are to be kept on-premises and not within any public right-of-way or adjacent property. All vehicles on the property are to have a State or Federal inspection decal that is either valid or dated within 90 days of its expiration. Any towed vehicles are to remain on-premises no longer than three months.
7. There are to be no loud offensive noises so as to constitute a nuisance to the residential properties in the vicinity.
8. There are to be no discernible noises to residential properties in the nearby vicinity between 7:00 p.m. and 7:00 a.m.
9. All inoperable vehicles left for longer than 96 hours are to be stored within an area surrounded by a minimum eight-foot tall fence. The northeast section of the fence, visible from street right-of-way and identified on the “Screening Plan” dated February 26, 2016 will feature a privacy fence obscuring the view of the storage lot and its contents. Such fence is to be constructed of durable materials and maintained in a sightly manner and installed within six months of the CUP approval date.
10. This permit shall be revocable for violations of Chapter 4 “Advertising” of the Christiansburg Town Code occurring on the property.
11. This permit is subject to inspections and approval of the facilities by the Fire Marshall and Building Official.
12. This permit shall be valid for a single business to operate a towing service and/or commercial garage.
13. This permit shall be valid for the applicant (agent) only and is nontransferable.

14. This permit is subject to administrative review in 12 months.

Dated this the 29th day of February 2016.

Craig Moore, Chairperson
Christiansburg Planning Commission

The above Resolution was adopted on motion by Franusich seconded by Collins at a meeting of the Planning Commission following the posting of a public hearing notice upon the property and a duly advertised Public Hearing on the above request on February 16, 2016. Upon a call for an aye and nay vote on the foregoing resolution, the Commission members present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

<u>MEMBERS</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Matthew J. Beasley	X			
Ann H. Carter	X			
Harry Collins	X			
David Franusich	X			
Hil Johnson	X			
Craig Moore, Chairperson	X			
T.L. Newell	X			
Virginia Peebles	X			
Joe Powers	X			
Jennifer D. Sowers, Vice-Chairperson	X			

Craig More, Chairperson

Sara Morgan, Secretary^{Non-voting}



ESTABLISHED
NOVEMBER 10, 1792

INCORPORATED
JANUARY 7, 1833

MAYOR
D. MICHAEL BARBER

COUNCIL MEMBERS
SAMUEL M. BISHOP
HARRY COLLINS
R. CORD HALL
STEVE HUPPERT
HENRY SHOWALTER
BRADFORD J. "BRAD" STIPES

TOWN MANAGER
BARRY D. HELMS

ASSISTANT TOWN MANAGER
RANDY WINGFIELD

**ASSISTANT TO THE TOWN
MANAGER**
ADAM CARPENETTI

**DIRECTOR OF
FINANCE/TOWN TREASURER**
VALERIE L. TWEEDIE,
CPA, CFE, CGFM

CHIEF OF POLICE
MARK SISSON

CLERK OF COUNCIL
MICHELE M. STIPES

TOWN ATTORNEY
GUYNN & WADDELL, P.C.

Town of Christiansburg, Virginia 24073

100 East Main Street ~ Telephone 540-382-6128 ~ Fax 540-382-7338

Town of Christiansburg Planning Staff Report

Planning Commission Public Hearing Date: Tuesday, February 16, 2016 at 7:00 p.m.

Town Council Public Hearing Date: Tuesday, March 8, 2016 at 7:00 p.m.

Application Type: Conditional Use Permit

Applicant: Cory Hubbard, agent for Paul A. Haynes.

Location: 980 Roanoke Street.

The Town of Christiansburg has received a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District.

The property is located within the 100-Year and 500-Year Flood Hazard Areas. The front half of the property is located within the Floodway District. The property does not lie within a Historic District. The adjoining properties are zoned I-2 General Industrial and B-3 General Business. The adjoining properties contain businesses, vacant land, and include railway.



TOWN OF CHRISTIANSBURG

100 East Main Street

Christiansburg, VA 24073

Phone (540) 382-6120 Fax (540) 381-7238

Conditional Use Permit Application

Landowner: HAYNES WEATHERS Agent: Cory D. Hubbard
 Address: 980 Roanoke ST Address: 980 Roanoke St.
CHRISTIANSBURG VA 24073 Christiansburg VA 24073
 Phone: 540-382-8251 Phone: 540-674-5600
 I am requesting a Conditional Use Permit to allow Towing SERVICE / Commercial
Garage
 on my property that is zoning classification I - 2 under Chapter 42: Zoning of the
 Christiansburg Town Code.
 My property is located at 980 Roanoke Street Christiansburg VA
 Tax Parcel(s): 498-((12))-1

Fee: 750.00

clgm
01-29-1

I certify that the information supplied on this application and any attachments is accurate and true to the best of my knowledge. I understand that Conditions may be placed on my property in regards to the above mentioned use/activity. I also understand that the Conditional Use Permit may be revoked and/or additional Conditional Use Permits required should questions regarding conformity arise.

Signature of Landowner(s): Dawn Haynes Date: 1/18/16
Pat Haynes Date: 1/25/16
 Date: _____

This request was approved / disapproved by a vote of the Christiansburg Town Council on _____ . Any Conditions attached shall be considered requirements of the above request.

Town Manager _____

Date _____

DELINQUENT TAXES / FEES OWED REVIEW FORM

PLANNING / ZONING

Date: 1/27/2016

Application Type: Conditional Use Permit

Applicant: Hynes Well & Pump Services Phone: 382-8251

Business: _____ Phone: _____

Address of Work Performed: 980 Roanoke Street

Parcel ID: 030842

Tax Parcel: 498-((12))-1

Property Owner: Paul Hynes

Initial	Notes
<u>PH</u>	BPOL _____
<u>BK</u>	UTILITIES _____
<u>N/A</u>	MEALS/LODGING _____
<u>BK</u>	TAXES _____
<u>BK</u>	MISCELLANEOUS CHARGES _____

Town of Christiansburg

100 East Main Street

Christiansburg, VA
24073-3029

Customer ID	Receipt Number	Receipt Date	Location ID
130925	015160129000020	1/29/2016	N/A

Name HAYNES WELL & PUMP SERVICE LLC 980 ROANOKE ST CHRISTIANSBURG VA 24073

SERVICE ADDRESS

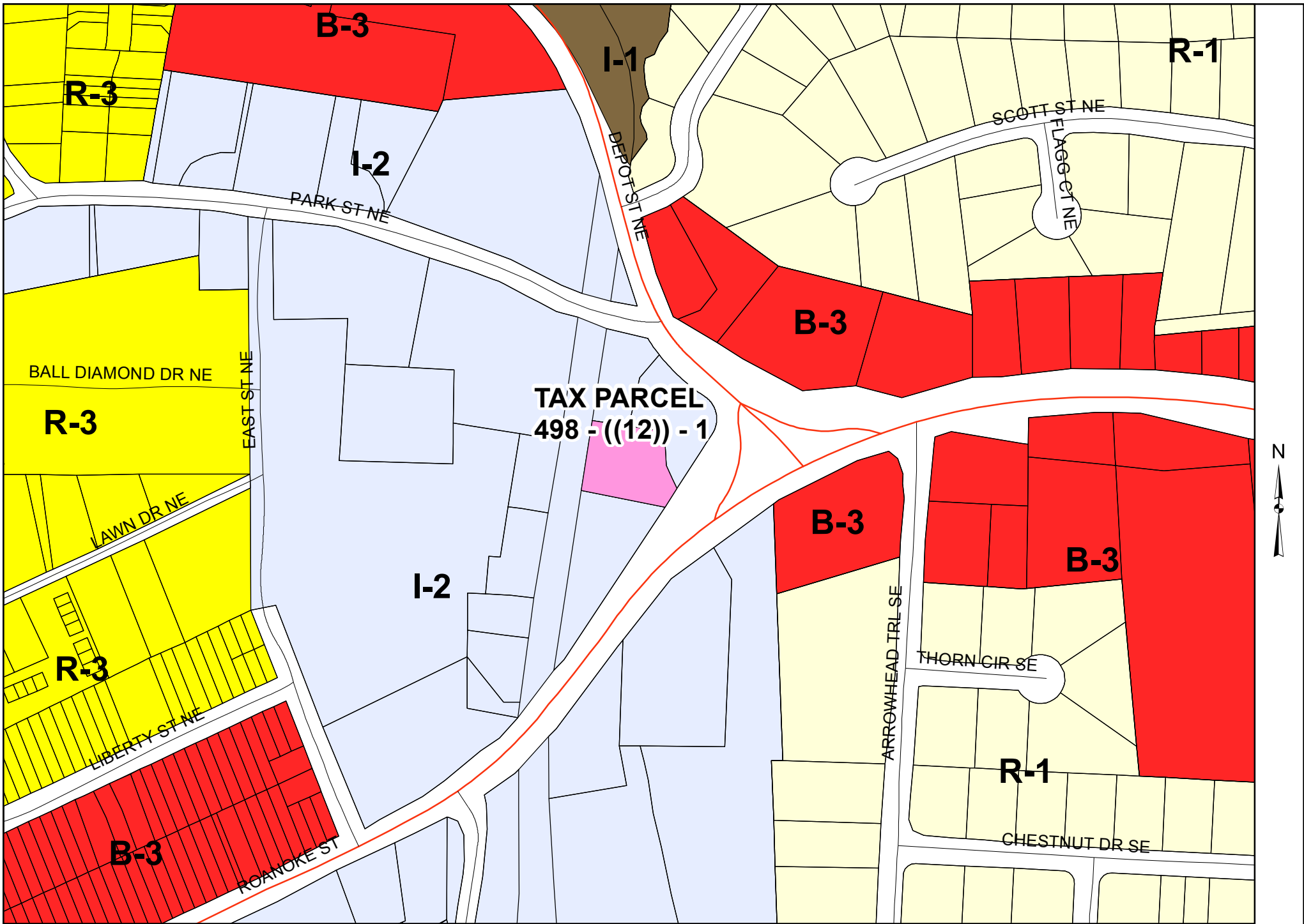
Document	Description	Owing	Payment
MISC00000092709	RMGT-SmItem <i>OP</i> N/A	\$ 750.00	\$ 750.00

Method of Payment
Check 2479 \$ 750.00

OP/ Conditional use permit

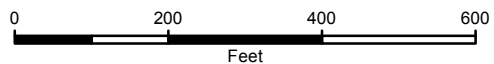
Total Payment \$ 750.00

Unapplied	\$ 0.00
Change	\$ 0.00



CUP REQUEST: 980 Roanoke Street

PC: FEBRUARY 16, 2016
TC: MARCH 8, 2016





ESTABLISHED
NOVEMBER 10, 1792

INCORPORATED
JANUARY 7, 1833

MAYOR
D. MICHAEL BARBER

COUNCIL MEMBERS
SAMUEL M. BISHOP
HARRY COLLINS
R. CORD HALL
STEVE HUPPERT
HENRY SHOWALTER
BRADFORD J. "BRAD" STIPES

TOWN MANAGER
BARRY D. HELMS

ASSISTANT TOWN MANAGER
RANDY WINGFIELD

ASSISTANT TO THE TOWN
MANAGER
ADAM CARPENETTI

DIRECTOR OF
FINANCE/TOWN TREASURER
VALERIE L. TWEEDIE
CPA, CFE, CGFM

CHIEF OF POLICE
MARK SISSON

CLERK OF COUNCIL
MICHELE M. STIPES

TOWN ATTORNEY
GUYNN & WADDELL, P.C.

Town of Christiansburg, Virginia 24073

100 East Main Street ~ Telephone 540-382-6128 ~ Fax 540-382-7338

Town of Christiansburg Planning Staff Report

Town Council Public Hearing Date: Tuesday, March 8, 2016 at 7:00 p.m.

Application Type: Street Vacation

Applicant: Chris Nietzold

Location: a portion of old Mud Pike Road

The Town of Christiansburg has received a Street Vacation request by Chris Nietzold for a portion of old Mud Pike Road adjoining Tax Parcels 556-((A))-31, 556-((A))-37, 556-((A))-24B, and 556-((A))-38 along the 1200 block of West Main Street and in proximity to the corner of the 1200 block of Moose Drive N.W. in the Town of Christiansburg, Virginia.

The property is not located within the 100-Year or 500-Year Flood Hazard Areas. The property does not lie within a Historic District. The adjoining properties are zoned B-3 General Business. The adjoining properties contain businesses and vacant land.



TOWN OF CHRISTIANSBURG

100 East Main Street

Christiansburg, VA 24073

Phone (540) 382-6120 Fax (540) 381-7238

Street / Alley Vacation Application

Applicant: Chris Nietzold

Address: 1225 West Main Street
Christiansburg, VA 24073

Phone: 239-595-0428

I am requesting the vacation of Old Mud Pike Rd in front of
1225 West Main Street adjoining 1265 Moose Dr.
and parcel ID 071125.

Moose Drive N.W to 1205 West Main Street.

Fee: \$100.00

dgm
2-12-16

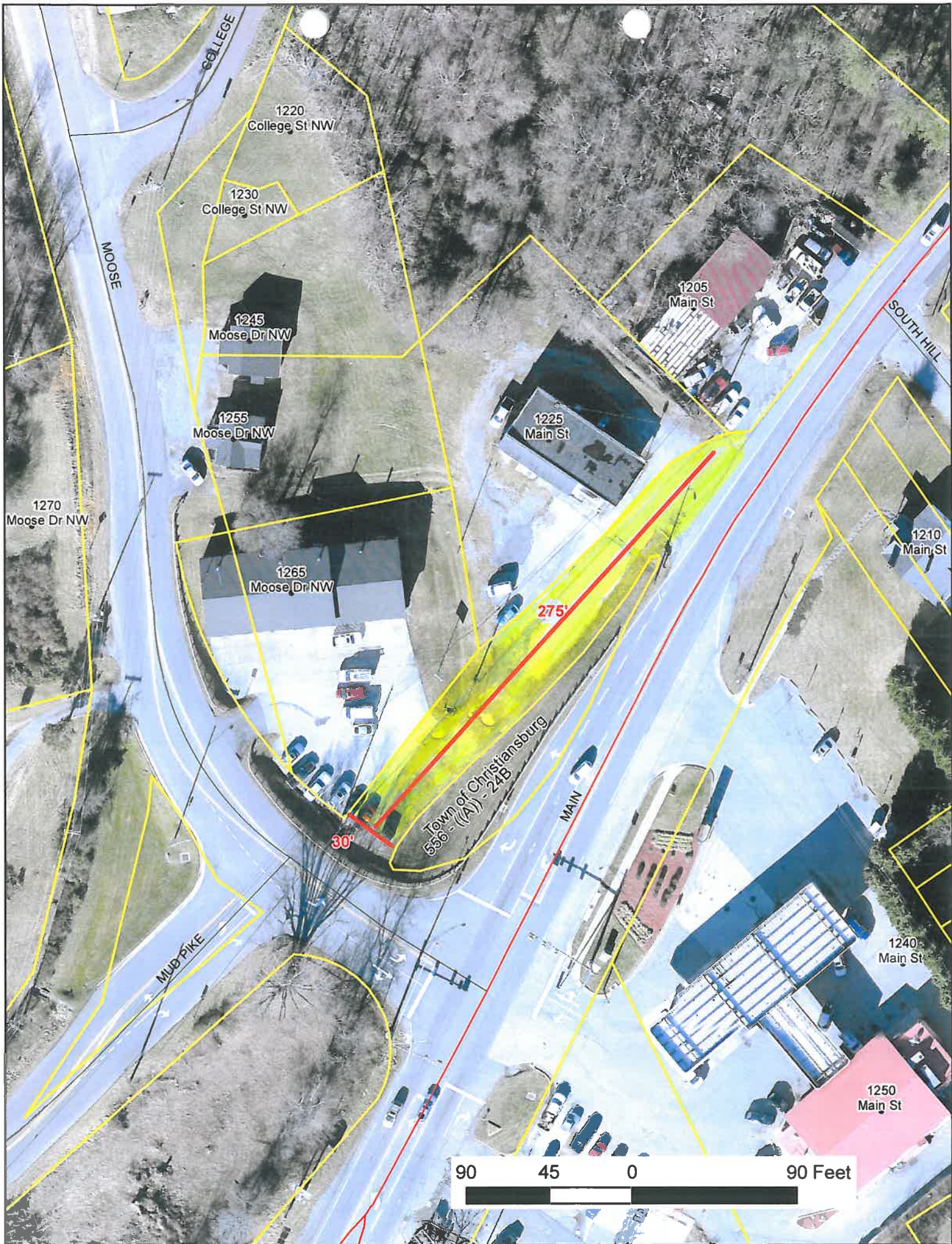
I certify that the information supplied on this application and any attachments is accurate and true to the best of my knowledge. I understand that Town Council is not obligated to vacate any street or alley.

Signature of Applicant: Chris Nietzold Date: 2-8-2016

This request was approved / disapproved by a vote of the Christiansburg Town Council on

Town Manager

Date



Legend

Adjoining Properties

• Addresses

Parcels

Roads

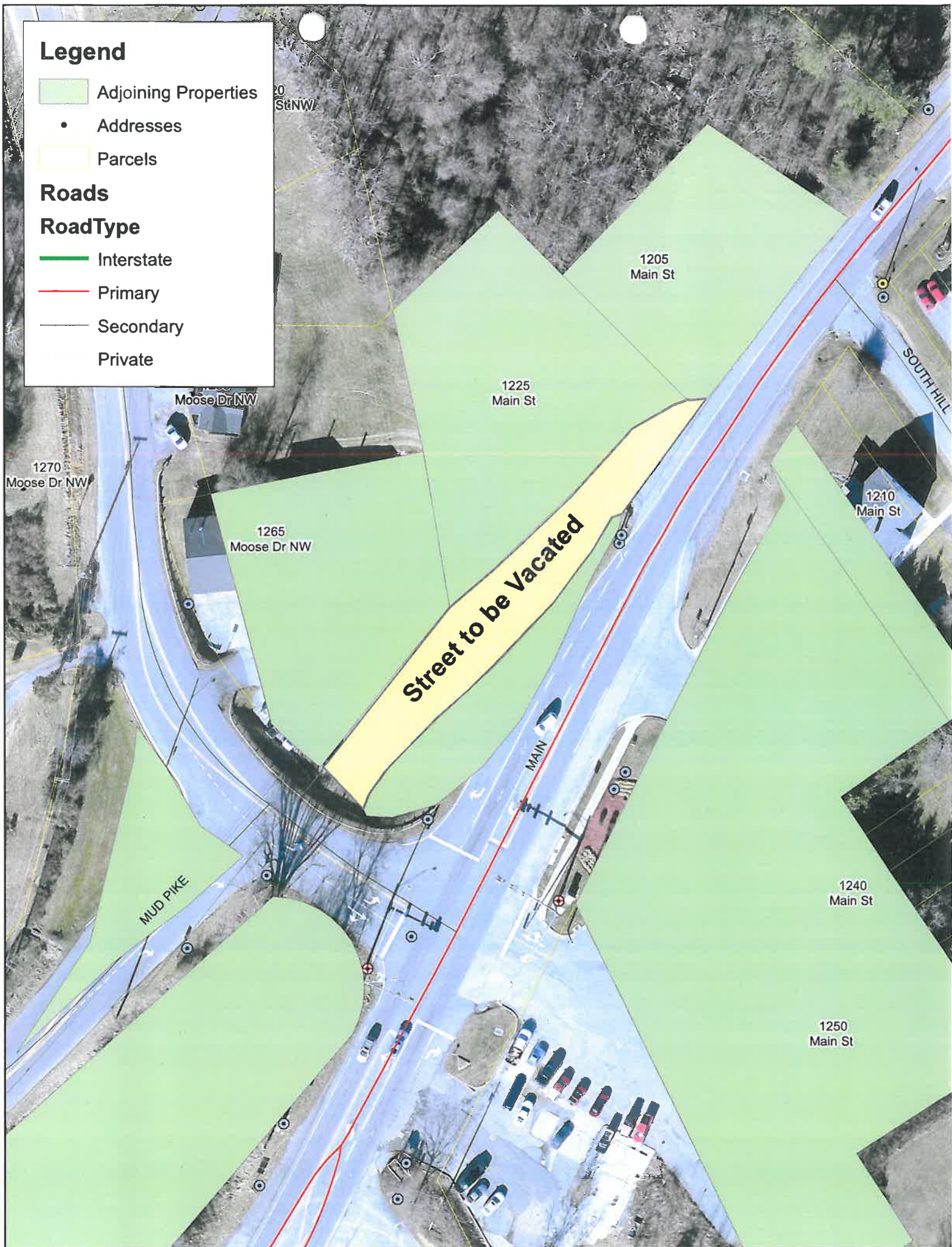
RoadType

Interstate

Primary

Secondary

Private



Street Vacation: Old Mud Pike Road

<u>Tax Map #</u>	<u>Owner(s)</u>	<u>Address</u>	<u>City, State, Zip Code</u>
556- A 38	PETERSON JOHN FRANCIS	1205 W MAIN ST	CHRISTIANSBURG VA 24073
556- A 37	WILLARD GARRY T	1906 MUD PIKE	CHRISTIANSBURG VA 24073
556- 1 22-24	WADE WADE I LLC	P O BOX 6204	CHRISTIANSBURG VA 24068 6204
556- A 31	M & M TIRE HOLDINGS INC	2580 CHARLOTTE DR	BLACKSBURG VA 24060
556- A 30	DELI MART INC	P O BOX 6204	CHRISTIANSBURG VA 24068 6204
556- A 24B	CHRISTIANSBURG TOWN OF		CHRISTIANSBURG VA 24073
556- A 12A	SNYDER-HUNT COMPANY LLP		
556- A 24		588 FORDS RD	MANAKIN SABOT VA 23103
	ATMOS ENERGY	1013 W MAIN ST	RADFORD, VA 24141
	VERIZON ENGINEERING DEPARTMENT	4843 OAKLAND BLVD	ROANOKE, VA 24012
	AEP	4600 NEWBERN ROAD	PULASKI, VA 24301
	VIRGINIA DEPARTMENT OF TRANSPORTATION	105 CAMBRIA STNW	CHRISTIANSBURG, VA 24073

RESOLUTION

AUTHORIZING THE MAYOR OF CHRISTIANSBURG TO EXECUTE AGREEMENTS WITH THE STATE OF VIRGINIA TO COMPLETE THE LAND TRANSFER AT THE NATIONAL GUARD READINESS CENTER

WHEREAS, the Town of Christiansburg desires to exchange real property located on Depot Street NW in exchange for the western portion of 15 College Street NW; and

WHEREAS, The State of Virginia has expressed the same desire; and

WHEREAS, deeds and other documents will be needed to complete the transaction.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Town of Christiansburg does hereby authorize Mayor D. Michael Barber to execute these documents, and any modifications to such documents.

Upon a call for an aye and nay vote on the foregoing resolution on a motion by Councilman _____, seconded by Councilman _____ at a regular meeting of the Council of the Town of Christiansburg, Virginia held March 8, 2016, the members of the Council of the Town of Christiansburg, Virginia present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor D. Michael Barber*				
Samuel M. Bishop				
Harry Collins				
Cord Hall				
Steve Huppert				
Henry Showalter				
Bradford J. Stipes				

*Mayor votes only in the event of a tie vote by Council.

Michele M. Stipes
Clerk of Council

D. Michael Barber, Mayor
Mayor

TOWN OF CHRISTIANSBURG
2016 BUDGET AMENDMENT #1

The purpose of this amendment is to formally change the 2016 budget to recognize events that have changed since the adoption of the budget in June 2015. Those changes include the loan for the land acquisition of the new connector road and completion of the police department renovations; approval of the land purchase for a future emergency services building, changes in the carryover amounts for capital projects where the Estimated to expend amounts contained in the 2016 approved budget were different than the actual amounts expended changing the amounts that should be carried over to 2016; Adjust several line items for unanticipated increases in costs, postage and insurance, cost of an emergency repair at the Treatment Plant and request of additional personnel for finance department to support implementation of monthly water billing, storm water billing and tax billing changes as well as supporting cashing personnel.

Approved 2016 budget	2016 adjustment	Total 2016 Budget
-------------------------	-----------------	----------------------

The following changes are to formalize into the budget document changes previously approved by Town Council

Loan Proceeds	-	2,000,000	2,000,000	This was the loan for the land acquisition
Use of Emergency Services Reserve	-	600,000	600,000	for land acquisition
Land Acquisition Connector Road	-	1,600,000	1,600,000	
Third Floor Renovations PD	583,000	430,000	1,013,000	400000 was from the loan additional 30000 requested
Land Acquisition fire dept	-	600,000	600,000	
Economic development tax grant	-	22,470	22,470	
Land Acquisition		150,000		

The following changes are to adjust the 2016 budget for changes in the rollover amounts originally approved for the 2016 budget based on actual expenditures for 2015

VDOT Chrisman Mill Crossing	417,800	20,000	437,800	
VDOT Rev Sharing HBT phase 3	873,634	(1,000)	872,634	
VDOT Rev Sharing Brown Church Lucas	920,000	(3,000)	917,000	
VDOT Rev Sharing Ellett	48,000	5,000	53,000	
VDOT Rev Sharing Park	271,400	7,835	279,235	
DEQ SLAF Depot Park	327,500	22,250	349,750	
Effective storage Lubna	150,000	3,500	153,500	
Roanoke St Main to Depot	117,000	(15,000)	102,000	
Cambria tank	23,400	8,760	32,160	
Grant revenue for Cambria Study		7,989	7,989	
Water system upgrade ph6	511,285	(423,385)	81,210	
Pump Station upgrade Craig Mountain	230,000	5,000	235,000	
West Main water line replacement	94,000	(14,000)	80,000	
Hills tank anchors	30,000	10,000	40,000	
Diamond phase I	-	92,115	92,115	Project completed but not funded by VDOT in 2015 budgeted in 2015 as all GF this is a rollover amount
Increase grant funded revenue	3,994,452	37,993	4,032,445	based on budget changes

These changes are reallocation of capital items in the 2016 budget

Hood system Fire dept		(40,000)		Savings on hood system, request to reallocate for
Vehicle Fire Dept		40,000		replacement vehicle fire dept cut from 2016 budget
Renovation rescue 2nd floor	120,000	(45,000)	75,000	
AED for PD vehicles	-	45,000	45,000	
Cambria change to Arrowhead drainage basin I &	50,000		50,000	Change project from Cambria I&I to Arrowhead I&I

Increase funding needed for capital projects

DEQ Rev Sharing Diamond phase II Blue Leaf	140,800	200,025	340,825	4900 is rollover adjustment. Additional gf funding needed to award contract \$174,500 May receive additional funding of 55680 later to offset. Could reallocate from Brown Church Lucas project but would have to put back in 2017
Increase in grant DEQ Diamond phase II		20,625	20,625	
Water Meter AMI Project	750,000	431,783	1,181,783	315783 is rollover adjustment plus additional cost for expansion of meters 116,000
Rebuild mixer in clarifier, emergency repair	-	54,750	54,750	

Revenue and Expenditure changes and adjustments.

Storm Water Fee	200,000	(200,000)	-	will not be able to initiate in 2016 should be early 2017
Lodging tax	1,350,000	60,000	1,410,000	Estimated increase in lodging tax collections
Meals Tax	6,250,000	150,000	6,400,000	
Insurance Workers comp and LODA liability	2,655,169	55,000	2,710,169	
Postage	71,400	10,000	81,400	
Town Manager Rep costs	-	30,000	30,000	
Accountant I new position includes fringe	-	28,500	28,500	
Public Relations Director, add position				should be sufficient funds in current budget to cover
Material snow removal	110,000	40,000	150,000	

Total change in expenditures

Less increase in Revenues and reserves

From fund balance GF

3,330,603
2,676,607
653,996

This change was anticipated in determining the fund balance percentage for attainment of our goal for fund balance levels. We will still be in the 37% range

**Christiansburg Planning Commission
Minutes of February 29, 2016**

Present: Matthew J. Beasley
Ann Carter
Harry Collins
David Franusich
Hil Johnson
Craig Moore, Chairperson
T.L. Newell
Virginia Peeples
Joe Powers
Jennifer D. Sowers, Vice-Chairperson
Sara Morgan, Secretary ^{Non-Voting}

Staff/Visitors: Andrew Warren, Planning Director
Will Drake, staff
Cory Hubbard, 980 Roanoke Street
Maggie Moran, 980 Roanoke Street
Cindy-Wells Disney, Montgomery County Planning Commission

Chairperson Moore called the meeting to order at 7:01 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 February 16, 2016.

Chairperson Moore introduced the discussion. Chairperson Moore stated the meeting minutes were revised by Mr. Wingfield, Assistant Town Manager/Zoning Administrator, to include some edits to the transportation discussion held during the previous Planning Commission meeting. Mr. Warren, Planning Director, stated the most substantial edit modified the stated share of the signal cost proffered by the developer of Quin Stuart Boulevard for the signal at the intersection of Quinn Stuart Boulevard N.W. and Peppers Ferry Road N.W. from 20 percent to 25 percent. Commissioner Newell made a motion to approve the February 16, 2016 Planning Commission meeting minutes. Vice-Chairperson Sowers seconded the motion, which passed 10-0.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016.

Chairperson Moore introduced the discussion and read the proposed conditions of the Conditional Use Permit.

1. The property is to be maintained in a clean, sanitary, and sightly manner.
2. This permit is for a single towing service and commercial garage, not a body shop or for conducting bodywork.
3. Mechanical work is to be done inside the building and not outside.
4. All parts, including faulty parts, tires, etc. are to be kept inside the garage or a fully enclosed building (including a roof) until disposal.
5. All waste petroleum products and/or chemicals are to be disposed of properly and are not to accumulate upon the premises. Provisions are to be made for the capture of leaking petroleum products and/or chemicals.
6. There will be no storage of vehicles upon the premises except for vehicles left for temporary storage. All vehicles are to be kept on-premises and not within any public right-of-way or adjacent property. All vehicles on the property are to have a State inspection decal that is either valid or dated within 90 days of its expiration. Any towed vehicles are to remain on-premises no longer than three months.
7. There are to be no loud offensive noises so as to constitute a nuisance to the residential properties in the vicinity.
8. There are to be no discernible noises to residential properties in the nearby vicinity between 7:00 p.m. and 7:00 a.m.
9. All towed vehicles and/or vehicles left for repair are to be stored within an area surrounded by a minimum eight-foot tall fence. The northeast section of the fence, visible from street right-of-way and identified on the "Screening Plan" dated February 26, 2016 will feature a privacy fence obscuring the view of the storage lot and its contents. Such fence is to be constructed of durable materials and maintained in a sightly manner and installed within six months of the CUP approval date.
10. This permit shall be revocable for violations of Chapter 4 "Advertising" of the Christiansburg Town Code occurring on the property.
11. This permit is subject to inspections and approval of the facilities by the Fire Marshall and Building Official.
12. This permit shall be valid for a single business to operate a towing service and/or commercial garage.
13. This permit shall be valid for the applicant only and is nontransferable.
14. This permit is subject to administrative review in 12 months.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Ms. Morgan, Planner II, stated the Planning Department met with Mr. Hubbard and the property owner, Mr. Haynes, on site and discussed the options for vehicle screening. Ms. Morgan stated the language in condition nine was chosen to provide the applicant flexibility to utilize a screening material that would work for them in terms of function and cost. Ms. Morgan noted the "Screening Plan" identifies the location where the screening material will be attached to the chain-link fence. Ms. Morgan stated this area was selected to be screened because it is visible from the street right-of-way.

Ms. Morgan stated there is no room to plant trees on the eastern edge of the property. Commissioner Newell asked if trees could be planted along the west side of the creek. Ms. Morgan stated the parcel on the other side of the property is not owned by Mr. Haynes.

Commissioner Collins asked how many trucks could fit within the fenced security lot. Ms. Morgan replied two trucks could fit in the security lot.

Commissioner Collins asked where the workers would park their personal vehicles. Ms. Morgan stated the worker's vehicles would be located in the parking area in front of the building.

Commissioner Beasley asked Mr. Hubbard if he was comfortable with the conditions. Mr. Hubbard stated he was not comfortable with the wording of condition nine. Mr. Hubbard stated he may need to park a truck or trailer outside the fence for a short period of time. Mr. Hubbard noted the language of condition nine would put him in violation.

Chairperson Moore asked Mr. Hubbard how much time he would need to either move the truck within the security lot or transfer the vehicle to the Dublin facility. Mr. Hubbard stated a trailer may be repaired and waiting for the owner to pick it up, at which point Mr. Hubbard would not have ties to the vehicle and may be unable to move it.

Chairperson Moore stated Mr. Hubbard may need longer than 24 hours in order to make the necessary logistical arrangements. Mr. Hubbard stated he wanted to be honest with Planning Commission about potential situations that may arise. Mr. Hubbard stated he does not intend to push the limits on his permit, but he would prefer to have language in the condition to accommodate extenuating circumstances. Mr. Hubbard stated he does not want to violate his permit or have issues when the 12-month review is brought before Planning Commission. Chairperson Moore noted the permit is up for review in a year and Planning Commission has the option to reconsider the conditions set forth.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Commissioner Powers suggested condition nine should apply only to inoperable vehicles. Commissioner Powers stated a repaired truck or trailer waiting for pick-up is not of concern. Commissioner Powers noted the vehicles of concern are the wrecked trucks and trailers that need to be located within the security fence.

Chairperson Moore stated condition 9 should be worded to allow Mr. Hubbard a set period of time to situate and transfer vehicles as needed. Chairperson Moore noted Mr. Hubbard may respond to a multi-vehicle incident and Mr. Hubbard will require time to clear the accident before situating and transferring the vehicles. Commissioner Franusich suggested a 48-hour time period.

Commissioner Newell asked if a repaired vehicle outside the security lot waiting for pick-up by the owner would put Mr. Hubbard in non-compliance. Chairperson Moore stated the suggestion by Commissioner Powers to only apply condition nine to inoperable vehicles would address this issue and allow repaired trucks and trailers to sit outside the security lot.

Chairperson Moore stated weather conditions may necessitate a longer time period. Commissioner Powers suggested Planning Commission set a time period and include language to allow staff to grant an extension for extenuating circumstances. Commissioner Powers suggested Mr. Hubbard can proactively notify staff if he needs an extension. Commissioner Newell noted this would help staff with enforcement.

Chairperson Moore asked Mr. Hubbard what time period would work for him. Mr. Hubbard requested three days. Mr. Hubbard asked for clarification on a repaired vehicle that is operable and waiting for the owner to take possession. Chairperson Moore stated an operable vehicle could be parked outside the security lot and not be subject to condition nine.

Commissioner Collins asked Mr. Hubbard how he would interpret a vehicle Mr. Hubbard repossessed for the bank. Mr. Hubbard stated he does not engage in this type of work. Mr. Hubbard noted he will occasionally take possession of an abandoned truck. Mr. Hubbard stated those trucks are operable and would be transferred to Dublin because the facility is more secure.

Mr. Hubbard stated he is requesting three days because a weather event may prevent him from locating a vehicle within the security in a shorter period of time. Chairperson Moore stated this would be considered an extenuating circumstance for which Mr. Hubbard could notify staff. Mr. Hubbard asked what if he needs to notify staff over the weekend. Vice-Chairperson Sowers stated Mr. Hubbard could leave a message for staff and they would document the request.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Commissioner Newell suggested Mr. Hubbard could be allowed 72-hours to move inoperable vehicles to the security lot or contact staff and ask for an extension in the event of extenuating circumstances. Chairperson Moore stated the request for an extension was not to be abused. Chairperson Moore added staff would document the extension requests and Planning Commission would review the requests for abuse at the 12-month review. Chairperson Moore noted Planning Commission is attempting to be flexible while also providing some limits. Chairperson Moore noted Planning Commission is attempting to balance the unique characteristics of Mr. Hubbard's situation with the similarities of previous Conditional Use Permit requests.

Commissioner Collins asked why screening may be required for some applicants and not others. Chairperson Moore stated the impact of the use and the surrounding zoning may impact the appropriateness of certain conditions. Commissioner Powers stated the conditions for Mr. Hubbard may be more stringent than similar Conditional Use Permits in the past. Commissioner Powers stated this Conditional Use Permit may be a standard for Planning Commission to use in the future. Commissioner Newell noted Mr. Hubbard's Conditional Use Permit may be more stringent due to previous permits not being in compliance. Commissioner Newell noted the language provides flexibility for each site and each business. Chairperson Moore noted the conditions must be worded in a manner that is enforceable by staff.

Mr. Warren noted the Conditional Use Permits that were discussed at the previous Planning Commission meeting have been added to the monthly compliance checks performed by staff.

Commissioner Newell asked when Planning Commission began performing annual or bi-annual reviews of Conditional Use Permits. Mr. Warren stated he was not sure and would need to research the matter. Commissioner Newell noted at some point in time the condition for a 1-year review was added to Conditional Use Permits. Chairperson Moore stated he did not remember the Conditional Use Permits being brought before Planning Commission for an official administrative review in 2008. Chairperson Moore noted staff performs compliance checks on Conditional Use Permits but does not bring them to Planning Commission unless there is an issue with compliance.

Commissioner Newell asked if the adjacent properties are owned by the same owner. Ms. Morgan stated the adjacent properties are all owned by different entities.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Commissioner Newell asked for clarification on condition 13. Commissioner Newell asked if the applicant is Mr. Hubbard or the property owner, Mr. Haynes.

Commissioner Newell asked if the Conditional Use Permit is attached to the property owner or the business. Commissioner Franusich stated the property owner has to be the applicant for a Conditional Use Permit. Commissioner Powers stated Mr. Haynes is the applicant and the conditional Use Permit is not transferable if Mr. Haynes sells the property.

Commissioner Franusich stated if Mr. Hubbard were to leave the property another business could utilize the Conditional Use Permit, so long as it was in compliance with the conditions of the Conditional Use Permit.

Commissioner Johnson asked Mr. Hubbard if he was comfortable with the third condition. Mr. Hubbard stated this condition was similar to the condition on his Dublin facility. Mr. Hubbard asked checking fluids, tire pressure, and other pre-treatment work was allowed. Planning Commission stated those activities were not mechanical work and would not need to be conducted inside.

Commissioner Johnson asked if all trucks require state inspection stickers. Chairperson Moore clarified the tractor and the trailer both must have an inspection decal. Mr. Hubbard replied they would either have a state sticker or a federal inspection sticker. Commissioner Johnson suggested rewording condition six to require either a state or federal inspection sticker. Planning Commission agreed.

Chairperson Moore noted a farm vehicle is not required to have a state inspection. Commissioner Newell stated the inspection decal requirement would not be applicable to farm vehicles.

Commissioner Franusich asked if Planning Commission finalized the wording of condition nine in regards to vehicle storage. Chairperson Moore suggested condition nine limit inoperable vehicles to being left outside the security lot for no longer than 96 hours. Mr. Hubbard stated this would work for him.

Chairperson Moore stated this condition would be largely complaint-driven and staff would not be expected to monitor the property every few days.

Commissioner Collins asked if the Conditional Use Permit is in the applicant's name or the property owner's name. Commissioner Collins noted he would like to be consistent with previous Conditional Use Permits. Chairperson Moore stated staff would need to review previous Conditional Use Permits. Chairperson Moore noted the applicant and owner is often the same person. Commissioner Powers suggested the wording of condition 13 be changed from "applicant" to "property owner" for clarity and be consistent with this terminology moving forward.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Commissioner Newell stated the Conditional Use Permit requires the applicant to be the property owner and allows an agent or broker to represent the applicant.

Commissioner Collins stated if the wording of condition 13 was changed to “property owner” the intent of Planning Commission would be clear. Planning Commission noted the Conditional Use Permit application identifies Mr. Haynes as the “landowner.” Planning Commission agreed to update the Conditional Use Permit application to list “property owner” instead of “landowner.” Planning Commission agreed to change condition 13 to “landowner (property owner).”

Commissioner Newell stated if Mr. Haynes sold his property and Mr. Hubbard wanted to retain his business at 980 Roanoke Street, the new property owner would have to re-apply for the Conditional Use Permit. Mr. Hubbard stated the non-transferable condition is a problem for him. Mr. Hubbard stated he paid \$750 for the Conditional Use Permit application but if Mr. Haynes were to not renew Mr. Hubbard’s lease, he has either added value to Mr. Haynes’ property at his own expense. Mr. Hubbard stated he has a lease with Mr. Haynes, but if Mr. Haynes sells the property he would have to repeat the Conditional Use Permit request. Mr. Hubbard stated it did not seem appropriate he would have to repeat the process and pay another \$750.

Chairperson Moore asked if the Conditional Use Permit could be valid for a specific business. Commissioner Carter stated Planning Commission needs clarification on the applicant/agent distinction.

Mr. Warren stated his understanding is that the intent of condition 13 and similar conditions adopted in the past are to apply to the person, either as the agent and/or applicant who is actively seeking the Conditional Use Permit.

Commissioner Franusich stated condition 13 exists to limit the conditional use from being abused and being transferred between property owners for many years. Commissioner Franusich noted this has been a problem in Christiansburg in the past.

Mr. Hubbard stated it does not seem fair for him to work with Planning Commission on the terms of the conditions and not have a guarantee that he can maintain the conditional use so long as he rents the space, regardless of the property owner.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Commissioner Newell stated her personal experience with purchasing property contingent on an approved Conditional Use Permit in 2003. Commissioner Newell stated in her case, the applicant was the current property owner but the Conditional Use Permit was attached to the property and not tied to the current owner. Commissioner Newell stated Planning Commission has reviewed other Conditional Use Permits where the agent has come before Planning Commission and Planning Commission has attached the conditions to the property. Commissioner Newell noted there is enhanced value obtained by the property owner and the tenant is at risk.

Commissioner Collins stated in his experience it appears conditions have been attached to the agent. Commissioner Fransich stated there have been a number of recent Conditional Use Permits where the property owner was applying for the CUP and this is a unique case where the agent and property owner are different.

Chairperson Moore asked Ms. Morgan who staff would contact if there was a compliance issue. Ms. Morgan stated staff would contact Mr. Hubbard if there was an issue with compliance. Ms. Morgan noted both Mr. Hubbard and Mr. Haynes would receive notice if an official violation was sent.

Commissioner Fransich stated Town Code uses language distinguishing landowner from agent. Commissioner Newell stated Planning Commission has been using a distinction between applicant and agent. Commissioner Newell stated the distinction should be between landowner and applicant/agent.

Chairperson Moore stated he was comfortable using “applicant” for condition 13 and stated staff needs to research this issue. Commissioner Newell noted the Conditional Use Permit application needs to use consistent language. Chairperson Moore stated the application should have an entry for the property owner and an entry for the agent/applicant. Chairperson Moore asked if there should be a signature line for the agent/applicant, along with the property owner.

Commissioner Peebles noted the affidavit on the Conditional Use Permit specifically states the conditions are placed on the property.

Commissioner Carter stated she likes Chairperson Moore’s suggestion to use “applicant/agent” for condition 13.

Commissioner Fransich stated the Conditional Use Permit application should ask if the agent or the landowner is the applicant.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Commissioner Newell noted the point made by Commissioner Peebles that Mr. Haynes signed an application stating the Conditional Use Permit applies to the property. Chairperson Moore stated the Conditional Use Permit applies to the property but condition 13 is a sunset clause prohibiting the transfer of the Conditional Use Permit.

Planning Commission agreed to apply condition 13 to the applicant (agent) only and be nontransferable. Chairperson Moore clarified the Conditional Use Permit sticks with Mr. Hubbard and if Mr. Hubbard leaves the property the Conditional Use Permit is void. Chairperson Moore stated if Mr. Haynes were to sell the property, Mr. Hubbard could continue to operate under the Conditional Use Permit, provided he secured a lease agreement with the new property owner. Mr. Hubbard stated he felt this condition was fair.

Chairperson Moore stated Planning Commission has modified conditions six, nine, and 13. Commissioner Newell stated her concern with the numerous vehicles parked in the area and noted Mr. Hubbard may have difficulty maneuvering his trucks. Chairperson Moore stated staff can investigate parking complaints on the adjacent properties.

Commissioner Powers stated the Comprehensive Plan designates 980 Roanoke Street as Buffer-Industrial on the Future Land Use Map. Commissioner Powers noted this land use allows for industrial uses so long as they are sensitive to less-intensive adjacent land uses. Commissioner Powers stated the conditions added to the Conditional Use Permit satisfy this requirement.

Commissioner Franusich made a motion to recommend Town Council approve the Conditional Use Permit with the drafted conditions. Commissioner Collins seconded the motion, which passed 10-0.

Chairperson Moore advised Mr. Hubbard Planning Commission voted to recommend his Conditional Use Permit request to Town Council. Chairperson Moore stated the Town Council public hearing will be held March 8, 2016 and advised Mr. Hubbard to attend. Chairperson Moore stated Town Council will make the final decision on whether to approve or deny the Conditional Use Permit request. Chairperson Moore suggested Mr. Hubbard let staff know if a work situation prevents him from attending the public hearing. Chairperson Moore added staff can inform Town Council and request the decision be postponed in order for Mr. Hubbard to attend.

Commissioner Collins asked staff to follow up with the town attorney on the Conditional Use Permit application language related to applicant/agent.

Discussion by Planning Commission regarding a Conditional Use Permit request by Cory Hubbard, agent for Paul A. Haynes, for towing service and a commercial garage at 980 Roanoke Street (tax parcel 498 – ((12)) – 1) in the I-2 General Industrial District. The Planning Commission public hearing was held on February 16, 2016 – (continued).

Commissioner Powers thanked Mr. Hubbard for his time and thanked staff for working with Mr. Hubbard on the detailed screening provisions. Mr. Hubbard thanked Planning Commission for their time.

Other business.

Chairperson Moore introduced the discussion. Chairperson Moore asked Ms. Morgan when the Urban Development Areas (UDA) consultant would present to Planning Commission. Ms. Morgan stated she did not know when the consultant would return. Chairperson Moore stated the UDA presentation should not be scheduled for the Planning Commission meeting that overlaps with the Certified Commissioner Training. Commissioner Peebles stated she and Commissioner Newell will attend the Certified Commissioner Training during the next Planning Commission meeting on March 14, 2016.

Chairperson Moore stated Planning Commission should direct citizens to reach out to staff if they have any recommendations or input on the UDAs. Chairperson Moore stated there will be a public comment opportunity for the UDAs in the future. Mr. Warren stated the Planning Department is still working to verify the developable parcels identified by the consultant.

Commissioner Franusich asked if the passenger rail project has affected the UDA study. Ms. Morgan stated it has not come up in discussion. Ms. Morgan noted the Planning Department is still working on the selection of developable parcels within the UDAs and potential rail sites have not been part of the analysis.

Commissioner Beasley asked if staff has received any urban agriculture permits. Ms. Morgan stated several permits have been given out, but none have been submitted for review. Commissioner Newell asked if the urban agriculture permit is available online. Ms. Morgan stated the permit is available online.

Commissioner Beasley stated his wife works for Rackspace in Blacksburg. Commissioner Beasley stated Rackspace participates in a community service project as part of the Big Event at Virginia Tech. Commissioner Beasley noted Rackspace is looking to complete a community service project in Christiansburg this year and asked Planning Commission to send him any project suggestions.

Other business – (continued).

Commissioner Johnson stated Town Council will hold a joint work session with the Parks and Recreation Advisory Commission on Monday, March 7, 2016 from 5:30 - 7:00 p.m. at the Christiansburg Recreation Center to discuss the proposed Master Plan for the Truman Wilson Park. Commissioner Johnson stated a Public Information Meeting on the Truman Wilson Park Master Plan will be held from 7:00 - 9:00 p.m. at the Recreation Center following the work session.

Ms. Morgan thanked Commissioner Beasley for reminding her Planning Commission has not been compensated for the fourth quarter of 2015. Ms. Morgan stated she will deliver the paperwork to the Finance Department by the next day.

Ms. Morgan stated the Bikeway Walkway joint meeting with the Town of Blacksburg's Corridor Committee is scheduled for Friday, March 4, 2016 at 7:30 a.m. at the Blacksburg Motor Company building, 400 South Main Street, Blacksburg, Virginia.

Ms. Morgan stated the Regional Commission – Planning Commission Training is scheduled for April 21, 2016. Mr. Warren stated staff will provide additional information and work to coordinate a carpool. Mr. Warren stated the Town will cover the cost of the dinner for Commissioners as it has in the past and noted an informational flyer will be available in the next few weeks.

Commissioner Powers asked what topics the training will cover. Mr. Warren stated the general topic is housing and may feature discussions on tiny homes and Airbnb.

Commissioner Carter suggested Planning Commission consider revisiting a proposed food truck ordinance. Commissioner Carter noted Mr. Warren recently worked on a food truck ordinance for Blacksburg. Commissioner Powers suggested the Development Subcommittee could review this issue when it meets in March to discuss a potential code change involving steps and porches in the front setback.

Commissioner Peebles encouraged everyone to exercise their right to vote in the presidential primary election tomorrow, March 1, 2016. Commissioner Peebles noted residents can vote at their regular voting locations.

There being no more business, Chairperson Moore adjourned the meeting at 8:06 p.m.

Craig Moore, Chairperson

Sara Morgan, Secretary ^{Non-Voting}