

AGENDA
REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
APRIL 26, 2016 – 7:00 P.M.

PUBLIC HEARING

1. Ordinance amending Chapter 36 “Utilities” of the Christiansburg Town Code in regards to establishing a stormwater utility and system of stormwater utility fees.
2. Council's intention to enter into a lease agreement for property at 415 Cambria Street, N.W. (tax parcel 466 – ((A)) – 1).
3. Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District.
4. Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District.
5. Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District.

REGULAR MEETING

- I. CALL TO ORDER BY MAYOR BARBER
- II. CONSENT AGENDA
 1. Council meeting minutes of April 12, 2016
 2. Monthly Bills
 3. Business Appreciation Month Proclamation
- III. RECOGNITIONS
- IV. CITIZENS' HEARINGS
 1. Citizen Comments
- V. STAFF REPORTS:
- VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS
 1. Audit Engagement Agreement
 2. Budget amendment for Police Department Construction

VII. COUNCIL REPORTS

VIII. TOWN MANAGER'S REPORTS

1. Progress Reports and Announcements

IX. ADJOURNMENT

WORK SESSION

1. DISCUSSION BY MAYOR AND COUNCIL MEMBERS

- a. Budget for Fiscal Year 2016 – 2017

2. ADJOURNMENT

Budget Work Session

The next regular Town Council meeting will be held at Christiansburg Town Hall on Tuesday, May 10, 2016 at 7:00 P.M.

**Town of Christiansburg
Stormwater Utility Fee Schedule
Effective July 1, 2016**

Stormwater Utility Rates – Tiered Rates		
Tier Number	Square feet of impervious area	Monthly Stormwater Utility Fee
1	0 to 500	\$0.00
2	501 to 6,060	\$6.00
3	6,061 to 10,000	\$12.00
4	10,001 to 20,000	\$19.80
5	20,001 to 30,000	\$39.61
6	30,001 to 40,000	\$59.41
7	40,001 to 50,000	\$79.21
8	50,001 to 60,000	\$99.01
9	60,001 to 70,000	\$118.81
10	70,001 to 80,000	\$138.62
11	80,001 to 90,000	\$158.42
12	90,001 to 100,000	\$178.22
13	100,001 to 133,000	\$198.02
14	133,001 to 167,000	\$263.37
15	167,001 to 200,000	\$330.70
16	200,001 to 250,000	\$396.04
17	250,001 to 300,000	\$495.05
18	300,001 to 400,000	\$594.06
19	400,001 to 500,000	\$792.08
20	500,001 to 600,000	\$990.10
21	600,001 to 750,000	\$1,188.12
22	750,001 to 1,000,000	\$1,485.15
23	1,000,001 or greater	\$1,980.20

Stormwater Utility Fee Rate Notes:

- 1) All residential dwelling units shall be charged \$6.00 per unit. Non-residential properties shall be billed based upon the tiered rates above. Adjacent properties under common ownership may be combined for calculation of impervious area at the property owner's request. Mixed use properties (both residential and non-residential) shall be billed at the higher rate.

**AN ORDINANCE AMENDING CHAPTER 36 “UTILITIES” OF THE
CHRISTIANSBURG TOWN CODE TO ADOPT ARTICLE X, “STORMWATER
UTILITY,” FOR THE PURPOSE OF ESTABLISHING A STORMWATER
UTILITY AND SYSTEM OF STORMWATER UTILITY FEES AND CREDITS;
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Town Council and town staff have discussed the need for increased funding for maintenance of the town’s stormwater infrastructure and for complying with federal and state environmental and stormwater regulations; and,

WHEREAS, Town Council established the Christiansburg Stormwater Stakeholders Committee (“Committee”) in 2015 to evaluate a proposed stormwater utility, including a possible stormwater utility fee structure; and,

WHEREAS, the Committee, which was comprised of representatives from the citizenry, local government, non-profits, and the business community, studied the issues in a series of comprehensive meetings (September 9, 2015 through November 23 2015); and,

WHEREAS, the Committee recommended to the Town Council that a stormwater management program should be established; and,

WHEREAS, the Committee also developed recommendations for a rate structure and the implementation of stormwater charges to fund the costs of complying with federal and state regulations as well as existing stormwater issues, which Town Council and town staff considered in developing this ordinance; and,

WHEREAS, Town Council finds that the proposed stormwater charges developed by the Committee, as modified and set forth in this ordinance, are based on an analysis that demonstrates a rational relationship between the amounts charged and the benefits received; and,

WHEREAS, notice of the intention of the Town Council to consider said ordinance was published two consecutive weeks (April 13, 2016 and April 20, 2016) in The News Messenger, a newspaper published in and having general circulation in the Town of Christiansburg; and,

WHEREAS, in addition to extensive public outreach conducted by the Committee, a public hearing was held April 26, 2016 in accordance with Code of Virginia § 15.2-2114 (B), at which citizens were afforded the opportunity to present their opinions and views in support of or in opposition to the proposed stormwater utility; and,

WHEREAS, Council deems proper so to do,

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Christiansburg that Chapter 36 “Utilities” of the *Christiansburg Town Code* is hereby amended and reordained by retitling Article III. “Charges and Rates” as Article III. “Water and Sewer Charges and Rates” and by the adoption of Article X. “Stormwater Utility” as follows:

Article X. Stormwater Utility

Sec. 36-300. Authority.

The town is authorized by Code of Virginia § 15.2-2114 to enact a system of utility fees to support a local stormwater management program consistent with the Virginia Stormwater Management Act (Code of Virginia, Title 62.1, Chapter 3.1, Article 2.3, §§ 62.1-44.15:24, et seq.) and all other state or federal regulations governing stormwater management.

Sec. 36-301. Findings and purpose.

The purpose of this Article is to establish a stormwater utility and impose stormwater utility fees to fund compliance with state and federal regulations pertaining to stormwater management and maintenance of the town's stormwater infrastructure. The town council finds that an adequate and sustainable source of revenue for its stormwater management activities is necessary to protect the general health, safety, and welfare of the residents of the town, and that the town's stormwater management program benefits properties within the town through control of flooding, improvement of water quality, and protection of the town's natural environment.

Council recognizes that stormwater runoff is associated with all improved properties in the town, whether residential or nonresidential, and the quantity and quality of runoff is typically correlated to the amount of impervious surface and land-disturbing activities on the property. Further, the council finds that properties with higher amounts of impervious area contribute greater amounts of stormwater and pollutants to the waters of the Commonwealth and should carry a proportionate burden of the cost of the town's stormwater management program.

The council also recognizes that all property owners of developed properties have a responsibility to contribute to program costs by providing funding for necessary stormwater infrastructure upgrades that reduce pollutants that enter the waters of the Commonwealth, protect and restore streams and other aquatic habitat areas, collect and convey stormwater safely through all parts of the town, and comply with federal and state regulations for water quality improvements.

Therefore, council determines that it is in the best interest of the public to establish a stormwater utility and impose stormwater utility fees on all town property owners and/or their tenants that, to the extent practicable, allocates program costs on an equitable and rational basis related to the amount of impervious area located on their property.

Sec. 36-302. Definitions.

The following words and terms used in this article shall have the following meanings:

"Developed real property" means real property that has been altered from its natural state by the addition of improvements such as buildings, structures, and other

impervious surfaces. For new construction, property shall be considered developed pursuant to this section upon (a) issuance of a certificate of occupancy or (b) certification of the final building permit inspection for those facilities not requiring a certificate of occupancy.

“Developed mixed-use property” for the purpose of this chapter means a developed lot or parcel containing at least one residential unit and impervious area associated with non-residential use.

“Developed nonresidential property” means developed property that does not serve a primary purpose of providing permanent dwelling units. Such property shall include, but is not limited to, commercial properties such as retail, hotels, motels, extended living facilities, restaurants, and offices, industrial properties, parking lots, recreational and cultural facilities, and churches.

“Developed residential property” means a developed lot or parcel containing at least one (1) dwelling unit, common areas, and accessory uses related to but subordinate to the purpose of providing permanent dwelling facilities. Such property may include, but is not limited to, single-family houses, duplexes, apartments, townhouses, condominiums, and mobile homes.

“Dwelling unit” means a single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

“Impervious surface area” means the calculated area of a surface that is compacted or covered with material that is highly resistant to infiltration by water, including, but not limited to, most conventionally surfaced streets, structures, sidewalks, parking lots, gravel lots and driveways, and other similar surfaces.

“Revenues” means all rates, fees, assessments, rentals or other charges, or other income received by the stormwater management utility in connection with the management and operation of the system, including amounts received from the investment or deposit of moneys in any fund or account and any amounts contributed by the town, funds provided by developers or individual residents, and the proceeds from sale of general obligation bonds for stormwater projects or stormwater revenue bonds.

“Stormwater billing unit” or “SBU” means the equivalent impervious area of a single-family residential developed property per dwelling unit located within the town based on the statistical average horizontal impervious area of a single-family residence in the town. A SBU equals three thousand and thirty (3,030) square feet of impervious surface area.

“Stormwater billing unit rate” or “SBU rate” means the amount charged for a stormwater billing unit.

“Stormwater management system” or “system” means the stormwater management infrastructure and equipment of the town and all improvements thereto for

stormwater control in the town. Infrastructure and equipment shall include structural and natural stormwater control systems of all types, including, without limitation, stormwater structural best management practices, storm drains, conduits, pipelines, pumping and ventilation stations, and other plants, structures, and real and personal property used for support of the system (but not including private drainage systems.

“Stormwater management utility” or “utility” means the system of stormwater utility fees and the enterprise fund created by this article to maintain and operate the town’s stormwater management system.

“Stormwater utility credit manual” or “credit manual” means the Town of Christiansburg manual, as amended from time to time, that serves to provide guidance, procedures, and standards for providing stormwater utility fee credits to property owners that implement on-site systems, facilities, measures, or other actions that mitigate the impact of stormwater runoff on their properties.

“Stormwater utility fee” means the monthly utility charges based upon the SBU rate applied and billed to property owners or occupants of developed residential property, developed nonresidential property and developed mixed use property, all as more fully described in this article.

“Tiered rates” means the rates established for ranges of total impervious areas on developed nonresidential or mixed use properties. Rates for each tier are based on the low end of the impervious range divided by the SBU and multiplied by the SBU rate. Rates established by council can be found in the latest edition of the town stormwater utility fee schedule, which may be amended from time to time by the council.

“Undeveloped property” means any parcel which has not been altered from its natural state to disturb or alter the topography or soils on the property in a manner which substantially reduces the rate of infiltration of stormwater into the earth.

Sec. 36-303. Establishment of stormwater management utility; stormwater utility fee.

(a) The stormwater management utility is hereby established to provide for the general health, safety and welfare of the town and its residents.

(b) A stormwater utility fee is hereby imposed on every parcel of developed real property in the town that appears on the real property assessment rolls as of December 31 of each year or as assessed by the State Corporation Commission. All stormwater utility fees and other income from the charges shall be deposited into the stormwater management enterprise fund.

(c) The SBU rate to be used for calculating the stormwater utility fee shall be at the rate specified in the latest edition of the stormwater utility fee schedule, which may be amended by ordinance from time to time by town council.

(d) Except as otherwise provided in this article, the impervious area for developed non-residential and mixed-use properties shall be determined by the town using aerial photography, as-built drawings, final approved site plans, professional surveys, field surveys or other appropriate engineering, surveying, and mapping analysis tools.

(e) Notwithstanding subsection (b) of this section, and consistent with Code of Virginia § 15.2-2114, the stormwater utility fee shall be waived in its entirety for the following:

(1) A federal, state, or local government, or public entity, that holds a permit to discharge stormwater from a municipal separate storm sewer system, except that the waiver of charges shall apply only to property covered by any such permit;

(2) Public roads and street rights-of-way that are owned and maintained by state or local agencies including property rights-of-way acquired through the acquisitions process; and

(3) Cemeteries as defined in Code of Virginia § 54.1-2310.

Sec. 36-304. Stormwater utility fee calculations.

Adequate revenues shall be generated to provide for an enterprise fund budget for expansion, operation, and maintenance of the stormwater management system, as well as compliance with regulatory requirements by setting sufficient levels of stormwater utility fees. Income from stormwater utility fees shall not exceed the costs incurred in providing the services and facilities described in this article (though rollover of enterprise funds shall be allowed to remain in the enterprise fund). These fees shall be billed to owners of all property in the town subject to the stormwater utility fee; provided, however, that where a tenant or occupant is the person to whom water or sewer service, or both, are billed, the utility fees may be billed to such tenant or occupant.

(a) For purposes of determining the stormwater utility fee, all properties in the town are classified into one of the following classes:

(1) Developed residential property;

(2) Developed mixed-use property;

(3) Developed nonresidential property; or

(4) Undeveloped property.

(b) The monthly stormwater utility fee for developed residential property shall equal the SBU rate. However, where more than one dwelling unit is located on a single lot or parcel the owner of the lot or parcel shall be charged a stormwater utility fee that

is equal to the SBU rate multiplied by the number of dwelling units located on the lot or parcel.

(c) The monthly stormwater utility fee for developed non-residential property shall be determined by the applicable tiered rate based on the property's total impervious surface area as set forth in the tiered rate structure referenced in section 36-202.

(d) The monthly stormwater utility fee for developed mixed-use property shall be the greater of the fee as calculated by the methods set forth in subsection (b) or subsection (c).

(e) For purposes of impervious area evaluation under the non-residential tier system of charges, impervious surfaces within common areas is included in the impervious area evaluation.

(f) The stormwater utility fee for vacant developed property, both residential and nonresidential, shall be the same as that for occupied property of the same class.

(g) Undeveloped property shall be exempt from the stormwater utility fee; provided, however, that any impervious areas on the property greater than 500 square feet shall be subject to the monthly stormwater utility fee for developed nonresidential property, as set forth above in subsection (c).

Sec. 36-305. Stormwater utility fee credits and exemptions.

(a) The Director of Engineering is authorized to implement a system of credits approved by the town council in accordance with Code of Virginia § 15.2-2114 (D) and § 15.2-2114 (E) that will provide for partial waivers of stormwater utility fees for any property owner who installs, operates, and maintains a stormwater management facility that achieves a permanent reduction in stormwater flow or pollutant loadings. The amount of the waiver shall be based in part on the percentage reduction in stormwater flow or pollutant loadings, or both, from pre-installation to post-installation of the facility.

(b) Credit amounts are defined in the stormwater credit schedule established in the stormwater utility credit manual. A copy of the stormwater utility credit manual and credit schedule shall be available on the town website and on file with the department of engineering. Nothing shall prevent the town council from modifying the adopted system of credits by resolution from time to time. Credits shall not be issued retroactively.

(c) An application for credits shall be submitted to the director of engineering and shall include a credit application form provided by the director of engineering and necessary documentation to meet the requirements set for in the credit manual. There is no fee for a credit application.

(d) Continued credit will be subject to the stormwater facility or practice remaining in compliance with the inspection, maintenance, and reporting requirements set forth in the credit manual.

(e) Except for new construction, applications for credits shall be made each year by January 1, with any approved credit to be effective on the following July 1. Applications for credits received after January 1 will be accepted but may not be reviewed until the following year, at the director of engineering's discretion.

Sec. 36-306. Stormwater management enterprise fund.

(a) The stormwater management enterprise fund is hereby established as a dedicated enterprise fund. The fund shall consist of revenues generated by stormwater utility fees, as well as all other revenues as defined in Sec. 36-302.

(b) The stormwater management enterprise fund shall be dedicated special revenue used only to pay for or recover costs permitted pursuant to Code of Virginia § 15.2-2114(A), as amended from time to time.

Sec. 36-307. Billing, enforcement, and interest.

(a) The stormwater utility fee shall be billed to the owner or tenant of each property subject to the fee. . However, where a tenant is the person to whom water or sewer service, or both, are billed, and the tenant fails to pay the utility fee, the delinquent utility fee shall be collected from the owner of the property. All properties subject to the utility fee shall be issued bills or statements for stormwater utility fees. As permitted by Code of Virginia § 15.2-2114 (G), such bills or statements may be combined with sewer and water bills levied pursuant to Chapter 36, provided that all charges shall be separately stated. The combined bill shall be issued for one (1) total amount. The director of finance is hereby authorized and directed to create policies and procedures for the efficient billing and collection of the combined bill, including a policy for allocating payments to the separate charges stated on the combined bill. The bills or statements shall include a date by which payment shall be due. All bills for stormwater utility fees prescribed by this article shall be due and payable the date the water and sewer bill is due and shall be deemed delinquent if not paid in full within such time.

(b) Delinquent stormwater utility fees shall be subject to a penalty in accordance with Code of Virginia § 15.2-105. Interest on the balance of the account shall be imposed and collected on all such delinquent fees in accordance with Code of Virginia § 15.2-105.

(c) A delinquent stormwater utility fee, along with penalty and interest, shall constitute a lien on the property ranking on parity with liens for unpaid taxes and shall be recorded in the public records as set forth in Code of Virginia § 15.2-104 and collected in the same manner as provided for the collection of unpaid taxes or as otherwise permitted by law.

Sec. 36-308. Petitions for adjustments.

(a) Any property owner may request an adjustment of a stormwater utility bill by submitting a request in writing to the director of engineering within sixty (60) days after the date the bill is mailed or issued to the property owner. Grounds for adjustment of stormwater utility fees are limited to the following:

(1) An error was made regarding the square footage of the impervious area of the property;

(2) The property is exempt under the provisions of section 36-303 (e);

(3) There is a mathematical error in calculating the stormwater utility fee;

(4) The identification of the property owner invoiced is in error; or

(5) An approved credit was incorrectly applied.

(b) The property owner shall complete a stormwater utility fee adjustment application form available on the town's website or supplied by the director of engineering.

(c) If the application alleges an error in the amount of the impervious area, a scaled plan view of the property's impervious area will be provided by the town depicting all impervious areas within the property boundaries, including buildings, patios, driveways, walkways, parking areas, compacted gravel areas, and any other separate impervious structures identified in the town's impervious area database. This assessment will be the town's initial response to the request for adjustment.

(d) If the applicant is not satisfied with this initial response, the applicant may:

(1) Request a meeting with the director of engineering; and/or,

(2) Submit an appeal to the town manager with a revised plan signed and sealed by a professional engineer or professional land surveyor licensed in the Commonwealth of Virginia attesting to the accuracy of the impervious area measurements.

(e) The requirement for a plan view of the property's impervious area required in subsection (c) above may be waived by the director of engineering, if at the sole discretion of the director of engineering the error is obvious and is the result of a technical error or oversight by the town. In such case, the town shall be responsible for recalculating the impervious area of the property.

(f) The director of engineering, or the town manager in the case of an appeal, shall make a determination within forty-five (45) days of receipt of a complete submittal for the request for adjustment.

(g) The director of engineering's or town manager's decision on a stormwater utility fee adjustment petition is a final decision from which an aggrieved party may appeal to the Circuit Court of Montgomery County, Virginia.

Sec. 36-309. Severability.

The provisions of this article shall be deemed severable; and if any of the provisions hereof are adjudged to be invalid or unenforceable, the remaining portions of this article shall remain in full force and effect and their validity unimpaired.

This ordinance shall become effective July 1, 2016. If any part of this ordinance is deemed unlawful by a court of competent jurisdiction all remaining parts shall be deemed valid.

Upon a call for an aye and nay vote on the foregoing ordinance at a regular meeting of the Council of the Town of Christiansburg, Virginia held _____, 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>
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Mayor D. Michael Barber*

Samuel M. Bishop

Harry Collins

Cord Hall

Steve Huppert

Henry Showalter

Bradford J. Stipes

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

SEAL:

Michele M. Stipes, Town Clerk

D. Michael Barber, Mayor

LEASE AGREEMENT

THIS LEASE AGREEMENT ("Lease") is made this ____ day of April 2016, by and between **SHAH DEVELOPMENT, LLC**, ("Lessor") and the **TOWN OF CHRISTIANSBURG**, ("Lessee").

WITNESSETH:

FOR AND IN CONSIDERATION of the terms, conditions, covenants, promises and agreements herein made, Lessor hereby leases and demises unto Lessee that certain tract or parcel of land and all improvements thereon described as Parcel Number 466-(A)-1 and consisting of 2.976 acres located at 415 Cambria Street, N.W. Christiansburg, Virginia 24073 ("Premises").

1. **TERM OF LEASE:** The Premises are leased to Lessee as a month to month lease not to exceed five years, beginning on the 2nd day of September, 2016, and may be terminated with a ninety day notice by either party.
2. **RENT:** Lessee covenants to pay Lessor the sum of THREE THOUSAND DOLLARS and NO CENTS (\$3,000.00) per month as rent which may be renegotiated on the anniversary of this agreement. This rent payment is due on or before the first day of each month.
3. **PURPOSE AND USE OF PREMISES:** The Premises are leased to be used and occupied by the Lessee, and its agents and employees, for storage.
4. **DELIVERY OF POSSESSION:**
 - (A) Lessor delivered quiet possession of the Premises at the commencement of the Initial Term.
 - (B) Lessee accepted and accepts the Premises "as is" and Lessor makes no warranty as to the condition or suitability of the Premises for Lessee's intended use.
5. **MAINTENANCE:** Lessee covenants to keep, repair, and maintain, at Lessee's expense, the Premises in good repair, condition, and working order suitable to the purposes and uses for which Lessee has leased the same, during the Term and any renewal terms. As used herein, the word "repair" shall be deemed to mean and include replacement of broken or cracked glass. Lessee agrees and consents that Lessor shall have the right to enter the Premises at all reasonable times for the purpose of inspecting or making any repairs or routine maintenance that Lessor may deem necessary or appropriate.
6. **UTILITIES AND TAXES:**
 - (A) Lessee shall provide all utilities for Lessee's use at Lessee's expense including,

but not necessarily limited to, electricity, water, sewer, gas, telephone, and/or internet access (if required) to and for the Premises during the Initial Term and any renewal terms.

- (B) Lessee agrees to pay all taxes and assessments, if any, for the Premises, during the Initial Term and any renewal thereof.

7. ALTERATIONS BY LESSEE: With the written consent of Lessor, Lessee may make such alterations, modifications, additions, and/or improvements upon or to the Premises and may install or remove such fixtures and partitions as Lessee may deem proper. All materials used in such alterations, modifications, additions or improvements, and all fixtures and partitions made and/or installed by Lessee during the term of this Lease shall become the property of the Lessor upon termination of the Lease, unless otherwise agreed in writing by the parties hereto.

8. DAMAGE OR DESTRUCTION OF PREMISES:

- (A) If the Premises are damaged by fire or other casualty so as to render same, in the opinion of Lessee, untenable for the purposes or uses for which Lessee has leased same, this Lease Agreement, and all obligations hereunder, may immediately terminate upon Lessee's giving notice of that fact to Lessor by certified or registered mail, return receipt requested, as hereinafter provided.
- (B) In the event of destruction of the Premises, in part or in whole, by fire or other casualty, under no circumstances shall the Lessor be required to repair or restore the Premises. As used herein, the words "repair" and "restore" shall be deemed to mean and include replacement of broken, cracked or damaged glass or windows. Lessor, in its sole and absolute discretion, shall decide whether to repair or restore the Premises, or any portion thereof, damaged in whole or in part by casualty or other cause.
- (C) Any property or equipment placed on or stored in the Premises by Lessee shall be at the risk of the Lessee. Lessee shall be solely responsible for insuring same at its sole cost and expense. Nothing herein shall affect the Lessor's liability, if any, for property damage caused by the negligence of its officers, agents, or employees.
- (D) Lessee shall be responsible for damage to, or loss of, real or personal property of Lessor caused by the negligence of Lessee or its officers, agents or employees. At the termination of this Lease, Lessee shall deliver peacefully the Premises to Lessor.
- (E) All damage or injury to the Premises and to its fixtures, appurtenances, and equipment caused by Lessee's officers, agents, or employees shall be repaired, restored, or replaced promptly by Lessee at its sole cost and expense, which repairs, restorations and replacements shall be in quality and class equal to the original work or installations.

9. RENEWAL OF LEASE: NOT USED.
10. TERMINATION: This Lease or any renewal thereof may be terminated by either party only upon at least ninety (90) days written notice to the other party by certified or registered mail, return receipt requested.
11. NOTICE:
- (A) Any and all notices affecting this Lease may be served by the parties hereto, or by their duly authorized agents, as effectively as if the same were served by any officer authorized by law to serve such notices. The return of such party, or its duly authorized agent, showing the time, place and manner of service of such notice shall have the same force and effect in any legal proceedings based thereon as a return of service by any officer authorized by law to serve such notice.
- (B) All notices required by law to be served upon, and all notices permitted by this Lease to be mailed to a party to this Lease shall be served upon or mailed to, as the case may be, the following agents for each party who are hereby appointed and designated as such for the purpose of receiving all such notices:
- (1) Lessor's agent shall be:
Christie Weddle
Project Manager
SHAH Development, LLC
PO Box 1499
Christiansburg, Virginia 24068
- (2) Lessee's agent shall be:
Barry Helms, or his successor
Town Manager
Town of Christiansburg
100 East Main Street
Christiansburg, Virginia 24073
- Each party shall immediately notify the other party, in writing, of any change of agents, and no change of agents shall be effective until such notice is given.
- (C) Where, under the terms of this Lease, a notice is required or permitted to be sent by certified or registered mail, return receipt requested, and such notice is not mailed in such manner, the notice shall be effective if actually received by the party, or its appointed agent, to whom the notice is directed.
12. BINDING UPON SUCCESSORS: This Lease shall be binding upon the heirs, successors in interest and assigns of the parties hereto.

13. ENTIRE AGREEMENT: This Lease constitutes the entire, full, and complete understanding and agreement of the parties, and all representations, conditions, statements, warranties, covenants, promises or agreements previously made or given by either party to the other are hereby expressly merged into this Lease and shall be null, void and without legal effect.
14. MODIFICATION: This Lease shall not be modified, altered, or amended except by written agreement executed by the parties hereto with the same formality as this Lease.
15. PARAGRAPH HEADINGS: Headings to the paragraphs are mere catchwords and are illustrative only; they do not form a part of this Lease nor are they intended to be used in construing the same.
16. ASSIGNMENT: This Lease shall not be assigned, and the Premises or any portion thereof shall not be sublet without Lessor's prior written consent, which consent shall not be unreasonably withheld.

IN WITNESS WHEREOF, the parties have affixed their signatures and seals, as of the date first hereinabove written.

ATTEST:

SHAH DEVELOPMENT, LLC.

By _____
Title: _____

ATTEST:

TOWN OF CHRISTIANBURG

Michelle Stipes, Town Clerk

By: _____
Barry D. Helms, Town Manager

APPROVED AS TO FORM:

Theresa J. Fontana, Town Attorney



TOWN OF CHRISTIANSBURG

100 East Main Street

Christiansburg, VA 24073

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

Conditional Use Permit Application

Landowner: Karen Kay Zimmerman Agent: Bryan Rice

Address: 1120 Radford St Address: 600 Radford St.
Christiansburg VA 24073 Christiansburg VA 24073

Phone: 540-449-4524 Phone: 540-392-5138

I am requesting a Conditional Use Permit to allow Residential in B-3 Zoning

on my property that is zoning classification B-3 under Chapter 42: Zoning of the Christiansburg Town Code.

My property is located at 1120 Radford St.

Tax Parcel(s): 008031; 525 A-6

Fee: \$750

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): Karen Kay Zimmerman Date: 2-29-16

Date: _____

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

PROFILE

Parcel	008031	Municipality	CR CHRISTIANSBURG/RINER
Alt_ID	525- A 6	NBHD	CC400000
Address	1120 RADFORD ST	School District	
Owner	ZIMMERMAN KAREN KAY	Zoning	B3 BUSINESS, GENERAL
Owner		Utilities	1
Mailing Addr		Utilities	
Mailing Addr		Utilities	
Mailing Addr		Land Area	0.6670
Description	ROCK ROAD	Street/Road	RADFORD ST
Description		Subdivision	
Description		Name	
Land Use Code	429	Subdivision No.	
LUC Description	OTHER RETAIL STRUCTURES		

VALUE SUMMARY

Land	145300	Building	2000	Total	147300
Assessed Land	145300	Assessed Building	2000	Assessed Total	147300
Prior Land	145300	Prior Building	2000	Prior Total	147300

PRIMARY RESIDENTIAL CARD

Card	Basement	-	Frpl Prefab	
Stories	SFLA		Frpl OP/ST	/
Use	HT/AC	-	Bsmt Gar	
Type	Fuel	-	Grade	-
Year Built	System	-	Cond (CDU)	-
Year Remld	Attic	-	% Complete	
Total Rooms	Fin Basement		Family Room	
Bedroom	Rec Room		Ext. Material	
Full Bath	Half Bath			

COMMERCIAL CARD

Year Built	1930	Stories	1.75	Grade	25/1
Eff. Yr. Built	1930	Gross Flr. Area	2280	Imp Name	GLASS ODYSSEY
Units	1	Structure	501/501		
Note 1		Note 2			

LAND

Classification	Eff. Front	Eff. Depth	Type	Ag.
	120	185	S	

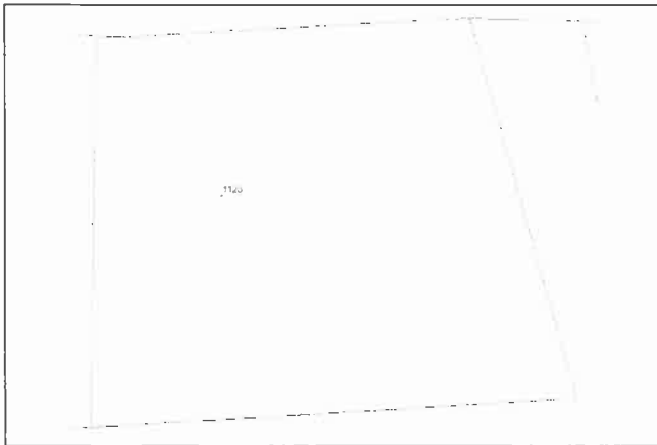
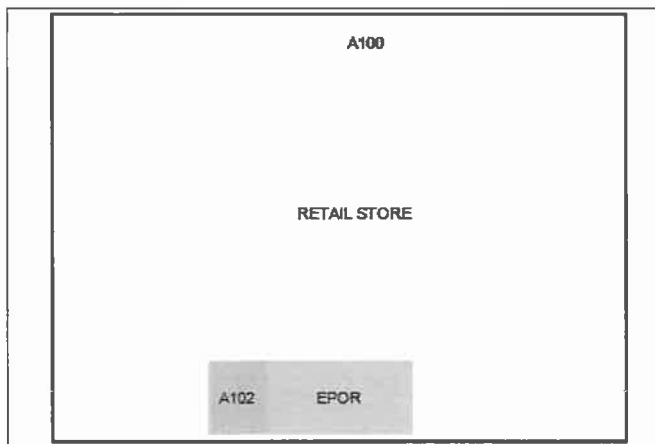
AGRICULTURE

Classification	Sub Class	Acres
----------------	-----------	-------

OTHER ITEMS**Code Description Yr Blt Sq Ft**Code Description


SALES HISTORY

Date	Book-Page	Grantor	Sale	Desc	Parcels	Amount
01-JAN-1995	08730734		8	NOT VALIDATED		65,000

MAP**SKETCH****Sketch Legend**


A0,RETAIL STORE, 1013 Sq. Ft.
A100,PORCH-OPEN, 60 Sq. Ft.
A101,ENPORCH, 190 Sq. Ft.
A102,WOOD-DECK, 80 Sq. Ft.

Agent Detail Report - Commercial - Christiansburg (in town limits)

MLS#: 315011		Address: 1120 Radford St, Christiansburg, VA 24073		List Price: 139,900	
	Status: Expired		School District: Montgomery		
	Year Built: 1930		Elementary School: Christiansburg		
	Source-Year Built: Assessor		Middle School: Christiansburg		
	Apx Acr: 0.67		High School: Christiansburg		
	Lot Size: .66		Seller Disclosure: Yes		
	Lot Size Source: Assessor		Subdivision: None		
	Parcel Nbr: 008031		City/Town: Christiansburg		
	Taxes: 1,637.6		County/City: Montgomery		
	Tax Year: 2013		Zoning: General Business		
			Short Sale: No		
Directions: Radford Street on Left beside Country Kitchen Restaurant.					
\$/SqFt Lease: \$/SqFt Sale: # Bays: # Buildings: # Restrooms: Ann Assoc Fees: Ann Operate Expense: Net Operate Expense: Monthly Lease Paymnt:		Deed Bk/Pg: 0873/0734 Deed Bk/Pg Instrumnt: 0873/0734 Ceiling Height: Lease Years: Main Road Frontage: Traffic Count: Parking Spaces:		Apx Bsmnt SqFt Fin: Apx Bsmt SqFt Unfin: 507 Apx Fin SqFt: 1,963 Apx Upper SqFt: 760 Apx Unfinished SqFt: Apx Office SqFt: Apx Mfg SqFt:	
Public Remarks: Very visible business location on a well traveled road. The lot is 2/3 of an acre and the house is well built and sturdy. The house is livable or could be transformed into a nice business office. The general business zoning allows for a variety of uses.					
Air Conditioning: None Access Transport: Building Information: Construction: Wood Frame Documents on File: Equipment: Flooring: Wood Financing: HOA: Heating: Forced Air-Gas Loading: Lockbox Location: None			Miscellaneous: Building and Land; Landscaped Parking: Private 1-10 Possession: Road Frontage: City Street; Paved Roof System: Seller Information: Showing Instructions: Call LA for Appt; No Lockbox Sewer: Public System Sq Ft Search: Off Bld <= 5,000 SF Type of Business: Business Service; Professional Service; Retail; Other-See Remarks Water Heater: Water: Public Water		
Legal Description: ROCK ROAD, .667 acres Radford Street					
Parcel Nbr: 008031		Taxes: 1,637.6		Lot Size: .66	
Deed Bk/Pg Instrumnt: 0873/0734		Tax Year: 2013		Lot Size Source: Assessor	
HOA Annual Dues:		HOA:		Short Sale: No	
		Zoning: General Business		Lender or Govt Ownd: No	
List Date: 06/03/2014		Listing Type: Exclusive Right to Sell		Duplicate Listing: no	
Original List Price: 149,900		Agent Days On Market: 119		List Price Sqft: 71.27	
Exclusions: No		Pending/Contract Dt:		Sub Agent: 0 %	
Status Change Date: 09/30/2014		Limited Service: No		Buyer Agent: 3 %	
Financing:		Variable Commission: No			
Owner/Agent: No					
Agent Remarks: The driveway is located on this property and the property on the rear has an access easement. Call listing Agent for an appointment. Easy to show.					
Owner Name: Karen Kay Zimmerman		Owner Phone:		Owner Alt Phone:	
Showing Instructions: Call LA for Appt; No Lockbox			Lockbox Location: None		Supra Lockbox #: none
Possession:					
LO: CENTURY 21 Rice Realty					
LA: Bryan Rice 540-392-5138 bryan@ricerealty.net					


Information is deemed to be reliable, but is not guaranteed. © 2016 MLS and FBS. Prepared by Bryan Rice on Tuesday, March 01, 2016 9:13 AM. The information on this sheet has been made available by the MLS and may not be the listing of the provider.

Agent Detail Report - Commercial - Christiansburg (in town limits)

MLS#: 317159		Address: 1120 Radford St, Christiansburg, VA 24073		List Price: 129,000	
 <p>©2014 ONRVMLS</p>	Status:	Expired	School District:	Montgomery	
	Year Built:	1930	Elementary School:	Christiansburg	
	Source-Year Built:	Assessor	Middle School:	Christiansburg	
	Apx Acr:	0.67	High School:	Christiansburg	
	Lot Size:	.66	Seller Disclosure:	Yes	
	Lot Size Source:	Assessor	Subdivision:	None	
	Parcel Nbr:	008031	City/Town:	Christiansburg	
	Taxes:	1,637.6	County/City:	Montgomery	
	Tax Year:	2014	Zoning:	General Business	
			Short Sale:	No	
Directions: Radford Street on Left beside Country Kitchen Restaurant.					
\$/SqFt Lease:	Deed Bk/Pg:	0873/0734	Apx Bsmnt SqFt Fin:		
\$/SqFt Sale:	Deed Bk/Pg Instrumnt:	0873/0734	Apx Bsmt SqFt Unfin: 507		
# Bays:	Ceiling Height:		Apx Fin SqFt: 1,963		
# Buildings:	Lease Years:		Apx Upper SqFt: 760		
# Restrooms:	Main Road Frontage:		Apx Unfinished SqFt:		
Ann Assoc Fees:	Traffic Count:		Apx Office SqFt:		
Ann Operate Expense:	Parking Spaces:		Apx Mfg SqFt:		
Net Operate Expense:					
Monthly Lease Paymnt:					
Public Remarks: Very visible business location on a well traveled road. The lot is 2/3 of an acre and the house is well built and sturdy. The house is livable or could be transformed into a nice business office. The general business zoning allows for a variety of uses.					
Air Conditioning: None Access Transport: State Maintained Rd Building Information: Construction: Wood Frame Documents on File: Equipment: Flooring: Wood Financing: HOA: Heating: Forced Air-Gas Loading: Lockbox Location: None			Miscellaneous: Building and Land; Landscaped Parking: Private 1-10 Possession: Road Frontage: City Street; Paved Roof System: Seller Information: Showing Instructions: Call LA for Appt; No Lockbox Sewer: Public System Sq Ft Search: Off Bid <= 5,000 SF Type of Business: Business Service; Professional Service; Retail; Other-See Remarks Water Heater: Water: Public Water		
Legal Description: ROCK ROAD					
Parcel Nbr:	008031	Taxes:	1,637.6	Lot Size:	.66
Deed Bk/Pg Instrumnt:	0873/0734	Tax Year:	2014	Lot Size Source:	Assessor
HOA Annual Dues:		HOA:		Short Sale:	No
		Zoning:	General Business	Lender or Govt Ownd:	No
List Date:	12/18/2014	Listing Type:	Exclusive Right to Sell	Duplicate Listing:	No
Original List Price:	139,900	Agent Days On Market:	255	List Price Sqft:	65.72
Exclusions:	No	Pending/Contract Dt:		Sub Agent:	0 %
Status Change Date:	08/30/2015	Limited Service:	No	Buyer Agent:	3%
Financing:		Variable Commission:	No		
Owner/Agent:	No				
Agent Remarks: The driveway is located on this property and the property at the rear has an access easement. Call listing agent for an appointment.					
Owner Name: Karen Kay Zimmerman		Owner Phone:		Owner Alt Phone:	
Showing Instructions: Call LA for Appt; No Lockbox			Lockbox Location: None		Supra Lockbox #:
Possession:					
LO: CENTURY 21 Rice Realty					
LA: Bryan Rice 540-392-5138 bryan@ricerealty.net					

Information is deemed to be reliable, but is not guaranteed. © 2016 MLS and FBS. Prepared by Bryan Rice on Tuesday, March 01, 2016 9:12 AM. The information on this sheet has been made available by the MLS and may not be the listing of the provider.

Agent Detail Report - Commercial - Christiansburg (in town limits)

MLS#: 321608		Address: 1120 Radford St, Christiansburg, VA 24073		List Price: 129,900			
	Status: Pending		School District: Montgomery				
	Year Built: 1930		Elementary School: Christiansburg				
	Source-Year Built: Assessor		Middle School: Christiansburg				
	Apx Acr: 0.67		High School: Christiansburg				
	Lot Size: .66		Seller Disclosure: Yes				
	Lot Size Source: Assessor		Subdivision: None				
	Parcel Nbr: 008031		City/Town: Christiansburg				
	Taxes: 1,637.6		County/City: Montgomery				
	Tax Year: 2015		Zoning: General Business				
			Short Sale: No				
Directions: Radford Street on Left beside Country Kitchen Restaurant.							
\$/SqFt Lease:		Deed Bk/Pg: 0873/0734		Apx Bsmnt SqFt Fin:			
\$/SqFt Sale:		Deed Bk/Pg Instrumnt: 0873/0734		Apx Bsmt SqFt Unfin: 507			
# Bays:		Ceiling Height:		Apx Fin SqFt: 1,963			
# Buildings:		Lease Years:		Apx Upper SqFt: 760			
# Restrooms:		Main Road Frontage:		Apx Unfinished SqFt:			
Ann Assoc Fees:		Traffic Count:		Apx Office SqFt:			
Ann Operate Expense:		Parking Spaces:		Apx Mfg SqFt:			
Net Operate Expense:							
Monthly Lease Paymnt:							
Public Remarks: Very visible business location on a well traveled road. The lot is 2/3 of an acre and the house is well built and sturdy. The house is livable or could be transformed into a nice business office. The general business zoning allows for a variety of uses.							
Air Conditioning: None Access Transport: Building Information: Construction: Wood Frame Documents on File: Equipment: Flooring: Wood Financing: HOA: Heating: Forced Air-Gas Loading: Lockbox Location: None			Miscellaneous: Building and Land; Landscaped Parking: Private 1-10 Possession: Road Frontage: City Street; Paved Roof System: Seller Information: Showing Instructions: Call LA for Appt; No Lockbox Sewer: Public System Sq Ft Search: Off Bld <= 5,000 SF Type of Business: Business Service; Professional Service; Retail; Other-See Remarks Water Heater: Water: Public Water				
Legal Description: ROCK ROAD							
Parcel Nbr: 008031		Taxes: 1,637.6		Lot Size: .66			
Deed Bk/Pg Instrumnt: 0873/0734		Tax Year: 2015		Lot Size Source: Assessor			
HOA Annual Dues:		HOA:		Short Sale: No			
		Zoning: General Business		Lender or Govt Ownd: No			
List Date: 12/02/2015		Listing Type: Exclusive Right to Sell		Duplicate Listing: no			
Original List Price: 129,900		Agent Days On Market: 16		List Price Sqft: 66.17			
Exclusions: No		Pending/Contract Dt: 12/18/2015		Sub Agent: 0%			
Status Change Date: 12/18/2015		Limited Service: No		Buyer Agent: 3%			
Financing:		Variable Commission: No					
Owner/Agent: No							
Agent Remarks:							
Owner Name: Karen Kay Zimmerman		Owner Phone:		Owner Alt Phone:			
Showing Instructions: Call LA for Appt; No Lockbox			Lockbox Location: None		Supra Lockbox #:		
Possession:							
LO: CENTURY 21 Rice Realty							
LA: Bryan Rice 540-392-5138 bryan@ricerealty.net							

Information is deemed to be reliable, but is not guaranteed. © 2016 MLS and FBS. Prepared by Bryan Rice on Tuesday, March 01, 2016 9:14 AM. The information on this sheet has been made available by the MLS and may not be the listing of the provider.

RECORD NORTH
P.B. 22 PG. 357

ABBREVIATIONS:

AVE.=AVENUE
CONC.=CONCRETE
CORP.=CORPORATE
CT.=COURT
D.B.=DEED BOOK
DIST.=DISTURBED
DWLG.=DWELLING
EXIST.=EXISTING
F.E.M.A.=FEDERAL EMERGENCY
MANAGEMENT AGENCY
F.I.R.M.=FLOOD INSURANCE
RATE MAP
FND.=FOUND
ID.=IDENTIFICATION
INST.=INSTRUMENT
LIC.=LICENSE
MH=MANHOLE
NO./#.=NUMBER
N.W.=NORTHWEST
OHU=OVERHEAD UTILITY LINE
P.B.=PLAT BOOK
PG.=PAGE
P.U.E.=PUBLIC UTILITY EASEMENT
(R.L.)=RELOCATED LINE
R/W=RIGHT-OF-WAY
RD.=ROAD
RT.=ROUTE
ST.=STREET
S.W.=SOUTHWEST
TYP.=TYPICAL
U.P.=UTILITY POLE
VA.=VIRGINIA
±=PLUS/MINUS

BOUNDARY LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 35°54'18" W	78.88'
L2	S 82°32'50" W	64.09'
L3	N 19°55'27" W	62.18'
L4	N 89°58'55" E	47.47'

U.S. ROUTE 11 RADFORD ST., N.W.
(V A R I A B L E R / W)

LEGEND:

- X — X — X — X — EXISTING FENCE
- PROPERTY CORNER
- EASEMENT CORNER
- - - - - LINE TO BE RELOCATED
- ADJOINING PROPERTY
- ▨ PROPOSED EASEMENT LINE
- - - - - EXISTING EASEMENT LINE
- 24.15' SPECIFIC DISTANCE
- OHU — OVERHEAD UTILITY LINE
- ⊙ WV WATER VALVE
- SETBACK LINE (SEE NOTE #2)
- MH EXISTING SANITARY MANHOLE
- PROPOSED SANITARY MANHOLE
- UTILITY POLE
- /// EDGE OF PAVEMENT
- - - - - EDGE OF GRAVEL
- - - - - APPROXIMATE ZONING LINE

EASEMENT LINE TABLE		
LINE	BEARING	DISTANCE
E1	S 07°49'00" E	44.85'
E2	N 27°21'26" W	132.09'
E3	N 13°50'58" W	27.12'
E4	N 89°58'55" E	15.45'
E5	S 13°50'58" E	21.65'
E6	S 27°21'26" E	88.05'
E7	S 07°49'00" E	14.41'
E8	S 84°50'04" W	109.72'
E9	S 05°25'34" E	46.53'
E10	S 82°32'50" W	15.01'
E11	N 05°25'34" W	46.73'
E12	S 81°53'40" W	299.20'
E13	N 08°06'20" W	15.00'
E14	N 81°53'40" E	307.25'
E15	N 84°50'04" E	96.73'
E16	S 07°49'00" E	0.58'

REVISED TAX PARCEL
525-(A)-7
AREA=5.489 ACRES
(WITHIN HEAVY LINES)

0.193 ACRE PORTION
OF TAX PARCEL
525-(A)-4A TO
ADDED TO TAX
PARCEL 525-(A)-7

REVISED TAX PARCEL

GAY AND NEEL, INC.

CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
SURVEYING

1260 Radford Street
Christiansburg, Virginia 24073
Phone: (540) 381-6011 Fax: (540) 381-2773
Email: info@gayandneel.com

Plat Showing Boundary Line Adjustment
and Sanitary Sewer Easement Dedications
Between Tax Parcels
525-(A)-7 & 525-(A)-4A

Prepared For Donald L. & Stephanie R. Bell
Town of Christiansburg
Riner Magisterial District
Montgomery County, Virginia

REVISED:

DESIGNED/CALC.: MTM
CHECKED:
DRAWN: MTM
SCALE: 1"=60'

APPROVAL AND ACCEPTANCE:

THE HEREON SHOWN "PLAT SHOWING BOUNDARY LINE ADJUSTMENT AND SANITARY SEWER EASEMENT DEDICATIONS BETWEEN TAX PARCELS 525-(A)-7 & 525-(A)-4A PREPARED FOR DONALD L. & STEPHANIE R. BELL", DATED 06/23/08, HAS BEEN SUBMITTED TO AND APPROVED FOR RECORDATION BY THE TOWN OF CHRISTIANBURG, VIRGINIA, PER TOWN OF CHRISTIANBURG SUBDIVISION CODE SECTION 26-6, APPROVAL HEREOF BY TOWN COUNCIL SHALL NOT BE CONSTRUED AS AFFECTING VESTED RIGHTS OF ANY PARTY.



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: Monday, March 28, 2016 at 7:00 p.m.

Town Council Public Hearing Date: Tuesday, April 26, 2016 at 7:00 p.m.

Application Type: Conditional Use Permit

Applicant: Bryan Rice, agent for Karen Kay Zimmerman

Location: 1120 Radford Street, N.W.

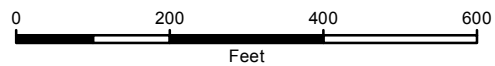
The Town of Christiansburg has received a Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District

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.

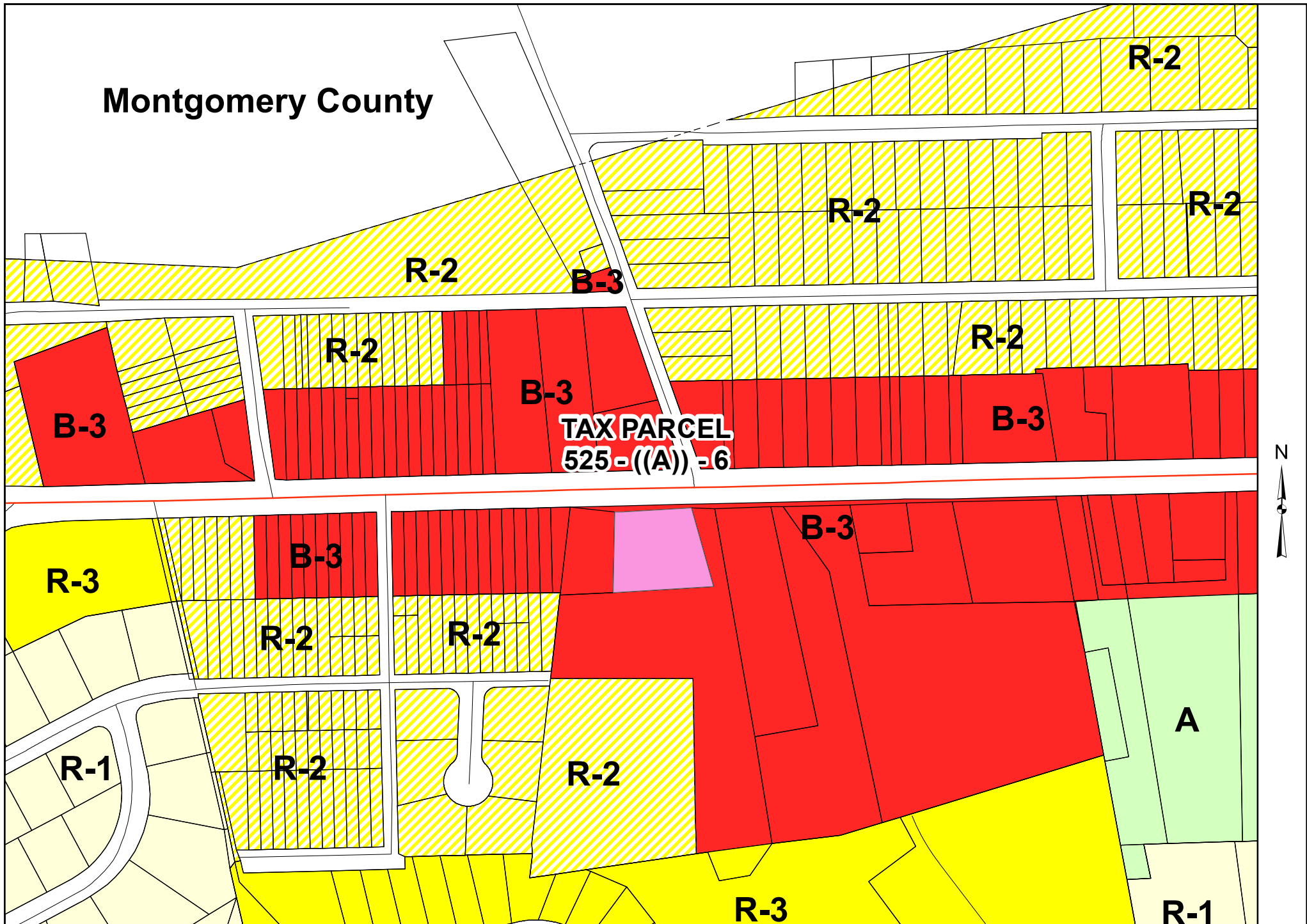


CUP REQUEST: 1120 Radford Street N.W.

PC: MARCH 28, 2016
TC: APRIL 26, 2016



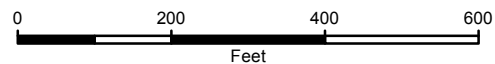
Montgomery County



CUP REQUEST: 1120 Radford Street N.W.

PC: MARCH 28, 2016

TC: APRIL 26, 2016



CUP: 1120 Radford Street

<u>Tax Map #</u>	<u>Owner(s)</u>		<u>Address</u>	<u>City, State, Zip</u>
525- 2 1-7,36-3*	FRYE WILLIAM R	FRYE SUSAN S	2168 WINTERGREEN DR	RADFORD VA 24141
525- 1 19A	HARVEY ENTERPRISES LLC		1415 RADFORD RD	CHRISTIANSBURG VA 24073
525- 2 1-7,36-3*	FRYE WILLIAM R	FRYE SUSAN S	2168 WINTERGREEN DR	RADFORD VA 24141
525- A 5; 525 (*)	DEHART TILE CO INC		1140 RADFORD ST	CHRISTIANSBURG VA 24073
525- A 6	ZIMMERMAN KAREN KAY		1120 RADFORD RD	CHRISTIANSBURG VA 24073
525- A 7	BELL DONALD L	BELL STEPHANIE R	1100 RADFORD ST	CHRISTIANSBURG VA 24073



TOWN OF CHRISTIANSBURG

100 East Main Street

Christiansburg, VA 24073

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

Conditional Use Permit Application

Landowner: M + M Tire Holding, Inc. Agent: M + M Tire Holding, Inc.

Address: 1265 Moose Drive Address: same
Christiansburg VA 24073

Phone: 540-230-7592 Phone: 540-230-7592

I am requesting a Conditional Use Permit to allow private recreation facility (bathing cages)

on my property that is zoning classification B-3 under Chapter 42: Zoning of the Christiansburg Town Code.

My property is located at 1265 Moose Drive Christiansburg VA 24073

Tax Parcel(s): 556-A-31 and 556-A-32

Fee: \$750.00

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): Chris S. May Date: 3/8/16
 _____ Date: _____
 _____ 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



ESTABLISHED
NOVEMBER 10, 1792

INCORPORATED
JANUARY 7, 1833

MAYOR
D. MICHAEL BARBER

COUNCIL MEMBERS
SAMUEL M. BISHOP
HARRY COLLINS
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ASSISTANT TOWN MANAGER
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**ASSISTANT TO THE TOWN
MANAGER**
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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: Monday, March 28, 2016 at 7:00 p.m.

Town Council Public Hearing Date: Tuesday, April 26, 2016 at 7:00 p.m.

Application Type: Conditional Use Permit

Applicant: M&M Tire Holdings, Inc.

Location: 1265 Moose Drive, N.W.

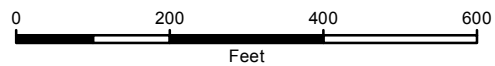
The Town of Christiansburg has received a Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District.

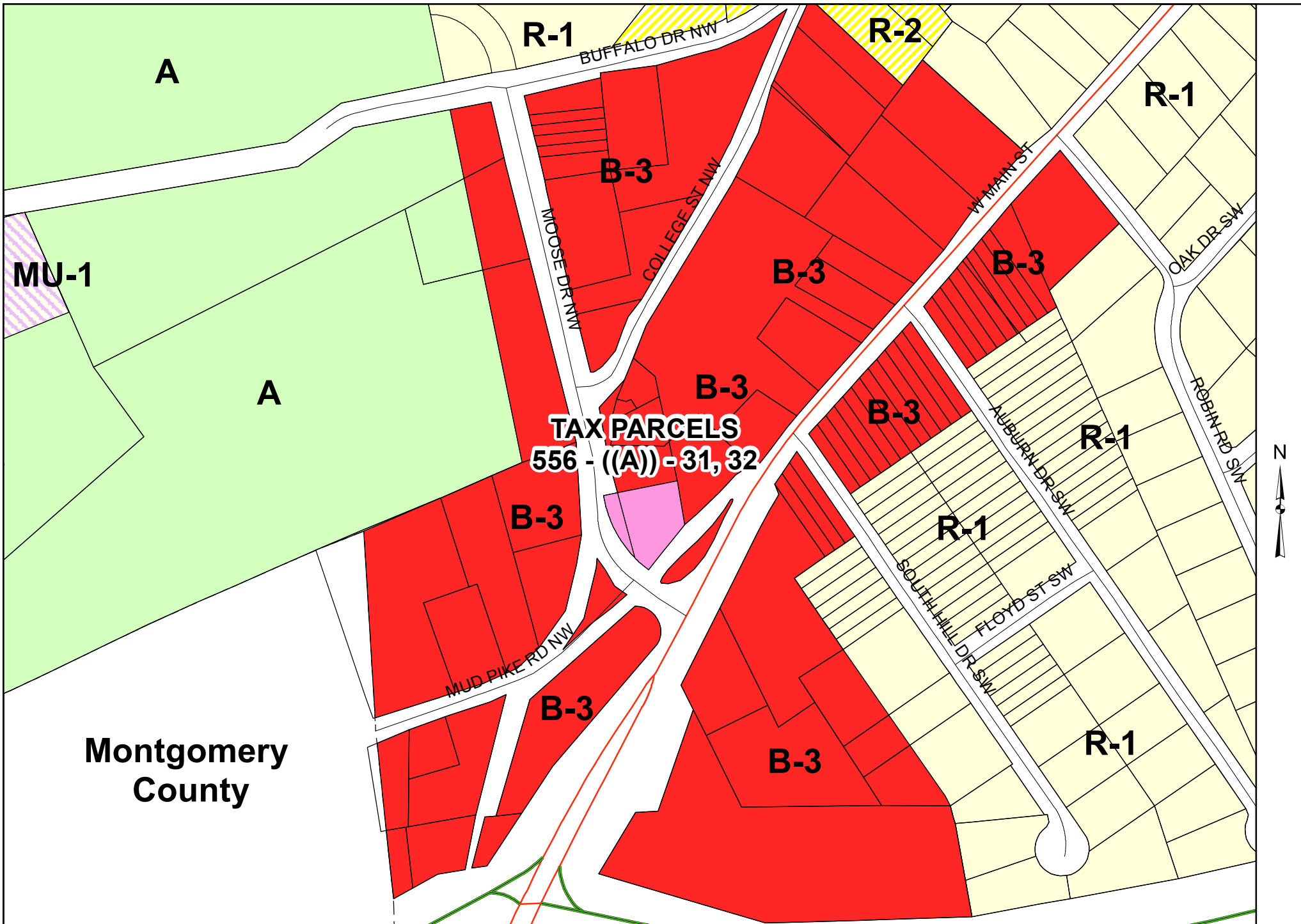
The property is not located within the 100-Year or 500-Year Flood Hazard Areas. The property does not lie within a Historic District. The adjoining properties are zoned B-3 General Business. The adjoining properties contain houses, businesses and vacant land.



CUP REQUEST: 1265 Moose Drive N.W.

PC: MARCH 28, 2016
TC: APRIL 26, 2016





CUP REQUEST: 1265 Moose Drive N.W.

PC: MARCH 28, 2016

TC: APRIL 26, 2016

CUP: 1265 Moose Drive NW

<u>Tax Map #</u>	<u>Owner(s)</u>		<u>Address</u>	<u>City, State, Zip</u>
556- A 37	WILLARD GARRY T	WILLARD BARRY W	1906 MUD PIKE	CHRISTIANSBURG VA 24073
556- A 33	THACKER ROBERT W	THACKER SUE G	1827 WESTON RD	RINER VA 24149
556- A 12	ALEXANDER JAMES HOUSTON HEIRS	C/O MRS HELEN MILLS	P O BOX 5043	CHRISTIANSBURG VA 24068 5043
556- A 31	M & M TIRE HOLDINGS INC		2580 CHARLOTTE DR	BLACKSBURG VA 24060
556- A 32	M & M TIRE HOLDINGS INC		2580 CHARLOTTE DR	BLACKSBURG VA 24060
556- A 24B	CHRISTIANSBURG TOWN OF			CHRISTIANSBURG VA 24073
556- A 13	JOHNSON HELEN A		P O BOX 5043	CHRISTIANSBURG VA 24068
556- A 12A	CHRISTIANSBURG TOWN OF			
556- A 24	SNYDER-HUNT COMPANY LLP		588 FORDS RD	MANAKIN SABOT VA 23103

Sara Morgan

From: Curtis Whitt
Sent: Monday, March 28, 2016 4:08 PM
To: Sara Morgan
Subject: RE: Conditional Use Permit - Condition Question
Attachments: 1265 Moose Drive - Mo's House of Hits.pdf

Good afternoon,
Please see the attached fire department inspection report.

Thank you,

Curtis Whitt
Deputy Fire Marshal
Christiansburg Fire Department
110 Depot Street
Christiansburg, Va. 24073
540-382-4388 Office
540-605-0453 Cell
cwhitt@christiansburg.org

From: Sara Morgan
Sent: Monday, March 28, 2016 8:28 AM
To: Billy Hanks; Jerry Heinline
Cc: Andrew Warren; Curtis Whitt
Subject: RE: Conditional Use Permit - Condition Question

Thank you for the explanation, Chief Hanks! Do you know if a walk through has been performed? Planning Commission may ask tonight but it is more likely they will ask at their April 18th meeting so there is more time to obtain this information.

Thank you,
Sara Morgan

From: Billy Hanks
Sent: Friday, March 25, 2016 4:29 PM
To: Sara Morgan; Jerry Heinline
Cc: Andrew Warren; Curtis Whitt
Subject: RE: Conditional Use Permit - Condition Question

Inspections and approval by the Building Office and Fire Marshal and then maintenance per manufacture's recommendations. Can't see why the Rescue Captain would have anything to do with it. He has no enforcement authority.

I think that Curtis has already done a walk through I will check with him.

Billy

From: Sara Morgan
Sent: Friday, March 25, 2016 11:54 AM
To: Jerry Heinline; Billy Hanks
Cc: Andrew Warren
Subject: Conditional Use Permit - Condition Question

Good morning,

The Planning Commission will be having a public hearing for a Conditional Use Permit request at 1265 Moose Drive for a private recreation facility (batting cages). On a previous CUP for a private recreation facility at 375 Bell Road, we included a condition that read:

This permit is subject to inspections and approval of the facilities and equipment by the Fire Marshall, Building Official, and Rescue Squad Captain. The Town of Christiansburg requires that the applicants use and maintain the facilities and equipment in accordance with equipment manufacturer's guidelines.

Do either of you feel this should be included as a condition for the Moose Drive request?

Thank you,
Sara Morgan, CZO
Senior Planner
Town of Christiansburg
100 E. Main Street
Christiansburg, VA 24073
(540)382-6120 ext. 1120
www.christiansburg.org



Christiansburg Fire Department

110 Depot Street
Christiansburg, Va. 24073
Phone: 540-382-4388 Fax: 540-381-5027



Fire Inspection Report

Date: 3/28/2016
Name of Facility: Mo's House of Hits
Address: 1265 Moose Drive
Christiansburg, Va. 24073
Phone: 540-382-7155
Owner / Manager: Matt McCoy
Primary Contact Email: mmtire@swva.net

Inspection Time: 1530-1540
Occupancy ID: 1265 Moose Dr
Occ/Use Group: S-1
Capacity:

After Hours Contact: Same
After Hours Contact Number: 540-230-1114

Knox Box: ☐ Yes ☒ No Alarm System: ☐ Yes ☒ No Sprinkler System: ☐ Yes ☒ No

Annual / New Inspection ☒ Re-inspection ☐ #

The following violation(s) of the Virginia Statewide Fire Prevention Code were observed during an inspection of the above listed property. You are responsible for correcting the violation(s) within the specified time limit.

Code Section	Description of Violation(s)	Re-inspection Date
F-605.6	Missing spacer(s) or blank(s) in the electrical panel in the right room	11 April, 2016

Failure to correct the violation(s) within the time specified in this notice may result in legal proceedings. The decision of the fire code official may be appealed to the local board of appeals within 14 calendar days from receipt of this notice.

This notice issued to: Emailed to Matt McCoy on 28 March 2016

Inspected by: Curtis Whitt

Title: Deputy Fire Marshal

Thank you for your concern for fire prevention and life safety. If you have any questions about this inspection or any fire safety topic, please contact the Fire Chief / Fire Marshal at 540-382-4388.



TOWN OF CHRISTIANSBURG

100 East Main Street
Christiansburg, VA 24073
Phone (540) 382-6120 Fax (540) 381-7238

Conditional Use Permit Application

Landowner: Snyder-Hunt Company, LLP Agent: Construction Services, LLC
Dean Frantz, manager

Address: 588 Fords Road Address: 125 N. Main Street #128
Manakin Sabot, VA 23103 Blacksburg, VA 24060

Phone: 540-804-719-9624 Phone: 540-320-8545

Contact Person - Lawrence Sheffer

I am requesting a Conditional Use Permit to allow Welding and Fabrication shop

on my property that is zoning classification B-3 under Chapter 42: Zoning of the Christiansburg Town Code.

My property is located at 1360 Mad Pike Road, Christiansburg, Virginia

Tax Parcel(s): 004369, 029430, 000489, 031425, 030729
BCF DCF DCF

entire on WEA March 16, 2016
By Dean Frantz

Fee: \$ 750.00 dgm
3-10-16

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 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): Georgia Anne Snyder-Falkinham Date: 1/21/2016
Snyder Hunt, LLP

Georgia Anne Snyder-Falkinham Trustee Date: _____

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 _____

February, 25 2016

Town of Christiansburg
C/O Will Drake *Planner I*
100 East Main Street
Christiansburg, VA 24073

CONSTRUCTION SERVICES, LLC
Dean Frantz, Manager
125 North Main Street #500-128
Blacksburg, Virginia 24060

Dear Mr. Drake,

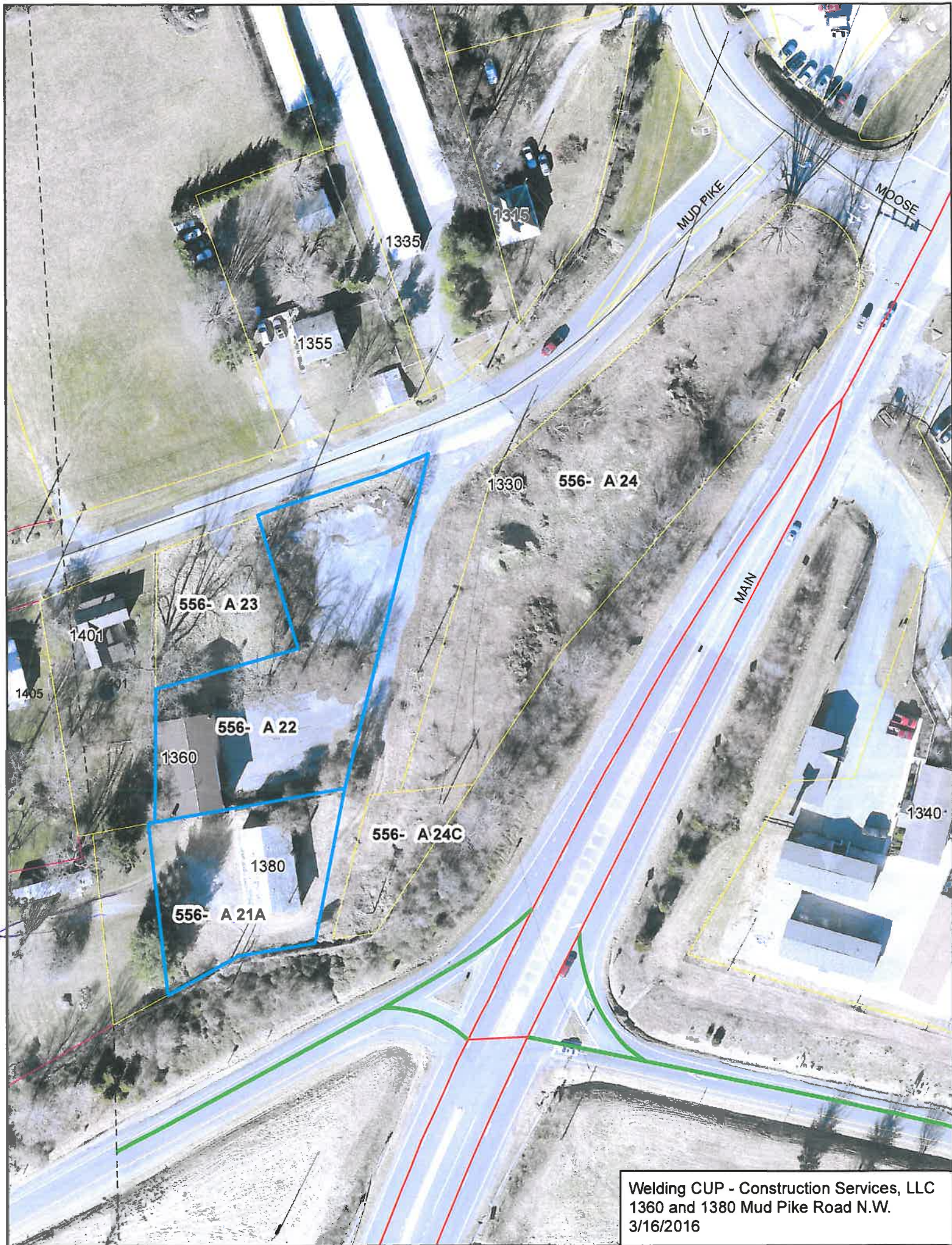
Thank you for all of your assistance regarding our Business License Application. Enclosed is the signed Conditional Use Permit Application, a check for \$750.00 and a highlighted survey of the property where we would like to have a permit to operate a welding shop. *Map, dated 3/16/2016*

In the steel industry our shop is classified as a miscellaneous steel fabricator and welding shop. We fabricate and build steel components such as guard rails, hand rails, stair towers, and structural columns for customers locally and within the Mid-Atlantic region. In addition to this, we do repair work on equipment for landscaping contractors, dirt works contractors, and area farmers. The building sits well back from the road and has natural screening of trees so any equipment that may be left after hours for us to repair the next day would not be an eye sore to passing motorist or neighbors. Our business is not advertised and is not open to the general public so no signage, other than an address marker, will be placed on the property or the building.

The owners of this property approached us about moving our shop from the Prices Fork area to the location on Mud Pike because they were having issues with vagrancy, some vandalism, and debris dumping in the lower paved lot. Having our shop there was a way for the owners to keep the property safe, maintained and clean while it is listed for sale. We have a year to year lease that will continue until the property is sold. This could be a one year lease or a multi-year lease based on interest in the property from a buyer.

Thank you for time and consideration in this matter and if you have any questions please give me a call at 540-320-8545


Dean Frantz,
Manager, CONSTRUCTION SERVICES, LLC



Welding CUP - Construction Services, LLC
1360 and 1380 Mud Pike Road N.W.
3/16/2016

Town of Christiansburg

00 East Main Street

Christiansburg, VA
24073-3029

Customer ID	Receipt Number	Receipt Date	Location ID
131881	014160310000008	3/10/2016	N/A

Name CONSTRUCTION SERVICE LLC 1360 MUD PIKE RD CHRISTIANSBURG VA 24073

SERVICE ADDRESS

Document	Description	Owing	Payment
MISC00000094143	RMGT-SmItem N/A	\$ 500.00	\$ 500.00
MISC00000094144	RMGT-SmItem N/A	\$ 250.00	\$ 250.00

Method of Payment
Check 5185

\$ 750.00

Total Payment

\$ 750.00

Unapplied
Change

\$ 0.00
\$ 0.00

25 / 2 F

DELINQUENT TAXES / FEES OWED REVIEW FORM

PLANNING / ZONING

Date: 3/1/2016

Application Type: Conditional Use Permit request
Construction Services, LLC, agent for

Applicant: Snyder-Hunt Company, LLP Phone: 804-719-9024

Business: _____ Phone: _____

Address of Work Performed: 1360 Mud Pike Road N.W.

Parcel ID: ✓004869, ✓029430, ✓030729, ✓000489, ✓031425

Tax Parcel: 556-(A)-21A, 22, 23, 24; and 24C

Property Owner: Snyder-Hunt Company, LLP

Initial _____ Notes BOA pending Conditional Use Permit-W.D.

BPOL waiting on an approved BOA to issue Bus. license

UTILITIES _____

MEALS/LODGING _____

TAXES _____

MISCELLANEOUS CHARGES _____



TOWN OF CHRISTIANSBURG

100 East Main Street
Christiansburg, VA 24073-3029
Telephone: (540) 382-6120
Fax: (540) 381-7238

COST SHEET

Conditional Use Permit/Rezoning Request/Zoning Variance/Street Vacation/Other _____

Name of Applicant: Construction Services, LLC, agent for Snyder-Hunt Company, LLP

Mailing Address: 125 N. Main Street, Blacksburg VA 24060

Tax Parcel Number(s): 556-((A))-21A, 22

Location by Address and Directions: 1360 and 1380 Mud Pit Road N.W

Date Deposit/Application Received: 3/10/2016

Amount: \$ 750.00

clgm
3-10-16

RECEIPTS/EXPENDITURES (BILLING IS AT ACTUAL COSTS)

	Amount:
___ Planning Commission Legal Advertisement Costs/___ requests	\$ _____
___ Town Council Legal Advertisement Costs/___ requests	\$ _____
___ Certified Letters at \$6.735 each	\$ _____
<u>2</u> Posting sign(s) at <u>\$10.00</u> each	\$ <u>20.00</u>
___ Paid Planning Commission Members at Public Hearing (\$30.00/___ requests)	\$ _____
___ Paid Planning Commission Members at review (\$30.00/___ requests)	\$ _____
___ Paid Planning Commission Members at review (\$30.00/___ requests)	\$ _____
<u>✓</u> Paid BZA Members at review (\$25.00/___ requests)	\$ _____
<u>✓</u> Paid BZA Members at Public Hearing (\$25.00/___ requests)	\$ _____
<u>1</u> Tax Parcel Map(s) (\$10.00)	\$ <u>10.00</u>
<u>2</u> Print Outs - aerial map, zoning map (\$1.00 each)	\$ <u>2.00</u>

Total Costs: \$ _____

Estimated Cost Deposit Received \$ _____

Amount of Refund/Balance Due \$ _____

Date Given to Treasurer: _____



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: Monday, March 28, 2016 at 7:00 p.m.

Town Council Public Hearing Date: Tuesday, April 26, 2016 at 7:00 p.m.

Application Type: Conditional Use Permit

Applicant: Construction Services, LLC, agent for Snyder-Hunt Company, LLP.

Location: 1360 and 1380 Mud Pike Road, N.W.

The Town of Christiansburg has received a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A and 22) in the B-3 General Business District.

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 within the corporate limits are zoned B-3 General Business. The adjoining properties outside the corporate limits are zoned GB General Business. The adjoining properties contain homes, businesses, and vacant land.



Legend

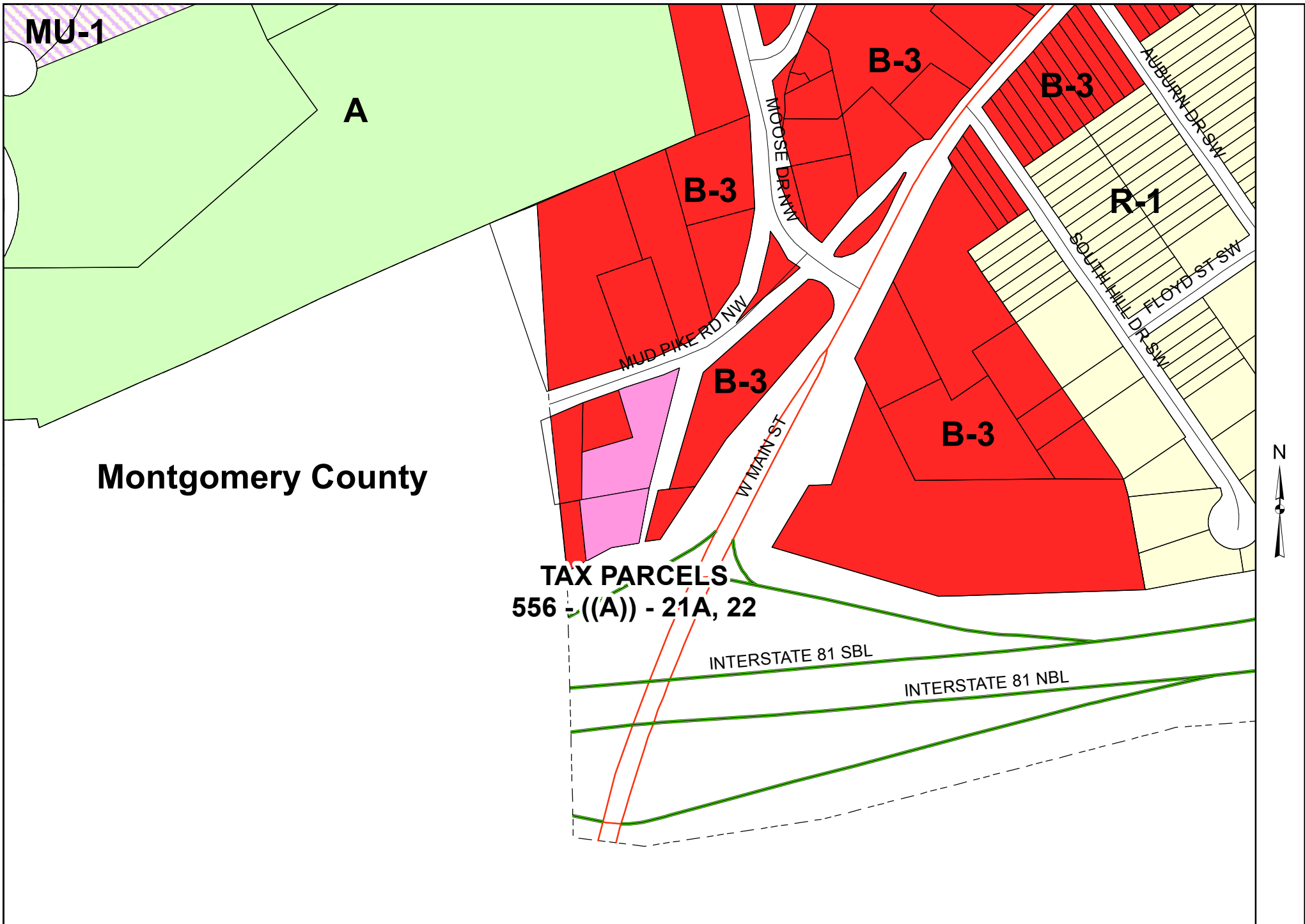
- 556-((A))-21A, 22
- Parcels

CUP REQUEST: 1360 and 1380 Mud Pike Road N.W.

PC: MARCH 28, 2016

TC: APRIL 26, 2016

0 200 400 600
Feet



CUP REQUEST: 1360 and 1380 Mud Pike Road N.W.

PC: MARCH 28, 2016
TC: APRIL 26, 2016

CUP: 1360 and 1380 Mud Pike Road N.W.

Tax Map #	Owner(s)	Mailing Address	City, State, Zip
556- A 24B	CHRISTIANSBURG TOWN OF		CHRISTIANSBURG VA 24073
556- A 12A	CHRISTIANSBURG TOWN OF		
556- A 27	CMH HOMES INC	ATTN : RETAIL PROPERTY DEPT #631	MARYVILLE TN 37802
556- A 29	DELI MART INC	P O BOX 9790	CHRISTIANSBURG VA 24068 6204
092- 7 8	HUMANE SOCIETY OF MONTGOMERY	P O BOX 6204	BLACKSBURG VA 24063
106- A 72	ICFG	P O BOX 287	LOS ANGELES CA 90026
093- A 1	INTERNATIONAL CHURCH OF THE	P O BOX 26902	LOS ANGELES CA 90026
556- A 13	JOHNSON HELEN A	1910 WEST SUNSET BLVD	CHRISTIANSBURG VA 24068
556- A 21	JONES DORIS BISHOP	P O BOX 5043	CHRISTIANSBURG VA 24073
556- A 31	M & M TIRE HOLDINGS INC	1419 MUD PIKE RD	BLACKSBURG VA 24060
556- A 32	M & M TIRE HOLDINGS INC	2580 CHARLOTTE DR	BLACKSBURG VA 24060
556- A 18	MCCUEN TYLER	2580 CHARLOTTE DR	CHRISTIANSBURG VA 24073
556- A 15A	NEW HOPE CHURCH OF GOD (THE)	1401 MUD PIKE RD	CHRISTIANSBURG VA 24068
556- A 14	QUORUM HOLDING CORP	P O BOX 2296	BLACKSBURG VA 24062
556- A 15	QUORUM HOLDING CORPORATION	P O BOX 10802	BLACKSBURG VA 24062
556- A 24	SNYDER-HUNT COMPANY LLP	P O BOX 10802	MANAKIN SABOT VA 23103
556- A 22	SNYDER-HUNT COMPANY LLP	588 FORDS RD	MANAKIN SABOT VA 23103
556- A 23	SNYDER-HUNT COMPANY LLP	588 FORDS RD	MANAKIN SABOT VA 23103
556- A 24C	SNYDER-HUNT COMPANY LLP	588 FORDS RD	MANAKIN SABOT VA 23103
556- A 21A	SNYDER-HUNT COMPANY LLP	588 FORDS RD	MANAKIN SABOT VA 23103

**Christiansburg Planning Commission
Minutes of April 18, 2016**

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

Absent: Ann Carter
Jennifer D. Sowers, Vice-Chairperson

Staff/Visitors: Andrew Warren, Planning Director
Will Drake, staff
Tracy McCoy, M&M Tire Holdings, Inc.
Dean Frantz, Construction Services, LLC
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 March 28, 2016.

Chairperson Moore introduced the discussion. Commissioner Newell stated the minutes included a few typographical errors. Commissioner Newell made a motion to approve the March 28, 2016 Planning Commission meeting minutes with the corrections to the typographical errors. Commissioner Peeples seconded the motion, which passed 5-0. Commissioners Franusich and Johnson abstained as they were not present for the previous meeting. Commissioner Beasley was not present when the vote was taken.

Discussion by Planning Commission regarding a Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016.

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

1. There shall be no excessive noise between 10:00 p.m. and 7:00 a.m.
2. This permit shall be subject to inspections and approval of the facilities and equipment by the Fire Marshall and Building Official. The Town of Christiansburg requires that the applicants shall use and maintain the facilities and equipment in accordance with equipment manufacturer's guidelines.
3. This permit shall be subject to review by the Planning Commission in one year.

Commissioner Newell stated previous Conditional Use Permits have typically included a condition prohibiting violations of Chapter 4 “Advertising” of the Christiansburg Town Code. Commissioner Newell asked if similar language should be included for this Conditional Use Permit. Ms. Morgan stated Chapter 4 of the Christiansburg Town Code regulates signs and outdoor advertising. Ms. Morgan stated staff would prefer to reduce placing standard conditions on Conditional Use Permits when the conditions are already covered by Town Code.

Commissioner Newell stated Planning Commission should consider striking similar conditions when approved Conditional Use Permits come forward for review.

Commissioner Collins asked if the conditions were shared with the applicant. Ms. Morgan stated the conditions were shared with the applicant. Ms. Morgan noted the second condition was shared with the Fire Marshall, Chief Hanks, and he approved the language.

Commissioner Collins made a motion to recommend Town Council approve the Conditional Use Permit with the drafted conditions. Commissioner Peebles seconded the motion, which passed 8-0.

Commissioner Powers stated he liked the idea of only including conditions most specific and important to a particular Conditional Use Permit request. Commissioner Powers and Commissioner Franusich stated it would be good to avoid redundant conditions already covered by Town Code. Planning Commission agreed.

Discussion by Planning Commission regarding a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016.

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

1. The property shall be maintained in a clean, sanitary, and sightly manner.
2. Business operations shall be conducted between 7:00 a.m. and 7:00 p.m.
3. There shall be no discernible noises to residential properties in the nearby vicinity between 7:00 p.m. and 7:00 a.m.
4. The existing vegetative screening shall be maintained. Any tree that is significantly damaged, falls, or needs to be removed for safety concerns shall be replaced in the same approximate location. The replacement tree shall be an evergreen tree with a minimum of six feet in height at the time of planting.

Chairperson Moore asked the applicant if he reviewed the conditions. Mr. Frantz stated he did review the conditions.

Commissioner Collins inquired if Mr. Frantz or the property owner would be responsible for tree replacement. Chairperson Moore stated it would be the property owner's responsibility to comply with the Conditional Use Permit. Mr. Frantz stated the lease agreement requires his company to maintain the property. Mr. Frantz stated he interpreted the fourth condition to be his company's responsibility.

Commissioner Franusich inquired if the applicant has already occupied the building and is expanding, or if they were not aware a Conditional Use Permit was required. Ms. Morgan stated the applicant does occupy the building and was not aware a Conditional Use Permit was required. Ms. Morgan stated the applicant was informed of the Conditional Use Permit requirement when they submitted their Business Occupancy application.

Commissioner Newell made a motion to recommend Town Council approve the Conditional Use Permit request with the drafted conditions. Commissioner Collins seconded the motion, which passed 8-0.

Chairperson Moore stated Town Council will hold public hearings for both of the Conditional Use Permit requests on Tuesday, April 26, 2016. Chairperson Moore stated Town Council will take Planning Commission's recommendation and any public comment they receive into consideration. Chairperson Moore advised the applicants to attend the Town Council public hearing.

Other business.

Chairperson Moore introduced the discussion. Ms. Morgan stated the Conditional Use Permit request for 350 Industrial Drive, N.E. was withdrawn by the applicant. Ms. Morgan stated the applicant is appealing the determination made by Mr. Randy Wingfield, Zoning Administrator, to require a Conditional Use Permit for the proposed use. Ms. Morgan stated the applicant has a Board of Zoning Appeals public hearing on Thursday, April 28, 2016 at 7:00 p.m. in the Council Room, Christiansburg Town Hall, 100 East Main Street.

Ms. Morgan stated staff will provide an update on the appeal at the following Planning Commission meeting. Ms. Morgan stated Commissioner Newell is a member of the Zoning Appeals Board and can provide additional information as necessary.

Ms. Morgan asked Commissioner Collins if there were any updates from Town Council to share with Planning Commission. Commissioner Collins replied there were no updates.

Commissioner Collins asked if Town Council needed to take action on an item from Planning Commission. Ms. Morgan stated Town Council has not received any recent items from Planning Commission. Ms. Morgan noted the Conditional Use Permit request for 980 Roanoke Street was withdrawn before going to Town Council and some of the other recent items discussed by Planning Commission, including the Bikeway Walkway presentation, have been internal to Planning Commission.

Ms. Morgan stated the Regional Commission Planning Commissioner Training is scheduled for Thursday, April 21, 2016 from 6:00p.m. - 8:00 p.m. Ms. Morgan invited commissioners to meet at Town Hall at 5:15 to carpool.

Chairperson Moore discussed Planning Commission's three subcommittees. Chairperson Moore noted the Development Subcommittee and the Comprehensive Plan Subcommittee are the two active subcommittees. Chairperson Moore noted the Historic District Subcommittee has not been active for several years.

Chairperson Moore stated he would like to have a defined and consistent membership list for each subcommittee. Chairperson Moore asked commissioners to consider an assignment to either the Development Subcommittee or the Comprehensive Plan Subcommittee. Chairperson Moore stated he would like each commissioner to provide their subcommittee preference at the next Planning Commission meeting.

Other business - (continued).

Chairperson Moore discussed changing the subcommittee meeting time in order to allow more persons to participate. Chairperson Moore suggested Planning Commission consider holding the subcommittee meetings at 6:00 p.m. before the regularly scheduled Planning Commission meetings.

Chairperson Moore stated the Development Subcommittee would meet once a month. Chairperson Moore stated the Comprehensive Plan Subcommittee would become active once the implementation portion of the UDA project begins. Mr. Warren noted there is plenty of work for the Comprehensive Plan Subcommittee. Commissioner Collins stated there is also a need to work with the Central Business Advisory Committee on the development of a master plan.

Chairperson Moore stated the subcommittees are not intended to remove discussion from Planning Commission. Chairperson Moore stated the subcommittees allow members to work closely with staff and test ideas before bringing them to Planning Commission for further discussion.

Chairperson Moore stated he believes the subcommittees have functioned well in the past. Chairperson Moore stated the subcommittees are not intended to circumvent the planning process. Chairperson Moore noted the subcommittees are designed to gather as much information as possible to enhance the planning process. Chairperson Moore asked commissioners to share any concerns with him if they feel the subcommittees exclude discussion from Planning Commission.

Chairperson Moore discussed site visits and interactions with applicants and commissioners outside of a public meeting. Chairperson Moore asked commissioners to consider procedures for site visits and interaction outside of Planning Commission meetings. Chairperson Moore stated this will be discussed during a future meeting.

Chairperson Moore stated the commissioners are individuals representing the interests of Christiansburg. Chairperson Moore stated he does not want to place arbitrary rules on interaction. Chairperson Moore stated he would like the commissioners to get the most information they can, in the manner of their choosing. Chairperson Moore stated Planning Commission currently has no rules governing interaction with applicants. Chairperson Moore stated he wants to ensure commissioners are not guiding or misleading the applicant. Chairperson Moore noted commissioners should not tell an applicant how they would vote.

Other business - (continued).

Commissioner Johnson noted his commissioner training course stated commissioners could visit a site individually, but two or more commissioners together would constitute a public meeting. Commissioner Johnson noted a public meeting would need to be duly advertised. Commissioner Powers stated it would be acceptable for Planning Commission to hold group site visits if they were duly advertised.

Chairperson Moore asked staff to present the Urban Development Areas (UDA) maps. Chairperson Moore noted Planning Commission will not discuss the specifics of the maps tonight. Chairperson Moore asked the commissioners to review the maps and prepare for discussion at a future meeting.

Ms. Morgan introduced the maps. Ms. Morgan explained the map packet contains a town-wide map of the four UDA districts. Ms. Morgan stated each UDA district contains separate maps of the district boundaries, opportunity sites, current zoning, and future land use.

Ms. Morgan stated the project was delayed because the consultant's analysis program erred in the inclusion of certain parcels. Ms. Morgan explained she reviewed the UDAs parcel by parcel to remove partial parcels and parcels such as cemeteries and public lands mistakenly labeled as opportunity sites. Ms. Morgan stated staff is comfortable with the current product. Ms. Morgan asked the commissioners to review the maps and send their questions or comments to her by the end of the week.

Ms. Morgan stated staff held a conference call with the consultants last week and finalized the schedule of deliverables. Ms. Morgan stated the consultants will provide additional documents for Planning Commission's review in the next few weeks. Ms. Morgan stated the upcoming items will include a technical memorandum, an open house for the public, and discussion to prepare for a public hearing.

Mr. Warren stated the consultants will provide Planning Commission with a technical summary report. Mr. Warren stated the report will summarize the four UDA districts and will include recommended language for incorporating UDAs into the Comprehensive Plan. Mr. Warren noted the report will also provide guidance on the Town's Zoning Ordinance and will evaluate the feasibility of the current Zoning Ordinance in regards to the implementation of the UDAs.

Chairperson Moore stated the UDA grant provides a finite amount of funding for the consultant's work. Chairperson Moore stated staff and Planning Commission may need to work on the project further once the grant is complete. Ms. Morgan stated the grant is approximately 53 percent complete.

Other business - (continued).

Commissioner Franusich inquired if the opportunity site designation carries any official importance. Ms. Morgan stated the opportunity site designation was more important when the UDAs were mandatory.

Commissioner Franusich inquired if the opportunity site designation would allow the property owner to pursue funding opportunities as a UDA-designated opportunity site. Ms. Morgan stated it would not. Mr. Warren stated the opportunity site designation is best viewed as a good planning tool. Mr. Warren stated the UDA designation positions the Town to pursue additional VDOT Transportation funding and to move forward with potential zoning changes, if appropriate.

Ms. Morgan noted public parcels, such as the former Christiansburg Middle School site in the Downtown UDA, cannot be labeled as opportunity sites. Commissioner Franusich stated public parcels may still offer redevelopment opportunities but are not opportunity sites within the definition of the UDA project.

Commissioner Powers stated the Comprehensive Plan would designate the entire UDA. Commissioner Powers noted this would include all parcels within the UDA, not merely the parcels labeled as opportunity sites.

Ms. Morgan stated the consultants will provide specific design guidelines for each UDA. Commissioner Collins asked if the consultants will provide recommendations for minimum parking requirements. Ms. Morgan stated the consultants will not evaluate the Zoning Ordinance to this level of detail. Commissioner Newell stated it would also be valuable to consider parking maximums, as opposed to parking minimums.

Commissioner Franusich asked if the State of Virginia had transferred ownership of Downtown Park to the Town. Ms. Morgan stated the plat process has taken a very long time and the transfer of ownership has not yet occurred.

Commissioner Newell stated the Armory does not have sufficient parking. Commissioner Powers asked if the Town has any control over the Armory property. Mr. Warren stated the property is developed. Mr. Warren stated if the property were redeveloped the Town could review parking provisions.

Chairperson Moore asked if the consultants will provide the map data in shapefile format. Ms. Morgan stated she has only received PDF files but the Town has requested shapefiles when the consultants are finished.

Other business - (continued).

Commissioner Newell stated UDAs were mentioned at the planning commission certification course she attended. Commissioner Newell stated the instructor briefly mentioned UDAs created issues with infrastructure capacity and the need for increased taxes to support infrastructure enhancements for roads, water and sewer. Commissioner Newell stated she intended to clarify these issues with the course instructor.

Ms. Morgan stated the Planning Department has shared the UDA information with the Engineering Department. Ms. Morgan stated the Engineering Department is studying capacity issues with sewer system and is aware of the UDA project and the location of the proposed UDA boundaries.

Mr. Warren stated there are other areas of potential growth not located within the UDAs. Mr. Warren noted these areas include some of the underdeveloped single-family neighborhoods along with some agriculture properties that may develop into single-family residential neighborhoods. Mr. Warren stated the Engineering Department is reviewing capacity issues in those areas. Mr. Warren stated the UDA project is one of many useful guides the Engineering Department is utilizing to evaluate the future demand on the infrastructure.

Commissioner Newell discussed the importance of considering infrastructure capacity and demand issues during the approval of subdivisions or large commercial development. Commissioner Newell noted the Town has a waterline extension project in the Cambria area to address water capacity issues. Commissioner Newell noted it is also important to consider infrastructure improvements, such as pump stations, that are privately constructed for new development and turned over to the Town. Commissioner Newell stated those improvements carry ongoing operating costs and the demand on the tax base needs to be taken into consideration.

Commissioner Powers stated the Town's sewer system is expensive because it relies on a number of pump stations. Commissioner Newell stated pump stations are expensive to operate and maintain.

Commissioner Powers stated he is also concerned with stormwater runoff and noted the importance of addressing runoff in a comprehensive manner and not merely on a project basis.

Commissioner Peeples stated she attended the most recent Montgomery County Planning Commission meeting and noted the Conditional Use Permit request for 350 Industrial Drive, N.E. was discussed. Commissioner Peeples stated the Montgomery County Planning Commission was aware residents of Montgomery County attended the Christiansburg Planning Commission public hearing on the request.

Other business - (continued).

Commissioner Peeples stated she informed the Montgomery County Planning Commissioner the request had been withdrawn and the applicant was appealing the determination to the Board of Zoning Appeals.

Chairperson Moore stated no subcommittee meetings are presently scheduled.

Chairperson Moore stated he did not intend to downplay the possibility of Planning Commission taking group site visits. Chairperson Moore stated he wanted to remind Planning Commission a site visit would need to be properly advertised if this was an activity Planning Commission would like to undertake.

There being no more business, Chairperson Moore adjourned the meeting at 7:41 p.m.

Craig Moore, Chairperson

Sara Morgan, Secretary ^{Non-Voting}

**Christiansburg Planning Commission
Minutes of March 28, 2016**

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

Absent: David Franusich
Hil Johnson

Staff/Visitors: Andrew Warren, Planning Director
Randy Wingfield, Assistant Town Manager/Zoning Administrator
Will Drake, staff
Sarah Belcher, Farmers' Market Manager
Tracy McCoy, M&M Tire Holdings, Inc.
Bryan Rice, Rice Realty
Thom Rutledge, Hash Investments, LLC
David Hagan, Hash Investments, LLC
Kevin Conner, Gay and Neel
Alex Phillips, Tidy Services
Ed Gust, 1110 Crosscreek Drive
Sarah Miller, 1015 Brooklyn Avenue
Christine Absher, 925 Brooklyn Avenue
Linda Dickerson, 933 Brooklyn Avenue
Shane and Megan Carver, 910 Brooklyn Avenue
Cat White, Regional Vice President Virginia Homebuilders Association
/Vice President of Construction, Tyris Homes
Keith Crowgey, 1000 Falor Lane
Michelle and Ross Muckey, 1071 Green Ridge Road
Hashim Durrani, 1026 St. Clair Lane
Pat Sorey, 495 Houchins Road, N.E.
Chris Alderman, 911 Crosscreek Drive
Dean Frantz, Construction Services, LLC

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 29, 2016.

Chairperson Moore introduced the discussion. Commissioner Carter made a motion to approve the February 29, 2016 Planning Commission meeting minutes. Vice-Chairperson Sowers seconded the motion, which passed 8-0.

Planning Commission 12 month review of a Conditional Use Permit approved on February 2, 2015 for a farmers market on the Hickok Street right-of-way from East Main Street to College Street in the B-2 Central Business District.

Chairperson Moore introduced the discussion. Randy Wingfield, Assistant Town Manager/Zoning Administrator, stated the Farmers' Market was well-received during its first season. Mr. Wingfield stated approximately 3,000 people attended the grand opening and 5,000-6,000 people attended the Christmas event. Mr. Wingfield stated the Farmers' Market had 13 vendors during the season and noted not all vendors participated on any given week.

Mr. Wingfield stated the Farmers' Market has an electronic benefit transfer (EBT) machine to accommodate Supplemental Nutrition Assistance Program (SNAP) participants and debit/credit card payments.

Mr. Wingfield discussed some of the funding opportunities the Farmers' Market was pursuing. Mr. Wingfield stated Christiansburg was a recent recipient of a \$20,000 Local Foods, Local Places grant, which provides funds to farmers' markets and downtown areas. Mr. Wingfield stated the Central Business Advisory Committee is pursuing a \$10,000 DRIVE Tourism grant and some of the funds will be allocated to the Farmers' Market. Mr. Wingfield also noted the Virginia Department of Health provided matching funds for the Farmers' Market's purchase of signs.

Commissioner Newell asked how many vendors the Farmers' Market can accommodate. Mr. Wingfield stated the current capacity is approximately 20 vendors and noted long-term plans include permanent structures for the Farmers' Market. Mr. Wingfield stated Town funds for structures would require approval from Town Council.

Mr. Wingfield stated the Farmers' Market Committee has discussed closing Hickok Street, N.W. or making it one-way from West Main Street to Commerce Street, N.W. or College Street, N.W.

Planning Commission 12 month review of a Conditional Use Permit approved on February 2, 2015 for a farmers market on the Hickok Street right-of-way from East Main Street to College Street in the B-2 Central Business District - (continued).

Commissioner Collins asked if \$20,000 would be adequate for permanent overhead structures. Mr. Wingfield stated \$20,000 would not be enough money. Mr. Wingfield noted the structures for the Blacksburg Farmers' Market were \$370,000. Mr. Wingfield stated he has received several estimates for structures in the price range of \$150,000 - \$200,000 and noted these estimates are on the low-end for cost.

Commissioner Powers asked Mr. Wingfield to describe the EBT machine. Mr. Wingfield stated the EBT machine allows SNAP participants to purchase food from the Farmers' Market. Mr. Wingfield noted SNAP was formerly known as the Food Stamp Program. Mr. Wingfield stated SNAP participants can use the EBT machine to exchange their assistance benefits for Farmers' Market tokens (\$1 tokens valid only for the Farmers' Market). Mr. Wingfield stated the Farmers' Market offers a match for EBT purchases over \$5. Mr. Wingfield stated the transaction fees from the EBT machine are paid through a grant from Social Services but the transaction fees incurred through credit and debit cards are covered by the Town.

Commissioner Newell asked if the Town was pursuing grants to increase participation in the Farmers' Market. Mr. Wingfield stated Town Council increased the Farmers' Market's funding from \$10,000 last year to \$12,500 this year. Mr. Wingfield stated it was understood some of the increased funding was to go towards marketing. Mr. Wingfield also noted some of the costs last year were first time, start-up costs the Farmers' Market would not incur this year.

Commissioner Newell stated she attended some of the Farmers' Market Committee meetings and noted the Committee has discussed the possibility of making Hickok Street, N.W. one-way. Commissioner Newell stated there has also been general discussion about closing Hickok Street, N.W. from West Main Street to Commerce Street, N.W. or College Street, N.W. Commissioner Newell stated she was concerned the egress to Christiansburg Presbyterian Church would be impacted if Hickok Street, N.W. were closed. Commissioner Newell stated closing Hickok Street, N.W. to College Street, N.W. would force users of the rear parking lot to trespass over at least three property owners in order to leave the parking area. Commissioner Newell stated the Conditional Use Permit does not address closing Hickok Street, N.W. and noted her concern with the possible impact the closure would have on travel.

Mr. Wingfield stated the Town has heard from a few property owners who are opposed to the street closure. Mr. Wingfield stated the owners of the property on the eastern corner of West Main Street and Hickok Street, N.W. would be opposed to the closure.

Planning Commission 12 month review of a Conditional Use Permit approved on February 2, 2015 for a farmers market on the Hickok Street right-of-way from East Main Street to College Street in the B-2 Central Business District - (continued).

Mr. Wingfield stated a street closure would require approval from Town Council. Mr. Wingfield noted a public hearing would be required and all property owners adjoining the portion of Hickok Street, N.W. to be closed would receive written notice of the public hearing.

Commissioner Newell asked if notice would be given to property owners with egress into the parking areas. Mr. Wingfield stated the legal requirement would require written notice be sent to all adjoining property owners. Mr. Wingfield noted he did not see an issue with sending notice to the property owners with access through the back entrances of the parking lot.

Commissioner Newell stated the Town and the Farmers' Market Committee did a stellar job in the first year. Commissioner Newell inquired about improving signage for the Farmers' Market. Mr. Wingfield stated \$200 was requested through the DRIVE Tourism grant for four streetlight banners to advertise the Farmers' Market. Mr. Wingfield stated the banners would be displayed during the Farmers' Market's full season.

Commissioner Carter requested additional information about the possible closure of Hickok Street, N.W. Chairperson Moore requested Mr. Wingfield provide a brief presentation on the closure of Hickok Street if the Farmers' Market Committee moves forward with those plans.

Chairperson Moore thanked Mr. Wingfield for the update and his work with the Farmers' Market.

Planning Commission public hearing on a Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District.

Chairperson Moore opened the public hearing. The applicant, Tracy McCoy, introduced the Conditional Use Permit request. Mrs. McCoy stated she is the Vice-President of M&M Tire Holdings, Inc. and is also the Vice-President of Moe's House of Hitting. Mrs. McCoy stated the proposed use is an indoor hitting and training facility for softball and baseball. Mrs. McCoy stated the business will offer monthly memberships to individuals, families, and teams. Mrs. McCoy stated the business intends to collaborate with Harkrader Sports Complex and offer daily passes to athletes participating in the summer tournaments.

With no further comments and no objections, Chairperson Moore closed the public hearing.

Planning Commission public hearing on a Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District.

Chairperson Moore opened the public hearing. Bryan Rice of Rice Realty, agent for Karen Kay Zimmerman, introduced the Conditional Use Permit request. Mr. Rice stated the property was previously used as a business. Mr. Rice stated the owner was residing in the house as a caretaker of the business. Mr. Rice noted this was a permitted use in association with the business. Mr. Rice stated the owner is no longer operating the business but does continue to use the property as a residence.

Mr. Rice stated the property has been for sale for the past two years and advertised as a business location. Mr. Rice noted the property has received little interest as a business location. Mr. Rice stated the property is currently under contract for sale as a residential single-family dwelling with no associated business.

With no further comments and no objections, Chairperson Moore closed the public hearing.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District.

Chairperson Moore opened the public hearing. Thom Rutledge, Project Manager for Hash Investments, LLC introduced the Conditional Use Permit request. Mr. Rutledge stated David Hagan, co-owner and managing member of Hash Investments, LLC was present, along with Kevin Conner from Gay and Neel and Alex Phillips from Tidy Services.

Mr. Rutledge presented a preliminary subdivision plat of the property. Mr. Rutledge stated the owners intended to divide the property into two parcels. Mr. Rutledge stated Hash Investments recently purchased the property and relocated Collision Plus onto the existing building. Mr. Rutledge noted the preliminary subdivision plat contains a 6.4 acre residual lot not utilized by Collision Plus. Mr. Rutledge stated the land was listed for sale but Hash Investments did not feel the prospective buyer's proposed use was appropriate. Mr. Rutledge stated Hash Investments acquired the property for \$910,000 and has spent another \$500,000 on renovations for the body shop used by Collision Plus. Mr. Rutledge noted the company has a \$1.4 million investment in the property.

Mr. Rutledge stated Shah Development, LLC, also co-owned by David Hagan, owns another 6.5 acre property in the Industrial Park. Mr. Rutledge noted this property adjoins the Motor Mile facility on Roanoke Street.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Rutledge stated the company intends to use this property for an auto auction facility with a potential carwash and storage area. Mr. Rutledge stated the two companies, Shah Development, LLC and Hash Investments, LLC, have a large investment in the Industrial Park.

Mr. Rutledge stated he understands the residents of Walnut Creek want to protect the investment in their homes. Mr. Rutledge stated he would like to address the concerns he has seen expressed on social media. Mr. Rutledge stated Alex Phillips of Tidy Services will explain the nature of the operations. Mr. Rutledge stated Tidy Services is a family-owned business established in 1992. Mr. Rutledge stated the business is owned by Alex and his father and is headquartered in the City of Salem, Virginia. Mr. Rutledge stated Hash Investments met with the City of Salem before executing a contract with Tidy Services. Mr. Rutledge noted a letter from the City of Salem is included in the packet Hash Investments is submitting to Planning Commission at this meeting.

Mr. Rutledge discussed the issues of concern he has seen on social media. Mr. Rutledge noted pollution to local water sources was an expressed concern. Mr. Rutledge stated the Industrial Park and Walnut Creek are served by public water. Mr. Rutledge noted there are nearby stormwater management ponds.

Mr. Rutledge stated the facility proposed by Tidy Services includes the storage of empty portable toilet units.

Mr. Rutledge stated Tidy Services purchased Montgomery Sanitation within the past eight months. Mr. Rutledge stated he spoke with Barry Helms, Town Manager, and Randy Wingfield, Assistant Town Manager/Zoning Administrator and they believed Montgomery Sanitation has been in its current location on Fairview Street, S.E. for decades. Mr. Rutledge stated Montgomery Sanitation is located in the middle of a large mobile home park.

Mr. Rutledge stated Tidy Services purchased the business but not the property from Montgomery Sanitation. Mr. Rutledge stated Tidy Services understood the use was permitted or grandfathered but Tidy Services was uncomfortable with the location of the property. Mr. Rutledge noted Montgomery Sanitation stored more than 400 portable toilet units on the property. Mr. Rutledge stated all of Tidy Services' facilities are located in industrial parks. Mr. Rutledge noted this includes facilities in Salem, the City of Roanoke, and Roanoke County.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Rutledge stated Hash Investments conducted their due diligence and felt the use would be a good addition to the community. Mr. Rutledge stated Hash Investments did not feel there were any environmental concerns once they learned how the business operates. Mr. Rutledge stated Alex Phillips will provide further detail on the operations.

Mr. Rutledge stated he wanted to ensure everyone there is no storage of septic on the facility. Mr. Rutledge stated it is a storage lot for clean, empty units. Mr. Rutledge stated Tidy Services has no intention to construct a building at this point in time. Mr. Rutledge noted they do want to retain the option to build in the future.

Mr. Rutledge identified the Town of Christiansburg corporate boundary on the projection screen. Mr. Rutledge stated the corporate limits include the entire Christiansburg Industrial Park and the parcel to the west of Houchins Road, N.E. which is owned and operated by Sawyers Bus Sales and Service. Mr. Rutledge stated these properties are all zoned I-2 General Industrial. Mr. Rutledge stated the properties further north on Houchins Road, N.E. are located in Montgomery County and are zoned M-1 Manufacturing.

Mr. Rutledge stated the Industrial Park was privately developed in the early 1980's. Mr. Rutledge stated the Town of Christiansburg became involved with the property in 1986 and the property has been zoned industrial since this time. Mr. Rutledge stated Walnut Creek was established in 2005. Mr. Rutledge stated the developers of Walnut Creek extended and paved Houchins Road, N.E. out to Walnut Creek and extended Town water to serve Walnut Creek.

Mr. Rutledge stated the developers of Walnut Creek planted spruce trees and dogwoods along the western edge of 350 Industrial Drive, N.E. Mr. Rutledge stated the developers understood they were coming through an industrial property and were trying to soften the impact. Mr. Rutledge stated the vegetative buffer is located on the property owned by Hash Investments. Mr. Rutledge stated Hash Investments intends to keep and enhance the vegetative buffer. Mr. Rutledge stated the cedar trees are great and the dogwoods do not offer much screening outside of bloom.

Mr. Rutledge stated they wanted to hear the concerns from residents before proposing any conditions. Mr. Rutledge stated many of the concerns he has seen do not reflect the way Tidy Services or the industry as a whole operates. Mr. Rutledge stated the industry is governed by strict guidelines from the Health Department.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Rutledge stated he wanted to address the concern of odor. Mr. Rutledge stated Hash Investments reviewed Tidy Services facilities before entering into an agreement with them. Mr. Rutledge stated there is no odor because there is no septic on site. Mr. Rutledge stated the waste material is collected and transported to a discharge point in Salem. Mr. Rutledge noted there is also a discharge site in Radford but the waste is typically disposed in Salem on account of the fees.

Mr. Rutledge stated the proposed use is not a large traffic generator. Mr. Rutledge stated there are two approved commercial entrances into the property. Mr. Rutledge noted this was a buying point for the current owners. Mr. Rutledge noted one entrance is located off Industrial Drive, N.E. and the other entrance is located off Houchins Road, N.E.

Mr. Rutledge discussed the concern of the portable toilet units being unsightly. Mr. Rutledge stated Tidy Services has a large number of units neatly stored at their Salem facility. Mr. Rutledge noted the units are kept in rows for easy loading and unloading.

Mr. Rutledge stated he hoped the vegetative screening and fencing Tidy Services was prepared to offer would address a number of the residents' concerns. Mr. Rutledge stated Hash Investments would like to protect the neighbors' interests as well as their own. Mr. Rutledge stated the owners have a number of properties and expenses already invested in the Industrial Park. Mr. Rutledge noted Hash Investments has additional investments left to spend in the Industrial Park.

Mr. Rutledge discussed the concern of negative impacts to businesses and restaurants. Mr. Rutledge stated he hoped the proposed use would be a benefit to local businesses and restaurants. Mr. Rutledge noted the Tidy Services employees who work in the New River Valley would no longer commute to Salem.

Mr. Rutledge stated the residents of Walnut Creek are citizens of Montgomery County and not the Town of Christiansburg. Mr. Rutledge stated the residents of Walnut Creek are not adjacent property owners to the property in question and would not have received written notice of the public hearing.

Mr. Rutledge stated they were concerned some of the other businesses in the Industrial Park would not receive written notice of the public hearing. Mr. Rutledge stated they spoke with Ernie Woods and Eric Rorrer and both were fine with the proposed use. Mr. Rutledge stated Kevin Conner spoke with Community Housing Partners.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Rutledge stated he informed Gary Duncan, Duncan Automotive Network, of the proposed use. Mr. Rutledge stated Mr. Duncan recently purchased the property at 2300 Prospect Drive, NE. and the written notice was sent to the previous owner. Mr. Rutledge stated Mr. Duncan paid \$1.6 million for the facility.

Mr. Rutledge stated they did not have a contact for the property located at 200 Industrial Drive, N.E. Mr. Rutledge stated they did not contact the owner of 225 Industrial Drive, N.E., Mr. Abraham. Mr. Rutledge noted Mr. Abraham was mailed the written notice. Mr. Rutledge stated the assessed value of Mr. Abraham's property is \$2.1 million and they wanted to make sure he was comfortable with the proposed use.

Mr. Rutledge stated they spoke with Tim Lawson from Comprehensive Computer Solutions (CCS-Inc). Mr. Rutledge stated CCS has been located in the Industrial Park for five years and has spent approximately \$5 million on their new facility. Mr. Rutledge stated they discussed the proposed use with Kenny Jennelle of Collision Plus. Mr. Rutledge stated Hash Investments owns the Collision Plus facility at 300 Industrial Drive, N.E. and Collision Plus is their tenant. Mr. Rutledge noted Collision Plus inquired about screening and was fine with the proposed use. Mr. Rutledge stated they did not speak with the Sawyers bus facility. Mr. Rutledge noted the adjacent parcels in Montgomery County are zoned M-1 Manufacturing. Mr. Rutledge noted the M-1 Manufacturing District borders the eastern side of Walnut Creek

Mr. Rutledge discussed the permitted uses in the I-2 General Industrial District. Mr. Rutledge stated the Town of Christiansburg Zoning Code contains a single line reference to the storage of septic. Mr. Rutledge stated the single line reference is the reason they applied for a Conditional Use Permit. Mr. Rutledge stated Town staff determined it needed to be addressed through a Conditional Use Permit because staff interpreted the proposed use to be a commercial septic operation. Mr. Rutledge stated Hash Investments felt the proposed use was more comparable to a contractor storage yard. Mr. Rutledge stated no effluent will be stored or discharged on site. Mr. Rutledge stated it is an empty storage use of the portable toilet units.

Alex Phillips of Tidy Services stated his family has owned and operated Tidy Services since 1994. Mr. Phillips stated the company has always been committed to their community. Mr. Phillips stated the company follows every guideline from the Commonwealth of Virginia. Mr. Phillips noted there are guidelines from the Health Department and the Virginia Department of Professional and Occupational Regulations. Mr. Phillips stated they have conducted business in the New River Valley for many years.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Philips stated his company purchased Montgomery Sanitation in May 2015. Mr. Phillips stated they retained a number of Montgomery Sanitation's drivers and client base. Mr. Phillips stated his company is looking for a facility in the area in order to provide good service to the community.

Mr. Phillips stated he brought literature on the industry and his company to submit to Planning Commission. Mr. Phillips noted the company is a member of the portable sanitation industry.

Kevin Conner, Landscape Architect and Project Manager for Gay and Neel stated he spoke with Janaka Casper of Community Housing Partners. Mr. Conner stated Mr. Casper was in support of the project.

Mr. Conner stated he was involved with the rezoning of Walnut Creek in 2005. Mr. Conner stated he spent a lot of time working with the Montgomery County Board of Supervisors and the Montgomery County Planning Department on the rezoning. Mr. Conner stated he is very familiar and invested in the Walnut Creek community.

Mr. Conner stated the Walnut Creek area used to have a gravel road and some old stone ruins. Mr. Conner stated the Walnut Creek property was previously used for logging operations. Mr. Conner stated Walnut Creek is a nice community for the New River Valley. Mr. Conner stated he believed the proposed use would be an asset for the Industrial Park.

David Hagan, Co-Owner/Managing Member of Hash Investments, stated Hash Investments has always been very invested in the community. Mr. Hagan noted Hash Investments has appeared before Planning Commission many times. Mr. Hagan stated he believes they have always exceeded what the board has asked them to do on their projects.

Mr. Hagan stated there is no way they would put an environmentally unsafe project next to their building, community, or car dealerships.

Mr. Hagan stated it is important to note the Conditional Use Permit request was triggered because of the single line reference to septic storage. Mr. Hagan stated no septic will be stored. Mr. Hagan stated they would not allow a project to take place if they thought it was environmentally unsound. Mr. Hagan stated the portable toilets are clean. Mr. Hagan stated there is no contained waste. Mr. Hagan stated the operators have to follow guidelines. Mr. Hagan stated the portable toilet units are pumped at the particular sites when they pick them up. Mr. Hagan stated this is an industrial park and the proposed use is part of their industry.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Chairperson Moore stated the public hearing remains open and invited citizens to share their comments on the request.

Ed Gust, 1110 Crosscreek Drive, stated he was speaking on behalf of himself and his wife. Mr. Gust stated image is everything and portable toilets will be the first thing seen upon entering the Walnut Creek neighborhood.

Mr. Gust stated debris and trash from nearby businesses blows into the neighborhood. Mr. Gust noted he recently picked up a large amount of garbage along the greenway entering the neighborhood.

Mr. Gust stated he was concerned with the lack of presented information concerning how the portable toilets are cleaned. Mr. Gust inquired about the residual left in the portable toilets when they are brought back to the facility.

Mr. Gust stated the Walnut Creek neighborhood is not within the Town of Christiansburg. Mr. Gust noted their children attend Christiansburg schools, patronize businesses including Shelor and are part of the community.

Mr. Gust stated he was concerned the proposed use would lower the value of his property. Mr. Gust stated he did not believe anyone would want this use next to their home. Mr. Gust stated he was not against business and understands this business serves a need. Mr. Gust stated there are many vacant industrial properties in Christiansburg that would be a more appropriate location.

Mr. Gust stated some of the trees on the property along Houchins Road, N.E. are dead. Mr. Gust stated the applicant did not detail the type of proposed screening.

Mr. Gust stated the Tidy Services facility in Salem is surrounded by industrial uses and noted the Walnut Creek neighborhood is very close to the site.

Mr. Gust stated he was concerned with runoff from the portable toilets. Mr. Gust stated he was concerned the Health Department is responsible for inspecting portable toilet operations. Mr. Gust stated local government is stressed. Mr. Gust stated he worked for the Health Department in Pittsburgh. Mr. Gust stated there is only so much inspectors can do. Mr. Gust stated there is no guarantee issues will be addressed immediately.

Mr. Gust stated he has been a resident of Walnut Creek since 2012 and noted it is a nice, clean neighborhood.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Gust stated he was concerned pests may be attracted by the residue left on the portable toilet units.

Mr. Gust stated he was concerned about traffic impacts. Mr. Gust stated there is one road into the neighborhood. Mr. Gust stated a lot of traffic enters the neighborhood by accident. Mr. Gust stated the neighborhood also gets a lot of traffic from the bus stop on Roanoke Street. Mr. Gust stated he was concerned with not knowing how much traffic this proposed use would generate.

Mr. Gust stated his main concerns were aesthetics, lower property values, traffic, and unforeseen problems the applicants have not addressed.

Sarah Miller, 1015 Brooklyn Avenue, stated she has lived in Walnut Creek for the past four and a half years. Mrs. Miller stated she was concerned about the proposed use for commercial septic service storage at 350 Industrial Drive, N.E. Mrs. Miller stated she was concerned of unsightly structures visible to residents and guests entering the neighborhood. Mrs. Miller stated there was no way to make the facility sightly.

Mrs. Miller stated she was concerned with the creation of commercial traffic onto Houchins Road, N.E. Mrs. Miller stated she was also concerned with the traffic issues at the intersection of Houchins Road, N.E. and Roanoke Street.

Mrs. Miller stated the proposed use would decrease home values. Mrs. Miller stated curb appeal is very important. Mrs. Miller stated the undesirable visual and noise impacts would have a negative impact on Walnut Creek. Mrs. Miller stated she was appealing to Planning Commission's sense of family and community. Mrs. Miller stated Walnut Creek is a peaceful wooded community close to the conveniences of Christiansburg. Mrs. Miller stated the residents work, eat, and shop within the Town.

Mrs. Miller stated she never imagined a sewer storage facility adjacent to her family home. Mrs. Miller stated the proposed use would change the things the residents love the most about the Walnut Creek community. Mrs. Miller asked Planning Commission to consider these items before making a recommendation to Town Council. Mrs. Miller stated there must be a better location for this facility than next to the Walnut Creek neighborhood.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mrs. Miller presented a copy of an online petition against the proposed use. Mrs. Miller stated many residents were out of town for spring break and could not attend tonight's meeting. Mrs. Miller noted over 100 residents signed the petition. Mrs. Miller asked Planning Commission to consider the comments and signatures on the petition.

Christine Absher, 925 Brooklyn Avenue, stated the first view of Christiansburg will be outhouses. Mrs. Absher stated she works at Virginia Tech and speaks to new faculty members about the neighborhoods in Christiansburg. Mrs. Absher noted she mentions Walnut Creek as one of the first neighborhoods when entering Christiansburg. Mrs. Absher stated she will be embarrassed to mention Walnut Creek because the first sight entering Christiansburg will be outhouses. Mrs. Absher asked the Town to consider locating this proposed use somewhere else.

Mrs. Absher stated the use will hurt property values. Mrs. Absher inquired why the facility would be accessed through Houchins Road, N.E. when the address is listed as Industrial Drive, N.E. Mrs. Absher stated she believes townhomes are going to be built in Walnut Creek and noted the traffic will be heavy on Houchins Road, N.E.

Mrs. Absher asked Planning Commission to consider the view of Walnut Creek and Christiansburg.

Linda Dickerson, 933 Brooklyn Avenue, stated she was concerned about the impact to Houchins Road, N.E. Ms. Dickerson stated people walk their dogs, jog, and use the road as pedestrians. Ms. Dickerson stated she had particular concerns of traffic encroaching on the neighborhood. Ms. Dickerson stated Houchins Road, N.E. and the intersection with Roanoke Street are not well maintained. Ms. Dickerson stated she is not sure if the traffic will come from Houchins Road, N.E. or Industrial Drive, N.E.

Ms. Dickerson stated she was concerned about wildlife. Ms. Dickerson inquired about the impact trucks will have on wildlife.

Ms. Dickerson stated she was concerned about residual contamination from the portable toilets. Ms. Dickerson stated she has no concept of how well they are cleaned. Ms. Dickerson stated promises about cleanliness are not always the reality.

Ms. Dickerson stated she was grateful for the opportunity to address Planning Commission. Ms. Dickerson stated their homes are very important to them and the neighborhood is very worried about the proposed use.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Chairperson Moore stated he appreciated the comments from everyone in attendance. Chairperson Moore asked residents to state if they are in agreement with items already mentioned in order to ensure everyone will have time to speak.

Megan Carver, 910 Brooklyn Avenue, stated she was concerned with all the points previously mentioned. Mrs. Carver stated she was concerned with the impact to the nature trails in the neighborhood. Mrs. Carver stated she homeschools her children. Mrs. Carver noted the outdoors is part of their classroom and her children are often outside. Mrs. Carver stated she was concerned about runoff from the portable toilet units onto the nature trails. Mrs. Carver stated she was concerned about the toxic chemicals used to clean the portable toilets and the waste left over from the used portable toilets.

Mrs. Carver stated she was concerned with the aesthetic impact of the proposed use. Mrs. Carver stated the trees have not been kept up and half of the trees are dead. Mrs. Carver stated the easement has not been mowed and is overgrown. Mrs. Carver stated she did not believe the view of the portable toilets would be blocked. Mrs. Carver stated the property has not been taken care of since her family moved to Walnut Creek in 2007.

Shane Carver, 910 Brooklyn Avenue, stated they moved to the area in 2007. Mr. Carver stated they loved the view of the mountains from Houchins Road, N.E. Mr. Carver stated if they had seen portable toilets being stored on the property his family would not have purchased a house in Walnut Creek. Mr. Carver stated the concern over property values is very legitimate. Mr. Carver stated there are many unsold lots in Walnut Creek and noted some the neighbors are trying to sell their homes. Mr. Carver stated the challenge of selling a home in Walnut Creek would be greater if the proposed use is approved.

Mr. Carver expressed concern and caution regarding the amount of preparation and speakers offered by the applicant.

Cat White stated he was regional Vice President of the Home Builders Association of Virginia (HBAV) and the Vice President of Construction for Tyris Homes. Mr. White stated he represents every builder member and vendor from Bristol to Roanoke as part of his duties with HBAV. Mr. White stated HBAV has many members in the Christiansburg Industrial Park.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. White stated he is the largest builder in the Walnut Creek subdivision. Mr. White stated he and his brother, Jason White, have built 90 percent of the homes in Walnut Creek. Mr. White stated his mom lives in a Walnut Creek home he built. Mr. White stated he knows Walnut Creek, the Industrial Park, and the developers very well.

Mr. White stated this may be an opportunity for the Walnut Creek Homeowners Association, Planning Commission, the developers of the proposed lot in question, and Tidy Services to come together to address the concerns. Mr. White stated the Walnut Creek community is very fortunate the one line relating to sewage storage was in the Zoning Ordinance.

Mr. White stated the entrance to Walnut Creek has been an eyesore and a hurdle for the home builders to overcome. Mr. White stated they have worked with Mike and Aaron Copeland on ways to enhance Houchins Road, N.E. Mr. White stated Blue Ridge Development reached out to Blue Ridge Timberwrights to work on the trees of the property in question.

Mr. White stated he believes they can work with the applicant on traffic. Mr. White inquired if Tidy Services can commit to only using Industrial Drive, N.E. for access to the property. Mr. White stated Walnut Creek has a second, undeveloped access to the north end of the Christiansburg Industrial Park.

Mr. White stated there are legitimate concerns with the contents of the portable toilets and what operations will be conducted on the property. Mr. White inquired what to tell the Homeowners Association regarding a runoff plan. Mr. White stated there is an existing detention pond abutting the Walnut Creek walking trails.

Mr. White requested more detail on screening and inquired if the screening would include trees or privacy fencing. Mr. White stated the Montgomery Sanitation site and similar storage site in Giles, Pulaski, and Montgomery County would not be a good fit for Houchins Road, N.E.

Mr. White stated many uses could be located on the property by right. Mr. White stated this was a good opportunity for the community to work together. Mr. White stated he must sell ten houses a year in Walnut Creek to feed his children. Mr. White stated his mother lives in Walnut Creek and he is able to sleep at night by knowing it is a safe subdivision.

Keith Crowgey, 1000 Falor Lane, concurred with the previous points of concern. Mr. Crowgey stated property values are going to drop if the proposed use is located on the property, regardless of screening.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Crowgey noted the applicant had stated there is no intention at the present time to construct a facility. Mr. Crowgey stated he was concerned the applicant would have the right to construct a facility once the Conditional Use Permit was issued. Mr. Crowgey stated he was concerned of what else could be done on the property.

Mr. Crowgey stated his main concerns were visual pollution along the entrance to Walnut Creek, lower property values, and all the other points mentioned by the Walnut Creek residents.

Michelle Muckey, 1071 Green Ridge Road, concurred with the points previously stated. Ms. Muckey stated she used to live in the trailer park where Montgomery Sanitation was located. Ms. Muckey stated she was one of the few residents who owned her mobile home. Ms. Muckey stated you do not think of clean storage when you think of a portable toilet. Ms. Muckey stated she could not imagine the smell could ever be completely removed from a portable toilet. Ms. Muckey stated 100 portable toilets in one place it is going to have a smell.

Ms. Muckey stated it was a very negative point to tell prospective buyers to take a left at the portable toilets when she was trying to sell her mobile home. Ms. Muckey stated it was difficult to sell a \$15,000 mobile home. Ms. Muckey noted the homes in Walnut Creek are priced at \$250,000 and up. Ms. Muckey asked Planning Commission to consider if they would like portable toilets at the entrance of their neighborhood. Ms. Muckey stated she would like to see a car wash or another use that would not degrade the homes the way portable toilets would.

Hashim Durrani, 1026 St. Clair Lane, noted the financial investment the applicants have made to 350 Industrial Drive, N.E. Mr. Durrani stated the 88 lots in Walnut Creek would be worth \$17.6 million if each home was drastically undervalued at \$200,000. Mr. Durrani stated the property values represent potential tax revenue for Christiansburg if the Town were to incorporate this neighborhood in the future. Mr. Durrani stated he and his wife purchased their home in July 2014. Mr. Durrani stated they did not expect this use could occur. Mr. Durrani stated their home was an investment and if they wanted to sell their home in the next few years the proposed use is a great way for them to lose money. Mr. Durrani stated this is not the way to invest in a family.

Pat Sorey, 495 Houchins Road, N.E., stated she came from the Tidewater area in 2008. Mrs. Sorey stated she was enthralled when they found Walnut Creek. Mrs. Sorey stated she can hear cows moo from the nearby farmland. Mrs. Sorey stated she was having a difficult time understanding the concept of a clean portable toilet. Mrs. Sorey stated a portable toilet is clean if it has not been used.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Ms. Sorey noted one of the previous speakers stated the applicants may construct a building in the future. Ms. Sorey stated her concern of not knowing what the plans would be for the building and wondered if there would be chemicals. Ms. Sorey stated it is easy to add on to businesses with things that have a negative impact.

Ms. Sorey noted the word “septic” was in the application for a reason and was not accidental. Ms. Sorey stated it was hard to believe 100 portable toilets would not have an odor.

Mr. Sorey noted the trees along Houchins Road, N.E. have been growing for eight or nine years and are only four feet tall. Ms. Sorey stated the trees are not going to provide much screening. Ms. Sorey stated she did not know if the community’s concerns would be a big concern for the applicants once the Conditional Use Permit is approved.

Ms. Sorey stated there is so much open space in the area. Ms. Sorey stated it is hard to believe portable toilets would be located in the middle of a neighborhood. Ms. Sorey stated there are more children in the Walnut Creek neighborhood than most other neighborhoods. Ms. Sorey stated residents moved to Walnut Creek because the neighborhood has nature trails and people can raise their children in a natural environment.

Chris Alderman, 911 Crosscreek Drive, concurred with the other points of concern raised by the Walnut Creek residents.

Mr. Alderman stated he supports local businesses.

Mr. Alderman stated the other facilities in the Christiansburg Industrial Park are located inside the park. Mr. Alderman stated the property at 350 Industrial Drive, N.E. is 10-20 yards from Houchins Road, N.E. Mr. Alderman stated the portable toilets will be visible even if the applicants build a fence to hide the facility. Mr. Alderman stated the property is also very close to one of the houses in the neighborhood.

Mr. Alderman stated he wanted to voice his concern and asked Planning Commission to put themselves in the shoes of the residents. Mr. Alderman stated he hoped Planning Commission would share the neighborhood’s concerns.

Ross Muckey, 1071 Green Ridge Road, stated he agreed with many of the points raised tonight.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Muckey stated he was concerned with property values and with runoff from disinfectant chemicals.

Mr. Muckey stated he was concerned with screening. Mr. Muckey stated when traveling on Houchins Road, N.E. the property is elevated 25 - 30 feet above the lots. Mr. Muckey stated the property looks down on the lots and noted it will be very difficult to effectively block the view of the proposed use.

Mr. Muckey stated he was concerned with trucks coming out of the property with portable toilets and stated he would like to see a different location for this proposed use.

With no further comments and no objections, Chairperson Moore closed the public hearing.

Chairperson Moore asked Planning Commission if they would like to ask the applicant follow up questions. Planning Commission agreed. Chairperson Moore noted no more input from the public would be received during the discussion. Chairperson Moore invited all residents in attendance to stay and listen to the discussion.

A citizen inquired when a decision on the request would be reached. Chairperson Moore stated Planning Commission would not make a recommendation on the request tonight. Chairperson Moore stated Planning Commission would likely make a recommendation during the April 18, 2016 Planning Commission meeting. Chairperson Moore stated no additional public comment would be taken at the April 18, 2016 meeting. Chairperson Moore noted Planning Commission would hold a discussion and ask the applicant additional questions during the April 18, 2016 meeting. Chairperson Moore stated Planning Commission would make a recommendation to Town Council for approval or disapproval of the Conditional Use Permit request with a potential list of conditions.

Chairperson Moore stated Town Council will hold a public hearing for this request on Tuesday, April 26, 2016 at 7:00 p.m. Chairperson Moore stated citizens will have an opportunity to provide input at the Town Council public hearing. Chairperson Moore stated Town Council will approve, modify, or reject the recommendation of Planning Commission. Sara Morgan, Secretary, stated Town Council will make their decision on Tuesday, May 10, 2016 at 7:00 p.m. in the same location as tonight's meeting.

Planning Commission public hearing on a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District - (continued).

Mr. Gust inquired if Planning Commission conducts site inspections. Chairperson Moore stated Planning Commission and Town Council do not visit the sites as a group. Chairperson Moore noted commissioners will generally visit a site individually or discuss issues of concern with staff.

Chairperson Moore stated he appreciated the civility and respect all parties demonstrated during the public hearing.

Mr. Gust stated the garbage collection he mentioned during his public hearing comments were conducted through VDOT's Adopt-A-Highway program.

Planning Commission public hearing on a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District.

Chairperson Moore opened the public hearing. The agent, Dean Frantz, stated he was the Manager of Construction Services, LLC. Mr. Frantz stated Commissioner Powers visited his shop earlier in the day.

Mr. Frantz stated his business is a miscellaneous metals fabrication facility and a welding shop. Mr. Frantz stated the majority of their business is fabricating steel components for numerous projects in the Mid-Atlantic region. Mr. Frantz stated handrails, guardrails, structural steel columns, canopy frames, and similar items constitute 90 percent of their business.

Mr. Frantz stated the company has been in business for approximately twenty years and has developed relationships with local farmers. Mr. Frantz stated the company does a lot of work for the Virginia Tech farms. Mr. Frantz stated they work with the construction industry and have done work with local municipalities, including Radford, Blacksburg and Pulaski County.

Mr. Frantz stated the company does perform some welding repair work on equipment. Mr. Frantz noted this does not include mechanical work.

Mr. Frantz stated some work is performed outside because the facility is not large enough to accommodate very large equipment. Mr. Frantz noted Mr. Drake shared previous Conditional Use Permits for welding with him. Mr. Frantz noted outdoor repair work had been prohibited on previous welding Conditional Use Permits. Mr. Frantz stated this condition was a concern for him.

Planning Commission public hearing on a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District - (continued).

Mr. Frantz stated the property features tree screening. Mr. Frantz noted the building sits back from the road and UPS drivers have missed the driveway in the past.

With no further comments and no objections, Chairperson Moore closed the public hearing.

Chairperson Moore asked if Planning Commission would like to hold discussion on the four public hearing items. Planning Commission agreed.

Commissioner Powers asked if Planning Commission needed to take formal action on the Farmers' Market Conditional Use Permit. Chairperson Moore stated Planning Commission did not need to take formal action.

Commissioner Carter asked if Planning Commission would review the Farmers' Market Conditional Use Permit in another year. Chairperson Moore stated he was in favor of reviewing the Farmers' Market Conditional Use Permit in a year. Planning Commission agreed.

Discussion by Planning Commission regarding a Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016.

Commissioner Powers stated this request was similar to the request at the Reed Lumber facility. Commissioner Newell stated there were also similar Conditional Use Permit requests for Crimper's Climbing Gym and for the former Pepsi facility behind Hubbell Lighting.

Commissioner Carter asked how much training activity would be conducted outside. Mrs. McCoy stated they do not anticipate any outdoor activity. Mrs. McCoy noted the facility is setup for indoor training. Mrs. McCoy stated the facility is large. Ms. McCoy stated their current plans include four batting cages, a pitching lane, and several tee stations. Mrs. McCoy reiterated all training activities will be inside the building.

Commissioner Beasley inquired if the business has set hours of operation. Mrs. McCoy stated the facility would be open 24 hours a day. Mrs. McCoy stated the facility would be accessible through a key code on the door. Mrs. McCoy stated she does not anticipate members accessing the facility after midnight.

Discussion by Planning Commission regarding a Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Mrs. McCoy stated most of the members would be families with children who play travel softball or baseball. Mrs. McCoy stated the intention is to leave the facility open in order for members to access it at their convenience.

Commissioner Newell inquired about the square footage of the building and the on-site parking requirements. Ms. Morgan stated staff would review the square footage of the building and the parking requirements. Mrs. McCoy stated the building was previously an auto repair shop. Mrs. McCoy stated the auto repair shop had sufficient parking and she does not anticipate needing additional parking.

Chairperson Moore requested staff to assemble conditions from previous Conditional Use Permits of similar use.

Commissioner Newell asked if the property is zoned B-3 General Business. Ms. Morgan replied the property is zoned B-3 General Business. Commissioner Powers asked Ms. Morgan if she would share the draft conditions with the applicant. Ms. Morgan stated she would share the draft conditions with Mrs. McCoy.

Chairperson Moore thanked Mrs. McCoy for her time.

Discussion by Planning Commission regarding a Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016.

Chairperson Moore introduced the discussion. Commissioner Newell stated portions of Route 8, Roanoke Street and Radford Street were rezoned for business at some point in the past. Commissioner Newell stated there has been a trend of less demand for commercial property and residents seeking to revert the property to residential use.

Commissioner Newell asked staff when these major roads arteries were zoned for business. Mr. Wingfield stated large town-wide rezonings occurred after the 1975 and 1988 annexations. Commissioner Newell asked if those rezoning affected Route 11 and Roanoke Street. Mr. Wingfield stated they did. Commissioner Newell asked if this property was rezoned during one of those periods. Mr. Wingfield stated he could not speak to the specific property without reviewing the relevant maps and meeting minutes.

Discussion by Planning Commission regarding a Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Commissioner Newell inquired if this was a Conditional Use Permit or a rezoning back to the original residential zoning. Commissioner Newell expressed her concern to not engage in spot zoning.

Commissioner Powers stated the property would remain B-3 General Business and the Conditional Use Permit would add residential use for a single-family dwelling on top of the allowed permitted B-3 General Business uses. Andrew Warren, Planning Director, stated the Conditional Use Permit resolution would include specific language to allow single-family residential.

Commissioner Powers stated the commercial zoning along Roanoke Street and Radford Street was discussed during the last Comprehensive Plan revision. Commissioner Powers stated some of the business uses along those streets have been clustered in the Future Land Use map.

Commissioner Newell noted Planning Commission has received several requests over the past few years for residential or mixed-use on property zoned B-3 General Business.

Chairperson Moore inquired if Planning Commission would like to view previous conditions of similar Conditional Use Permits. The commissioners did not feel this was necessary.

Commissioner Peeples asked if the Conditional Use Permit would run with the property. Vice-Chairperson Sowers stated the Conditional Use Permit would stick with the property. Chairperson Moore stated the Conditional Use Permit would allow for a single-family residence along with all uses allowed under the B-3 General Business District.

Commissioner Beasley made a motion to recommend Town Council approve the Conditional Use Permit with the single condition to allow single-family residential along with all permitted uses in B-3 General Business District. Commissioner Collins seconded the motion, which passed 8-0.

Ms. Morgan advised Mr. Rice to attend the Town Council public hearing on Tuesday, April 26, 2016.

Discussion by Planning Commission regarding a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District. The Planning Commission public hearing was held March 28, 2016.

Chairperson Moore introduced the discussion. Commissioner Beasley asked staff to explain why a Conditional Use Permit is required in the I-2 General Industrial District. Mr. Warren stated staff's understanding of the use included portable toilets and the potential for pumping tanks on the property. Mr. Warren stated it was staff's understanding the units would not only be for storage and it would qualify as septic storage, by definition, under a Conditional Use Permit in the I-2 General Industrial District.

Commissioner Newell inquired if the units would be brought on site and pumped out. Commissioner Newell asked where the units would be pumped out. Mr. Warren stated the applicant is in a better position to speak to the details of the process.

Mr. Phillips stated the unit would ideally be serviced where it was rented and picked up by a truck. Mr. Phillips stated the tank would be evacuated and the toilet paper would be removed. Mr. Phillips stated the portable toilets would be loaded onto the truck and brought back to the facility at 350 Industrial Drive, N.E. Mr. Phillips stated the unit would be prepped for another rental and lined up in a storage line.

Chairperson Moore asked Mr. Phillips to explain the prepping process. Mr. Phillips stated the units are washed and sanitized and a few ounces of a deodorant chemical and water is added to the tank. Mr. Phillips stated the paper products are resupplied and the unit is ready to be rented.

Chairperson Moore asked if the washing process is captured within the sanitary sewer system. Mr. Phillips stated their current location has a wash pad to contain all water.

Commissioner Powers inquired how the Health Department or the Department of Environmental Quality relates to the process. Mr. Phillips stated the Health Department has a yearly certificate for sewage waste hauling. Mr. Phillips stated the Health Department inspects every septic-hauling truck once a year. Mr. Phillips stated the Health Department inspects units and hand-wash stations on site at festivals. Mr. Phillips stated the Occupational Safety and Health Administration (OSHA) inspects units at construction sites and factories.

Commissioner Powers asked if there are any regulations or minimum standards for washing operations on a wash pad. Mr. Phillips stated there are not.

Discussion by Planning Commission regarding a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Commissioner Newell inquired if the runoff from the wash pad drains into the Town's sewer system. Mr. Phillips stated their facility in Salem has a concrete wash area to captures all the runoff when the units are washed. Mr. Phillips stated his six competitors wash portable toilets on gravel lots.

Commissioner Newell asked Mr. Philips how he intended to develop the site at 350 Industrial Drive, N.E. Mr. Phillips stated he was waiting on recommendations from Planning Commission in order to satisfy the Conditional Use Permit to wash units on site.

Commissioner Newell asked Chairperson Moore if the applicant is proposing to subdivide the property. Chairperson Moore replied the applicant is proposing to subdivide the property.

Commissioner Powers asked Mr. Phillips how they would ensure all the septic is washed off. Commissioner Powers asked Mr. Phillips how they would address the concerns regarding the harshness of the chemicals. Mr. Phillips stated he would ensure it through the reputation of his business. Mr. Phillips stated his company uses all "green" labeled, environmentally friendly chemicals. Mr. Phillips stated Tidy Services donated an easement on their current site in Salem for the greenway. Mr. Phillips stated his company partners with multiple charities. Mr. Phillips stated his company is very community and environmentally friendly. Mr. Phillips stated the portable toilet industry is one the biggest water savers on the planet. Mr. Phillips stated portable toilets save 1.5 million gallons of water a day.

Chairperson Moore asked Mr. Phillips to confirm he does not have a particular plan and is looking for conditions from Planning Commission. Mr. Phillips stated he was under the impression the operation must be located in an Industrial District in order to store portable toilets and dumpsters outside. Mr. Phillips stated his company has looked for several months and have not found many properties in their price range.

Vice-Chairperson Sowers asked how many trucks would be in and out on a given day. Mr. Phillips stated the amount of traffic would vary. Mr. Phillips stated there would be many trucks before and after Virginia Tech football games. Mr. Phillips stated there would be fewer trucks in the winter. Mr. Phillips stated in 2016-2017 there would be four or five trucks parked on the property and between 100 and 300 portable toilets.

Discussion by Planning Commission regarding a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Commissioner Peeples asked staff if the applicant could store portable toilets on the site, by right. Commissioner Peeples inquired if the word “septic” triggered the requirement for a Conditional Use Permit. Chairperson Moore stated the units would be required to be clean.

Commissioner Powers requested the applicant provide a detailed narrative of how the portable toilets are cleaned. Commissioner Powers requested the applicant also provide a list of the chemicals used.

Commissioner Newell asked Commissioner Powers if Planning Commission should review the conditions required by the City of Salem. Commissioner Powers stated this may work if the conditions contain adequate detail. Commissioner Powers stated he appreciates Mr. Phillips staking the safety of his operations on his reputation but noted he would need a more detailed proposal.

Mr. Rutledge stated they were hoping to use tonight’s meeting to gather information. Mr. Rutledge stated they intended to incorporate the residents’ concerns into a detailed site plan. Mr. Rutledge stated Hash Investments has only owned the property for six months and there is no rush to sell the property.

Commissioner Carter asked Mr. Rutledge if they intended to enclose the portable toilets within a building. Mr. Rutledge stated they did not have plans at this point to enclose the facilities.

Commissioner Carter inquired if trucks would be parked on the property. Chairperson Moore asked the applicant to clarify if the vehicles are flatbed trucks or tank storage trucks. Mr. Phillips stated the tank storage trucks are emptied at the end of each day at a sewage disposal facility and stored empty overnight. Mr. Philips stated the company owns approximately 25 vehicles. Mr. Phillips stated not all of the vehicles have sewage tanks. Mr. Philips stated four or five vehicles would be kept on the property. Mr. Rutledge stated the same number of employee personal vehicles would also be on the property.

Chairperson Moore asked the applicant what they would have proposed if they had not received input from the citizens. Mr. Rutledge stated he would have provided a conceptual plan with the parking area, storage area, and wash area identified.

Discussion by Planning Commission regarding a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Commissioner Powers inquired about the topography and drainage of the site. Mr. Rutledge stated the property slopes from Houchins Road, N.E. to the west, towards Industrial Drive, N.E. Mr. Rutledge stated the property drains to the Industrial Park.

Mr. Rutledge stated they would like to preserve the right to access the property from Houchins Road, N.E. Mr. Rutledge noted the property has double frontage along Houchins Road, N.E. and Industrial Drive, N.E. Mr. Rutledge stated they intend to also utilize Industrial Drive, N.E.

Commissioner Peeples asked if the proposed subdivision would preserve the entrance on Industrial Drive, N.E. Mr. Rutledge noted the preliminary subdivision plat preserves access to Houchins Road, N.E. and Industrial Drive, N.E. for both proposed lots. Mr. Rutledge noted parcels are not required to have road frontage in the I-2 General Industrial District. Mr. Rutledge stated parcels are required to have public road access through a 30-foot paved access easement. Mr. Rutledge stated the preliminary subdivision plat retains the road frontage for 300 Industrial Drive, N.E. and retains a 30-foot access easement to Houchins Road, N.E. Mr. Rutledge stated both parcels would have access to Houchins Road, N.E. and Industrial Drive, N.E. through the existing entrances and no new entrances would be created.

Commissioner Powers inquired if there were private covenants or deed restrictions on the Industrial Park. Commissioner Powers requested a copy of any private covenants or deed restrictions. Mr. Wingfield stated there are some covenants on the Industrial Park. Mr. Wingfield stated he believed those covenants apply to limits obtaining certifications of occupancy. Mr. Rutledge stated he was not aware of any private covenants or deed restrictions on the property.

Commissioner Powers inquired if Montgomery County had any comments on the Conditional Use Permit request. Mr. Warren stated the request was shared with the Montgomery County Planning Department. Mr. Warren noted the Montgomery County Planning Department has not provided any formal comments. Commissioner Powers requested staff to ask Montgomery County to submit comments by April 18, 2016. Commissioner Newell stated she would like the County to comment on the allowance of residential in the Manufacturing District adjacent to the Town's I-2 General Industrial District.

Commissioner Moore asked staff to locate the property's VDOT entrance permit on Houchins Road, N.E. Mr. Wingfield stated the entrance permit on Houchins Road, N.E. was likely issued by the Town. Mr. Wingfield noted the entrance is within the Christiansburg corporate limits.

Discussion by Planning Commission regarding a Conditional Use Permit request by Thom Rutledge, agent for Hash Investments, LLC, for commercial septic service storage at 350 Industrial Drive, N.E. (tax parcel 500 – ((A)) - 5M) in the I-2 General Industrial District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Commissioner Carter stated Town Council lowered the speed limit to 35 mph on Roanoke Street because trucks from the Industrial Park were having a difficult time turning onto Roanoke Street.

Mr. Rutledge stated the speed limit on Houchins Road, N.E. is posted as 25 mph at the approximate corporate line. Planning Commission discussed the unposted speed limit on the portion of Houchins Road, N.E. beyond the corporate limits. Chairperson Moore stated the statutory speed limit on unposted county roads is 55 mph and 45 mph for trucks. Mr. Wingfield stated the speed limit is 25 mph in a residential zoning district unless otherwise posted. Mr. Wingfield noted the section of road in question is zoned manufacturing in the County.

Mr. Rutledge read the portion of the Zoning Ordinance staff determined was applicable for a Conditional Use Permit. Mr. Rutledge read *Christiansburg Town Code* Sec. 42-397 (11)(q) “septic storage tanks, aboveground; in conjunction with a commercial septic service for the temporary storage and collection of septic effluent prior to transfer of such effluent to a sanitary disposal facility.”

Chairperson Moore stated the tanks in the portable toilets and the tanks in the trucks are aboveground tanks. Chairperson Moore stated if the portable toilets were new and were not being brought back to the property for reuse a Conditional Use Permit would not be required.

Commissioner Collins asked Mr. Phillips how he planned to address the residents’ concerns. Mr. Phillips stated screening the visibility of the portable toilets from Houchins Road, N.E. was the biggest concern he heard tonight.

Commissioner Collins asked Mr. Phillips if he planned to construct a building on the property. Mr. Phillips stated he would like to keep the option open but he has no plans for a building in the near future.

Chairperson Moore inquired if the property drains into any impaired streams. Ms. Morgan stated staff would consult with the Engineering Department.

Chairperson Moore stated Planning Commission will discuss this request during its meeting on April 18, 2016. Chairperson Moore stated Planning Commission may vote on a recommendation to Town Council during the meeting if they feel they have adequate information. Chairperson Moore noted it may be necessary to delay the vote in order to acquire additional information.

Discussion by Planning Commission regarding a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016.

Chairperson Moore introduced the discussion. Commissioner Beasley asked Mr. Frantz to detail the equipment on the property. Mr. Frantz stated they have metal inert gas (MIG) welders and stick welders. Mr. Frantz stated they also use a multi-process machine to punch and shear the steel. Mr. Frantz stated this equipment is located inside the building.

Mr. Frantz stated they occasionally perform outside repairs on large equipment at the property. Mr. Frantz stated this equipment would only stay on the property for one or two days. Mr. Frantz stated the company also has a full-service truck they use to repair equipment in the field.

Mr. Frantz stated specialty repair jobs will be brought to the shop in order to use their stationary equipment. Mr. Frantz stated this is a very small portion of their operations. Mr. Frantz stated they have been operating at this location since January 1, 2016 and they repaired the first piece of equipment outside the shop on Friday, March 25, 2016.

Commissioner Carter asked how visible the trucks would be from Mud Pike Road, N.W. Commissioner Carter noted the property is not very visible. Commissioner Carter inquired if more parked vehicles would be visible from Mud Pike Road, N.W. Mr. Frantz stated he did not believe so. Mr. Frantz stated they park their personal vehicles on the paved parking area near the entrance of Mud Pike Road, N.W. Mr. Frantz stated they park an enclosed trailer and a flatbed trailer to the side of their building behind a row of pine trees. Mr. Frantz stated the trailers cannot be easily seen from the road. Commissioner Carter stated she received comments from residents on Mud Pike Road, N.W. who expressed concern about seeing more vehicles closer to the street. Mr. Frantz stated it was not his intention to have more vehicles visible.

Commissioner Powers asked Mr. Frantz to discuss the building recently removed from the property. Mr. Frantz stated the owners of the property approached his business regarding lease of the property. Mr. Frantz stated the owners were having problems with vandalism and vagrancy in the now-demolished building (former 1380 Mud Pike Road, N.W.). Mr. Frantz stated the owners tore the building down in December 2015. Mr. Frantz stated his business located to the property in January 2016. Mr. Frantz stated the owners wanted a tenant to occupy and maintain the property. Mr. Frantz stated his business has to bush-hog the vacant lots twice a year and mow the grass along the Mud Pike Road, N.W. right-of-way.

Discussion by Planning Commission regarding a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Commissioner Powers asked Mr. Frantz to discuss the supplies stored on site. Mr. Frantz stated they have steel racks hidden behind the trees. Mr. Frantz stated they keep minimal inventory because their steel suppliers provide daily deliveries. Mr. Frantz stated the steel is stored inside the building to prevent rusting. Mr. Frantz stated leftover steel is stored outside and sent to scrap every three months to keep the property clean.

Commissioner Beasley asked where the leftover steel is stored. Mr. Frantz stated the leftover steel is located behind a row of trees and is difficult to see.

Vice-Chairperson Sowers inquired about a fence on the property. Mr. Frantz stated a chain-link fence is covered by ivy. Mr. Frantz stated he believed the fence blocked the view of the now-demolished building from Mud Pike Road, N.W. Mr. Frantz stated they have a wood pile for their wood stove and the ivy blocks the view of the wood pile from Mud Pike Road, N.W.

Commissioner Beasley asked what portion of the work is conducted outdoors. Mr. Frantz stated it was ten percent or less. Mr. Frantz stated the majority of their work is to manufacture and ship steel structures throughout the Mid-Atlantic region. Mr. Frantz stated the other main share of their work is to manufacture and assemble the structures on site using their portable equipment. Mr. Frantz stated these are local jobs. Mr. Frantz noted their customers include Virginia Tech, Radford University, local home builders and Radford Hospital.

Commissioner Beasley asked Mr. Frantz if they use a cutting torch. Mr. Frantz stated they do use a cutting torch. Mr. Frantz stated they also have a plasma cutter. Mr. Frantz stated the plasma cutter is more efficient, produces less sparks, and has less chance of fire. Mr. Frantz stated the cutting torch is used minimally. Mr. Frantz stated most cutting is performed with a band saw or a shear. Mr. Frantz stated they also use the plasma cutter.

Commissioner Beasley inquired about the noise of the operations. Mr. Frantz stated he has spoken with a neighbor who claimed Interstate 81 makes more noise than the welding operation. Mr. Frantz acknowledged it is a concern and stated he does not want to be disrespectful to the neighbors. Mr. Frantz stated the building is made of cinder blocks. Mr. Frantz stated the building does a good job of absorbing the noise.

Discussion by Planning Commission regarding a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Commissioner Powers inquired about the hours of operation. Mr. Frantz stated the hours of operation were 7:30 a.m. to 4:00 p.m. Mr. Frantz stated he will sometimes work on paperwork until 5:00 p.m. Mr. Frantz noted fabrication ceases at 4:00 p.m. Mr. Frantz stated they try to limit work on Saturdays and they will not work on Sundays.

Commissioner Beasley asked Mr. Frantz if 7:00 a.m. to 7:00 p.m. would be an acceptable limitation on business operations. Mr. Frantz stated it would be acceptable.

Chairperson Moore inquired if the business performs emergency repairs. Mr. Frantz stated they do. Mr. Frantz noted they would not perform emergency repairs on a Sunday. Chairperson Moore asked if they would respond to an emergency repair in the middle of the night. Mr. Frantz stated he would wait until the next day.

Commissioner Carter asked Mr. Frantz if they are cleaning up the property as part of their lease agreement. Mr. Frantz stated they are. Mr. Frantz noted they filled four roll-off containers of trash when they moved in. Ms. Morgan stated the Planning Department cited the property for a junk and debris violation several months ago. Ms. Morgan noted the violation has been resolved and there have been no more violations since Mr. Frantz occupied the property.

Mr. Frantz stated their business is not open to the general public. Mr. Frantz stated they do not work on small-scale jobs. Mr. Frantz stated they work for contractors and steel fabricators.

Mr. Frantz discussed a job the company completed for the largest open-pit ore mine in the world. Mr. Frantz stated his company fabricated and shipped five miles of guardrail to the mine located in Australia.

Chairperson Moore asked Planning Commission if there were additional requested conditions. Commissioner Beasley stated the property is well screened. Planning Commission agreed to include a condition to maintain the existing tree screening. Commissioner Newell stated the applicant has benefited from the existing screening for security purposes.

Mr. Warren asked if Planning Commission would request a condition to keep materials hidden from the Mud Pike Road, N.W. right-of-way. Planning Commission stated the condition to maintain existing screening was adequate.

Discussion by Planning Commission regarding a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Chairperson Moore stated there would be a condition prohibiting noise to residential properties between 7:00 p.m. and 7:00 a.m.

Chairperson Moore stated there would be a condition to maintain the property in a neat and sightly manner.

Chairperson Moore stated there would be no violations of the sign ordinance. Mr. Frantz stated there would not be any signs. Mr. Frantz noted there would be an address marker.

Chairperson Moore asked if the Conditional Use Permit would apply to the property or if Planning Commission would prefer to restrict it to the applicant. Ms. Morgan stated staff consulted with the town attorney on this practice. Ms. Morgan stated staff would like to move away from the practice of limiting the Conditional Use Permit to the applicant. Ms. Morgan stated it is best from a legal standpoint to tie the Conditional Use Permit to the land.

Mr. Frantz stated this may be problematic. Mr. Frantz stated the property owner has specified the Conditional Use Permit is for Construction Services, LLC. Commissioner Newell stated Mr. Frantz would still be able to operate a welding shop under the Conditional Use Permit if the ownership of the property changed and the new property owner agreed to a lease.

Commissioner Newell asked if there is a sunset clause on the Conditional Use Permit. Mr. Wingfield stated the Conditional Use Permit becomes void if it is not used for two years. Mr. Wingfield noted this is per Town Code and applies to all Conditional Use Permits.

Mr. Frantz asked for clarification regarding the applicability of the Conditional Use Permit. Ms. Morgan stated the B-3 General Business District includes permitted uses by right and uses permitted with an approved Conditional Use Permit. Ms. Morgan stated the Conditional Use Permit for welding would run with the land. Ms. Morgan stated Mr. Frantz could not carry the Conditional Use Permit to a new property if he were to relocate his business. Mr. Frantz stated the property is for sale and his business has a year to year lease.

Discussion by Planning Commission regarding a Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 and 1380 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. The Planning Commission public hearing was held March 28, 2016 - (continued).

Mr. Frantz stated he would like to speak with the property owners regarding the applicability of the Conditional Use Permit. Ms. Morgan advised Mr. Frantz the owners can contact the Planning Department. Commissioner Newel stated the landowner signed the application.

Mr. Warren stated the town attorney advised staff to move away from the practice of tying the Conditional Use Permit to the current business. Mr. Warren stated the practice could be viewed as discriminatory. Commissioner Newell stated this is similar to the new sign ordinance rules. Commissioner Newell stated Planning Commission can regulate use, but cannot get into the content of a particular business. Mr. Warren stated Planning Commission can evaluate a particular use for expected impact, but should move away from restricting the Conditional Use Permit to a specific business.

Chairperson Moore stated the conditions will be drafted for review and Planning Commission will vote on a recommendation at the next meeting on April 18, 2016.

Mr. Frantz stated when he initiated the Conditional Use Permit he understood his company, not the property owner, would have to acquire the Conditional Use Permit. Chairperson Moore stated Mr. Frantz would still acquire the Conditional Use Permit. Chairperson Moore clarified Planning Commission cannot add a condition limiting the Conditional Use Permit to only Mr. Frantz. Chairperson Moore stated it will be the property's Conditional Use Permit. Chairperson Moore stated those conditions only apply to the welding operation. Chairperson Moore stated the conditions do not apply to the existing permitted uses.

Chairperson Moore thanked Mr. Frantz for his time. Ms. Morgan stated staff would share the draft conditions with Mr. Frantz.

Other business.

Chairperson Moore introduced the discussion.

Commissioner Collins stated the Conditional Use Permit for 980 Roanoke Street was withdrawn by the property owner, Mr. Paul Haynes.

Other business - (continued).

Commissioner Collins suggested staff advise Conditional Use Permit applicants to obtain a signed lease agreement in regards to the Conditional Use Permit. Mr. Warren stated this would be a private contract issue between the two parties. Mr. Warren stated ultimately it would be Planning Commission's decision to recommend the condition tying the Conditional Use Permit to a particular business. Mr. Warren stated it is not an advisable practice in most situations.

Ms. Morgan stated the Regional Commission's Planning Commissioner Training is scheduled for April 21, 2016 from 6:00p.m. - 8:00 p.m. Mr. Warren stated he would email Planning Commission. Mr. Warren stated commissioners are welcome to bring guests. Mr. Warren noted commissioners would be responsible for their guests' \$15 dinner fee. Mr. Warren stated there will be an opportunity for carpooling.

Mr. Warren stated the Planning Department held a productive meeting with the Urban Development Areas consultants on March 18, 2016. Mr. Warren stated Ms. Morgan reviewed the consultant's draft work and provided them a detailed outline of staff's issues with methodology and developable area assumptions. Mr. Warren stated the consultants will develop a concrete timeline for deliverables. Mr. Warren stated there will be an opportunity to set up a meeting with the Comprehensive Plan Committee and potentially the Development Subcommittee.

Mr. Warren stated the project is progressing and the Planning Department will soon be able to share the work with Planning Commission. Mr. Warren stated the consultants will draft recommended language for the Comprehensive Plan. Mr. Warren noted Planning Commission will need to decide if the language will be an addendum to the Comprehensive Plan or included within the Comprehensive Plan. Mr. Warren stated they will also have to decide if they want to move ahead with any proposed changes to the Zoning Ordinance.

Mr. Warren stated there was not a Development Subcommittee meeting last month. Mr. Warren noted there was an outstanding issue regarding how stairs and uncovered porches were treated within the Zoning Ordinance. Mr. Warren stated he agrees with the previous interpretation to allow stairs and uncovered porches within the setback. Mr. Warren stated the issue can always be revisited. Mr. Warren stated he does not feel the issue needs to be brought forward for a potential change to the Zoning Ordinance at this time.

Commissioner Carter stated there was a food truck in the parking lot of General Market a few weeks ago. Commissioner Carter suggested Planning Commission look into rules and regulations for food trucks.

There being no more business, Chairperson Moore adjourned the meeting at 9:41 p.m.

Craig Moore, Chairperson

Sara Morgan, Secretary^{Non-Voting}

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
APRIL 12, 2016 – 7:00 P.M.**

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON APRIL 12, 2016 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Henry Showalter; Samuel M. Bishop; R. Cord Hall; Harry Collins; Steve Huppert; Bradford J. Stipes. ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Barry Helms; Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Jim Guynn; Farmers' Market Manager Sarah Belcher.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

1. Verizon lease for cell service equipment at the Hill's Water Tank site. Town Manager Helms reported that Verizon has submitted a proposal to lease ground and tank space to install antennas and operating equipment at the Hill's water tank site. The lease would be for five years, with an option to extend the lease four additional times. Verizon would lease the space for \$32,400 the first year, with a 3% increase each year. The Town Attorney has reviewed the lease, which is similar to the Town's other cell tower leases. There was no one to speak for or against this request.

REGULAR MEETING

- I. CALL TO ORDER BY MAYOR BARBER. Mayor Barber stated there was a quorum of Council present.

II. CONSENT AGENDA:

1. Council Meeting Minutes of March 22, 2016
2. Action on Proclamations: Commit 2 Graduate Week April 10 - 16
National Travel & Tourism Week May 1 – 8
National Police Week May 15 – 21, Day May 16
Public Works Week May 15 – 21
Water Safety Month May

Councilman Hall made a motion to approve the consent agenda, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Abstain (was absent from the 3/22/16 meeting).

Mayor Barber welcomed Christiansburg High School student, Victor Zimbardi, to the meeting. Victor is a government student, but said that he was attending the meeting out of his own interest in local government and not for a class assignment.

III. RECOGNITIONS:

1. Valerie Tweedie, Finance Director/Treasurer, Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. Mayor Barber reported that Valerie Tweedie had been awarded a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the third consecutive year. The certificate was awarded to Ms. Tweedie and her staff for their FY 2014-2015 reporting practices.

2. Email Broadcast Information Service Top 10 Award. Mayor Barber presented Town Manager Helms with a plaque from the Virginia Institute of Government recognizing Christiansburg's dedication in providing prompt electronic communications through a program it hosts to encourage information exchange between Virginia localities. Town Manager Helms expressed gratitude for the recognition and noted that the electronic information was not only provided by him, but also by department heads and staff members.

IV. CITIZEN'S HEARING:

1. Montgomery County Chamber of Commerce to give a presentation about the benefits of fiber broadband. Mr. John Tuttle, a Chamber of Commerce board member, along with Avery Grabenstein, an employee of the chamber, explained to Council the importance of fiber broadband in providing reliable internet speed, capacity, and access, to businesses and residents. Using a personal business experience as an example, Mr. Tuttle said that, without the benefits of fiber broadband, businesses in Montgomery County were experiencing inadequate internet service, which could be debilitating when trying to service the needs of customers. Currently, broadband is supplied to the Christiansburg Industrial Park, but more capacity is needed, and businesses county-wide expect the type of internet speed and capacity provided through fiber broadband. Mr. Grabenstein spoke about the necessity of fiber broadband service in meeting the expectations of Virginia Tech and Radford University, as well as the businesses and individuals associated with the universities. He spoke about the population of Montgomery County and the demands that come with a large population, noting that the need for high speed internet, capacity, and access, would only increase with time. Mr. Tuttle stressed that installation of fiber broadband would be an investment in the Town's infrastructure, and he presented a 2016-2017 annual budget request from the Chamber of Commerce for \$40,000, to be used for assessment and strategic planning. The Chamber is working to form a coalition with Christiansburg, Blacksburg, and Montgomery County, in providing the broadband service. Mr. Tuttle said he has provided this presentation to Montgomery County, but has not addressed Blacksburg at this time because they are currently working on a similar project. Currently, Montgomery County has not committed to participating in expanding broadband service. According to Mr. Tuttle, several areas in Montgomery County already have fiber optics, and the goals are to determine how to tap into the existing service and who would run the service. The New River Valley Regional Commission has been involved in the discussions to expand fiber broadband and recommended an investment of \$40,000 from the Town of Christiansburg. In closing, Mr. Tuttle said the chamber would be meeting with Roanoke Broadband Authority to learn how it provided broadband infrastructure to Roanoke communities. Council thanked Mr. Tuttle and Mr. Grabenstein for their presentation.
2. Bob Leonard to address Council regarding Christiansburg Institute. Mr. Leonard addressed Council regarding the plight of Christiansburg Institute (CI), and the alumni association's vision for revitalization through a partnership with Christiansburg and Virginia Tech. Mr. Leonard provided a brief history of the school, noting that 2016 is the school's 150th anniversary. He expressed appreciation for the Town's faithful investment in CI's vision through financial support over the years. Mr. Leonard said that in the past the Town's funds have supported CI's long-term vision for redevelopment, and he understands the Town's concerns with continuing to provide annual funding without evidence of tangible improvements to CI property. According to Mr. Leonard, the Town's annual contributions have supported CI's annual operating expenses. The Town has not included an allocation to CI in its draft 2016-2017 annual budget, and Mr. Leonard requested the Town add a \$10,000 contribution to CI in honor of its 150th anniversary, and to help fund an anniversary celebration. Mr. Leonard spoke about the alumni association's vision for an institute that is redeveloped into an asset to the Town, County, and the entire New River Valley. However, Mr. Leonard reported, redevelopment was estimated to cost \$2M, and CI has faltered in raising funds on its own. As a result, Mr. Leonard proposed a partnership with Christiansburg and Virginia Tech that would provide for the necessary funds for redevelopment. Mr. Leonard said he has worked with John Dooley of Virginia Tech to secure grant funding for VT's study of the institute, and he plans to continue reaching out to Virginia Tech to increase its involvement in CI's redevelopment. Councilman Huppert expressed his concern with what he believes to be CI's lack of accountability with funds contributed by the Town over the years. Last year the Town requested, and received, financial records from CI, but those records did not fully provide record of how the contributions had been utilized. Councilman Huppert stressed that the Town has a number of individuals requesting funding, and Council must be a responsible steward by carefully selecting where it will make contributions. Councilman Stipes commended Mr. Leonard's commitment to CI, and commented that a partnership between CI, VT, and

Christiansburg, could provide the needed momentum to move forward with redeveloping CI property in a way that would tell its historical story. Councilman Showalter thanked Mr. Leonard for his presentation that went beyond simply asking for funding, and he agreed that it was important for the Town, CI, and representatives of historic Hill School (also referred to as the community center) to work together to develop a plan to preserve the heritage of the two properties. He then recommended encouraging the involvement of Montgomery County in discussions. Mayor Barber recommended Mr. Leonard form a working group of representatives from Virginia Tech, Montgomery County, and Christiansburg as a first step in moving forward with developing a plan for redevelopment of the two historic properties.

3. Sue Farrar, Executive Director of Montgomery Museum and Lewis Miller Regional Art Center, to address Council. On behalf of the Montgomery Museum and Lewis Miller Regional Art Center, Ms. Farrar brought to Council requests for street closings during two downtown summer events, and a request for alcohol sales during one of the events. The first scheduled event is Cruisin' and Ms. Farrar used an aerial map to indicate the requested street closures along Main Street, and provided details on the date and closure times. The Cruisin' event will be a fundraiser for the museum. The second event is the Crooked Road music festival scheduled for June 18 from 3:00 p.m. to 8:00 p.m. This event was held in Christiansburg for the first time last year. Ms. Farrar provided details on the street closure routes and times. She then requested permission to sell alcohol on private property during the Crooked Road event. Alcohol sales would be by ticket only, with a maximum of four tickets per adult. Permits have been submitted for both events, and museum representatives have met with Charlton McCoy and staff. Ms. Farrar expressed her appreciation for the Town's support over the years, especially with the museum's recent larger events. Councilman Bishop asked if the Crooked Road event would be impacted if the sale of alcohol was not permitted. Ms. Farrar said she believed it would have some impact, but would not ruin the festival. Ms. Farrar said she has met with Captain Ramsey of the police department to develop a plan for the sale of alcohol, and she reported that the police department had no concerns with the proposed sale of alcohol or the street closures. The museum anticipates approximately 1,000 visitors to the Crooked Road event in June. Councilman Hall made a motion to amend the agenda to include Council action on the requests by Ms. Farrar, seconded by Councilman Showalter. Council was polled as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Councilman Huppert noted that the Crooked Road festival was held last year at the museum with disappointing turn-out. The museum board thought that bringing the festival to Main Street would provide more exposure and increase participation. Town Manager Helms reported that the museum has applied for a grant for the street closures and is waiting for approval from the town on the specific street closures and the sale of alcohol. Councilman Bishop expressed his concern regarding the increase in requests for alcohol sales at events held in the downtown area. He understands that the sales would be on private property, but noted that it would be next to public property during a town-sponsored event. Councilman Showalter commented that, unfortunately, alcohol sales have an impact on the volume of participation at events, and he suggested the museum invite local micro-breweries to participate in future events. Councilman Hall stated his support for the downtown events, but echoed the sentiments of Councilman Bishop regarding the sale of alcohol. He understands that the police department will be involved with enforcement of laws during the event, and he noted that there haven't been problems during events that were related to alcohol sales. Councilman Stipes said that in the past he has not supported the sale of alcohol on public property during downtown events, but that he views this differently because the sales would be on private property. Council asked Ms. Farrar to pass along their thanks to the museum board for its work in organizing the Cruisin' and Crooked Road events.

4. Citizen Comments: None.

V. STAFF REPORTS: None

VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Council action on:
 - a. Verizon lease for cell service equipment at the Hill's Water Tank site. Councilman Hall made a motion to approve the request, seconded by Councilman Stipes. Town Manager Helms noted that the Town had received no negative comments from the community regarding the request. Council was polled

on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

At this time Ms. Jessie Eaves asked if the Town was planning to improve or expand parking at the aquatic center. Council said there were no plans pertaining to parking because parking shortage only occurred during meets, and the Town offers shuttle service from the Christiansburg High School to accommodate overflow parking. Council agreed it may to discuss this matter if the parking shortage worsened or created a public safety hazard along the roads surrounding the aquatic center.

- b. Request for street closures and alcohol sales by the Montgomery Museum and Lewis Miller Regional Art Center. Councilman Hall made a motion to approve the street closures as requested for the two noted events, and to approve the sale of alcohol on private property during the Crooked Road event. Councilman Collins seconded the motion, and Council was polled as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Councilman Hall noted that he has concerns with the volume of alcohol allowed each person, but trusts the Police Department will closely monitor the situation. Councilman Showalter asked Town Manager Helms to place the existing banners for both events on Main Street at the appropriate time.

VIII. COUNCIL REPORTS

- a. Councilman Huppert reported that the columbarium at Sunset Cemetery was completed today, with a grand opening celebration scheduled for Memorial Day.
- b. Councilman Showalter reported that the Central Business District Advisory Board met tonight and continues to make progress in reaching its goals.
- c. Councilman Stipes reported on the Bikeway Walkway Committee announcing that the committee is compiling a list of sponsors for various trail amenities and would identify the sponsorships later this year. Bids on the Huckleberry Trail Phase 2d have been submitted. Phase 2d would extend the trail from Cambria Street to behind Food Lion, with the next phase extending to Christiansburg High School.
- d. Councilman Hall expressed his appreciation to Councilman Huppert for his dedication in bringing the columbarium to fruition. He reported that he has had opportunities to talk with citizens about how the Town is utilizing EMS recovery funds. He then reported on the child abuse prevention celebration held in Pulaski last week, and reminded Council of the celebration in Montgomery County scheduled for April 28 at 6:00 p.m. at the courthouse. In closing, he reported on the success of the Christiansburg girls' softball team that he coaches.
- e. Councilman Collins again requested that Building Official Heinline come before Council to discuss the Town's policy on vagrant/derelict buildings. He then requested that Council finalize the Town's alcohol policy.
- f. Mayor Barber reported that a non-mandatory work session is scheduled for April 14 at 6:00 p.m., at the Christiansburg Aquatic Center, to meet with the company working on the new aquatic center logo. Also, he has secured a location to hold the town manager interviews and is working to finalize an interview schedule.

IX. TOWN MANAGER'S REPORTS:

- 1. PUBLIC HEARING REQUEST: Town Manager Helms presented the following request and recommended setting the Public Hearing for May 10, 2016:
 - 1. Request by Hash Investments, LLC to extend its lease on property/building located on Cambria Street.On motion by Councilman Hall, seconded by Councilman Bishop, Council voted to set the Public Hearing for May 10, 2016, as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- 2. Council was provided information in the agenda packet regarding the General Obligation Refunding Bond, Series 2016, through VML/VACo. Town Manager Helms reported that refunding the loan as outlined in the document would result in a savings of approximately \$10,000 per year. Council had reviewed the information and gave consensus to proceed with refunding the loan as outlined.

3. A budget work session was scheduled for April 26, 2016, after the regular Council meeting.
4. Monthly water billing is scheduled to begin in May, and second notices will no longer be sent out.

X. ADJOURNMENT:

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:44 P.M.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	MARCH AND	APRIL 2016
ADAMS CONSTRUCTION CO.	795.09	
AIRGAS MID-AMERICA, INC.	553.62	
ALL SEASONS PEST CONTROL, INC	85.00	
ANDERSON & ASSOCIATES INC	17,657.03	ENGINEERING SERVS. PARK ST DRAIN, WEST MAIN WATERLINE, HILLS TANK, CHRISMAN MILL CROSSING
ANN CARTER	150.00	
AQUATIC SPECIALISTS	694.75	
ARC3 GASES	206.78	
ASSOCIATED ASPHALT ROANOKE, LLC	346.55	
ATCO INTERNATIONAL	399.77	
ATCOM, INC	20.00	
ATLANTIC TACTICAL INC	621.30	
ATLANTIC UTILITY SOLUTIONS, INC	7,020.00	METERS FOR NEW CONNECTIONS
AUTO ZONE, INC	159.95	
AUTOMATION CREATIONS, INC.	232.99	
AXLE SURGEONS OF SOUTHWEST VA	1,250.00	AXLE REPAIR PW TRUCK
AZTEC RENTAL CENTER	50.00	
B & T LAWN CARE LLC	7,920.00	MOWING SERVICE APRIL TOWN AND PARKS AND RECREATION
BANE OIL COMPANY, INC	3,171.61	OFF ROAD DIESEL
BASHAM OIL COMPANY	382.69	
BECKNER BOILER CO INC	512.64	
BKT UNIFORMS	1,072.78	
BLACKBERRY MULCH	2,175.80	MULCH FOR STREETS
BLUE RIDGE HEATING & AIR, INC	151.00	
BOBCAT OF ROANOKE VALLEY	76.98	
BOB'S REFUSE SERVICE, INC.	220.00	
BOUND TREE MEDICAL, LLC	3,634.98	SUPPLIES RESCUE
BOWIE SALES, INC.	1,485.40	18" PIPE STREETS
BOXLEY ASPHALT, LLC	7,345.05	ASPHALT REPAIRS
BRAME SPECIALTY COMPANY INC.	1,456.11	
BRANCH HIGHWAYS, INC	20,989.40	RETAINAGE DIAMOND PHASE 1
BUCKINGHAM GREENERY, INC.	336.00	
CARDINAL BLUEPRINTERS, INC.	350.00	
CARDINAL RUBBER & SEAL INC.	631.07	
CARTER MACHINERY	1,667.89	
CAVANAUGH MACDONALD CONSULTING, LLC	1,250.00	
CHA CONSULTING INC	16,760.92	SEWER INTERCEPT STUDY BIOSOLID MGT LANDFILL GAS MONITORING
CHANDLER CONCRETE COMPANY OF VA., INC	910.00	
CHANNING BETE COMPANY, INC	2,128.77	CPR DEVICES 6
CHARLES R. KING, JR.	816.00	
CMC SUPPLY, INC.	7,949.27	FITTINGS AND PIPE FOR SEWER LINES, RESTROOM FOR RADIO SHOP
CONSTRUCTION & MATERIAL INC.	279.20	
COUNTRY AIR VACATIONS KENNELS	135.00	
CRAIG STEWART MOORE	150.00	
CRAIG'S FIREARM SUPPLY, INC	678.50	
D J R ENTERPRISES	1,085.80	
DATA NETWORK SOLUTIONS, INC	2,907.96	WIFI MAINTENANCE
DAVID FRANUSICH	120.00	
DCI/SHIRES, INC	48,583.70	DOWNTOWN ENHANCEMENT GRANT T21
DEHART TILE CO., INC.	105.00	
DIANE C FENTON	50.00	
DIRECT SPORTS, INC.	1,445.28	SUPPLIES FOR YOUTH BASEBALL
DORIS OLIVER	50.00	
DREWCO ENTERPRISES INC.	300.00	
DUNCAN FORD MAZDA	1,185.71	
E & L MACHINE	95.00	
EAST COAST EMERGENCY VEHICLES, LLC	1,434.82	LIGHTS FRO ENGINE 4 FIRE DEPT
EEE CONSULTING, INC	6,603.00	CONSULTING STORM WATER FEE DEVELOPMENT
ELECTRICAL SUPPLY CO	4,872.68	ELECTRICAL SUPPLY VARIOUS DEPTS AND PROJECTS
ELEVATING EQUIPMENT INSPECTION SERVICE	100.00	
EMS MANAGEMENT & CONSULTANTS, INC	2,670.93	THIRD PARTY BILLING FEE
EMS TECHNOLOGY SOLUTIONS, LLC	306.00	
EMS, INC	230.00	
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	15,000.00	BIOSOLID MANAGEMENT

TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	MARCH AND	APRIL 2016
EVOQUA WATER TECHNOLOGIES, LLC	618.00	
EXCEL TRUCK GROUP	150.00	
FAIL SAFE TESTING, LLC	5,440.25	FIRE HOSE AND LADDER TESTING FIRE DEPT
FAMILY MEDICINE OF BLACKSBURG LLC	3,260.00	HEP B AND DRUG TESTING
FASTENAL COMPANY	529.10	
FERGUSON ENTERPRISES, INC.#75	18,834.81	PIPE FITTINGS PART FOR WATER AND SEWER
FITNESS CONCEPTS, INC.	5,938.00	PREVENTIVE MAINTENANCE CONTRACT RECREATION CENTER
FLEET ONE, LLC	17,058.35	TOWN VEHICLE FUEL
FLEET PRIDE, INC	2,116.22	PARTS FOR REPAIR TOWN VEHICLES AND EQUIPMENT
FULL SOURCE, LLC	843.38	
G/A SAFETY SUPPLY, INC	682.92	
GALLS, AN ARAMARK COMPANY	3,796.14	EQUIPMENT AND SUPPLIES POLICE DEPT
GAY AND NEEL, INC.	5,061.25	ENGINEERING SERVICES HBT IIB,DTWN PHASE 2, BLUE LEAF STREAM RESTORATION
GEMPLER'S INC.	451.55	
GODWIN MANUFACTURING CO.,INC.	709.31	
GRAINGER	622.29	
GRANTURK EQUIPMENT CO., INC	127.83	
GUYNN & WADDELL, P.C.	7,939.10	LEGAL SERVICES
HAMANN, INC	8,100.00	CEMETERY APRIL MOWING
HARPER AND COMPANY INC.	7,593.35	SUPPLIES WWTP
HARVEY CHEVROLET CORP.	509.98	
HEROES APPAREL, LLC	278.74	
HIGHWAY MOTORS, INC.	113.72	
HOSE HOUSE, INC.	165.65	
HOUSTON N. SNODDY	525.00	
HUNTER SMITH'S CUSTOM MILLING	393.75	
HURT & PROFFITT, INC	2,330.00	INTERCEPTOR STUDY SILVER LAKE
HY-TEST, INC	240.00	
I D EDGE, INC	1,246.50	
IES COMMERCIAL, INC	678.37	
IMPACT GRAPHICS + SIGNS	1,052.30	
INDUSTRY ELECTRIC , LLC	551.27	
INFINISOURCE, INC	949.00	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	154.90	
J & J ASPHALT COMPANY	560.00	
J J KELLER & ASSOCIATES, INC	117.14	
JAMES RIVER EQUIPMENT-SALEM	486.39	
JAMES ROBERT WILLIAMSON, JR.	75.00	
JENNIFER SOWERS	150.00	
JOHN MICHAEL HARRIS	25.00	
JORDAN OIL CO., INC.	2,299.82	FUEL FIRE AND RESCUE
KIMBALL MIDWEST	368.92	
KING-MOORE, INC	2,992.50	IT CONSULTING SERVICES
KUSTOM SIGNALS, INC.	34.00	
LANCASTER, INC.	769.66	
LANDSCAPE SUPPLY INC.	5,567.97	TURF MIX, SILT FENCING, EDGING
LARRY LAWRENCE	150.00	
LEE HARTMAN & SONS INC.	685.00	
LIBERTY FIRE SOLUTIONS, INC	715.00	
LINE-X OF THE BLUE RIDGE	4,500.00	CLEAN AND RECOAT FLOOR RESTROOMS HARKRADER
LITTLE RIVER POOL AND SPA, INC	112.95	
LOWES HOME CENTERS, INC.	8,325.08	SUPPLIES, TOOLS VARIOUS PROJECTS AND BUILDING MAINTENANCE
LYON METAL MFG OF VIRGINIA	1,117.83	PW BUILDINGS
MARKETING ON MAIN STREET LLC	131.20	
MARY B. CRITZER	75.00	
MATTHEW JOHN BEASLEY	150.00	
MCAFEY, INC	225.00	
MCGRADY-PERDUE HEATING & COOLING, INC	549.00	
MCNEIL ROOFING, INC	395.10	
MEADE TRACTOR	327.55	
METRO HEAVY-DUTY,INC.	451.41	
MICHAEL L. SAYLORS	75.00	
MIRACLE RECREATION EQUIPMENT COMPANY	522.27	
MOORE MEDICAL CORP.	272.49	

TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	MARCH AND	APRIL 2016
MSC EQUIPMENT INC.	110.56	
MT ELECTRONICS, INC	385.25	
MUELLER SYSTEMS	10,735.00	AMI PROJECT
MUNICIPAL EMERGENCY SERVICES, INC	2,690.41	GEAR FOR FIRE DEPT
NATIONAL WINDOW & DOOR, INC.	2,179.00	PARTITIONS RADIO SHOP BATHROOM
NETWORKFLEET INC	2,216.10	GPS FOR FLEET NETWORK SYSTEM RESCUE
NEW RIVER ENGRAVING	50.00	
NEW RIVER FIRE EXTINGUISHERS	313.00	
NEW RIVER VALLEY MPO	3,300.00	SMARTWAY
NEW RIVER VALLEY RESTAURANT SERV.	156.38	
NORTHERN TOOL & EQUIPMENT	54.05	
NRV CARES	60.00	
NRV FENCE AND HANDRAIL, LLC	3,948.74	GATES AND FENCING KIWANIS FIELD
NRV REGIONAL WATER AUTHORITY	448,273.09	QUARTERLY WATER
OFFICE OF THE UNIVERSITY BURSAR	145.69	
OLD TOWN PRINTING & COPYING	65.58	
O'REILLY AUTO PARTS	1,322.01	PARTS FOR VEHICLE AND EQUIPMENT REPAIR
PETERS AQUATICS	54.50	
POWER ZONE	1,684.66	REPAIR SMALL POWER EQUIPMENT
PRESSURE WASHING SUPPLIES & SERV	2,105.50	ASPHALT REMOVER
PRICE BUILDERS, INC	114,629.85	POLICE DEPT RENOVATION
PROFESSIONAL COMMUNICATIONS	5,559.50	NEW RADIOS FIRE DEPT
PSD SOFTWARE, LLC	16,243.50	HIPERWEB PULIC WORKS
QUALITY TIRE & BRAKE SERVICE	3,281.00	VEHICLE TIRE REPAIRS AND REPLACEMENT
RICHARD HILDING JOHNSON	120.00	
ROGER SPORTS GROUP, INC	3,598.06	BASES FOR ALL BALL FIELDS
ROPHO SALES INC	7.55	
SAFETY & COMPLIANCE SERVICES, INC.	716.00	
SANICO, INC	3,892.80	JANITORIAL SUPPLIES
SAUNDERS SERVICE & REPAIR, LLC	115.00	
SERVICE COMMUNICATION	75.00	
SERVICEMASTER COMMERCIAL CLEANING	2,829.00	APRIL CLEANING AQUATICS CENTER
SHERWIN-WILLIAMS	78.57	
SHRED-IT US JV LLC	78.86	
SIGN-A-RAMA	30.00	
SKYLINE DOOR & HARDWARE, INC	1,332.10	
SOURCE 4	320.29	
SOUTHERN STATES	294.93	
SPIRIT SERVICES, INC	95.70	
STAPLES BUSINESS ADVANTAGE	986.96	
STATE ELECTRIC SUPPLY CO.,INC.	510.07	
STEEL SERVICES, INC.	599.99	
SUBURBAN PROPANE, L.P.	1,373.21	
SYRINX TECHNOLOGIES, LLC	7,580.81	IT NETWORK SECURITY AUDIT
TACY NEWELL	120.00	
TASER INTERNATIONAL	1,676.45	
TAYLOR OFFICE & ART SUPPLY,INC	2,496.93	OFFICE SUPPLIES ALL DEPTS
TECH EXPRESS, INC.	322.35	
TELEDYNE ISCO, INC.	252.00	
TEMPLETON-VEST	8,906.00	NEW DOORS FIRE DEPT GRANT PAID 7500
THE WILLIAM G. SIMMONS CO., INC	768.75	
THOMPSON TIRE & MUFFLER	220.00	
TIDY SERVICES	1,495.90	
TONIA DENISE WINN	75.00	
TREASURER OF MONTGOMERY COUNTY	104,992.75	911 REGIONAL CENTER QUARTERLY PAYMENT
TRI-DIM FILTER CORPORATION	389.08	
TUNSTALL CHENAULT POWERS, JR.	150.00	
UEMSI/HTV INC	3,216.08	REAPIR SEWER CAMERA
UNIFIRST CORPORATION	557.36	
UNITED MUFFLERS	759.35	
UNITED RENTALS,INC.	1,011.28	RENTAL BOOM AQUATICS CENTER
USA BLUE BOOK	601.97	
VA ASSOC OF MUNICIPAL WASTEWATER AGENCIES, INC	63.57	
VA INFORMATION TECHNOLOGIES AGENCY	52.74	

TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	MARCH AND APRIL 2016	
VALLEY PRINTERS, INC	4,823.30	SPRING BROCHURES RECREATION CENTER
VIRGINIA ANNE PEEPLES	150.00	
VIRGINIA BUSINESS SYSTEMS	2,053.46	COPIER LEASES AND MAINTENANCE
VIRGINIA UTILITY PROTECTION SERVICE, INC	536.55	
VULCAN, INC	4,097.00	MATERIALS FOR STREET SIGNS
WADES FOODS INC.	99.17	
WATERS & COMPANY INCORPORATED	7,675.50	EXECUTIVE SEARCH FIRM
WETLAND STUDIES AND SOLUTIONS, INC	1,203.18	
WHOLESALE MONUMENT COMPANY, INC	25,365.75	BALANCE DUE ON COLUMBARIUM
WILLIAMS SUPPLY INC.	146.95	
WILSON BROTHERS INCORPORATED	736.04	
WORDSPRINT	489.07	
TOTAL BILLS TO BE PAID APRIL 29, 2016	1,153,014.88	

**TOWN OF CHRISTIANBURG
BILLS PAID DURING THE MONTH OF
SPECIAL REVENUE FUNDS**

MARCH AND APRIL 2016

VENDOR	AMOUNT PAID	DESCRIPTION
ADVANCE AUTO PARTS	50.05	
ATLANTIC EMERGENCY SOLUTIONS	2,684.22	FD TRUCK REPAIRS
CARDMEMBER SERVICES	45.72	
DIRECTV	388.44	
DUNCAN FORD MAZDA	402.38	
EXXON MOBIL	164.32	
GATES FLOWERS AND GIFTS	76.00	
HEROES APPAREL	140.99	
MUNICIPAL EMERGENCY SERVICES	1,792.16	FD Air packs
RADIO SOURCE LLC	4,997.50	FD 10 MINITOR PAGERS
TOWN OF CHRISTIANBURG	374.73	
VERIZON	394.64	
TOTAL PAID BILLS	7,776.02	

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH		MARCH AND APRIL 2016
VENDOR	AMOUNT PAID	DESCRIPTION
AIRGAS NATIONAL CARBONATION	661.33	CARBON DIOXIDE FOR POOL
ANTHEM BLUE CROSS	222,208.16	EMPLOYEE HEALTH INSURANCE
ANTHEM LIFE INSURANCE COMPANY	3,231.53	EMPLOYEE LIFE INSURANCE
APPALACHIAN POWER	91,238.50	ELECTRIC BILLS TOWN
AT & T	482.98	
ATMOS ENERGY	8,010.62	NATURAL GAS BILL TOWN
AUDIOTRONICS	2,899.94	PROJECTOR FIRE DEPT
BALLPARK SIGNS	1,467.50	
BB&T	893.00	INSURANCE FIRE RESCUE
BLUE RIDGE COPIER	8.38	
BMS DIRECT	10,039.78	WATER BILLINGS TWO MONTHS
BOERNER INC	382.20	
BOSTON MUTUAL LIFE INS	1,949.88	EMPLOYEE PAID INSURANCE
BRIGHT SERVICES	8,849.58	FINANCE AND PW TEMP
CANNON SOLUTIONS	355.38	
CARDMEMBER SERVICES	51,652.09	MARCH AND APRIL BILLS MATERIALS & SUPPLIES 30808.64 DUES900 SCHOOLS 6573.27 TRAVEL 6985.90 COMPUTER 1400.62 FIRE/ RESC RECRUITING4442.20 UNIFORMS 541.46
CHANDLER CONCRETE	3,989.80	PUBLIC WORKS, REPAIRS AND COLUMBARIUM
CITIZENS	1,820.00	INTERNET SERVICES
COLD STONE CREAMERY	288.00	
COLONIAL LIFE & ACCIDENT INSURANCE	1,100.76	EMPLOYEE PAID LIFE INSURANCE
CONCRETE PIPE	502.20	
CROSSEPOINTE CONFERENCE CENTER	342.50	
DELL MARKETING	1,397.85	
DE LAGE LANDEN	768.00	COPIERS PD
DELTA DENTAL	16,963.24	EMPLOYEE INSURANCE 2 MONTHS
DICKERSON, BYRON	40.00	
DONS AUTO CLINIC	707.95	
DUES AND MEMBERSHIP	1,059.00	rescue 840 finance 219
ECK SUPPLY	110.69	
EDIBLE ARRANGEMENTS	62.46	
ELIZABETH RIVER TUNNELS	3.75	
EXXON MOBIL	38.66	
FEDERAL EXPRESS	109.59	
FIDELITY POWER SYSTEMS	2,642.91	REPAIR STATION GENERATOR FOR FIRE DEPT
GENWORTH LIFE INSURANCE COMPANY	459.15	
GOV DEALS	336.81	
HALEY SOUTH INC	25,869.26	VEHICLE FIRE DEPT
HOME DEPOT	545.68	REPAIR AND MAINTENANCE
HUMANE SOCIETY OF MONTGOMERY COUNTY		ANIMAL FRIENDLY PLATES
KEY RISK INSURANCE	4,428.00	WORK COMP INSURANCE
LINKOUS, CHELESTA	100.00	
LUMOS NETWORKS INC	868.97	
LYNCHBURG REGIONAL BUSINESS ALLIANCE TRANSDOMINIC	1,000.00	ANNUAL CONTRIB OF SUPPORT
MONTGOMERY PUBLISHING LLC	978.75	
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	33,270.98	TIPPING CHARGES
MOYE JESSICA	1,470.00	FIRE ARMS CLASS
NORFOLK AND SOUTHERN CORPORATION	1,250.00	
NRV UNWIRED	275.00	
NEW RIVER VALLEY PIZZA LLC	544.31	
NORTHEASTERN SUPPLY COMPANY	28.30	
PETTY CASH	241.98	
PITNEY BOWES	763.98	
PURCHASE POWER	3,000.00	REFILL POSTAGE METER
QUEST USA TOURS & CHARTERS	100.00	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH		MARCH AND APRIL 2016
VENDOR	AMOUNT PAID	DESCRIPTION
REFUND EMS THIRD PARTY	1,690.88	
REFUND FEES REC DEPT	578.00	
REFUND AQUATICS	495.00	
REFUND TAXES	1,746.82	
REIMBURSEMENTS EMPLOYEES	2,752.13	work boot allowances
ROANOKE TIMES	706.87	JOB AND MEETING POSTINGS LEGAL AND BUDGET POSITNGS
SALEM STONE	203.00	
SAMS CLUB	398.98	HARKRADER CONCESSIONS REC PROGRAMS
SCHNEIDER ELECTRIC	590.00	
SCHOOLS	305.00	FIRE 200 planning 105
SELECTIVE INSURANCE	27,767.00	LIABILITY INSURANCE
SELEX ES INC	995.00	SOFTWARE PD
SERV-PRO	3,975.00	CLEANING AT POLICE DEPT
SHELOR TOYOTA	592.00	
SHENTEL	537.92	
SHRED IT US JV LLLC	78.09	
SHENANDOAH VALLEY WATER	31.55	
SISSON & RYAN LLC	10,532.12	STONE, GRAVEL, SAND VARIOUS TOWN PROJECTS
SOUTH EASTERN SECURITY CONSULTANTS	465.00	
SOUTHERN REFRIDGERATION CORP	710.53	
SPRINT	523.34	
SUPER SHOES STORES	2,569.86	
STAND ENERGY	7,416.76	
TEMPLTON VEST	245.50	
TRAVEL	1,640.01	PW 310.70 POLICE 350 PLANNING 979.31
TRACTOR SUPPLY	457.70	
TREASURER OF MONTGOMERY COUNTY	84,183.03	TOURISM FUNDS JULY 1, 2015 THRU JAN 2016 7 MONTHS
US CELLULAR	530.04	
UNITED PARCEL SERVICE	25.72	
VALCH, MICHAEL	95.00	
VERIZON	5,680.83	PHONE SERVICE
VERIZON WIRELESS	7,859.95	
VRS	165,101.15	VRS RETIREMENT DEC
VIRGINIA ASSOCIATION OF COUNTIES	534.86	STANDARD DISABILITY INSURANCE
VIRGINIA DEPARTMENT OF TREASURY	1,620.00	PERMITS AND LICENSES DEQ
VIRGINIA DEPARTMENT OF TREASURY DEPT OF HOUSING	1,470.67	FEE LEVY PERMITS
VIRGINIA DEPARTMENT OF MOTOR VEHICLES	1,620.00	DMV STOPS
VIRGINIA MARYLAND REG COLLEGE	155.00	
WEST PUBLISHING	275.84	
WILLIAM G. SIMMONS CO. INC	18,750.00	INSTALL OF NEW CLARIFIER MIXER WWTP
TOTAL SPECIAL REVENUE BILLS PAID	7,776.02	
TOTAL PAID BILLS	868,731.13	
BILLS TO BE PAID	1,153,014.88	
GRAND TOTAL	2,029,522.03	

TOWN OF CHRISTIANSBURG

Established November 10, 1792

Incorporated January 7, 1833



BUSINESS APPRECIATION MONTH PROCLAMATION

WHEREAS, Virginia businesses play a pivotal role in strengthening our Commonwealth by embracing job creation, integrating technologies, and employing a diverse workforce to preserve the economic well-being of the community; and

WHEREAS, Virginia is currently home to more than 35 Fortune 1,000 firms and more than 70 firms with excess of 1 billion; and

WHEREAS, Virginia's businesses operate in diverse industries, including advanced manufacturing, energy, life sciences, tourism, agribusiness and information technology; and

WHEREAS, the Town of Christiansburg, its citizens and visitors enjoy the many benefits of a vibrant and diverse commercial base; and

WHEREAS, Christiansburg is pleased to recognize the accomplishments of all its businesses, including its many small businesses that contribute greatly to the economic diversity of the town; and

WHEREAS, Virginia Business Appreciation Month enables the Town of Christiansburg to celebrate the many ways in which its businesses positively impact state and local government, major industries, and the lives of individuals in communities throughout Virginia.

NOW, THEREFORE, BE IT RESOLVED that Christiansburg Town Council hereby designates May 2016 as Virginia Business Appreciation Month, to celebrate and acknowledge the essential role that our business community and its community partners play in contributing to a stronger, more prosperous economy.

Adopted this 26th of April, 2016.

AYE

NAY

ABSTAIN

ABSENT

D. Michael Barber, Mayor*

Samuel M. Bishop

Harry Collins

R. Cord Hall

Steve Huppert

Henry D. Showalter

Bradford J. Stipes

*Votes only in the event of a tie.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor

ROBINSON, FARMER, COX ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

April 19, 2016

Town of Christiansburg, Virginia
Attn: Ms. Valerie Tweedie, Director of Finance/Treasurer
And Members of Town Council
100 E. Main Street
Christiansburg, Virginia 24073

Dear Ms. Tweedie and Members of Town Council:

We are pleased to confirm our understanding of the services we are to provide Town of Christiansburg, Virginia for the year ended June 30, 2016. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Town of Christiansburg, Virginia as of and for the year ended June 30, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Christiansburg, Virginia's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Christiansburg, Virginia's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedules Related to Pension Funding
3. Schedule of OPEB Funding Progress
4. Schedule of Sick Pay Plan Funding Progress

The budgetary comparison information, presented as RSI, will be subjected to the auditing procedures applied in the audit of the basic financial statements and we will provide an opinion on it in relation to the financial statements as a whole.

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Christiansburg, Virginia's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing

BLACKSBURG OFFICE
STREET ADDRESS:
108 SOUTH PARK DRIVE
BLACKSBURG, VIRGINIA 24060

GORDON B. JONES, CPA, MEMBER

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FAX: (540) 552-0338

E-MAIL: GJONES@rfca.com
INTERNET: www.rfca.com



and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Supplementary Financial Statements
2. Supporting Schedules

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1. Introductory Section
2. Statistical Section

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts of the Commonwealth of Virginia (APA), and will include tests of the accounting records of Town of Christiansburg, Virginia and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Town of Christiansburg, Virginia's financial statements. Our report will be addressed to Town Council and management of Town of Christiansburg, Virginia. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Town of Christiansburg, Virginia is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

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BLACKSBURG, VIRGINIA 24060

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Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

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Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Christiansburg, Virginia's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of Town of Christiansburg, Virginia in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, grant agreements, or abuse that we report.

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You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations and schedules we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Town; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Robinson, Farmer, Cox Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Auditor of Public Accounts of the Commonwealth of Virginia (APA) or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Robinson, Farmer, Cox Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These

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parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the APA. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately May 15, 2016 and to issue our reports no later than November 15, 2016. Gordon B. Jones, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be \$28,000. This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Town of Christiansburg, Virginia and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

ROBINSON, FARMER, COX ASSOCIATES



Gordon B. Jones
Certified Public Accountant
Member


RESPONSE:

This letter correctly sets forth the understanding of Town of Christiansburg, Virginia.

Management signature: 

Title: Valerie L. Tweedie
CPA, CFE, CFM

Date: Director of Finance/Treasurer 4/19/16

Governance signature: 

Title: MAYOR

Date: 4/21/16

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