

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
SEPTEMBER 10, 2019 – 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 SEPTEMBER 10, 2019 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council Michele Stipes; Town Attorney Mark Popovich; Finance Director/Treasurer Val Tweedie; Planning Director Will Drake; Public Relations Director Melissa Demmitt; Special Events Coordinator Casey Jenkins.

**I. CALL TO ORDER**

- A. Moment of Reflection
- B. Pledge of Allegiance.

**II. ADJUSTMENT OF THE AGENDA**

Councilwoman Sachs made a motion to strike Item E under Discussions by Mayor and Council Members, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

**III. PUBLIC HEARING**

- A. Conditional Use Permit request by NRV Marketplace LLC for a planned commercial development, comprehensive sign plan and farmers' market for property located at 2501-2785 Market Street NE (tax map no. 436-5-1) in the B-3, General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Steve Semones, Balzer and Associates, provided background on the current redevelopment of Marketplace, and presented Council with the proposed master plan that was pending approval of the Conditional Use Permit application. Mr. Semones called attention to the three requests outlined in their request to allow development under new guidelines for planned commercial developments, approve a permit for special use as a farmers' market, and approve a proposed comprehensive sign plan. With regard to the request for a farmers' market permit, Mr. Semones explained that potential temporary tenant's seasonal sales would require a permit under the zoning ordinance. He clarified that there is no intention to compete with the current farmers' market, nor could they since other permanent tenants will likely carry similar produce. Mr. Semones then shared the layout of the property and prospective design plans, and presented the request that the amount of greenspace be calculated over the entire property.

including outparcels, in order to meet the 20% requirement for planned commercial developments. Currently, greenspace is at 19%. The comprehensive sign plan included four main signs along the front of the property, with the main entranceway sign at a requested height of 70' due to ground elevation and proximity to neighboring buildings. Included in the plan is a request for reduced setback for one sign along N. Franklin Street. Mr. Semones noted that the Conditional Use Permit request complied with guidelines set forth in the Planned Commercial Development ordinance. Council discussed the request for an entranceway sign height of 70', and compared the sign to the neighboring NRV Mall sign that stands at an elevation that is 8 feet lower.

- B. Ordinance to rezone 125.652 acres commonly known as the Meadows Golf Course and Shepherd Property (parcel ID nos. 016377, 016381, 016378, 230266, 230267, 230268) from A, Agricultural to R-2, Two-Family Residential with proffers. The property is located on the western boundary of the Town of Christiansburg. Town Manager Randy Wingfield provided Council with a revised proffer statement from SHAH Development, LLC.

Thom Rutledge, Project Manager, SHAH Development, provided background on the property use and the recent boundary line adjustment that brought the property into town limits. Upon the boundary line adjustment, the property was designated A Agricultural by the Town, but had been zoned Business when located in the county. Mr. Rutledge explained the revised proffers developed with the assistance of the Planning Commission, and described the concept for the proposed development that would include a maximum of fifty-one single-family detached homes. Mayor Barber noted concerns he had received regarding increased traffic on Silver Lake Road, which is narrow and in disrepair. It was noted that a traffic impact analysis study was not required since the proposed number vehicle trips per day did not meet the required threshold.

Laura Pontier, 1301 Chrisman Mill Road, expressed concerns with an increase in traffic on Chrisman Mill as a result of the development, as well as potential flooding on the property without proper stormwater management controls. Councilman Stipes noted that the property had been reviewed and approved under the new guidelines for stormwater reduction, which should address flooding concerns.

- C. Ordinance to rezone 0.360 acres (portion of property tax map nos. 530-18- 1-7) from A, Agricultural to R-3, Multi-Family Residential. The property is located at 2175 – 2235 Giles Drive SE in the Reagan's Pointe subdivision.

Will Drake, Planning Director, explained that a recent boundary line adjustment created split zonings for seven lots on Giles Drive, and the requested rezoning would bring the properties into the same zoning as the rest of the neighborhood.

#### IV. CONSENT AGENDA

- A. Council meeting minutes of August 27, 2019.
- B. Schedule Public Hearing on October 22, 2019 for a Conditional Use Permit request by SHAH Development LLC for a Planned Housing Development to consist of single-family dwellings on property located adjacent to Chrisman Mill Road, Round Meadow Drive, Putter Lane, and Norfolk Southern Railroad right-of-way (parcel ID nos. 016377, 016381, 016378, 230266,

230267, 230268) and formerly known as the Meadows Golf Course and Shepherd Property in the R-2, Two-Family Residential District.

Councilman Bishop made a motion to approve the Consent Agenda, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

## V. INTRODUCTIONS AND PRESENTATIONS

## VI. CITIZEN COMMENTS

- A. Sue Farrar, Director of Montgomery Museum, reported on the success of the recent Heritage Day Festival, and thanked the Town for its support and for the assistance of the Police Department and Public Works Department during the event.
- B. Justin Sanders, President of Downtown Christiansburg Inc., reported that DCI had recently hired Sharon Robinson, a part-time employee who will be responsible for logistics, planning, and work as a community liaison. Ms. Robinson will come before Council for introduction at a later date. Mr. Sanders further reported that DCI was the recipient of a \$3,000 Rally Grant, and a meeting would be held next week for community input in developing a vision for use of the grant funding.

## VII. COMMITTEE REPORTS

- A. Councilman Stipes reported that Michael St. Jean of the Virginia Tech Montgomery Executive Airport would provide Council with an update on airport operations later this year.

## VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Council action on:
  - 1. Conditional Use Permit request by Jeff and Liz Dickson for a single-family residential dwelling at 100 South Franklin Street, tax map no. 527- A – 250 in the B-2, Central Business District. The property is designated as Downtown/Mixed Use on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held August 27, 2019.

Mayor Barber reported he received a citizen email in support of the CUP request. Councilman Showalter made a motion to issue the CUP as requested, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- 2. Boundary Line Adjustment Agreement moving approximately 68.866 acres from the unincorporated area of the County of Montgomery into the incorporated Town of Christiansburg. The proposed boundary adjustment area is commonly known as Falling Branch Corporate Park, Phase II, Parcel 2, Tax Map Number 94-A-8 (formerly the Cox property) and is located on the southern boundary of the Town of Christiansburg, west of the intersection of Technology Drive SE and Parkway Drive SE. The Public Hearing was held August 27, 2019.

Councilwoman Sachs made a motion to approve the boundary line adjustment, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

B. Street closure for the 2019 Chow Down Downtown Food Truck Rodeo on September 13, 2019, organized by Downtown Christiansburg Inc.

Councilman Stipes made a motion to approve the street closure request as submitted to the Town, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

C. Resolution recognizing September 8 – 14, 2019 as Suicide Prevention Week.

Councilwoman Sachs made a motion to adopt the resolution as presented, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

D. Consideration of solicitation for legal consultation services. Proposal in agenda packet for Council review. Councilman Stipes made a motion to solicit an RFP for legal counsel, seconded by Councilman Showalter. Councilman Showalter stated that it was standard practice to solicit for professional services every five years, and that this action was not a reflection on the Town's current legal counsel. Councilwoman Sachs recommended appointing the Finance Committee to review the RFPs and to make a recommendation to Council. Council agreed with the recommendation. Town Manager Wingfield noted that he only needed the consensus of Council to proceed with the RFP process, and the consensus of Council was to proceed.

E. Employee compensation. Withdrawn.

## IX. STAFF REPORTS

### A. Town Manager:

- The Town Park public input meeting was well-attended last night. The next meeting will be with the Recreation Advisory Commission on October 7<sup>th</sup>.
- Provided brief overview of COIA regulations and Town policy pertaining to doing business with an elected official and stated that he must go to oversee such purchasing to ensure against contract stacking and that he would utilize the lowest of three quotes for purchases less than \$500.
- Appalachian Regional Commission Planning Grant Survey preliminary results were provided to Council for review. Final results will be presented at a future date.
- Update on downtown construction projects, with College Street expected to be completed this week. North Franklin Street paving should be next week.

### B. Town Attorney:

### C. Other Staff:

## X. COUNCIL REPORTS

- A. Councilman Stipes commended Michael Huesman and Public Works crews on the landscaping throughout Town.
- C. Councilman Huppert gave a reminder that the October 8 regular council meeting had been cancelled.
- D. Councilman Showalter requested that Town Manager Wingfield encourage staff to pick up litter/trash throughout town, regardless of location, in an effort to beautify the community.
- E. Mayor Barber announced that the Parks and Recreation Department had received the *Best New Program Award* at the Virginia Recreation and Park Society for its Teen Fire Academy. He congratulated staff and fire volunteers for their efforts in hosting this program. Mayor Barber presented his recommendation that the Town provide a community sponsorship (10 tickets) to the upcoming NAACP banquet, and Council supported the recommendation.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:27 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor