

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
SPECIAL MEETING MINUTES
JUNE 7, 2022 – 6:00 P.M.**

A SPECIAL MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON JUNE 7, 2022 AT 6:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Henry Showalter; Samuel M. Bishop; Johana Hicks; Tanya Hockett; Casey Jenkins; Tim Wilson (via Zoom)

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Executive Assistant/Clerk of Council Tracy Heinline; Engineering Director Mike Kelley

WORK SESSION

I. Call to Order

Mayor Barber noted that Councilman Wilson had asked to join the Work Session via Zoom due to illness. Council was polled to approve Mr. Wilson joining the meeting via Zoom and answered accordingly:

Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

II. Discussion of boundary line adjustments

Mr. Wingfield gave a brief history of the Town of Cambria's incorporation into the Town of Christiansburg in 1965 and proceeded to talk about the definitions of annexation and boundary line adjustments as well as the differences between the two. Mr. Wingfield referenced the Code of Virginia § 15.2-3106 pertaining to boundary adjustments and spoke about the municipal gains through property incorporation such as real and personal property tax and explained that having the additional area in Town provides economies of scale for many services such as water and sewer service. He touched on municipal losses through area loss as well and explained that municipalities would lose potential tax generation. He also acknowledged the multiple benefits to Town incorporation. Mr. Wingfield gave Council potential criteria for incorporation into the Town and un-incorporation from the Town. He touched briefly on the current land request for Houchins Road which included an area of 3.352 acres that was zoned I-2, General Industrial in Town. Mr. Wingfield spoke about the assumptions for potential townhouse construction and the next steps for the Houchins Road consideration, which included a public hearing, a meeting with the Montgomery County Board of Supervisors and Town Council, and signatures of agreement and recordation.

Mayor Barber noted that the current work session was to determine criteria and fees for these types of boundary adjustments. Councilman Showalter agreed and stated the Town should have parameters for adjustments to incorporate into the Town as well. He expressed the need for an application similar to conditional use permits and zoning permits and explained that once the application was provided and sent through Council a final decision could be made for a policy. Councilman Bishop agreed that a policy was needed and that the Houchins Road request could

then be looked at to schedule a public hearing. Councilman Showalter added that the fee for boundary line adjustments should include advertising costs and staff time. Councilwoman Hicks requested that Town Council postpone the potential public hearing pertaining to the Houchins Road property on July 26th and decide on a policy. Mayor Barber noted that in order to postpone the public hearing an action would need to be taken at the next Council meeting.

Councilman Showalter requested that Mr. Wingfield poll Council at the end of the next Town Council meeting. Councilwoman Hockett inquired if there were resources or other localities to ask concerning their experiences with boundary line adjustments and Mr. Wingfield stated Virginia Municipal League may be a good source. Mr. Wingfield explained that other localities have had holes in corporate limits though he did not consider it desirable. Town Attorney Reid Broughton passed out factors that courts would consider when going through the boundary adjustment process, and added annexation is a more adversarial approach. Councilman Showalter noted that an adversarial approach was not desirable and instead wanted the process to be cohesive.

Mr. Wingfield explained that with prior boundary adjustments, the County was willing to let them go into the incorporated Town only if the property owners were agreeable. As an example, he stated that the Meadows came in at the property owners request and that with the Kensington property request, it would have landlocked several properties and the County would consider it only if property owners between agreed to come into Town. Councilman Wilson agreed that the current work session was to develop criteria and what fees would be assessed for boundary adjustments, not to discuss a specific property. Mayor Barber suggested a fee of \$1,000 to apply which would include staff cost and advertising cost and expressed that there could be different fees for incorporation and un-incorporation. Councilman Wilson expressed that there should be a set fee no matter the size of the property. Councilman Jenkins asked why the Planning Commission was not involved in this application process. Mr. Wingfield explained that their involvement was not required but it could be if Council so desired. Mr. Wingfield stated that zoning assignment must go to the Planning Commission for incorporation. Councilman Showalter stated that a property owner's future intentions for a property be expressed or added to the application process and added that the Town would need to prepare for changes to the property, including such things as ingress and egress. Mr. Wingfield explained that the Town could ask for the property owner's intentions for the land and a timeline but could not legally hold them to that unless the Town had an agreement in writing. Councilman Jenkins suggested a business plan be provided as well during the application process. Councilwoman Hockett expressed that she did not see this criteria process being a barrier for landowners but would justify Council's decision making instead. Mr. Wingfield stated that the County would have to come to an agreement where boundary adjustments were concerned regarding utility lines and would need to be a part of the application process as well.

Town Council asked Mr. Wingfield to work with appropriate staff and report back with criteria and fees for the application process and noted that the criteria discussed at the meeting should be included.

III. Adjournment

There being no further business brought before Council the meeting was adjourned at 6:58 p.m.


Tracy Heindle, Clerk of Council


D. Michael Barber, Mayor