



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
OCTOBER 11, 2022 – 7:00 P.M.

(The meeting will be in-person and streamed on YouTube Live)

The meeting will be streamed live on the Town of Christiansburg's YouTube page at www.christiansburg.org/YouTube and will remain on the Town's YouTube page once the meeting concludes.

If you do not want or cannot attend the meeting in-person, there are several contactless methods for submitting public comment. To submit public comments, please visit www.christiansburg.org/publichearings. You may also leave a voicemail with your comments at 540-382-6128, ext. 1109; mail a letter to Town Hall, ATTN: Town Council, 100 E. Main St., Christiansburg, VA 24073; use the drop box to the left of the front doors at Town Hall to leave a letter; or email info@christiansburg.org. Regardless of the method you use, please include your full name and address with your comments. Please provide comments prior to 6:00 p.m. on Tuesday, October 11, 2022, for the comments to be distributed to Town Council before the meeting.

REGULAR MEETING

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

None

IV. CONSENT AGENDA

- A. [Approval of Minutes of September 27, 2022](#)
- B. Schedule public hearing for 2021 U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) for October 25, 2022

V. INTRODUCTIONS AND PRESENTATION

- A. Elijah Sharp and Kathleen Armstrong (New River Valley Regional Commission) and Beth Lohman (Friends of the Huckleberry) to present on the Huckleberry Trail Plan and role of Friends of the Huckleberry
- B. Presentation by Town staff and Christiansburg Institute, Inc. on the Virginia Department of Housing and Community Development's FY 23 Industrial Revitalization Fund Planning Grant program

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. [Appointment of Julio Stephens to the Sustainability Committee](#)
- B. [Rezoning request by Marjorie Ann Rhudy, Property Owner, and RWW 34 LLC, contract purchaser, to rezone the property located at 1200 Buffalo Drive, N.W. \(Tax Parcel 556 –\(A\)\) – 84; Parcel ID 111028\) 4.901 acres from A Agricultural District and B-3 General Business District to R-3 Multi-Family Residential with proffered conditions, in order to allow 49 townhouse units. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The public hearing was held on September 27, 2022.](#)
- C. [Conditional Use Permit request by Loy/Mary Burch II LLC, property owner, and Ron Frank Jr., lessee, to allow a public billiard parlor and poolroom on the property located at 3165 N. Franklin Street \(Tax Parcels 406-4-28, 406-4-29, 406-4-30, 406-4-31, 406-4-32, 406-4-33, 406-4-54, 406-4-55, 406-4-56, 406-4-57, 406-4-58, being portions of Parcel ID 000437;](#)

406-4-24, 406-4-25, 406-4-26, 406-4-27, being all of Parcel ID 000439; and Tax Parcels 406-4-17, 406-4-18, 406-4-19, 406-4-20, 406-4-21, 406-4-22, 406-4-23, being all of Parcel ID 000440); zoned B-3 General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The public hearing was held on September 27, 2022.

- D. Revisions to the Community Support Grant Program
- E. Town participation in the Virginia Department of Housing and Community Development's FY 23 Industrial Revitalization Fund Planning Grant program on behalf of Christiansburg Institute, Inc.
- F. Naming of entrance road into the Christiansburg Huckleberry Park
- G. Christiansburg Huckleberry Park sponsorship program

IX. STAFF REPORTS

- A. Town Manager
- B. Town Attorney
- C. Other Staff

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

October 25, 2022, 7:00 P.M. – Regular Meeting

November 8, 2022, 7:00 P.M. – Regular Meeting CANCELLED

November 15, 2022, 7:00 P.M. – Rescheduled Regular Meeting

November 22, 2022, 7:00 P.M. – Regular Meeting CANCELLED

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
SEPTEMBER 27, 2022 – 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 27, 2022, AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Clerk of Council/Executive Assistant Tracy Heinline; Chief of Police Mark Sisson; Planning Director Benjamin Tripp

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilwoman Hockett.

II. ADJUSTMENT OF THE AGENDA

Mayor Barber adjusted the agenda to include a Fire Prevention 2022 resolution under the Consent Agenda and discussion of street closures for the 2022 Fire Prevention Parade under Discussion and Action by Mayor and Council.

Councilman Showalter made a motion to adjust the agenda to include the Fire Prevention resolution and street closures for the Fire Prevention parade, seconded by Councilwoman Hicks. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

III. PUBLIC HEARINGS

- A. Rezoning request by Marjorie Ann Rhudy, property owner, and RWW 34 LLC, contract purchaser, to rezone the property located at 1200 Buffalo Drive, N.W. (Tax Parcel 556 – ((A)) – 84; Parcel ID 111028) 4.901 acres from A Agricultural District and B-3 General

Business District to R-3 Multiple-Family Residential District with proffered conditions, in order to allow 49 townhouse units. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Steve Semones, Balzer & Associates, 80 College Street, referenced several slides showing the property on Buffalo Drive. Mr. Semones explained that the current zoning of the property was Agricultural and B-3 and the property owner was requesting to rezone to R-3 to allow townhome use. He noted that this would allow approximately 10 units of townhomes per acre with one access point off Buffalo Drive which would loop around to service the townhomes. Mr. Semones added that water and sewer would be extended through the property as well as a private drive that would be designed and built to Town standards with a 30-foot width per the zoning ordinance. He expressed that one of the items mentioned at the Planning Commission level was overflow parking. Mr. Semones explained that 18 additional parking spaces would be added for guests and overflow parking. He included sidewalks would be added as well along Moose Drive to access Buffalo Drive. Mr. Semones pointed out the concern of school traffic in the mornings and afternoons and noted there would not be an access point in the congested area but instead would be placed closer to the gravel road away from the intersection.

Mr. Semones expressed that the townhomes would be maintained under an HOA (Homeowner's Association) that would maintain the stormwater management, plowing of the drives, and exterior maintenance of units and grounds. Mr. Semones added that the current study and drainage improvements for College Street would not be impacted. He explained there would be 25 percent of open space primarily to the front of the property and they were exploring ideas, such as a dog park and a children's playground area. He noted there would be ample access for emergency vehicles to provide services. Mr. Semones concluded there were three proffers; that it will be substantial conformance with the concept plan, that it would only be used for townhome residential use only, and there would be no more than three bedrooms per unit.

Mayor Barber inquired if the HOA or the Town would be responsible for collecting trash at the new townhomes. Mr. Semones explained that it had not been decided as of yet who would provide the service. Mayor Barber noted that the Town has had difficulty in the past collecting solid waste at townhomes due to overcrowded trash cart access and parking. Councilwoman Hicks expressed concern for the solid waste access as well and asked where the trashcans could be placed when they were not in use. Mr. Semones noted there would be storage in the front of the units off the front porches. Councilwoman Hicks asked if Mr. Semones could guarantee this rezoning would not interfere with the College Street study. Mr. Semones explained they would work closely with the Town's Engineering Department so there would be no interference. Mrs. Hicks asked if there were future plans to pave the portion of the Buffalo Drive that is currently gravel. Assistant Town Manager Andrew Warren explained that a portion of the road was required to be trail on the upper side of the gravel street as part of the Kensington proffer requirements. He added that Public Works has access through right-of-way to the water tank from the lower end of the gravel drive and he believes there are no plans to pave.

Councilman Showalter inquired that since this was a private drive would the Town's ordinance apply since the trash containers would be in front of the homes. Town Manager Wingfield stated the Town Code read that the cans had to be out of sight of public streets

or could be allowed within three feet of the main façade. Councilman Showalter expressed that he liked the dedicated space at the turn-around because of the previous issues with high-density developments and noted that in those areas that trash cans can be seen everywhere. Mr. Showalter and Mayor Barber asked Mr. Semones to ultimately let Council know if collection will be provided by the Town or a private company.

- B. Conditional Use Permit request by Loy/Mary Burch II LLC, Property Owner, and Ron Frank Jr., Lessee, to allow a public billiard parlor and poolroom on the property located at 3165 N. Franklin Street (Tax Parcels 406-4-28, 406-4-29, 406-4-30, 406-4-31, 406-4-32, 406-4-33, 406-4-54, 406-4-55, 406-4-56, 406-4-57, 406-4-58, being portions of Parcel ID 000437; 406-4-24, 406-4-25, 406-4-26, 406-4-27, being all of Parcel ID 000439; and Tax Parcels 406-4-17, 406-4-18, 406-4-19, 406-4-20, 406-4-21, 406-4-22, 406-4-23, being all of Parcel ID 000440); zoned B-3 General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Planning Director Benjamin Tripp announced to Council that the applicant was unable to attend the Council meeting and had asked if this item could be continued until the next meeting. Councilman Showalter noted that the applicant was not required to attend the public hearing and if they would like to speak, they could attend the next Council meeting when a vote would take place from Council.

IV. CONSENT AGENDA

- A. Approval of Minutes of September 13, 2022
- B. Monthly Bill List
- C. Schedule Public Hearing for October 25, 2022 for vacation of 0.2 acres of right-of-way associated with the former Patricks Way, N.W. location
- D. Reschedule public hearing from September 27, 2022 to November 15, 2022 for a Conditional Use Permit request by Cole/Burch Properties LLC, Property Owner, and Donnie Tignor, Lessee, to allow a contractor's equipment storage yard on the property located on the northeast corner of the intersection of Simmons Road, SE and unbuilt Alma Street, SE, and southeast of 2095 and 2091 Roanoke Street (Tax Parcel Nos. 529-1-17, 529-1-18, and 529-1-19) zoned B-3 General Business District. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- E. Resolution recognizing October 9 –15, 2022 as Fire Prevention Week

Councilman Wilson made a motion to approve the consent agenda as presented, seconded by Councilman Bishop. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

V. INTRODUCTIONS AND PRESENTATIONS

No introductions or presentations

VI. CITIZEN COMMENTS

Stephanie Roberts, Christiansburg High School PTSA, 202 Wisteria Lane, expressed she had submitted a special event permit to the Town for the annual Christiansburg High School parade to benefit high school students. She explained that the school was asking for time to set up for the event from 4:30 p.m. – 7:00 p.m. Ms. Roberts expressed that they were anticipating around 2,000 in attendance and would require police to assist with parking and traffic.

Lindsay Ratcliffe, owner of Space Rabbit Coffee, introduced herself to Council and explained that the business would be opening a drive-thru location on Roanoke Street. Ms. Ratcliffe questioned if there were plans to extend the façade grant programs to include Roanoke Street. Councilwoman Hicks explained that this year focused on the downtown area with the hope of next year expanding to the Roanoke Street area. Councilman Jenkins noted they would like to expand in subsequent cycles and that businesses should be prepared to apply next fiscal year for the grant.

VII. COMMITTEE REPORTS

A. Bishop and Hockett – Street Committee Report/Recommendation

1. Plat Showing Boundary Line Adjustment, Sidewalk Easement Dedication, and a Public Utility Easement Dedication for Kyle Manor Townhomes for Tax Map Nos. 556-((A))-2A and 556-((A))-3 on the corner of College Street NW and Buffalo Drive NW.

Councilwoman Hockett explained that the property owner would like to adjust the property to follow the driveway and parking that currently exists, and that sidewalks and public utility easements would be dedicated for future development.

Councilwoman Hockett made a motion to approve the recommendation from the Street Committee for the boundary line adjustment, sidewalk easement dedication, and a public utility easement dedication on the corner of College Street and Buffalo Drive, seconded by Councilman Bishop. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

2. Plat Showing Subdivision, Boundary Line Adjustment, and Public/Private Easement Dedications for Tax Map Nos. 436-((A))-11A and 436-((A))-18 in the 2100 block of North Franklin Street (Total of 3 Lots).

Councilwoman Hockett explained that this subdivision and boundary line adjustment would also have a private easement dedicated for access to the property.

Councilwoman Hockett made a motion to approve the recommendation from the Street Committee for a subdivision, boundary line adjustment, and public/private easements dedication in the 2100 block of N. Franklin Street, seconded by Councilman Bishop. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

3. Plat Showing Right-of-Way Dedication for Corporate Drive SE, a Temporary Construction Easement, and a Permanent Drainage Easement on Tax Map No. 559-((1))-1B at 295 Technology Drive SE (Backcountry.com parcel).

Councilwoman Hockett explained that the right-of-way dedication would dedicate additional width to better accommodate turning in and out of the street. Mrs. Hockett also expressed that a temporary construction easement would be added for Corporate Drive to develop the road, along with a cul-de-sac at the end and a permanent drainage easement.

Councilwoman Hockett made a motion to approve the recommendation of the Street Committee for a right-of-way dedication for Corporate Drive, a temporary construction easement, and a permanent drainage easement at 295 Technology Drive, seconded by Councilman Bishop. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

B. Hicks and Jenkins – Central Business Committee Report

1. Façade Grant selection process update

Councilman Jenkins referenced the new scorecard information presented at Council's seats and noted the Central Business Committee was in their third round of façade grants. He explained that the scorecard had come from a discussion that the Committee recently had and wanted to bring the information to Council before they look at the ten remaining applicants. Councilwoman Hicks added that this scoring was a trial and there could be changes if needed but felt that this process gave a sense of transparency and accountability for processing façade grants. She noted that the process was not easy and felt all businesses were deserving but explained that this could possibly open a larger discussion regarding smaller façade grants in the future. Mr. Jenkins explained that this process provides the foundation for the next round.

Councilwoman Hockett asked if the questions on the scorecard were questions that the applicant would have initially answered on the application. Councilman Jenkins explained that not all criteria was established in the initial application and with the applicants the committee would follow-up with the applicants if needed, come to a consensus, and move forward. Councilman Bishop asked what a score would be based on. Mr. Jenkins explained that the scores would be somewhat subjective, and the scorecards would also include a comment section. Mayor Barber suggested setting a precedent for established businesses that have been in the Town longer than newer businesses.

Councilman Showalter questioned that once this process is completed, how would they move forward. Mr. Jenkins explained that once the applicants are chosen then the information would be brought back to Council and the applicants would work with staff and the artist. Councilman Showalter questioned if the update to include other areas would have the 50-year-old building rule taken out and explained that he was not sure if there were older buildings on Roanoke Street.

Councilwoman Hockett suggested the Committee consider writing explanations of what the different scores mean and what the full measure of a maximum score is. Mayor Barber noted that the process of definitions for each score could take a great deal of time to write. Councilwoman Hicks reminded Council there was also a mission statement included on the application. Councilman Jenkins expressed that the process was already behind, and they were in the third round of applicants and felt that things should continue to move forward. Councilman Showalter and Councilwoman Hockett expressed that a job was well done by the Committee.

Councilwoman Hicks reported that the New River Valley Agency on Aging provided a great deal of help to the elderly in the area and if anyone knew of an individual/individuals that needed transportation, meals, counseling, legal advice, etc. to please reach out. Mayor Barber asked Mrs. Hicks to supply the public with contact and services information at the next meeting.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Request for street closures for the Christiansburg High School Homecoming Parade for Wednesday, October 12, 2022 with a temporary shutdown between 3:00 - 3:30 p.m. to place barricades along W. Main Street from the intersection of Franklin Street and Main Street to Phlegar Street and street closures from 5:00 - 8:00 p.m. to include Main Street from Park Street, N.E. to Radford Street, N.W., Roanoke Street from E. Main Street to First Street, Pepper Street, S.E. from E. Main Street to First Street, Pepper Street, N.E. from E. Main Street to Hill Street, Franklin Street from First Street to Commerce Street, N.W., Hickok Street from Commerce Street, N.W. to First Street, S.W., Dunkley Street, N.W. from W. Main Street to College Street, N.W., Phlegar Street, S.W. from W. Main Street to First Street, Radford Street, N.W. from W. Main Street to Depot Street, N.W., Depot Street,

N.W. from Radford Street, N.W. to Middle School Road, N.W., Middle School Road, N.W. from Radford Street, N.W. to Sheltman Street, N.W.

Councilman Wilson made a motion to approve the request for street closures for the Christiansburg High School Homecoming Parade, seconded by Councilwoman Hicks. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

- B. Personal Property Tax Discount Rate based on the Personal Property Tax Relief Act of 1998
Town Manager Wingfield explained that this was concerning the vehicle tax relief through the state and noted that the Town receives money every year as a rebate to property owners for their vehicle property taxes for vehicles assessed under \$20,000. Mr. Wingfield explained that the Town staff is suggesting setting the rate at 25.52%. Mayor Barber inquired how could people be sure they received the reduction and Mr. Wingfield suggested that individuals check with the Finance Department to see if they are eligible.

Councilman Wilson made a motion to approve the personal property tax discount rate based on the Personal Property Tax Relief Act of 1998 as recommended, seconded by Councilwoman Hicks. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman – Showalter – Aye; Councilman Wilson – Aye.

- C. Street Closure for the Fire Prevention Parade on October 4, 2022 from 5:00 to 10:00 p.m. of Main Street from Park Street, N.E. to Radford Street, N.W.; Radford Street, N.W. from W. Main Street to Depot Street, N.W.; Depot Street, N.W. from Radford Street, N.W. to the Fire Department; and Roanoke Street from E. Main Street to First Street, S.E.

Councilman Showalter made a motion to approve the above street closures for the Fire Prevention Parade on October 4, 2022, seconded by Councilwoman Hockett. Town Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield updated Council on the Cambria Trail Revenue Sharing project. He explained the Town had been approved for a 50%/50% match Revenue Sharing project and that the Town currently has \$90,000 allocated for survey work in the current fiscal year's budget. He added that the Town would budget for next fiscal year for the design, right-of-way acquisition, and construction. Mr. Wingfield added that there were three different trail sections, including a 10-foot paved trail, a 10-foot multi-use trail joining the street right-of-way, and an 8-foot sidewalk. He expressed that the work should take approximately two years to complete. Councilman Showalter inquired what the next

phase to this construction would be. Mr. Wingfield explained that survey work would take place this spring.

Mr. Wingfield reported that the estimate for the Downtown Park bathrooms renovation was \$65,000 for installation and would involve a stick-built structure due to the hill. Mayor Barber questioned if the amount included water and sewer work as well. Mr. Wingfield noted that the amount estimated was more than likely just for building installation.

Mr. Wingfield noted that the 2022 Virginia Municipal League Conference was October 2 – 4 and explained that a potential quorum of Council had been announced to the public. Councilwoman Hicks inquired why both the Town Manager and the Assistant Town Manager would be in attendance and the conference. Mr. Wingfield explained that both typically attend different breakout sessions at the conference. Mayor Barber also noted that it is not uncommon for the both the Town Manager and the Assistant Town Manager to attend the VML Conference and he encouraged it. Mr. Barber explained that the roster was set, and both would be in attendance.

Mr. Wingfield reported several upcoming events, including the October 4th Fire Prevention Parade, the Rockin' Main event on October 8th and the Christiansburg High School Homecoming parade on October 12th.

Mr. Wingfield concluded that he would like to correct an error from the previous Council meeting and explained that he had communicated to Council that the County had voted on the Merchant Capital Tax, but they had voted instead to set the public hearing for October 10th. Mr. Wingfield also mentioned that the County would be having a Transportation Plan public meeting on September 29th at the Government Center. Councilwoman Hicks suggested Mr. Wingfield pass the public meeting information on to previous individuals that had concern for the bus transportation.

B. Town Attorney

No report.

C. Other Staff

No report.

X. COUNCIL REPORTS

Councilman Showalter – no report.

Councilman Bishop – no report.

Councilwoman Hicks reported there would be a Trick-or-Treating event at the Aquatic Center's Skate Park on October 22nd. Mrs. Hicks also expressed that her family has enjoyed the youth swim team class that the Aquatic Center provides.

Councilwoman Hockett – no report.

Councilman Wilson – no report.

Councilman Jenkins reported there would be a Central Business Committee meeting September 28th. Mr. Jenkins also reported that the art exhibit at the Electrical Supply building in Cambria was moving forward successfully.

Mayor Barber complimented the Parks and Recreation, Police, Rescue, and Public Works departments for a successful Rockin' Main event on Saturday, September 24th. Mr. Barber also reminded Council of the upcoming Town Manager evaluation.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:23 p.m.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 11, 2022

ITEM TITLE:

Appointment of Julio Stephens to the Sustainability Committee

DESCRIPTION:

Mr. Stephens is a financial advisor with Edward Jones in Christiansburg and was the former Sustainability Coordinator at Radford University. If appointed, he would act as an addition business/citizen representative) on the committee.

As a reminder, Council appointed the following individuals to the committee on June 28, 2022 and the committee meets bi-monthly:

- Tim Wilson, Town Council representative
- Mike Kelley, Engineering Director
- Jim Lancianese, Public Works Director
- Christina Edney, Public Relations Director
- Joseph Kun, Uptown Christiansburg Manager (business/citizen representative)
- Michael Glass, VDOT Roadway Design Engineer (citizen representative)
- Randy Wingfield, Town Manager
- Benjamin Tripp, Planning Director
- Travis Moles, Assistant Director of Public Works

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

POTENTIAL ACTION:

Approve nomination



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 11, 2022

ITEM TITLE:

Rezoning request by Marjorie Ann Rhudy, property owner, and RWW 34 LLC, contract purchaser, to rezone the property located at 1200 Buffalo Drive, N.W. (Tax Parcel 556 – ((A)) – 84; Parcel ID 111028) 4.901 acres from A Agricultural District and B-3 General Business District to R-3 Multiple-Family Residential District with proffered conditions, in order to allow 49 townhouse units. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The applicant is requesting to rezone the property located at 1200 Buffalo Drive to allow the construction of 49 townhomes.

The Planning Commission originally heard the item on August 29th and requested changes, mostly related to adding additional parking for guests. The applicant revised their proposal to add an additional 18 parking spaces and added a new proffer that none of the townhome units would contain more than three bedrooms.

Following feedback from Council during the public hearing on September 27th, the applicant decided to propose a central dumpster location next to the guest parking instead of using separate trash cans for each individual unit. The proposed dumpster is shown on Sheet Z4 of the updated plans.

The voluntary proffers are as follows:

1. The property shall be developed in substantial conformance with the masterplan submitted dated July 19, 2022 and revised September 28, 2022.
2. The property proposed for R-3 Zoning shall only be utilized for townhome residential use.
3. No more than three-bedroom units shall be constructed within the development.

On August 29, 2022, Planning Commission voted 5 to 1 to recommend approval with the proffered conditions.

ACTION:

Council vote

DEPARTMENT(S):

Planning Department

PRESENTER:

Benjamin W. Tripp, Planning Director

Information Provided:

Planning Commission Minutes

<https://christiansburg.box.com/s/otcys8la2xu0e956j14zzwlebfjdsd91>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/jqg57ufo4xv7784z5s5colkiz6d1u89s>

Staff Report with maps

<https://christiansburg.box.com/s/90x1whnzmosp2d0e31n8rob6rk45mjiw>

Town Council Ordinance (draft)

<https://christiansburg.box.com/s/alzwqrycq6gqxevwl0fuub4nraesy2mi>



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 11, 2022

ITEM TITLE:

Conditional Use Permit request by Loy/Mary Burch II LLC, property owner, and Ron Frank Jr., lessee, to allow a public billiard parlor and poolroom on the property located at 3165 N. Franklin Street (Tax Parcels 406-4-28, 406-4-29, 406-4-30, 406-4-31, 406-4-32, 406-4-33, 406-4-54, 406-4-55, 406-4-56, 406-4-57, 406-4-58, being portions of Parcel ID 000437; 406-4-24, 406-4-25, 406-4-26, 406-4-27, being all of Parcel ID 000439; and Tax Parcels 406-4-17, 406-4-18, 406-4-19, 406-4-20, 406-4-21, 406-4-22, 406-4-23, being all of Parcel ID 000440); zoned B-3 General Business. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The applicant is requesting a Conditional Use Permit (CUP) to allow the operation of a public billiard parlor and poolroom at 3165 N. Franklin Street.

The facility would have thirty pool tables, eight sets of “corn hole”, six dart games, and ten poker tables. In addition to the gaming and pool areas there would be approximately 133 dining tables of various types. The total number of seats would be approximately 588 at full build-out.

The parking required based on square-footage is 140 spaces, with the entire shopping center having approximately 150 spaces. Since there are other existing uses in the shopping center, the applicant will have to secure additional parking nearby that meets Town standards.

On August 29, 2022, Planning Commission voted 6 to 0 to recommend approval without conditions.

POTENTIAL ACTION:

DISCUSSION/ACTION

DEPARTMENT(S):

Planning Department

PRESENTER:

Benjamin W. Tripp, Planning Director

Information Provided:

Planning Commission Minutes

<https://christiansburg.box.com/s/ft6mb9d9ml2yuovbky9wfw924bknk2zv>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/nbw790vytr76sjaubxwjgk1799et794p>

Staff Report with maps

<https://christiansburg.box.com/s/odhu6izz1lqy587s7rtpw89drmlpq4qf>

Town Council Resolution (draft)

<https://christiansburg.box.com/s/0v5ce5kyfh4b4gf0mhm4aqs37fnmwi2e>



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 11, 2022

ITEM TITLE:

Revisions to Community Support Grant Program

DESCRIPTION:

The attached documents reflect the changes discussed at Council's August 15, 2022 Work Session (minutes are here: <https://www.christiansburg.org/ArchiveCenter/ViewFile/Item/2317>). If approved, the attached instructions and forms for community support-based grants will be posted later this year in preparation for the FY 2024 budget development process.

DEPARTMENT:

Finance

PRESENTER:

Valerie Tweedie, Treasurer/Finance Director

POTENTIAL ACTION:

Approve

ATTACHMENTS:

Community support grants instructions revised 2023

<https://christiansburg.box.com/s/7netl3oqfphd2y679dwtrkgglurf6plx>

Form 1A community support application

<https://christiansburg.box.com/s/dftvxqtq3a8dgdjokcmpiwlkte4524au>

Form 1B rev exp 2023 community support

<https://christiansburg.box.com/s/44xj69audwm3s4m84tsexvbgszobu5yk>

Form 1C community support

<https://christiansburg.box.com/s/ia1zd9r9bef6i3etb1gm6r7t782pkb1u>

Form 1D community support

<https://christiansburg.box.com/s/v7ugzrwg7i1kroj1c308h1d6q931s13i>



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 11, 2022

ITEM TITLE:

Town participation in the Virginia Department of Housing and Community Development's FY 23 Industrial Revitalization Fund Planning Grant program on behalf of Christiansburg Institute, Inc.

DESCRIPTION:

The Industrial Revitalization Fund (IRF) encourages economic development and investment through the renovation of vacant and derelict structures. Through the American Rescue Plan Act (ARPA) funds, the Virginia Department of Housing and Community Development is now offering planning grants to help bolster early-stage projects, enabling feasibility studies and other planning-related activities for potential IRF applicants in the spring of 2023 for larger construction grants. The purpose is to identify the highest and best use of such properties and develop any necessary plans or studies, which will allow the owner to develop the property and create a more detailed plan and application for full IRF funding. Potential planning grant activities could include conducting a survey and inventory of vacant and blighted properties, preliminary design reports and renderings, building code and zone assessments, pro forma development and construction estimates, market demand studies, and gap-financing research as needed for identified properties; however, all projects which meet eligibility guidelines will receive consideration.

The state requires that a locality or a development authority apply. As Council is aware, Christiansburg Institute, Inc. has been working to develop a plan and seek funding to renovate the historic Edgar A. Long building was built in 1924 and was named after principal Edgar Allen Long. It is one of the last remaining structures from Christiansburg Industrial Institute's 100-year legacy and the only surviving structure built on campus before the 1950's. In 2001, the building was listed on the Virginia Landmarks Register and on the National Register of Historic Places. The planning grant could assist in moving forward with historic preservation efforts on the building.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

POTENTIAL ACTION:

Authorize Town Manager to submit an FY23 IRF Planning Grant for the Christiansburg Institute, Inc. project.

Information Provided:

Industrial Revitalization Fund (IRF) Planning Grant Information

<https://christiansburg.box.com/s/cv7mjokgz0xo7xu2bopap5atxlnsntgb>

Link to Historic Edgar A. Long Building Project Page:

<https://christiansburginstitute.salsalabs.org/ChristiansburgInstituteProject/index.html>



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 11, 2022

ITEM TITLE:

Naming of entrance road into the Christiansburg Huckleberry Park

DESCRIPTION:

Primarily for emergency services purposes, Town staff would like Council to consider approving the name of the entrance road into the Christiansburg Huckleberry Park. While the drive will not be a public street, naming the drive is important to allow the addressing of the buildings and facilities to better direct emergency responders if called. The drive would intersect with Booker T. Washington Parkway.

Town staff had developed three possible names that will not have too much overlap with any existing street names within Montgomery County so that it may cause confusion with E-911. The three names were: 1) Huckleberry Park Road; 2) Huckleberry Park Drive; and 3) Huckleberry Park Boulevard.

The Parks and Recreation Advisory Commission met on Monday, October 3rd and recommended that Council consider the name of Huckleberry Park Drive.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

POTENTIAL ACTION:

Approve street name



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 11, 2022

ITEM TITLE:

Christiansburg Huckleberry Park sponsorship program

DESCRIPTION:

Town staff will provide an overview on the different funding levels and details of the different levels proposed. Information on how the program was developed and the next steps will be shared.

The Parks and Recreation Advisory Commission met on Monday, October 3rd. The Commission reviewed the sponsorship program and recommended it move forward to be presented to Council.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

POTENTIAL ACTION:

Provide feedback to staff