

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
MINUTES OF JULY 21, 2009 AT 7:30 P.M.**

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT THE CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON JULY 21, 2009 AT 7:30 P.M.

COUNCIL MEMBERS PRESENT: Mayor Richard G. Ballengee; D. Michael Barber; Ann H. Carter; D. Henry Showalter; James H. Vanhoozier; H. Earnest Wade. ABSENT: Vice-Mayor Bradford J. Stipes.

ADMINISTRATION PRESENT: Town Manager R. Lance Terpenney; Assistant Town Manager Barry D. Helms; Town Clerk Michele M. Stipes; Planning Director Wingfield; Town Attorney Susan Waddell. ABSENT: None.

PLANNING COMMISSION MEMBERS PRESENT: Wayne Booth; Mike Byrd; Ann H. Carter; Steve Huppert; Craig Moore. ABSENT: Chairman Steve Simmons.

MAYOR BALLENGEE stated there was a quorum present of Council Members and Planning Commission Members.

PLEDGE OF ALLEGIANCE.

**REGULAR MEETING**

MAYOR BALLENGEE called the Regular Meeting of Council to order and asked if there were any additions or corrections to the Minutes of July 7, 2009. Councilman Wade made a motion to approve the minutes as presented, seconded by Councilman Vanhoozier. Council voted as follows: AYES: Barber, Carter, Showalter, Vanhoozier, Wade. NAYS: None.

AMENDMENT TO THE AGENDA – Councilman Showalter made a motion to amend the agenda to include (1) a recommendation from the Street Committee regarding a subdivision request by Danny and Sue Neff for one lot in Sturgill Estates on Stafford Drive; (2) a discussion by Council regarding the format of the Town's bill payment procedure; and (3) tourism maps. Councilman Barber seconded the motion and Council voted as follows: AYES: Barber, Carter, Showalter, Vanhoozier, Wade. NAYS: None.

**CITIZEN HEARINGS:**

1. Planning Commission recommendation on:
  - a. A rezoning request by Nancy W. Miller, Robert A. Woolwine, and James E. Woolwine for property on the eastern side of Plum Street (tax parcel 497-((A))-109) from B-3 General Business to R-2 Two-Family Residential. The property contains 0.419 acres and is scheduled as Residential in the Future Land Use Map of the Christiansburg Comprehensive Plan. Planning Commission Vice-Chair Moore asked Secretary Terpenney to read the Planning Commission's resolution. Secretary Terpenney read the resolution recommending Town Council approve the rezoning as requested. The vote was unanimous by all members.
2. Citizen Comments:
  - a. Mr. Kevin Stoner provided Council with an update on the recently held 4<sup>th</sup> Annual Backyard Brawl. As in years past, the weekend basketball tournament was a success with 37 teams participating. It is estimated that the two-day event generated approximately one hundred thirty-thousand dollars (\$130,000) in revenue from meals and lodging. The future goal is to include teams from West Virginia and North Carolina, and to eventually include a women's Backyard Brawl event. Mr. Stoner thanked the Town for its support, and the Parks and Recreation Department for providing the facilities. The organizers of the event were unpaid, but Mr. Stoner did pay those who worked the event, including officials and scorekeepers.
  - b. Ms. Meghan Dorsett, Evan Street, owner of the Cambria Depot and Emporium, commented on the planning/zoning packets placed on the agenda for discussion. Ms. Dorsett said during her experience as a professional planner, staff analysis and reports were written for each request received, consisting of approximately three to five pages. To her knowledge these types of reports are used by every jurisdiction in the State (except Christiansburg). Ms. Dorsett said the reports help to answer questions and provide information regarding potential conflicts, hazards, etc. Ms. Dorsett

said she is concerned that, without staff analysis and reports, Town Council doesn't have all the information necessary when making zoning decisions.

#### DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Council action on:
  - a. A rezoning request by Nancy W. Miller, Robert A. Woolwine, and James E. Woolwine for property on the eastern side of Plum Street (tax parcel 497-((A))-109) from B-3 General Business to R-2 Two-Family Residential. Councilman Wade made a motion to accept the Planning Commission's recommendation to approve the rezoning, seconded by Councilman Vanhoozier. At Council's inquiry, Town Manager Terpenney explained that R-2 zoning was requested because that is the adjoining zoning; however, because of the square footage and setbacks, the property only complies with single-family residential development. The owner intends to sell the property once rezoned. Town Clerk Stipes polled Council as follows: Barber – AYE; Carter – AYE; Showalter – AYE; Vanhoozier – AYE; Wade – AYE.
2. Discussion regarding Digital Signage. Councilman Vanhoozier reported that the Planning Commission has worked on the sign ordinance amendment for some time, and has submitted a copy to Council for review and comments; no recommendation from Planning Commission at this time. The amendment defines the different types of digital signs, and outlines the controls for placement of digital signs in the Central Business Districts and Historic Districts. Attorney Waddell suggested that her office review the draft for legal comment. Councilman Wade said he attended several of the Planning Commission meetings during the drafting of this amendment, and he commended the Planning Commission for the time and effort that went into creating the guidelines for digital signs. Manager Terpenney will send a copy of the draft to the Town Attorneys for review.
3. Discussion regarding Planning/Zoning Packets. Councilman Showalter said he has done research on the idea of putting together information packets for land use requests, which would be used by Council in making land use decisions. Councilman Showalter said he likes the idea and sees the benefit of detailed information. Some things to include in the packets would be a summary of the request, pertinent zoning ordinance section(s), pertinent comprehensive plan section(s), proffers/conditions, engineering reviews, etc. Councilwoman Carter agreed that there is a need for additional detailed information, and commented that Planning Commission Chairman Steve Simmons saw the need for additional information on rezoning and CUP requests and brought this idea to the attention of the Planning Commission some time ago. Mayor Ballengee commented on the additional work load this would create for the Town's small Planning Department, noting that most localities have a larger planning staff. Councilman Showalter mentioned that most of the information is already provided and it would be a matter of the Planning Department putting the information together for Council. Councilman Barber said he likes the concept, commenting that he is not always able to visit a site before taking action on a request. Town Manager Terpenney will meet with the Planning Department regarding this matter.
4. Discussion regarding drainage matter from Hemlock Drive. Town Manager Terpenney reported that the Town visited this site in September 2008, October 2008, December 2008, and today, in response to complaints by Rick Palmer and the property owner, his mother, Linda Palmer. Ms. Palmer is experiencing stormwater run-off from neighboring properties into her backyard, to the extent that she is unable to use her backyard in a reasonable manner, according to Mr. Palmer. The Town met with Mr. Roger Woody, a neighboring property owner, concerning a failing silt fence he had placed between his property and Ms. Palmer's. Mr. Woody met with Ms. Palmer in an attempt to resolve the matter. Since that meeting, Mr. Woody has stabilized his site, with growing grass and removal of the silt fence. Mr. Woody told Council that he has monitored his site and there is no run-off from his property to Ms. Palmer's. Mr. Woody submitted photographs of the property, which were taken today, to Council for review. The photographs indicate growing vegetation and no sedimentation. Mr. Woody further commented that he believes the run-off to Ms. Palmer's property is coming from an upper neighboring site. Manager Terpenney also submitted photographs, taken today by staff inspectors. Upon review of the photographs, Councilman Barber and Councilwoman Carter said they noticed that the direction of the downspouts, which point to the center of the lot, could be a problem with heavy rains. Doug Meredith, an engineer working with Mr. Woody, explained that the Department of Environmental Quality requests that splash blocks and downspouts be placed so as to alleviate water flow into the storm systems. If the splash blocks were removed, and the downspouts redirected, water could be directed to flow to the road and into the storm sewer system. Manager Terpenney noted that the topography maps indicate that water does flow to the area of Ms. Palmer's yard. Pipes were installed to intercept the water flow, which has helped some. Councilman Showalter noted a retaining wall, visible in the photos, that appears to be incomplete. Mr. Palmer commented that the difference in height with the partial retaining wall is approximately four-feet, which makes it impossible for water to go anywhere other than in his mother's yard. Mr. Meredith said he recently visited the site, reviewed the topography maps, and determined that any run-off from Mr. Woody's property has been greatly reduced since development of the property. Mr. Woody has been monitoring this site for run-off since last year, and he will continue to

monitor for problems, especially after heavy rains. Mayor Ballengee said the Town, too, will continue to monitor the area, and asked the Palmers to bring it to the Town's attention if Ms. Palmer continues to experience excessive water run-off.

5. Discussion regarding format of monthly bill list. Councilman Showalter said he would like to see the monthly bill list formatted to provide more details including a brief description of the bill, invoice date, and a breakdown if the bill includes multiple items. Councilman Barber announced that the Town has hired Val Tweedy to serve as the new Treasurer/Finance Director, effective August 1, 2009, and he suggested Council sit down with her to discuss the changes it would like to see within the Treasurer's Office. Council agreed that a more detailed bill list is desired, and will meet with Ms. Tweedy to determine a feasible format.
6. Councilman Barber presented Council with a detailed, visitor's map of Christiansburg showing antiques corridor, bed and breakfasts, hotels, shopping, marketplace, recreation facilities, churches, and restaurants, in relation to the Harkrader Sports Complex. The map, created by Art Price, Chuck Muncy, and Dayton Poff, was based on questions asked by visitors to ballgames and tournaments and will be posted at the concession stand, and general information stand, at Harkrader Sports Complex. The Recreation Advisory Commission is pleased with the map and plans to work with the Chamber of Commerce in the future to expand the map. Councilman Barber commended Art Price, Chuck Muncy, and Dayton Poff, for their diligence in completing this project in four weeks time, the goal originally being to have a map created and posted before hosting the 2010 World Series next year. Council expressed approval of the map, and Councilman Showalter suggested Council send a letter to the Tourism Development Commission advising it of the project and requesting funds to cover expenses.
6. Mr. Stipes and Mr. Vanhoozier - Street Committee report/recommendation on:
  - a. Subdivision request by Danny and Sue Neff, one lot, Sturgill Estates on Stafford Drive. Councilman Vanhoozier explained that the Town rezoned this property, at the Neff's request, approximately two months ago. At that time, the Neff's explained that they planned to eventually subdivide a small portion of the property to give to their son and daughter-in-law for residential development. This request is to subdivide the property for the stated intention. After subdividing, the lots will meet minimum square footage requirements for single-family residential development. All is in order with the request, and Councilman Vanhoozier made a motion to approve, seconded by Councilman Wade. Town Clerk Stipes polled Council as follows: AYES: Barber, Carter, Showalter, Vanhoozier, Wade. NAYS: None.

#### TOWN MANAGER REPORTS:

PUBLIC HEARING REQUEST(S) – Town Manager Terpeny presented the following request(s) and recommended setting the Public Hearing(s) as indicated:

August 18, 2009

1. Conditional Use Permit request, 111 Second Street, adult home, R-3 Multi-Family Residential.

On motion by Councilman Barber, seconded by Councilman Wade, Council voted to set the Public Hearing(s) as indicated. Council voted on the motion as follows: AYES: Barber, Carter, Showalter, Vanhoozier, Wade. NAYS: None.

TOWN MANAGER TERPENY provided an update on the status of the Historic District review by the Planning Commission. Currently, the Planning Commission is anticipating a survey that will be sent to landowners in the historic districts, requesting input on what they want for the existing historic districts. Ms. Diane Zahm of Virginia Tech was asked to assist in creating the survey. Ms. Zahn said she is waiting on education materials from the Town's Planning Department advising what information is to be included in the survey. Once she receives that information, she will put together a packet to be sent to the landowners. Town Manager Terpeny will meet with the Planning Department to discuss this matter.

AQUATIC CENTER UPDATE. Town Manager Terpeny reported that interior painting continues, electrical and plumbing has been roughed-in, and the steel has been ordered for the upstairs decking. There is no change in the completion date. Councilman Vanhoozier, who previously requested an update from contractor/architect if the completion date changes, said, upon further thought, he believes a bi-weekly report/update from the architect/contractor, on milestones met or missed, is appropriate. Councilman Vanhoozier said it is not important who relays the information to Council, as long as it comes from the contractor or architect.

APPOINTMENT OF STUDENT REPRESENTATIVE TO RECREATION ADVISORY COMMISSION. Mayor Ballengee reported that the Recreation Advisory Commission recommends Town Council appoint Morgan Fenton to serve as Student Representative to the Recreation Advisory Commission. Ms. Fenton is a rising sophomore at Christiansburg High School and

has expressed an interest in serving in this capacity. The Recreation Director indicated that this could be a three year appointment, eliminating the need to appoint each year. Councilman Wade made a motion to appoint Morgan Fenton as Student Representative to the Recreation Advisory Commission, to serve a term of one-year, beginning September 1, 2009, with the option to renew, seconded by Councilman Barber. Council voted as follows: AYES: Barber, Carter, Showalter, Vanhoozier, Wade. NAYS: None.

TOWN MANAGER TERPENNY reported that the Town engineers have investigated the recent sewer backup on Cameo Court and have submitted their findings to the insurance company. The Town is now waiting to hear back from the insurance company, with hopes of soon resolving this matter.

MAYOR BALLENGEE reminded Council of the Christiansburg High School alumni reunion scheduled for August 8 at 7:00 P.M. at the Recreation Center. The event is being organized by Ms. Fran Hart.

ADJOURN:

There being no further business to bring before Council the meeting was adjourned at 8:45 P.M.

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Michele M. Stipes, Clerk of Council

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Richard G. Ballengee, Mayor