



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
JUNE 13, 2023 – 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](http://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](http://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 Street, 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](mailto: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, June 13, 2023, 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**

- A. Water and sewer rate increase for outside Town limits
- B. FY 2023 – 2024 Proposed Budget
- C. Town of Christiansburg's US Department of Housing and Urban Development Community Development Block Grant 2023 Annual Action Plan

**IV. CONSENT AGENDA**

- A. Approval of Minutes of May 23, 2023
- B. Award contract to Boxley Materials Company in the amount of \$778,971.15 for construction of the 2023 annual paving work
- C. Contract renewal #1 with AECOM Technical Services, Inc., for annual bridge inspections and engineering services in an amount not to exceed \$150,000 per task order, and with work completed per contract year not to exceed \$500,000
- D. Contract renewal #1 with SCS Engineers, Inc., for professional engineering service, post closure landfill engineering and monitoring in an amount not to exceed \$150,000 per task order, and with work completed per contract year not to exceed \$500,000

**V. INTRODUCTIONS AND PRESENTATIONS**

**VI. CITIZEN COMMENTS**

**VII. COMMITTEE REPORTS**

**VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL**

- A. Rezoning request by RWW36, LLC, property owner, and Christiansburg VA (SEQ US Highway 460 and Roanoke) LLC, applicant, to rezone approximately 1.976 acres located at the southeast corner of US Route 460 Bypass and Roanoke Street (Tax Parcel 529 – ((A)) – 48, Parcel ID 230045) from B-3 General Business to I-1 Limited Industrial. The property is partially designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on May 23, 2023.
- B. Conditional Use Permit request by RWW36, LLC, property owner, and Christiansburg VA (SEC US Highway 460 and Roanoke) LLC, applicant, to allow an automobile body shop on

approximately 1.976 acres located at the southeast corner of US Route 460 Bypass and Roanoke Street (Tax Parcel 529 - ((A)) - 48; Parcel ID 230045), currently zoned B-3 General Business and proposed for rezoning to I-1 Limited Industrial. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on May 23, 2023.

- C. Rezoning request by Shepherd Contracting LLC, property owner, to rezone approximately 2.00 acres located at 4600 Roanoke Street (Tax Parcel 503-(A)-37, Parcel ID 010304) from B-1 Limited Business to B-3 General Business. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on May 23, 2023.
- D. Conditional Use Permit request by Shepherd Contracting LLC, property owner, to allow a contractor's equipment storage yard on approximately 2.00 acres located at 4600 Roanoke Street (Tax Parcel 503 - ((A)) - 37; Parcel ID 010304) currently zoned B-1 Limited Business District B-1 and proposed for rezoning to B-3 General Business. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on May 23, 2023.
- E. Vacation of unbuilt right-of-way vacation request for an unimproved 0.169-acre portion of the eastern most end of Farmview Road, NE right-of-way. The Public Hearing was held on May 23, 2023.
- F. Conditional Use Permit request by RWW 36 LLC, property owner, and Denstock LLC, Applicant, to allow a planned housing development of 209 multi-family residential dwelling units on approximately 18.77 acres located at the terminus of Farmview Road., consisting of all of approximately 14.38 acres (Tax Parcel 436 - ((A)) – 41, Parcel ID 017576; an approximately 3.31 acre portion identified as Tax Parcel 436-((A))-38, Parcel ID 021678; an approximately 0.14 acre portion identified as Tax Parcel 436-((A))-36, Parcel ID 021677; all of approximately 0.77 acres of Tax Parcel 436-((A))-37, Parcel ID 032861; all of Tax Parcel 436-((A))-39, Parcel ID 021679; and all of Tax Parcel 436-((A))-40, Parcel ID 021680) zoned B-3 General Business. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on May 23, 2023.
- G. School Resource Officers (Wilson and Hockett)
- H. Board of Zoning Appeals application review

## IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

June 27, 2023, 7:00 p.m. – Regular Meeting

July 11, 2023, 7:00 p.m. – Regular Meeting



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

**AGENDA LOCATION:**

Public Hearing

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Water and Sewer Rate Increases for outside Town limits

**DESCRIPTION:**

Public hearing for water and sewer rate increases as follows:

Within Corporate limits: First 0 to 1,000 gallons from \$9.00 to \$10.00; Additional 1,000 gallons from \$10.00 to \$11.00; Over 50,000 gallons from \$8.25 to \$9.00.

Outside Corporate limits the water rate will increase to 200% of inside Corporate limits rates. First 0 to 1,000 gallons from \$13.50 to \$20; Additional 1,000 gallons from \$15.00 to \$22.00; Over 50,000 gallons from \$12.38 to \$18.00.

Outside Corporate limits would increase to 200% from 150%

First 0 to 1,000 gallons from \$15 to \$20; Additional 1,000 gallons from \$15.38 to \$20.50.

**POTENTIAL ACTION:**

Hold public hearing

**DEPARTMENT:** Finance

**PRESENTER:** Val Tweedie

**ITEM HISTORY:**

These increases are necessary to cover the increase in water rates from the Water Authority and increased costs of water and sewer operations.

This public hearing is for outside water and sewer rates only, due to an advertising error. Public hearing for inside rates was held on May 9, 2023. Outside Corporate limits to increase the sewer rates from 150% of inside Town rates to 200% of inside Town rates.



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

**AGENDA LOCATION:**

Public Hearing

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

FY 2023-24 Proposed Budget

**DESCRIPTION:**

Hold the public hearing for the FY 2023-24 Proposed Budget.

**POTENTIAL ACTION:**

Hold public hearing

**DEPARTMENT:** Finance

**PRESENTER:** Val Tweedie

**ATTACHMENTS:**

Proposed FY 2023-24 Budget: [budget-2024-proposed-5-26-23 \(christiansburg.org\)](http://budget-2024-proposed-5-26-23.christiansburg.org).



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

**AGENDA LOCATION:**

Public Hearing

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Town of Christiansburg's US Department of Housing and Urban Development Community Development Block Grant 2023 Annual Action Plan

**DESCRIPTION:**

The 2023 Annual Action Plan serves as the Town's grant application to HUD for approximately \$130,404 and sets the goals and budgets for the use of funds. The proposed activity continues work in the Town's qualifying low to moderate income Census Block Group 020800-02 located in the Park District community (bound by Roanoke Street, E. Main Street, and Depot Street, NE).

The continuing of the sidewalk along the south side of East Main Street from Park Street to High Street is a proposed activity in the annual plan. The Town is currently in the design phase for the sidewalk project.

Emergency home repair and public services, such homelessness prevention are also other major activities and allows the funds to serve any qualifying low to moderate income families residing anywhere in town. Habitat for Humanity will likely administrative the program. Details are still being finalized with this program.

**POTENTIAL ACTION:**

Hold public hearing.

**DEPARTMENT:**

Administration

**PRESENTER:**

Andrew Warren, Assistant Town Manager

**ATTACHMENT:**

2023 Draft Community Development Block Grant Annual Action Plan

<https://christiansburg.box.com/s/f86srq1vcwl2tq86dcxw7vsksl869e64>

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
MAY 23, 2023 – 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 MAY 23, 2023, AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Clerk of Council/Executive Assistant Tracy Heinline; Finance Director Valerie Tweedie; Chief of Police Mark Sisson; Aquatics Director Terry Caldwell; Finance Director Valerie Tweedie; Director of Parks and Recreation Brad Epperley

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Wilson.

II. ADJUSTMENT OF THE AGENDA

No adjustments to the agenda

III. PUBLIC HEARINGS

- A. Rezoning request by RWW36, LLC, property owner, and Christiansburg VA (SEQ US Highway 460 and Roanoke) LLC, applicant, to rezone approximately 1.976 acres located at the southeast corner of US Route 460 Bypass and Roanoke Street (Tax Parcel 529 – ((A)) – 48, Parcel ID 230045) from B-3 General Business to I-1 Limited Industrial. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Steve Semones, Balzer & Associates, addressed Council concerning the 2.03 acres at the corner of US Route 460 Bypass and Roanoke Street. Mr. Semones noted that the rezoning had been requested by Caliber Collision for a potential automobile body shop.

He explained that according to Caliber Collision the average time a vehicle would remain on the property would typically be 10 to 15 days and added that those vehicles would remain in the back of the property. Mr. Semones explained that allowable parking spaces were based on the number of employees at a business and noted the parking areas were suitable for the automobile business. Mr. Semones further communicated that because of the B-3 zoning there were requirements for sidewalks which would connect to the sidewalk intersection. He touched on the back of the property and the landscaping along Roanoke Street noting that even though the landscaping meets Town Code there would be an evergreen buffer to help with additional screening. Mr. Semones included that the stormwater on site currently would have to be reconfigured for the new business and would be based on the Town and State standards for stormwater management. He added that water and sewer currently run into the property and that sewer would connect at the front of the site. Mr. Semones explained that trash dumpsters, recycling, and grounds maintenance would be handled by private companies.

- B. Contingent upon Item A above, a Conditional Use Permit request by RWW36, LLC, property owner, and Christiansburg VA (SEC US Highway 460 and Roanoke) LL, applicant, to allow an automobile body shop on approximately 1.976 acres located at the southeast corner of US Route 460 Bypass and Roanoke Street (Tax Parcel 529 – ((A)) – 48; Parcel ID 230045) currently zoned B-3 General Business and proposed for rezoning to I-1 Limited Industrial.
- C. Rezoning request by Shepherd Contracting LLC, property owner, to rezone approximately 2.00 acres located at 4600 Roanoke Street (Tax Parcel 503 – ((A)) – 37, Parcel ID 010304) from B-1 Limited Business to B-3 General Business. The property is designated as Mixed use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Steve Semones, Balzer & Associates explained that Brian Shepherd with All Natural Tree Experts had been operating his company at the above property since 2022 not realizing the zoning was not in place to allow the tree service. He explained that in order to be in compliance with the Town a section of the parking lot would need to be paved along with gravel brought in for another section to be used for equipment. Mr. Semones noted that Mr. Shepherd was currently working on cleaning up the site and removing past items that had been dumped at the back of the property in a sinkhole. Mr. Semones added that evergreen screening, fencing, and dumpsters would be placed on the property to comply with code. He explained that in the future as the business continued to grow, a full structure would be built with offices included.

Mr. Semones explained that in the past an access entrance had been utilized by entering near a residential property, but since they have recorded a new easement document that would be dedicated to the westernmost access away from the residential property. He added that stormwater management would be provided for this project as well and explained there was currently an agreement between Mr. Shepherd and the nearby property owner to share a septic field in the future. Mr. Semones concluded that several neighbors across from the property had concerns with past burning on the property, but a condition had been added to not allow burning on the site.

Councilwoman Hicks questioned why the septic would not be connected to the Town's lines. Mr. Semones explained that there was a sewer line across Roanoke Street but because the line travels at an elevation, it is unlikely they would be able to connect to the sewer.

- D. Contingent upon Item C above, a Conditional Use Permit request by Shepherd Contracting LLC, property owner, to allow a contractor's equipment storage yard on approximately 2.00 acres located at 4600 Roanoke Street (Tax Parcel 503 – ((A)) – 37; Parcel ID 010304) currently zoned B-1 Limited Business and proposed for rezoning to B-3 General Business.
- E. Conditional Use Permit request by RWW 36 LLC, property owner, and Denstock LLC, applicant, to allow a planned housing development of 209 multi-family residential dwelling units on approximately 18.77 acres located at the terminus of Farmview Road, NE (all of approximately 14.38 acres identified as Tax Parcel 436 – ((A)) – 41, Parcel ID 017576; an approximately 3.31 acre portion identified as Tax Parcel 436 - ((A)) - 38, Parcel ID 021678; an approximately 0.14 acre portion identified as Tax Parcel 436 - ((A)) - 36, Parcel ID 021677; all of approximately 0.77 acres of Tax Parcel 436 - ((A)) - 37, Parcel ID 032861; all of Tax Parcel 436 - ((A)) - 39, Parcel ID 021679; and all of Tax Parcel 436 - ((A)) - 40, Parcel ID 021680) zoned B-3 General Business. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Denise LaCour, Managing Director of Denstock LLC, presented Council with several examples of the apartments Denstock has built. Ms. LaCour referenced the Adams at Peppers Ferry apartment buildings and noted the different amenities for residents there. She explained the importance of a cohesive neighborhood and expressed that the quality materials they used for their projects were an important piece in building the luxury apartments.

Steve Semones explained there were 209 apartments proposed for this property and those apartments included 1-, 2-, and 3-bedroom units. Mr. Semones talked about the improvement to Farmview Road, NE and explained that currently the road was not Town-maintained. He noted that the project would allow Farmview Road to be a full-size street with curb and gutter, and sidewalk. Mr. Semones added that there is a right-of-way vacation request (item F. below) for a small section of right-of-way that extends past the eastern most part of Farmview Road. He explained there were currently several parcels on this property and with this project those parcels would be made into one.

Mr. Semones noted the commitment to a green building sustainability and explained that National Green Building Standards (NGBS) would be met, which is a building rating system for homes and apartments approved by the American National Standards Institute (ANSI). Mr. Semones added there would be up to 10 electrical car charging stations at the new site, along with a large amount of open space for other amenities. He noted that all drive aisles at the property would be built and designed to Town standards. Mr. Semones also added that a traffic impact analysis had been performed

and completed showing that no extra turn lanes or signal timing changes would need to be added at the intersection of Farmview Road and N. Franklin Street. Mr. Semones also stated that the Town had requested a pedestrian study of how many individuals use the intersection across Roanoke Street and reported that about six people had crossed the intersection in two days. He expressed that in conclusion it was agreed this would not be an appropriate location for a pedestrian activated crosswalk at this time.

- F. Vacation of an unimproved 0.169-acre portion of the eastern most end of Farmview Road, NE right-of-way

#### IV. CONSENT AGENDA

- A. Approval of Minutes of May 9, 2023 and May 16, 2023
- B. Monthly Bill List
- C. Approval of contract for Police Department renovations with Extreme Concrete for \$116,621.40 and Gordian Building Solutions for \$5,831.07
- D. Set Public Hearing on outside water/sewer rates for June 13, 2023
- E. Set Public Hearing for FY 2023 – 2024 budget for June 13, 2023
- F. Set Public Hearing for July 11, 2023 for a Conditional Use Permit request by Burch Properties LLC, Property Owner, and Kevin Lagos, Lessee, to allow a Public Billiard Parlor and Poolroom on the property located at 1635 North Franklin Street, Tax Parcel 466-(A)-20C, Parcel ID 013214; zoned General Business District B-3. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- G. Set Public Hearing for July 11, 2023 for a Rezoning request by Summit Community Bank, Inc, from B-1, Limited Business Conditional to B-3, General Business at 100 Akers Farm Road NE, Tax Parcel 466 (22) 1, Parcel ID 100283. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

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

#### V. INTRODUCTIONS AND PRESENTATIONS

- A. Christiansburg Institute, Inc. (CI, Inc.) to provide a project update on the IRF Planning Grant (Executive Director Chris Sanchez and Finance Director Ashton King)

Chris Sanchez, Executive Director of Christiansburg Institute addressed Council and spoke about the Industrial Revitalization Fund (IRF) Planning Grant. He explained the grant was in the amount of \$60,000 and was received in partnership with the Town of Christiansburg to advance the planning and construction of the Edgar A. Long building. Mr. Sanchez explained that the IRF grant is administered by the Department of Housing and Community Development (DHCD) and noted the award would make a significant impact to the Edgar A. Long building. Mr. Sanchez talked about the specifics of what the grant would be funding and explained that Christiansburg Institute had a deadline of July 31, 2023 to complete deliverable outcomes which would include business planning for year-to-year operations to make the building sustainable. Mr. Sanchez informed Council of the key items that needed attention at the site including all 52 historic windows in the building, exterior doors, and the cleaning of the exterior brick. Mr. Sanchez referenced the key document that was submitted to the IRF for the grant proposal and noted that part of the grant award desires non-profits to work with local government, municipalities, and non-profit organizations to redevelop blighted structures.

Ashton King, Finance Director of Christiansburg Institute, spoke to Council concerning the IRF selecting future applicants for their implementation grant and explained that two of the critical areas were shovel readiness of projects and the long-term sustainability of the business. Mr. King talked about several key revenue items concerning the Edgar A. Long building which included long and short-term rental space, tours, and events and programs. He touched on expenses for Christiansburg Institute and upcoming opportunities for the organization.

Councilman Jenkins inquired about the timeline and implementation of the grant. Mr. Sanchez explained that the DHCD announced two rounds of the implementation grant, the first round has been announced with a deadline of June 2023. He added that CI was interested in the second round of the grant which DHCD has yet to announce.

## VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street, expressed concern that the information of the bid the Town received from Shelor Motor Mile concerning the naming of the new park had not been included in the Council packet.

Debbie Sherman-Lee, Christiansburg Institute (CI) Chair, thanked Town Council on behalf of the CI Board of Directors for continued support and preservation of the Edgar A. Long building. Ms. Sherman-Lee expressed excitement concerning the upcoming grant and the Juneteenth celebration that would be held Saturday, June 17, 2023 from 4:00. to 8:00 p.m. at Christiansburg Institute.

Stacie Castro, Christiansburg Institute Treasurer, thanked Town Council for their continued support of Christiansburg Institute.

## VII. COMMITTEE REPORTS

Councilman Wilson reported that the Sustainability Committee was still urging the community to bring their used plastic grocery bags to the Farmers Market weekly to be recycled for new park benches.

#### VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Rezoning request by Jones Real Estate Investment & Recycling Company, Inc., property owner, to rezone an approximately 1.1 acre portion of a 2.002 acre parcel located between the south side of Scott Street, NE and the north side of Roanoke Street (Tax Parcel 499 – ((A)) – 10, Parcel ID 008134; approximately 1.21 acres located at 1413 Scott Street, NE (Tax Parcel 529 – ((7)) – A, Parcel ID 008135) and approximately 0.26 acres located adjacent to the east side of 1413 Scott Street, NE (Tax Parcel 529 – ((7)) – 76, Parcel ID 008136) from B-3 General Business to R-3 Multiple-Family Residential. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on May 9, 2023.

Councilwoman Hicks made a motion to approve the request to rezone the locations at Scott Street and Roanoke Street, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- B. Contingent upon Item B above, a Conditional Use Permit request by Jones Real Estate Investment & Recycling Company, Inc., property owner, to allow a planned housing development for 47 townhouses on the property located at 1413 Scott Street, NE (Tax Parcels 499 – ((A)) – 10; 499 – ((17)) – 48 through 56; 529 – ((7)) – A; 529 – ((7)) – 44 through 47 and 75 and 76; Parcel IDs 008134, 008135, 008136, and 210197) currently zoned B-3 General Business and proposed for rezoning to R-3 Multi-Family Residential. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on May 9, 2023.

Councilwoman Hicks expressed concern for the number of houses being built on the property and asked about potential stormwater issues.

Councilwoman Hockett questioned if there had been discussion concerning sidewalks in the area and if sidewalks were required along Scott Street and Roanoke Street. Assistant Town Manager Andrew Warren explained that lack of sidewalks had been mentioned during the public hearing for this project by Council and that staff drafted a condition if Council wanted to consider it. Mr. Warren noted that the current planned housing development did not show sidewalks on both streets. Councilwoman Hockett expressed that she was comfortable with not including sidewalks at the site. Councilwoman Hicks noted the importance of sidewalks for disabled residents.

Councilman Wilson stated that he was significantly more concerned about the size of the structure. Mayor Barber noted an email from Bryan Bush with several questions concerning setbacks from street right of way, sidewalks, and density issues with the project.

Councilman Showalter voiced concern as well about the high-density rental units and expressed that in the past, traffic was a concern for high-density projects. Mr. Showalter added that there was no ingress or egress at Roanoke Street which would be ideal for the development.

Councilman Jenkins expressed that this project was planned in an unsustainable way and would like to see unit numbers lowered to be more adequate for the space.

Councilwoman Hockett questioned if the Planning Commission had reviewed these concerns. Mr. Warren noted that Mr. Bush had shared these concerns with the Planning Commission at their last meeting.

Councilman Showalter questioned if traffic was a concern at the Planning Commission meeting when this project was discussed. Mr. Warren explained that there were concerns because of the lack of proper sidewalk, high density of units, and road widths.

Councilwoman Hockett made a motion to approve the conditional use permit request to allow a planned housing development at 1413 Scott Street, NE, seconded by Councilman Bishop. Council voted as follows: Bishop – Nay; Hicks – Nay; Hockett – Nay; Jenkins – Nay; Showalter – Nay; Wilson – Nay.

- C. Vacation of unbuilt rights-of-way on Angle Drive, SW (from W. Main Street to First Street, SW); on First Street, SW (from Angle Drive, SW to Chrisman Street, SW); and a remnant piece of right-of-way located off an unbuilt portion of First Street, SW

Councilwoman Hockett noted that a neighbor at the site had expressed concern about right-of-way vacation on the First Street portion and being able to maintain the same access to the back of his property. Mrs. Hockett explained that easements had been provided between the parties in order to maintain the access desired by the neighbor.

Councilwoman Hockett made a motion to approve the vacation of unbuilt rights-of-way on Angle Drive, SW, First Street, SW, and a remnant piece of right-of-way located off an unbuilt portion of First Street, SW, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- D. An Ordinance Adopting Sec. 30-21 “Placement of Unattended Displays on Town Square in Chapter 30 “Streets, Sidewalks and Other Public Places” of the Christiansburg Town Code to establish a uniform process for unattended displays on Town Square

Councilwoman Hicks expressed that she would like to see tree banners placed downtown and for the signage poles to be more pleasing to the eye. Councilman Showalter suggested Mrs. Hicks bring her ideas to the Central Business Committee.

Councilwoman Hockett made a motion to approve the ordinance of the Christiansburg Town Code to establish a uniform process for unattended displays on Town Square, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

E. Discussion of Aquatic Center Dry Pass elimination

Councilman Bishop explained that the current dry pass fee is \$2 to use the facility but the dry pass did not allow a customer to swim in the pool. Mr. Bishop noted that there had been individuals using the pool even though they had paid for a dry pass. He added that the Aquatic Advisory Board had recommended to eliminate the dry pass fee and the Aquatic Center fees would remain \$6 per day, age 2 and under would enter free.

Councilwoman Hicks made a motion to approve the Aquatic Center Dry Pass elimination, seconded by Councilman Jenkins. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

F. Discussion of Diamond Sponsorship and overall Sponsorship package

Mr. Wingfield explained to Council that a proposal from Shelor Motor Mile had been received for \$500,000. for a 10-year naming rights with the name proposed to be “Motor Mile Christiansburg Huckleberry Park.” Mr. Wingfield explained he had responded to Mr. Hagan that the Town would prefer “Christiansburg Huckleberry Park, sponsored by Motor Mile.” Mr. Hagan was not interested in a “sponsored by” naming. Mr. Wingfield asked Council how they would like to proceed with this sponsorship.

Councilwoman Hicks expressed that she felt the name should stay Christiansburg Huckleberry Park.

Councilman Showalter questioned if this bid was originally what the Town had wanted or was it less. Parks and Recreation Director Brad Epperley explained that \$750,000 was the original minimum bid during the first call for bids. Mr. Showalter expressed that if a sponsor’s name were to come in front of Christiansburg, then he would like to see more than \$500,000.

Councilman Wilson agreed with Mr. Showalter and expressed concern with the amount of the bid.

Councilman Wilson made a motion to reject the bid for sponsorship for the new Christiansburg Huckleberry Park, seconded by Councilman Bishop. Council voted as follows: Bishop -Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

Mr. Wingfield asked Council if they would like to continue with the Diamond Sponsorship package and if so, would they like to change the 10-year commitment to a 5-year commitment instead. Mr. Wingfield suggested changing “naming rights” to “title placement” sponsorship as well. He explained the Town would still be asking for a

\$500,000 investment with the understanding the name of the park would be Christiansburg Huckleberry Park, with a “sponsored by” opportunity.

Councilwoman Hockett expressed that her expectation was low in regard to receiving this sponsorship.

Councilman Wilson expressed that he thought the \$500,000 was appropriate for the new park. He explained that it was a multi-million-dollar park, and he felt the right person would come along and donate.

G. Discussion of Board of Zoning Appeals application

Mr. Wingfield questioned how Council would like to proceed with an applicant for the Board of Zoning Appeals. Mayor Barber suggested a closed session and discussion of the applicant or expressed that Council could appoint the person.

Councilman Bishop expressed he would like to revisit the subject in two weeks and possibly bring the applicant forward during a closed meeting.

Councilman Showalter stated that he would rather review the application and then decide and expressed that it did not seem fair to bring a person before Council when they do not ask other applicants to appear before them.

Mayor Barber asked for a copy of the application to be distributed to Council at the next Town Council meeting.

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield reported that the Aquatic Center Beach Bash would be held May 25th from 5:30 to 8:00 p.m. He added that The Rockin' Main Event would be held on June 10<sup>th</sup> from 5:00 to 9:00 p.m. Mr. Wingfield reported that Town Hall would be closed Monday for the Memorial Day holiday. Mr. Wingfield also expressed the need for a public hearing for June 13th for the CDBG Annual Action Plan and explained there would be a general information meeting regarding the plan on June 6<sup>th</sup> at 5:30 p.m.

B. Town Attorney – no report

C. Other Staff – no report

X. COUNCIL REPORTS

Mayor Barber reported that the most recent Rockin' Main event was a huge success and most vendors sold out of food and beverages. Mr. Barber added that the Farmers Market was a

success as well on Thursday and there had been approximately 450 in attendance. Mayor Barber noted there were several 4-H children that helped at the Farmers Market as well.

Councilman Wilson reported that last week was Law Enforcement Week and expressed thanks to the Police Department and their hard work. Mr. Wilson added that Public Works and Rescue were being recognized during the upcoming week for their hard work.

Councilwoman Hicks expressed that she enjoyed the location of the Food Truck Rodeo and the Rockin' Main events and where the stages had been placed.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:07 p.m.

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Tracy Heinline, Clerk of Council

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D. Michael Barber, Mayor



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

**AGENDA LOCATION:**

Consent Agenda

**MEETING DATE:**

June 13, 2023

**ITEM TITLE:**

Award Contract to Boxley Materials Company in the amount of \$778,971.15 for Construction of the 2023 Annual Paving work.

**DESCRIPTION:**

Contract award in the amount of \$778,971.15 to Boxley Materials Company for construction of the 2023 Annual Paving work. This project consists of milling, paving, dressing shoulders, and striping to current VDOT standards for local streets in Town. Streets to be paved include New River Dr, Bozeman Trl, Tula Cir, Camellia Ln, Sequoia Cir, Aster Ln, Sage Ln, Wistaria Dr, Schaeffer Dr, Schaeffer St, North Dr, Stone St, Colhoun St, Grant St, Collins St, Ashby St, Republic Rd, Liberty St, Water St, and East St.

**POTENTIAL ACTION:**

Approve Notice of Award and authorize the Town Manager to enter into Contract for the subject Work, subject to Attorney review and approval.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Michael Kelley

**ITEM HISTORY:**

The Town issued an IFB on April 30, 2023 for the 2023 Annual Paving Contract. Bids were received from three contractors. Boxley Materials Company was the lowest bidder. Staff reviewed their bid and recommends entering into contract with Boxley Materials Company to perform the paving. The streets in this contract are listed above. Additional streets were identified in the IFB and may be awarded at a later date. Any additional work will be via change order and approved by Council.

**INFORMATION PROVIDED:**

Notice of Award

<https://christiansburg.box.com/s/p1rinxmumbwrwfhndkisggzkz36c9yyw>

Detailed Bid Tabulation

<https://christiansburg.box.com/s/pmm5jhkwmgqzcvq3n6ra3clbj2akkig>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Contract renewal #1 with AECOM Technical Services, Inc., for Annual Bridge Inspections and Engineering Services in an amount not to exceed \$150,000 per task order, and with work completed per contract year not to exceed \$500,000.

**DESCRIPTION:**

Professional Services Contract renewal to provide annual bridge inspection and engineering services. The contract period shall be for an additional one year, with the possibility of three (3) more one-year renewals thereafter. The total amount to be paid by the Town to the Engineer for completed services shall be paid in accordance with the Fee Schedule as attached. Work completed in a contract year shall not exceed \$500,000. Work completed on any single task shall not exceed \$150,000, or the approved budget amount for the task, whichever is less.

**POTENTIAL ACTION:**

Contract Amendment approval and authorize the Town Manager to enter into this renewal on behalf of the Town with AECOM Technical Services, subject to Attorney review and approval.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Michael Kelley

**ITEM HISTORY:**

The Town is required to provide periodic inspections of bridges and large culverts within its jurisdiction. This term contract will include these periodic inspections assigned as needed as well as on-call services for other bridge related professional engineering services. The Town issued an RFP for professional services January 30, 2022. Four firms responded and AECOM Technical Services, Inc., was selected as the best qualified firm.

This is the first of four allowed renewals to the contract dated July 1, 2022. There are no proposed changes to the fee schedule.

**Information Provided:**

Original Contract

<https://christiansburg.box.com/s/5zwmvw81uy451i8qt4ptv0led3fjrw2i>

Amendment 1 (renewal #1)

<https://christiansburg.box.com/s/cnzq44lr7gmei2w39v138yehka1fr2jr>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Contract renewal #1 with SCS Engineers, Inc., for Professional Engineering Service, Post Closure Landfill Engineering and Monitoring in an amount not to exceed \$150,000 per task order, and with work completed per contract year not to exceed \$500,000.

**DESCRIPTION:**

Professional Services Contract renewal to provide post closure landfill engineering and monitoring. The contract period shall be for an additional one year, with the possibility of three (3) more one-year renewals thereafter. The total amount to be paid by the Town to the Engineer for completed services shall be paid in accordance with the Fee Schedule as attached. Work completed in a contract year shall not exceed \$500,000. Work completed on any single task shall not exceed \$150,000, or the approved budget amount for the task, whichever is less.

**POTENTIAL ACTION:**

Contract Amendment approval and authorize the Town Manager to enter into this renewal on behalf of the Town with SCS Engineers, Inc., subject to Attorney review and approval.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Michael Kelley

**ITEM HISTORY:**

The Town is required to monitor and maintain the closed landfill on Wades Lane. This term contract for services includes routine groundwater monitoring, routine landfill gas monitoring, and evaluation and design of site and landfill gas collection system improvements. The Town issued an RFP for professional services on February 13, 2022. Two firms responded and SCS Engineers, Inc. was selected as the best qualified firm.

This is the first of four allowed renewals to the contract dated July 1, 2022. The engineer is requesting an increase of 3.9% to the hourly rates. This is equal to the year over year rate from April 2022 to April 2023 CPI for All Urban Customers.

**Information Provided:**

Original Contract

<https://christiansburg.box.com/s/kaqa6xa1zr0mj14o5gm73z22vfrrx9t>

Amendment 1 (renewal #1)

<https://christiansburg.box.com/s/a8n1vmyb0l70khvr4fd7toy8o4v7ppav>



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

**AGENDA LOCATION:**

Discussion and Action

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Rezoning request by **RWW36, LLC, Property Owner, and Christiansburg VA (SEQ US Highway 460 and Roanoke) LLC, Applicant**, to rezone approximately 1.976 acres located at the **southeast corner of Rt. 460 Bypass and Roanoke St.** and identified as Tax Parcel 529 – ((A)) – 48, Parcel ID 230045; from General Business District B-3 to Limited Industrial District I-1. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

**DESCRIPTION:**

The purpose of the request is to rezone the parcel to Limited Industrial (I-1) for the associated conditional use permit (CUP). The proposed CUP, contingent upon approval of the rezoning, would request an automobile body shop. The applicant provided a number of proffers, including the limitation of the types of uses that would be permitted on this property. Please see the attached staff report for details.

On May 15, 2023, Planning Commission voted 5 to 2 to recommend to approval of the request.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Andrew Warren

**Information Provided:**

Planning Commission Minutes

<https://christiansburg.box.com/s/csb4rh8cykhwsimgk52s0ngfvxcxw2ji>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/lphiflrvsjb5kcderbb1qwe7f28vgqr>

Staff Report

<https://christiansburg.box.com/s/dyrl08g3bv958xny8wd0pdib1zrwhqqb>



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

**AGENDA LOCATION:**

Discussion and Action by Council and Mayor

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Conditional Use Permit request by **RWW36, LLC, Property Owner, and Christiansburg VA (SEC US Highway 460 and Roanoke) LLC, Applicant**, to allow an Automobile Body Shop on approximately 1.976 acres located at the **southeast corner of Rt. 460 Bypass and Roanoke St.** and further identified as Tax Parcel 529 - ((A)) - 48; Parcel ID 230045, currently zoned General Business District B-3 and proposed for rezoning to Limited Industrial District I-1. The property is partially designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

**DESCRIPTION:**

The applicant states, that if the CUP request is approved, an Automobile Body Shop by Caliber Collision will be constructed on the parcel. The proposed development will conform to the Limited Industrial (I-1) district zoning standards and the applicant does not request any additional exceptions.

On May 15, 2023, Planning Commission voted 5 to 2 to recommended to approval of the request with the following conditions:

- 1) Applicant shall install a 6' black chain link fence with charcoal gray privacy slats along the fenced perimeter of the rear parking area.
- 2) Applicant will install a double row, staggered, of evergreen screening trees spaced at 10' on center along the SW corner of the property adjacent to the Route 460 offramp.
- 3) Applicant shall install a landscaped tree screening buffer between the screening fence and the Roanoke Street & 460 Bypass right of way. A mix of Deciduous trees, small Evergreen trees and shrubs shall be planted. All trees shall be 8' in height at the time of planting.
- 4) Hours of operation shall be from 7:30 am to 5:30 pm Monday through Friday.
- 5) Storage of inoperable vehicles or vehicles awaiting repair shall not exceed 15 days.
- 6) The project shall be constructed with substantial conformance to the approved masterplan dated April 3, 2023 and revised May 4, 2023.

**POTENTIAL ACTION:**

Final Action

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Andrew Warren

**Information Provided:**

Planning Commission Minutes

<https://christiansburg.box.com/s/csb4rh8cykhws1mgk52s0ngfvxcxw2ji>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/oots5e0ps9pb7d95a2a3sxxyu8p5h9ng>

Staff Report with maps

<https://christiansburg.box.com/s/3nt6y2csmiyowdp47lcdicjxsugv3dwz6>



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

**AGENDA LOCATION:**

Action

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Rezoning request by **Shepherd Contracting LLC, Property Owner**, to rezone approximately 2.00 acres located at **4600 Roanoke St.**, identified as Tax Parcel 503-(A)-37, Parcel ID 010304; from Limited Business District B-1 to General Business District B-3. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

**DESCRIPTION:**

The purpose of the request is to rezone the parcel to General Business (B-3) for the associated conditional use permit (CUP). The proposed CUP, contingent upon approval of the rezoning, would request a Contractors Storage Yard.

On May 15, 2023, Planning Commission voted 7 to 0 to recommended to approval of the request.

**POTENTIAL ACTION:**

Final Action

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Andrew Warren

**Information Provided:**

Planning Commission Minutes

<https://christiansburg.box.com/s/ss5e7ttrufdzff8xfmko72786i1omgza>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/eqqwlgs303lxd4492ai40lxxzp0k2mar>

Staff Report with maps

<https://christiansburg.box.com/s/v0yqyroty6rklvm8pdw5pfwx4prhbpy>

Montgomery Comment County Letter

<https://christiansburg.box.com/s/1gnosozobo3lt20bzcg8vnwa7zjdox3>



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

**AGENDA LOCATION:**

Discussion and Action

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Conditional Use Permit request by **Shepherd Contracting LLC, Property Owner**, to allow a Contractor's Equipment Storage Yard on approximately 2.00 acres located at **4600 Roanoke St.**, further identified as Tax Parcel 503 - ((A)) - 37; Parcel ID 010304, currently zoned Limited Business District B-1 and proposed for rezoning to General Business District B-3. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

**DESCRIPTION:**

The applicant states, that if the CUP request is approved, the lot will be used as the main office and headquarters for the business, All Natural Tree Experts. The operating hours will be 8 am to 5 pm, and there will be no physical operations onsite, only the storage of equipment and a meeting place for the employees.

On May 15, 2023, Planning Commission voted 7 to 0 to recommended to approval of the request with the following conditions:

- 1) Applicant shall install a 6' board on board (or similar) solid screening fence along the Roanoke Street frontage of the property.
- 2) Applicant shall install an evergreen tree screening buffer between the screening fence and the Roanoke Street right of way. Evergreen trees shall be 8' in height at the time of planting and shall be planted in a staggered pattern and 12' on center.
- 3) No external storage of wood materials or by-products such as stumps, tree limbs, or wood chips shall be allowed on the property.
- 4) Applicant shall appear before Planning Commission within one year from the time of Rezoning and Conditional Use Permit approval to provide confirmation of compliance with all conditions and proffers.
- 5) The approved Conditional Use Permit shall only be for the specific business use as described in this application.
- 6) No burning of any material or debris shall be permitted on the property.

**POTENTIAL ACTION:**

Final Action

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Andrew Warren

**Information Provided:**

Planning Commission Minutes

<https://christiansburg.box.com/s/csb4rh8cykhwsimgk52s0ngfvxcxw2ji>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/yhoww16klypb6uxr038lfuymtkpz2245>

Staff Report with maps

<https://christiansburg.box.com/s/vxt39w8pl68g1f521g2404xf22hj9a1w>

<https://christiansburg.box.com/s/qczuh8xl2x6te2upq0rbcv00uhpxnr7>

<https://christiansburg.box.com/s/wgrdzc2sv03dezo7iq1lc45n0xfrjcnp>

<https://christiansburg.box.com/s/3b2s1mt9ors16als67wrdwqsoucumhww>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Vacation of an unimproved 0.169-acre portion of the eastern most end of Farmview Road, NE right-of-way. The Public Hearing was held on May 23, 2023.

**DESCRIPTION:**

This is a request by Denstock LLC to vacate a .169 acre of right-of-way at the eastern end of Farmview Road, NE. This request is in connection with the planned housing development proposal of 209 multi-family residential dwelling units on approximately 18.77 acres.

If the ordinance to vacate these portions of unbuilt rights-of-way are approved by Town Council, the ordinance will be forwarded to the Montgomery County's Commissioner of Revenue's Office. The office will determine the centerline of the right-of-way based on their available mapping, extend the side boundary lines to that centerline, and give each sliver of land a new set of numbers creating new parcels. The property is assigned ownership in one of three ways at that time: (1) the right-of-way is split in half down the center and property owner's that adjoin it on each side receive the new parcel of land; (2) the plat details how it is to be divided; or (3) it is court ordered to be divided a certain way. In most instances, the first way is the most typical and what is anticipated in this case.

**POTENTIAL ACTION:**

Final Action

**DEPARTMENT:**

Administration

**PRESENTER:**

Town Manager Randy Wingfield

**ATTACHEMNT:**

Proposed vacation map

<https://christiansburg.box.com/s/k20npd6vfpd4usxgrgp0da7nyp0bp9qu>



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

**AGENDA LOCATION:**

Discussion and Action

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Conditional Use Permit request by **RWW 36 LLC, Property Owner, and Denstock LLC, Applicant**, to allow a Planned Housing Development of 209 multi-family residential dwelling units on approximately 18.77 acres located at the **terminus of Farmview Road NE**, consisting of all of approximately 14.38 acres identified as Tax Parcel 436 - ((A)) - 41, Parcel ID 017576; an approximately 3.31 acre portion identified as Tax Parcel 436-((A))-38, Parcel ID 021678; an approximately 0.14 acre portion identified as Tax Parcel 436-((A))-36, Parcel ID 021677; all of approximately 0.77 acres of Tax Parcel 436-((A))-37, Parcel ID 032861; all of Tax Parcel 436-((A))-39, Parcel ID 021679; and all of Tax Parcel 436-((A))-40, Parcel ID 021680; zoned General Business District B-3. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

**DESCRIPTION:**

The applicant is requesting approval of a CUP to permit the use of a Planned Housing Development (PHD) with a proposal of 209 residential units, developing a luxury apartment community with a mix of one-, two-, and three-bedroom units and an associated parking and recreational space for residents. The proposed development will be one single-form urban building with all units and the clubhouse located within.

On May 15, 2023, Planning Commission voted 7 to 0 to recommended to approval of the request with the following conditions:

1. The project shall be developed in general conformance with the masterplan submitted dated April 3, 2023 and revised May 4, 2023.
2. The approved Conditional Use Permit shall only be for the specific residential use as described in this application.
3. Indoor amenities including, but not limited to, the media room, 24-hour fitness center, game room with billiards table, kitchen, business center, and leasing center shall be completed prior to the issuance of the certificate of occupancy for the 75th apartment unit.

**POTENTIAL ACTION:**

Final Action

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Andrew Warren

**Information Provided:**

Planning Commission Minutes

<https://christiansburg.box.com/s/csb4rh8cykhws1mgk52s0ngfvxcxw2ji>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/etavpjaaadr7wtuucotl6cel30oy6jft>

Staff Report with maps

<https://christiansburg.box.com/s/yjr2cv4qr4aufevrx5udubzgk4vs46hl>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

June 13, 2023

**ITEM TITLE:**

Board of Zoning Appeals application review

**DESCRIPTION:**

The Town has received an application for the Board of Zoning Appeals. The Town's role for the Board of Zoning Appeals is to make a recommendation to the Circuit Court which makes the final appointment. The candidate's application will be provided to Town Council at the meeting. There are currently two vacancies on the five member Board of Zoning Appeals.

**POTENTIAL ACTION:**

Recommendation to Circuit Court for Appointment

**DEPARTMENT:**

Administration

**PRESENTER:**

Town Manager Randy Wingfield