



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
SEPTEMBER 12, 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, September 12, 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

#### IV. CONSENT AGENDA

- A. [Approval of Minutes of August 22, 2023](#)
- B. [Resolutions in Support of FY25 and FY26 VDOT Revenue Sharing Program Funding Applications](#)
- C. [Resolutions in Support of FY25 and FY26 VDOT Transportation Alternatives Program Funding Applications](#)
- D. [Contract with Rinker Design Associates, P.C. \(rda\) for Professional Services for the Town's North Franklin Street / Depot Street Intersection project in the amount of \\$671,391](#)
- E. [Contract with Rinker Design Associates, P.C. \(rda\) for Professional Services for the Town's Roanoke Street / Depot Street Pedestrian Accommodations and Roanoke Street Crossing and Sidewalk projects in the amount of \\$391,407](#)
- F. [Award Contract to Aaron J. Conner General Contractor, Inc. in the amount of \\$298,700 for Construction of the Wastewater Treatment Facility Waterline Extension](#)
- G. Set a public hearing for September 26, 2023 for a street vacation of the existing 40-foot right-of-way known as Alma Street in its entirety from Simmons Road S.E. to the VDOT park and ride property

#### V. INTRODUCTIONS AND PRESENTATIONS

- A. Steven Smith, event organizer for the Gearheads for a Cause, to request approval of a street closure for Saturday, September 30, 2023 from 1:00 to 9:00 p.m. for W. Main Street from Franklin Street to Dunkley Street, N.W. for the Gearheads for a Cause Car Show event to be held from 4:00 to 8:00 p.m.

#### VI. CITIZEN COMMENTS

#### VII. COMMITTEE REPORTS

- A. Street Committee Report – Bishop, Hockett
  - 1. Deed of Dedication of a new 15-foot public utility easement to be dedicated to the Town of Christiansburg over a portion of Tax Map No. 556 - (A) – 9
  - 2. Plat showing the Dedication of Public Right-Of-Way along a portion of Farmview Road, N.E.

3. Plat showing a Lot Line Adjustment of Lots A, B, and C being portions of 406 and 408 West Main Street and a Right-of-way Dedication on Chrisman Street S.W. and the Corner of First Street S.W. and Angle Drive S.W.

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

- A. Request for street closures for Wednesday, October 4, 2023 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 - 9:00 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. for the Christiansburg High School Homecoming Parade to be held from 7:00 to 8:00 p.m.
- B. Request for street closure on Saturday, September 30, 2023 from 1:00 to 9:00 p.m. for W. Main Street from Franklin Street to Dunkley Street, N.W. for the Gearheads for a Cause Car Show event to be held from 4:00 to 8:00 p.m.
- C. Conditional Use Permit request by NRV Marketplace LLC, property owner, and Balzer and Associates, applicant, to allow a revision of the Comprehensive Sign Plan, approved September 24, 2019, and associated with addresses 2505 – 2785 Market Street, NE. The current CUP request is to allow building signage larger than 200 sq. ft. for a new tenant in Marketplace. The current CUP request is associated with properties located at 2505 – 2580 and 2700 - 2785 Market Street, NE (Tax Parcels 406 – ((7)) – E and K and 436 – ((5)) – 1, F, I and M; Parcel IDs 027970, 250259, 250260, 250261, 250262, and 250263) zoned B-3 General Business. 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 August 22, 2023.
- D. 2023 Façade Grant 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:

September 26, 2023, 7:00 p.m. – Regular Meeting

~~October 10, 2023, 7:00 p.m. – Regular Meeting~~ *Cancelled*

October 24, 2023, 7:00 p.m. – Regular Meeting

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
AUGUST 22, 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 AUGUST 22, 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; Director of Engineering Mike Kelley; Finance Director Valerie Tweedie; Public Relations Director Christina Edney; Chief of Police Mark Sisson; Major Chris Ramsey; Executive Assistant to the Police Chief Debbie Elkins; Captain Carson Altizer; Captain Derek Altizer; Sergeant Chad Cannon; Detective Sergeant Michael Vallejo; Officer Victor Campos; Sergeant Allen Klein; K-9 Officer Heath Hyatt; Detective Sergeant Jon Gunter; Officer Matthew Cooper; Sergeant Ben Cronk; Lieutenant Randy Bonds; Lieutenant Terry Osbourne; Lieutenant Dwayne Hale; Officer Chris Roop; Officer Mike Nelson; Officer Chandler Scott; Officer Ethan Robinson; Officer Nathan Lucas

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

None

III. OATH OF OFFICE OF NEWLY APPOINTED OFFICIAL

A. Oath of Office for recently appointed Police Chief Chris Ramsey by Montgomery County Clerk of Circuit Court Tiffany M. Couch

Mayor Barber explained that Police Chief Mark Sisson would be retiring August 31, 2023, and Major Chris Ramsey would take over his position beginning September 1<sup>st</sup>. Mrs. Couch proceeded to administer the oath of office to Major Ramsey.

Mayor Barber recognized Town Council candidates Wendy Glass and Mike Scarry, both running for Town Council this year.

#### IV. PUBLIC HEARINGS

- A. Conditional Use Permit request by NRV Marketplace LLC, property owner, and Balzer and Associates, applicant, to allow a revision of the Comprehensive Sign Plan, approved September 24, 2019, and associated with addresses 2505 – 2785 Market Street, NE. The current CUP request is to allow building signage larger than 200 sq. ft. for a new tenant in Marketplace. The current CUP request is associated with properties located at 2505 – 2580 and 2700 – 2785 Market Street, NE (Tax Parcels 406 – ((7)) – E and K and 436 – ((5)) – 1, F, I, and M; Parcel IDs 027970, 250259, 250260, 250261, 250262, and 250263) zoned B-3 General Business. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Steve Semones, Balzer and Associates, addressed Council and explained that the request was essentially for an additional square footage of building wall signage. Mr. Semones explained that the proposed 322.6 square footage was more than what was allowed per Town Code. He noted that the amendment to this Conditional Use Permit would impact the new Academy Sports building only and would not affect other buildings in the Marketplace area.

#### V. CONSENT AGENDA

- A. Approval of Minutes of August 8, 2023
- B. Monthly Bill List
- C. Task Order with Century Engineering, LLC., for Construction Engineering and Inspections for the North Franklin Street/Wades Lane and South Franklin Street/First Street Pedestrian Improvement Projects in the amount of \$128,382.70.

Councilwoman Hicks inquired if the Pedestrian Improvement Project was part of a grant or supplied solely by Town funds. Town Manager Wingfield explained that it was an 80/20 partial grant (80% supplied by VDOT and 20% by the Town).

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

#### VI. INTRODUCTIONS AND PRESENTATIONS

None

## VII. CITIZEN COMMENTS

Charles Dickerson spoke to Council concerning his mother's property at 2200 Peppers Ferry Road and expressed concern for her recent high-water bill. Mayor Barber explained that water rates increased by \$1 for the first 1,000 gallons from \$9 to \$10 and from \$11 for each 1,000 gallons to \$12. He added that outside rates for water, sewer, and garbage had increased 150% of inside rates to 200% of inside rates.

Steve Semones, Balzer & Associates, spoke on behalf of the proposed 21 townhome development off Church Street, NE and Lucas Street, NE by DAJ Ventures LLC and explained he had updated drawings to the project. Mr. Semones noted there were four new site components for the project since hearing concerns from the area residents. Mr. Semones explained there would be a "No Outlet" sign placed at the intersection of Norwood Street and Montgomery Street as well as a "Private Road/No Thru Traffic" sign at the end of Montgomery Street. Mr. Semones noted that a speed table or a speed bump would be installed to negate some of the vehicles coming through and explained that on the project side, leaving the townhomes parking lot, there would be an "Emergency Vehicles Only" sign to discourage residents from using Montgomery Street.

## VIII. COMMITTEE REPORTS

### A. Street Committee Report – Bishop, Hockett

1. Plat of Subdivision of Tax Parcel 527 – ((15)) – 1 and 527 – ((15)) – 2 at 301 and 303 Park Street, NE (creating one additional lot)

Councilwoman Hockett explained the plat of subdivision at 301 and 303 Park Street was to adjust the lot lines on both properties. Mrs. Hockett noted that the two parcels were both owned by the same property owner and would create a third parcel at the back end of the property.

Councilwoman Hockett made a motion to approve the recommendation by the Street Committee to allow one additional lot at 301 and 303 Park Street, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

## IX. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Conditional Use Permit request by DAJ Ventures LLC, property owner, to allow 21 townhouses on approximately 2.149 acres located at the western end of Montgomery Street, NE between the south side of Church Street, NE and the north side of Lucas Street, NE (Tax Parcels 496 – ((3)) – 2 and 496 – ((3)) – 3; Parcel IDs 260024 and 260025) zoned B-3 General Business. The property is designated as Residential on the Future

Land Use Map of the 2013 Christiansburg Comprehensive Plan. the Public Hearing was held August 8, 2023.

Mayor Barber noted that the Planning Commission had voted unanimously in favor of the Conditional Use Permit request by DAJ Ventures, LLC. Councilman Showalter asked if the “Emergency Vehicle Only” signs were a requirement on Montgomery Street. Mr. Wingfield explained that the signs were not required by Code, but rather a placement for emergency vehicles to have secondary access. Mayor Barber noted that he had asked Chief Hanks for his opinion on the signs, and he expressed the signs were helpful in case of a road blockage during an emergency. Councilman Showalter inquired if a sign was needed on Lucas Street as well. Mr. Semones explained that from an infrastructure standpoint, making that connection would be harder on Lucas Street. He noted that they had pulled some of the previous units on the property and faced them towards Lucas Street so they would not backup to Montgomery Street properties.

Councilman Showalter asked about snowplows in the winter and questioned if there would be an issue with the speed table or speed bump and removing snow. Mr. Wingfield explained that the design company had backed the speed bump/speed table to 5-feet off the property line and the “Private Property/No Trespassing” sign at the property line would help Public Works drivers know where the property line was. Councilwoman Hicks expressed that it was important to have connectivity for any subdivision but did understand the concerns of the current residents and was grateful for the amendments from Balzer and Associates. Councilwoman Hockett also expressed that she was glad to see the addition of a speed table or a speed bump for Montgomery Street and the efforts made to address the residents’ concerns.

Norma Jean Landis spoke to Council on behalf of her mother and thanked Mr. Semones for listening to their concerns. Ms. Landis questioned where the private road sign would be placed on Montgomery Street. Mr. Semones explained the sign would be placed at the property line and the residents in the new townhomes would see the “Emergency Vehicles Only” signs facing their area. Mrs. Landis also questioned the purpose of the “No Outlet” sign and continued to express concern that vehicles would ignore the signs.

Councilman Bishop made a motion to approve the Conditional Use Permit request with recommended conditions including the new verbiage added from Balzer and Associates, for the property at the western end of Montgomery Street, NE between the south side of Church Street, NE and the north side of Lucas Street, NE to allow the construction of 21 townhomes, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Nay; Wilson – Aye.

B. School Resource Officers (Hicks and Showalter)

Councilman Showalter questioned why the County had not responded to the Town’s School Resource Officer agreement that Council had agreed to previously. Police Chief Sisson explained that Sheriff Partin had advised him that he would not sign the agreement due to a mutual response agreement already existing between the County and the Town. Mr. Sisson added that the Town has placed three Town officers in three



different schools and that Sheriff Partin has made two conditional hires for the Montgomery County Christiansburg strand schools. Town Manager Wingfield expressed that he had spoken with Sheriff Partin and that the conditional offers were pending background checks and added that the Sheriff's office had received three new applications recently. Mr. Wingfield added that Sheriff Partin had increased the sign-on bonus to \$5,000 for new Resource Officers (up from \$2,500 for general deputy/patrol positions). Councilman Showalter expressed that Council had spent a great deal of time and funds discussing Resource Officers and added that he hoped Council did not have to spend additional time in the future on the subject. Councilwoman Hicks echoed Councilman Showalter's concerns and added that if the Town had not placed Resource Officers in the three schools, she felt they would not have had protection at the beginning of the school year. Mrs. Hicks commended Chief Sisson for his diligence on the subject.

Councilman Wilson noted that the Resource Officer position is one of the hardest positions to hire for and there were several requirements that had to be met to become qualified. Mr. Wilson expressed that the hiring process takes time and felt that Sheriff Partin was doing what he had been asked. Councilman Showalter reminded Council of the decision to have officers in all schools by the beginning of the school year, but there were several schools without SROs. Mr. Showalter noted that after hearing from Chief Sisson he felt more confident that the SROs would be placed but was still concerned for future placements by the County. Chief Sisson expressed that the County was close to placing School Resource Officers in schools but in July of this year the Sheriff's Department had lost five deputies and the department had to backfill those positions. He noted that hopefully the positions would be filled by early October.

#### X. STAFF REPORTS

- A. Town Manager Wingfield reported to Council that the Christiansburg Huckleberry Park ribbon cutting would be held September 8<sup>th</sup> at noon. He added that the Dialogue on Race would be held Saturday, August 26<sup>th</sup> at 4 p.m. Mr. Wingfield reminded Council that Police Chief Mark Sisson's retirement celebration would be August 30<sup>th</sup> and his last day would be August 31<sup>st</sup>.

- B. Town Attorney – no report

- C. Other Staff

Finance Director Valerie Tweedie reported that the Montgomery County Board of Supervisors would meet soon and there would be a presentation concerning a potential change to tax exempt levels for elderly and totally disabled. Mrs. Tweedie advised Council to watch the meeting since it could affect the Town's exemptions for 2024.

#### XI. COUNCIL REPORTS

Mayor Barber noted that street paving on Roanoke Street would begin the week of September 25<sup>th</sup>.

XII. OTHER BUSINESS

XIII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 7:57 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:**

September 12, 2023

**ITEM TITLE:**

Resolutions in Support of FY25 and FY26 VDOT Revenue Sharing Program Funding Applications

**DESCRIPTION:**

The Town of Christiansburg intends to re-submit 4 applications for funding under the VDOT Revenue Sharing Funding Program (50/50) for the upcoming 2-year funding cycle.

The projects below are existing, Tier 1 projects that have previously received VDOT funding. Additional funding is being requested in lieu of the Local Funds identified as needed to complete the project. These projects as Tier 1 projects allows for top priority funding.

1. Stafford Drive Signal at Peppers Ferry Road
2. Roanoke Street Sidewalk In-Fill
3. North Franklin / Wades Lane Intersection Pedestrian Improvements
4. South Franklin / 1<sup>st</sup> Street Intersection Pedestrian Improvements

**POTENTIAL ACTION:**

The Engineering Department requests Council approval of the attached resolutions for the four project funding applications.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Mike Kelley

**ITEM HISTORY:**

On July 1, 2023, Christiansburg Town initiated pre-applications with VDOT for these four ongoing projects. These projects had previously secured funding and are currently in the design phase. The additional funding requested aims to address any existing shortfalls in the project budgets.

**Information Provided:**

Stafford Drive Signal at Peppers Ferry Road

<https://christiansburg.box.com/s/ka4hhi57teklkenupjzem21ajju1e87l>

Roanoke Street Sidewalk In-Fill

<https://christiansburg.box.com/s/a9ei7w7yhkr10z5q6dd3572angg78v0h>

S Franklin St / 1<sup>st</sup> St Pedestrian Accommodations

<https://christiansburg.box.com/s/0dpfloi03alz7iypj1l9qkf02lzq6u3g>

N Franklin St / Wades Ln Pedestrian Accommodations

<https://christiansburg.box.com/s/2ezqcsai80wkhglnqyz336rsucqigko9>



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

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
September 12, 2023

**ITEM TITLE:**  
Resolutions in Support of FY25 and FY26 VDOT Transportation Alternatives Program Funding Applications.

**DESCRIPTION:**  
The Town of Christiansburg intends to re-submit applications for funding under the VDOT Transportation Alternatives Funding Program for the following projects:

North Franklin / Wades Lane Intersection Pedestrian Improvements  
South Franklin / 1<sup>st</sup> Street Intersection Pedestrian Improvements

**POTENTIAL ACTION:**  
The Engineering Department requests Council approval of the attached resolutions for the two project funding applications.

**DEPARTMENT:**  
Engineering

**PRESENTER:**  
Mike Kelley

**ITEM HISTORY:**  
On July 1, 2023, Christiansburg Town initiated pre-applications with VDOT for these two ongoing projects. These projects had previously secured funding and are currently in the design phase. The additional funding requested aims to address any existing shortfalls in the project budgets.

**Information Provided:**  
S Franklin St / 1<sup>st</sup> St Pedestrian Accommodations  
<https://christiansburg.box.com/s/0dpfloy03alz7iypj1l9qkf02lq6u3g>  
  
N Franklin St / Wades Ln Pedestrian Accommodations  
<https://christiansburg.box.com/s/2ezqcsai80wkhglnyz336rsucqigko9>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

September 12, 2023

**ITEM TITLE:**

Contract with Rinker Design Associates, P.C. (RDA) for Professional Services for the Town's North Franklin Street / Depot Street Intersection project in the amount of \$671,391.

**DESCRIPTION:**

Award of a contract in the amount of \$671,391 to Rinker Design Associates, P.C. (RDA), for Professional Services for the Town's North Franklin Street / Depot Street Intersection project.

**POTENTIAL ACTION:**

Approve the proposal with RDA and authorize the Town Manager to execute the Contract for the referenced Work, subject to VDOT's approval.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Michael Kelley

**ITEM HISTORY:**

This Contract will provide professional design services for the Town's North Franklin Street / Depot Street Intersection project. Funding for this project is being provided through VDOT's Smart Scale program and is eligible for 100% reimbursement.

The primary goal of this project is to enhance safety at the intersections of Depot Street with North Franklin Street and College Street. This will be achieved by introducing pedestrian facilities and reconfiguring the turn lanes at both of these intersections. Specifically, North Franklin Street will be transformed from its current configuration of two through lanes in both directions into a single through lane in each direction, with the addition of a central turn lane. Additionally, College Street will be modified to allow right turns in and right turns out only. Furthermore, as part of the project, a portion of Pepper Street in proximity to the existing intersection will be closed.

**Information Provided:**

Draft Contract

<https://christiansburg.box.com/s/0oqdjbdio8wogc0v0g3mdj9ik2q1ad3x>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

September 12, 2023

**ITEM TITLE:**

Contract with Rinker Design Associates, P.C. (RDA) for Professional Services for the Town's Roanoke Street / Depot Street Pedestrian Accommodations and Roanoke Street Crossing and Sidewalk projects in the amount of \$391,407.

**DESCRIPTION:**

Award of a Contract totaling \$391,407 to Rinker Design Associates, P.C. (RDA), for Professional Services for the Town's Roanoke Street / Depot Street Pedestrian Accommodations and Roanoke Street Crossing and Sidewalk projects.

**POTENTIAL ACTION:**

Approve the contract with RDA and authorize the Town Manager to execute the Contract for the referenced Work, in concurrence with VDOT's approval.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Michael Kelley

**ITEM HISTORY:**

This Contract will provide professional design services for the Town's Roanoke Street / Depot Street Pedestrian Accommodations project and the Roanoke Street Crossing and Sidewalk project. These initiatives are being funded through VDOT's Transportation Alternatives Program and are eligible for an 80% reimbursement.

The Roanoke Street / Depot Street Pedestrian Accommodations project entails the installation of pedestrian-activated crosswalk signals to facilitate safe pedestrian crossings on Depot Street. This serves as a vital connection between residential areas and various shops. Furthermore, the project involves extending the sidewalk from the easternmost accessible curb ramp to seamlessly integrate with the existing sidewalk on the adjacent property to the east.

Concurrently, the Roanoke Street Crossing and Sidewalk project will also feature pedestrian-activated crosswalk signals to enhance safety when crossing Roanoke Street. This is particularly significant as it connects residential areas with shops and other residential zones. Moreover, a new sidewalk will be constructed along the south side of Roanoke Street, establishing a link to the existing sidewalk at Barkwood Street to the east.

**Information Provided:**

Draft Contract

<https://christiansburg.box.com/s/ys9nwz48t4m1zf1im3azh5qfgwnntc2g>



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

**AGENDA LOCATION:**

Consent Agenda

**MEETING DATE:**

September 12, 2023

**ITEM TITLE:**

Award Contract to Aaron J. Conner General Contractor, Inc. in the amount of \$298,700.00 for Construction of the Wastewater Treatment Facility Waterline Extension.

**DESCRIPTION:**

Contract award in the amount of \$298,700.00 to Aaron J. Conner General Contractor, Inc. for construction of the Wastewater Treatment Facility Waterline Extension. The Project consists of installation of approximately 1,350 linear feet of 8-inch water main and miscellaneous appurtenances near the Town of Christiansburg Wastewater Treatment Facility. Two wells on the town property will be abandoned as part of this project.

**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 July 9, 2023, for the Wastewater Treatment Facility Waterline Extension. Bids were received from six contractors. Aaron J. Conner General Contractor, Inc. was the lowest bidder. Staff reviewed their bid and recommends entering into contract with Aaron J. Conner General Contractor, Inc. to perform the waterline extension.

**INFORMATION PROVIDED:**

Notice of Award

<https://christiansburg.box.com/s/b06dc9lnj9vttr4g1lkl2u7rr4yq5m9u>

Detailed Bid Tabulation

<https://christiansburg.box.com/s/jk8wmyf73sn3tic46i4pmzhhm87leomx>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

September 12, 2023

**ITEM TITLE:**

Request for street closures for Wednesday, October 4, 2023 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 - 9:00 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. for the Christiansburg High School Homecoming Parade to be held from 7:00 to 8:00 p.m.

**DESCRIPTION:**

This is for the annual Christiansburg High School Homecoming Parade on Wednesday, October 4, 2023. The roads will have a temporary shutdown for set up between 3:00 and 3:30 p.m. and then the shutdown for the parade itself will happen between 5:00 and 9:00 p.m.

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**POTENTIAL ACTION:**

Approve Street Closures

**Information Provided:**

Special Events Permit Application

<https://christiansburg.box.com/s/7catlb3muc4o05z3tsttwwigsxkbidrq>

Street Closure Map

<https://christiansburg.box.com/s/762zdssy850sy9dxiz789a9rmfdmwpf3>





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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

September 12, 2023

**ITEM TITLE:**

Request for street closure on Saturday, September 30, 2023 from 1:00 to 9:00 p.m. for W. Main Street from Franklin Street to Dunkley Street, N.W. for the Gearheads for a Cause Car Show event to be held from 4:00 to 8:00 p.m.

**DESCRIPTION:**

The proposed event is a car show proposed to raise money for the Montgomery Christmas Store. It was noted in the application that it will also feature entertainment for kids (face painting, balloon artist, etc.) and craft vendors. The event will run from 4:00 p.m. to 8:00 p.m.

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**POTENTIAL ACTION:**

Approve Street Closures

**Information Provided:**

Special Events Permit Application

<https://christiansburg.box.com/s/c4of4ydoqgof9w4q6yt3qe94dtexcb4m>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

September 12, 2023

**ITEM TITLE:**

Conditional Use Permit request by NRV Marketplace LLC, property owner, and Balzer and Associates, applicant, to allow a revision of the Comprehensive Sign Plan, approved September 24, 2019, and associated with addresses 2505 – 2785 Market Street, NE. The current CUP request is to allow building signage larger than 200 sq. ft. for a new tenant in Marketplace. The current CUP request is associated with properties located at 2505 – 2580 and 2700 - 2785 Market Street, NE (Tax Parcels, 406 – ((7)) – E and K and 436 - ((5)) – 1, F, I, and M; Parcel IDs 027970, 250259, 250260, 250261, 250262, 250263) 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 approval of a CUP to permit signage larger than 200 square feet for a new tenant, Academy Sports & Outdoors, within the Marketplace Planned Commercial Development (PCD). The proposed signage equals an area of 322.6 square feet, which includes their name centered on the front of the building and four additional smaller signs listing product lines. Currently, the Marketplace PCD has a Comprehensive Signage Plan that was approved in 2019.

On July 31, 2023, Planning Commission voted 6 to 0 to recommended to approval of the request.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Final Action

**Information Provided:**

Application

<https://christiansburg.box.com/s/bqrg82wcwvx0gp867qoq6y6up5z2lkk6>

Citizen Comment

<https://christiansburg.box.com/s/7w8jz5v5974xa3sbhx9sk0upfpl4e1om>

Planning Commission Resolution (draft)

<https://christiansburg.box.com/s/dj35ysq7oiihgi88cdd96bocb3l6f7h4>

Planning Commission Minutes dated 7-31-23 (draft)

<https://christiansburg.box.com/s/3ju4da8is2ldb4lnzfdj3obb4ezzy5wj>

Staff Report with maps

<https://christiansburg.box.com/s/askz6l6adcp1nq1aiynglt7nk0rdypv2>



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

**AGENDA LOCATION:**

Discussion and Action

**MEETING DATE:**

September 12, 2023

**ITEM TITLE:**

2023 Façade Grant Program

**DESCRIPTION:**

The discussion of the direction of the 2023 Façade Grant Program is being brought to the full Council following the Central Business Committee meeting held on Tuesday, August 29, 2023.

**POTENTIAL ACTION:**

Direction for 2023 Façade Grant program

**DEPARTMENT:**

Administration

**PRESENTER(S):**

Andrew Warren