

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
SEPTEMBER 12, 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 SEPTEMBER 12, 2023, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Samuel M. Bishop; Johana Hicks; Tanya Hockett (via phone); 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 Public Works Jim Lancianese; Assistant Director of Public Works, Streets Travis Moles; Captain Derek Altizer; Director of Engineering Mike Kelley

REGULAR MEETING

I. CALL TO ORDER

Councilman Wilson made a motion to allow Councilwoman Hockett to join the meeting via phone due to working in Washington D.C., seconded by Councilman Jenkins. Council voted as follows: Bishop – Aye; Hicks – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

A. Moment of Reflection

B. Pledge of Allegiance

The Pledge of Allegiance was led by Councilman Bishop.

II. ADJUSTMENT OF THE AGENDA

No adjustment to the agenda

III. PUBLIC HEARINGS

No 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

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

#### 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.

Steven Smith, 250 Chinguapin Trail, Apt. C, addressed Council and described the Gearheads for a Cause Car Show as a car, truck, and bike showing event that sponsors local nonprofit organizations. The event raises both funds and community awareness for local nonprofits. Mr. Smith explained that raffle tickets are sold for door prizes donated by local businesses, and that this event would benefit the Christmas Store. Mayor Barber stated that the approval should be contingent upon providing their proof of insurance. Councilwoman Hicks asked if Public Works was providing trash carts and blocker trucks and Public Works Director Jim Lancianese replied that they were providing blocker trucks, but not carts.

#### VI. CITIZEN COMMENTS

Christine Waltz, 1370 Rigby Street, spoke to Council concerning the Central Business Committee meeting that was held on August 29<sup>th</sup>. Mrs. Waltz expressed concern for members of the

committee having a strong difference of opinion. She expressed that the committee had not met consistently and noted she believed that items had not been attended to in a timely manner.

Mayor Barber pointed out that when Mrs. Hicks was appointed to the Central Business Committee earlier in the year, she expressed concern about attending all meetings due to the day/time they were scheduled. Councilwoman Hicks disagreed with Mayor Barber and noted that she had requested meetings several times this year.

Kevin Collins, 4719 Biltmore Drive, Roanoke, spoke concerning the Gearheads for a Cause event. Mr. Collins noted that \$5,000 in donations had already been collected to donate to the Christmas Store.

## 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

Councilman Bishop explained that this location was private property and the owner had agreed to grant the easement to the Town.

Councilman Bishop made a motion to approve the Street Committee's recommendation for a deed of dedication of a new 15-foot public utility easement dedication to the Town of Christiansburg, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye

2. Plat showing the Dedication of Public Right-of-way along a portion of Farmview Road, N.E.

Councilman Bishop explained that the property at the end of Farmview Road was planned to be a 209-unit apartment complex. Mr. Bishop added that the right-of-way was being dedicated for widening Farmview Road and for utilities.

Councilman Bishop made a motion to approve the Street Committee's recommendation for a Plat showing the Dedication of Public right-of-way along a portion of Farmview Road, N.E., seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye

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.

Councilman Bishop explained the lot line adjustment would remove three property lines to make one large parcel. He further explained that on Chrisman Street a right-of-way would be approved for thru traffic, and stated in addition to Chrisman Street there would be a dedication of right-of-way on the corner of First Street and Angle Drive.

Assistant Town Manager Warren added that a private ingress egress easement was approved for First Street in order for private property owners to access the back lot.

Councilman Bishop made a motion to approve the Street Committee's recommendation for a 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., seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye

#### 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.

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

- 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.

Councilman Wilson made a motion to approve the request for a street closure for the Gearheads for a Cause Car Show event with the condition that the insurance information be turned into the Town by September 15th, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye

- 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.

Councilman Wilson made a motion to approve the conditional use permit request to allow a revision of the Comprehensive Sign Plan associated with addresses 2505 – 2785 Market Street, N.E., seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye

D. 2023 Façade Grant Program

Mayor Barber referenced a handout that was provided to Council showing proposed revisions made to the Façade Grant program as of August 16th and August 29th. Mayor Barber noted the proposal showed that buildings must be 70 years old (previously 50 years old) to be applicable for the grant program. Mr. Barber explained that this would leave approximately 125 buildings eligible to apply for the program. He added that this would be distributed throughout the town, whereas previously it was directed to downtown and Cambria businesses only. Mr. Barber further noted that the proposed match amounts allow selection of different award amounts in different categories. Mayor Barber added that under the proposed change, landscaping would not be included in the façade grant this year and murals would not be permitted.

Councilman Wilson questioned the changes to the grant program. Councilwoman Hicks explained that the program would now include the whole Town instead of focusing just on downtown Christiansburg. Mrs. Hicks further added that several business owners had expressed concern that although they could apply for the façade grant, they had issue with the amount awarded. Councilman Wilson was concerned that with the proposed change the Town would be significantly limiting the number of eligible buildings.

Councilman Jenkins stated that keeping the 50-year-old building criteria meant the Town would have more businesses apply for the grant. Councilman Wilson expressed that if the Town was going to grant money to a business, then the target should be the majority of businesses.

Councilman Wilson expressed that he would like the buildings to remain at 50 years old for applicants and added that landscaping should be allowed under the grant. It was noted that recommended program standards were similar to the items found in the middle column of the handout.

Councilman Wilson made a motion to approve the August 16, 2023 proposed Façade Grant Program changes, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye

IX. STAFF REPORTS

A. Town Manager

Town Manager Wingfield reported that an Urban Affairs and Planning Class at Virginia Tech had requested to set up a parklet in a couple parking spaces downtown on W. Main Street on Friday, the September 15<sup>th</sup> from 9:00 a.m. to 3:00 p.m. and that he was going to approve the request. He added that the Town would provide barricades for the set-up as a safety measure.

Mr. Wingfield stated that he was planning on scheduling a public hearing for amendment of Chapter 26, Public Safety to add provisions for cost reimbursement for fire services on September 26, 2023.

B. Town Attorney – no report

C. Other Staff – no report

X. COUNCIL REPORTS

Mayor Barber reported that the new Christiansburg Huckleberry Park had a ribbon cutting/grand opening on Friday, September 8<sup>th</sup>. He thanked the Parks and Recreation Department as well as the Public Relations Department for all their hard work. Mayor Barber added that it was nice to see present and former Council members at the opening and noted that approximately 150 people had attended.

Councilwoman Hicks reported that a Zoom workshop would be provided by the Agency on Aging. Mrs. Hicks explained that the class was free to anyone that would like to attend but registration was required. Mrs. Hicks expressed appreciation to the Parks and Recreation Department for their hard work at the Christiansburg Huckleberry Park.

Councilwoman Hockett thanked everyone that had been involved with the new park.

Councilman Wilson noted that the park was very busy when he visited on Sunday. Mr. Wilson added that a game was in progress on the soccer field, the splash pad was in full use, and the dog park was full.

Councilman Jenkins expressed excitement for the new park and noted that it was a great recreational asset to the community. Mr. Jenkins expressed gratitude for the hard work by Town staff and all involved.

Councilman Showalter echoed other Council Members' feelings for the Christiansburg Huckleberry Park and asked if a QR code could be created for local businesses to promote them.

Mayor Barber recognized Town Council candidates Wendy Glass and Steve Huppert.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 7:41 p.m.

  
Tracy Heirline, Clerk of Council

  
D. Michael Barber, Mayor