



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
MARCH 12, 2024 – 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, March 12, 2024, 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. Issuance of Virginia Resource Authority (VRA) bond for improvement projects at the Wastewater Treatment Plant
- B. Rezoning request by Radford Development of Virginia, LLC, property owner, and Hy-Tek Collision, LLC, applicant, to rezone approximately 2.265 acres of property located on the east side of the intersection of Badger Street, N.W. and Elk Drive, N.W. (Tax Parcel 525 – ((A)) – 44A; Parcel ID 026060) from B-3 General Business District to I-1 Limited Industrial. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- C. Conditional Use Permit request by Radford Development of Virginia, LLC, property owner, and Hy-Tek Collision, LLC, applicant, to allow for automobile and truck or recreation vehicle assembling, painting, upholstering, repairing, rebuilding or reconditioning, body or fender work, including a commercial garage, towing service, or automobile body shop on approximately 2.265-acres of property located on the east side of the intersection of Badger Street, N.W. and Elk Drive, N.W. (Tax Parcel 525 – ((A)) – 44A; Parcel ID 026060) in I-1 Limited Industrial. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

### IV. CONSENT AGENDA

- A. Approval of Minutes of February 27, 2024 and March 4, 2024
- B. Schedule a public hearing on April 23, 2024 for a Conditional Use Permit request by Howard M. Thornton, Jr. and Gayle W. Thornton, property owners, and PCKK Partners, LLC, applicant, to allow a contractors equipment storage yard on property located at 520 and 540 Depot Street, N.E. (Tax Parcel 497 – ((A)) – 40; Parcel ID 007903) in B-3 General Business. The property is designated as Downtown/Mixed Use on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- C. Schedule a public hearing on April 23, 2024 for a rezoning request by Johnny C. Martin, Jr. and Amelia F. Martin, property owners and applicants, to rezone property located at 3345 Roanoke Street and a portion of property located at 3301 Roanoke Street (all of Tax Parcel 502 – ((9)) – 6; Parcel ID 007453 and a portion of Tax Parcel 502 – ((9)) – 5C; Parcel ID 090517) from A Agricultural to B-3 General Business. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- D. Schedule a public hearing on April 23, 2024 for a Conditional Use Permit request by Johnny C. Martin, Jr. and Amelia F. Martin, property owners and applicants, to allow for an amendment of an existing Conditional Use Permit (CUP) to allow for the expansion of a contractors equipment storage yard on property located at 3345 Roanoke Street and a portion of property located at 3301 Roanoke Street (Tax Parcel 502 – ((9)) – 6; Parcel ID 007453 and a portion of Tax Parcel 502 – ((9)) – 5C; Parcel ID 090517) from A Agricultural to B-3 General Business.

**V. INTRODUCTIONS AND PRESENTATIONS**

- A. Virginia Tech - Montgomery Executive Airport Director Keith Holt to present on airport operations
- B. New River Valley Aquatics, Inc. (H20kies) Head Coach/Director Scott Baldwin to present lease proposal for a portion of Town property at the Christiansburg Aquatic Center, 595 N. Franklin Street (Tax Parcel 497 – ((A)) – 279; Parcel ID 010896) for tenant use

**VI. CITIZEN COMMENTS**

**VII. COMMITTEE REPORTS**

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

- A. Conditional Use Permit request by Roger Woody, registered agent, RWW 36 LLC, property owner, and Denise E. LaCour, Managing Director, Denstock LLC, applicant, to amend a previously approved planned housing development ("The Verge Apartments") from 209 multi-family residential dwelling units to 206 multi-family residential dwelling units and to change the proposed layout on approximately 18.82 acres located at the terminus of Farmview Road, N.E. (all of Tax Parcels 436 – ((A)) – 37, 39, 40, and 41; Parcel IDs 032861, 021679, 021680, and 017576 and a portion of Tax Parcels 436 – ((A)) – 35, 36, and 38, Parcel ID 033701, 021677, and 021678) 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 February 27, 2024.
- B. Right-of-Way vacation request by Denstock LLC for the vacation of an unimproved 0.047-acre portion of the eastern most end of Farmview Road, N.E. The Public Hearing was held on February 27, 2024.
- C. Code Amendment request by Joe Simmons, applicant, and Jack Martin, registered agent, to amend the Christiansburg Town Code, Chapter 42, Section 42-9 – Lighting and minimum off-street parking (a) Specific requirements by use. The request is to include additional language to the "Retail store or personal service establishment and banks" minimum off-street parking spaces requirement to exclude non-public areas such as stock rooms and storage areas from the overall minimum parking calculation for a building. The Public Hearing was held on February 27, 2024.
- D. Conditional Use Permit request by Rockstep Christiansburg LLC, property owner, to allow a carnival from April 28, 2024 through May 12, 2024 on the property located at 782 New River Road, N.W. (Tax Parcel 435 – ((A)) – 41, Parcel ID 007741) zoned B-3 General Business. The proposed time period includes the set-up and operation of the carnival. 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 February 27, 2024.

- E. Street closure request by NRV Cares for Hickok Street (from W. Main Street to Commerce Street, N.W.) from 1:30 p.m. to 7:30 p.m. on April 11, 2024 for the Spring Family Fun Festival
- F. Hickok Street Drainage Improvements
- G. Standing Town Council Work Sessions date discussion (Hockett and Jenkins)
- H. Blacksburg – Christiansburg – Montgomery Tourism office (Hicks and Wilson)
- I. Use of MLS for sale of an approximately 5-acre property located at the southeastern intersection of Peppers Ferry Road, N.W. and Booker T. Washington Parkway (Hicks and Bowman)
- J. Discussion of New River Valley Aquatics, Inc. (H20kies) requested lease proposal for a portion of Town property at the Christiansburg Aquatic Center, 595 N. Franklin Street (Tax Parcel 497 – ((A)) – 279; Parcel ID 010896) for tenant use

**IX. STAFF REPORTS**

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

**X. COUNCIL REPORTS**

**XI. OTHER BUSINESS**

**XII. ADJOURNMENT**

**Upcoming meetings of Council:**

March 26, 2024, 7:00 p.m. – Regular Meeting

April 9, 2024, 7:00 p.m. – Regular Meeting



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

**AGENDA LOCATION:**

Consent Agenda

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Issuance of Virginia Resource Authority (VRA) bond for improvement projects at the Wastewater Treatment Plant

**DESCRIPTION:**

In the 2024 budget, there are capital projects listed for major improvements at the Wastewater Treatment as previously presented by the Engineering Department. We have been granted a very low interest loan of 0.5% to do these improvements because of issues with DEQ and discharges into the New River. As an added benefit, \$450,650 of this loan has been designated as a "Principal Forgiveness Loan."

Projects to be funded with this debt include the construction of a new building to house two centrifuges and a rotary drum thickener for efficient biosolids dewatering, crucial upgrades to the main electrical building, replacement of two influent Archimedes screw pumps, and replacement of both aerated grit and bar screen equipment. The loan amount may not exceed \$15.5 million.

**POTENTIAL ACTION:**

Hold Public Hearing on March 12, 2024, for the issuance of debt for the Wastewater Treatment Projects as previously presented.

**DEPARTMENT:**

Finance/Treasurer and Engineering

**PRESENTER:**

Valerie Tweedie/Mike Kelley

**INFORMATION PROVIDED:**

Notice for public hearing

<https://christiansburg.box.com/s/qxarjfmt7r7zrh2mr6rvqi63ygd84d2b>



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

**AGENDA LOCATION:**

Public Hearing

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Rezoning request by Radford Development of Virginia, LLC, property owner, and Hy-Tek Collision, LLC, applicant, to rezone approximately 2.265 acres of property located on the east side of the intersection of Badger Street, N.W. and Elk Drive, N.W. (Tax Parcel 525 – ((A)) – 44A; Parcel ID 026060) from B-3 General Business District to I-1 Limited Industrial. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

**DESCRIPTION:**

The purpose of the request is to rezone the parcel from B-3 to I-1 for a subsequent Conditional Use Permit to allow an auto body shop, detailing shop, and towing service.

On February 20, 2024, Planning Commission voted 5 to 0 to recommend approval of the request with the attached proffer statement.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Planning Department

**INFORMATION PROVIDED:**

Application

<https://christiansburg.box.com/s/12bxlw17q4cd2canxh3rp4eahyde17b>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/yhldoau8o21kr1dgg3xg6jekput1u4ae>

Planning Commission Minutes

<https://christiansburg.box.com/s/omgzzv3cnsuuifp8d7e1ohv5w9sk1vcu>

Staff Report with maps

<https://christiansburg.box.com/s/sufbgvc382d3zb15zknypvd1zle4pmw0>



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

**AGENDA LOCATION:**

Public Hearing

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Pending the companion rezoning petition, this is a Conditional Use Permit request by Radford Development of Virginia, LLC, Property Owner, and Hy-Tek Collision, LLC, Applicant, to allow for automobile and truck or recreation vehicle assembling, painting, upholstering, repairing, rebuilding or reconditioning, body or fender work, including a commercial garage, towing service, or automobile body shop in the I-1 Limited Industrial zoning district on property located on the East side of the intersection of Badger Street NW and Elk Drive NW, identified as Tax Parcel 525-((A))-44A; (Parcel ID 026060), and consisting of approximately of 2.265 acres. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

**DESCRIPTION:**

The applicant is seeking approval for a Conditional Use Permit (CUP) to allow an auto body shop, detailing shop, and towing service. The applicant is looking to move his business to a larger location by purchasing the proposed property and construct a 14,000 square foot building, intending to achieve zoning compliance with the new property and CUP.

On February 20, 2024, Planning Commission voted 5 to 0 to recommend approval of the request with the following conditions:

- 1) Applicant shall install an 8' black chain link fence with charcoal gray privacy slats along the fenced perimeter of the site as shown on the Concept Plan.
- 2) Applicant will install a row of evergreen screening trees spaced at 12' on center along the northern property line as shown on the Concept Plan.
- 3) Hours of operation shall be from 7am to 7pm Monday through Saturday.
- 4) Storage of vehicles awaiting repair shall not exceed 20 days.
- 5) A maximum of 20 inoperable vehicles will be stored on site within the fenced in storage area awaiting repair.
- 6) The project shall be constructed in general conformance to the Concept Plan dated January 31, 2024.
- 7) The permit shall be valid for an auto body shop, detailing shop, and towing service.
- 8) The property is to be maintained in a clean, sanitary, and sightly manner.
- 9) All parts, including faulty parts, tires, etc. are to be kept inside the garage or the enclosed recycling bins until disposal.
- 10) All waste petroleum products and/or chemicals are to be disposed of properly and are not to accumulate upon the premises. Provisions are to be made for the capture of leaking petroleum products and/or chemicals.
- 11) There will be no storage of vehicles upon the premises except for vehicles left for repair. All vehicles left for repair are to be kept on-premises and not within any public right-of-way or adjacent property. All vehicles on the property are to have a State inspection decal that is either valid or dated within 90 days of its expiration.
- 12) Mechanical work is to be done inside the building and not outside.

- 13) There are to be no loud offensive noises so as to constitute a nuisance to the residential properties in the vicinity.
- 14) There are to be no discernible noises to residential properties in the nearby vicinity between 7pm and 7am.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Planning Department

**INFORMATION PROVIDED:**

Application

<https://christiansburg.box.com/s/lumyzv98xhkyhj3lxgxpimf98bipxyun>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/l3f9ighoz4g2gfptgvbdujyhp58jxov>

Planning Commission Minutes

<https://christiansburg.box.com/s/omgqv3cnsuuifp8d7e1ohv5w9sk1vcu>

Staff Report with maps

<https://christiansburg.box.com/s/tlh3wtfv5h0rzlfbnacahfrh9znhkrcc>

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
FEBRUARY 27, 2024 – 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 FEBRUARY 27, 2024, AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Clerk of Council/Executive Assistant Tracy Heinline; Police Chief Chris Ramsey; Finance Director Valerie Tweedie; Fire and Rescue Chief Billy Hanks

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

Councilwoman Hicks questioned if a war veteran's banner could be placed across Main Street to bring attention to Vietnam War Veteran's Day. Mayor Barber explained there was currently a small banner at the Town square but may consider a larger one for the future.

III. PUBLIC HEARINGS

- A. Request by Cambria Storage Partners, LLC for an ordinance amending Chapter 34 "Traffic and Motor Vehicles" of the Christiansburg Town Code by adding Sec. 34-27 Operation of Golf Carts on Public Streets regarding provisions for the limited operation of golf carts on Town public streets.

There being no public comments the public hearing closed.

- B. Conditional Use Permit request by Roger Woody, registered agent, RWW 36 LLC, property owner, and Denise E. LaCour, Managing Director, Denstock LLC, applicant, to amend a previously approved Planned Housing Development ("The Verge Apartments")

from 209 multi-family residential dwelling units to 206 multi-family residential dwelling units and to change the proposed layout on approximately 18.82 acres located at the terminus of Farmview Road N.E. (consisting of all of Tax Parcel 436 - ((A)) - 41, Parcel ID 017576; a portion of Tax Parcel 436 - ((A)) - 36, Parcel ID 021677; all of Tax Parcel 436 - ((A)) - 37, Parcel ID 032861; a portion of Tax Parcel 436 - ((A)) - 38, Parcel ID 021678; all of Tax Parcel 436 - ((A)) - 39, Parcel ID 021679; all of Tax Parcel 436 - ((A)) - 40, Parcel ID 021680; and a portion of 436 - ((6)) - 35, Parcel ID 033701) 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.

Steve Semones, Balzer and Associates, addressed Council and explained that the applicant was requesting changes to a prior Conditional Use Permit that was approved in June of 2023. He further explained that the changes were from construction challenges that had risen from further investigation with developing the site. Mr. Semones noted that the changes included a reduction of three units, changes to the parking layout, and separation of the clubhouse building into three separate structures that surround the pool area. He added that the architectural style shown previously remained the same.

John Speak, 227 Wheatland Court, questioned the potential for right turn lanes leading out of the proposed property. Mr. Speak also expressed concern for the public roads being so close to the homes on the property and questioned if a fence could be placed in between.

Mr. Semones explained that a traffic study had been provided and the need for a right turn lane was not warranted. Mayor Barber suggested the Town reach out to VDOT concerning the right turn lane but explained that structures cannot be built on public utilities in that area.

Councilwoman Hicks asked if the Town required builders to provide street cleaners during construction to clean the mud and debris from the streets. Mr. Wingfield explained that the developer has to provide a construction entrance and that Town code prevents developers from dragging mud onto streets and are required to pay for cleanup.

C. Right-of-Way vacation request by Denstock LLC for the vacation of an unimproved 0.047-acre portion of the eastern most end of Farmview Road, N.E.

There being no public comments the public hearing closed.

D. Conditional Use Permit request by Rockstep Christiansburg, LLC, property owner, to allow a carnival from April 28, 2024 to May 12, 2024 on the property located at 782 New River Road N.W. (Tax Parcel 435 – ((A)) – 41, Parcel ID 007741) zoned B-3 General Business. The proposed time period includes the set-up and operation of the carnival. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

There being no public comments the public hearing closed.

- E. Code Amendment request by Joe Simmons, applicant, and Jack Martin—agent for the request--to amend the Christiansburg Town Code, Chapter 42, Section 42-9 – Lighting and minimum off-street parking (a) Specific requirements by use. The request is to include additional language to the “Retail Store or personal service establishment and banks” minimum off-street parking spaces requirement to exclude non-public areas such as stock rooms and storage areas from the overall minimum parking calculation for a building.

Jack Martin, Registered Agent, addressed Council and asked that Christiansburg Town Code, Chapter 42, Section 42-9 be amended to include additional language to the “Retail Store or personal service establishment and banks” minimum off-street parking spaces requirement to exclude non-public areas such as stock rooms and storage areas from the overall minimum parking calculation for a building.

- F. Cancel public hearing for a Solar Power Purchase Franchise Ordinance on February 27, 2024 and reschedule public hearing to March 26, 2024

There being no public comments the public hearing closed.

#### IV. CONSENT AGENDA

- A. Approval of Minutes of February 13, 2024
- B. Monthly Bill List
- C. FY 2024-25 Contract with Blacksburg Transit for \$626,712 for operations of Christiansburg Transit Service and \$30,000 for capital contributions
- D. Resolution recognizing March 21, 2024 as Down Syndrome Day
- E. Resolution recognizing March 29, 2024 as Vietnam War Veterans Day

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

*Motion Approved*

#### V. INTRODUCTIONS AND PRESENTATIONS

No introductions or presentations.

#### VI. CITIZEN COMMENTS

Patrick Melander, 495 Silver Leaf Drive, expressed opposition for both the approved increase in Council's salary and community grants for the two museums under the amended budget. Mr. Melander estimated a 50% increase in Council's salary and expressed frustration that Council had brought it back for discussion and a vote. Mayor Barber clarified that the increase was not 50% and noted further that a Councilmember could suggest an item be placed on the agenda again if they had voted against it previously.

VII. COMMITTEE REPORTS

Mayor Barber reported that the Central Business Committee would meet on February 28<sup>th</sup> at 6:30 p.m. and the Water and Waste Committee meeting would be held February 29<sup>th</sup> at 5:30 p.m.

Councilwoman Hicks added that she would like to see more input from local businesses at the Central Business Committee meetings.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Conditional Use Permit request by Shah Development LLC, Property Owner, and Kevin Conner, applicant, to allow a single-family dwelling, on each of two (2) vacant lots, meeting the R-3 Multi-Family Residential District standards on property described as Snidow Heights Subdivision, Lot 50A and Lot 46A, located on the east and west sides of the existing dwelling addressed as 685 Liberty Street, N.E. (Tax Parcels 528 – ((2)) – 46A and 50A; Parcel IDs 160387 and 160388) zoned General Business District B-3. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on February 13, 2024.

Councilwoman Hockett made a motion to approve the Conditional Use Permit request to allow a single-family dwelling as recommended by the Planning Commission, on each of two (2) vacant lots on property described as Snidow Heights Subdivision, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- B. Conditional Use Permit request by Last Resort, Inc., property owner, and Joseph L. Simmons, applicant, to allow multiple-family dwellings (apartments) meeting the R-3 Multi-Family Residential District standards on approximately 4.841 acres located on the south side of Cambria Street, N.W., west of the Town of Christiansburg Recreation Center at 1600 N Franklin Street, N.W. (Tax Parcels 466 – ((A)) – 8C and 8C2; Parcel IDs 032702 and 210032) zoned B-3 General Business. There is not a proposed number of units for the development. The maximum permitted residential density is 20 dwelling units per acre. 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 February 13, 2024.

Councilwoman Hockett noted that the applicant was not at the public hearing to address the item. Mayor Barber added that there had been a public comment submitted from Timothy Ward stating opposition for the CUP and noted that his property directly adjoins the parcel. Mr. Ward had added that this would affect his personal privacy and security. Councilwoman Hicks expressed that she would like to see more details or drawings from the applicant.

Councilman Bishop made a motion to deny the Conditional Use Permit request to allow multiple-family dwellings (apartments) at the south side of Cambria Street, N.W., west of the Town of Christiansburg Recreation Center at 1600 N. Franklin Street, N.W., seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- C. Memorandum of Agreement between the County of Montgomery, Virginia and Christiansburg Fire Department/Christiansburg Rescue Squad

Mayor Barber noted that the Montgomery County Board of Supervisors had passed the MOA on February 12, 2024.

Councilman Wilson made a motion to approve the Memorandum of Agreement between the County of Montgomery, Virginia, and Christiansburg Fire Department/Christiansburg Rescue Squad, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

## IX. STAFF REPORTS

- A. Town Manager

Town Manager Wingfield inquired if Council would be interested in a work session on Monday, March 4<sup>th</sup> to discuss the FY 2024-2025 budget. Council agreed to a 7:00 p.m. meeting.

Councilman Wilson expressed that he would like to see the tourism office and Main Street project as budget discussion items for Monday's work session. Councilwoman Hicks asked Finance Director Valerie Tweedie to have an update regarding the bond for the Wastewater Treatment Plant. Mrs. Tweedie explained that Engineering Director Mike Kelley would have that information and explained there would be a public hearing on March 12, 2024.

- B. Town Attorney – no report.
- C. Other Staff – no report.

X. OTHER BUSINESS

A. Closed Meeting:

1. Councilwoman Hockett made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(3), for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The Closed Meeting is being held for discussion of potential purchase of property located in downtown Christiansburg. The motion was seconded by Councilman Bishop and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

Councilman Jenkins read a disclosure statement he had previously signed pertaining to his employment with the Montgomery Museum of Art and History located at 4 East Main Street and abstaining from discussions and votes pertaining to this item.

2. Reconvene in Open Meeting
3. Councilwoman Hockett made a motion to certify that the Town Council of the Town of Christiansburg meeting in Closed Meeting, to the best of each member's knowledge, discussed only the matters lawfully exempt from open meeting requirements by Virginia Law and only such matters as are identified in the Resolution to enter into Closed Meeting. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Abstain; Wilson – Aye.

*Motion Approved*

4. Council action on the matters

Councilwoman Hicks questioned if the Town could buy a piece of property without a public hearing.

Town Attorney Reid Broughton explained the Code of Virginia requires a public hearing of the sale of public property only. Mr. Broughton noted the Town could move forward with an offer for the downtown property subject to a clean title.

5. Councilman Wilson made a motion to move forward with an offer for the downtown property, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Abstain; Wilson – Aye.

*Motion Approved*

XI. COUNCIL REPORTS

Councilwoman Hicks noted concern for the former Sheriff's Office building that was planned to be demolished. Mrs. Hicks expressed concern that there had been no public hearing for the piece of property. She clarified that Town Council was not a part of the demolishing of the building.

Councilwoman Hockett inquired about her previous suggestion of monthly work sessions for Council. Mayor Barber noted that Council would discuss this subject in the upcoming work session. He added that work sessions would be appropriate for Council in order to discuss items further.

Councilwoman Hicks noted she would like to discuss the property located near the Christiansburg Huckleberry Park at the next work session. Mrs. Hicks expressed she would like to see the Town advertise the property through a large out of town commercial real estate agency.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:20 p.m.

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Tracy Heinline, Clerk of Council

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D. Michael Barber, Mayor

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
SPECIAL MEETING MINUTES  
MARCH 4, 2024 – 7:00 P.M.**

A SPECIAL MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON MARCH 4, 2024 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Finance Director Valerie Tweedie; Fire and Rescue Chief Billy Hanks; Aquatic Director Terry Caldwell, Police Chief Chris Ramsey

**WORK SESSION**

I. Call To Order

II. Discussion of Fiscal Year 2024 – 25 Budget

Town Manager Randy Wingfield introduced the agenda and gave a brief description of the topics that would be covered. Mr. Wingfield noted the Town's budget policy requirement of a first draft presentation for the second meeting in March (March 26, 2024).

**Budget Assumptions and Revenue Projections**

Finance Director Valerie Tweedie gave a brief overview of the trends from last year and the impact of inflation to the area. Mrs. Tweedie noted a projected moderate 1% increase in meals tax for FY 2024-25 and explained the lodging tax was projected to remain a flat revenue for 2025. She included that sales tax was projecting a 2% increase for 2025 and personal property tax and real estate taxes would remain relatively flat for next year. Mrs. Tweedie added that Blacksburg Transit operationally has increased approximately 3% and explained the local funding requirement for FY 2024-25.

**Capital**

Mrs. Tweedie explained the Town would be reducing some of the capital projects going into next year since there was a commitment to several very large projects over the next couple years.

Mr. Wingfield spoke regarding the pickleball courts at the new Christiansburg Huckleberry Park and explained the \$300,000 allotted for the courts would not fund the construction and lighting. He explained that staff would plan on proceeding with the design with the current FY 2023-2024 budget allocation keeping in mind there is potential for donation of construction of the courts.

Mrs. Tweedie spoke about the Water and Sewer Fund and the ongoing large capital projects in that area. She explained that those ongoing projects were reducing the available fund balance to a low level.

Mrs. Tweedie touched on the Storm Water Fund and explained the proposed projects currently exceed available funds in the Storm Water Fund. She expressed there was hope in receiving added funding for projects such as the Hickock Street Project. She further added that if grant funding did not come in then the support would come from the Town's General Fund. Mrs. Tweedie noted that the Hickock Street Project funds need to be spent soon or the Town risks losing the Revenue Sharing grant.

#### New position requests

Mr. Wingfield explained there were seven new positions requested for FY 2024-25. He further explained that two of four requested paramedic positions had been evaluated for inclusion in the budget, the two firefighter positions were not recommended, and a Behavioral Health Officer for the Police Department was recommended with partial funding the first year and potential for grant funding for future years. Police Chief Chris Ramsey clarified that the Behavioral Health Officer's first year salary would be completely funded by the state. Council suggested adding one firefighter position to the budget.

#### Cost of Living Adjustment and Merit Allocations

Mrs. Tweedie explained the Town of Christiansburg was proposing a 3% Cost of Living Adjustment (COLA) and a 2% Merit Allocation for FY 2024-25 for full-time employees.

#### Blacksburg Christiansburg Montgomery Tourism Office

Mr. Wingfield explained the Town of Christiansburg's funding was at \$179,445 in FY 2023-24 budget and that the Tourism office was due to receive \$180,000 in five Virginia Tourism ARPA grants. It was requested by Councilwoman Hicks and Councilman Wilson that Town involvement in Tourism be placed on the March 12, 2024 Town Council agenda.

#### Main Street Program

Mr. Wingfield noted that the salary estimate in 2023 was \$67,522 which was based on average salary of Virginia Main Street full-time Executive Directors. He explained the Town has a \$40% benefits multiplier which would be approximately \$95,000. Mr. Wingfield further added that staff was projecting \$110,000 funding for FY 2024-25 budget although currently the Main Street Program was not in the current budget. Councilman Wilson, Councilwoman Hockett, and Councilman Jenkins were in favor of the position. Councilwoman Hicks opposed the position.

#### NRV Main Street Housing Fund

Mr. Wingfield referenced the February 13, 2024 Town Council presentation and noted the \$39,484 that would be required to commit for the next five budget cycles beginning FY 2024-25.

Community Support

Mrs. Tweedie provided Council with a list of community support applicants and what they are requesting. Councilwoman Hicks requested an update from the Virginia Tech Airport and Mr. Wingfield expressed he would contact Director Keith Holt.

Next steps for budget

Mrs. Tweedie noted there would be a presentation of the proposed budget on March 26, 2024 and any requested work sessions by Council would be determined. She added that public hearings concerning utility rate increases and tax increases would be held if desired and the final public hearing would follow on the actual budget. Mrs. Tweedie noted that comments would be considered from the public hearings and adjustments to the budget would be made if deemed appropriate. She concluded that the deadline for final budget approval was June 30, 2024.

III. Adjournment

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:48 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:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Conditional Use Permit request by Roger Woody, registered agent, RWW 36 LLC, property owner, and Denise E. LaCour, Managing Director, Denstock LLC, applicant, to amend a previously approved planned housing development ("The Verge Apartments") from 209 multi-family residential dwelling units to 206 multi-family residential dwelling units and to change the proposed layout on approximately 18.82 acres located at the terminus of Farmview Road, N.E. (all of Tax Parcels 436 – ((A)) – 37, 39, 40, and 41; Parcel IDs 032861, 021679, 021680, and 017576 and a portion of Tax Parcels 436 – ((A)) – 35, 36, and 38, Parcel ID 033701, 021677, and 021678) 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 February 27, 2024.

**DESCRIPTION:**

The applicant is requesting changes to a prior CUP that was approved on June 13, 2023. The proposed changes are the result of unforeseen construction challenges that arose during the development process. Notable changes to the concept plan include a reduction of three units, splitting the original single-form urban building into two separate buildings, modifications to the parking layout, and separating the clubhouse building into three separate structures that surround the pool area.

On February 20, 2024, Planning Commission voted 5 to 0 to recommend approval of the request with the following conditions:

1. The project will be developed in general conformance with the masterplan submitted dated January 19, 2024.
2. The approved Conditional Use Permit shall only be for the specific residential use as described in this application.
3. The indoor recreational amenities located in the three center section clubhouse buildings, currently planned as a clubroom, 24-hour fitness center, pool house, business center, mail center and leasing center, shall be completed prior to the issuance of the certificate of occupancy for the 75th apartment unit.  
*\*Please note: this language was adjusted by the Applicant to reflect the new design as agreed to by the Planning Commission prior to the recommendation.*

**POTENTIAL ACTION:**

Council Action

**DEPARTMENT(S):**

Planning Department

**INFORMATION PROVIDED:**

Application: <https://christiansburg.box.com/s/m0yo3dahzynzo4ybt53exqz09j36ycbd>

Planning Commission Resolution: <https://christiansburg.box.com/s/0itnyqe5c0vaf453jh6tsn9bb1v055z8>

Planning Commission Minutes: <https://christiansburg.box.com/s/9h4u72z85q28c5gu1tp32k6r032of4ep> and <https://christiansburg.box.com/s/81bqs0yfdn9973ie4y0si3ejxzs82m94>

Staff Report with maps: <https://christiansburg.box.com/s/63kfldxycund8rtxzy118fiapnu3kmo5>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Right-of-Way vacation request by Denstock LLC for the vacation of an unimproved 0.047-acre portion of the eastern most end of Farmview Road, N.E. The Public Hearing was held on February 27, 2024

**DESCRIPTION:**

Request to vacate an unimproved 0.047-acre portion of the eastern most end of Farmview Road, N.E. right-of-way. This request is in relation to the proposed Conditional Use Permit for residential use on the adjoining property.

**POTENTIAL ACTION:**

Council Action

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Andrew Warren

**INFORMATION PROVIDED:**

Draft Ordinance

Application (Vacation)

<https://christiansburg.box.com/s/uhdw6ww64wfrf2u6aweyd4jqth913em5>

Aerial

<https://christiansburg.box.com/s/6541zj4odzt6a2hv7headnac9w11zugu>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Code Amendment request by Joe Simmons, applicant, and Jack Martin, registered agent, to amend the Christiansburg Town Code, Chapter 42, Section 42-9 – Lighting and minimum off-street parking (a) Specific requirements by use. The request is to include additional language to the "Retail store or personal service establishment and banks" minimum off-street parking spaces requirement to exclude non-public areas such as stock rooms and storage areas from the overall minimum parking calculation for a building. The Public Hearing was held on February 27, 2024.

**DESCRIPTION:**

The proposed code amendment aims to modify the current parking requirement for *Retail Store or personal service establishment and banks* by permitting businesses to calculate parking needs based solely on areas assessable to the public, such as the retail floor (meaning that square footage for nonpublic areas, such as areas utilized for storage or stocking product, would no longer be factored into the parking calculations).

On February 20, 2024, Planning Commission voted 5 to 0 to recommend approval of the request.

**POTENTIAL ACTION:**

Council Action

**DEPARTMENT(S):**

Planning Department

**INFORMATION PROVIDED:**

Application (Code Amendment)

<https://christiansburg.box.com/s/qr177ad2vvmkr2j8qlrzdlnjrroms6eq>

Ordinance

<https://christiansburg.box.com/s/pnl2htcedqyustz98xzrdi3989scrttr>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Conditional Use Permit request by Rockstep Christiansburg LLC, property owner, to allow a carnival from April 28, 2024 through May 12, 2024 on the property located at 782 New River Road, N.W. (Tax Parcel 435 – ((A)) – 41, Parcel ID 007741) zoned B-3 General Business. The proposed time period includes the set-up and operation of the carnival. 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 February 27, 2024.

**DESCRIPTION:**

The applicant is requesting a Conditional Use Permit (CUP) to allow a Carnival from May 2 – May 12, 2024. Last year the permit was issued for 19 days and this year the applicant is requesting 11 days.

The applicant typically requests the CUP each year and there have been no reported issues in previous years. The applicant states that the location for the carnival will be in the large parking area to the south of the Belk store, near the intersection of Shoppers Way and New River Road. This is the same location and layout as last year's approval.

On February 20, 2024, Planning Commission voted 5 to 0 to recommend approval of the request with the following conditions:

1. A bond in the amount of \$5,000.00 shall be posted prior to final issuance of this CUP to insure adequate cleanup within 48 hours.
2. The carnival shall contact the Montgomery County Health Department for all necessary permits.
3. The carnival shall contact the Town Superintendent of Public Works in regard to water connections for any recreational vehicles, campers, vending areas, etc. A water meter deposit shall be required of the carnival and shall be applied toward usage.
4. The carnival shall provide portable toilets cleaned daily or more frequently as required by Virginia Department of Health standards for its patrons and shall provide holding tanks for septic on all recreational vehicles, campers, vending areas, etc. All holding tank materials shall be properly disposed of.
5. All sanitary and water connections shall be inspected by the Town prior to use and be maintained in a healthy and sanitary manner.
6. The carnival shall provide the Town with a list of all amusement devices including name of ride, manufacturer, and year manufactured.
7. A certificate of inspection for all amusement devices is to be issued by a person certified by the Commonwealth of Virginia to perform inspections of amusement devices prior to opening of the carnival.

8. Efforts shall be made to have all inspection conducted during regular Town office hours (Monday – Friday, 8:00 a.m. – 5:00 p.m.). The carnival shall reimburse the Town of Christiansburg for overtime pay for all inspections made after Town office hours.
9. A permit shall be obtained for each tent and a certificate of fire resistance for each tent shall be provided to the Christiansburg Fire Marshall prior to opening.
10. Proof of financial responsibility in the minimum amount of \$1,000,000.00 per occurrence along with a statement indemnifying the Town of Christiansburg from any liability shall be provided to the Town prior to opening.
11. The carnival operators shall be responsible for disposal of all animal droppings and these shall not be disposed of in dumpsters, sanitary sewers, or storm water systems.
12. The carnival shall not operate beyond 11:00 p.m.
13. The Carnival shall be required to staff the event with at least two uniformed Christiansburg Police officers during weekdays and four officers during weekend peak hours, with additional officers at the discretion of the Town Manager or Police Chief, and the carnival shall be responsible for paying the overtime rate for each officer.
14. All appropriate state and local revenues including sales tax and meals tax shall be collected and submitted and documentation shall be provided to the Town.
15. This permit shall only be valid during May of 2024.

*\*Please note that set-up is scheduled between April 28, 2024 and May 2, 2024.*

**POTENTIAL ACTION:**

Council action

**DEPARTMENT(S):**

Planning Department

**INFORMATION PROVIDED:**

Application

<https://christiansburg.box.com/s/bvk61sp9r3b5hj98upc1bokia605ist>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/tn9sc9689jmj33hj39np1dsk9yiv06fo>

Planning Commission Minutes

<https://christiansburg.box.com/s/9h4u72z85q28c5gu1tp32k6r032of4ep>

<https://christiansburg.box.com/s/81bqs0yfdn9973ie4y0si3ejxzs82m94>

Staff Report with maps

<https://christiansburg.box.com/s/unwadzthqu66ex5lniuhg9bs93gvmy0u>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Street closure request by NRV Cares for Hickok Street (from W. Main Street to Commerce Street, N.W.) from 1:30 p.m. to 7:30 p.m. on April 11, 2024 for the Spring Family Fun Festival

**DESCRIPTION:**

This is a request from NRV Cares to host their 3<sup>rd</sup> Annual Spring Family Fun Festival on Hickok Street from West Main Street to Commerce Street. Commerce Street will remain open. As with any street event, the entrances will be protected as required by staff. It is of note that the existing bollard settings at West Main Street and Commerce Street will likely be utilized also.

**POTENTIAL ACTION:**

Approval

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**INFORMATION PROVIDED:**

Special Events Application

<https://christiansburg.box.com/s/t92ywjbkfltamoc0lqkgo7xdqnq4c7hy>

Aerial Map

<https://christiansburg.box.com/s/9yrffa3qoeu9cgjy19b80tfimywjt0g6>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Hickok Street Drainage Improvements

**DESCRIPTION:**

The Town opened bids for the Hickok Street Drainage Improvements project on February 5, 2024. Three bids were received, and it was determined through the bid tabulation/evaluation process that the apparent low bidder was approximately \$2.4 million over the current budget amount for the project.

This project is partially funded with a VDOT Revenue Sharing grant (approximately \$1.4 million). The Town has requested additional funding for this project from VDOT from the Revenue Sharing grant program to help make up the budget shortfall. As part of the evaluation of the request for additional funding, VDOT requested additional information regarding the nature of the overages in the apparent low bid. The Engineer of Record responded with the attached letter that explains the nature of the apparent low bid. The attachments mentioned in the Engineer's letter were not included as the procurement is still open for the project and the Town did not want to potentially compromise the procurement process. We anticipate a response from VDOT in April or May regarding the Town's request for additional funds.

The budget shortfall was discussed with the Water & Waste Committee on February 26, 2024, and at the Town Council Budget Workshop on March 4, 2024. It is Staff's understanding that there is a desire to move this project forward based on discussion during the meetings. There are sufficient funds in the current year budget to begin the project, but addition funds will be required to complete the project in Fiscal Year 2024-25.

**POTENTIAL ACTION:**

Commitment to begin the project this year with the current budget allocation and to fully fund the remainder of the project in its entirety in Fiscal Year 2024-25 less any grant awards.

**DEPARTMENT:**

Administration

**INFORMATION PROVIDED:**

Bid Evaluation Letter

<https://christiansburg.box.com/s/dfyppudi1122yg0p3wfs5b1c47be858r>



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

**AGENDA LOCATION:**

Discussion/Action

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Standing Town Council Work Sessions date discussion (Hockett and Jenkins)

**DESCRIPTION:**

The item is a proposal to schedule standing Town Council work sessions and to discuss the best dates to set the work sessions moving forward. Requested by Councilwoman Hockett and Councilman Jenkins.

**POTENTIAL ACTION:**

Discussion

**DEPARTMENT:**

Administration



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Blacksburg – Christiansburg – Montgomery Tourism office

**DESCRIPTION:**

The Montgomery – Blacksburg – Christiansburg Regional Tourism Office was formed in June 2011 by agreement of Montgomery County and the Towns of Blacksburg and Christiansburg and funded by contribution of 1% of each localities lodging tax. In 2014, the agreement was revised to create a stand-alone office. The revised agreement allows localities to keep 15% of the 1.0% lodging tax collection for internal use for promotion of tourism (which Christiansburg has done since the revised agreement).

The office is staffed by an Executive Director and support position and is located to 200 Clay Street in Blacksburg. The office is responsible for promotion and marketing of the three localities and is governed by a Board of Directors comprised of the three local government managers. The office has a Tourism Development Council to provide guidance to the Operating Board and office staff. The Tourism Development Council is comprised of a Town Council representative as well as one representative from the hotel industry and one representative from the restaurant industry. The Town of Christiansburg's Fiscal Year 2023-24 Budget includes a contribution of \$179,445 to the Tourism Office, though this is subject to true-up per the agreement.

The agreement requires a 12-month notification to withdraw by any of the three member localities.

**POTENTIAL ACTION:**

Discussion and Direction from Town Council

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**INFORMATION PROVIDED:**



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

**AGENDA LOCATION:**

Discussion/Action

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

Use of MLS for sale of an approximately 5-acre property located at the southeastern intersection of Peppers Ferry Road, N.W. and Booker T. Washington Parkway

**DESCRIPTION:**

The item is a proposed discussion on whether to move forward with contracting with a real estate brokerage firm for the marketing and sale of the approximately 5-acre property created as an outparcel with the development of the Christiansburg Huckleberry Park. Requested by Councilwoman Hicks and Councilwoman Bowman.

**POTENTIAL ACTION:**

Discussion

**DEPARTMENT:**

Administration

**INFORMATION PROVIDED:**

Map

<https://christiansburg.box.com/s/7luta1yzya8608x22wfh28s0y2rlut82>



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

**AGENDA LOCATION:**

Presentations/ Discussion and Action by Mayor and Council

**MEETING DATE:**

March 12, 2024

**ITEM TITLE:**

New River Valley Aquatics, Inc. (H20kies) Head Coach/Director Scott Baldwin to present lease proposal for a portion of Town property at the Christiansburg Aquatic Center, 595 N. Franklin Street (Tax Parcel 497 - ((A)) - 279; Parcel ID 010896) for tenant use

Discussion of New River Valley Aquatics, Inc. (H20kies) requested lease proposal for a portion of Town property at the Christiansburg Aquatic Center, 595 N. Franklin Street (Tax Parcel 497 - ((A)) - 279; Parcel ID 010896) for tenant use

**DESCRIPTION:**

Proposed tenant will construct, operate, and maintain a building in which to conduct its year-round swim team activities as well as extra storage. Tenant's permitted use includes the potential for collaborations with other swim teams that utilize the CAC, supplementing the need for out of water space. Approval by the Aquatic Advisory Board by unanimous vote in support of the ground lease and structure. An agreement would need to be completed to the satisfaction of both parties and a public hearing would be required for any long-term lease arrangement.

**POTENTIAL ACTION:**

Approval to move forward with the Ground Lease agreement.

**DEPARTMENT:**

Administration/Aquatics

**INFORMATION PROVIDED:**

Ground Lease

<https://christiansburg.box.com/s/afvk9h5mop45rmmv8neb1sb0olzum6yz>

Training Facility Schematic Rendering

<https://christiansburg.box.com/s/hkv7ryeljhca0kq9by88kxj69ojzqmh>