



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
JULY 17, 2024 – 6:30 P.M.

(The meeting will be in-person)

WORK SESSION

- I. CALL TO ORDER
- II. ADJUSTMENT OF THE AGENDA
- III. DISCUSSION AND ACTION BY MAYOR AND COUNCIL
 - A. Amendment to Sec. 40-2. Definitions. and Sec. 40-3. Administrator. of Article I. In General of Chapter 40 “Subdivisions” of the Christiansburg Town Code to provide for consistency with the Code of Virginia and additional administrative and planning commission reviews
 - B. Discussion of Façade Grant Program
- IV. ADJOURNMENT

Upcoming meetings of Council:

July 23, 2024, 7:00 p.m. – Regular Meeting

August 13, 2024, 7:00 p.m. – Regular Meeting



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

AGENDA LOCATION:

Town Council Work Session

MEETING DATE:

July 17, 2024

ITEM TITLE:

Amendment to Sec. 40-2. Definitions. and Sec. 40-3. Administrator. of Article I. In General of Chapter 40 “Subdivisions” of the Christiansburg Town Code to provide for consistency with the Code of Virginia and additional administrative and planning commission reviews

DESCRIPTION:

The subdivision ordinance governs subdivisions and reviews the approval process to adjust or vacate lot lines, dedicate access to utility and storm water drainage through easements, dedicating public streets and other rights-of-way, as well as subdividing one parcel into two parcels or more.

The proposed code amendment aims to align the definitions of “plat” and “preliminary plat subdivision” with the Code of Virginia and provide for a more streamlined review process. Please see the attachment for the Planning Commission memo and draft ordinance for greater details.

POTENTIAL ACTION:

Council Discussion

DEPARTMENTS:

Planning/Administration

ITEM HISTORY:

On March 28, 2023, the Street Committee recommended to Council to refer possible changes to the Subdivision Ordinance to the Planning Commission for further study. The Street Committee had reviewed and discussed with staff potential changes to better streamline the subdivision review process. Council unanimously voted to refer the subject to the Planning Commission asking them to provide a recommended ordinance changes back to the Street Committee. Due to staff turnover at the Planning Director position, the Planning Commission was not in a position to review the ordinance until this spring. Planning Commission recommended the draft ordinance for approval at its June 3, 2024 meeting. Town Council discussed the matter at its July 9, 2024 regular meeting and scheduled this as a work session item for July 17, 2024.

ATTACHMENT

Planning Commission Memo and Town Council Draft Ordinance

<https://christiansburg.box.com/s/lhoqao4mbedeqfhayp3wfr1gdkhjnnndg>

June 25, 2024 Town Council presentation

Subdivision Ordinance Proposed Revisions



THE PLACE TO BE.
CHRISTIANSBURG VA



Purpose

- Subdivision Ordinance --
 - Governs the review and approval process to:
 - Adjust or vacate (eliminate) lot line(s)
 - Dedicate access, utility, stormwater drainage easements
 - Dedicate public streets and other rights of way (alleys, trails, etc.)
 - Subdivision of one parcel into two or more parcels



Current Review Process

- Subdivision Agent – appointed by Town Council – considered agent for Town Council
- Subdivision Agent approves:
 - single lot line revision
 - lot line vacations
 - *Agent may also consult with the planning commission*
- Town Council approves:
 - public easement and right-of-way alterations or dedications
 - Any subdivision



Benchmarking

- **Radford** – Staff approves lot line adjustments and vacations and up to two lot subdivision.
All larger subdivisions go to Planning Commission and then Town Council.
- **Salem** – Staff approves subdivisions up to 5 lots.
Planning Commission approves 6 lots or greater and any dedication of rights-of-way.
- **Blacksburg** – Staff approves lot line adjustments and vacations and subdivisions up to 49 lots.
Planning Commission approves 50 lots or greater and any subdivision variance.
- **Montgomery County** – Staff approves lot line adjustments, vacations and subdivisions up to 10 lots.
Planning Commission makes recommendation to Board of Supervisors any subdivision greater or with street dedication.



Potential advantages of current review

- Council sees part of the development process in open meetings
- Public sees part of the administrative review in open meetings
- Does not add a lot of time to review process since there are potentially two meeting dates in a month



Potential disadvantages of current review

- Different than most Council decisions
 - Subdivision decisions are administrative
 - Not a public hearing
- Adds items to Council's workload
- Does not fit into other review processes
- Many plats are small in nature



Proposed Review Process

- Agent approves Lot Line Adjustments and Publicly Dedicated Easements
- Agent approves subdivisions up to 10 lots
- Planning Commission may approve preliminary subdivisions of 11 to 49 lots*
- Planning Commission approves public rights-of-way
- Planning Commission approves subdivision plats with 50 or more lots



Proposed Review Process

- Town Council approves any streets:
 - Less than the standard 50-feet in width
 - Less than the minimum width of 30 feet in pavement
 - Not meeting the current edition of the subdivision street requirements manual for secondary roads of the Virginia Department of Transportation (24 VAC 30-90-10 et seq.)
 - New streets with no on-street parking or on-street parking on one side of the street and all new one-way streets
 - New streets proposed to exceed 12 percent grade



Proposed Review Process

- Town Council approves any streets:
 - All streets shall be hard-surfaced and storm drainage systems and curb and gutter systems shall be installed in accordance with town specifications.
- Requirement to street access to adjoining property, proposed streets shall be extended by dedication to the boundary line of such property.
- Where curb and gutter is provided, the minimum pavement width, curb to curb, is less than 40 feet in business and mixed-use districts.
- Names of existing streets shall not be changed



Proposed Review Process

- Town Council considers any request for vacation of a plat before the sale of the lot
- The Town Council may require subdividers of residential subdivisions to set aside land for parks, playgrounds, schools, libraries, municipal buildings and similar public and semipublic uses, subject to the following regulations



State Code

§ 15.2-2260. Localities may provide for submission of preliminary subdivision plats; how long valid.

A. Nothing in this article shall be deemed to prohibit the local governing body from providing in its ordinance for the mandatory submission of preliminary subdivision plats for tentative approval for plats involving more than 50 lots, provided that any such ordinance provides for the submission of a preliminary subdivision plat for tentative approval at the option of the landowner for plats involving 50 or fewer lots. The local planning commission, or an agent designated by the commission or by the governing body to review preliminary subdivision plats shall complete action on the preliminary subdivision plats within 60 days of submission.



Next Steps

- Reviewed with Street Committee and Town Council and referred to Planning Commission
- Planning Commission held public hearing on June 3, 2024
- Planning Commission recommended changes on June 3, 2024
- Street Committee reviewed recommended changes on June 11, 2024
- Town Council public hearing on June 25, 2024
- Town Council action scheduled on July 11, 2024

Questions?



THE PLACE TO BE.
CHRISTIANSBURG VA



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

AGENDA LOCATION:

Town Council Work Session

MEETING DATE:

July 17, 2024

ITEM TITLE:

Discussion of Façade Grant Program

DESCRIPTION:

In 2019, the Town of Christiansburg created the Façade Grant Program ([Façade Grant Program | Christiansburg, VA - Official Website](#)), which was aimed at helping property or business owners improve their building façades and encourage investment in our historic central business areas. The Façade Grant Program, the first of its kind in the Town of Christiansburg, completed its first round in 2020, and was designed to improve the streetscape and strengthen partnerships with Downtown and Cambria stakeholders as well as encourage revitalization of older commercial buildings. However, now this program is not limited by specific areas and is instead offered to all of Christiansburg.

Mission Statement

The Façade Grant Program aims to help business owners, with the consent of property owners, improve their building façades and encourage investment in our business areas. It is designed to enhance the streetscape, strengthen partnerships with stakeholders and encourage revitalization of older buildings. Furthermore, the intent of the program is to assist for-profit businesses in growing the tax base within the Town.

POTENTIAL ACTION:

Council Discussion

DEPARTMENTS:

Planning/Administration

ITEM HISTORY:

See above and attachments for prior approvals and photos

ATTACHMENT

Façade Grant Application

[Town of Christiansburg](#)

[Façade Grant Awardees](#)

[Façade Grant Before and After Photos](#)

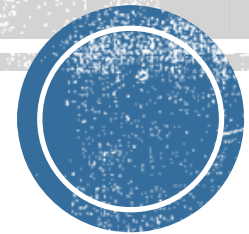
Economic Development -- Economic Development Grants - Other (Account: 10818110-575300)

Round	Year Awarded	Address	Business Owner	Business Name	Cambria or Downtown	Maximum Matching Award	Total Expended	Drawing	Improvements Complete	Expense for Artist Rendering
1st	2019	945 Cambria Street, NE	The Chair Doctor Restorations	The Chair Doctor	Cambria	\$1,000	\$578	Yes	Yes	
1st	2019	597 & 599 Depot Street	Cambria House, LP	Tech Express/5 Design Architectural Group	Cambria	\$4,500	\$4,500	Yes	Yes	
1st	2019	1015 Cambria Street, NE	HK Development, LLC	Coastal Creations by Chris (moved in after renovations)	Cambria	\$4,500	\$4,500	Yes	Yes	
1st	2019	594 Depot Street, NE	Electrical Supply Inc.	Electrical Supply	Cambria	\$4,500	\$4,500	Yes	Yes	
1st	2019	5 Roanoke Street	Iron Tree Brewing Company	Iron Tree Brewing	Downtown	\$4,500	\$4,500	No	Yes	
1st	2019	106 West Main Street	Old Town Barber and Hair Salon Inc.	Old Town Barber	Downtown	\$3,500	\$3,500	Yes	Yes	
2nd	2021	930 Cambria Street, NE	Proven Investments, Inc.	several smaller offices	Cambria	\$4,500	\$0	Yes	No	\$450
2nd	2021	1015 Cambria Street, NE	Grabrowdy Land LLC	Cottage Farms General Store	Cambria	\$3,000	\$1,879	No*	Yes (Montgomery Street side)	
2nd	2021	594 Depot Street, NE	Electrical Supply Inc.	Electrical Supply	Cambria	\$2,000	\$475	No*	Yes (Depot Street side)	
2nd	2021	106 West Main Street	Old Town Barber and Hair Salon Inc.	Old Town Barber	Cambria	\$3,500	\$0	No*	No(roof painting)	
2nd	2021	201-207 West Main Street	Southview Development, LLC	several offices/apartments	Downtown	\$4,500	\$0	No	No (railings on ramp)	
3rd	2022	8 Roanoke Street	William and Audrey Meehan		Downtown	\$4,500	\$4,249	Yes		\$281.25
3rd	2022	41 West Main Street	SRS Properties	SRS Properties	Downtown	\$4,500	\$0	Yes		\$525.00
3rd	2022	127 North Franklin	The Chandlerie, LLC	The Chandlerie	Downtown	\$4,500	\$4,500	Yes		
3rd	2022	560 Depot Street, NE	PCKK Partners, LLC	PCKK Partners	Cambria	\$4,500	\$4,500			
3rd	2022	630 Depot Street, NE	Dorsett Publications, LLC	Dorset Publications	Cambria	\$5,000	\$0	No	No	
4th	2023	630 Depot Street, Ne	Dorsett Publications, LLC	Dorset Publications	Cambria	\$5,000	\$0	No	No	
4th	2023	250 North Franklin Street	Town and Country Veterinary Clinic	Town and Country Veterinary Clinic	Midtown	\$5,000	\$0	No	No	
4th	2023	201-207 West Main Street	Southview Development, LLC	Several offices/retail/apartments	Downtown	\$5,000	\$0	No	No	
Totals						\$78,000	\$37,681			

* Applicant followed recommendations from original drawing

CHRISTIANSBURG FAÇADE PROGRAM

Before and After Images



597/599 Depot Street

BEFORE



AFTER



597/599 Depot Street

BEFORE



AFTER



594 Depot Street (Electrical Supply building)

BEFORE



945 Cambria Street

BEFORE



AFTER



1015 Cambria Street (former Palmer Grocery)

BEFORE



AFTER



106 West Main Street

BEFORE



AFTER



930 Cambria Street NE

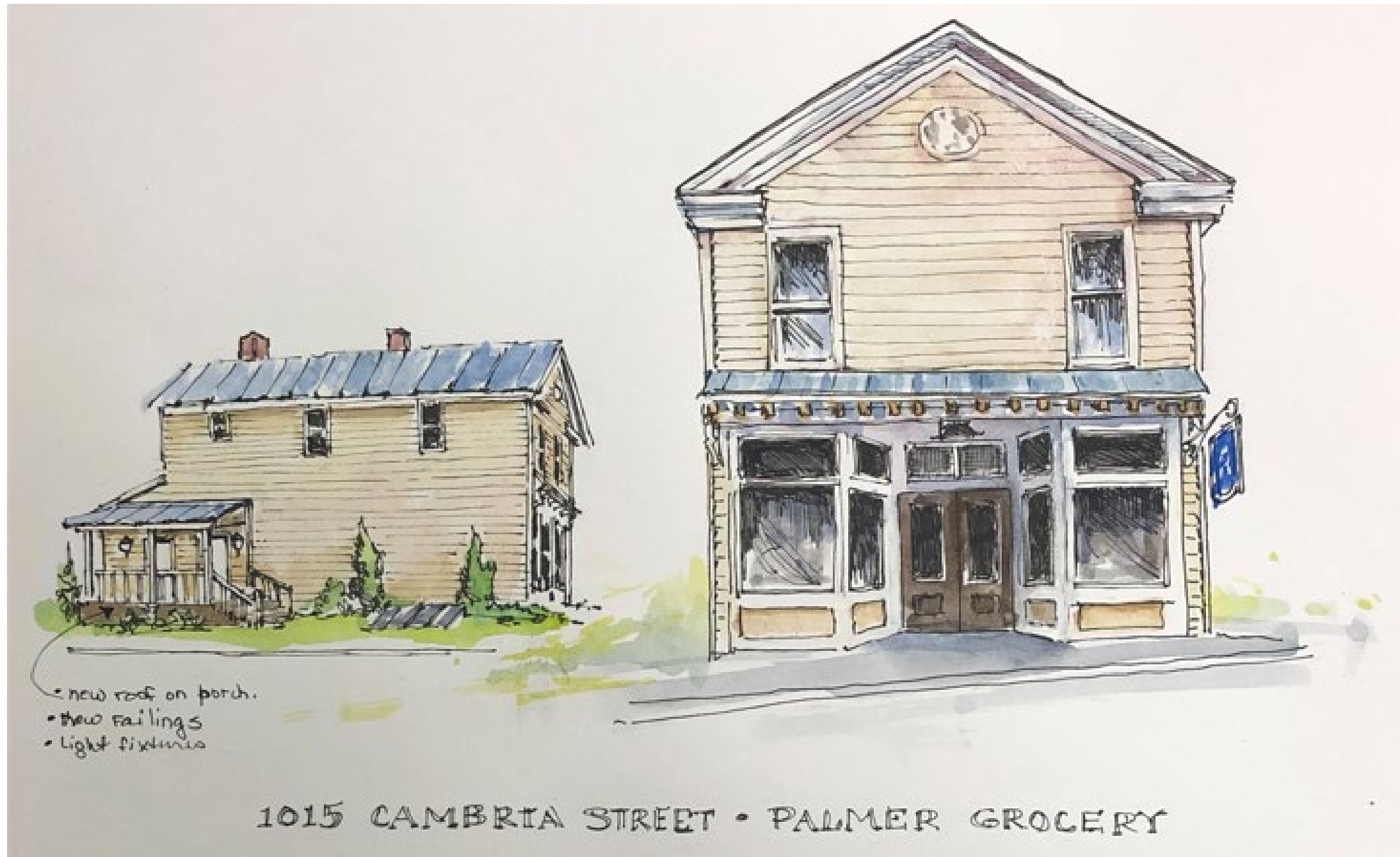




Image: Google Maps

930 Cambria Street NE







1015 Cambria Street NE



1015 Cambria Street NE



1015 Cambria Street NE



1015 Cambria Street NE





106 W. MAIN ST - OLD TOWN BARBER



201 West Main Street



201 West Main Street



594 Depot Street

BEFORE



AFTER



1015 Cambria Street

BEFORE



AFTER



5 Roanoke Street

BEFORE



AFTER



CONCEPTUAL DRAWING

127 North Franklin Street

BEFORE



AFTER

