

**Christiansburg Planning Commission  
Minutes of September 12, 2011**

Present: Barry Akers  
Mark M. Caldwell, III  
Ann H. Carter  
M. H. Dorsett, AICP  
Craig Moore, Chairperson  
Joe Powers  
Jennifer D. Sowers (arrived at 7:26 p.m.)  
Jim Vanhoozier

Absent: Kevin Conner, Vice-Chairperson  
Randy S. Wingfield, Secretary <sup>Non-Voting</sup>

Staff/Visitors: Nichole Hair, staff  
Kali Casper, staff  
Michael Brocher, Lenzkes Clamping Tools, Inc.  
Carol Lindstrom  
high school student

Chairperson Moore called the meeting to order at 7:01 p.m. in the Christiansburg Town Hall at 100 E. Main Street, Christiansburg, Virginia to discuss the following items:

Public Comment.

Chairperson Moore opened the floor for public comment. No public comments were given.

Approval of meetings minutes for August 29, 2011.

Chairperson Moore introduced the discussion. Commissioner Vanhoozier made a motion to approve the minutes from the August 29, 2011 meeting as presented. Commissioner Akers seconded the motion which passed 7-0.

A Conditional Use Permit request by Lenzkes Clamping Tools, Inc. for a commercial garage at 845 Radford Street (tax parcels 525 – ((A)) – 41, 42, and 43) in the I-1 Limited Industrial District. The public hearing was held September 6, 2011.

Chairperson Moore introduced the discussion. Chairperson Moore asked Ms. Hair if staff has received any correspondence regarding this request. Ms. Hair indicated staff has not received any correspondence. Mr. Brocher introduced himself as the representative of the owner, Lenzkes Clamping Tools. Mr. Brocher indicated that Mr. Blackburn was previously operating his garage a few blocks down the street and would like to move into this space.

A Conditional Use Permit request by Lenzkes Clamping Tools, Inc. for a commercial garage at 845 Radford Street (tax parcels 525 – ((A)) – 41, 42, and 43) in the I-1 Limited Industrial District – (continued).

Mr. Brocher noted that it is a family business. Mr. Brocher explained that the company feels the Blackburn business is a good fit since Lenzkes manufactures clamping tools.

Commissioner Dorsett asked if Mr. Brocher has seen the drafted conditions since they have been discussed at the prior Planning Commission meeting. Mr. Brocher noted that he has not seen the conditions. Mr. Brocher is given a copy of the drafted conditions to read. Commissioner Powers indicated that he would like to ask the applicant some questions after Mr. Brocher has read the conditions. Chairperson Moore read aloud the 14 drafted conditions:

1. The property is to be maintained in a clean, sanitary, and sightly manner.
2. This permit is for a commercial garage, not a body shop or towing service or for conducting bodywork.
3. All parts, including faulty parts, tires, etc. are to be kept inside the garage or a fully enclosed building (including a roof) until disposal.
4. 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.
5. There will be no storage of vehicles upon the premises except for vehicles occasionally 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.
6. Mechanical work is to be done inside the building and not outside.
7. There are to be no loud offensive noises so as to constitute a nuisance to the residential properties in the vicinity.
8. There are to be no discernible noises to residential properties in the nearby vicinity between 7:00 p.m. and 7:00 a.m..
9. This permit shall be revocable for violations of Chapter 3 "Advertising" of the Christiansburg Town Code occurring on the property.
10. All towed vehicles and/or vehicles left for repair are to be stored inside the building.
11. This permit is subject to inspections and approval of the facilities by the Fire Marshall and Building Official.
12. This permit is subject to the requirement of a site plan to be reviewed and approved by Town staff.
13. The site shall contain a minimum of twenty (20) percent greenspace with the front yard containing a minimum of twenty (20) percent greenspace or landscaped area.
14. This permit shall be subject to review by the Planning Commission in one year.

A Conditional Use Permit request by Lenzkes Clamping Tools, Inc. for a commercial garage at 845 Radford Street (tax parcels 525 – ((A)) – 41, 42, and 43) in the I-1 Limited Industrial District – (continued).

Mr. Brocher inquired if the conditions mean that he needs to make a lawn from the front parking lot area. Commissioner Dorsett indicated that the greenspace requirement would bring the parcel in compliance with current Town Code. Mr. Brocher asked if the Planning Commission intends for Lenzkes to tear out the parking lot. Commissioner Dorsett responded that the parking lot would need to be torn out and inquired why Mr. Brocher was not at the first Planning Commission meeting addressing this request. Mr. Brocher indicated that he was unaware of the first meeting but that he attended the public hearing.

Commissioner Dorsett asked why Mr. Brocher did not address Town Council and Planning Commission at the public hearing. Mr. Brocher responded that the item was addressed very quickly. Mr. Brocher asked if he must still tear out the parking lot if the use does not change the use. Commissioner Carter asked if the applicant would still need to meet the parking requirement. Ms. Hair indicated that the applicant would still need to meet the parking requirement for uses on the property. Commissioner Dorsett explained that this condition is intended to reduce stormwater runoff. Mr. Brocher indicated that Lenzkes needs the parking lot for the other renters, including H&R Block. Mr. Brocher responded that he did not know how Lenzkes could do this.

Commissioner Dorsett stated that you cannot change conditions after the public hearing before Town Council. Ms. Hair and Commissioner Vanhoozier responded that the conditions were not presented at the public hearing. Commissioner Dorsett asked if conditions need to be included in a second public hearing. Commissioner Powers responded that only applicant proffered conditions are required at the public hearings. Commissioner Akers indicated that state code refers to "proffered conditions" for public hearing. Mr. Brocher explained that there is not a problem with the other conditions related to site maintenance. Mr. Brocher indicated that Lenzkes has recently installed new siding and other upgrades to the building but that tearing out the parking lot would be cost prohibitive. Commissioner Dorsett indicated that the parking lot area that needs to be torn out is not that large.

Commissioner Powers noted that this Conditional Use Permit was requested for more than one parcel and Ms. Hair agreed with Commissioner Powers. Commissioner Caldwell suggested that the request should have been made for the single parcel which includes the garage bays. Commissioner Carter agreed with Commissioner Caldwell. Chairperson Moore asked why the request was made for all parcels. Mr. Brocher indicated that he does not know why. Ms. Hair stated that this is what was received on the application form. Mr. Brocher explained that Lenzkes simply found a renter whose use fits with the three large garage bays at this end of the building. Mr. Brocher explained that Lenzkes wants a good renter who will maintain the property.

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Mr. Brocher added they have previously had bad renters and have been forced to deal with pest control and site cleanup. Mr. Brocher explained that this is a good fit for Lenzkes. Commissioner Dorsett explained that this is the requirement for this lot based on the current zoning. Mr. Brocher indicated that he did not know about this.

Commissioner Vanhoozier stated that he would like to table this request to allow time for some answers to legal questions. Commissioner Powers asked Mr. Brocher if the garage business was currently operating. Mr. Brocher responded that Mr. Blackburn was trying to finish up old business and that new business was not being allowed. Commissioner Powers noted that many cars were at the site when he visited and Commissioner Caldwell agreed with Commissioner Powers. Mr. Brocher explained that we need to understand that people need to be able to work. Commissioner Dorsett noted that if the request was revised to include only the necessary parcels, less front greenspace would be required. Commissioner Powers indicated that the Planning Commission would like to have had these questions answered previously. Mr. Brocher indicated that he did not know this. Commissioner Vanhoozier explained that he would like to get more information. Commissioner Carter noted that she would like to consider the smaller parcel but that legal questions need to be answered. Commissioner Moore asked for a motion. Commissioner Caldwell asked if the request was made for all of the parcels. Ms. Hair responded that the request was made for all of the parcels. Commissioner Carter asked which part of the parcels. Commissioner Vanhoozier noted that he does not mind requesting a site plan but would like to know if the applicant is grandfathered for greenspace. Commissioner Vanhoozier also noted that the applicant could withdraw the Conditional Use Permit application and change the parcels requested. Ms. Hair suggested that the condition could be changed to only apply to the appropriate parcels. Commissioner Vanhoozier inquired as to whether the change in greenspace can be required since the property is not being rezoned.

Commissioner Dorsett indicated that currently parking is allowed within fifteen feet of the front property line. Commissioner Powers noted that parking could be disallowed within the first fifteen feet. Ms. Hair indicated that a condition could be added for a parking setback. Chairperson Moore responded that the Planning Commission can decide which conditions to include. Commissioner Vanhoozier would like time to consider these conditions. Ms. Lindstrom noted that Planning Commission is trying to discern the difference between a change in zoning and a change in applied use. Chairperson Moore noted that commercial garage is allowed in this zoning with a Conditional Use Permit. Commissioner Powers asked if the property is zoned I-2. Ms. Hair responded that the property is zoned I-1. Commissioner Powers explained that the Conditional Use Permit is like adding a 21<sup>st</sup> use to the zoning, if 20 uses are allowed by right.

A Conditional Use Permit request by Lenzkes Clamping Tools, Inc. for a commercial garage at 845 Radford Street (tax parcels 525 – ((A)) – 41, 42, and 43) in the I-1 Limited Industrial District – (continued).

Commissioner Carter made a motion to table the request. Commissioner Vanhoozier seconded the motion. Chairperson Moore inquired if Mr. Blackburn can be notified. Commissioner Vanhoozier noted that Planning Commission can postpone this request to the next meeting. Chairperson Moore called for the vote, which passed 7-0.

Commissioner Vanhoozier indicated that he hopes the postponement does not create a hardship for the potential tenant. Mr. Brocher responded that it will likely mean that Lenzkes will look for another tenant. Commissioner Carter stated that they should wait on that. Mr. Brocher indicated that it is business and his boss may decide not to wait.

Commissioner Caldwell requested that the applicant notify the Planning Commission if they decide to withdraw the Conditional Use Permit application. Mr. Brocher asked to be notified of follow-up on this application. Ms. Hair indicated that he will be notified of any changes.

Commissioner Sowers arrives at 7:26 pm.

Discussion of update to the Christiansburg Comprehensive Plan.

Chairperson Moore introduced the discussion.

Commissioner Dorsett stated that she is providing information about who has participated in the Comprehensive Plan update process to date. Commissioner Dorsett indicated that more than 472 (3% of the Christiansburg adult population) surveys have been returned. Commissioner Dorsett stated that 3% of the adult population is the number that is required for statistical significance. Commissioner Caldwell asked for the total number of returned surveys. Commissioner Dorsett indicated that 498 surveys have been returned. Commissioner Dorsett explained that her data summary includes the 403 surveys that have been entered thus far. Commissioner Dorsett stated, with respect to demographics, the returned surveys fall short in representing certain cohorts when compared to Census 2010. Commissioner Dorsett indicated that Christiansburg has a large number of residents age 55 and older which is the majority of the voting public. Commissioner Dorsett commented that 8% more women participated than men. Commissioner Dorsett stated that the vast majority of respondents were either employed or retired. Commissioner Dorsett added that only 89 respondents, thus far, were employed in Christiansburg. She explained that this translates to a significant increase in commuters as a bedroom community for both Blacksburg and the Roanoke Valley. Commissioner Dorsett specified that 32% of respondents work in Blacksburg and that 80% of those who work in Blacksburg are located in the 114 corridor.

Discussion of update to the Christiansburg Comprehensive Plan – (continued).

She added that 89.5% of respondents own their homes and that 73% of respondents live in single-family detached homes. Commissioner Dorsett explained that two-fifths of respondents did not fill out the map side. Commissioner Dorsett indicated that the resident locations were fairly evenly divided among eight districts (which were determined by access points). Commissioner Caldwell asked about clarification on the handout. Commissioner Dorsett noted that this question added a geographic component to issues. Commissioner Dorsett noted that the most frequent likes were the Parks and Recreation Department, the Police Department, and the flower boxes. Commissioner Vanhoozier noted that the flower boxes would not be his number one like about Christiansburg. Commissioner Dorsett noted that the most frequent dislikes were planning oriented; respondents don't like growth and don't like the quality of development. She added that only fifteen or so respondents did not mention planning. Commissioner Dorsett indicated that the lack of sidewalks and trails was the number one issue mentioned by respondents. She added that respondents requested better services for more hours with less tax.

Commissioner Dorsett stated that the first Public Work Group Meeting is on Sunday and the second meeting is Monday evening. Chairperson Moore asked for the times and locations of the meetings. Commissioner Dorsett responded that the meetings are on Sunday from 2:00 to 5:00 p.m. and on Monday from 6:30 to 9:30 p.m. at the Christiansburg Recreation Center. She added that refreshments will be served and that she is hoping for good turnout with the recent publicity including an article in the New River Valley Current by Lerone Graham as well as an op/ed piece on Sunday. Commissioner Powers asked about the format of the meetings. Commissioner Dorsett stated that clusters would be created at each subject station and that participants would note ideas and then rotate to comment on all subjects. Commissioner Dorsett explained that this is a good method to come up with lots of ideas in a short amount of time. She added that by the end of the third set of workshop meetings, most of the framing of the plan should be complete. Commissioner Dorsett indicated that the final plan will use these work group sessions, the resident surveys as well as Town Council's Vision 2020.

Commissioner Caldwell asked about the advertisement of these meetings. Commissioner Dorsett responded that the Current ran an article on Friday and she wrote an op/ed piece that ran on Sunday. Commissioner Vanhoozier noted that the Current is disappearing and to make use of it while it is there. Ms. Lindstrom stated that the replacement will be called "The Burgs". Commissioner Dorsett noted that the Current will be gone in two weeks. Commissioner Carter stated that the article and op/ed were nice. Commissioner Dorsett indicated that we are hopeful for the meeting and asked for any additional questions. Commissioner Caldwell asked where the surveys will be kept. Commissioner Dorsett responded that after they are entered by her, they will be returned to the Planning Department. Commissioner Caldwell asked if the surveys are being sorted and analyzed. Commissioner Dorsett responded yes.

Discussion of update to the Christiansburg Comprehensive Plan – (continued).

Commissioner Caldwell asked if respondents noted too many townhouses. Commissioner Dorsett responded yes, and noted that the word "slum" was used. Commissioner Powers asked if the survey results will be posted to the website. Commissioner Dorsett responded that they will be and that a compact disk will also be created. Commissioner Powers asked if the results are also geographically coded. Commissioner Dorsett responded yes. She added that the return date for surveys has been extended. Commissioner Caldwell asked if we have re-sent the survey. Commissioner Dorsett responded no, but that the survey is currently available on-line. Commissioner Powers asked how many budget surveys were returned. Ms. Hair responded that she does not know. Ms. Lindstrom responded that approximately 1,100 surveys were returned and that it was a record number. Ms. Lindstrom noted that not everyone in Town receives a water bill. Commissioner Dorsett noted that the Villas at Peppers Ferry do not receive individual water bills. Ms. Lindstrom noted that survey monkey now does word clouds and other features that reduce the workload by 75%. Commissioner Dorsett agreed that survey monkey has many new useful features.

Commissioner Dorsett noted that the demographic information was included to compare to Census 2010 to see how well each group is represented. She stated her surprise at the number of respondents in the 25-34 year old group. Commissioner Caldwell suggested that group may live in New River Village. Commissioner Dorsett stated that many also live in the western Cambria area. Chairperson Moore asked for any additional discussion and the times again for the work group meetings. Commissioner Dorsett restated the times.

Public input regarding the consideration of the adoption of a Downtown Historic District.

Chairperson Moore introduced the discussion. Chairperson Moore noted that maps were included with the packet. Ms. Hair stated that she also has all the maps in digital format if anyone would like them. Commissioner Dorsett noted that the district in the map is close to what we are proposing. Ms. Hair noted that it is very similar. Ms. Hair indicated that the Department of Historic Resources will create the boundaries. Commissioner Vanhoozier asked the criteria of DHR. Ms. Hair responded that she does not know the specific criteria. Commissioner Akers indicated that it may be an art as much as a science. Commissioner Dorsett noted that Cambria used some creative mapping in their process. Commissioner Dorsett noted the date on the map. Commissioner Akers stated that College Street's name has changed. Commissioner Dorsett added that Park Street has changed as well. Ms. Lindstrom asked for clarification that this is for the National Historic District. Commissioner Dorsett added that it will also be for the state register as well. Ms. Lindstrom asked that it is not for a local district unless specifically decided. Chairperson Moore responded yes, this is correct and that this is only one stage of the historic district process.

Public input regarding the consideration of the adoption of a Downtown Historic District.

Commissioner Dorsett stated that a large part of this process is to create an actual historic downtown that is continually referred to and also opens up grant funding that is not currently available. Chairperson Moore agreed. Commissioner Powers asked Commissioner Akers if the committee is ready to move forward. Commissioner Akers responded that that the committee suggests the Preliminary Information Form (PIF). Commissioner Dorsett suggested passing it on to Town Council. Commissioner Carter noted that debate could continue for a long time. Commissioner Dorsett noted that businesses would appreciate the tax credits coming in now.

Commissioner Dorsett made a motion to recommend that the Town approve both the PIF and the full survey. Commissioner Carter seconded the motion. Chairperson Moore asked what the process is to do both of these. Commissioner Dorsett responded that it is more efficient for Ms. Wyatt to do both parts at once. Chairperson Moore suggested that there is something of economies of scale. Commissioner Vanhoozier asked if Mr. Wingfield had mentioned money in the budget for the \$800. Commissioner Carter indicated she understood that he had. Ms. Hair noted she was not sure but suggested that we could possibly find money in the budget. Chairperson Moore asked about the motion. Commissioner Dorsett amended the motion to go ahead with the PIF and request with Town Council for the full survey. Commissioner Carter seconded the amended motion. Chairperson Moore calls for the vote, which passes 8-0. Commissioner Vanhoozier noted that this is assuming that Mr. Wingfield has the money in the budget.

Discussion regarding the potential for separate public hearings.

Chairperson Moore introduced the discussion. Chairperson Moore noted the locality comparison in the agenda packet. He added that it seems that most other localities meet twice per month and have separate public hearings from Town Council. Commissioner Caldwell asked if meetings would be once per month. Chairperson Moore responded that it would be one regular meeting and one public hearing per month. He added that it may potentially eliminate an extra meeting each month. Commissioner Dorsett stated that this increases predictability to help with scheduling conflicts. Chairperson Moore asked if the planning commission is looking to leave the joint public hearing. Commissioner Vanhoozier indicated that Town Council felt that the public hearings should be separate. Chairperson Moore noted that it appears that the Planning Commission feels the same and that the By-laws could be amended. Chairperson Moore indicated that the Planning Commission could still benefit from the Town Council public hearing and vote at the following meeting. Commissioner Powers asked about work sessions. Chairperson Moore noted that Planning Commission could do it either way, depending on the issues at hand; he added that the applicant could be asked for feedback before the public hearing. Commissioner Caldwell asked if proffers could be brought to the public hearing. Chairperson Moore responded yes and that there would also be time to discuss with citizens. Commissioner Dorsett indicated that she would like state law to be checked. Commissioner Caldwell suggested that the Planning Commission public hearing would be prior to Town Council meetings.



Discussion regarding the potential for separate public hearings – (continued).

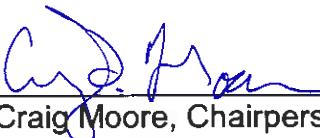
Chairperson Moore stated that occasionally there may be a need for another public hearing. Commissioner Powers suggested that this method be tried out. Commissioner Vanhoozier noted the meeting times according to the By-laws. Commissioner Dorsett noted that the meeting times are variable. Commissioner Powers indicated the intent of holding meetings 8 days prior to Town Council meetings was so that additional time is available for Planning Commission discussion. Commissioner Vanhoozier stated that there will still be two meetings per month. Commissioner Powers suggested that staff create a calendar to simplify meeting dates.

Commissioner Caldwell asked about public hearing attendance requirements. Commissioner Vanhoozier responded that the Planning Commission would only need to attend their own public hearing. Commissioner Carter indicated that the general public would need to be educated on these public hearings and that they must be informed through postings. Ms. Hair stated that two separate public hearing announcements would be posted.

Commissioner Powers suggested voting and made a motion to have separate public hearings. Commissioner Dorsett seconded the motion. Vanhoozier suggested informing Town Council before implementing the system. Ms. Hair indicated she would add it to the Town Council agenda. Chairperson Moore called for the vote, with the motion carrying 7-0 with Commissioner Carter abstaining.

Other Business.

Chairperson Moore asked for any other business for Planning Commission. The next meeting will be September 26<sup>th</sup>, 2011. There being no more business Chairperson Moore adjourned the meeting at 8:09 p.m.

  
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Craig Moore, Chairperson

  
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Randy S. Wingfield, Secretary Non-Voting