

TOWN OF CHRISTIANSBURG		
JUNE BILLS TO BE PAID JULY 10, 2013		
VENDOR NAME	AMOUNT	DESCRIPTION
A CLEANER WORLD	574.00	
A-1 HEATING & COOLING	190.00	
ACES APPRAISAL GROUP, INC	95.00	
ADAMS CONSTRUCTION CO.	9,496.80	ASPHALT MIX
ADVANCED ANALYTICAL SOLUTIONS	112.00	
AECOM TECHNICAL SERVICES, INC	1,860.00	BRIDGE INSPECTIONS
AIR CLEANING SPECIALISTS, INC	1,541.08	
AIR SPECIALISTS OF VIRGINIA, INC	570.00	
AIRGAS MID-AMERICA, INC.	752.54	
ALERT-ALL CORPORATION	2,070.00	SUPPLIES FIRE SAFETY AWARENESS
ALGONQUIN PRODUCTS COMPANY	134.95	
ALL SEASONS PEST CONTROL, INC	85.00	
AMELIA ELIZABETH TUCKWILLER	25.00	
AMERICAN CASTING & MFG CORP	210.85	
ANGLE FLORIST	100.00	
ANN CARTER	175.00	
ARAMARK UNIFORM SERVICES, INC.	1,168.38	AQUATICS TOWELS
ARCET EQUIPMENT COMPANY, INC	168.00	
ASHLEY PARSONS	200.00	
ATCO INTERNATIONAL	449.15	
ATLANTIC EMERGENCY SOLUTIONS, INC	20,315.64	12635.64 REPAIR LADDER 1 7680 HOSE FOR NEW LADDER TRUCK
AUTO ZONE, INC	60.09	
B & K TRUCK ACCESSORIES	150.00	
BAE SYSTEMS, ORDNANCE SYSTEMS, INC	446.00	
BANE OIL COMPANY, INC	4,675.74	OFF ROAD DIESEL
BASHAM OIL COMPANY	91.60	
BLACKBERRY MULCH	63.00	
BLUE TARP FINANCIAL	129.99	
BOB'S REFUSE SERVICE, INC.	110.00	
BOONE TRACTOR & IMPLEMENT INC.	706.10	
BOUND TREE MEDICAL, LLC	135.18	
BOWIE SALES, INC.	711.18	
BRAME SPECIALTY COMPANY INC.	1,441.72	JANITORIAL SUPPLIES
BRANCH HIGHWAYS, INC	10,925.00	INDEPENDENCE BOULEVARD CULVERT REPLACEMENT
BSN SPORTS COLLEGIATE PACIFIC	19,581.27	HARKRADERAND KIWANIS FIELD IMPROVEMENTS
CALDWELL HOME IMPROVEMENTS	4,800.00	STATION B IMPROVEMENTS
CALIBER EQUIPMENT, INC	1,150.00	
CAPITAL EQUIPMENT SALES, INC.	1,760.41	
CARDINAL RUBBER & SEAL INC.	992.00	
CAROLINA AXLE SURGEONS, INC.	1,150.00	
CAROLINA INDUSTRIAL EQUIPMENT	55.29	
CARQUEST AUTO PARTS	1,491.38	
CARTER MACHINERY	564.79	
CHA CONSULTING INC	13,570.55	BIOSOLID MANAGEMENT AND GAS MONITORING
CHANDLER CONCRETE	29,690.00	FIRE STATION CONCRETE WORK
CHEMSOLV, INC	6,975.00	HYDROGEN PEROXIDE FOR PUMP STATIONS
CINTAS DOCUMENT MANAGEMENT	354.10	
CITY OF SALEM	143.34	
CLEAR COMMUNICATIONS AND ELECTRONICS, INC	88.00	
CLEAR CREEK WATER WORKS	254.54	
CMC SUPPLY, INC.	2,513.18	PLUMBING SUPPLIES VARIOUS DEPT BLD REPAIR AND MAINTENANCE
COMMONWEALTH BUILDING MATERIALS, INC	37.78	
CONSOLIDATED PIPE & SUPPLY COMPANY, INC	816.59	
CONTROL EQUIPMENT CO. INC.	1,905.30	SUPPLIES WWTP
CRAIG STEWART MOORE	50.00	
CREATIVE PRODUCT SOURCING, INC.	57.00	
CROW'S NEST GREENHOUSES	3,451.40	FLOWERS FOR DOWNTOWN AND MEDIAN
D J R ENTERPRISES	2,720.93	BASEBALL UNIFORMS
DAVID FRANUSICH	150.00	
DEHART TILE CO., INC.	319.51	
DIRECT SPORTS, INC.	647.58	

TOWN OF CHRISTIANSBURG		
JUNE BILLS TO BE PAID JULY 10, 2013		
VENDOR NAME	AMOUNT	DESCRIPTION
DISPLAY SALES COMPANY	2,786.50	STREET DECORATIONS AND LIGHTING
DIXIE SUPPLY CENTER	42.75	
DON MARK LAYNE	25.00	
DON'S AUTO CLINIC	1,560.64	VEHICLE REPAIR AND MAINTENANCE
DUKE'S ROOT CONTROL INC	8,959.65	CLEAN OUT ROOTS IN SEWER LINES
DUNCAN FORD MAZDA	2,365.99	VEHICLE REPAIR AND MAINTENANCE
EEE CONSULTING, INC	3,000.00	ENGINEERING EVALUATION OF N FRANKLIN BRIDGE STREAM BANK EROSION
ELECTRICAL SUPPLY CO	3,874.86	VARIOUS ELECTRIC SUPPLIES REPAIR AND MAINTENANCE BUILDINGS
ELMS	33,686.49	SLUDGE REMOVAL
EMS TECHNOLOGY SOLUTIONS, LLC	210.00	
EMS, INC	1,100.00	
FAMILY & PSYCHOLOGICAL SERVICES, INC	175.00	
FAMILY MEDICINE OF BLACKSBURG LLC	2,195.00	DRUG TESTING AND IMMUNIZATION
FASTENAL COMPANY	5.90	
FERGUSON ENTERPRISES, INC.#75	16,649.30	SUPPLIES FOR WATER AND WASTE WATER, PIPES VALVES FITTINGS
FIDELITY POWER SYSTEMS	2,602.27	REPAIR AND MAINTENANCE OF GENERATORS
FIRE SAFETY PRODUCTS, INC	210.00	
FIRST DUE GEAR	328.00	
FITNESS CONCEPTS, INC.	185.00	
FLEET ONE, LLC	26,221.58	VEHICLE FUEL
FLEET PRIDE, INC	4,871.99	SUPPLIES AND PARTS FOR VEHICLE AND EQUIP REPAIR
GALLS, AN ARAMARK COMPANY	1,900.60	POLICE DEPT SUPPLIES
GATES FLOWERS AND GIFTS, LLC	10.00	
GAY AND NEEL, INC.	6,754.76	HUCKLEBERRY TRAIL DESIGNS, CDBG , FIRE STATION
GIBSON RADIATOR SHOP, INC.	425.00	
GLENN'S BODY SHOP	3,270.00	REPAIR AND PAINT PW VEHICLE
GLOCK, INC.	1,950.00	TRAINING COURSE PD
GRAINGER	1,203.88	
GRASS ASSASSINS	4,821.42	
GUYN, MEMMER & DILLON, P.C.	5,457.24	LEGAL SERVICES
HARPER AND COMPANY INC.	6,505.00	POOL CHEMICALS AQUATICS
HARRY FLEISHER COLLINS, JR	250.00	
HARVEY CHEVROLET CORP.	273.14	
HD SUPPLY WATERWORKS, LTD.	59,751.21	PIPE FOR WATER STORAGE IMPROVEMENTS
HIGHWAY MOTORS, INC.	4,483.22	REPAIR HEAVY EQUIPMENT
HOME DEPOT 4634	1,017.68	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	399.89	
IVORQ SYSTEMS	550.00	
JAMES RIVER EQUIPMENT-SALEM	106.23	
JENNIFER SOWERS	175.00	
JOHN DEERE FINANCIAL	251.84	
JONATHAN THOMAS HEDRICK	125.00	
JONES & BARTLETT LEARNING, LLC	118.90	
JORDAN OIL CO., INC.	6,831.20	FUEL FIRE AND RESCUE
KAPPE ASSOCIATES	358.94	
KAREN L DRAKE	25.00	
KIMBALL MIDWEST	795.58	
KME FIRE APPARATUS	77.06	
KORMAN SIGNS, INC.	3,948.61	SIGNAGE MATERIALS STREET DEPT
KROGER LIMITED PARTNERSHIP	3.52	
LANCASTER, INC.	1,932.10	RESCUE AND FIRE VEHICLE MAINTENANCE AND REPAIR
LANDSCAPE SUPPLY INC.	1,943.58	REC CENTER FIELD MAINTENANCE
LANFORD BROTHERS	750,000.00	ESTIMATED PAVING CONTRACT
LARRY RUDISILL	615.00	
LAWRENCE EQUIPMENT	262.77	
LHOIST NORTH AMERICA OF VIRGINIA, INC	1,901.65	LIME FOR WASTE TREATMENT PLANT
LITTLE RIVER POOL AND SPA, INC	76.50	
LOWES HOME CENTERS, INC.	9,501.63	BUILDING AND GROUNDS REPAIRS AND MAINTENANCE
LYON METAL MFG OF VIRGINIA	882.82	
MARKETING ON MAIN STREET LLC	1,390.08	
MATTHEW JOHN BEASLEY	175.00	
MCAFEE, INC	225.00	

TOWN OF CHRISTIANSBURG		
JUNE BILLS TO BE PAID JULY 10, 2013		
VENDOR NAME	AMOUNT	DESCRIPTION
MCGRADY-PERDUE HEATING & COOLING, INC	11,122.00	NEW HEATERS RESCUE BUILDING
MCNEIL ROOFING, INC	880.00	
MEADE TRACTOR	3,399.78	NEW MOWER STREETS 2000 AND REPAIRS AND MAINTENANCE
MEGHAN H. DORSETT	175.00	
MONTGOMERY CO HEALTH DEPT.	107.43	
MONTGOMERY DISTRIBUTORS	3,369.82	SAFETY EQUIPMENT AND SUPPLIES
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	38,027.85	ESTIMATED SOLID WASTE DISPOSAL AND RECYCLING
MONTGOMERY SANITATION SERVICES	562.70	
MOORE MEDICAL CORP.	1,202.70	
NATIONAL ALLIANCE	60.00	
NATIONAL FIRE PROTECTION ASSO	1,165.50	
NATIONAL POOLS OF ROANOKE, INC.	985.59	
NATIONAL WINDOW & DOOR, INC.	79.00	
NEW RIVER ENGRAVING	624.95	
NEW RIVER GLASS	6,660.00	BULLET PROOF WINDOW POLICE DEPARTMENT
NEW RIVER OFFICE SUPPLY	2,615.69	FIRE PROOF CABINET FINANCE DEPT
NORTHEASTERN SUPPLY INC.	58.17	
OLD TOWN PRINTING & COPYING	120.47	
ONE EARTH LANDSCAPES, INC	5,573.43	MOWING CONTRACT
O'REILLY AUTO PARTS	58.94	
OVERHEAD DOOR COMPANY OF ROANOKE	295.00	
PCM-G	17,465.29	15 REPLACEMENT COMPUTERS AND SUPPLIES
PEED & BORTZ, L.L.C.	20,580.00	ENGINEERING SERVICES WATER SYSTEM UPGRADE PHASE 6
PETERS AQUATICS	50.00	
PGS, INC.	379.95	
PICTOMETRY INTERNATIONAL CORP	6,425.00	SOFTWARE ANNUAL FEE POLICE DEPT
PILOT FASTENERS LTD	183.78	
PINE RIDGE NURSERY & LANDSCAPING, INC	954.14	
PIONEER MANUFACTURING COMPANY	1,965.50	
PLAY IT AGAIN SPORTS	143.94	
POSITIVE PROMOTIONS, INC.	707.20	
POWER ZONE - ALL SEASONS	581.96	
PROCON	25,350.00	DRIVEWAY WORK FIRE STATION
PROFESSIONAL COMMUNICATIONS	17,104.05	PORTABLE RADIOS POLICE AND RESCUE
PUBLIC SAFETY CENTER	460.37	
QUALITY TIRE & BRAKE SERVICE	1,645.00	
QUILL CORP.	109.06	
R. E. MICHEL COMPANY, INC.	18.29	
R. J. MERKEL, INC.	3,723.07	STREET LINE PAINTING
RADIO EXPRESS, INC.	4,212.00	FIRE DEPT REPEATER AND VARIOUS RADIO SUPPLIES
RAY ALLEN MANUFACTURING, LLC	92.95	
RISH EQUIPMENT COMPANY	1,353.00	
ROCIC	300.00	
SAFETY & COMPLIANCE SERVICES, INC.	194.00	
SAFEWARE INC.	3,199.37	PD SUPPLY SAFETY GEAR
SAMS CLUB	2,267.42	SUPPLIES AND FOOD RESALE HARKRADER
SANICO, INC	4,840.47	JANITORIAL SUPPLIES
SAWYER PAVING COMPANY INC	1,148.52	
SCHINDLER ELEVATOR CORPORATION	634.68	
SHELOR MOTOR MILE	61.45	
SHERWIN-WILLIAMS	81.34	
SHIRLEY C HALLOCK	25.00	
SIGN-A-RAMA	207.71	
SISSON AND RYAN	9,622.68	ESTIMATED JUNE SAND AND GRAVEL
SNAP-ON TOOLS	997.50	
SOUTHERN ELEVATOR CO., INC.	670.00	
STAPLES BUSINESS ADVANTAGE	121.51	
STATE ELECTRIC SUPPLY CO., INC.	1,262.08	
STEEL SERVICES, INC.	3,884.54	HOT ROLL PLATES
STEVEN CARLYLE SIMMONS	25.00	
STYNE FOREST PRODUCTS, INC.	82.20	
TAYLOR OFFICE & ART SUPPLY, INC	3,509.93	OFFICE SUPPLIES VARIOUS DEPARTMENTS

TOWN OF CHRISTIANSBURG		
JUNE BILLS TO BE PAID JULY 10, 2013		
VENDOR NAME	AMOUNT	DESCRIPTION
TELEVISION EQUIPMENT ASSOCIATES, INC	3,007.00	TACTICAL COMMUNICATION DEVICES PD
TEMPLETON-VEST	90.00	
TENCARVA MACHINERY CO.	4,322.72	PARTS FOR PUMP REPAIRS AQUATICS
THE ACTIVE NETWORK	643.00	
THE GUN SHOP	16,244.20	AMMUNITION PD
THOMPSON TIRE & MUFFLER	3,651.34	VEHICLE REPAIR AND MAINTENANCE
TIDEWATER FLEET SUPPLY	9,899.42	PD VEHICLE EQUIPMENT LIGHT BARS STORAGE
TOTER, LLC	112,292.44	2,132 TRASH CANS
TOWN OF BLACKSBURG	1,817.50	
TOWN POLICE SUPPLY	3,528.60	4RIFLES 3 PISTOLS PD
TRANE	15,245.71	3872 AQ REPLACE COMPRESSOR 8750 REC CENTER AC UNIT REPLACEMENT2373 RESCUE BLDIG UNIT REPAIRS
TREASURER OF MONTGOMERY CO.	964.48	
TRI-DIM FILTER CORPORATION	69.40	
TUNSTALL CHENAULT POWERS, JR.	325.00	
TWO-WAY RADIO, INC.	4,820.00	FIRE DEPT BASE STATION
ULINE	265.19	
UNIFIRST CORPORATION	226.16	
UNITED RENTALS, INC.	727.34	
UPS STORE	9.50	
US FOOD SERVICE	366.62	
USA BLUE BOOK	361.51	
U-TECH ENVIRONMENTAL MANUFACTURING SUPPLY INC	491.94	
VA ASSO OF ZONING OFFICIALS	175.00	
VA ASSOC OF ZONING OFFICIALS	50.00	
VA INFORMATION TECHNOLOGIES AGENCY	108.10	
VALLEY LANDSCAPING	150.00	
VBCOA & VPMIA JOINT CONFERENCE	35.00	
VEST'S SALES & SERVICE, INC.	1,431.00	
VIRGINIA BUSINESS SYSTEMS	1,681.35	
VIRGINIA TRUCK CENTER	620.35	
VUPS, LLC	332.85	
WADES FOODS INC.	54.65	
WALMART COMMUNITY/GECRB	392.38	
WEDA WATER, INC	269.33	
WEST END ANIMAL CLINIC, INC	890.87	
WESTERN VIRGINIA EMS COUNCIL	1,050.00	
WHITETAIL OUTFITTERS	99.99	
WILSON BROTHERS INCORPORATED	801.82	
WORDSPRINT	2,367.00	
TOTAL FOR JULY 10, 2013	1,550,693.63	

**TOWN OF CHRISTIANSBURG
BILLS PAID DURING THE MONTH OF JUNE 2013
SPECIAL REVENUE FUNDS**

VENDOR	AMOUNT PAID	DESCRIPTION
BLUE RIDGE COPIER INC	21.27	
CARDMEMBER SERVICES	1,129.74	FD training classes (562.74+200) PD supplies 367
CARQUEST	15.19	
COOKS CLEAN CENTER	21.40	
ELITE FABRICATION AND MACHINE	300.00	
EMPLOYEE REIMBURSEMENTS	181.32	
EXXON MOBILE	120.88	
FIRST DUE GEAR	155.00	
LANCASTER, INC	358.71	
MUNICIPAL EMERGENCY SERVICES	2,951.60	Fire Hose for county vehicle from county funds
NAFECO	588.00	
SEMPER VINCO LLC	661.42	Fire Fighter work shirts
SWVFIA	20.00	
TOWN OF CHRISTIANSBURG	940.83	Fuel COUNTY
VERIZON	286.94	
TOTAL PAID BILLS	7,752.30	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH OF JUNE 2013		
VENDOR	AMOUNT PAID	DESCRIPTION
ADVANCE AUTO PARTS	395.14	
AIRGAS NATIONAL CARBONATION	924.58	CARBON DIOXIDE AND SERVICE CALLS AQUATICS
ANTHEM BLUE CROSS	124,126.78	EMPLOYEE HEALTH INS
ANTHEM LIFE INSURANCE	2,742.05	EMPLOYEE LIFE INSURANCE
APPALACHIAN POWER	60,155.18	ELECTRIC UTILITIES
AT & T	886.81	
ATMOS ENERGY	3,304.35	GAS UTILITIES TOWN
BB&T INSURANCE	11,030.00	INSURANCE
BEST BUY	2,799.98	PD EQUIPMENT PURCHASE
BOOTH, DANNY	75.00	
CANON FINANCIAL SERVICES	267.00	COPIER MAINT VARIOUS DEPT
CARDMEMBER SERVICES	27,788.29	EQUIP MATERIALS AND SUPPLIES9080.89 DUES1449. SCHOOLS3059.65.TRAVEL7049.76COMPUTER17.17UNIFORMS 469.23 MISC INVESTIGATIONS 5167.79 FIRE RESCUE RECRUITING1494.80
CAUDILL, IDW	240.00	
CHANDLER CONCRETE COMPANY	3,692.57	CONCRETE
CDK INC	1,493.75	PICNIC CATERING
CITIZENS	1,820.00	INTERNET SERVICES
COCA COLA BOTTLING	1,756.05	HARKRADAR
COLONIAL SUPPLEMENTAL INSURANCE	1,055.65	EMPLOYEE PAID INSURANCE 2 MONTHS
COLD STONE CREAMERY	560.00	CAKES BDAY PARTIES AQUATICS
CONCRETE PIPE AND PRECAST	557.62	CEMENT VAULTS WATER
DE LAGE LANDEN	1,634.00	COPIER RENTAL PD
DELTA DENTAL	6,322.27	DENTAL COVERAGE
DUNKELMAN, TIMOTHY EDWARS	1,730.00	YOUTH BASEBALL CAMP
ECK SUPPLY CO	906.78	
EDIBLE ARRANGEMENTS	564.58	AQ BDAY SUPPLIES
EXXON MOBIL	55.85	
FEDEX	248.77	
GOV DEALS	454.19	
HI-D-HO DOG TRAINING INC	1,620.00	
INTERACTIVEGIS INC	4,699.00	ANNUAL SOFTWARE MAINTENANCE GIS
KERRI TAYLOR & CO	275.00	
KROGER	637.09	
LUMOS NETWORKS INC	30.90	
MONTGOMERY PUBLISHING	768.00	
MONTGOMERY REGIONAL SOLID WASTE AUTH	1,670.83	
MOYE, DAVID	360.00	
MCCLINTOCK, MOLLY	180.00	
NATIONWIDE MUTUAL INSURANCE CO	175.00	
NEXTEL PARTNERS INC.	1,243.28	NEXTEL CELLULAR COVERAGE
PAPA JOHNS	435.00	PIZZAS FOR BDAY PARTIES AT AQUATICS
PETTY CASH	296.98	
PITNEY BOWES	759.00	
POSTMASTER	2,182.30	POSTAGE WATER QUALITY REPORTS
REFUND FEES REC DEPT	671.00	
REFUND CONSTRUCTION BOND	2,848.56	
REFUND water deposits	303.41	
REFUND TAXES	1,508.59	
REIMBURSEMENTS EMPLOYEE	1,086.24	drug screens CDL LIC TESTING REIMBURSE EMP PAID EXPENSES uniforms
SALEM STONE	129.88	
SAMS CLUB	846.33	
SCHOOLS	3,057.96	planning PW 1585.95 wwtppd admin council REC 60 RESCUE1412.01 planning comm
SCHMIDTS WHOLESALE	876.88	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH OF JUNE 2013		
VENDOR	AMOUNT PAID	DESCRIPTION
SELECTIVE INSURANCE	141.08	MONTHLY INS LIAB PREMIUM
SHENTEL	228.91	INTERNET SERVICES REC CENTER
SOUTHEASTERN SECURITY CONSULTANTS	135.00	
SOUTHERN REFRIDGERATION CORP	770.29	
SPRINT	68.43	
STAND ENERGY CORPORATION	4,484.58	NATURAL GAS FOR AQUATIC CENTER
STATE OF MI DEPT BLICENSING	200.00	
SWIM AND TRI LLC	149.95	
TELEVENT	286.50	
THE ROANOKE TIMES	3,166.55	JOB POSTINGS AND PUBLIC NOTICES
TRACTOR SUPPLY CO	419.80	
TRAVEL	8,554.17	PD 490 ADMIN 973.53 FIN 49.49 HR 190.41 WWTP 38.99 PLANNING 963.74 FIRE 5848.01
TREASURER MONTGOMERY COUNTY	516.25	
US CELLULAR	615.22	
VERIZON	6,576.81	PHONES
VERIZON-WIRELESS	3,372.42	
VIRGINIA BUSINESS SYSTEMS	254.97	COLOR COPIER PW
VA DIXIE BOYS MAJORS BASEBALL	125.00	
VIRGINIA RETIREMENT SYSTEM	155,330.14	EMPLOYEE RETIREMENT
VIRGINIA DEPARTMENT OF TREASURY DMV	850.00	DMV STOPS
VIRGINIA TECHNIQUES GYMNASTICS INC	1,189.00	JULY 12 JUNE 13 GYMNASTICS CLASSES FOR REC PROGRAM
TOTAL SPECIAL REVENUE BILLS PAID	7,752.30	
TOTAL PAID BILLS	471,683.54	
10TH OF THE MONTH BILLS	1,550,693.63	
GRAND TOTAL	2,030,129.47	

Christiansburg Planning Commission
Minutes of June 24, 2013

Present: Matthew J. Beasley
Ann H. Carter
Harry Collins
M.H. Dorsett, AICP
David Franusich
Jonathan Hedrick
Ashley Parsons
Joe Powers, Vice-Chairperson
Jennifer D. Sowers
Nichole Hair, Secretary ^{Non-Voting}

Absent: Steve Huppert
Craig Moore, Chairperson

Staff/Visitors: Kali Casper, staff
Cindy Disney, Montgomery County Planning Commission
Mr. J.C. Martin, Jr., 2000 Tower Road

Vice-Chairperson Powers 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.

Vice-Chairperson Powers opened the floor for public comment. Vice-Chairperson Powers asked if Mr. Martin would like to comment. Mr. Martin noted he would address Planning Commission during the request later. No other public comments were made. Vice-Chairperson Powers closed the floor for public comment.

Approval of meeting minutes for June 10, 2013.

Vice-Chairperson Powers introduced the discussion. Commissioner Dorsett made a motion to approve the Planning Commission meeting minutes. Commissioner Sowers seconded the motion which passed 7-0, with Commissioner Franusich and Commissioner Carter abstaining.

Planning Commission discussion on a proffer amendment request by Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales.

Vice-Chairperson Powers opened the discussion and reviewed the request. He asked that Ms. Hair review the information provided in the meeting packet. Ms. Hair explained the photos showing the area proposed to limit for paving for the display area. Vice-Chairperson Powers asked if the photo showed the former barn. Mr. Martin responded yes. Ms. Hair reviewed the photos and the amended proffer statement. Vice-Chairperson Powers noted that Planning Commission has a copy of statement and reviewed the amended proffer statement differentiating between previous and new proffers. Vice-Chairperson Powers asked for comments or questions from Planning Commission.

Commissioner Franusich asked for clarification about the two parcels shown on the map. Mr. Martin responded that the parcels have actually been combined. Ms. Hair confirmed that they are now one parcel not two. Commissioner Franusich asked for clarification about the building connected to the driveway on the aerial photo. Ms. Hair responded that it is Mr. Martin's home.

Commissioner Hedrick asked about the number of automobiles. Mr. Martin responded that they must pave 10 parking spaces and that is what they proposed to do. Mr. Martin noted that the question was about paving up to the spaces and they would like to see if it will be amended. Commissioner Hedrick clarified that his question is about number of automobiles for sale. Mr. Martin responded that they did not specific a number.

Vice-Chairperson Powers explained the Planning Commission has been working on an amendment to the parking ordinance that would allow for flexibility as to the number of spaces and type of parking if the proffers clearly indicate a reduced intensity of use. Vice-Chairperson Powers reviewed the draft of this language. He explained that the intent is if the proffers significantly reduce the intensity of use showing "x" number of parking spaces or "x" number of employees, then they could reduce the number of spaces and design standards. Commissioner Hedrick noted specificity would be helpful. Vice-Chairperson Powers clarified that there would need to be a proffer that states a maximum to qualify for this exception. Commissioner Sowers responded this proffer should be tied to a maximum number of cars rather than maximum number of employees. Vice-Chairperson Powers asked Mr. Martin for a realistic limit on the number of cars. Mr. Martin responded that he does not want to limit his father but also would prefer not to pave so he is open to suggestions. Commissioner Sowers asked Planning Commission about 20 cars. Commissioner Dorsett said that is too many. Commissioner Hedrick said 15 would be a good amount. Vice-Chairperson Powers said 15 on the lot behind the fence with 1 allowed up front and that it would not include any vehicles off-site.

Planning Commission discussion on a proffer amendment request by Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales (continued).

Mr. Martin asked if the paving requirement will be amended. Vice-Chairperson Powers asked for Planning Commission thoughts on number of parking spaces paved and paving the driveway back to the spaces. Mr. Martin responded that there is sketch of a 60 foot by 40 foot area near the barn that he proposed to pave for 10 parking spaces.

Vice-Chairperson Powers asked if Planning Commission would like 10 spaces to be paved with 15 cars. Mr. Martin responded he would prefer to keep the driveway gravel. Vice-Chairperson Powers clarified that the issue is paving the driveway more than the parking area. Mr. Martin responded yes due to the length of the driveway. Mr. Martin stated he could proffer 15 paved parking spaces by the barn. Vice-Chairperson Powers responded the paved parking is for customers to park on more than the vehicles for sale. Commissioner Dorsett stated she would like to see less than 15 spaces paved since there is no stormwater system on the property. She added a paved driveway would create runoff onto Roanoke Street and it is not adequate. She would prefer not to have a paved driveway since the gravel allows some of the water to infiltrate and not end up in the ditch system. She added that it would be more ideal to have less pavement in terms of water management. Vice-Chairperson Powers added that there is currently no pavement with the construction business. Commissioner Dorsett reiterated that she would prefer a minimum number of paved spots due to stormwater issues. Commissioner Franusich agreed.

Commissioner Hedrick asked staff if Mr. Martin would come before the Planning Commission again for increasing the parking if the amendment goes through. Ms. Hair responded the Mr. Martin would be required to submit a site plan that addresses stormwater quality and quantity. Vice-Chairperson Powers responded that Mr. Martin would not come before Planning Commission again because the use of selling automobiles is the same assuming he proffers a maximum of 15 vehicles and 1 in front. He added that Mr. Martin could pave the driveway later even if Planning Commission does not require it. He explained that Planning Commission is reducing the minimum but not setting the maximum for paving. Mr. Martin added if the Planning Commission wanted to pave in the future, it would likely be over 10,000 square feet and a site plan would be required. Mr. Martin noted that he is happy doing 10 parking spaces if that is acceptable as a minimum by the Dealer Board. Vice-Chairperson Powers responded that it is a requirement of Christiansburg's Zoning Ordinance but not by the DMV.

Planning Commission discussion on a proffer amendment request by Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales (continued).

Vice-Chairperson Powers added that there are two issues to make recommendations to Council; Mr. Martin's request with the provision of adding an additional proffer for 15 vehicles and 1 extra by the road; second issue is about directing staff to move forward with the ordinance amendment for flexibility. Vice-Chairperson Powers asked Ms. Hair for timeline for ordinance amendment. Ms. Hair responded that it may take 8 weeks since it needs to be reviewed by the Town Attorney before public hearing. Commissioner Collins asked for clarification regarding the 15 spaces. Vice-Chairperson Powers responded that Planning Commission is not reducing the number of spaces until the ordinance amendment. Ms. Hair responded that if the site plan is submitted under the new ordinance, it will follow those new regulations.

Commissioner Parsons asked if Mr. Martin would return to Planning Commission to be granted an exception. Ms. Hair responded that it would depend on the ordinance wording and passing of the ordinance. Commissioner Collins asked if Mr. Martin should withdraw the application so as to not pave the driveway. Ms. Hair responded no, he can complete this request process and then return after ordinance amendment is decided. Commissioner Collins noted that approval for the proffer amendment would go forward to Town Council. Ms. Hair responded the request with the recommendation from Planning Commission would be up for a vote from Town Council at the 2nd meeting in July. Vice-Chairperson Powers added that Planning Commission would have an opinion on the ordinance amendment by the 2nd meeting in July.

Vice-Chairperson Powers stated that the Planning Commission is considering a resolution to recommend to Town Council provided an additional proffer of 15 cars behind the fence and 1 next to the road by the Town Council public hearing. Commissioner Dorset asked if Mr. Martin is okay with that. Mr. Martin responded yes. Commissioner Collins clarified that the 15 is vehicles not parking spaces.

Commissioner Dorsett made the motion as stated by Vice-Chairperson Powers. Commissioner Hedrick seconded the motion.

Commissioner Collins asked about the trees and if Mr. Martin wanted to have 20 vehicles could he. Vice-Chairperson Powers noted that a change to increase the number of vehicles would require a proffer amendment. Mr. Martin noted 15 is sufficient for now. The motion carried 8-0, with Commissioner Carter abstaining since she was absent at the public hearing.

Planning Commission discussion on a proffer amendment request by Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales (continued).

Vice-Chairperson Powers added that the second motion is for staff to draft the amendment for the ordinance to create flexibility when the intensity of use is limited by proffer or conditional use permit. Commissioner Dorsett made the motion. Commissioner Beasley seconded the motion which passed 9-0. Mr. Martin asked for clarification for the process. Ms. Hair responded that the request will move forward to Town Council and the ordinance amendment will lag behind since it will be reviewed.

Work Session-Comprehensive Plan

Vice-Chairperson Powers opened the discussion. Commissioner Dorsett made a motion to go into work session. Commissioner Carter seconded the motion which passed 9-0.

The work session on the full draft of the Comprehensive Plan was held.

Commissioner Carter made a motion to close the work session. Commissioner Dorsett seconded the motion which passed 9-0.

Other Business

Vice-Chairperson Powers asked for any other business. Ms. Hair responded nothing at this time.

Commissioner Dorsett asked about installing sidewalks from the Aquatic Center to Cambria due to customer complaints. Ms. Hair stated that the Aquatic Center grant was for a bike lane as opposed to a trail. Commissioner Dorsett stated that there were no sidewalks along Depot Street; just a narrow asphalt path. Ms. Hair responded that it could be considered during the process for the Parks and Recreation Master Plan. Vice-Chairperson Powers asked about the timing for the Parks and Recreation Master Plan. Ms. Hair responded that it falls in the next fiscal budget and that Mr. Brad Epperley, Director of Parks and Recreation will be working with the PDC on it.

Vice-Chairperson Powers noted that development subcommittee met prior to the Planning Commission tonight for downtown parking. Commissioner Franusich explained that the subcommittee is considering changing the parking regulations for downtown to help with redevelopment. He explained that significant structural changes or additions require downtown buildings to meet the parking requirements. He added the subcommittee completed a parking study last week and they hope to make the data useful.

Other Business (continued.)

Commissioner Carter asked Commissioner Franusich to elaborate on the study. Commissioner Franusich explained that there were four teams of two people that studied parking four times during the day: 10:00am, 12:30pm, 3:00pm, and 5:30pm to get a broad cross-section of what the use was through the day. He added that it did not cover the entire Central Business District but covered the most heavily used quadrants. He added that signage would help people utilize parking better. Commissioner Dorsett stated that the parking issue is intriguing because it was not always a problem historically and there are fewer businesses now. Commissioner Franusich clarified that finding parking is not the issue but that the parking requirements for new development and redevelopment are the issue. Commissioner Dorsett asked when the parking requirements for downtown were created. Commissioner Franusich responded that he is unsure what year. Vice-Chairperson Powers noted that one particular piece was 2002. Commissioner Carter noted the parking requirements stifles business. She provided Bob Poff's building as an example. She explained that significant structural changes would require his original 42 spaces be developed. Commissioner Franusich added that those spaces are only for one floor of development and then more additional spaces would be required if the property is developed. Commissioner Carter explained that employees use the parking all day as opposed to customers and that very few people are using the parking garage. Commissioner Franusich clarified the parking requirements stifles new development in that they cannot develop without off-street parking and there is no room for it. He added that there have been developers buying parking lots just to redevelop existing buildings. Vice-Chairperson Powers noted the participants in the parking study.

There being no more business Vice-Chairperson Powers adjourned the meeting at 7:41 p.m.

Joe Powers, Vice-Chairperson

Nichole Hair, Secretary Non-Voting

Resolution of the Town of Christiansburg Planning Commission

Proffer Amendment Application

WHEREAS the Christiansburg Planning Commission, acting upon a request made by Johnny C. Martin for amendment of a proffer statement for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales, has found following a duly advertised Public Hearing that the public necessity, convenience, general welfare and good zoning practices (permit / ~~do not permit~~) the amendment of a proffer statement for Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business.

THEREFORE be it resolved that the Christiansburg Planning Commission (~~recommends / does not recommend~~) that the Christiansburg Town Council approve the amendment of a proffer statement to allow automobile sales at property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business. *Conditional or a 5th proffer to limit to 15 vehicles*

Dated this the 24th day of June 2013.

Joe Powers

Joe Powers, Vice-Chairperson
Christiansburg Planning Commission

The above Resolution was adopted on motion by Dorsett seconded by Hedrick at a meeting of the Planning Commission following the posting of a public hearing notice upon the property and a duly advertised Public Hearing on the above request on June 10, 2013. Upon a call for an aye and nay vote on the foregoing resolution, the Commission members present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

<u>MEMBERS</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Matthew J. Beasley	X			
Ann H. Carter			X	
Harry Collins	X			
M. H. Dorsett, AICP	X			
David Franusich	X			
Jonathan Hedrick	X			
Steve Huppert	X			X
Craig Moore, Chairperson				X
Ashley Parsons	X			
Joe Powers, Vice-Chairperson	X			
Jennifer D. Sowers	X			

Joe Powers, Vice-Chairperson

Nichole Hair
Nichole Hair, Secretary Non-voting

J. C. Martin, Jr.
2000 Tower Rd.
Christiansburg, VA 24073



Town of Christiansburg
100 East Main St.
Christiansburg, VA 24073

Attn: Nicholle Hair

June 21, 2013

To Whom It May Concern:

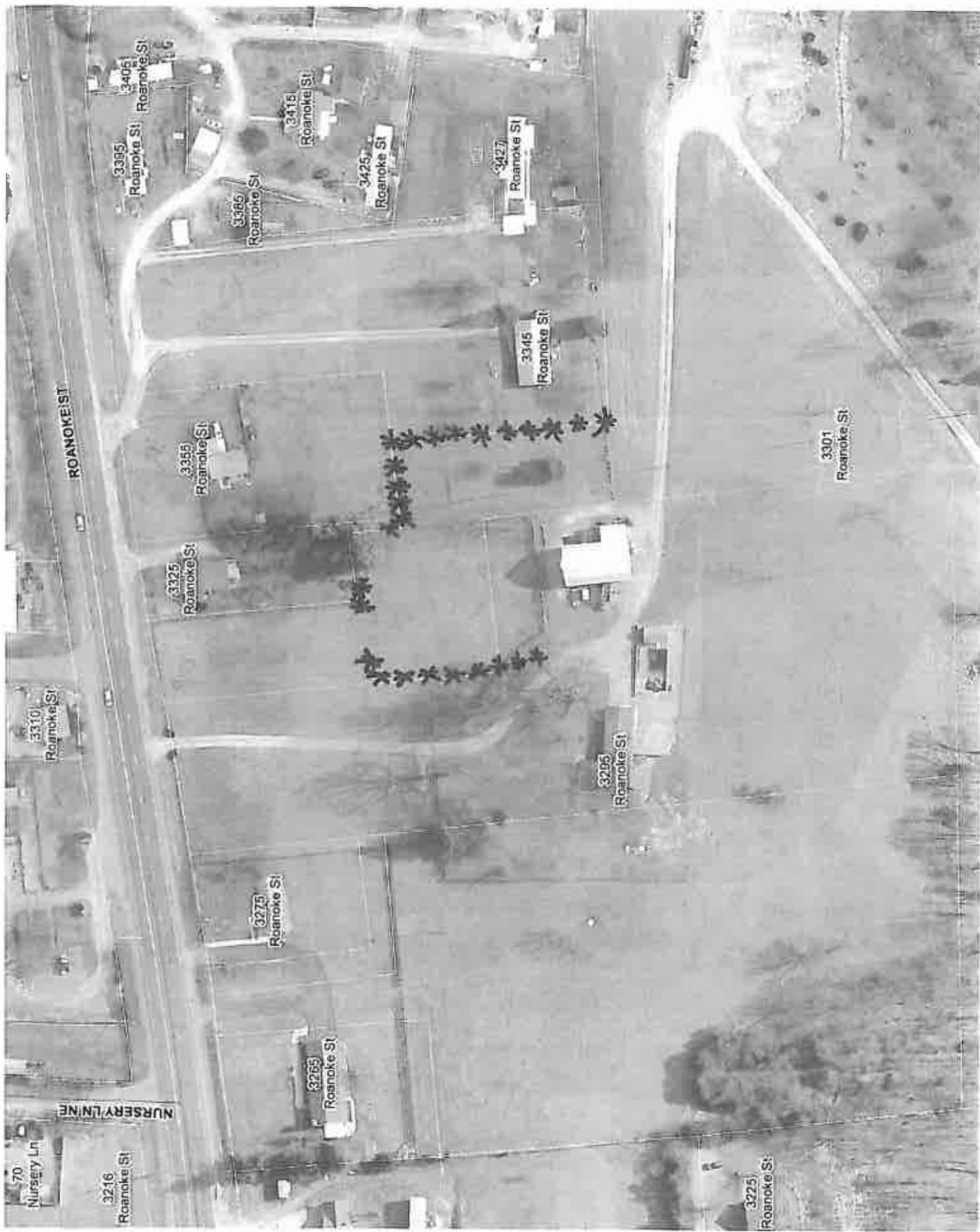
I Herby proffer that the development of the subject property of this application shall be in strict accordance with the conditions set forth in this submission. At the property of 3301 Roanoke St., 1.9 acres portion of the total of 37.4 acres, tax parcel 502-((9))-5C

- Use for contractor office, equipment and storage only
- Land owner will provide a buffer of approved trees in attached drawing.
- To maintain an office to operate as an independent automobile dealer and storage of automobiles
- To store all automobiles behind chain link fence with exception of one that may be displayed at road frontage

Sincerely,

Johnny C. Martin Sr.

Johnny C. Martin Jr.





ESTABLISHED
NOVEMBER 10, 1792

INCORPORATED
JANUARY 7, 1833

MAYOR
RICHARD G. BALLENGEE

COUNCIL MEMBERS
D. MICHAEL BARBER
R. CORD HALL
STEVE HUPPERT
HENRY SHOWALTER
BRADFORD J. "BRAD" STIPES
JAMES W. "JIM" VANHOOZIER

TOWN MANAGER
BARRY D. HELMS

DIRECTOR OF FINANCE/
TOWN TREASURER
VALERIE L. TWEEDIE

CLERK OF COUNCIL
MICHELE M. STIPES

TOWN ATTORNEY
GUYNN, MEMMER &
DILLON, P.C.

Town of Christiansburg, Virginia 24073

100 East Main Street ~ Telephone 540-382-6128 ~ Engineering Fax 540-381-7238

Town of Christiansburg Planning Staff Report

Planning Commission Public Hearing Date: Monday, June 10, 2013 at 7:00 p.m.

Town Council Public Hearing Date: Tuesday, July 2, 2013 at 7:30 p.m.

Application Type: Proffer Amendment

Applicant: Johnny Martin

Location: 3295 & 3301 Roanoke Street (tax parcel 502 – ((9)) – 5, 5C)

The Town of Christiansburg has received a proffer amendment request by Johnny Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) - 5), which is zoned B-3 General Business District, to amend a proffer statement to allow for automobile sales. The property is scheduled as Mixed Use – Residential/Limited Business in the Future Land Use Map of the Christiansburg Comprehensive Plan.

The property does not lie within the 100-Year and 500-Year Flood Hazard Areas. The property does not lie within a Historic District. The adjoining properties are zoned B-3 General Business, A Agriculture, R-1 Single Family, and R-1A Rural Residential. The adjoining properties contain residences, businesses, and vacant land.

Proffer Amendment: 3295 & 3301 Roanoke Street

Tax Map#	Owner(s)		Mailing Address	City,St,Zip
502- 6 3,5	EPPERLY LIVING TRUST	C/O RAY E & MARY B EPPERLY TRS	P O BOX 35	SHAWSVILLE VA 24162
502- 11 2	THIRD DAY INC		3290 ROANOKE ST	CHRISTIANSBURG VA 24073
502- 6 3,5	EPPERLY LIVING TRUST	C/O RAY E & MARY B EPPERLY TRS	P O BOX 35	SHAWSVILLE VA 24162
502- 6 4	ALSOP CARTER		P O DRAWER 480	CHRISTIANSBURG VA 24068
502- 9 6	MCGRADY NANCY R		3345 ROANOKE ST SE	CHRISTIANSBURG VA 24073
502- A 46	CUSTER NANCY S		P O BOX 6744	CHRISTIANSBURG VA 24068
502- A 46C	CONNER MARGIE A	CONNER TONY D	2115 FAIRVIEW ST	CHRISTIANSBURG VA 24073
502- 9 6C	BAILEY MARK A	BAILEY MARIA Z	3355 ROANOKE ST	CHRISTIANSBURG VA 24073
502- 9 5B	SEWELL MICHAEL PAGE	SEWELL ADRIENNE ELAINE	3325 ROANOKE RD	CHRISTIANSBURG VA 24073
502- 9 5C	MARTIN JOHNNY C JR	MARTIN AMELIA F	2000 TOWER RD	CHRISTIANSBURG VA 24073
502- 9 5	MARTIN JOHNNY CHARLTON	MARTIN TERESA S	3295 ROANOKE ST SE	CHRISTIANSBURG VA 24073
502- 9 4C,4E	MARTIN LARRY ZANE	MARTIN BARBARA BABER	2850 ROANOKE ST	CHRISTIANSBURG VA 24073
502- 9 4C,4E	MARTIN LARRY ZANE	MARTIN BARBARA BABER	2850 ROANOKE ST	CHRISTIANSBURG VA 24073
502- 9 4A	MARTIN ZANE CHARLTON	MARTIN PEGGY K	3265 ROANOKE ST SE	CHRISTIANSBURG VA 24073
502- 9 8A	BRITT LAWRENCE		645 DEPOT ST NE	CHRISTIANSBURG VA 24073
502- 9 7	HUGHES HELEN R		3427 ROANOKE ST	CHRISTIANSBURG VA 24073
502- 9 8	RAKES SANDRA E		1160 FIELDSTONE RD	WATKINSVILLE GA 30677
502- 9 8D	MORGAN CARL	MORGAN ATHLYNN	425 OLD MOUNTAIN RD	GREENEVILLE TN 37743
502- 9 5D	SELMA J KNOWLES REV TRUST	C/O SELMA J KNOWLES TRUSTEE	1901 GREENBRIER CIR	BLACKSBURG VA 24060

Proffer Amendment: 3295 and 3301 Roanoke Street - County

Tax Map#	Owner(s)	Mailing Address	City,St,Zip
095- A 2	KNOWLES RUTH KING C/O S J KNOWLES	1901 GREENBRIER CIR	BLACKSBURG VA 24060



TOWN OF CHRISTIANSBURG

100 East Main Street
Christiansburg, VA 24073
Phone (540) 382-6120 Fax (540) 381-7238

Proffer Amendment Application

Landowner: Johnny MARTIN Agent: _____

Address: 3301 Roanoke St Address: 3295 Roanoke
Christiansburg VA 24073

Phone: 540-357-1371 Phone: 540-230-2800

I am requesting to amend proffers regarding adding a Business to
the existing business, A independent Auto Dealer

on my property that is zoning classification B-3 under Chapter 30: Zoning of the Christiansburg Town Code.

My property is located at 3301 & 3295 Roanoke St, Christiansburg VA

Tax Parcel(s): Parcel 502-(9)-5C & 502-(9)-5

I certify that the information supplied on this application and any attachments is accurate and true to the best of my knowledge.

Signature of Landowner(s): John Martin Date: 5-3-2013

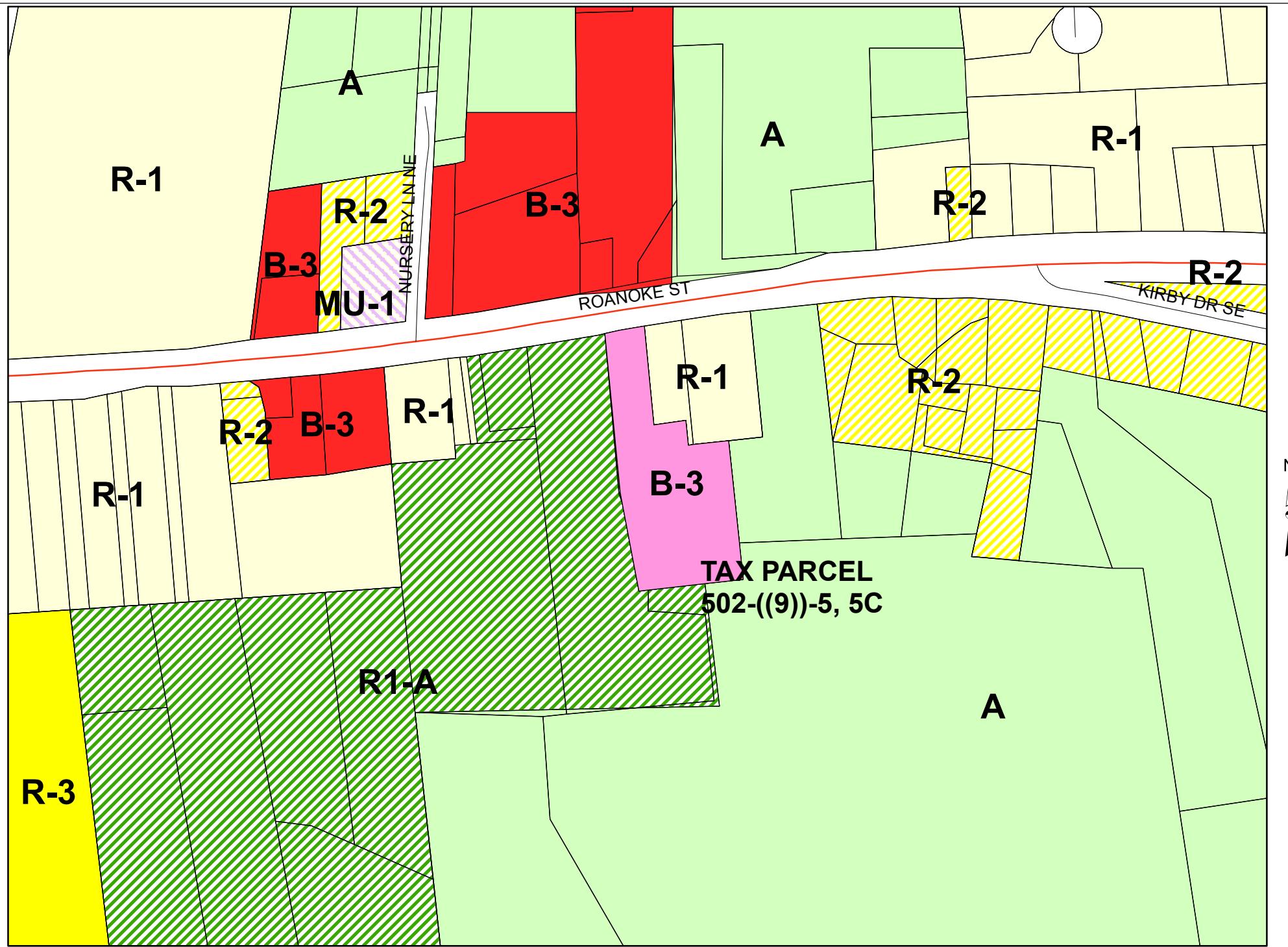
Date: _____

Date: _____

This request was approved / disapproved by a vote of the Christiansburg Town Council on _____.

Barry Helms, Town Manager

Date



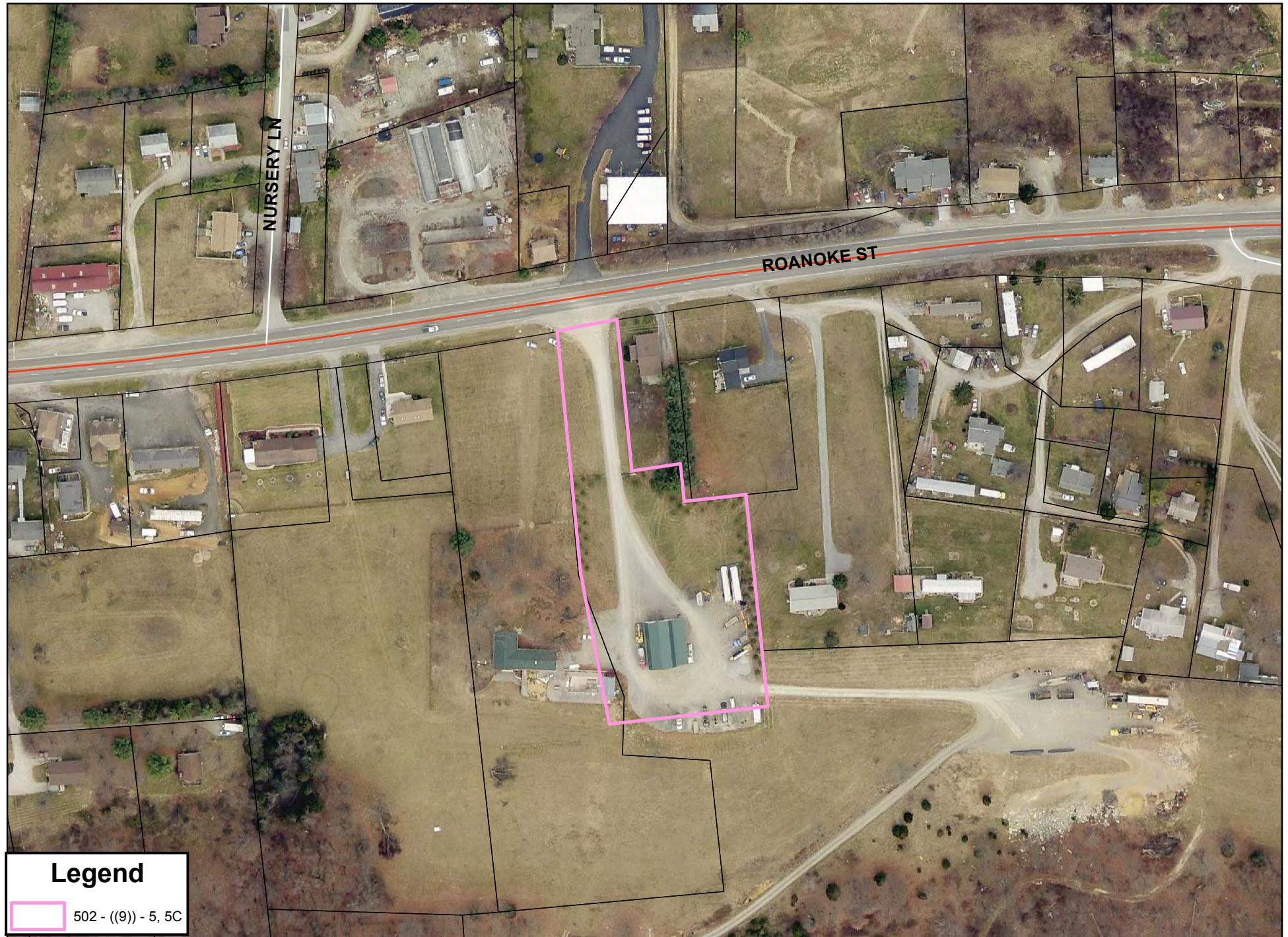
PROFFER AMENDMENT: 3295 AND 3301 ROANOKE STREET

PC: JUNE 10, 2013

TC: JULY 2, 2013

0 200 400 600
Feet





PROFFER AMENDMENT: 3295 AND 3301 ROANOKE STREET

PC: JUNE 10, 2013

TC: JULY 2, 2013

0 100 200 300
Feet





PROFFER AMENDMENT: 3295 AND 3301 ROANOKE STREET

PC: JUNE 10, 2013

TC: JULY 2, 2013

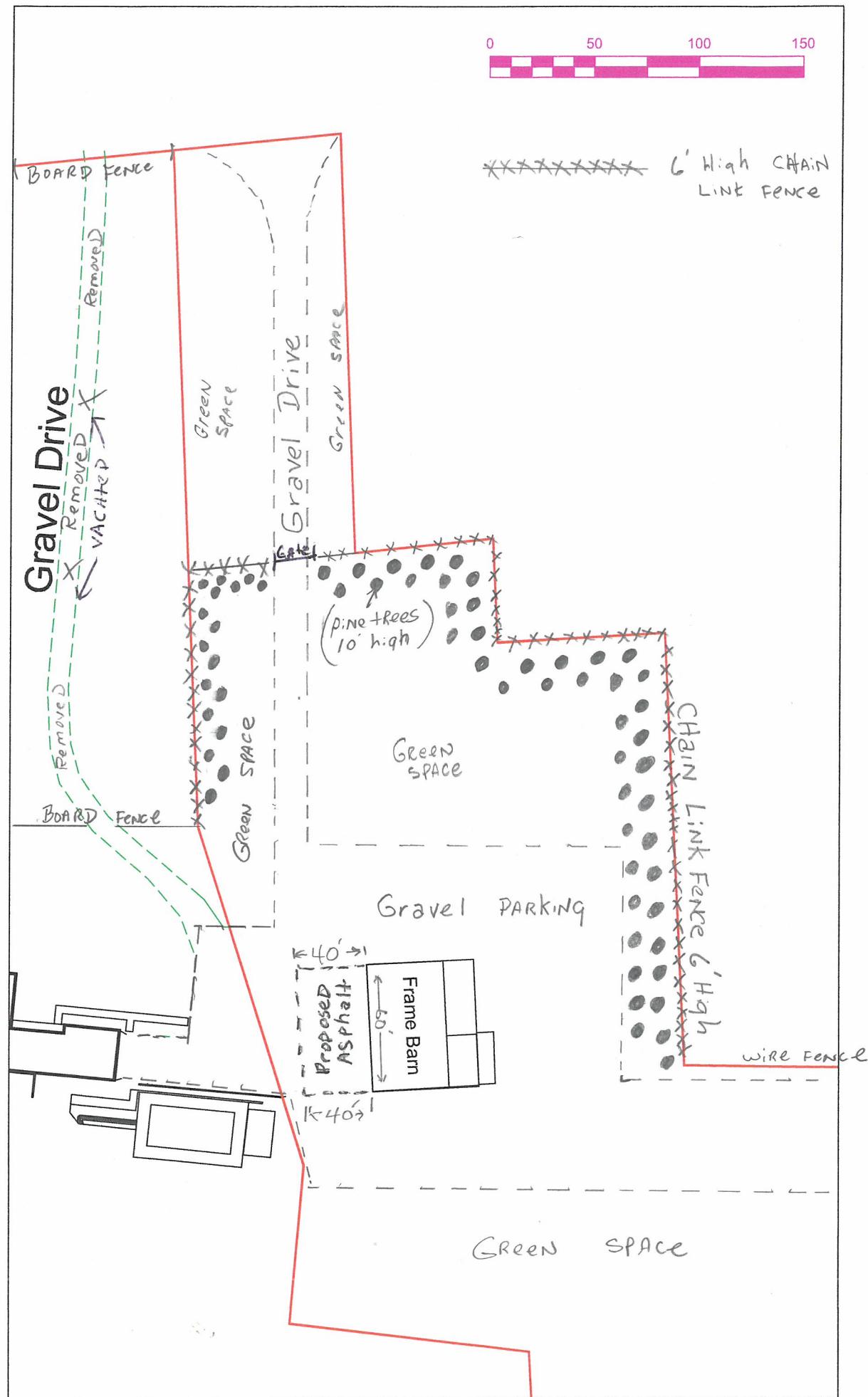
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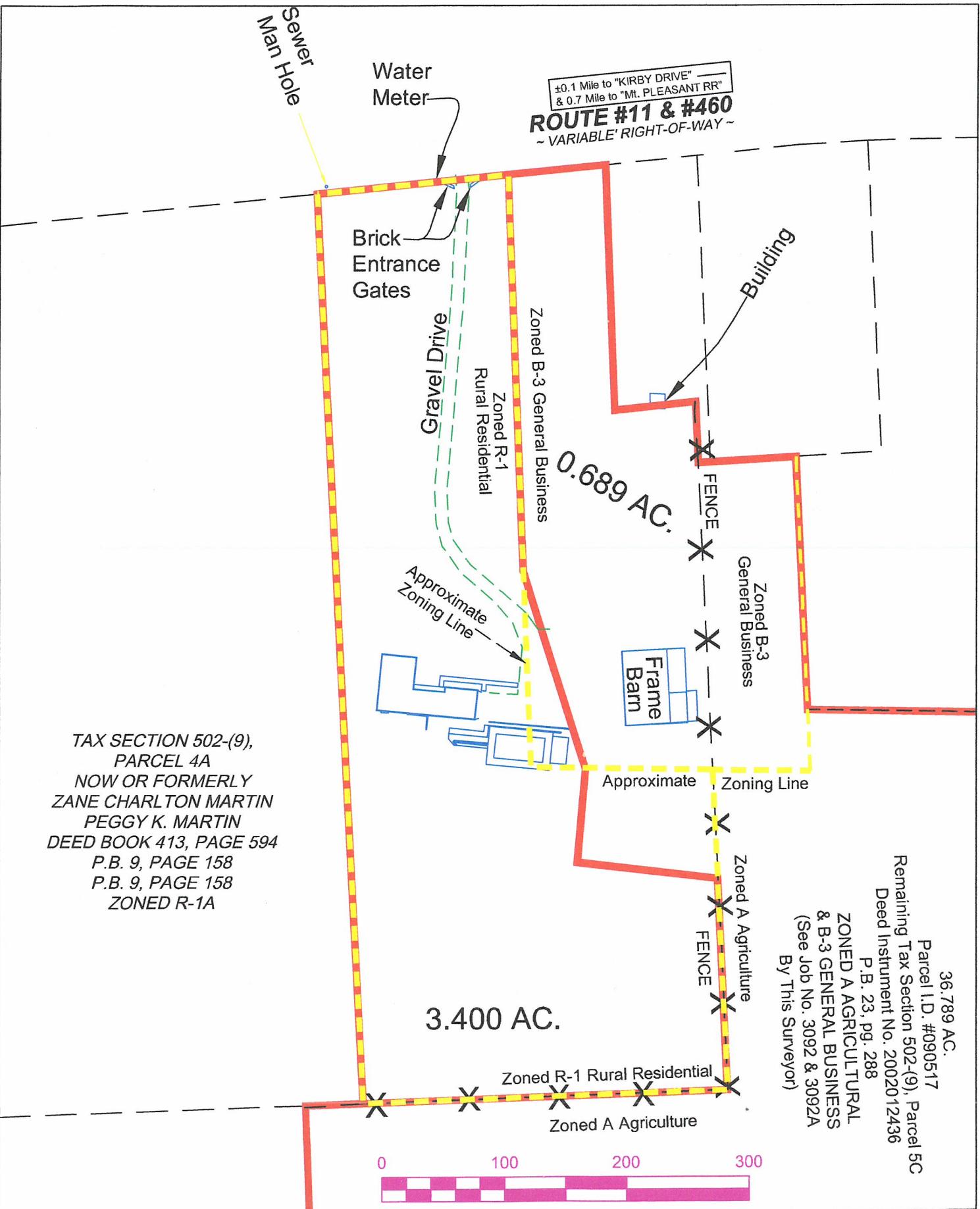








276-728-7471



**AN ORDINANCE AMENDING
THE ZONING ORDINANCE OF THE TOWN OF CHRISTIANSBURG, VIRGINIA
ADOPTED MARCH 2, 2010**

WHEREAS, Mr. and Mrs. Johnny Charlton Martin and Johnny C. Martin, Jr., current fee simple owners of property at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5) in the Town of Christiansburg, Shawsville Magisterial District of Montgomery County, Virginia has petitioned the Council of the Town of Christiansburg to rezone said parcels from A Agricultural, R-1 Single-Family Residential, and R-1A Rural Residential to B-3 General Business with proffers,

WHEREAS, notice of the intention of the Town Council to pass said ordinance was published two consecutive weeks (February 3, 2010 and February 10, 2010) in The Roanoke Times – New River Valley Current, a newspaper published in and having general circulation in the Town of Christiansburg, and further that written notice of the request of Council was mailed to property owners who could possibly be affected by the action of Council on February 3, 2010; and,

WHEREAS, a joint public hearing of Council and the Planning Commission of the Town was held February 16, 2010 and resulted in a recommendation by the Planning Commission that the proposed ordinance granting the rezoning be adopted; and,

It having been determined by the Council of the Town of Christiansburg, Virginia that the public necessity, convenience, general welfare, and good zoning practices requires such changing of the zoning classification of said land as requested.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Christiansburg that said parcels of land be and are hereby changed from zoning from A Agricultural, R-1 Single-Family Residential, and R-1A Rural Residential to B-3 General Business with proffers.

BE IT FURTHER ORDAINED that the Zoning Map of the Town be altered to reflect the foregoing amendment this the 2nd day of March 2010.

Upon a call for an aye and nay vote on the foregoing ordinance, the members of the Council of the Town of Christiansburg, Virginia present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor Richard G. Ballengee*				
D. Michael Barber	X			
Ann H. Carter				X
Henry Showalter	X			
Bradford J. Stipes	X			
James W. "Jim" Vanhoozier	X			
H. Earnest Wade	X			

* Votes only in the event of a tie vote by Council.

Town of Christiansburg
100 East Main Street
Christiansburg, Virginia 24073

February 15, 2010



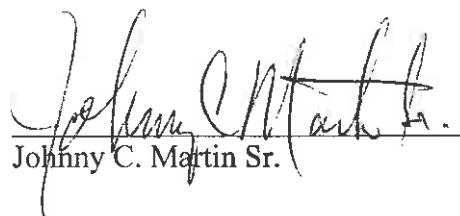
To Whom It May Concern:

I hereby proffer that the development of the subject property of this application shall be in strict accordance with the conditions set forth in this submission.

At the property of 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5):

- Use for contractor office, equipment and storage only
- Land owner will provide a buffer of approved trees in attached drawing

Sincerely,


Johnny C. Martin Sr.


Johnny C. Martin Jr.



Sec. 25-109. General regulations.

Every projection of any character, except fixed metal awnings and movable metal or canvas awnings, or cloths, over or upon public property shall maintain a clear height above the sidewalk or ground level of not less than seven feet. Fixed metal awnings and movable canvas awnings or cloths projecting over or upon public property shall maintain a clear height above the sidewalk or ground level of not less than seven feet. The allowable projection over public property shall not exceed the following measurements from the building: bay windows, porches, balconies, or fire escapes, three feet; cornices, belt courses, sills, pilasters, water tables or any decorative feature, six inches.

(Code 1972, § 25-36)

Chapter 26

SUBDIVISIONS*

Article I. In General

- Sec. 26-1. Purpose.
- Sec. 26-2. Definitions.
- Sec. 26-3. Administrator.
- Sec. 26-4. General regulations.

Article II. Plats

- Sec. 26-5. Procedure for making and recording.
- Sec. 26-6. Review and approval process.

Article III. Required Improvements

- Sec. 26-7. Generally.

***Charter reference(s)**--Town Plan, powers of Council as to subdivisions, § 4.01.

Cross reference(s)--Planning Commission, § 2-216 et seq.; advertising, Ch. 3; size, number, height, and location of signs, § 3-96 et seq.; general community antenna television regulations, § 6-89; erosion and sediment control, Ch. 10; review of erosion and sedimentation control plan, § 10-6; licenses generally, Ch. 15; Subdivision Ordinance incorporated into public utilities chapter, § 21-3; streets and sidewalks, Ch. 25; water and sewers, Ch. 29; water and sewer main extensions to developments, § 29-63; zoning, Ch. 30; conditional zoning, § 30-11; developments standards for apartments in R-3 district, § 30-56; planned housing developments in R-3 district, § 30-57; floodplain districts provisions, § 30-129; mobile home parks, § 30-156 et seq.; townhouses, § 30-171 et seq.; site plan review procedures, § 30-186; street and utility requirements for multiunit residential development, § 30-198.

State law reference(s)--Land subdivision and development, Code of Virginia, § 15.2-2240 et seq.

ARTICLE I. IN GENERAL

Sec. 26-1. Purpose.

The purpose of this chapter is to establish certain subdivision standards and procedures for the Town and such of its environs as come under the jurisdiction of the governing body as provided for by the Code of Virginia, as amended, and Section 4.01 of the Town Charter. These are part of a long range plan to guide and facilitate the orderly beneficial growth of the community and to promote the public health, safety, convenience, comfort, prosperity and general welfare. More specifically to provide for the harmonious and economic development of the Town, in conformity with the Zoning Ordinance of the Town; for coordination of streets, alleys, and parkways and other public areas within the subdivision with other existing and planned streets, alleys and public areas within the Town; for adequate open spaces for traffic, recreation, light and air, [and] the width, grading, elevation, drainage and paving of such areas; the planting of trees and shrubs; the construction of sidewalks, curbs and gutters; the provision for laying and maintaining gas, sewer, water, electric and telephone lines, works, pipes and easements and for a distribution of the population and traffic which will tend to create conditions favorable to health, safety, convenience, prosperity and the general welfare of the citizenry of the Town.

(Code 1972, § 26-1)

Cross reference(s)--Streets and sidewalks, Ch. 25; traffic and motor vehicles, Ch. 28; water and sewers, Ch. 29; zoning, Ch. 30.

Sec. 26-2. Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Agent. The representative of the governing body who has been appointed to serve as the agent of the Council in approving the subdivision plats.

Alley. A permanent public service way not designed for general travel but to the contrary, a way designed as a secondary means of access for special accommodation to the rear of abutting residences and building establishments.

Building setback line. The distance which a building is from any lot line.

Commission. The Planning Commission of the Town.

Cul-de-sac. A street with only one outlet and having an appropriate turnaround for a safe and convenient reverse traffic movement.

Developer. An owner or lessee of property being subdivided, whether or not represented by an agent.

Easement. A grant by a property owner of the use of land for a specific purpose or purposes.

Governing body. The Town Council.

Health official. The Health Director or Sanitarian of the County.

Jurisdiction. The area or territory subject to the subdivision control of the governing body.

Lot. A numbered and recorded portion of a subdivision.

Lot, corner. A lot abutting upon two or more streets at their intersection; the shortest side fronting upon a street shall be considered the front of the lot and the longest side fronting upon a street shall be considered the side of the lot.

Lot, depth of. The mean horizontal distance between the front and rear lot lines.

Lot, double frontage. An interior lot having frontage on two streets.

Lot, interior. A lot other than a corner lot.

Lot of record. A lot which has been recorded in the office of the clerk of the appropriate court.

Lot, width of. The mean horizontal distance between side lot lines.

Plat. Includes the terms: "Map," "plan," "plot," "replat" or "replot"; a map or plan of a tract or parcel of land which is to be or which has been subdivided. When used as a verb "plat" is synonymous with "subdivide."

Street. The principal means of public access to abutting properties.

Street or alley, public use of. The unrestricted use of a specified area or right-of-way for ingress and egress to two or more abutting properties.

Street width. The total width of the strip of land dedicated or reserved for public use and travel.

Subdivide. The division of any tract, parcel or lot of land into two or more parts, in fact or by plat or replat, for the purpose, whether immediate or future, of sale or of building development; except, however:

(1) The division of any tract, parcel or lot of land into lots or other divisions of land, each of which shall contain an area of five acres or more, shall not be considered a subdivision unless streets, easements or access are required, in which case it shall be considered a subdivision.

(2) The division of any tract, lot or parcel of land ordered by a court of proper jurisdiction shall not be considered a subdivision.

- (3) The division by gift or will of any tract, lot or parcel of land shall not be considered a subdivision, nor shall a division of land made solely for agricultural purposes be so considered a subdivision.
- (4) The conveyance of a parcel or lot of land, whether or not in a duly approved and recorded plat of subdivision, for the purpose of enlarging an adjacent lot or parcel of land shall not be considered a subdivision. It is provided, however, that no such conveyance shall be permitted if such would result as increasing a specific cause of an existing nonconformity or nonconformities of any parcel.
- (5) Conveyances between or among adjacent land owners by deeds of exchange for the sole purpose of improving utilization or configuration of one or more lots or parcels of land shall not be considered a subdivision.
- (6) The conveyance of a lot or parcel of land and any part thereof, not having public access for the purposes of ingress and egress, to the owner or owners of adjoining lands having such access shall not be considered a subdivision.
- (7) The conveyance of all of a nonconforming lot to the owner or owners of an adjoining lot or simultaneously to the owner or owners of adjoining lots be the adjoining lot or lots nonconforming and still nonconforming after the resulting enlargement shall not be considered a subdivision.
- (8) The division for acquisition of a parcel or lot of land and any part thereof by the Town of Christiansburg, Virginia for the purposes of insuring adequate provisions or safeguards for drainage and flood control and other public purposes, and for light and air, shall not be considered a subdivision.

The word "subdivide" and any derivative thereof shall have reference to the term "subdivider" as defined herein.

Subdivider. An individual, corporation or registered partnership owning any tract, lot or parcel of land to be subdivided, or a group of two or more persons owning any tract, lot or parcel of land to be subdivided, who have given their power of attorney to one of their group or to another individual to act on their behalf in planning, negotiating for, representing or executing the legal requirements of the subdivision.

Traffic impact statement: A statement that assesses the impact of a proposed development on the transportation system and recommends improvements to lessen or negate those impacts. The traffic impact statement shall (1) identify any traffic issues associated with access from the site to the existing transportation network; (2) outline solutions to potential problems; (3) address the sufficiency of the future transportation networks and (4) present improvements to be incorporated into the proposed development. The data and analysis contained in the traffic impact statement shall comply with the Virginia Department of Transportation Traffic Impact Analysis Regulations 24 VAC 30-155-60. If a traffic impact statement is required, data collection shall be by the developer or owner and the developer or owner shall prepare the traffic impact statement.

(Code 1972, § 26-2; Ord. of 11-3-98; Ord. of 2-2-99; Ord. of 5-4-99; Ord. of 11-2-99(2); Ord. 2002-5 of 6-18-02; Ord. 2012-10 of 11-20-12)

Cross reference(s)--Definitions and rules of construction generally, § 1-2.

Sec. 26-3. Administrator.

(a) *Appointment.* The Town Council may appoint an agent, who shall be the Town Manager, to administer this chapter and if so appointed the agent is hereby delegated to administer this chapter. In so doing, the agent shall be considered the agent of the governing body. Final approval or disapproval shall be made by the Town Council through the agent. The agent may approve a single lot line revision or vacation provided public easements or rights-of-way are not altered as provided for in Section 26-6 (i) and (j). The agent may also consult with the Planning Commission on matters contained herein.

(b) *Duties.* The agent shall perform his duties as regards subdivisions and subdividing in accordance with this chapter and the Land Subdivision and Development Act.

(c) *Consultation.* In the performance of his duties the agent may call for opinions or decisions, either verbal or written, from other departments in considering details of any submitted plat.

(d) *Additional authority.* In addition to the regulations herein contained for the platting of subdivisions, the agent may, from time to time, establish any reasonable additional administrative procedures deemed necessary for the proper administration of this chapter.

(Code 1972, § 26-3; Ord. of 11-3-98)

State law reference(s)--Land subdivision and development, Code of Virginia, § 15.2-2240 et seq.

Sec. 26-4. General regulations.

(a) *Land must be suitable.* The agent shall not approve the subdivision of land if, from adequate investigations conducted by all public agencies concerned, it has been determined that in the best interest of the public, the site is not suitable for platting and development purposes of the kind proposed.

(b) *Flooding generally.* Except as provided for in Chapter 10, land subject to flooding and land deemed to be topographically unsuitable shall not be platted for residential occupancy, nor for such other uses as may increase danger of health, life or property, or aggravate erosion or flood hazard. Such land within the subdivision shall be set aside on the plat for such uses as shall not be endangered by periodic or occasional inundation or shall not produce conditions contrary to public welfare.

(c) *Building site.* To insure that residents will have sufficient land upon which to build a house which is floodfree, the agent may require the subdivider to provide elevations and flood profiles sufficient to demonstrate the land to be completely free of the danger of floodwaters.

Improvements. All required improvements shall be installed by the subdivider at his cost. In cases where specifications have been established either by the State

Department of Highways [Transportation] for streets, curbs, etc., or by local ordinances and codes, such specifications shall be followed. The subdivider's bond shall not be released until construction has been inspected and approved by the appropriate engineer.

(d) *Flood control and drainage.* The subdivider shall provide, in accordance with Chapter 10 "Erosion and Sediment Control", all necessary information needed to determine what improvements are necessary to properly develop the subject property, including contour intervals, drainage plans and flood control devices. The subdivider shall also provide plans for all improvements together with a properly qualified certified engineer's or surveyor's statement that such improvements, when properly installed, will be adequate for proper development. The plans shall be approved or disapproved by the appropriate plan approving authority as outlined in Chapter 10, or by the Town Engineer as required. The subdivider shall also provide any other information required by the Town Engineer.

(e) *Easements.* The agent may require that easements for drainage through adjoining property be provided by the subdivider. Easements of not less than 15 feet in width shall be provided for water, sewer, power lines and other utilities when required by the agent.

(f) *Septic tanks.* The agent shall not approve any subdivision with septic tanks unless (1) sanitary sewer service is not available, and (2) the agent shall receive in writing from the Health Department a statement to the effect that the area contained in the subdivision is generally satisfactory for the installation of septic tanks, and that they will not, so far as can be determined, create hazards to public health, and that such approval by the agent is only with the understanding that where septic tanks are to be installed, these must be approved on an individual lot basis by the Health Department.

(g) *Public water.* Where public water is available the service shall be extended to all lots within a subdivision by the developer.

(h) *Private water and/or sewer.* Nothing in this regulation shall prevent the installation of privately owned water distribution systems or sewage collection and treatment facilities if public systems are not available; provided, however, that any such installations must meet all of the requirements of the Virginia Department of Environmental Quality, Virginia Department of Health, and any other state or local regulation having authority over such installations.

(i) *Fire protection.* The installation of adequate fire hydrants in a subdivision at locations approved by the agent shall be required. The agent shall consult with the proper authority before approving such location.

(j) *Bond.* Before any lots within a subdivision can be sold or building construction commenced the subdivider shall, in lieu of construction, furnish bond in an amount calculated by the agent to secure the required improvements in a workmanlike manner, and in accordance with specifications and construction schedules established or approved by the Town Engineer, which bond shall be payable to and held by the governing body.

(Code 1972, § 26-4; Ord. of 11-3-98)

Cross reference(s)--Fire protection, Ch. 12; water and sewers, Ch. 29.

ARTICLE II. PLATS

Sec. 26-5. Procedure for making and recording.

(a) *Platting required.* Any owner or developer of any tract of land situated within the jurisdiction of the Town who subdivides the same shall cause a plat of such subdivision, with reference to known or permanent monuments, to be made and recorded in the office of the clerk of the appropriate court. No such plat of subdivision shall be recorded unless and until it shall have been submitted, approved and certified by the agent in accordance with the regulations set forth in this chapter. No lot shall be sold in any such subdivision before the plat shall have been recorded.

(b) *Certification.* Every such plat shall be prepared by a surveyor or engineer duly licensed by the state, who shall endorse upon each plat a certificate signed by him setting forth the source of the title of the land subdivided and the place of record of the last instrument in the chain of title. When the plat is of land acquired from more than one source of title, the outlines of the several tracts shall be indicated upon each plat, within an inset block, or by means of a dotted boundary line upon the plat.

(c) *Owner's statement.* Every such plat, or the deed of dedication to which plat is attached, shall contain in addition to the surveyor's or engineer's certificate a statement to the effect that "the above and foregoing subdivision of (here insert correct description of the land subdivided) as appears in this plat is with the free consent and in accordance with the desire of the undersigned owners, proprietors and trustees," if any, which shall be signed by the owners, proprietors and trustees, if any, and shall be duly acknowledgments of deeds, and when thus executed and approved as herein specified shall be filed and recorded in the office of the clerk of the appropriate court, and indexed under the names of the landowners signing such statement and under the name of the subdivision.

(d) *No one exempt.* No person shall subdivide any tract of land that is located within the jurisdiction of the Town except in conformity with the provisions of this chapter.

(e) *Private contracts.* This chapter bears no relation to any private easement, covenant, agreement or restriction within the subdivision, nor is the responsibility of enforcing such private easement, covenant, agreement or restriction implied herein to any public official. When this chapter calls for more restrictive standards than are required by private contract, the provisions of this chapter shall control.

(f) *Necessary changes.* No change, erasure or revision shall be made on any final plat, nor on accompanying data sheets after approval of the agent has been endorsed in writing on the plat or sheets, unless authorization for such changes has been granted in writing by the agent.

(g) *Relation to zoning.* When the intended use of all or part of the platted area, as indicated by the preliminary plat and as shown on that plat, would put the land in a more restrictive category than that which now exists, such shall be considered a petition for the rezoning of the platted area to the higher classification. In areas subject to the regulations of this chapter, but not subject to the Town's Zoning Ordinance, the agent shall confer with the proper

authority of the County to ascertain the zoning requirements of the subdivided area.

(h) *Fees.* There shall be a charge for the examination and approval or disapproval of every plat reviewed by the agent. At the time of filing the preliminary plat, the subdivider or his agent shall deposit with the agent cash or checks payable to the Treasurer in the amount of \$50.00 per plat and \$10.00 for each lot.

Additionally, there shall be a charge for the examination and approval or disapproval of every subdivision construction drawing by the agent. At the time of filing the preliminary subdivision construction drawing, the subdivider or his agent shall deposit with the agent cash or checks payable to the Treasurer in the amount of \$250.00 plus an additional \$50.00 per acre rounded up to the nearest acre.

(i) *Part of tract.* Whenever part of a tract is proposed for platting and it is intended to subdivide parts in the future, a sketch plan for the entire tract shall be submitted with the preliminary plat. This is merely for informational purposes and is not binding on the subdivider or the governing body.

(j) *Size and shape of lots.* The lot arrangement, design and shape shall be such that lots will provide satisfactory and desirable sites for buildings, be properly related to topography, and conform to requirements of this chapter. Lots shall not contain peculiarly shaped elongations solely to provide necessary square footage of area which would be unusable for normal purposes. The minimum lot size, frontages and setbacks in any area shall be in accordance with the Zoning Ordinance. Where public water and/or public sewer systems are not available, such minimum lot sizes may be increased by the agent in accordance with the recommendations of the Health Officer which shall be submitted to the agent in writing, either by notations on the plats or by letter. The Health Officer may be guided by appropriate tests in determining the area required for the sanitary and safe disposal of septic tank effluent.

(k) *Lot location.* Each lot shall abut on a street or streets, dedicated by the subdivision plat, or on an existing publicly dedicated street, or on a street which has become public by right of use, having a minimum of fifty feet in width.

If the existing street or streets upon which the subdivision or resubdivision is to abut is not as much as fifty feet in width but otherwise meets, or is to be constructed to meet, Town street standards, the subdivider or resubdivider shall, to the extent or distance that the subdivision or resubdivision is to front upon such street or streets, dedicate sufficient land along the entire road frontage of the subdivision or resubdivision so that there will be available sufficient land to widen to a minimum of fifty feet should a like dedication be made in the event of a future subdivision or resubdivision occurring directly across the street.

(l) *Corner lots.* Corner lots shall have extra width sufficient for maintenance of any required building lines on both streets as determined by the agent in accordance with the Zoning Ordinance.

(m) *Sidelines.* Sidelines of lots shall be approximately at right angles, or radial to the street line.

(n) *Remnants.* All remnants of lots below minimum size left over after subdividing of a tract must be added to adjoining lots or otherwise disposed of rather than allowed to remain as unusable parcels.

(Code 1972, § 26-5; Ord. of 11-3-98; Ord. of 5-4-99; Ord. 2004-3 of 6-15-04; Ord. 2012-4 of 6-5-12)

Cross reference(s)--Water and sewers, Ch. 29; zoning, Ch. 30.

Sec. 26-6. Review and approval process.

(a) *Plat approval required before sale of lots.* Whenever any subdivision of land is proposed, and before any permit for the erection of a structure shall be granted, the subdivider or his agent shall apply in writing to the agent for the approval of the subdivision plat and submit three copies of the preliminary plat including the lot, street and utilities layout. No lot shall be sold until a final plat for the subdivision shall have been approved and recorded in accordance with this section.

(b) *Preliminary sketch.* The subdivider may, if he so chooses, submit to the agent a preliminary sketch of the proposed subdivision prior to his preparing engineered preliminary and final plats. The purpose of such preliminary sketch is to permit the agent to advise the subdivider whether his plans in general are in accordance with the requirements of this chapter. The agent, upon submission of any preliminary sketch, shall study it and advise the subdivider wherein it appears that changes would be necessary. The agent may mark the preliminary sketch indicating necessary changes. The preliminary sketch shall include the following: the location of all proposed and existing streets, lots, parks, playgrounds and other proposed uses of the land to be subdivided and shall include the approximate dimensions.

(c) *Preliminary plat--Contents.* The preliminary plat shall include the following information:

- (1) Name of subdivision, owner, subdivider, surveyor or engineer, date of drawing, number of sheets, north point and scale. If true north is used, method of determination must be shown.
- (2) Location of proposed subdivision by an inset map showing adjoining roads, their names and numbers, towns, subdivisions and other landmarks.
- (3) The boundary survey or existing survey of record shall be acceptable; total acreage, acreage of subdivided area, number and approximate area and frontage of all building sites, existing buildings within the boundaries of the tract, names of owners and their property lines within the boundaries of the tract and adjoining such boundaries shall be shown.
- (4) All existing, platted and proposed streets, their names, numbers and widths; existing utility or other easements, public areas; culverts, drains and watercourses, their names and other pertinent data shall be shown.
- (5) The complete drainage layout, including all pipe sizes, types, drainage easements and means of transporting the drainage to a well defined open stream which is

considered natural drainage shall be shown.

- (6) A cross section showing the proposed street construction, depth and type of base, type of surface, etc.
- (7) A profile or contour map showing the proposed grades for the streets and drainage facilities including elevations of existing and proposed ground surface at all street intersections and at points of major grade change along the centerline of streets together with proposed grade lines connecting therewith.
- (8) Proposed connections with existing sanitary sewers and existing water supply or alternate means of sewage disposal and water supply where public service is not available.
- (9) All parcels of land to be dedicated for public use and the conditions of such dedication.
- (10) A traffic impact statement whenever a proposed subdivision substantially affects transportation on Town streets through traffic generation of either:
 - (i) 100 vehicles trips per peak hour by residential development, or
 - (ii) 250 vehicles trips per peak hour by non-residential development, or
 - (iii) 2,500 vehicle trips per day by non-residential development.

The data and analysis contained in the traffic impact statement shall comply with VDOT Traffic Impact Analysis Regulations 24 VAC 30-155-60 and all applicable Town ordinances.

(d) *Same--Review.* The agent or his appointed representative shall discuss the preliminary plat with the subdivider in order to determine whether or not his preliminary plat generally conforms to the requirements of this chapter and of the Zoning Ordinance. The subdivider shall then be advised within 45 days, which may be by formal letter, by legible markings on his copy of the preliminary plat, by telephone, or by personal meeting concerning any additional data that may be required and the character and extent of public improvements that will have to be made.

(e) *Same--Approval no guarantee of final approval.* Approval by the agent of the preliminary plat does not constitute a guarantee of approval of the final plat.

(f) *Same--Six-month limit.* The subdivider shall have not more than six months after receiving official notification concerning the preliminary plat to file with the agent a final subdivision plat in accordance with this chapter. Failure to do so shall make preliminary approval null and void. The agent may, on written request by the subdivider, grant an extension of this time limit.

(g) *Final plat--Contents.* The subdivision plats submitted for final approval by the developer and subsequent recording shall be clearly and legibly drawn to scale on a minimum 18' x 24' sheet. In addition to the requirements of the preliminary plat, the final plat shall include the

following:

- (1) A blank oblong space three inches by five inches shall be reserved for the use of the approving authority.
- (2) Certificates signed by the surveyor or engineer setting forth the source of title of the owners of the land subdivided and the place of record of the last instrument in the chain of title.
- (3) A statement to the effect that the subdivision as it appears on this plat is with the free consent and in accordance with the desires of the owners, proprietors and trustees, if any, which shall be signed by the owners, proprietors and trustees, if any, and shall be duly acknowledged before some officer authorized to take acknowledgments of deeds.
- (4) When the subdivision consists of land acquired from more than one source of title, the outlines of the various tracts shall be indicated by dashlines and identification of the respective tracts shall be placed on the plat.
- (5) The accurate location and dimensions by bearings and distances with all curve data on all lots and street lines, boundaries of all proposed or existing easements, parks, school sites, all existing public streets, their names and widths, utility and drainage easements, watercourses and their names, names of owners and their property lines, both within the boundary of the subdivision and adjoining such boundaries.
- (6) Distances and bearings must balance and close with an accuracy of not less than one in 10,000.
- (7) The data of all curves along the street frontage shall be shown in detail at the curve or in a curve data table containing the following: Delta, radius, arc, tangent, chord and chord bearings.

(h) *Same--Conditions for approval.* The plat shall not be approved until the subdivider has complied with the general requirements and minimum standards of design in accordance with this chapter and has made satisfactory arrangements for surety bond, cash or cash bond to cover the cost of necessary improvements, in lieu of construction, to the satisfaction of the agent. Approval of final plat by the Town Council shall be written on the face of the plat by the agent. The subdivider shall record the plat within 60 days after notification of final approval by the agent; otherwise, the approval shall become invalid.

(i) *Vacation of plat before sale of lot therein; ordinance of vacation.* Where no lot has been sold, the recorded plat, or part thereof, may be vacated according to either of the following methods:

1. With the consent of the governing body, or its authorized agent, of the locality where the land lies, by owners, proprietors and trustees, if any, who signed the statement required by Code of Virginia, § 15.2-2264 at any time before the sale of any lot

therein, by a written instrument, declaring the plat to be vacated, duly executed, acknowledged or proved and recorded in the same clerk's office wherein the plat to be vacated is recorded and the execution and recordation of such writing shall operate to destroy the force and effect of the recording of the plat so vacated and to divest all public rights in, and to reinvest the owners, proprietors and trustees, if any, with the title to the streets, alleys, easements for public passage and other public areas laid out or described in the plat; or

2. By ordinance of the governing body of the locality in which the property shown on the plat or part thereof to be vacated lies, provided that no facilities for which bonding is required pursuant to Code of Virginia, §§ 15.2-2241--15.2-2245 have been constructed on property and no facilities have been constructed on any related section of the property located in the subdivision within five years of the date on which the plat was first recorded.

The ordinance shall not be adopted until after notice has been given as required by Code of Virginia, § 15.2-2204. The notice shall clearly describe the plat or portion thereof to be vacated and state the time and place of the meeting of the governing body at which the adoption of the ordinance will be voted upon. Any person may appear at the meeting for the purpose of objecting to the ordinance. An appeal from the adoption of the ordinance may be filed within thirty days of the adoption of the ordinance with the circuit court having jurisdiction of the land shown on the plat or part thereof to be vacated. Upon appeal the court may nullify the ordinance if it finds that the owner of the property shown on the plat will be irreparably damaged. If no appeal from the adoption of the ordinance is filed within the time above provided or if the ordinance is upheld on appeal, a certified copy of the ordinance of vacation may be recorded in the clerk's office of any court in which the plat is recorded.

The execution and recordation of the ordinance of vacation shall operate to destroy the force and effect of the recording of the plat, or any portion thereof, so vacated, and to divest all public rights in and to the property and reinvest the owners, proprietors and trustees, if any, with the title to the streets, alleys, and easements for public passage and other public areas laid out or described on the plat.

(j) *Same—Vacation, relocation of boundary lines.* The boundary lines of any lot or parcel of land may be vacated, relocated or otherwise altered as a part of an otherwise valid and properly recorded plat of subdivision or resubdivision approved as provided in such Subdivision Ordinance, or properly recorded prior to the applicability of a Subdivision Ordinance, and executed by the owner or owners of such land as provided in Code of Virginia, § 15.2-2275, as amended, provided such action does not involve the relocation or alteration of streets, alleys, easements for public passage, or other public areas; and provided further, that no easements or utility rights-of-way shall be relocated or altered without the express consent of all persons holding any interest therein.

(Code 1972, § 26-6; Ord. of 3-5-85, § 26-6(j); Ord. of 8-5-97; Ord. of 11-3-98; Ord. 2012-10 of 11-20-12)

Cross reference(s)--Public utilities, Ch. 21; water and sewers, Ch. 29; zoning, Ch. 30.

ARTICLE III. REQUIRED IMPROVEMENTS

Sec. 26-7. Generally.

(a) *Plans and specifications.* Three blue or black line prints of the plans and specifications for all required physical improvements to be installed shall be prepared by an engineer or surveyor and shall be submitted to the agent for approval or disapproval within 45 days. If approved, the original copy, minimum 18' x 24', bearing certification of such approval shall be returned to the subdivider and/or his representative. The subdivider shall provide the Town with sufficient copies as deemed necessary by the agent. If disapproved, all papers shall be returned to the subdivider with the reason for disapproval in writing. In the event no action is taken in 45 days, such plans shall be deemed approved.

(b) *Streets.* The recordation of a plat of a proposed subdivision shall operate to transfer to the proper jurisdiction agent such portion of the premises platted as is on such plat set apart for streets, alleys, easements and other public uses, and to create a public right of use and passage over the same. All such streets so set apart on any such plat shall be not less than 50 feet in width and shall be paved to a minimum width of 30 feet unless otherwise approved by Town Council. Streets functionally classified as local streets in Residential Districts and Mixed-Use Districts shall meet 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.) unless otherwise approved by Town Council. New streets with no on-street parking or on-street parking on one side of the street and all new one-way streets shall be approved by Town Council. New streets shall not exceed twelve (12) percent grade unless otherwise approved by Town Council.. All streets shall be hard-surfaced and storm drainage systems and curb and gutter systems shall be installed in accordance with Town specifications when required by the Town Council.

- (1) *Alignment and layout.* The arrangement of streets in new subdivisions shall make provision for the continuation of existing streets in adjoining areas. The street arrangements must be such as to cause no unnecessary hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it. Where, in the opinion of the Town Council, it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the boundary line of such property. Half streets along the boundary of land proposed for subdivision are not to be permitted. Wherever possible, streets should intersect at right angles. In all hillside areas, streets running with contours shall be required to intersect at angles of not less than 60 degrees, unless approved by the agent.
- (2) *Approach angle.* Streets shall approach other streets at an angle approved by the Town Engineer.
- (3) *Minimum widths.* All streets within a subdivision must have a minimum right-of-way width of 50 feet and a minimum pavement width of 30 feet unless otherwise approved by Town Council. Streets functionally classified as local streets in residential Districts and Mixed-Use Districts shall meet 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.) unless otherwise approved by Town Council. New streets with no on-street parking or on-street parking on one side of the street and all new one-way streets shall be approved by Town Council. New streets shall not exceed twelve (12) percent grade unless otherwise approved by Town Council. Where curb and gutter is provided, the minimum pavement width, curb to curb, shall be 40 feet in Business and Mixed Use Districts unless otherwise approved by Town Council.

- (4) *Culs-de-sac.* Generally, terminal streets (culs-de-sac), designed to have one end permanently closed, must be terminated by a turnaround of not less than 100 feet in diameter. The radius or diagonal on all intersections or culs-de-sac shall be as approved by the Town Engineer.
- (5) *Minimum construction requirements.* Every owner or proprietor of any tract of land situated within the subdivision jurisdiction of the Town who subdivides the same into lots and streets shall, at his own expense, insure that the following minimum requirements are complied with:

All streets within such tract, as indicated on the subdivision plat, shall be of uniform grade (grading down elevations and filling in depressions), as approved by the Town Engineer, the full width, with slopes of all banks and fills outside the street right-of-way to be sloped no steeper than a 1.5 h:1v slope, with adequate ditches and drainage on both sides of all streets and intersections of streets, with drainage culverts where needed. All ditches and drainage shall be located according to the specifications of the Town Engineer. All fills shall be built in layers not exceeding eight inches in thickness of loose material, spread evenly, and each layer well compacted in accordance with Section 303, Earthwork, of the Virginia Department of Transportation Road and Bridge Specifications.

The subgrade shall be of good, clean material, free of trash, roots, stumps, sod, large stones or other objectionable matter.

After the subgrade has been brought to the required elevation, it shall be shaped, smoothed, rolled and compacted. It shall be crowned in the center with a slope of three-eighths of an inch to the foot from the center to each side. Over the prepared subgrade there shall be placed a base of approved material as specified by the Town Engineer. Base material shall be a minimum of six inches total thickness after rolling and compacting. The stone shall have suitable gradation and sufficient fines and crusher dust to bond properly. Should an excess of coarse stone or pockets appear in the surface, additional crusher dust shall be used and bonded. The stone shall be rolled and well compacted and bonded.

During the rolling and compacting of the stone base, sufficient water shall be sprinkled on the surface to insure proper bonding. Surface course shall be applied over the prepared stone base at a time specified and approved by the Town Engineer. The stone base shall be clean and dry before

surface asphalt is applied. Asphalt prime coat material and method of construction shall conform to Section 311 of the Virginia Department of Transportation Road and Bridge Specifications. Asphalt concrete mixture type shall be SM-2B, applied at a rate of 230 pounds per square yard (2").

All rough grading, except subgrading, shall be accomplished prior to the installation and putting down of water mains and sewer mains. After the water mains, sewer mains and manholes have been installed, the ditches backfilled and compacted, and sufficient settling of the ditches has taken place, the subgrading, placing of base stone and the bituminous surfacing shall follow, in that order. All drainage culverts shall be placed before the base stone or surfacing is accomplished. All surplus materials of every description shall be removed after the work has been completed and all streets left in a clean and neat condition.

- (6) *Names.* Proposed streets which are obviously a continuation of other already existing and named streets shall bear the names of the existing streets. In no case shall the names of proposed streets duplicate existing street names irrespective of the use of the suffix street, avenue, boulevard, drive, way, place, lane or court. Street names shall be indicated on the preliminary and final plats, and shall be approved by the agent. Names of existing streets shall not be changed except by approval of the governing body.
- (7) *Signs.* Street identification signs of a design approved by the agent shall be installed at all intersections by the Town at the owner's expense.
- (8) *Private streets and reserve strips.* There shall be no private streets platted in any subdivision. Every subdivision shall be served from a publicly dedicated street. There shall be no reserve strip controlling access to streets except where the control of such strips is definitely placed with the Town under conditions approved by the Town Council.
- (9) *Installation of street lights; costs borne by subdivision developer.* Street lights whether serviced underground or above ground of a size, type and at locations designated by the agent shall be paid for by the developer. Said street light plans shall be submitted as a part of the street plans and profiles required under Section 26-7(a).

(c) *Water and sewer.* Every owner, proprietor or developer of any tract of land situated within the corporate limits of the Town, or the subdivision jurisdiction of the Town, who subdivides the same into lots and streets as provided for in this chapter shall, at his own expense, construct and install water mains and sewer mains within such tract to accommodate all lots laid out in the subdivision, which water mains and sewer mains are to be connected with and become a part of the Town's water system and sewer system, respectively.

- (1) *Size, location and material for water and sewer lines.* The size, type and location of all pipes, valves, fire hydrants, manholes and other appurtenances

required in connection with such water mains and sewer mains shall be determined by the Town.

(2) *Construction requirements.* All water and sewer construction shall be installed in a workmanlike manner, to conform to practices followed for the construction and installation of similar water mains and sewer mains in other parts of the Town; provided, that all such construction, both materials and work, shall be approved and inspected by a representative of the Town. The following requirements shall be the minimum requirements for such water mains and sewer mains:

- a. *Water mains.* Minimum sizes for distances up to 2,000 feet shall be six inches. Minimum sizes for distances over 2,000 feet shall be eight inches. All water mains, fittings, valves, fire hydrants and other appurtenances shall conform to A.W.W.A. specifications, class 350, ductile iron mechanical joint or slip joint pipe and Town's local standards and review program for water line extensions.
- b. *Sewer mains.* The minimum size of sewer mains shall be eight inches. SDR 35, SDR 21, or ductile iron pipe may be used. However, the Town will specify in each particular case the type of pipe to be used depending upon the type of soil, drainage and sewage. Manholes and covers shall conform to Town's local standards and review program for water line extensions.

(d) *Dedication or reservation of land for public purposes.* The Town Council may require subdivider 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:

- (1) *Dedications.* Subdividers shall not be required to dedicate land for parks or playgrounds exceeding ten percent of the area of the subdivision, exclusive of street and drainage reservations, without reimbursement by the governing body. Where land is required in excess of this amount, the reimbursement by the governing body shall be based on a proportionate share of the (a) cost of raw land, (b) cost of improvements, including interest on investments, (c) development costs, (d) plus not more than ten percent profit on the total of such costs.
- (2) *Reservations.* Subdividers shall not be required to reserve land for public purposes other than streets, drainage, parks and playgrounds, except on a reimbursement basis. They shall be reimbursed by the jurisdiction or agency requiring the land. They shall not be required to hold the land longer than 18 months following the recording of the plat for such purposes. If the land is not purchased within such 18 months, it may be sold as lots for the same purposes for which the subdivision was platted. To facilitate such possible eventual sale of reserved land as separate lots, the subdivider shall show in his final plat by dotted lines and dotted numbers, the area and dimensions of lots to be created

**Excerpt from the
Code of the Town of Christiansburg
ARTICLE XXI. SITE PLAN REVIEW**

Sec. 30-183. Site plan review required for certain uses.

For the purposes of assuring careful use of difficult topography and good arrangement, appearance, function, and harmony with surroundings and adjacent uses and the objectives of the Comprehensive Plan, and compliance with the requirements of these regulations, site plans for the following uses shall be submitted and reviewed in accordance with the requirements and procedures of this article:

- (a) Uses permitted by approval of a Conditional Use Permit.
- (b) Cluster subdivisions or subdivisions which average lot area.
- (c) Planned housing developments.
- (d) Mobile home parks or subdivisions.
- (e) Any other use except detached single-family dwellings and duplexes.
- (f) Any parking lot or parking facility which is to contain more than ten spaces.

Unless specifically stated to the contrary, a use noted as subject to site plan review shall be subject to administrative site plan review under the provisions of this article. Where a subdivision is also involved, the review of subdivision plans and site plans will be coordinated under the provisions of this article and the requirements of the subdivision regulations.

(Code 1972, § 30-161; Ord. 2004-4 of 9-7-04, § 30-161; Ord. 2007-1 of 4-3-07)

Sec. 30-184. Purpose of site plan review.

The purpose of site plan review is to promote the orderly development of the Town by means of improved project design which will insure that new development is appropriately functional, harmonious with its environment and consistent with the Comprehensive Plan and the intent of these regulations generally, and to this end to provide for a review of proposed development plans with respect to:

- (a) The compatibility of the development with respect to its environment and the layout and design of features which may affect compatibility, such as building location, project open space, grading and treatment of slopes and stream valleys, screening, lighting and landscaping.
- (b) The capacity of the design to provide for convenient and safe internal and external movement of vehicles and pedestrians.
- (c) The protection of public safety and the location and adequacy of necessary utilities, drainage, and erosion and sediment controls.

(Code 1972, § 30-162; Ord. 2004-4 of 9-7-04, § 30-162)

Sec. 30-185. Requirements for site plans, content and form.

(a) *Preliminary site plans.* The preliminary site plans shall be clearly drawn to scale as specified below and shall show the following:

1. The proposed title of the project, owner or owners of the land, and name of the engineer, architect, designer, or landscape architect, and the developer.
2. The north point, scale, and date.
3. Location of the project by an insert map indicating the north arrow and such information as the names and numbers of adjoining roads, streams and bodies of water, railroads, subdivisions, towns, and magisterial districts or other landmarks sufficient to clearly identify the location of the property.
4. Existing zoning and zoning district boundaries and proposed changes in zoning, if any, and including floodplain districts.
5. The boundaries of the property involved, municipal boundaries, the general location of all existing easements and property lines, existing streets, buildings, or waterways, major tree masses and other existing physical features in or adjoining the project.
6. Uses of adjoining properties and names of owners.
7. Topography of the project area with contour intervals of two feet or less, unless waived by the Administrator as clearly unnecessary to review the project or proposal.
8. The approximate location and sizes of sanitary and storm sewers, water mains, culverts, and other underground structures, existing and planned, in or near the project.
9. The general location and character of construction of proposed streets, alleys, driveways, curb cuts, entrances and exits, loading areas (including number of parking and loading spaces), outdoor lighting systems, storm drainage and sanitary facilities.
10. The general location of proposed lots, setback lines, and easements and proposed reservations for parks, parkways, playgrounds, school sites, and open spaces.
11. Location with respect to each other and to lot lines, number of floors, number of dwelling units and approximate height of all proposed buildings and structures, accessory and main, or major excavations.
12. Preliminary plans and elevations of the several dwelling types and other buildings, as may be necessary.
13. General location, height, and material of all fences, walls, screen planting, and landscaping.
14. General location, character, size, height, and orientation of proposed signs.
15. A tabulation of the total number of dwelling units of various types in the project and the overall project density in dwelling units per acre, gross or net as required by district regulations.

16. A traffic impact statement whenever a proposed site plan substantially affects transportation on Town streets through traffic generation of either:

- (i) 100 vehicles trips per peak hour by residential development, or
- (ii) 250 vehicles trips per peak hour by non-residential development, or
- (iii) 2,500 vehicle trips per day by non-residential development.

The data and analysis contained in the traffic impact statement shall comply with VDOT Traffic Impact Analysis Regulations 24 VAC 30-155-60 and all applicable Town ordinances.

The Administrator may establish additional requirements for preliminary site plans, and in special cases, may waive a particular requirement if, in his opinion, the inclusion of that requirement is not essential to a proper decision on the project. Site plans may be prepared on one or more sheets to show clearly the information required by this article and to facilitate the review and approval of the plan. If prepared in more than one sheet, match lines shall indicate where the several sheets join. Site plans shall be prepared to a scale of one inch equals 50 feet, or such other scale as may be approved by the Administrator as appropriate to a particular case.

(b) *Final site plans.* The final site plan or final plat shall comply with all laws, regulations and ordinances governing the approval of subdivisions and in addition shall show the following:

1. All of the features required on the preliminary site plan with sufficiently accurate dimensions, construction specifications and computations to support the issuance of construction permits.
2. All existing and proposed water and sanitary sewer facilities indicating all pipe sizes, types and grades and where connection is to be made to the utility system.
3. Provisions for the adequate disposition of natural and storm water in accordance with the duly adopted design criteria and standards of the Town indicating the location, sizes, types and grades of ditches, catchbasins and pipes and connections to existing drainage system, and provision for the adequate control of erosion and sedimentation, indicating the proposed temporary and permanent control practices and measures which will be implemented during all phases of clearing, grading, and construction.
4. Existing topography with two-foot contour intervals or such intervals as approved by the Administrator. Where existing ground is on a slope of less than two percent, either one-foot contours or spot elevations where necessary, but not more than 50 feet apart in both directions.
5. Proposed finished grading by contours supplemented where necessary by spot elevations.
(Code 1972, § 30-163; Ord. of 6-2-98; Ord. 2004-4 of 9-7-04, § 30-163; Ord. 2012-6 of 6-19-12; Ord. 2012-10 of 11-20-12)

Sec. 30-186. Procedures, administrative site plan review.

(a) When these regulations require site plan review for certain uses for which Town Council action is not required, five copies of a preliminary site plan for any of the specified uses shall be submitted to the Administrator for review of the plans for compliance with these regulations and the requirements for preliminary site plans. The Administrator shall transmit said plans to such other staff

and agencies as he may consider necessary for the review. The applicant is advised to review his plans in general or sketch form with the Administrator prior to drafting for submittal.

(b) The Administrator shall examine the proposed site plan with respect to the requirements of this chapter, with respect to the traffic and circulation patterns, internal and external, relation to major thoroughfares, utilities, drainage and community facilities, existing or proposed, surrounding development, existing or future, considerations of topography, floodplains, and the natural environment, the preservation of trees or historic sites, provision for open space, and in general with the objective of insuring a durable, harmonious, and appropriate use of the land in accord with the objectives of the Comprehensive Plan. The plans shall be returned to the applicant with relevant comments in accordance with Code of Virginia § 15.2-2259. The applicant is responsible for revising the site plan addressing all relevant comments to the satisfaction of the Town Manager, Town Engineer, and Zoning Administrator prior to approval. Unless otherwise specified, approval shall be valid for a period of one year prior to issuance of building permits.

(c) If specified conditions are met in revised plans, the Administrator may approve issuance of building permits accordingly, and may approve additional minor changes, if, in the opinion of the Administrator such changes do not substantially affect the original approval or conditions attached thereto.

(d) In any case where the Administrator is of the opinion that a proposed project subject to administrative site plan review is of such scale and impact that a decision on the site plan should be reached only after a review by the Town Council or the Planning Commission, he may refer the plan to the Council or the Commission or both of them for an advisory recommendation.

(e) Nothing in this section shall be interpreted to permit a grant of a variance or exception to the regulations of this chapter or to abridge the procedures or requirements of the laws and ordinances governing the subdivision of land.

(f) There shall be a charge for the examination and approval or disapproval of every site plan by the Administrator. At the time of filing the preliminary site plan, the developer or his agent shall deposit with the Administrator cash or checks payable to the Treasurer in the amount of \$250.00 plus an additional \$50.00 per acre rounded up to the nearest whole acre.

(g) The Town may require as-built site plans if deemed necessary by the Town Engineer.
(Code 1972, § 30-164; Ord. 2004-3 of 6-15-04; Ord. 2004-4 of 9-7-04, § 30-164; Ord. 2007-1 of 4-3-07; Ord. 2009-3 of 5-19-09; Ord. 2012-4 of 6-5-12; Ord. 2012-6 of 6-19-12)

Cross reference(s)--Subdivisions, Ch. 26.

Sec. 30-187. Appeal from Administrator's decision.

In any case where the applicant or other party who has a substantial interest in a proposed project is aggrieved by a decision of the Administrator regarding a site plan, said applicant or party in interest may file a written notice of appeal with the Town Manager who shall place the matter on the agenda of the next regular meeting of the Town Council provided said appeal is filed within ten working days of the decision. Upon hearing the appeal, the Town Council may reverse or affirm, wholly or partly, or may modify the decision of the Administrator and may take such action as it believes appropriate.
(Code 1972, § 30-165; Ord. 2004-4 of 9-7-04, § 30-165)

Sec. 30-188. Procedures for approval of site plans for Conditional Use Permits which require approval by the Town Council.

(a) Five copies of a preliminary site plan or plans shall be filed with the Town Council through the Administrator. The preliminary site plan shall comply with Section 30-185 above and the applicable written requirements of this chapter, and be accompanied by such other written or graphic material as may be necessary or desirable in aiding the decisions of the Council. At its option, the Town Council may refer the application to the Planning Commission for an advisory recommendation.

(b) Approval by the Town Council of a preliminary site plan for a Conditional Use Permit shall be valid for a period of one year. Following preliminary approval by the Council, a final site plan in the form of a final plat shall be prepared and filed. The final plat may be approved by the Administrator and shall comply with the specifications of the Council and the requirements of this article and applicable laws, regulations, and ordinances governing the subdivision of land. Permits shall be issued in accord with the approved and filed plat.

(Code 1972, § 30-166; Ord. 2004-4 of 9-7-04, § 30-166)

Sec. 30-189. Temporary site plan.

(a) A temporary site plan may be approved by the Administrator for a proposed development or land use for a period not to exceed one year, where development is in progress and all buildings are of a temporary nature. The drainage, erosion, and sediment control practices, parking, screening, fencing, services, and utility requirements of this chapter and this article may be modified for the purpose of a temporary plan.

(b) Prior to the approval of such temporary site plan a cash bond or letter of credit approved by the Town Attorney may be required to guarantee that all structures erected under the plan will be removed at the expiration of the period for which the permit was issued.

(c) Items to be shown on a temporary site plan shall be the same as required for preliminary site plans above except as these may be waived by the Administrator.

(Code 1972, § 30-167; Ord. 2004-4 of 9-7-04, § 30-167)

Sec. 30-190. Amendments and additions to site plans approved by the Town Council.

The procedure for amendment of the boundaries of or the extent of land use for an approved Conditional Use Permit shall be the same as for a new application, except that minor amendments of an approved site plan and conditions attached to an approved Conditional Use Permit, or other site plan approved by the Town Council, may be approved by the Administrator, provided such change or amendment:

- (a) Does not alter a recorded plat,
- (b) Does not conflict with the specific requirements of this chapter,
- (c) Does not change the general character or content of an approved development plan or use,
- (d) Has no appreciable effect on adjoining or surrounding property,
- (e) Does not result in any substantial change of major external access points,
- (f) Does not increase the approved number of dwelling units or height of buildings, and

(g) Does not decrease the minimum specified yards and open spaces or minimum or maximum specified parking and loading spaces.

Amendments to conditions approved with conditional zoning are covered in Article I.
(Code 1972, § 30-168; Ord. 2004-4 of 9-7-04, § 30-168)

Sec. 30-191. Revocation of permits.

No permit shall be issued for any structure in any area covered by a site plan that is required under the provision of this article except in conformity to such plan which has been duly approved. Permits issued under an approved site plan may be revoked by the Administrator for failure to comply with the approved plan, the conditions attached thereto, or other applicable regulations.
(Code 1972, § 30-169; Ord. 2004-4 of 9-7-04, § 30-169)

Sec. 30-192. Agreement and bond.

Prior to approval of a building permit there shall be executed, by the owner or developer, an agreement to construct such required physical improvements as are located within public rights-of-way or easements, or as are connected to any public facility in form and substance as approved by the Town; and, the Administrator may require a bond with surety or conditions acceptable to the Town Attorney in the amount of the estimated cost of the required physical improvements as determined by the departments, divisions, or agencies responsible for such improvements. The aforesaid agreement, bond, or conditions shall be provided for completion of all work covered thereby, maintenance thereof or for subsequent defects therein, within the time to be determined by the Administrator, which time may be extended by the Administrator upon written application by the owner or developer, signed by all parties (including sureties) to the original agreement. The adequacy, conditions, and acceptability of any bond hereunder shall be determined by the Town Attorney.

(Code 1972, § 30-170; Ord. 2004-4 of 9-7-04, § 30-170)

Sec. 30-193. Approval and extension.

Approval of a site plan submitted under the provisions of this article shall expire one year after the date of such approval unless building permits have been obtained for construction in accordance therewith. A single one-year extension may be given upon written request by the applicant to the Administrator made within 90 days before the expiration of the approved site plan. The Administrator shall acknowledge the request and shall make a decision regarding the requested extension within 30 days after receipt of the request.

(Code 1972, § 30-171; Ord. 2004-4 of 9-7-04, § 30-171)

Sec. 30-194. Right of developer to continue project.

Subject to the time limits and conditions specified in this chapter, the rights of an owner or developer to continue a project for which a site plan has been approved shall not be abridged so long as he proceeds toward completion with reasonable care and diligence and in accordance with the terms of the approval.

(Code 1972, § 30-172; Ord. 2004-4 of 9-7-04, § 30-172)

Sec. 30-195. Inspection and supervision of improvements.

(a) The owner or developer shall have one set of approved plans, profiles and specifications

available at the site at all times when work is being performed. A designated, responsible employee shall be available for contact by [the] Administrator or inspectors.

(b) Upon satisfactory completion of all installation of the required improvements, the owner shall receive an approval from the Administrator, upon application for such approval. Such approval will authorize the release of any bond which may have been furnished for the guarantee of satisfactory installation of such improvements or parts thereof. Inspection is to be made within a reasonable time of the request, and the bond released as quickly as circumstances will permit.

(c) The installation of improvements as required in this article shall in no case serve to bind the Town to accept such improvements for the maintenance, repair, or operation thereof, but such acceptance shall be subject to the existing regulations concerning the acceptance of each type of improvement.
(Code 1972, § 30-173; Ord. 2004-4 of 9-7-04, § 30-173)