

# Subdivision, Site Plans, Development and Construction



August 6, 2013

# Subdivision

- \* 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: . . .”
- \* There are several exemptions to the definition of “subdivide”
- \* Subdivision Agent administrative approval is allowed for lot line vacation or relocation of a single lot line (but not creation of any lots)
- \* Subdivision plat review process – Engineering, Planning, and Administrative review; referred to the Street Committee for recommendation and Council approval of any plats not administratively approved by the Subdivision Agent
- \* Submittal to Planning Dept. with review fee of \$50.00 plus \$10.00 / lot

# Rezoning

- \* May be initiated by the property owner or as a Town-wide rezoning
- \* Referral to Planning Commission and Town Council action required for approval
- \* Conditional rezoning/Proffers - Proffers must be voluntary and in writing prior to the governing body (Town Council) public hearing per Code of Virginia §§ 15.2-2297 and 15.2-2298

# Conditional Use Permits

- \* Provides for an allowance of particular uses, though not by right
- \* Referral to Planning Commission and Town Council action required for approval
- \* Valid for two years after discontinuance of use or two years of inaction on approval
- \* Planning/Zoning staff review of properties (if conditioned)
- \* Addition of approved CUPs to Interactive GIS

# Board of Zoning Appeals

- \* The BZA can hear appeals to the decision of the Zoning Administrator and hear variance requests
- \* Variance – “A reasonable deviation from the provisions of this chapter regulating the size or area of a lot or parcel of land, or the size, area, bulk or location of a building or structure when the strict application of this chapter would result in unnecessary or unreasonable hardship to the property owner.”
- \* “No such variance shall be authorized by the Board unless it finds:
  - a. That the strict application of the chapter would produce undue hardship.
  - b. That such hardship is not shared generally by other properties in the same zoning district and the same vicinity.
  - c. That the authorization of such variance will not be of substantial detriment to adjacent property and that the character of the district will not be changed by the granting of the variance.”

# Traffic Impact Statement

- \* Rezoning, Conditional Use Permit, site plan, and subdivision plat submissions shall include a traffic impact statement whenever proposals substantially affects transportation on Town streets through traffic generation of either:
  - 100 vehicles trips per pack hour by residential development, or
  - 250 vehicles trips per peak hour by non-residential development, or
  - 2,500 vehicle trips per day by non-residential development

# Site Plan Review

- \* Submittal to Engineering Department
- \* Review fee of \$250 plus \$50 per acre (rounded up to nearest whole acre)
- \* Stormwater quality review fee (if necessary) of \$1,000
- \* Public streets, water and sewer facilities, and stormwater management areas must be designed by a licensed Virginia professional
- \* Site plans are valid for a minimum of 5 years from final approval per Code of Virginia § 15.2-2261

# Engineering Review

- \* street design
- \* water extension
- \* sewer extension
- \* erosion and sediment control
- \* stormwater quantity
- \* stormwater quality
- \* sidewalk or trail design
- \* site amenities

# Planning Review

- \* permitted uses and required zoning approvals/conditions/proffers
- \* 100-Year Floodplain
- \* required parking, parking aisle width and parking signage
- \* advertising/signage
- \* overall greenspace, landscaping, and tree requirement
- \* interior parking greenspace and tree requirement
- \* building and parking setbacks
- \* sidewalk/trail requirement
- \* lighting
- \* dumpster screening

# Bonding

- \* The Town accepts a cash bond, bond, or letter of credit.
- \* Bonds are required for erosion and sediment control and public improvements.
- \* The Town will accept bonding for site improvements in order to obtain a Certificate of Occupancy if there are no life-safety issues.

# Site Inspections

- \* erosion and sediment control – required every 14 days
- \* stormwater management facilities
- \* streets
- \* utilities (water and sewer)
- \* zoning inspections (see Site Plan Planning Review items in previous slide)
- \* Building Inspections (in upcoming slides)

# Building Plan Review

- \* Building Plans are reviewed by Building Inspections or may be done by an independent third party.
- \* Only select plans are reviewed by third party agencies. Plans that are reviewed by a third party agency are determined by some of the following: Size of the structure, the hazards associated with the structure, number of use groups associated with the structure and work load at the time of submittal.

# Building Plan Review

## Building Plan Review Commercial Structures Overview

- \* Criteria (Seismic zone, wind loads, snow load, wind exposure....etc)
- \* Type of construction
- \* Size and height of the building
- \* Location on lot
- \* Fire protection systems
- \* Fire protection of structural elements
- \* Design Means of Egress
- \* Accessibility
- \* All associated trades
- \* Energy compliance

# Building Plan Review

## **Building Plan Review Residential Structures Overview**

- Design criteria
- Foundation
- Structural
- All associated trades
- Energy compliance

# Building Code Appeals

- \* People may appeal the decision of the Building Official to the Board of Building Code Appeals.

# Building Permits

- \* Building Permit approval for new construction requires site plan approval and building plan approval. Remodeling requires building plan approval.
- \* New construction requires shrink-swell soils report or compaction test if soil conditions dictate.
- \* Asbestos certification is required for demolition or remodel of structures built prior to 1985 (unless existing residential use to proposed residential use).

# Building Inspections

- \* Setbacks (Planning Dept.)
- \* Footers
- \* Deck footers
- \* Temporary electrical
- \* Foundation wall, rebar placement inspection
- \* Foundation drain/water proofing
- \* Seal plate inspection
- \* Under slab plumbing
- \* Slab prep
- \* Water/Sewer utilities
- \* Framing (rough-in)
- \* Electric (rough-in)
- \* Plumbing (rough-in)
- \* Mechanical (rough-in)
- \* House wrap
- \* Ice guard
- \* Permanent electrical inspection
- \* Insulation
- \* Final Inspection

# Meth Lab Clean-up

- \* We are including a provision with the recodification (which we will be bringing to you in the next month or so) which should clarify that the property owner can be charged for the clean-up (as a nuisance).
- \* Proposed recodification wording:

**Chapter 10 Building and Building Regulations**  
**Article III. Unsafe Building, Walls and Structures**

**Sec. 10-59. Recovery of costs.**

The costs and expenses of abating, removing or obviating the condition or nuisance, less any recovery for materials sold, shall be assessed against the persons responsible for the condition or nuisance and/or property owner and shall constitute a lien against the property or premises and shall be collected and recovered in like manner as state or local taxes.

# Pavement Maintenance Communication

- \* The recent Cold-in-Place Project:

- Created [www.christiansburg.org/pavement](http://www.christiansburg.org/pavement) webpage, dedicated to information and updates about the project
- News & Announcements posting on main page of website
- Notifications placed on Town Facebook page and Twitter account
- Media coverage of the project in The Burgs and News Messenger
- Customized fliers were hand delivered to all residents directly affected by the project; generic fliers are currently located at the Aquatic Center & Recreation Center
- Signs placed along entire street segment of the project prior to commencement of project
- Message board placed one week prior to construction and it remained throughout project

# Garbage Communication Plans

- \* Informational flier mailed to all Town utility customers
- \* Dedicated webpage regarding new program and related FAQ's: [www.christianburg.org/trash](http://www.christianburg.org/trash)
- \* Over the next 8 months, prior to project implementation, plans are being developed for public outreach meetings, additional fliers, creation of applicable request forms, website & social media information, media coverage, etc.

# Detail of Residential Communication Efforts for Future Projects

- \* The Town uses a diverse array of communication tools regarding projects ranging from our website and social media accounts to soliciting local media coverage to various fliers and targeted public information meetings, signage, mailings, and telephone notification services
- \* The scope of outreach varies from project to project

# Recreation Master Planning and Bikeway / Walkway Committee

- \* The Recreation Department and Recreation Advisory Commission will serve as a support committee along with the NRPDC through the development of the Master Plan. The Recreation Department has also formed a staff support committee to assist with the coordination of the Bikeway/Walkway Plan in conjunction of the Recreation Master Plan. The NRPDC is currently working on both plans.
- \* The Recreation Master Plan process will include a Community Needs Identification process. This will include the development and distribution of surveys of high use facilities and/or via mailings or electronically via survey monkey platform. There will also be conduction of focus groups and public input meetings with recreation users as identified by the Recreation Advisory Committee.
- \* The Planning Commission has expressed interest in participating in the process. Town Council, the Planning Commission, and Recreation Advisory Commission will all be invited to any public meetings.
- \* Town staff will approach the Mayor and Town Council with recommended composition for the Bikeway/Walkway Committee in the future.

Hello all,

The Planning Commission passed a resolution recommending the draft Christiansburg 2013 Comprehensive Plan for Town Council adoption after a lengthy planning process including the July 8, 2013 Planning Commission public hearing. The Town Council public hearing is set for Tuesday, August 6, 2013. The full plan document is available for your review prior to the public hearing at <http://www.christiansburg.org/index.aspx?NID=155> by clicking on the draft link at the top of the page or directly at <http://www.christiansburg.org/DocumentCenter/View/3923>. The resolution is included in your Agenda packet for the meeting. Please let me know if you have any questions, comments, or concerns. Thank you in advance,

Kali Casper  
Planner II  
100 East Main Street  
Christiansburg, VA 24073  
540.382.6128 x 120  
[kcasper@christiansburg.org](mailto:kcasper@christiansburg.org)

# Resolution of the Town Council of Christiansburg, Virginia

## *Adoption of the 2013 Christiansburg Comprehensive Plan*

WHEREAS the Town Council of Christiansburg, Virginia has found, that the public necessity, convenience, general welfare and good zoning practices encourage the adoption of the 2013 Christiansburg Comprehensive Plan including the Future Land Use Map.

WHEREAS, notice of the intention of the Town Council to pass adopt the 2013 Christiansburg Comprehensive Plan including the Future Land Use Map was published two consecutive weeks (July 24, 2013 and July 31, 2013 ) in The News Messenger, a newspaper published in and having general circulation in the Town of Christiansburg; and,

WHEREAS, a public hearing of the Planning Commission of the Town was held July 8, 2013 and resulted in a recommendation by the Planning Commission that the proposed 2013 Comprehensive Plan be adopted; and,

WHEREAS, a public hearing of Council of the Town was held August 6, 2013 and resulted in a determination by the Council that the proposed Comprehensive Plan be adopted; and,

THEREFORE be it resolved by the Town Council of Christiansburg, Virginia that the Town adopts the 2013 Christiansburg Comprehensive Plan.

Dated this the \_\_\_\_\_ day of August 2013.

Upon a call for an aye and nay vote on the foregoing resolution on a motion by Councilman \_\_\_\_\_ seconded by Councilman \_\_\_\_\_ at a regular meeting of the Council of the Town of Christiansburg, Virginia held August \_\_, 2013, 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:

Aye

Nay

Abstain

Absent

Mayor Richard G. Ballengee\*

D. Michael Barber

Cord Hall

Steve Huppert

Henry Showalter

Bradford J. Stipes

James W. Vanhoozier

\*Mayor votes only in the event of a tie vote by Council.

A True Copy Test:

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Richard G. Ballengee, Mayor

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Michele M. Stipes, Clerk of Council

**Below you will find information from Captain Altizer, who will be presenting to Council on Tuesday evening. Captain Altizer ask that the information be reviewed and forwarded to Council before the meeting. He can answer any questions that you or Council have prior to the meeting. M. Sisson**

Currently there are 11 tow companies on the towing rotation list within the Christiansburg Police Department. In an effort to keep costs fair to citizens and complaints down I have worked on a towing contract that each tow company would be required to sign in order to remain on the list within our department. This sets things such as price, response time and rules for them to follow to remain in good standing with our department. At the advice of the town's legal counsel and in accordance with Virginia Code 46.2-1233.2 a towing advisory board is needed. This board would allow us (if so voted) to adopt this contract and deal with other towing issues and/or complaints. The statewide agency that handles tow complaints is now the Department of Criminal Justice Services as the Towing and Recovery Board has been absolved.

This board will consist of two members of the police department, two members of the towing and recovery operations field and one member of the general public. The chairman will be elected annually by the board. The code calls for meetings to be held at least once a year; however, I envision a quarterly meeting. This board I feel would only enhance the relationship between the police department, towing and recovery drivers and the general public.

If there are any questions or anything that you would like me to research or answer in anticipation before next Tuesday's meeting please let me know. Thanks.

*Captain Derek A. Altizer  
Support Services Division  
Christiansburg Police Department  
10 East Main Street  
Christiansburg, VA 24073  
(540) 382-3131, ext. 306 Phone  
(540) 382-2893 Fax*

TOWN OF CHRISTIANSBURG		
JULY BILLS TO BE PAID AUGUST 9, 2013		
VENDOR NAME	AMOUNT	DESCRIPTION
A CLEANER WORLD	\$388.00	
A. H. HARRIS & SONS, INC.	\$1,130.85	
ADAMS CONSTRUCTION CO.	\$12,449.33	ASPHALT MIX
ADVANCE SAFETY EQUIPMENT CO	\$647.28	
AIRGAS MID-AMERICA, INC.	\$473.60	
ALGONQUIN PRODUCTS COMPANY	\$391.69	
ALL SEASONS PEST CONTROL, INC	\$85.00	
AMERICAN MULCH	\$180.00	
ANACONDA SPORTS	\$1,312.10	
APPLIED INDUSTRIAL TECHNOLOGIES - DIXIE, INC	\$727.96	
ARAMARK UNIFORM SERVICES, INC.	\$1,411.20	
ARCET EQUIPMENT COMPANY, INC	\$149.90	
ATLANTIC EMERGENCY SOLUTIONS, INC	\$1,072.43	
AUTO EXPERTS, LLC	\$90.00	
AUTO ZONE, INC	\$52.47	
AZTECA SYSTEMS, INC.	\$6,015.00	
BANE OIL COMPANY, INC	\$2,979.86	OFF ROAD DIESEL
BKT UNIFORMS	\$842.84	
BLACKSBURG POWER EQUIPMENT	\$201.36	
BLBG CHBG VPI WATER AUTHORITY	\$426,924.95	QUARTERLY PAYMENT FOR WATER FROM WATER AUTHORITY
BLUE RIDGE RESCUE SUPPLIERS, INC	\$2,425.29	SUPPLIES FOR FIRE DEPARTMENT
BOONE TRACTOR & IMPLEMENT INC.	\$47.40	
BOUND TREE MEDICAL, LLC	\$580.28	
BOWIE SALES, INC.	\$724.93	
BRAME SPECIALTY COMPANY INC.	\$1,988.12	JANITORIAL SUPPLIES
BRIAN'S LOCK & KEY	\$127.00	
BSN SPORTS COLLEGIATE PACIFIC	\$560.00	
BUCKINGHAM GREENERY, INC.	\$336.00	
BULLDOG FIELD EQUIPMENT, LLC	\$383.00	
CAPWIN	\$7,100.00	PD WIRELESS INFORMATION NETWORK
CARILION EMPLOYEE ASSIST. PROGRAM	\$4,435.20	EMPLOYEE ASSISTANCE PROGRAM
CAROLINA INDUSTRIAL EQUIPMENT	\$3,199.62	PARTS AND SUPPLIES FOR PW VEHICLES AND EQUIPMENT
CARQUEST AUTO PARTS	\$407.01	
CDW LLC	\$85.50	
CHA CONSULTING INC	\$6,699.75	BIOSOLID MANAGEMENT AND GAS MONITORING
CHRISTIANSBURG INSTITUTE, INC.	\$10,000.00	BUDGETED SUPPORT FUNDS
CINTAS DOCUMENT MANAGEMENT	\$61.49	
CITY OF SALEM	\$21,080.00	CARDINAL ANNUAL ACADEMY TUITION
CIVIC PLUS	\$7,154.40	WEBSITE HOSTING AND SUPPORT
CMC SUPPLY, INC.	\$1,091.50	
COGSDALE SYSTEMS INC.	\$65,436.46	58352. ANNUAL SUPPORT FOR GP SOFTWARE 7085 TRAINING SERVICES
CORPORATE BENEFIT CONSULTANTS	\$6,000.00	INSURANCE AND BENEFITS CONSULTANTS
D J R ENTERPRISES	\$5,744.54	UNIFORMS FOOTBALL PROGRAM
DOMINION DOOR & HARDWARE INC	\$41.50	
DON'S AUTO CLINIC	\$366.47	
DRAINAGE SOLUTIONS, INC	\$4,933.75	GRATES FOR POOL DECK
DUNCAN FORD MAZDA	\$4,678.12	VEHICLE MAINTENANCE AND REPAIR
EASYID SOLUTIONS	\$30.00	
EEE CONSULTING, INC	\$20,000.00	STORM SEWER DESIGN AND ENVIRONMENTAL EVALUATION
ELECTRICAL SUPPLY CO	\$1,189.56	
ELEVEN WEST, INC.	\$294.75	
EMERGENCY COMMUNICATIONS NETWORK, LLC	\$18,100.00	CODE RED SOFTWARE ANNUAL SUPPORT AND LICENSE FEE
EMPIRE SALVAGE & RECYCLING, INC	\$8,000.00	DEMOLITION OF STRUCTURE AT 50 SCATTERGOOD DRIVE
EMS TECHNOLOGY SOLUTIONS, LLC	\$210.00	
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	\$14,000.00	SLUDGE REMOVAL
FAMILY MEDICINE OF BLACKSBURG LLC	\$1,595.00	DRUG TESTING AND IMMUNIZATION
FASTENAL COMPANY	\$180.58	
FERGUSON ENTERPRISES, INC.#75	\$7,237.63	SUPPLIES FOR WATER AND WASTE WATER, PIPES VALVES FITTINGS
FIDELITY POWER SYSTEMS	\$181.50	
FIRE SAFETY PRODUCTS, INC	\$1,835.00	ANNUAL FIRE EXTINGUISHER INSPECTION
FLEET ONE, LLC	\$28,648.38	VEHICLE FUEL
FLEET PRIDE, INC	\$1,259.34	

TOWN OF CHRISTIANSBURG		
JULY BILLS TO BE PAID AUGUST 9, 2013		
VENDOR NAME	AMOUNT	DESCRIPTION
GALLS, AN ARAMARK COMPANY	\$924.57	
GAY AND NEEL, INC.	\$2,142.50	HUCKLEBERRY TRAIL AND RENVA KNOWLES BRIDGE
GEMPLER'S INC.	\$19.58	
GODWIN MANUFACTURING CO.,INC.	\$873.57	
GUYNN, MEMMER & DILLON, P.C.	\$2,224.26	LEGAL SERVICES
GVM, INC	\$60.67	
H & S CONSTRUCTION COMPANY	\$52,916.11	CDBG SIDEWALKS
HARVEY CHEVROLET CORP.	\$482.04	
HIGHWAY MOTORS, INC.	\$466.55	
HMI WELDING SUPPLY, INC.	\$40.00	
HOME DEPOT 4634	\$334.20	
HOSE HOUSE, INC.	\$364.67	
IDENTI-KIT SOLUTIONS	\$750.00	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	\$380.28	
INTOXIMETERS, INC.	\$219.00	
JAMES RIVER LASERS & EQUIPMENT, LLC	\$150.00	
JOHN DEERE FINANCIAL	\$209.97	
JONES & BARTLETT LEARNING, LLC	\$215.11	
JORDAN OIL CO., INC.	\$6,169.03	FUEL FIRE AND RESCUE
KING-MOORE, INC	\$2,295.00	IT CONSULTING SERVICES
KORMAN SIGNS, INC.	\$3,280.91	SIGNAGE MATERIALS
L-3 COMMUNICATIONS-MOBILE VISION	\$11,057.70	2 VIDEO AND RADIO SYSTEMS FOR PD VEHICLES
LANCASTER, INC.	\$75.00	
LANDSCAPE SUPPLY INC.	\$3,600.52	HARKRAEDER FIELDS
LANE ELECTRIC, INC	\$345.00	
LOWES HOME CENTERS, INC.	\$6,116.87	BUILDING AND GROUNDS REPAIRS AND MAINTENANCE
MARKETING ON MAIN STREET LLC	\$428.98	
MCAFEE, INC	\$225.00	
MCGRADY-PERDUE HEATING & COOLING, INC	\$6,250.00	HEAT PUMP FOR CEMETERY BUILDING
MICHAEL B. COOKE, CPA,PC	\$6,000.00	2013 AUDIT INITIAL FIELD WORK
MIDWAY PRODUCTION SERVICES	\$250.00	
MONTGOMERY DISTRIBUTORS	\$3,718.94	SAFETY EQUIPMENT AND SUPPLIES
MONTGOMERY REGIONAL WASTE AUTHORITY	\$39,897.55	SOLID WASTE DISPOSAL
MOORE MEDICAL CORP.	\$1,152.85	
MOTOROLA	\$1,131.40	
MT ELECTRONICS, INC	\$438.30	
MUNICIPAL EMERGENCY SERVICES, INC	\$273.99	
NATIONAL ALLIANCE	\$160.00	
NATIONAL POOLS OF ROANOKE,INC.	\$591.80	
NATIONAL WINDOW & DOOR, INC.	\$172.80	
NEW RIVER COMMUNITY ACTION	\$6,180.00	ANNUAL SUPPORT
NEW RIVER ENGRAVING	\$220.40	
NEW RIVER FIRE EXTINGUISHERS	\$36.00	
NEW RIVER REGIONAL DRUG TASK	\$4,500.00	ANNUAL DUES FOR TASK FORCE
NEW RIVER VALLEY AIRPORT COMMISSION	\$15,133.00	ANNUAL SUPPORT
NFPA	\$1,165.50	SUBSCRIPTION FOR NATIONAL FIRE CODES
NORTHEASTERN SUPPLY INC.	\$186.05	
NRV ECONOMIC DEV. ALLIANCE	\$1,250.00	
OLD DOMINION BRUSH	\$1,887.50	
OLD REPUBLIC SURETY GROUP	\$375.00	
OLD TOWN PRINTING & COPYING	\$52.69	
ONE CALL NOW	\$50.95	
ONE EARTH LANDSCAPES, INC	\$5,571.43	MOWING SERVICES
PEED & BORTZ, L.L.C.	\$18,800.00	DESIGN SERVICES LUBNA, PHASE 6 UPGRADE AND EFFECTIVE STORAGE
PETERS AQUATICS	\$50.00	
PLAY IT AGAIN SPORTS	\$354.00	
POWER ZONE - ALL SEASONS	\$796.09	
PRECISION GLASS & UPH. INC.	\$60.00	
PROFESSIONAL COMMUNICATIONS	\$2,052.15	PD GRANT FUNDED 60 REMOTE SPEAKER MICS
QUALITY TIRE & BRAKE SERVICE	\$1,430.00	
R. J. MERKEL, INC.	\$21,554.20	STRIPPING AND LINE PAINTING STREETS
RAY ALLEN MANUFACTURING, LLC	\$398.89	

TOWN OF CHRISTIANSBURG		
JULY BILLS TO BE PAID AUGUST 9, 2013		
VENDOR NAME	AMOUNT	DESCRIPTION
ROANOKE AUTO SPRING WORKS	\$541.04	
ROPHO SALES INC	\$995.00	
SAFETY & COMPLIANCE SERVICES, INC.	\$174.00	
SAMS CLUB	\$739.43	
SANICO, INC	\$1,240.33	
SHERWIN-WILLIAMS	\$298.25	
SIGN-A-RAMA	\$127.45	
SIGNSPOT	\$40.00	
SIMPLEXGRINNELL LP	\$472.00	
SMITH'S CUSTOM MILLING	\$212.50	
SISSON AND RYAN	\$9,152.77	SAND AND GRAVEL
SOUTHERN ELEVATOR CO., INC.	\$670.00	
STAPLES BUSINESS ADVANTAGE	\$459.17	
STATE ELECTRIC SUPPLY CO., INC.	\$258.33	
TAPCO	\$88.15	
TAYLOR OFFICE & ART SUPPLY, INC	\$3,942.70	OFFICE SUPPLIES VARIOUS DEPARTMENTS
TEMPLETON-VEST	\$330.00	
TENCARVA MACHINERY CO.	\$10,545.36	2 PRESSURE VALVES FOR SEWER PUMP STATIONS 1 BUBLER FOR WATER STATION
TESSCO	\$291.29	
THE GUN SHOP	\$980.00	
THOMPSON TIRE & MUFFLER	\$3,605.73	VEHICLE TIRES AND REPAIRS
TIDEWATER FLEET SUPPLY	\$368.09	
TRANE	\$4,454.71	REPAIRS AT AQUATIC CENTER
TREASURER OF MONTGOMERY CO.	\$157.50	
TREASURER OF VA DEPT.GEN.SER.	\$28.00	
TREASURER OF VIRGINIA	\$4,087.50	ANNUAL MAINTENANCE FEE AND PERMIT FEES
TREASURER OF VIRGINIA	\$1,274.48	2% BUILDING FEE LEVY
TREASURER OF VIRGINIA	\$1,974.00	PUBLIC OFFICIALS BOND
TRI-DIM FILTER CORPORATION	\$69.40	
ULINE	\$55.48	
UNIFIRST CORPORATION	\$192.81	
US FOOD SERVICE	\$289.92	
USA BLUE BOOK	\$512.83	
VA ASSO OF ZONING OFFICIALS	\$175.00	
VA ASSOC OF ZONING OFFICIALS	\$20.00	
VA INFORMATION TECHNOLOGIES AGENCY	\$52.57	
VALLEY LANDSCAPING	\$3,515.00	HYDRO SEEDING, FERTILIZER CBURG PRACTICE FIELD DEPOT STR PARK AND HARKRAEDER
VBCOA REGION II	\$125.00	
VDH-WATERWORKS TECHNICAL ASS'T FUND	\$29,718.30	WATERWORKS ANNUAL OPERATIONS FEE
VIRGINIA BUSINESS SYSTEMS	\$697.63	
VIRGINIA TECH/MONTGOMERY	\$50,000.00	ANNUAL SUPPORT
VIRGINIA TRUCK CENTER	\$549.06	
VIRGINIA'S FIRST REGIONAL	\$5,000.00	ANNUAL SUPPORT
VLGMA	\$301.88	
VML/VACO	\$8,783.00	ANNUAL ASSESSMENT
W. E. L. INC	\$1,670.00	HAZARDOUS MATERIALS REMOVAL
WADES FOODS INC.	\$119.27	
WALMART COMMUNITY/GECRB	\$191.35	
WILSON BROTHERS INCORPORATED	\$999.47	
WORDSPRINT	\$235.00	
WORKING WATERS, LLC	\$450.00	
ZEP MANUFACTURING CO	\$447.96	
<b>TOTAL FOR AUGUST 9, 2013</b>	<b>1,106,162.17</b>	

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

<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
BLUE RIDGE COPIER INC	42.71	
CARDMEMBER SERVICES	50.00	
Detailing By Raymond	170.00	
Employee Reimbursements	1,762.35	Southwest VA Firefighters Conference
First Due Gear	282.00	
Municipal Emergency Services	327.64	
NAFECO	682.67	
Semper Vinco LLC	33.28	
TOWN OF CHRISTIANSBURG	666.90	Fuel
VERIZON	548.49	
Virginia Public Safety Foundation	5,000.00	
<b>TOTAL PAID BILLS</b>	<b>9,566.04</b>	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH OF JULY 2013		
VENDOR	AMOUNT PAID	DESCRIPTION
ADVANCE AUTO PARTS	128.24	
ADAMS COMPANIES INC	1,318.19	REPAIRS FOR AQUATICS
ADAMS CONSTRUCTION	2,579.71	ASPHALT MIX
AECOM TECHNICAL SERVICES INC	4,340.00	BRIDGE INSPECTION PROGRAM
AFA PROTECTIVE SERVICES	698.00	
AIRGAS NATIONAL CARBONATION	1,562.61	CARBON DIOXIDE AND SERVICE CALLS AQUATICS
ALLMAX SOFTWARE INC	990.00	
AMERICAN CASTING & MFG CORP	366.59	
ANGLE FLORIST	52.50	
ANTHEM BLUE CROSS	135,020.08	EMPLOYEE HEALTH INS
ANTHEM LIFE INSURANCE	2,862.08	EMPLOYEE LIFE INSURANCE
APPALACHIAN POWER	104,270.13	ELECTRIC UTILITIES
APPLE FORD OF LYNCHBURG INC	31,101.27	RECREATION 2013 FORD TRUCK
ARAMARK UNIFORM SERVICES	282.24	
ARCHER COMPANY	5,020.00	HR CONSULTANT
ARCET EQUIPMENT COMPANY INC	173.60	
ARTCRAFT & FOREMOST INCE	425.00	
AT & T	956.05	
ATCOM INC	30,413.73	PHONE SYSTEM TOWN HALL
ATMOS ENERGY	2,407.65	GAS UTILITIES TOWN
BANE OIL COMPANY INC	2,230.29	OFF ROAD DIESEL
BB&T INSURANCE	35,758.00	INSURANCE
B&K TRUCK ACCESSORIES	775.00	
BKT UNIFORMS	1,166.87	PD UNIFORMS FOR NEW OFFICERS
BMS DIRECT	2,574.51	POSTAGE AND PRINTING UTILITY BILLS
BRAME SPECIALTY COOMPANY INC	1,062.03	JANITORIAL SUPPLIES RECREATION
BSN SPORTS COLLEGIATE PACIFIC	115.64	
BOB'S REFUSE SERVICE, INC	110.00	
BOONE & BECKNER IMPLEMENTS INC	1,258.74	PARTS AND SUPPLIES FOR EQ REPAIR
BOSTON MUTUAL LIFE INS	1,968.24	EMPLOYEE PD LIFE INS
BROCK ENTERPRISES	207.34	
CALDWELL CONSTRUCTION	5,650.00	RESCUE SQUAD BLDG IMPROVEMENTS
CANON FINANCIAL SERVICES	1,022.87	COPIER MAINT VARIOUS DEPT
CAPITAL GMC TRUCKS	17,721.00	PD VEHICLE
CARDMEMBER SERVICES	22,657.31	EQUIP MATERIALS AND SUPPLIES 12009.97 DUES 564 SCHOOLS 4804.59 TRAVEL 4074.34 COMPUTER 186.90 UNIFORMS 277.97 MISC INVESTIGATIONS 399.98 FIRE RESCUE RECRUITING 339.56
CARDINAL MACHINERY COMPANY	29,533.75	DIESEL GENERATOR
CARQUEST AUTO PARTS	84.99	
CHANDLER CONCRETE COMPANY	296.00	CONCRETE
CHASE MANHATTEN BANK	13,375.00	1995 BOND PAYMENT INTEREST ONLY LOAN BAL 535000 MATURES 2/1/2015
CDK INC	1,493.75	PICNIC CATERING
CINTAS DOCUMENT MANAGEMENT	123.50	
CITIZENS	1,820.00	INTERNET SERVICES
CMC SUPPLY INC	122.12	
COCA COLA BOTTLING	370.00	HARKRADAR
COGSDALE	1,980.00	CONSULTANT FOR TRAINING ON GP HR AND PURCHASING PARTIAL PAYMENT
COLONIAL SUPPLEMENTAL INSURANCE	1,055.65	EMPLOYEE PAID INSURANCE 2 MONTHS
COLD STONE CREAMERY	336.00	CAKES BDAY PARTIES AQUATICS
COMMONWEALTH BUILDING MATERIALS	78.90	
CONSOLIDATED PIPE & SUPPLY CO	4,084.65	PIPE FOR WATER SUPPLY CONSTRUCTION
DELL MARKETING LP	1,355.60	NEW LAPTOP
DE LAGE LANDEN	3,268.00	COPIER RENTAL PD 2 mos
DELTA DENTAL	6,666.72	DENTAL COVERAGE
DELTONES	2,700.00	MUSIC 4TH OF JULY
DJR ENTERPRISES	572.41	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH OF JULY 2013		
VENDOR	AMOUNT PAID	DESCRIPTION
DITCH WORK OF ROANOKE, INC	36,808.00	KABOOTA TRACTOR FOR CEMETERY
DON'S AUTO CLINIC	30.00	
DOLI BOILER SAFETY	40.00	
DUES AND MEMBERSHIP	100.00	FIRE 50 planning 50
EDIBLE ARRANGEMENTS	139.81	AQ BDAY SUPPLIES
ELECTRICAL SUPPLY CO	1,035.36	SUPPLIES AND PARTS FOR VARIOUS TOWN REPAIRS.
ELXSI	3,900.00	SOFTWARE SUPPORT
FAMILY MEDICINE OF BLACKSBURG	731.00	DRUG SCREENING AND TESTING
FAST SIGNS	525.00	
FASTENAL COMPANY	3.94	
FEDEX	110.87	
FERGUSON ENTERPRISES INC	3,869.15	METERS, PARTS AND SUPPLIES
FIRE SAFETY PRODUCTS INC	577.85	
FLEET ONE LLC	6,927.59	FUEL FOR TOWN VEHICLES
FLEET PRIDE INC	204.11	
FLINT TRADING	369.32	
GALLS	812.68	
GAY & NEEL INC	1,887.50	ENGINEERING SERVICES.
GEMPLERS INC	2,547.00	safety tshirts for road crews
GENWORTH FINANCIAL	952.16	EMPLOYEE PD INS
GUYNN MEMMER & DILLION PC	75.00	
H&S CONSTRUCTION COMPANY	21,438.89	CDBG SIDEWALK CONSTRUCTION
HALEY AUTO MALL	23,771.80	POLICE VEHICLE
HARVEY CHEVROLET CORP	33.15	
HAWKINS GRAVES INC	214.87	
HD SUPPLY WORKS LTD	1,868.38	VALVES AND TAPS FOR WATER SYSTEMS
HOLIDAY MOTOR CORP-DUNCAN FORD	1,920.61	VEHICLE REPAIR AND SERVICE
HOME DEPOT INC	139.94	
HOUSE OF DOORS INC	125.00	
HOTWIRED	800.00	MUSIC FOR JULY 4
INDUSTRY ELECTRIC LLC	3,227.79	SUPPLIES FOR RADIO REPAIR SHOP
JAMES RIVER LASERS & EQUIPMENT LLC	34.70	
KING-MOORE INC	3,105.00	IT SUPPORT
KROGER	625.12	
LANDSCAPE SUPPLY INC	169.20	
LAMOTTE COMPANY	73.04	
LANCASTER INC. TOTAL CAR CARE	496.44	
LITTLE LEAPERS	600.00	
LITTLE RIVER POOL AND SPA	360.84	
LMW PC	3,500.00	ENGINEERING SERVICES LIONS GATE PHASEII
LOWES HOME CENTERS INC	4,283.79	REPAIR AND MAINTENANCE OF GRDS AND FACILITIES
LUMOS NETWORKS INC	30.90	
LYONS METAL MFG OF VIRGINIA	1,908.80	NEW ROOF FOR STATION B OUT BUILDINGS
MARKETING ON MAIN STREET LLC	846.16	
MCGRADY PERDUE HEATING & COOLING	315.00	
MEADE TRACTOR	13,996.05	MOWER FOR CEMETERY
MIDWAY PRODUCTION SERVICES	1,500.00	SOUND SYSTEM FOR JULY 4TH CELEBRATION
MIDWEST MOTOR SUPPLY INC	252.38	
MONTGOMERY DISTRIBUTORS	147.50	
MONTGOMERY PUBLISHING	567.26	
MONTGOMERY SANITATION	576.28	
MCCLINTOCK, MOLLY	30.00	
MUNICIPAL CODE CORP	2,835.00	CODIFICATION OF TOWN CODE
NATIONAL WINDOW AND DOOR	79.00	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH OF JULY 2013		
VENDOR	AMOUNT PAID	DESCRIPTION
NEW RIVER ENGRAVING	189.00	
NEW RIVER FIRE EXTINGUISHERS	119.00	
NEXTEL PARTNERS INC.	1,206.42	NEXTEL CELLULAR COVERAGE
NORTHEASTERN SUPPLY INC	23.95	
NORTHERN TOOL & EQUIPMENT	2,567.86	TRAILER FOR USE AT CEMETERY
PADOCK CONSTRUCTION	590.00	
PAPA JOHNS	534.00	PIZZAS FOR BDAY PARTIES AT AQUATICS
PB ELECTRONICS	99.00	
PETTY CASH	37.25	
POWER ZONE	830.38	
PRESSURE WASHING SUPPLIES AND SERV	2,105.50	DRUM OF ASPHALT REMOVER
PROCON	2,025.00	DRIVEWAYS AT FIRE STATION
PYROTECNICO	5,000.00	4TH OF JULY
QUALITY TIRE	2,752.00	TIRES FOR PATROL CARS AND REPAIRS
RADFORD UNIVERSITY	144.00	
RAKESTRAW LAWN CARE INC	450.00	
REFUND FEES REC DEPT	910.00	
REFUND AQUATICS	42.50	
REFUND PERMITS	734.61	
REFUND water deposits	819.13	
REFUND TAXES	86.77	
REIMBURSEMENTS EMPLOYEE	12,851.18	drug screens CDL LIC TESTING REIMBURSE EMP PAID EXPENSES uniforms PD CLOTHING ALLOWANCE 12600
RGA LLC	675.00	
ROANOKE VALLEY SPEECH & HEARING CENTER	1,129.50	HEARING TEST FOR EMPLOYEES PER OSHA
SAMS CLUB	1,534.92	HARKRADER CONCESSIONS
SANICO INC	495.22	
SAWYER PAVING COMPANY INC	646.75	
SCHOOLS	5,796.55	fire 933.55 finance 120 wwtp 294 PD 799 council 3110 RESCUE 30 RECREATION 510
SERVICE COMMUNICATION	856.05	INSTALL EQUIPMENT AT RESCUE BUILDING
SHENTEL	233.91	INTERNET SERVICES REC CENTER
SHERWOOD-LOGAN & ASSOCIATES	26,500.00	WINDOW PUMP AERATION WWTP
SIGN A RAMA	247.75	
SPENCER, JAMES	562.50	CONSULTING SERVICES
SOUTHEASTERN SECURITY CONSULTANTS	225.00	
SOUTHERN STATES	25.93	
SPRINT	68.43	
STAPLES BUSINESS ADVANTAGE	51.25	
STATE ELECTRIC SUPPLY CO INC	210.22	
STAND ENERGY CORPORATION	3,217.01	NATURAL GAS FOR AQUATIC CENTER
STELLAR ONE	124.00	
SUPER SHOES STORE INC	184.48	
TAYLOR OFFICE SUPPLY	773.68	
TELEVENT	290.50	
TEMPLETON VEST	30,588.00	FIRE ALARM RESCUE BUILDING
TENCARVA MACHINERY CO	23,940.00	PUMP FOR WATER OPERATIONS
TESSCO	1,924.68	BASE STATION FOR RESCUE
THE ROANOKE TIMES	857.85	JOB POSTINGS AND PUBLIC NOTICES
THOMPSON TIRE	1,146.13	VEHICLE MAINTENANCE AND REPAIR
TRACTOR SUPPLY CO	2,193.23	
TRANE	24,929.18	ANNUAL MAINT AGREEMENTS
TRAVEL	5,789.84	PD 490 ADMIN 973.53 FIN 49.49 HR 190.41 WWTP 38.99 PLANNING 963.74 FIRE 3083.68
TRAVELERS INSURANCE	5,332.00	
UNIFIRST CORPORATION	128.80	
UNITED RENTALS	97.00	

<b>TOWN OF CHRISTIANSBURG</b>		
<b>BILLS PAID DURING THE MONTH OF JULY 2013</b>		
<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
US CELLULAR	605.15	
VERIZON	1,432.53	PHONES
VERIZON-WIRELESS	10,369.54	2 MONTHS BILLS
VESTS SALES & SERVICE INC	1,931.10	REPAIRS AND PARTS RESCUE VEHICLES
VIRGINIA BUSINESS SYSTEMS	248.21	COLOR COPIER PW
VA INFORMATION SYSTEMS	54.05	
VBCOA	35.00	
VIRGINIA DEPARTMENT OF TREASURY DMV	820.00	DMV STOPS
VUPS LLC	275.10	
WINTER EQUIPMENT CO	2,838.70	JOMA SOFTWARE SETUP
WORDSPRINT	253.21	
WILLIS, CHARLES	960.00	
WILSON, TERRY	120.00	
WILSON BROTHERS	264.87	
WILLIAMS SUPPLY INC	1,587.00	TECH SUPPORT FOR CONNECT SOFTWARE FOR PUMP STATION
ZEP MANUFACTURING	242.94	
<b>TOTAL SPECIAL REVENUE BILLS PAID</b>	<b>9,566.04</b>	
<b>TOTAL PAID BILLS</b>	<b>837,610.09</b>	
<b>9 TH OF THE MONTH BILLS</b>	<b>1,106,162.17</b>	
<b>GRAND TOTAL</b>	<b>1,953,338.30</b>	

**Christiansburg Planning Commission**  
**Minutes of July 22, 2013**

Present: Matthew J. Beasley  
Ann H. Carter  
Harry Collins  
Ashley Cowen  
M.H. Dorsett, AICP  
David Franusich  
Jonathan Hedrick  
Steve Huppert  
Craig Moore, Chairperson  
Joe Powers, Vice-Chairperson  
Jennifer D. Sowers  
Nichole Hair, Secretary Non-Voting

Absent: none

Staff/Visitors: Kali Casper, staff  
Missy Martin, staff  
Cindy Disney, Montgomery County Planning Commission  
John Stemen, North Cross High School

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

Public Comment.

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

Approval of meeting minutes for July 8, 2013.

Chairperson Moore introduced the discussion. Commissioner Dorsett made a motion to approve the Planning Commission meeting minutes. Commissioner Cowen seconded the motion which passed 10-0, with Commissioner Hedrick abstaining.

Planning Commission Public Hearing on Council's intention to adopt an ordinance amending Chapter 30 "Zoning" of the Christiansburg Town Code in regard to parking design requirements and in regards to the addition of Sec. 30-9 (i) "Exceptions relating to conditional zoning and/or conditional use permits". The Town Council Public Hearing is scheduled for Tuesday, August 20, 2013.

Chairperson Moore opened the floor to public comments. No public comments were made. Chairperson Moore asked Ms. Hair to discuss the final review updates.

Ms. Hair advised the Town Attorney has reviewed the proposed ordinance and anything underlined is an addition and anything stricken has been removed. Ms. Hair added the Town Attorney took all of the Planning Commission's recommendations adding alternative pavements as an approved paving source and accepted the off street parking exceptions relation to conditional zoning and/or conditional use permits. Ms. Hair stated a public hearing will be held by Planning Commission with a recommendation to Town Council in this process. Chairperson Moore asked Ms. Hair and all Commissioner's if any public comments have been received, all replied no.

Commissioner Dorsett asked Chairperson Moore if the Planning Commission could vote on the proposed adoption during this meeting. Chairperson Moore replied the Commissioners can vote and asked if anyone has objections to voting tonight. No objections were made.

Chairperson Moore asked for a motion. Commissioner Dorsett made a motion to recommend Town Council approve the changes to the ordinance. Chairperson Moore clarified a move to adopt the code changes as recommended. Commissioner Sowers seconded the motion. Chairperson Moore asked if there is any discussion on this issue needed by the Commissioner's, no comments were made. Chairperson Moore commented on how excellent it is to work on small changes to the ordinance to improve Christiansburg in several different ways. Chairperson Moore asked for a vote if there is no more discussion. Planning Commission voted 11-0 to recommend Town Council adopt the code changes.

Planning Commission recommendation on the Christiansburg Comprehensive Plan. The Planning Commission Public Hearing was held on July 8, 2013. The Town Council Public Hearing is scheduled for Tuesday, August 6, 2013

Chairperson Moore opened the discussion. Commissioner Dorsett made a motion to recommend Town Council adopt the Comprehensive Plan. Commissioner Beasley seconded the motion. Chairperson Moore commented on how he appreciated reviewing the Comprehensive Plan in segments and how it came together nicely. Commissioner Huppert asked how the Commission would address Council. Ms. Hair replied Ms. Casper will be presenting the Comprehensive Plan to Council. Commissioner Huppert verified that all Planning Commissioners would attend the Town Council meeting to show support.

Planning Commission recommendation on the Christiansburg Comprehensive Plan – (continued).

Commissioner Powers stated he would like to compliment the co-chairs of the Comprehensive Plan Subcommittee which is Commissioner Cowen and Commissioner Dorsett. Commissioner Huppert asked Chairperson Moore to speak to Council before introducing Ms. Casper. Chairperson Moore agreed and with no further discussion Planning Commission voted 11-0 to recommend Town Council adopt the 2013 Comprehensive Plan.

Other Business

Chairperson Moore asked for other business. Ms. Hair had no other business at this time. Chairperson Moore advised the Commissioners that the August 12, 2013 meeting will be canceled if there are no objections. Chairperson Moore stated the next regular meeting will be on August 26, 2013. Chairperson Moore clarified the Town Council public hearing for Town Comprehensive Plan will be on August 6, 2013 at 7:30 pm.

Commissioner Franusich and Commissioner Powers requested the Development Subcommittee meet on August 12, 2013 at 7:00 pm to discuss downtown parking. Ms. Hair replied yes and asked Commissioner Powers if they would like the downtown citizens to join this meeting. Commissioner Powers and Commissioner Sowers replied not at that meeting.

Commissioner Hedrick advised the Planning Commission he and Commissioner Beasley will be attending the Planning Commissioner's training on August 26<sup>th</sup> and 27<sup>th</sup>.

Commissioner Powers asked since the Commission has made the recommendation to Council to amend the parking requirements can the Commission initiate the exception to the Martins proffer amendment request and take care of the costs involved. Ms. Hair replied she would ask Mr. Wingfield and let the Commissioners know, she also added that Town Council will need to vote on the Code amendment before action can be taken.

Commissioner Franusich asked about creating a subcommittee to address pedestrian connectivity within Town. Ms. Hair replied she will ask the Assistant Town Manager regarding the Christiansburg Bikeway/Walkway Committee. Commissioner Dorsett advised Commissioner Franusich there is a long term goal subcommittee to address neighborhoods that will meet in September.

There being no more business Chairperson Moore adjourned the meeting at 7:18 p.m.

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Craig Moore, Chairperson

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Nichole Hair, Secretary Non-Voting

## Aquatic Center Revenue Report

	FY 2012-2013	FY 2011-2012	FY 2010-2011
<b>Days of Operation</b>	335	335.5	330
Facility Closed for Meets	13	15	12
Holiday Closings	11	8.5	5
Maintenance Closing	6	6	0
Meets Held (without Facility Closure)	6*	N/A*	N/A*
<b>Memberships</b>			
Non-Resident Membership	520	554	617
Resident Membership	728	645	906
Total Memberships	1,248	1,199	1,523
<b>Attendance</b>			
Daily Resident Pass	24,285	35,271	36,923
Daily Non-Resident Pass	7,396	6,431	4,737
Dry Pass	4,066	4,774	3,701
Member Scan	35,691	32,292	32,960
Programs, Rentals	12,157	9,792	17,192
Total Attendance	83,595	88,560	95,513
Daily Average	250	264	289
<b>Revenue</b>			
Facility Revenue	\$60,910	\$69,443	\$65,050
Daily Admission	126,491	135,424	97,218
Program Revenue	96,382	80,287	116,590
Retail Revenue	6,080	5,272	7,000
Food Concessions	1,617	852	636
Membership Revenue	142,695	144,690	175,529
Gift Certificates	500	957	2,524
Competitive Meet Revenue	156,462	142,146	126,398
VT Contributions	250,000	250,000	250,000
Refund	(1,352)	(1,039)	(1,976)
Over/Short	(6)	(25)	(5)
Total Revenue	\$839,779	\$828,007	\$838,964
<b>Birthday Parties</b>	315	418	407

\*Data not collected until February 2013