Christiansburg Planning Commission
Minutes of October 7, 2013

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

Absent: David Franusich

Staff/Visitors: Kali Casper, staff
Tacy Newell-Foutz
Cindy Disney, Montgomery County Planning Commission

Chairperson Moore called the meeting to order at 7:02 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 September 23, 2013.

Chairperson Moore introduced the discussion. Commissioner Sowers made a motion to approve the Planning Commission meeting minutes. Commissioner Dorsett seconded the motion which passed 8-0, with Commissioners Hedrick and Cowen abstaining.

Planning Commission Public Hearing on Council's intention to adopt an ordinance amending Chapter 30 "Zoning" specifically, section 30-9 of the *Christiansburg Town Code* to address parking requirements for mixed use structures with apartments in the B-2 Central Business District; on-site parking requirements and off-site cooperative parking provisions; and grandfathered status in the B-2 Central Business District and sections 30-185, 30-186, 30-190, and 30-193 of the *Christiansburg Town Code* to clarify the requirements for final site plans, when preliminary and final site plans expire, and fees associated with the submittal of same.

Chairperson Moore opened the discussion asking for public comments.

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Planning Commission Public Hearing on Council's intention to adopt an ordinance amending Chapter 30 "Zoning" specifically, section 30-9 of the *Christiansburg Town Code* to address parking requirements for mixed use structures with apartments in the B-2 Central Business District; on-site parking requirements and off-site cooperative parking provisions; and grandfathered status in the B-2 Central Business District and sections 30-185, 30-186, 30-190, and 30-193 of the *Christiansburg Town Code* to clarify the requirements for final site plans, when preliminary and final site plans expire, and fees associated with the submittal of same (continued).

Ms. Hair provided an update with a summary of the changes to the Zoning chapter and added that the Town Council work session will be held on November 6, 2013.

Ms. Newell-Foutz indicated that she had a few questions. She asked about what is considered a change or enlargement of use and asked for an example. Commissioner Powers responded that some uses require more parking than others, such as a retail store changing to a restaurant even if it uses the same physical space. Ms. Hair agreed. Ms. Newell-Foutz indicated that this may affect numerous vacant properties downtown and whether they can be rented by use and parking. Ms. Hair noted that the change will allow for shared parking up to 900 feet away from the use. Ms. Newell-Foutz asked if this was exclusive of public parking. Ms. Hair responded yes. Commissioner Powers explained that the current ordinance already contains the provision that requires parking for a change of use or enlargement. Chairperson Moore indicated that the current ordinance requires parking be brought up to code if any changes are made to the building and the changes will lessen the requirement so that only new uses will require additional parking. Ms. Hair added that an exception can be requested through the conditional use permit process. Ms. Newell-Foutz asked if a conditional use permit application costs $750. Ms. Hair responded yes.

Ms. Newell-Foutz asked if there is a mechanism in place for enforcing cooperative parking arrangements. Ms. Hair responded that they are approved by the Zoning Administrator. She added that a violation would be documented as a zoning violation. Ms. Newell-Foutz asked if the agreements needed to be written. Ms. Hair responded that it would be left to the property owners but added it would be advisable. Ms. Newell-Foutz asked for explanation of a significant alteration. Ms. Hair indicated that changes requiring a building permit are most likely considered significant alterations. Commissioner Powers added that this is in the current ordinance but the change will allow for less parking; only requiring extra parking for a new use. Commissioner Huppert gave an example regarding the third floor of the antique store. Ms. Newell-Foutz asked about the language used for the first bullet point regarding apartments above street level and if it was due to apartments on the first floor requiring a conditional use permit. Chairperson Moore added that it encourages mixed use by allowing apartments upstairs with stores on the first floor. Ms. Newell-Foutz asked if the square footage requirements for parking were being altered. Ms. Hair responded that the only change to specific parking spaces is for apartments in the first bullet point of the summary.

Chairperson Moore moved to close the public hearing.

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Planning Commission Public Hearing on Council's intention to adopt an ordinance amending proffer amendment request by Johnny C. Martin for property located at 3301Roanoke Street (an approximately 1.95 acre portion of the total 37.4 acre tax parcel 502 – ((9)) – 5C), which is zoned B-3 General Business, to amend a proffer statement to allow for a modification in parking and paving requirements.

Chairperson Moore opened the discussion and reviewed the proffer statement. He opened the floor for public comments.

Ms. Hair indicated that the proffer statement was received this afternoon. Commissioner Huppert asked if the trees were existing on the site. Ms. Hair responded yes. There being no public comment, Chairperson Moore closed the public hearing.

Commissioner Dorsett noted that this was previously discussed and moved to recommend the amendment to Town Council. Commissioner Collins seconded the motion. Commissioner Powers added that the concrete pad satisfied off-street parking requirements and the Town is satisfied with the gravel access road. Ms. Hair indicated yes and added that a modified site plan will be submitted and that sidewalks will be built or money will be paid into the sidewalk fund. Commissioner Dorsett moved to recommend approval as amended. Commissioner Collins seconded the amended motion. Commissioner Huppert noted Mr. Martin's cooperation. The motion carries 10-0.

Planning Commission recommendation on the recodification of the *Christiansburg Town Code.*

Chairperson Moore opened the discussion. Ms. Hair stated that the Town Council work session will be on October 29, 2013. Commissioner Dorsett asked to table the item. She asked a question regarding pavement height on roads. Ms. Hair asked for an email regarding the question indicating the section. Commissioner Powers asked to bring it to the Development Subcommittee. Ms. Hair asked for questions to be sent to her and copied to Assistant Town Manager Wingfield. Chairperson Moore asked about Town Council's time frame for this item. Ms. Hair noted that the work session will be on October 29, 2013 and the public hearing will be held November 6, 2013. Chairperson Moore suggested Planning Commission hear public comments from the Town Council public hearing and make a recommendation after the public hearing. Ms. Hair encouraged Planning Commission to attend the Town Council work session and public hearing. Commissioner Dorsett made a motion to table the recommendation. Commissioner Beasley seconded the motion which passed 10-0.

Other Business

Chairperson Moore asked for other business. Ms. Hair responded she has no other business.

Commissioner Huppert indicated that on Item #3 regarding parking that Mr. Poff previously made a presentation and requested that he attend the Town Council meeting.

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Other Business (continued).

Chairperson Moore reviewed the meeting schedule indicating that the Town Council work session on the recodification is on October 29, 2013 and there is a public hearing on the recodification on November 6, 2013. Ms. Hair added that there is a Town Council work session on November 6, 2013 regarding the parking requirements.

There being no more business Chairperson Moore adjourned the meeting at 7:26 p.m.

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Craig Moore, Chairperson Nichole Hair, Secretary Non-Voting

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