

Montgomery County



DEPARTMENTS & AGENCIES

Government Center
montgomerycountyva.gov
**382-5700**
 755 Roanoke St.
 Christiansburg, VA 24073
 Hours: Monday-Friday, 8:30 a.m.-5 p.m.

Animal Control
montgomerycountyva.gov/animal
**382-5795**
FAX 382-5798
 434 Cinnabar Rd.
 Christiansburg, VA 24073
 Chief Animal Control Officer:
 Charles Ray Helmick
 Hours: Monday-Friday, noon - 1 p.m. and
 4-5 p.m.; Saturday, 3-4 p.m.

- Animal licenses
- Animal shelter
- Controls stray dogs
- Investigates animal bite, rabies, and cruelty and abuse cases

Enforces County regulations for fowl, poultry, livestock, and dangerous animals; checks for animal licenses and dog tags. Administers the Animal Shelter.

Assessor
montgomerycountyva.gov/commissioner
**382-5717**
FAX 381-6838
 Government Center, Suite 1-A
 County Assessor: Thomas Bland

Compiles and maintains accurate records of the value of real estate, land and improvements. The County's land book contains listings of the value of each parcel and its improvements. This is a public record, updated annually.

Board of Supervisors
montgomerycountyva.gov/bos
**382-6954**
FAX 382-6943
 Government Center, Suite 2-E
 Clerk to the Board: Vickie Swinney

- Advisory boards and commissions
- County budget and tax rates
- Policies and procedures

Sets the annual budget and tax rates. Enacts legislation governing the County and its citizens. Sets policy and oversees staff to implement policies. There are 7 Supervisors; 1 is elected from each of 7 geographic districts. Terms are 4 years; 3 or 4 seats are up for re-election each odd year. Public meetings are each 2nd and 4th Monday, at 7:15 p.m. Citizens are invited to attend, and to speak at each meeting.

Building Permits and Inspections
montgomerycountyva.gov/inspect
**382-5750**
FAX 381-6880
 Government Center, Suite 1-D
 Building Official: Bill Yeager

Promotes the health, safety and welfare of the community by ensuring that existing and future buildings and structures are safe. This is accomplished through quality plan review, inspections, technology and up-to-date codes.

Clerk of the Circuit Court
montgomerycountyva.gov/clerk
**382-5760**
FAX 382-6937
 County Courthouse, Suite B-5
 1 East Main St., PO Box 6309
 Christiansburg, VA 24068
 Clerk: Erica Williams
 Hours: Monday-Friday, 9 a.m.-5 p.m.

- Hunting licenses
- Jury information
- Marriage licenses
- Name changes
- Passports
- Wills

Commissioner of the Revenue
montgomerycountyva.gov/commissioner
**382-5710**
FAX 381-6838
 Government Center, Suite 1-A
 Commissioner: Sharon Gilbert
 Hours: Monday-Friday, 9 a.m.-5 p.m.

- Property assessment
- State income tax preparation
- Tax relief programs

Assesses and records tax liability for real estate, tangible personal property, merchant's capital, machinery & tools, and state and local taxes. Assists citizens in completing state income tax forms. Prints real estate and personal property book. Updates land book listing properties and their assessed value. Performs assessments for agricultural, horticultural and forest land. Administers real estate tax relief programs, including those for the elderly and disabled.

Commonwealth's Attorney
montgomerycountyva.gov/commatty
**382-5705**
FAX 381-6815
 County Courthouse, Suite 111
 1 East Main St.
 Christiansburg, VA 24068
 Commonwealth's Attorney: Brad Finch

- Prosecutes crimes

• Victim-witness program
 Serves as the chief law enforcement officer for the County. Prosecutes all felonies and certain misdemeanors and traffic offenses. Advises citizens, law enforcement agencies, and magistrates regarding interpretation of criminal law.

Cooperative Extension
montgomerycountyva.gov/ext
**382-5790**
FAX 382-5729
 Government Center, Suite 1-G
 Hours: Monday - Friday, 8 a.m.-5 p.m.

- 4-H
- Agriculture and horticulture
- Family and consumer sciences
- Farm management
- Master Gardener program
- Natural resources

An educational outreach program of Virginia Tech and Virginia State Universities, providing research based information through a network of campuses and educators. Programs include agriculture and natural resources (animal science, commercial horticulture, crop and soil science, environmental horticulture, and farm business management), family and consumer sciences (family and human development, management, housing, and consumer education, nutrition and wellness), and 4-H youth development.

County Administrator
montgomerycountyva.gov/administrator
**382-6954**
FAX 382-6943
 Government Center, Suite 2-E
 County Administrator:
 B. Clayton Goodman, III

- Policies and procedures
- Proposed County budget

Serves as County's chief executive officer, supervises County staff, and implements policies set by the Board of Supervisors or mandated by the state; and collaborates with other community agencies to provide services to citizens. Prepares the County's proposed annual budget and proposed tax rates.

County Attorney
montgomerycountyva.gov/coatty
**382-5730**
FAX 382-6943
 Government Center, Suite 2-F
 County Attorney: Martin M. McMahon

Represents and counsels the Board of Supervisors, County staff, and County Boards and Commissions on all legal and civil matters

involving County government. Defends or brings action in which the County and/or any of its boards, departments, agencies, officials, or employees is a party. Prepares all leases, bonds, deeds, and contracts in which the County is a party.

County Engineer
montgomerycountyva.gov/engineer
**394-2090**
FAX 381-6816
 Government Center, Suite 1-C
 Engineer: Ron Bonnema

- Construction management
- Erosion and sediment control

Administers of the County's Erosion and Sediment Control Ordinance, issuance of Land Disturbing permits, review of erosion and sediment control plans, inspection of land disturbing activities and administration of County construction projects.

Courts
montgomerycountyva.gov/courts
 County Courthouse
 1 East Main St.
 Christiansburg, VA 24073

• **Circuit Court**
montgomerycountyva.gov/clerk
**382-5760**
FAX 382-6937
 County Courthouse, Suite B-5
 Clerk: Erica Williams

Serves as the County's court of record, tries all felony criminal cases, civil cases involving claims over \$10,000, chancery cases, and appeals from lower courts. In session daily. Terms of the Court are January, April, July, and October.

• **General District Court**
montgomerycountyva.gov/courts/distcourt
**382-5735**
FAX 382-6988
 County Courthouse, Suite 201
 Clerk: Stephanie Marion

Hears civil and traffic cases involving amounts under \$15,000, suits involving misdemeanor crimes, preliminary hearings on felonies, and commitments for the mentally ill.

Jury Information.....**382-1439**
 • **Juvenile & Domestic Relations Court**
montgomerycountyva.gov/courts/jdcourt
**382-6999**
FAX 381-6848
 County Courthouse, Suite 305
 Clerk: Connie M. Vlar

Montgomery County

DEPARTMENTS & AGENCIES

Deals with domestic and juvenile issues including custody, support, control, and placement of children, support/non-support cases, domestic violence cases, child abuse and neglect, protective orders, and criminal and traffic cases brought against a minor. Provides counseling and probation and re-habilitation services to youth and families.

• Juvenile Probation

.....FAX 382-5745
 Supervisor: Doug Poe
 201 Radford St.
 Christiansburg, VA 24073
 Director: Kenneth M. Miller
 Pulaski.....980-7735

Issues petitions against juveniles, petitions for support and custody, and administers probation officers for juveniles. Provides counseling, probation, and rehabilitation services to youth on probation and their families.

• Magistrate

.....382-6925
 Courthouse Annex, Suite A-14
 4 South Franklin St.
 Christiansburg, VA 24073
 Chief Magistrate: Jill Long

Conducts probable cause hearings for arrest warrants, search warrants, emergency protective orders, temporary detention orders and emergency custody orders. Conducts bail hearings, sets bond.

• Traffic Court

montgomerycountyva.gov/courts/distcourt
382-5735
 Courthouse Annex, Suite A-14
 4 South Franklin St.
 Christiansburg, VA 24073
 Chief Magistrate: Jill Long

Economic Development

YesMontgomeryVa.org
382-5732
 Government Center, Suite 2-H
 Director: Bob Isner

- Marketing industrial and professional properties
- Recruiting and retaining business and industry

Charged with carrying out the County's Economic Development strategic plan. This includes marketing the community to prospective industries and assisting existing industries to enhance their success.

Emergency Services

montgomerycountyva.gov/emergency
394-2146
 Government Center, Suite 2-E
 Coordinator: Neal Turner

- Administers state and federal grants
- Homeland security
- Public safety programs and training

Preparation, mitigation, response and recovery for natural and man-made disasters and major emergencies, including law enforcement, fire services, emergency medical response, speciality rescue, emergency communications, enhanced 911 and hazardous materials responses.

Financial & Management Services

montgomerycountyva.gov/finance
382-6960

.....FAX 382-5783
 Government Center, Suite 2-C
 Director: Angela Hill

Manages the County's budget, risk management programs, and purchasing, including accounting, payroll, accounts payable, fixed assets, PSA billing, and other County financial transactions and reports.

General Registrar of Elections

montgomerycountyva.gov/vote
382-5741
 Government Center, Suite 1-F
 General Registrar: E. Randall Wertz

- Absentee ballots/voting
- Conducts elections
- Registers voters

Registers voters, maintains voting records, and establishes precinct boundaries and polling locations for the County's 21 precincts. Staff conducts elections, supervises poll workers on Election Day, and tallies election results.

General Services

montgomerycountyva.gov/gs
382-5793
 Government Center, Suite 1-C
 Director: Ron Bonnema
 Public Facilities Director: Steve Phillips

- Animal control, licenses, shelter
- Broomin' and Bloomin'
- Building permits and inspections
- Buildings and grounds maintenance
- Engineering
- Recycling, solid waste, litter control

Provides animal control services, engineering and maintenance services, and coordinates environmental conservation activities, including litter control grants, Broomin' and Bloomin', Hazardous Waste Collection Day, and Latex Paint Exchange.

Buildings and Grounds382-5792

Litter Control382-5793
 montgomerycountyva.gov/waste

Recycling.....382-5793
 montgomerycountyva.gov/waste

Health Department

montgomerycountyva.gov/health
381-7100
 210 South Pepper St., Suite A
 Christiansburg, VA 24073
 Director: J. Henry Hershey, MD, MPH

- Birth certificates.....804-662-6200
 Division of Vital Records
 PO Box 1000,
 Richmond, VA 23218-1000
- Death records

The New River Health District serves residents of the NRV through local health departments in Floyd, Giles, Montgomery, and Pulaski Counties, and the City of Radford. Programs include anonymous and confidential HIV counseling and testing; BabyCare; Every Woman's Life (breast and cervical cancer screening); Care Connection for Children; communicable disease prevention and control (STD screening and TB control); environmental health; family planning; health education; immunizations for children and adults; international travel vaccinations; maternity care;

nursing home screenings; resource mothers; safety seat program; vital records and health statistics; well child care; and Women, Infants, and Children (WIC nutrition program).

Human Resources

montgomerycountyva.gov/hr
394-2007
 JobHotline 394-2010
FAX 394-4460
 Government Center, Suite 2-D
 Director: Karen Edmonds

• Recruiting and hiring

Administers personnel policies and procedures, classification and compensation, benefits, and employee relations. Recruits, selects, develops, and maintains an effective County work force.

Human Services

montgomerycountyva.gov/h
382-5776
FAX 382-5780
 210 South Pepper St., Suite D
 Christiansburg, VA 24073
 Director: Mary Critzer

- Office on Youth
- Retired and Senior Volunteer Program (RSVP)

Keeps citizens, agencies, and County government informed about services and programs in the areas of human services delivery. Monitors and evaluates expenditures and placements of at-risk-children through the Comprehensive Services Act; provides service to the community through the Retired and Senior Volunteer Program (RSVP); strives to prevent juvenile delinquency and promotes healthy families through the Office on Youth; administers the County's VJCCCA Program; identifies gaps in prioritized services and coordinates interagency efforts to develop programs or approaches to address un-met service needs.

Information Management Services

montgomerycountyva.gov/ims
382-5742
FAX 381-6894
 Government Center, Suite 2-B
 Chief Information Officer: Jeffrey Mersch

Provides information technology services, support, and consulting to County departments and offices.

Library (Montgomery-Floyd Regional) Administration

mfrl.org
382-6965 ext. 10
FAX 382-6964
 125 Sheltman St.
 Christiansburg, VA 24073
 Director: Paula Alston

- Books and other materials to borrow
- Public access computers
- Community meeting rooms
- Electronic databases
- Activities and classes for all ages

Provides access to information in a variety of formats. Computers provide free Internet access and access to databases of published information. With a library card, many library resources are available from home. The Christiansburg and Floyd Libraries have substantial genealogy/local history collections. Library activities include a Summer Reading Program, preschool programs, and family programs. A public meeting room in each library

is available to community groups. The library's catalog and databases are available on its web site.

• Blacksburg Library

.....552-8246
FAX 552-8265
 200 Miller St.
 Blacksburg, VA 24060
 Hours: Monday-Thursday, 10 a.m.-8 p.m.; Friday, 10 a.m.-5 p.m.; Saturday, 10 a.m.-5 p.m.; Sunday, 1-5 p.m.

• Christiansburg Library

.....382-6965 ext. 15
FAX 382-6964
 125 Sheltman St.
 Christiansburg, VA 24073
 Hours: same as Blacksburg

• Jessie Peterman Memorial Library (Floyd)

.....745-2947
FAX 745-4750
 321 West Main St.
 Floyd, VA 24091
 Hours: Monday & Wednesday, 9 a.m.-5 p.m.; Tuesday & Thursday, 9 a.m.-8 p.m.; Friday, 1-5 p.m.; Saturday, 10 a.m.-5 p.m.

• Meadowbrook Public Library

.....268-1964
FAX 268-2031
 267 Alleghany Springs Rd.
 Shawsville, VA 24162
 Hours: Monday-Thursday, 10 a.m.-8 p.m.; Friday, 10 a.m.-5 p.m.; Saturday, 10 a.m.-5 p.m.; Sunday, 1-5 p.m.

Metropolitan Planning Organization (MPO)

montgomerycountyva.gov/mpo
394-2145
FAX 394-7137
 Government Center, Suite 2-I
 Director: J. Dan Brugh

A transportation policy-making organization serving the Blacksburg, Christiansburg, and Montgomery area. The MPO provides the information, tools, and public input necessary to improve the performance of the transportation system of the region.

Office on Youth

montgomerycountyva.gov/youth
382-5776
FAX 382-5780
 210 South Pepper St., Suite D
 Christiansburg, VA 24073
 Director: Lori Walden

- Community service
- Delinquency prevention
- Monitoring for court-involved youth

Examines youth delinquency issues and fosters positive youth development through coordination with various community agencies. Identifies youth related services needed in the County and acts as a referral source for existing youth services and/or activities. Programs include juvenile community service, home confinement, and home electronic monitoring for court-involved youth.

Parks and Recreation

montgomerycountyva.gov/parks
382-6975
FAX 382-4596
 Government Center, Suite 1-E
 Director: Mitchell Haugh

Montgomery County

DEPARTMENTS & AGENCIES

- Adventure programming - canoeing, kayaking, backpacking, rock climbing
- Athletics
- Aquatics
- Day camps, trips and tours

Operates several parks and open spaces throughout the County. The largest, Mid-County Park, is home to the Frog Pond pool and water park along with Golden Hills Disc Golf Course. Many facilities include amenities such as picnic areas and playgrounds, athletic fields, walking and nature trails. Annual programs and events include year-round youth and adult programs, day trips and tours, senior activities, day camps, seasonal sports, rafting, canoeing, kayaking, hiking, rock climbing, pool parties and more. Facilities are available for rent.

Planning and GIS Services

montgomerycountyva.gov/plan
**394-2148**
FAX 381-8897
 Government Center, Suite 2-A
 Director: Steve Sandy
 iGIS Manager: Bob Pearsall

- Comprehensive Plan
- GIS (Geographic Information Systems)
- Maps
- Rezoning and special use permit applications
- Subdivision ordinance and applications
- Zoning ordinance

For the unincorporated areas of the County, administers the comprehensive land use plan, zoning ordinance, and subdivision ordinance. Provides geographical information and mapping services, maintains official street names and addresses.

Public Health

.....**381-7100**
 (See Health Department)

Public Information

montgomerycountyva.gov/pubinfo
**381-6887**
FAX 382-6943
 Government Center, Suite 2-G
 Director: Ruth Richey

- Audio and video, TV
- E-government, web site
- Information and Referral
- Media and community relations
- Publishing

Performs media and community relations. Produces and provides information on all aspects of County government services, agencies, personnel, elected officials and facilities. Manages the County's web site and E-government initiatives.

Public Service Authority (PSA)

montgomerycountyva.gov/psa
 Administrative offices.....**381-1997**
 Billing and collections.....**382-6930**
FAX 382-5703
 Government Center, Suite 2-I
 Director: Robert C. Fronk, PE

- Water and sewer systems

Provides for the operation and maintenance of public water and sewer systems within the County to ensure quality and quantity service to residents. The PSA operates 10 public water systems and 9 public sewer systems, serving over 2,600 water and 1,300 sewer customers.

Purchasing

montgomerycountyva.gov/purch
**382-5784**
FAX 382-5783
 Government Center, Suite 2-C
 Procurement Manager: Heather Hall

Performs procurement services, ensures compliance with the Public Procurement Act, and ensures purchasing processes and

decisions are competitive and cost-effective.

Retired & Senior Volunteer Program (RSVP)

montgomerycountyva.gov/rsvp
**382-5775**
FAX 381-6856
 210 South Pepper St., Suite D
 Christiansburg, VA 24073
 Director: Angela Little

- Volunteer opportunities and programs for seniors

Provides opportunities for seniors to participate more fully in their community through volunteer service. Matches volunteers' interests and skills with agencies needing assistance. Provides transportation for volunteers.

Sheriff's Office

montgomerycountyva.gov/sheriff
**382-6906**
FAX 381-6869
 16 South Franklin St.
 Christiansburg, VA 24073
 Sheriff: J.T. "Tommy" Whitt

EMERGENCY.....**911**
 Dispatch/Communications..... **382-2951**
 Investigations.....**382-6913**
 Jail**382-6904**

- Business and neighborhood watches
- Citizens' academy
- Civil papers
- Courthouse and jail security
- Drug Abuse Resistance Education (DARE)
- Law enforcement and crime prevention

Provides emergency law enforcement, fire and rescue, investigations, crime prevention, primarily in the unincorporated areas of the County. Serves civil papers. Operates the County jail. Provides courthouse security. Coordinates emergency response efforts for natural catastrophes or disasters.

Social Services

dss.state.va.us
**382-6990**
FAX 382-6945
 210 South Pepper St.
 Christiansburg, VA 24073
 Director: Linda Nisbet

Assists families and individuals in becoming socially and economically self-sufficient and independent. Benefits programs include temporary assistance for needy families, food stamps, Medicaid, energy assistance, general relief, fraud prevention, and family access to medical insurance security (FAMIS). Social work programs include adoption, adult services/ adult protective services, child protective services, day care services for children, foster care, court services; and employment services for welfare recipients.

Treasurer's Office

montgomerycountyva.gov/treasurer
**382-5723**
FAX 381-6837
 Government Center, Suite 1-B
 Treasurer: W. Richard Shelton
 Hours: Monday-Friday, 9 a.m.-5 p.m.

- Motor vehicle license fees
- Dog licenses/tags
- Tax collections
- PSA water/sewer payments

Collects and disburses County funds. Collects local and state taxes. Annual motor vehicle license fees are \$23.50. Real estate taxes are due June 5 and Dec. 5. Personal property taxes are due Dec. 5.

Voter Registrar

montgomerycountyva.gov/vote
**382-5741**
FAX 381-6811
 (See General Registrar of Elections)

Montgomery County

SERVICES

4-H.....**382-5790**
 See Cooperative Extension

Absentee ballots, voting**382-5741**
 See General Registrar of Elections

Adult probation.....**382-6920, 831-5850**
 See Probation

Adventure rec programs**382-6975**
 See Parks and Recreation

Animal Control, Animal Shelter.....**382-5795**
 See Animal Control

Aquatics**382-6975**
 See Parks and Recreation

Assessment.....**382-5717**
 See Assessor

Athletics**382-6975**
 See Parks and Recreation

Birth certificates**804-662-6200**
 Division of Vital Records
 PO Box 1000,
 Richmond, VA 23218-1000
 For application forms 381-7100

Blue Ridge Independent Living Center
 brilc.org
**(voice/TTY) 381-8829**
FAX 381-8833

Health and Human Services Building
 210 South Pepper St., Suite D
 Christiansburg, VA 24073
 Independent Living Coordinator:
 Robert Wright

Assists people with disabilities in living independently, and helps create a community environment that is accessible to all. Provides peer counseling, independent living skills training, support groups, individual and community advocacy, community education and awareness, and volunteer opportunities.

Building permits & inspections
**382-5750**

Business personal property tax
**382-5710**
 See Commissioner of the Revenue

Citizen boards and commissions**382-6954**
 More than 40 citizen advisory or policymaking boards and commissions offer guidance to the Board of Supervisors in making public policy.

Comprehensive Plan**394-2148**
 The Comprehensive Plan and its maps serve as official guides and plans for growth and development for the next 20 years for urban and village expansion and rural and resource stewardship areas. Copies are available for review at libraries, the Planning Office, and online at montgomerycountyva.gov/plan.

Concealed handgun permits
**382-5760**
 To carry a concealed handgun, citizens must obtain a permit approved by the Circuit Court. To apply, file an application with the Clerk of the Circuit Court and complete a criminal history release and safety release.

See Clerk of the Circuit Court

Construction projects.....**394-2090**
 See County Engineer

County Code**382-5730**
 See County Attorney

Day camps.....**382-6975**
 See Parks and Recreation

Disc golf.....**382-6975**
 See Parks and Recreation

Dog licenses.....**382-5723**
 All dogs 4 months and older are required to have an annual dog license, renewable Jan. 1 of each year. The cost is \$3 for spayed or neutered dogs, and \$5 for all others. A 20-dog kennel license is available for \$25, and a 50-dog kennel license is available for \$35. Proof of a valid rabies vaccination is required.
 See Treasurer's Office

Montgomery County

SERVICES

Drug Abuse Resistance Education (DARE)382-6906
See Sheriff's Office

Elections.....382-5741
See General Registrar of Elections

Employment.....394-2007
See Human Resources, Job Hotline

Energy Assistance Program.....382-6990
See Social Services

Environmental Health.....381-7100 ext. 117
Environmental Health Manager Sr:
Gary Coggins

Monitors sanitation and sewage disposal, inspects public eating establishments, and private sewage and water systems. Conducts rabies prevention programs.
See Health Department

Erosion and sediment control394-2090
See General Services

Family and consumer science.....382-5790
See Cooperative Extension

Farm management382-5790
See Cooperative Extension

Fire departments.....394-2146
See Emergency Services

Fishing licenses382-5760
Contact the Clerk of the Circuit Court to obtain a lifetime fishing or hunting application.
See Clerk of Circuit Court

Four-H (4-H).....382-5790
See Cooperative Extension

Geographic Information Systems (GIS)
.....394-2148
GIS Manager: Bob Pearsall

GIS is a system of computer software, hardware and data, and personnel to help manipulate, analyze, and present information that is tied to a spatial location. GIS often are used to produce "smart maps" linking a database to the map.
See Planning and GIS Services

Hunting licenses.....382-5760
Contact the Clerk of the Circuit Court to obtain a lifetime fishing or hunting application.
See Clerk of Circuit Court

Immunizations.....381-7100
See Health Department

Income tax payments382-5723
See Treasurer's Office

Income tax preparation382-5710
See Commissioner of the Revenue

Information and Referral (human, community, and social services)
.....382-6700
Provides information and referrals for local social services, human services, and government support programs, agencies, and facilities.
See Public Information

Job Hotline (vacancies).....394-2010
See Human Resources

Jury information382-1439
See Courts

Juvenile probation.....382-5745
See Courts

Land book.....382-5717
The land book is a public document listing the assessed value of all parcels of real estate in the County, and their improvements. It is available for review at the Government Center.
See Commissioner of the Revenue, Assessor

Land ownership records and maps
.....382-5717
See Commissioner of the Revenue, Geographic Information Systems

Land use.....382-5719
See Commissioner of the Revenue

Litter control.....382-5793
Coordinates environmental conservation activities, including litter control grants, Broomin' and Bloomin', Hazardous Waste Collection Day, and Latex Paint Exchange.

Mapping, maps.....394-2148
County Road Atlas and other maps are available at the Government Center, by calling 394-2148, or by mail. The County Road Atlas is \$10, plus postage if mailed.
See Geographic Information Systems

Marriage licenses.....382-5760
Marriage license forms are completed by the minister or other officiant and filed with the Clerk of Circuit Court. The forms must be used within 60 days, or returned to the Clerk's Office. Copies of official marriage licenses are available in person or by mail from the Clerk's Office. For mail requests, provide full names, the approximate date of marriage, and a self addressed, stamped envelope.
See Clerk of the Circuit Court

Master Gardeners382-5790
See Cooperative Extension

Mental health services.....961-8300
See New River Valley Community Services

Montgomery County Code.....382-5730
See County Attorney

Motor vehicle license fees382-5723
See Treasurer

Name change.....382-5760
Anyone who changes his or her name should get a new Social Security number to insure prompt processing of income taxes. There is no charge. Forms are available at the Montgomery County Courthouse.
See Clerk of the Circuit Court

Neighborhood Watch.....382-6906
See Sheriff's Office

Nutrition.....382-5790, 381-7100
See Health Department

Outdoor recreation programs.....382-6975
See Parks and Recreation

Passports.....382-5760
See Clerk of Circuit Court

Personal property tax.....382-5710
See Commissioner of the Revenue

Probation
• For juveniles382-5745
.....FAX381-6826
See Courts
• For adults382-6920
Christiansburg831-5850
Radford.....831-5850
.....FAX831-6136

Provides supervision of adult offenders placed under probation by the Circuit Courts and paroled from the Virginia Parole Board. Performs other investigative work.

Procurement.....382-5784
See Purchasing

Real estate assessment.....382-5717
.....382-5710
See Assessor, Commissioner of the Revenue

Real estate taxes
Assessments.....382-5717
Taxbills.....382-5723
See Commissioner of the Revenue
Treasurer's Office

Reassessment.....382-5717
montgomerycountyva.gov/commissioner

The County's tax base consists of more than 37,499 parcels, valued at \$6.6 billion. Virginia state law requires that all real estate—land and improvements—be reassessed at least every four years. The next County-wide reassessment will begin in 2009, and be effective Jan. 1, 2011. Real estate taxes are the assessed (fair market) value multiplied by the real estate tax rate, which is set annually by the Board of Supervisors. Accurate assessments insure that the tax burden (the cost of providing services) is borne equitably by all property owners.
See Assessor

Recycling.....382-5793

Rescue squads.....394-2146
See Emergency Services

Restaurant inspections381-7100 ext. 117
See Health Department

Rezoning applications.....394-2148
See Planning and GIS Services

Roads (VA Dept. of Transportation)
.....381-7200
Primary roads (those with numbers less than 600) are maintained by the Virginia Department of Transportation (VDOT). Secondary roads in the Towns are maintained by the Towns. In unincorporated areas the secondary roads (those with numbers of 600 or higher) are maintained by VDOT if they are part of the state system. If not part of the state system, they are considered private roads, and maintenance is the responsibility of the landowner(s), the developer, or homeowners' association.

Septic systems (private)
.....381-7100 ext. 117
Individual sewage treatment systems must comply with state requirements and be approved by the Montgomery County Health Department.

Sewer service.....382-6930
See Public Service Authority

Special use permit applications
.....394-2148
See Planning and GIS Services

Sports leagues.....382-6975
See Parks and Recreation

Street names.....394-2148
See Planning and GIS Services

Subdivision applications394-2148
See Planning and GIS Services

Subdivision Ordinance.....394-2148
This County ordinance sets forth the requirements for creating residential subdivisions.
See Planning and GIS Services

Substance abuse services.....961-8300
See New River Valley Community Services

Tax assessments.....382-5710
For personal property382-5710
For real estate382-5717
See Commissioner of the Revenue

Tax payments.....382-5723
Real estate taxes are due June 5 and Dec. 5. Personal property taxes are due Dec. 5.
See Treasurer's Office

Tax relief.....382-5710
Citizens who are 65 or older or totally disabled may qualify for relief of 40% to 100% of their real estate taxes on their home and up to 1 acre of land. Personal income must be \$30,000 or less; net worth may not exceed \$100,000. The applicant must live in the home for which relief is requested. Applications are available after the last week in January, and must be filed by March 1 (first-time filers may file any time). Other tax relief programs also are available.
See Commissioner of the Revenue

Transportation planning.....394-2145
See Metropolitan Planning Organization

Trash collection382-5793
Collects waste and recyclable materials throughout the County at the consolidated collection sites.
See General Services

Trips and tours.....382-6975
See Parks and Recreation

Utilities.....382-6930
See Public Service Authority

Victim-Witness Program382-5705
See Commonwealth's Attorney

Voter registration, Voting.....382-5741
See General Registrar of Elections

Waste collection.....381-2820, 382-5793
See General Services

Water quality reports.....381-1997
See Public Service Authority

Waterservice.....382-6930
See Public Service Authority

Wells (private)381-7100 ext. 117
Individual wells must comply with state requirements and be approved by the Montgomery County Health Department.
See Health Department

Wills.....382-5760
See Clerk of Circuit Court

Zoning.....394-2148
This County ordinance directs land use to promote the general health, safety, and welfare by providing for adequate light, air, and access; public services and public safety; preserving an attractive community; protecting airspace, affordable housing, and historic areas; encouraging economic development; and providing for the preservation of agricultural and forestal lands.
See Planning and GIS Services