



GATE CITY PLANNING COMMISSION

MINUTES

February 1, 2011

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, February 1, 2011 at 6:00 PM.

CALL TO ORDER:

The Chairman called the meeting to order at 6:02 PM and asked the secretary to call the roll.

ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Delany Herron, Faye Sanders, and Roger Cassell.
MEMBERS ABSENT: Tim Bartley and Steve Templeton, Gate City Town Manager
ALSO PRESENT was Michele Brooks, newly hired Gate City Town Attorney.

At this time, the Chairman welcomed Michele Brooks and new member, Roger Cassell.

DETERMINATION OF A QUORUM:

With four (4) voting members present, the requirements for a quorum are met.

PUBLIC EXPRESSION:

No citizens present requesting audience.

REVIEW AND ADOPTION OF MINUTES:

The minutes from the previous regular meeting, held Tuesday January 4, 2010 was presented.

Motion made by Faye Sanders to adopt the minutes as presented. Motion seconded by Jo Ann Castle.

VOTING AYE: Jo Ann Castle, Delany Herron, and Faye Sanders.

VOTING NAY: None

ABSTAINING: Roger Cassell

MOTION CARRIED

REPORTS:

A) SECRETARY: Roger Cassell's term on the Planning Commission will end concurrent with his term on the Town Council, which is June 30, 2012. After the regular election in May of 2012, Town Council will have the option to either re-appoint Mr. Cassell or rotate the Planning Commission appointment among Town Council members.

B) COMMITTEES:

- 1) Comprehensive Plan: Nothing to report.
- 2) Land Use: Nothing to report.
- 3) Subdivision Ordinance: Nothing to report
- 4) Zoning: Nothing to report
- 5) Capital Improvements: Nothing to report.

C) TOWN COUNCIL REPRESENTATIVE MEMBER:

Roger Cassell reported that the vacancy on the Town Council has been filled by temporary appointment until a special election can be held to permanently fill the seat. He also noted that several vacancies exist on the Sewage Authority Board.

D) ZONING ADMINISTRATOR:

Not present.

E) GATE CITY TOWN ATTORNEY:

Michele Brooks reported that she is still in the process of gaining information on the town's legal activities.

UNFINISHED BUSINESS:

COMMITTEE APPOINTMENTS: Article 5 & 6, Gate City Planning Commission By-laws

The Chairman appointed Roger Cassell to fill vacancies on the Sub-division and Capital improvements committees.

Note: at this time, Tim Bartley arrived.

NEW BUSINESS:

a) None

ITEMS NOT ON AGENDA:

Faye Sanders questioned the direction the Planning Commission will be taking in the future. In her view, as a Planning Commission, the members should be actively involved in the improvement of the community. Otherwise, there would be no reason to hold meetings.

Tim Bartley asked whether the Commission must meet when there is no business to conduct.

Michele Brooks stated that based on the Commission's by-laws, a change could be made to the frequency of meetings.

After extensive discussion, it was agreed among the members to attend the next Town Council meeting to ask what the Commission can do to make a contribution to the forward movement of the community.

ADJOURNMENT:

With no further business to discuss, on motion made by Faye Sanders and seconded by Tim Bartley, the meeting was adjourned.

VOTING AYE: Jo Ann Castle, Faye Sanders, Delany Herron, Roger Cassell and Tim Bartley

VOTING NAY: None

MOTION CARRIED

Meeting adjourned at 7:08 PM.


Secretary, Jo Ann Castle


Delany Herron, Chairman
Approved: 3-1-11