

Town of Gate City Planning Commission

March 3, 2009 Meeting Minutes

1. Meeting was **called to order** at 6:00 PM by Richard Hubbard.
2. **Members Present:** Richard Hubbard, Nancy Willis, Tammy Johnson, Walter Salyers, David Alan Flanary, Rita Tipton, Steve Templeton
3. **Members Absent:** Beate Flanary

4. **Public expression:**

Town Council representative Frances S. Perry was invited to speak to the Commission regarding her statement to the town council regarding the Lane abandonment request. The Planning Commission recommendation to abandon the street beside the Lane property was denied by council. She stressed the importance, when deciding on such recommendations, of relying first on the Zoning Ordinance. She stated that many concerned citizens had spent long hours researching and planning to ensure Gate City will continue to have growth opportunities and the residents and their land are protected equally. Also, for the community to qualify for DHCD improvement grants the town must be on board with such programs as the Green Spot program, which this location could play a role in.

Miss Perry also informed members that the by-laws of the Commission required staggered terms for members, and that these would be enacted at the next Town Council meeting. She stressed that length of appointment to ensure staggered terms would not be a reflection of the confidence Town Council had in the members, and that all would likely be re-appointed at the end of their term, if they remained willing to serve.

5. **Minutes were approved** as presented upon motion by Rita Tipton and second by David Flanary, all ayes.

6. **Reports and Requests**

1. Zoning Administrator - All requests for building and building expansion were all in compliance. However, a violation was reported located on the corner of Lombard and Beaton. Mr. Templeton stated that the procedures were in process to terminate this violation..
2. Council Representative (Rita Tipton) - The Yard Sale Ordinance is set for a public hearing and final vote. The CDBG grant was signed and sent to Richmond for further signatures and should be returned to us this week. Also a new committee has been appointed for Water and Sewer. They are working on three additional grants for work needed to update our current systems. They are preparing the an EDARC report for the Planning Commission to review at the March meeting
3. Park Committee Representative (Rita Tipton) - The Rain Garden at Grogan Park was successfully completed. .
4. EDARC Representative (Rita Tipton) - The EDARC is currently reviewing the Comprehensive Plan, and will have a report for the commission by next months meeting.
5. Comprehensive Plan Committee (David and Tammy) - David is currently formatting the 2004 Plan in MS Word format so edits can be made easily. Everyone will be able to access this file to make edits needed. This process should be completed in one to two weeks.
6. Land Use Committee (Tammy Johnson) - no report at this time
7. Subdivision Committee (Richard & Rita)- no report at this time
8. Zoning Committee (Nancy & Rita)- Mr Templeton and Mr Hubbard went over different way to educate the public on building permits and zoning obedience. Mr Templeton will check with running an ad in the local paper with the building season upon us to notify the public on what procedure to follow prior to construction of any type.

9. Capital Improvement Committee - no report at this time

7. Under **Unfinished Business:**

Comprehensive Plan: Richard distributed copies of park and walking trail proposals that were omitted from the 2004 Comprehensive Plan and suggested the park committee review it to incorporate this material in the new comprehensive plan.

The Commission should have the Comprehensive Plan updated by June 2009. Other Committees are working with the Planning Commission to gather information on the updates needed for the new plan. The Planning Commission's public hearing on the Plan would be scheduled for a special meeting in May or at our June meeting depending on the schedule of the Town Council.

Recommendations for updating the public safety section were furnished.

8. Under **New Business:**

1. The Town Council requested the Commission appoint a member to the Board of Zoning Appeals. A motion to appoint Walter Salyer was made by Tammy Johnson and seconded by David Flanary. All Ayes.
2. Since we did not have a set format for recording ordinances the Town Council has approved a specific format to be used for preparing ordinances which will provide uniformity and consistency.
3. Some research shows a possible need for a small camping facility in our area to support local tourism and generate income for our area businesses. The city has 27 acres behind Grogan Park which could be used to develop such a facility. Steve stated that since there are several review committees and procedures that will have to be addressed this would be the proper time to agree to look into this proposal. A resolution in favor of campsite development was made by Tammy Johnson and seconded by Nancy Willis, all ayes.

9. Meeting was **adjourned** at 7:35 PM upon motion by Tammy Johnson and second by David Flanary, motion carried. all ayes.