



**GATE CITY PLANNING COMMISSION**  
**MINUTES**

December 4, 2012

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, December 4, 2012 at Gate City Town Hall.

**CALL TO ORDER:**

The Chairman called the meeting to order at 6:04 PM

**ROLL CALL:**

MEMBERS PRESENT: Tim Bartley, Jo Ann Castle, Roger Cassell, and Delany Herron.

MEMBERS ABSENT: Faye Owens.

ALSO PRESENT: Jeremy Keller, Gate City Town Manager and Michele Brooks, Gate City Town Attorney

GUESTS PRESENT: None

**DETERMINATION OF A QUORUM:**

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

**PUBLIC EXPRESSION:**

No one present requesting audience.

**REVIEW AND ADOPTION OF MINUTES:**

The minutes from the regular meeting held November 6, 2012 was presented.

Motion made by Roger Cassell to adopt the minutes from November 6, 2012.

Motion seconded by Jo Ann Castle.

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

VOTING NAY: None

ABSENT: Faye Owens

ABSTAINING: None

MOTION CARRIED

**REPORTS:**

**(A) SECRETARY:** Nothing to report.

**B) COMMITTEES:**

1) Comprehensive Plan: Nothing to report.

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

**A) ZONING ADMINISTRATOR:**

(A) Mr. Keller informed the Commission that due to the size of the evergreen tree previously offered to the Town of Gate City, the offer must be declined. The Town has no suitable means by which to transport the tree from its original location to a site in town.

(B) Mr. Keller suggests that we might talk to the tree's owner about transplanting the tree to a location next to the Gate City Welcome Sign if it can be moved and if permission can be obtained from the owner of property at the site next to the entrance to the Town. A second site might be the new Gate City Park site on the Old King Ford Property.

Michelle Brooks states that excavation to plant the tree might be forbidden under the new terms of the draft lease with V-DOT for the property.

© Request received to place a manufactured home on property on Margie Street. Request denied due to zoning regulations.

**(B) TOWN COUNCIL REPRESENTATIVE MEMBER:**

(A). Nothing to report

**GATE CITY TOWN ATTORNEY:**

(A) Michele Brooks reports she has received a draft copy of the proposed lease between V-DOT and the Town of Gate City for the Old King Ford Property. Ms. Brooks has serious concerns about the changes in wording from the last draft, to place more potential liability on the Town for possible petroleum residue at the site. She will work with V-DOT to amend this section.

**UNFINISHED BUSINESS:**

(A) Continued discussion of the proposed lease between V-Dot and the Town of Gate City for the Old King Ford Property.

(B) Mr. Delany Herron has volunteered to serve the Planning Commission Member's next one-year term on the Gate City Board of Zoning Appeals. The term shall run from January 1, 2013 to December 31, 2013. A request will be sent to the Gate City Town Council for this appointment.

**NEW BUSINESS:**

**ITEMS NOT ON AGENDA:**

**ADJOURNMENT:**

With nothing further to discuss, a motion for adjournment was made by Roger Cassell and seconded by Tim Bartley.

VOTING AYE: Roger Cassell, Delany Herron, Tim Bartley and Jo Ann Castle  
VOTING NAY: None  
ABSENT: Faye Owens  
ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:40 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 1-1--2013