



APRIL 5, 2016

**GATE CITY PLANNING COMMISSION**

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, April 5, 2016 at Gate City Town Hall at 6:00 pm.

**CALL TO ORDER:**

Chairman Delany Herron, called the meeting to order at 6:02 pm and asked the secretary to call the roll.

**ROLL CALL:**

MEMBERS PRESENT: Vickie Roberts, Margaret Falin, Jo Ann Castle, Roger Cassell and Delany Herron.  
MEMBERS ABSENT: None  
ALSO PRESENT: Michele Brooks, Gate City Town Attorney and Gate City Town Manager, Greg Jones  
GUESTS PRESENT: None

**DETERMINATION OF A QUORUM:**

With five (5) voting members present, the requirements for a quorum are met.

**PUBLIC EXPRESSION:**

No one present.

**REVIEW AND ADOPTION OF MINUTES:**

The minutes from the last regular meeting held March 1, 2016 were presented.

Motion made by Vickie Roberts and seconded by Roger Cassell to adopt the minutes from March 1, 2016, as presented.

VOTING AYE: Vickie Roberts, Margaret Falin, Jo Ann Castle, Roger Cassell and Delany Herron  
VOTING NAY: None  
ABSENT: None  
ABSTAINING: None

MOTION CARRIED

**REPORTS:**

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

**B) COMMITTEES:**

- 1) Comprehensive Plan: Nothing to report.
- 2) Land Use: Vickie Roberts and Jo Ann Castle met to examine the map available to us of property included in or adjacent to Grogan Park and it's suitability for the development of a fenced dog park. Discussion to follow under Unfinished Business.

3) Subdivision: Delany Herron and Roger Cassell met at the site of a question concerning the ROW to Ruth Road in the Estill Heights sub-division. Discussion to follow under New Business.

4) Zoning: Nothing to report.

5) Capital Improvements:

A) **ZONING ADMINISTRATOR:**

Informational press release concerning future development of the Kane Street property has been published.

B) **TOWN COUNCIL REPRESENTATIVE MEMBER:**

Nothing to report.

C.) **GATE CITY TOWN ATTORNEY:**

Nothing to report.

**UNFINISHED BUSINESS:**

A representative of the Lenowisco Planning District has not contacted Mr. Jones concerning the up-dating of the Gate City Zoning Ordinance. Jo Ann Castle will follow up by phone call to Lenowisco.

Greg Jones presented a map of Grogan Park property available for development. The area most suitable for a fenced dog park is across Little Moccasin Creek and is not presently accessible due to lack of a bridge across the creek. The Land Use Committee will meet to go to the site to assess the potential for a foot bridge.

The installation of handrails on the south side of Jackson Street is still being considered. V-DOT has plans to update the pedestrian crossings on Jackson Street which might include handrails to improve the decent from street level to sidewalk level in the area where there are two levels of curbing.

**NEW BUSINESS:**

Mrs. Lester Morelock was present to request that the Town intervene with a property owner who has blocked access to the southern entrance to Ruth Road in the Estill Heights sub-division. Mrs. Morelock has purchased property on Ruth Road with the intention of building a residential structure. The majority of Ruth Road has never been improved with gravel or paving and access to the Morelock property would best be accomplished from the southern entrance. When Mr. Cassell and Mr. Herron made a site visit to the northern entrance to Ruth Road, they discovered that it is a numbered road and is the property of V-DOT. Mrs. Morelock was advised to contact V-DOT to determine what the best course of action might be to get the road opened.

**CLOSED SESSION:**

Motion made by Delany Herron and seconded by Jo Ann Castle to enter into closed session to discuss legal matters only.

VOTING AYE: Roger Cassell, Margaret Falin, Jo Ann Castle, Vickie Roberts and Delany Herron.

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Chairman Herron closed the regular meeting at 6: 45 PM.

**CERTIFICATION OF CLOSED MEETING**, Read by Michele Brooks, Gate City Town Attorney.

**WHEREAS**, the Gate City Planning Commission has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and accordance with the provision of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-7312 of the Code of Virginia requires a certification by the Planning Commission that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Gate City Planning Commission hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in closed meeting to which this certification applies and (2) only such business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Gate City Planning Commission.

VOTING AYE: Roger Cassell, Margaret Falin, Jo Ann Castle, Vickie Roberts and Delany Herron.

VOTING NAY: None

ABSENT: Vickie Roberts

ABSTAINING: None

MOTION CARRIED

**RETURN FROM CLOSED SESSION:**

On motion by Delany Herron and seconded by Vickie Roberts, Commission exited closed session.

VOTING AYE: Roger Cassell, Margaret Falin, Jo Ann Castle, Vickie Roberts and Delany Herron.

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Chairman Herron reopened the regular meeting at 7:15 PM.

**ITEMS NOT ON AGENDA:**

Vickie Roberts asked about initiating a plan to beautify the downtown area. She has some preliminary plans that would enhance and improve the over-all appearance of our downtown for residents and visitors alike. Ms. Roberts was advised to meet with the Gate City Frontier organization to develop a workable proposal.

**ADJOURNMENT:**

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

VOTING AYE: Roger Cassell, Margaret Falin, Jo Ann Castle, Vickie Roberts and Delany Herron.

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:35 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 6-7-2016