



GATE CITY PLANNING COMMISSION
MINUTES

June 4, 2013

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, June 4, 2013 at Gate City Town Hall.

CALL TO ORDER:

The Chairman called the meeting to order at 6:03 PM

ROLL CALL:

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

MEMBERS ABSENT: Faye Sanders

ALSO PRESENT: Michele Brooks, Gate City Town Attorney and Greg Jones, Town Manager.

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 May 7, 2013 were presented.

Motion made by Tim Bartley to adopt the minutes (with correction: The handrails will be installed by the Gate City Public Works Department.) from May 7, 2013.

Motion seconded by Roger Cassell.

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

VOTING NAY: None

ABSENT: Faye Sanders

ABSTAINING: None

MOTION CARRIED

REPORTS:

(A) SECRETARY: Reported that she had informed interested citizens that handrails are planned for the south side of Jackson Street to make crossing the curb safer. Learned that an individual had fallen crossing the curb near Bank of America, on Monday June 3. Gentleman suffered facial injuries in the fall.

B) COMMITTEES:

- 1) Comprehensive Plan: Nothing to report. Town Attorney, Michelle Brooks asked when Commission will begin the update of the Comprehensive Plan. She offered to
- 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) Reports he has had a request to place a modular/manufactured home on Sharon Drive. After examining the definitions in the zoning ordinance, it was determined that further information will be needed to make certain that the structure of the proposed home will comply with the zoning of the Sharon Drive.

(B) TOWN COUNCIL REPRESENTATIVE MEMBER:

(A). Roger Cassell states that interest has been shown in developing a sidewalk along the East side of Kane Street from Bradford Street to Jackson Street. Where no sidewalk exists, students are walking in the street, exposed to the normal traffic flow in this area.

GATE CITY TOWN ATTORNEY:

(A) Michele Brooks reports that The Office of the Attorney General of Virginia has ruled that the original lease agreement for the "Old King Ford" property, submitted by V-Dot between the Town of Gate City and the Virginia Department of Transportation cannot be amended.

UNFINISHED BUSINESS:

(A) After discussion of the general and unrelated terms of the lease agreement from V-DOT for the "Old King Ford" property, Jo Ann Castle made the motion that Commission ask the Town Council to contact Delegate Terry Kilgore and request his assistance in obtaining a lease for the property that will address only the issues that might arise with the Town's use of the property as a traveler's rest. Motion seconded by Tim Barley.

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

VOTING NAY: None

ABSENT: Faye Sanders

ABSTAINING: None

MOTION CARRIED

NEW BUSINESS:

ITEMS NOT ON AGENDA

ADJOURNMENT:

With nothing further to discuss, a motion for adjournment was made Jo Ann Castle and seconded by Roger Cassell.

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

MOTION CARRIED

Meeting adjourned at 6:53 PM

Secretary, Jo Ann Castle

Delany Herron, Chairman
Approved: 7-2-2013