



**GATE CITY PLANNING COMMISSION**  
**MINUTES**  
June 5, 2012

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, June 3, 2012 at Gate City Town Hall.

**CALL TO ORDER:**

The Chairman called the meeting to order at 6:02 PM.

**ROLL CALL:**

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

MEMBERS ABSENT: None

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

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 requesting audience.

**REVIEW AND ADOPTION OF MINUTES:**

The regular monthly meeting for May was cancelled therefore, the minutes for the regular monthly meeting held April 3, 2012 was presented.

Motion made by Roger Cassell to adopt the minutes from April 3, 2012.

Motion seconded by Jo Ann Castle

VOTING AYE: Tim Bartley, Roger Cassell, Jo Ann Castle, Faye Owens 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: Nothing to report.
- 3) Subdivision: Nothing to report.
- 4) Zoning: Nothing to report
- 5) Capital Improvements: Nothing to report.

**B) ZONING ADMINISTRATOR:**

(A). Jeremy Keller reported a request from SCTC to place a sign in front of their building. The zoning ordinance prohibits free-standing signs in the C-2 business district.

Motion made by Faye Owens and seconded by Roger Cassell to table further discussion until the next meeting.

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

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

**C) TOWN COUNCIL REPRESENTATIVE MEMBER:**

(A) Mr. Cassell reports that the Town budget has been prepared and there will be no tax increase this term. He also reports that there will be an increase in the charge for garbage pick up due to the necessity for purchasing a new garbage truck.

**GATE CITY TOWN ATTORNEY:**

(A) Attorney Brooks reported that she has had no communication from Steve Buston of V-DOT, concerning the lease agreement between V-DOT and the Town of Gate City for the "Old King Ford Property".

**UNFINISHED BUSINESS:**

(A) Continued discussion of the proposed lease between V-Dot and the Town of Gate City for the Old King Ford Property. Jo Ann Castle asked about future landscaping for the proposed park. She volunteered several items from her property, including flowering shrubs, various lilies and other perennial bulbs and suggested possible donations from others, sponsorship of planted areas, or assistance from a garden club. Roger Cassell stated that there is an active Scott County Master Gardener's Club.

(B) Jeremy Keller informed the commission that he has obtained the promise of two picnic tables and trashcans from The Economic Development Authority.

**NEW BUSINESS:**

(A) Brief discussion was held concerning the conflict in dates that Town Council makes appointments to committees and commissions and the dates of Planning Commission meetings. Because Council makes appointments at their July meeting, held on the second Tuesday of the month, and Planning Commission meets on the first Tuesday of each month, there is no designated Town Council Representative member seated at Commission's July meeting during alternate years. Attorney Brooks and Jo Ann Castle will research the possibility of changing the date of appointment for the Council Representative member.

**ITEMS NOT ON AGENDA:**

**ADJOURNMENT:**

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

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

VOTING NAY: None

ABSENT: Tim Bartley and Faye Owens Sanders

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:45 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 7-3-2012