



## **GATE CITY PLANNING COMMISSION**

### **MINUTES**

June 7, 2011

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, June 7, 2011 at Gate City Town Hall.

#### **CALL TO ORDER:**

Due to delayed access to the Town Hall, The Chairman called the meeting to order at 6:09 PM and asked the secretary to call the roll.

#### **ROLL CALL:**

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

MEMBERS ABSENT: Steve Templeton, Gate City Town Manager

ALSO PRESENT: Michele Brooks, Gate City Town Attorney,

#### **DETERMINATION OF A QUORUM:**

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

#### **PUBLIC EXPRESSION:**

At this time, Attorney Michele Brooks suggested that someone check the front entrance to make certain that no one was waiting there to attend the meeting. Faye Sanders commented that since the Planning Commission meetings are not publicly advertised, few people would know of the meetings. It was noted that the Town web site and the display board in the main office do show the meeting dates and times. No citizens present requesting audience.

#### **REVIEW AND ADOPTION OF MINUTES:**

The minutes from the previous regular meeting held Thursday May 5, 2011 was presented.

Motion made by Faye Sanders to adopt the minutes as presented. Motion seconded by Tim Bartley.

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

VOTING NAY: None

ABSENT: None

MOTION CARRIED

#### **REPORTS:**

A) **SECRETARY:** The Gate City Town Council will hold a public hearing immediately prior to the regular monthly Council meeting on Tuesday June 14. The public hearing shall be to hear citizen comments on the request for a zoning change for property located at Tax Map # 146 A 2A 29. There was brief discussion of whether the Planning Commission was also required to hold a public hearing on this matter. Attorney Brooks stated that only the Council is required to hold the public hearing. (Ref: Zoning Ordinance SEC.24.16.1b).

B) Jo Ann Castle reminded the Commission that if the property were approved for re-zoning, property-zoning descriptions in the Zoning Ordinance would have to be re-written, removing the parcel from R-I and inserting it into R-II.

**B) COMMITTEES:**

- 1) Comprehensive Plan: Nothing to report.
- 2) Land Use: Faye Sanders questioned if anything further had been done toward citizen input for a neighborhood park on Chestnut Street. With the Town Manager absent, no information is available.
- 3) Subdivision Ordinance: Nothing to report
- 4) Zoning: Nothing to report
- 5) Capital Improvements: Nothing to report.

**B) TOWN COUNCIL REPRESENTATIVE MEMBER:**

A. Town Council Representative Member's request, made at the Commission's May meeting, for the development of a leash law to be included in the zoning ordinance, has been moved directly to Town Council for incorporation in the Town Code. Attorney Brooks briefly described the draft leash law.

**D) ZONING ADMINISTRATOR:**

Not present.

**E) GATE CITY TOWN ATTORNEY:**

- A. No changes to report on the lawsuit between the Town and the Scott County Co-op..
- B. Some brush trimming has been done to clear the sidewalk at the lot on East Jackson Street, but no further action has been taken at this time.
- C. The Town property maintenance official, Amy Page, has completed work on six property maintenance violations. Ms. Page will be trained and become the Town's Building Code Official.

**UNFINISHED BUSINESS:**

- A. Requests made to the Planning Commission by two Gate City residents, for speed limit control on Park Street and a left turn lane at East Jackson Street and Moccasin Hills Drive, were not presented by Mayor Jenkins to the Town Council at their last meeting.
- B. Discussion was carried over from the April meeting concerning the damage to pavement at the Jones Street and East Jackson Street intersection. It was noted that the lumps have been milled off but no plans are known to install a more durable surface at the location.

**NEW BUSINESS:**

- A. None.

**ITEMS NOT ON AGENDA:**

A. Faye Sanders suggested that an attempt be made to determine if land owned by V-DOT on Hwy. 23-N might be available by lease to the Town for use as a traveler's wayside. She asked Roger Cassell to request that the Town property maintenance official look into this option.

**ADJOURNMENT:**

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

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

VOTING NAY: None

ABSENT: 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: 7-5-11