



## **GATE CITY PLANNING COMMISSION**

### **MINUTES**

September 6, 2011

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, September 6, 2011 at Gate City Town Hall.

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

The Chairman called the meeting to order at 6:00 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 and Juanita Wells, V-DOT Representative.

#### **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 minutes from the previous regular meeting held Tuesday August 2, 2011 was presented.

Motion made by Roger Cassell to adopt the minutes as presented. Motion seconded by Jo Ann Castle.

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

VOTING NAY: None

ABSENT: None

ABSTAINING: Tim Bartley and Faye Sanders

MOTION CARRIED

#### **REPORTS:**

##### **A) SECRETARY:**

- a. The Gate City Town Council appointed Commission member Jo Ann Castle to a term on the Board of Zoning Appeals. This first appointment will be for term ending 12-31-2012. Subsequent terms will be for a period of one year, beginning January 1<sup>st</sup> each year.

**B) COMMITTEES:**

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

**B) ZONING ADMINISTRATOR:**

- a. Not present

**C) TOWN COUNCIL REPRESENTATIVE MEMBER:**

During the last Town Council meeting, the Gate City Town Attorney stated that it was not legal to appoint a member to the BZA retroactively to January 1<sup>st</sup> of this year, so to avoid an appointment of less than six months, the first appointment was extended to December 31, 2012. Subsequent appointments will be for a term of one year, beginning January 1st of each year.

**E) GATE CITY TOWN ATTORNEY:**

Nothing to report.

**UNFINISHED BUSINESS:**

Ms. Juanita Wells of V-Dot was present to discuss terms of the proposed land use lease (at Old King Ford Property) with Commission members.

Attorney Brooks questioned V-DOT's statement of the presence of petroleum residue and what effect that might have on public use of the property particularly in terms of liability to the town. Ms. Wells indicated that liability and cost of removal of contaminated soil would be dependent on the depth of excavation planned by the town. The limits of the depth of excavation permitted will be determined by V-DOT and added to the terms of the lease.

Ms. Wells defined some of the requirements and various agencies involved with the placement and/or relocation of historical markers, presently located at the U.S. Hwy 23-N wayside. The steps necessary to move the historical markers to the proposed Gate City wayside appear to be prohibitive and moving the signs an unlikely possibility.

Terms of the draft lease that appear to be directed toward developed structures and a consistency in the number of days required of both parties relative to notice of abandonment of the property, were discussed.

With Ms. Well's assurance that the proposed changes would be presented to the appropriate V-DOT officials, a decision on whether Commission members felt the project was potentially viable was postponed until further information is available from V-DOT.

**NEW BUSINESS:**

(A) None.

**ITEMS NOT ON AGENDA:**

(A). Faye Sanders and Jo Ann Castle expressed gratitude to Mr. Roger Cassell for expediting the improvement of lighting at the Moccasin Hills Drive and Ellen Drive intersections with E. Jackson Street.

**ADJOURNMENT:**

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

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

VOTING NAY: None

ABSENT: None

MOTION CARRIED

Meeting adjourned at 7:15 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 10-4-11