



November 1, 2022

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, November 1, 2022 at Gate City Town Hall.

CALL TO ORDER:

Chairman, Delaney Herron called the meeting to order at 6:00 pm and asked the secretary to call the roll.

ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Roger Cassell, Delaney Herron, Margaret Falin, Vickie Roberts.

MEMBERS ABSENT: None

ALSO PRESENT: Gate City Town Attorney Michele Brooks.

Greg Jones, Gate City Town Manager was absent.

GUESTS PRESENT: None.

DETERMINATION OF A QUORUM:

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

PUBLIC EXPRESSION:

1) Mr. and Mrs. Dan Waldo ask that their request for the closure of Spring Street be postponed until January.

REVIEW AND ADOPTION OF MINUTES:

The minutes from the last regular meeting held October 4, 2022 were presented.

Motion made by Vickie Roberts and seconded by Roger Cassell to adopt the minutes from October 4, 2022.

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

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.

A) ZONING ADMINISTRATOR:

- 1) Mr. Jones will defer his comments to un-finished and finished business.

B) TOWN COUNCIL REPRESENTATIVE MEMBER:

C. GATE CITY TOWN ATTORNEY:

UNFINISHED BUSINESS:

- 1) Mr. Roger Cassell reported that approval of Phase II funding for the Park Street Rehab Project has not yet been received. Because there has been no activity on the Park Street Rehabilitation Project Phase I and that there will be no granting of funds for Phase II for this project until Phase I is completed, Planning Commission will defer comments until a later date.
- 2) At Roger Cassell's suggestion, the 'welcome center' sign ordered for Gateway Park will be permanently attached to the existing wooden uprights to prevent atmospheric damage or theft of the sign. This change order will be forwarded to Bristol Sign for implementation.
- 3) Up-dating of C-1 and C-2 zoning requirements is tabled until the next regular meeting.
- 4) Guidelines for use of the dog park and potential bench and exercise items were presented by Vickie Roberts. Mr. Jones will check his resources for comparable pricing on these items. Ms. Roberts also presented the cover letter she has prepared to present to area veterinarians for offers of sponsorships for the dog park.
- 5) It was agreed by Commission members to ask Greg Jones to post a notice on the Town web page and to purchase an advertisement in the Scott County Virginia Star asking for suggestions for naming the new dog park. The contest should be limited by date, after which the winning name will be published.

- 6) Quotes have been received from Appalachian Power for the replacement of the lighting heads and/or the complete replacement of the street lights. The quotes are higher than expected and it was agreed that Mr. Jones would advertise for quotes from independent contractors.

NEW BUSINESS:

- 1) Commission member Margaret Falin asked how the Town can require a homeowner to clear undeveloped property. She has received a Notice of Violation because one of her neighbors has filed a complaint that she has property within his line of sight that is not mowed. Mrs. Falin is unable to perform the required yardwork personally and has been unsuccessful in hiring anyone to do the work. She also noted that a street right of way adjoining her property has not been cleared and is so overgrown that the Town backhoe was forced to drive through her yard to gain access to a water line leak. Ms. Falin was advised to refer to the Town's Property Maintenance Ordinance.

ITEMS NOT ON AGENDA:

ADJOURNMENT:

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

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

MOTION CARRIED

Meeting adjourned at 7:30 pm.



Jo Ann Castle, Secretary



Delaney Herron, Chairman
Approved 12-6-2022