



December 7, 2021

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, December 7, 2021 at Gate City Town Hall.

CALL TO ORDER:

Chairman Delaney Herron called the meeting to order at 6:05 pm and asked the secretary to call the roll.

ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Delaney Herron, Margaret Falin, Roger Cassell, Vickie Roberts
MEMBERS ABSENT: None
ALSO PRESENT: Michele Brooks, Gate City Town Attorney. Town Manager, Greg Jones.
GUESTS PRESENT: None

DETERMINATION OF A QUORUM:

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

PUBLIC EXPRESSION:

REVIEW AND ADOPTION OF MINUTES:

The minutes from the last regular meeting held November 2, 2021 were presented.

Motion made by Vickie Roberts and seconded by Roger Cassell to adopt the minutes from November 2, 2021.

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

MOTION CARRIED

REPORTS:

(A) SECRETARY: Jo Ann Castle reminded members that we will hold officer elections and committee appointments at our organizational meeting on January 4, 2022.

(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 Committee: See New Business.

A) ZONING ADMINISTRATOR:

Mr. Jones will defer comments to new and/or unfinished business.

B) TOWN COUNCIL REPRESENTATIVE MEMBER:

Roger Cassell suggested that the new sign at Gateway Park should be lettered on the back side to benefit travelers in the southbound lane of U.S. 23. He also questioned whether the sign should be lighted. Greg Jones will contact the sign company to ask if they have lights specific to this type of sign.

Jo Ann Castle asked if the sign could be raised a bit. She feels it is too low to be easily visible. Greg Jones will check on this possibility.

C. GATE CITY TOWN ATTORNEY:

Michelle Brooks reports that the designation of 'tourist home' in the zoning ordinance is sufficient to define an Airbnb property, as well. There is no need to amend the zoning ordinance to include the term Airbnb.

UNFINISHED BUSINESS:

- 1) Greg Jones reported that the fencing is completely installed at the Estil Cemetery. Ongoing efforts to clean and repair the headstones is progressing and the headstone information is being forwarded to Find-A-Grave to aid researchers.
- 2) The Park Street housing project is now ready to move into Phase II. Waiting for additional financing to be approved.
- 3) Greg Jones met with the Town Maintenance crew at the proposed Dog Park to examine the potential drainage up-grade. He states that it appears that the best option is to repair and improve the existing drainage ditch on the north side and install a French drain on the south side of the property. No information on when this project could move forward.
- 4) Efforts are on-going in the appointment of new members to the Gate City BZA.

NEW BUSINESS:

Jo Ann Castle's appointment to the Planning Commission will expire on December 31, 2021.

On motion by Delaney Herron and seconded by Roger Cassell, Planning Commission members recommend that the Gate City Town Council re-appoint Mrs. Castle for a term of four years beginning January 1, 2022 and ending December 31, 2025.

VOTING AYE: Delaney Herron, Margaret Falin, Roger Cassell, Vickie Roberts

VOTING NAY: None

ABSENT: None

ABSTAINING: Jo Ann Castle

MOTION CARRIED

ITEMS NOT ON AGENDA:

ADJOURNMENT:

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

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

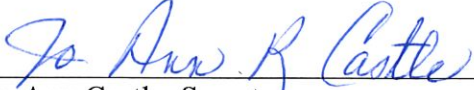
VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:44 pm.



Jo Ann Castle, Secretary



Delaney Herron, Chairman
Approved 1-4-2022