



March 1, 2022

## **GATE CITY PLANNING COMMISSION**

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, March 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, Vickie Roberts, Delaney Herron.

MEMBERS ABSENT: Margaret Falin.

ALSO PRESENT: Greg Jones, Gate City Town Manager. Gate City Attorney Michelle Brooks was absent.

GUESTS PRESENT: None

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

With four (4) voting members present, the requirements for a quorum are met.

### **PUBLIC EXPRESSION:**

- 1) Mr. Jacob Kessler presented to Commission members his plan for opening a CBD/Hemp sales business at 132 W. Jackson St. When he acquires the building, he will apply for a business license.
- 2) Ms. Pamela Michaels, speaking for Mr. Mark Metcalf, outlined a plan to open a pool hall on W. Jackson Street. Because approval to permit a business license for a pool hall requires that Town Council hold a public hearing, a decision on granting this permit will be deferred until a site location with an established address is determined.
- 3) Ms. Pamela Michaels is requesting a business license for an Airbnb at 481 E. Jackson Street. Ms. Michaels was advised to submit an application for a business license.

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

The minutes from the last regular meeting held February 1, 2022 were presented.

Motion made by Vickie Roberts and seconded by Jo Ann Castle to adopt the minutes from February 1, 2022.

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

VOTING NAY: None

ABSENT: Margaret Falin.

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 unfinished business.

**B) TOWN COUNCIL REPRESENTATIVE MEMBER:**

Nothing to report.

**C. GATE CITY TOWN ATTORNEY:**

Nothing to report

**UNFINISHED BUSINESS:**

- 1) Mr. Greg Jones provided written update on the Park Street Rehab project, attached.
- 2) Mr. Burke Greear is still in the process of cleaning and resetting the headstones at Estil Cemetery.
- 3) The fence is repaired at the dog park and there are reports of some satisfied citizen use. There is still the need for a secondary entry fence and a dividing fence to separate large and small dogs.
- 4) Five members are now seated on the Gate City Board of Zoning Appeals.
- 5) The Gateway Park signage is complete and Roger Cassell will pursue the possibility of having the sign lighted.

NEW BUSINESS:

- 1) Discussion of the Airbnb brought forward the fact that our zoning ordinance does not have definitions for a bed and breakfast type business. Also, the requirements for a tourist home and a boarding house are different in different zones. It was decided that these items should be brought up to date in the zoning ordinance to prevent future confusion among both operators and guests.

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, Roger Cassell, Delaney Herron, and Vickie Roberts.


VOTING NAY: None

ABSENT: Margaret Falin

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:54 pm.

  
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Jo Ann Castle, Secretary

  
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Delaney Herron, Chairman  
Approved 4-5-2022

Gate City CDBG Housing  
Feb 14, 2022  
Park Street Rehab Report

- A. **639 Park St** – Demolition completed in November, 2021 at old house site. All debris cleaned up and lot seeded with grass & covered with straw.
- B. **559 Park St** – On Feb 8, 2022, notified property owner of brick ranch style house located on East Carters Valley, Gate City. Reply from the property owner was 'no longer interested in relocating or having new house constructed on their existing site. Need to meet with grant managers, property owner, and DHCD to decide how to address their needs.
- C. **609 Park St**- Electrical work & kitchen rehab completed in November. Bathroom & window replacement started after holidays and completed in January, 2022. Large picture window & 2 small side-windows are special ordered, awaiting arrival.
- D. **571 Park St**- rental unit- renter would not co-operate or allow contractor onsite. LENOWISCO worked with owner and renter to get job underway. We expect the work to be completed this week.