



**AUGUST 1, 2017**

**GATE CITY PLANNING COMMISSION**

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, August 1, 2017 at Gate City Town Hall at 6:00 pm.

CALL TO ORDER:

Chairman, Delany Herron, called the meeting to order at 6:01 pm and asked the secretary to call the roll.

ROLL CALL:

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

DETERMINATION OF A QUORUM:

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

PUBLIC EXPRESSION:

No one present.

REVIEW AND ADOPTION OF MINUTES:

The minutes from the last regular meeting held June 6, 2017 were presented.

Motion made by Vickie Roberts and seconded by Jo Ann Castle to adopt the minutes from June 6, 2017, as presented.

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

MOTION CARRIED

REPORTS:

**(A) SECRETARY:** Jo Ann Castle informed Commission members that she has included a brief note in place of minutes for the month of July explaining that the July meeting was postponed until the regular August meeting date due to the July meeting date falling on a legal holiday.

**(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:

Mr. Jones will defer his remarks to Unfinished Business.

B) TOWN COUNCIL REPRESENTATIVE MEMBER:

Nothing to report.

C.) GATE CITY TOWN ATTORNEY:

Nothing to report.

UNFINISHED BUSINESS:

- 1) (a) Brief discussion of the location of the picnic tables at Gateway Park. Members are in agreement that the tables should be separated to provide more privacy to users.  
(b) Discussion of need for trash receptacles at the park.  
(c) Discussion of need to get signage at park as soon as possible.
- 2) (a) Greg Jones reported that only two qualifying estimates have been received for tree removal at the proposed Dog Park.

(b) Mr. Jones stated that he has one estimate for electrical service at Gateway Park but that he would like to have more estimates before the job is awarded.

- 3) Review of proposed amendments to the Sections 30-182, C-1 and 30-214, C-2 of the Comprehensive Zoning Ordinance along with updates to Section 30-3, Definitions.

Motion made by Jo Ann Castle and seconded by Vickie Roberts to recommend to Town Council that proposed changes to the zoning ordinance be adopted by Council.

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

VOTING NAY: None

ABSENT: None.

ABSTAINING: None

MOTION CARRIED

- 4) Mr. Jones has sent letters to 13 landowners soliciting input on the possibility of locating a horse riding and BMX course on their property lying South of US 23 extending from the Gateway Plaza Shopping Center toward the western city limits. He has not yet received replies from any landowners.

NEW BUSINESS:

None

ITEMS NOT ON AGENDA:

- 1) Jo Ann Castle reported seeing several visitors stumble and one child fall, scraping his knees, in the gap between the sidewalk and the abutment that holds the pedestrian walk sign at the corner of Jackson Street and King Alley. Mr. Jones responded that those abutments are set away from the sidewalk edge to facilitate the passage of rainwater toward the storm drains. Ms. Castle asked if a pipe could be placed there and set into concrete so there is no gap between the sidewalk and the abutments.
- 2) Vicky Roberts questioned whether the 'Welcome to Gate City' sign could be relocated to a more visible site. At its present site, it is not visible to visitors entering Gate City from US Hwy 23-N.

ADJOURNMENT:

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

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

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:55 pm.

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Jo Ann Castle, Secretary

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Delany Herron, Chairman  
Approved 9-5-2017