



July 5, 2022

## **GATE CITY PLANNING COMMISSION**

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, July 5, 2022 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, Roger Cassell, Vickie Roberts, Delaney Herron, Margaret Falin

MEMBERS ABSENT: None.

ALSO PRESENT: Greg Jones, Gate City Town Manager and Gate City Town Attorney Michele Brooks.

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 June 7, 2022 were presented.

Motion made by Vickie Roberts and seconded by Jo Ann Castle to adopt the minutes from June 7, 2022.

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

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 new and unfinished business.

**B) TOWN COUNCIL REPRESENTATIVE MEMBER:**

- 1) Roger Cassell stated that upgrades to the Town's street lights should be implemented by the Town rather than by AEP. He believes this would be a more cost-effective method. He also stated that there is no way to know how much of the existing system would have to be replaced just to install new lighting heads on the existing poles. This subject has been debated before because the existing lighting heads do not direct the light down to the sidewalk but rather up into the atmosphere.
- 2) He also suggested that some part of the signage at Gateway Park should inform the public that it is a public park. Without such, some might see it as a private park not open to the public. Jo Ann Castle said that it could be marked as a 'welcome center' since it obviously meets that definition by having the area landmark and sight-seeing opportunities advertised in the gazebo.

**C. GATE CITY TOWN ATTORNEY:**

- 1) Spero Health has provided no communication concerning their appeal of a Planning Commission denial of their application for a business permit.

**UNFINISHED BUSINESS:**

- 1) Mr. Greg Jones reported that approval of Phase II funding of the Park Street Rehab Project has not yet been received.
- 2) Cleaning and repair of headstones at Estil Cemetery may be delayed due to Mr. Burke Greear having undertaken a new employment opportunity. This may reduce his available time to devote to the project but he will continue as time permits.
- 3) Drainage abatement has been completed at the dog park. Greg will proceed with the installation of a second gate section at the entrance along with a dividing fence to separate large and small dogs inside the designated area. Vickie Roberts provided information she has collected on rules and guidelines for use of the park. Greg Jones stated that benches and exercise constructs for the animals could be ordered from

Virginia State sources. The option of requesting sponsorships from local businesses and those wishing to donate to a memorial wall for a beloved pet were discussed.

- 4) Gate City Frontier has developed a list of items they would promote as improvements to Gate City Downtown. Some of these items include the following:
  - a) Trees  
(Vickie Roberts requested that some sort of plantings be used to shade the front of her building during the summer months. She explained that her cooling costs are very high during the summer.)
  - b) Public restrooms, would include staff to maintain.
  - c) Outdoor speakers, for use during events.
  - d) Trash cans  
(Vickie Roberts agreed that the existing trash cans are too small to hold the waste during outdoor events.)
  - e) Decorative lights (See above, Gate City Town Council Representative Member comments)  
If flower baskets are included, would require staff and watering system to maintain.

#### NEW BUSINESS:

- A) Commission members provided suggestions for future plans.
  - 1) Doggie comfort station at Gateway Park. Because travelers are frequently seen exercising their dogs at the park, a second fenced area could be installed to accommodate traveler's pets for a short run during their trip.
  - 2) Due to its general popularity a Pickle ball court.
  - 3) Splash pad.
  - 4) Basketball court, reported public interest.
  - 5) Skateboard Park.Greg Jones reported that there is a possibility that ARPA funds could be used to re-pave the City Parking Lot. This would provide adequate space for some of these upgrades.

#### ITEMS NOT ON AGENDA:

- 1) Commission members discussed reviewing the existing C-1 and C-2 zoning to update, where necessary, due to the many changes in the commercial atmosphere in downtown Gate City since the original ordinance was adopted. Because some items of interest may be controlled by the State Legislator, Attorney Michele Brooks suggested that Delegate Terry Kilgore should be invited to the next Commission meeting to address concerns held by the Commission. Jo Ann Castle will contact Delegate Kilgore with the invitation.
- 2) Changes to the Zoning Ordinance, referenced above, might include removing some listed uses that do not meet the stated "general business" criteria.

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, Vickie Roberts and Margaret Falin

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:19 pm.

  
Jo Ann Castle, Secretary

  
Delaney Herron, Chairman  
Approved 8-2-2022





**GATE CITY PLANNING COMMISSION**  
**Tuesday July 25, 2022**

At Michele's suggestion, I contacted Delegate Terry Kilgore's office to invite him to our next Planning Commission meeting.

Unfortunately, he will not be available on that date but he offered to meet with us on another date. I told Hayley, his aide, that we could advertise a called meeting or only two of us could meet with him. He opted for a meeting held sooner with two Planning Commission members. His office offered July 25<sup>th</sup> at 11 am.

I informed Chairman Herron and he asked if I could attend as the second person. I agreed and informed both Greg Jones and Michele Brooks of the meeting date and time. Greg initially accepted the invitation but later decided not to attend and Michele did not respond.

Robin Richards did attend.

Basically Del. Kilgore stated that at this time there are no rules. A Cannabis Commission was formed but it has taken very little action. So far, it is expected that there will be 400 state retail licenses granted, divided equally between the five districts, but there is no information to date on the locations of the sales sites. This is expected to be implemented sometime in 2024.

I provided Del. Kilgore's office with a copy of the VML newsletter that brought this to our attention, a draft excerpt from our July minutes, showing our discussion and copies of the two pages from C-2 zoning showing acceptable uses in this zone. He was amused by some of the listings and he said he completely understood that because our small business section could be impacted by cannabis sales in this area that we would want some control over the location of cannabis retail sales.

I explained that we needed to up-date the acceptable uses in this zone and we would hope to make all changes at one time.

He suggested arranging a zoom meeting with the attorney for the Cannabis Commission so that we could ask questions directly and hopefully get as good answers as exist at this time as well as show our interest in following whatever protocols will be in place in the future. He expects to be able to arrange this meeting sometime around the middle of August.