



## **GATE CITY PLANNING COMMISSION**

### **MINUTES**

October 21, 2014

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, October 21, 2014 at Gate City Town Hall.

#### **CALL TO ORDER:**

The Chairman called the meeting to order at 6:02 PM.

#### **ROLL CALL:**

MEMBERS PRESENT: Roger Cassell, Jo Ann Castle, Vickie Roberts and Delany Herron.

MEMBERS ABSENT: Tim Bartley

ALSO PRESENT: Michele Brooks, Gate City Town Attorney

GUESTS PRESENT: None

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

With four (4) 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 September 2,, 2014 were presented.

Motion made by Vicky Roberts and seconded by Jo Ann Castle to adopt the minutes from September 2, 2014.

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

VOTING NAY: None

ABSENT: Tim Bartley

ABSTAINING: None

MOTION CARRIED

#### **REPORTS:**

(A) **SECRETARY:** Tim Bartley, whose term ends on December 31<sup>st</sup> has stated that he does not wish to be re-appointed.

**B) COMMITTEES:**

- 1) Comprehensive Plan: The updated Comprehensive Plan was presented by the Town Manager.

Motion made by Jo Ann Castle and seconded by Vickie Roberts to approve the updated Comprehensive Plan, as amended and forward to Town Council with the Commission's recommendation for adoption.

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

VOTING NAY: None

ABSENT: Tim Bartley

ABSTAINING: None

MOTION CARRIED

- 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) Construction of the new McDonald's Restaurant is on schedule for completion in about 90 days.
- 2) The Kane Street Development will likely contain a Marcum's Pharmacy and a fast food restaurant, as yet unnamed.

**(B) TOWN COUNCIL REPRESENTATIVE MEMBER:**

(A). Roger Cassell has been in discussion with Unicode, a digital municipal code management company which would scan and organize all Town codes and regulations. After the initial set up, and for an annual fee, the company would update and maintain this file.

**C.) GATE CITY TOWN ATTORNEY:**

(A.) Nothing to report.

**UNFINISHED BUSINESS:**

Mr. Rex McCarty has applied for a Special Exception and Use permit for property located at 248 West Jackson Street. The property is within the R-1 Residential District and Mr. McCarty wants to use the structure as a Real Estate office.

Motion made by Jo Ann Castle and seconded by Roger Cassell to approve Mr. McCarty's application and forward to Town Council with the Commission's recommendation for approval.

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

VOTING NAY: None

ABSENT: Tim Bartley

ABSTAINING: None

MOTION CARRIED

**NEW BUSINESS:**

Because the next regular meeting date of the Gate City Planning Commission will fall on November 4, 2014 which is Election Day, the meeting will be postponed to Wednesday November 12, 2014 at 5:30 pm. Planning Commission will then hold a joint public hearing with Gate City Town Council at 6:30 pm.

**ITEMS NOT ON AGENDA**

**ADJOURNMENT:**

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

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

VOTING NAY: None

ABSENT: Tim Bartley

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:15 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 11-12-2014