



## **GATE CITY PLANNING COMMISSION**

### **MINUTES**

June 3, 2014

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, June 3, 2014 at Gate City Town Hall.

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

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

#### **ROLL CALL:**

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

MEMBERS ABSENT: None

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

GUESTS PRESENT: Roger Fraysier, Representative of the Scott County Economic Development Authority.

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

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

#### **PUBLIC EXPRESSION:**

Mr. Roger Fraysier stated that he is present to confirm that the Scott County Economic Development Authority supports the efforts of Gate City to encourage development within the Town and to offer assistance whenever the EDA can boost these efforts.

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

The minutes from the last regular meeting held April 1, 2014 and the canceled meeting of May 6, 2014 were presented.

Motion made by Vickie Roberts to adopt the minutes from April and May, 2014.

Motion seconded by Tim Bartley.

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

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

#### **REPORTS:**

(A) **SECRETARY:** Nothing to report.

**B) COMMITTEES:**

- 1) Comprehensive Plan:
- 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:**

A Mr. Jones defers his comments to Unfinished Business.

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

(A). Nothing to report.

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

(A.) Ms. Brooks related that she has been unable to find Virginia law that allows cities to tax inactive businesses at a rate different from productive, operating businesses.

**UNFINISHED BUSINESS:**

(1) Mr. Jones states that updates to the Comprehensive plan will begin when business relating to the water plant is completed probably in July.

(2) The meeting planned between Vickie Roberts and a community landscape designer has been postponed until the designer has the opportunity to be in Gate City.

(3) Mr. Jones presented a draft Capital Improvements Plan to show projected plans for potential projects for the next four years.

(a) With plans to re-plant trees in selected spaces on Jackson and Water Streets, crepe myrtles are being considered. A vendor has been located who can provide the plants.

(b) Balancing the annual cost of rentals for a 'bucket' truck when needed, the Town has agreed to the purchase of a used vehicle.

(c) Money remaining in the East River Sidewalk Project will be focused on improving sidewalks on Kane Street toward Jackson Street and repairs on Solon Street.

(d) Handicap ramps and hand rails on the South side of Jackson Street.

(e) Replacement of aging water lines and additional water level telemetry equipment of water tanks.

(f) Replacement of the HVAC system on the Town Hall. The current system is between 30 and 40 years old.

### **NEW BUSINESS:**

(1) After brief discussion, Commission members instructed the secretary to send a request to Town Council asking that a member of the Town Council be appointed to serve on the Planning Commission for the next four years effective July 1, 2014 and ending June 30, 2018.

(2) Because zoning regulations and site conditions could change at any time, Mr. Jones will formulate a draft proposal for an amendment to the zoning ordinance that would set a time limit on the implementation of zoning permits. Conditions that might be included are an initial time limit of one year with the option of an extension on the original permit. If no extension is an option, the applicant would be required to submit a new application.

(3) Discussion of options for combining efforts with the Town of Weber City to have the old Gateway Restaurant property on Hwy 23-S improved. Although the site is inside the Weber City town limits and the traveler's first sight when entering Weber City, it is also adjoining the site of the old Scott Motel that Gate City has encouraged the owner to improve. It is suggested that a representative of Gate City approach the Weber City Town Council about mitigating this situation. Because of the dangerous condition of the structure, the Scott County Building inspector might have the authority to have the remains of the building removed.

(4) Plans have been submitted from Britt, Peters and Associates for a proposed McDonald's Restaurant to be located in the Gateway Plaza Shopping Center in Gate City. Mr. Jones states that the plans meet all zoning and code criteria necessary for approval. Construction is expected to begin late in 2014.

(5) Mr. Jones also relates that Wendell Barnette, owner of the Old Dougherty Chevrolet Property is planning to remove the main building, relocating the rear building and develop the property for retail business. Mr. Barnett's development will be geared toward a potential pharmacy and a drive-thru restaurant. Demolition should begin as soon as permits are acquired.

### **ITEMS NOT ON AGENDA**

(1) Mr. Herron has received complaints that drivers are parking across the access to steps recently installed on East Jackson Street, as part of the sidewalk improvement project. Home owners who live on the North side of the street cannot reach their vehicles. He suggests that the area on the street directly in front of the steps be marked as 'no parking' areas. Mr. Jones will contact V-DOT concerning this matter.

(2) Mr. Bartley asked about the status of the proposed lease between the Town and V-Dot for the Town's use of The Old King Ford Property. Mr. Jones is still waiting for V-Dot to sign and return the lease documents.

(3) Ms. Roberts stated that it may be possible to move the Welcome to Gate City sign to the median divider at the intersection of US Hwy 23 and Kane Street, making the sign more visible to those entering Gate City and adding an invitation to return to those leaving.

### **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, Tim Bartley, Vickie Roberts and Jo Ann Castle

VOTING NAY: None  
ABSENT: None  
ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:10 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 7-1-2014

DRAFT