



December 3, 2024

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, December 3, 2024 at Gate City Town Hall.

CALL TO ORDER:

Vice-Chairman, Vickie Roberts called the meeting to order at 6:04 pm and asked the secretary to call the roll.

ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Vickie Roberts, Margaret Falin.

MEMBERS ABSENT: Tyler Kilgore, Delaney Herron

ALSO PRESENT: Gate City Town Attorney Michele Brooks.

Greg Jones, Gate City Town Manager.

GUESTS PRESENT: Ms. Victoria Farmer, Vertical Bridge; Mr. Chris Gilmer, District Supervisor, representative of AEP; Ms. Madison Ramey, Mural Artist; Mr. Chris Maness, Board of Supervisors, District 6; Mr. Don Alley, representing Gate City Frontier.

DETERMINATION OF A QUORUM:

With three (3) voting members present, the requirements for a quorum are met.

PUBLIC EXPRESSION:

REVIEW AND ADOPTION OF MINUTES:

The minutes from the previous regular monthly meeting of September 3, 2024, and notices of canceled meetings, October, 2024 and November, 2024 were presented.

Motion made by Margaret Falin and seconded by Jo Ann Castle to adopt the minutes from September 3, 2024 and the notices of cancellation for the months of October and November.

VOTING AYE: Jo Ann Castle, Vickie Roberts, and Margaret Falin.

VOTING NAY: None

ABSENT: Tyler Kilgore, Delaney Herron

ABSTAINING: None

MOTION CARRIED

REPORTS:

(A) SECRETARY. Reported actions to be taken to close out the year 2024, as follows in New Business.

(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) Greg Jones will defer comments until new and/or unfinished business.

B) TOWN COUNCIL REPRESENTATIVE MEMBER:

- 1) Absent.

C. GATE CITY TOWN ATTORNEY:

Michele Brooks reports that Tyler Kilgore has expressed a desire to remain on the Planning Commission as an independent member, no longer a member of Town Council. Planning Commission by-laws permit up to seven members, Mr. Kilgore is welcome to remain a member of the Commission after his submission of an application to the Town of Gate City for a seat on the Commission.

UNFINISHED BUSINESS:

- 1) Discussion of the definition of the setbacks in C1 and C2 sections of the Zoning Ordinance is postponed until the next regular Commission meeting.
- 2) Ms. Madison Ramey submitted her final depiction of the mural she will apply to the wall at 390 Kane Street. She also indicated that the 'honeycomb' feature on the south end of the mural will be for the use of individual town residents to paint one of the cells, giving each participant a contribution to the mural.

After discussion of the value of adding the name, Gate City, Virginia, to the mural, it was agreed that it would enhance the appearance of the mural to include the town name. (Mr. Chris Maness was present in support of Ms. Ramey and remained throughout the meeting as an observer. Welcome any time, Mr. Maness.)

On motion by Jo Ann Castle and seconded by Vickie Roberts, Commission recommends that Town Council approve the design submitted by Ms. Ramey.

VOTING AYE: Jo Ann Castle, Vickie Roberts, and Margaret Falin.

VOTING NAY: None

ABSENT: Tyler Kilgore, Delaney Herron

ABSTAINING: None

MOTION CARRIED

NEW BUSINESS:

- 1) Ms. Victoria Farmer, spokesperson for Verticalbridge, presented information on the installation of a wireless transmission tower to be located at 836 East Jackson Street by The Towers, LLC d/b/a Verticalbridge. The tower will be 195 feet tall and will accommodate up to four cell carriers after its placement. She indicated that Verizon has already committed to a space on the tower. Pictures and detailed drawings were provided to Commission members. AEP representative Mr. Chris Gilmer, District Supervisor, spoke on behalf of AEP in full agreement with the stated use of their property.

After extensive discussion, motion made by Jo Ann Castle and seconded by Margaret Falin to recommend that Town Council proceed with a public hearing on the the Special Exception and Use permit application submitted by Victoria Farmer, representative of The Tower d/b/a Verticalbridge for the installation of a wireless cell tower at 836 East Jackson Street on property owned by Appalachia Electric Power.

VOTING AYE: Jo Ann Castle, Vickie Roberts, and Margaret Falin.

VOTING NAY: None

ABSENT: Tyler Kilgore, Delaney Herron

ABSTAINING: None

MOTION CARRIED

- 2) Mr. Don Alley, representing Gate City Frontier, presented the Commission with a plan to include a sign at the entrance to the Town showing Gate City to be the home of basketball star, Matthew (Mac) McClung.

Commission members have no objection to the placement of such a sign.

- 3) Motion made by Jo Ann Castle and seconded by Margaret Falin to request that Town Council appoint Vickie Roberts to a 4-year term on the Planning Commission, beginning January 1, 2025 and ending December 31, 2028.

VOTING AYE: Jo Ann Castle, Vickie Roberts, and Margaret Falin.

VOTING NAY: None

ABSENT: Tyler Kilgore, Delaney Herron

ABSTAINING: None

MOTION CARRIED

- 4) Motion made by Jo Ann Castle and seconded by Vickie Roberts to request that Town Council appoint Margaret Falin to a one year term on the Gate City Board of Zoning Appeals, beginning January 1, 2025 and ending December 31, 2025.

VOTING AYE: Jo Ann Castle, Vickie Roberts, and Margaret Falin.

VOTING NAY: None

ABSENT: Tyler Kilgore, Delaney Herron

ABSTAINING: None

MOTION CARRIED

- 5) Motion made by Jo Ann Castle and seconded by Margaret Falin to request that Town Council appoint a Town Council Representative to the Gate City Planning Commission. New member's term to begin on January 1, 2025 and to end at time of public re-election to the Town Council.

VOTING AYE: Jo Ann Castle, Vickie Roberts, and Margaret Falin.

VOTING NAY: None

ABSENT: Tyler Kilgore, Delaney Herron

ABSTAINING: None

MOTION CARRIED

- 6) Greg Jones presented an application from a citizen interested in placing a 'tiny home' on property owned by the applicant. It was agreed that a Special Exception and Use permit application would be necessary because there is no reference to multiple residences on a single property in the R-2 residential zone.

ITEMS NOT ON AGENDA:

ADJOURNMENT:

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

VOTING AYE: Jo Ann Castle, Vickie Roberts, and Margaret Falin.

VOTING NAY: None

ABSENT: Tyler Kilgore, Delaney Herron

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:19 pm.



Jo Ann Castle, Secretary



Delaney Herron, Chairman
Approved 1-7-2025