



January 7, 2025

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, January 7, 2025 at Gate City Town Hall.

CALL TO ORDER:

Chairman, Delaney Herron called the meeting to order at 6:04 pm and asked the secretary to call the roll.

ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Margaret Falin, and Delaney Herron.

MEMBERS ABSENT: Tyler Kilgore, Vickie Roberts and Kevin Barnette

ALSO PRESENT: Gate City Town Attorney Michele Brooks.

Greg Jones, Gate City Town Manager.

GUESTS PRESENT: None.

DETERMINATION OF A QUORUM:

With four (3) 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 December 3, 2024 were presented.

Motion made by Margaret Falin and seconded by Delaney Herron to adopt the minutes from December 3, 2024.

VOTING AYE: Jo Ann Castle, Margaret Falin and Delaney Herron.

VOTING NAY: None

ABSENT: Tyler Kilgore, Vickie Roberts and Kevin Barnette

ABSTAINING: None

MOTION CARRIED

REPORTS:

(A) SECRETARY. Presented up-dated member roster with current contact information, to each member present. Presented the signed Annual Certification of Minutes for delivery to the Town Council.

(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.

TOWN COUNCIL REPRESENTATIVE MEMBER:

Absent.

C. GATE CITY TOWN ATTORNEY:

Nothing to report.

UNFINISHED BUSINESS:

- 1) The discussion on the set-back regulations for zones C1 and C2 is postponed until February.
- 2) The owner of property at 226 Jay Street, previously denied a Special Exception and Use permit for a group home at that location, has applied for a single family residence water and sewerage service permit.
Jo Ann Castle questioned whether the owner might proceed with his plan for a group home under the single family use permit. The attorney stated that should that happen steps would be taken to disqualify the permit.

NEW BUSINESS:

- 1) On motion by Jo Ann Castle and seconded by Margaret Falin, Delaney Herron is elected to the position of Chairman of the Gate City Planning Commission for the year 2025.

VOTING AYE: VOTING AYE: Jo Ann Castle, Delaney Herron and Margaret Falin.

VOTING NAY: None

ABSENT: Vickie Roberts, Tyler Kilgore and Kevin Barnette.

ABSTAINING: None

MOTION CARRIED

- 2) On motion by Delaney Herron and seconded by Jo Ann Castle, Vickie Roberts is elected to the position of Vice-Chairman of the Gate City Planning Commission for the year of 2025.

VOTING AYE: VOTING AYE: Jo Ann Castle, Delaney Herron and Margaret Falin.

VOTING NAY: None

ABSENT: Vickie Roberts, Tyler Kilgore and Kevin Barnette

ABSTAINING: None

MOTION CARRIED

- 3) On motion by Margaret Falin and seconded by Delaney Herron, Jo Ann Castle is elected to the position of Secretary for the year 2025.

VOTING AYE: VOTING AYE: Jo Ann Castle, Delaney Herron and Margaret Falin.

VOTING NAY: None

ABSENT: Vickie Roberts, Tyler Kilgore and Kevin Barnette.

ABSTAINING: None

MOTION CARRIED

- 4) Committee appoints will remain the same by a vote of acclimation except for the addition of Tyler Kilgore on the Subdivision Committee and Kevin Barnette on the Capital improvements Committee.

Vickie Roberts arrived at this time.

- 5) After brief discussion of the addition of 'tiny homes' in the zoning ordinance, Michele Brooks stated that she would research how the Department of Housing and Community Development addresses the new designation of 'tiny homes'.

ITEMS NOT ON AGENDA:

- 1) Jo Ann Castle brought forth some items she has observed around the Town that she believes should be addressed or corrected. She also encouraged all members to make note of and bring before the Commission any items they think could be an improvement in the Town's appearance.
- a) A caution sign is down and in the ditch east of 965 East Jackson Street near the State Farm office.
 - b) No street name sign at the intersection of East Jackson Street and Moccasin Hills Drive.
 - c) No stop sign at the intersection of East Jackson Street and Cleveland Street.
 - d) No way to stop traffic on East Jackson Street for pedestrians to cross from the Sloan/Dishner building to the Wynn building. Best options may be the graphic hand signs like the ones used at the intersection of Kane Street and Jones Street. With the new businesses, this is a very dangerous situation.
 - e) Disgusting appearance of the window and door glass along with an abundance of large, living black flies visible in the window at the office of the late Sherry Wilson, Att.

The property owner stated that the Town was responsible for the dirty cloths covering both the window and door glass placed there to obstruct the view into the office because the Town had

valuable equipment stored inside. He offered to purchase blinds for both glasses if the Town would clean the glass, obtain measurements and hang the blinds.

Greg Jones informed Mrs. Castle that Town property stored in that office would be removed as soon as painting is completed on the lower floor of the Town Hall. He also stated that the Town cannot perform any work on a private property. The owner is responsible for maintaining the property in a pleasing and sanitary state.

ADJOURNMENT:

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

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


VOTING NAY: None

ABSENT: Tyler Kilgore and Kevin Barnette.


ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:00 pm.



Jo Ann Castle, Secretary



Delaney Herron, Chairman
Approved 2-4-2025