



May 5, 2026

## **GATE CITY PLANNING COMMISSION**

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, May 5, 2026 at Gate City Town Hall.

### **CALL TO ORDER:**

Chairman Wilson called the meeting to order at 6:00 pm.

### **ROLL CALL:**

MEMBERS PRESENT: Jo Ann Castle, Scott Cleek, Kevin Barnett, and Mitzi Wilson.

MEMBERS ABSENT: Margaret Falin.

ALSO PRESENT: Greg Jones, Gate City Town Manager.

Gate City Town Attorney Michele Brooks.

GUESTS PRESENT: Mr. and Mrs. Thomas Hoff.

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

With four (4) voting members present, the requirements for a quorum are met.

**PUBLIC EXPRESSION:** Mr. and Mrs. Thomas Hoff submitted an application for a Special Exception and Use permit to install a towing business at a property near 345 Water Street owned by Charles R. Broadwater. The property is in the M1 zone. (See Unfinished Business, below)

**REVIEW AND ADOPTION OF MINUTES:** The minutes from the last regular meeting held March 3, 2026 and the Notice of Cancellation for the meeting of April 7, 2026 were presented.

Motion made by Jo Ann Castle and seconded by Mitzi Barger to adopt the minutes, as presented, from March 3, 2026 and the Notice of Cancellation for April 7, 2026.

VOTING AYE: Jo Ann Castle, Kevin Barnett, Mitzi Wilson, and Scott Cleek.

VOTING NAY: None

ABSENT: Margaret Falin.

ABSTAINING: None

MOTION CARRIED

## REPORTS:

- (A) SECRETARY: The secretary presented a list of items that has been carried over from previous meetings and discussions.

Entries that have been reconciled are:

- (1) The inclusion of "Tiny Homes aka Accessory Dwelling Units" in the zoning ordinance as a permitted Accessory Use.
- (2) The addition of the cost of advertising a public hearing to approve a Special Exception and Use permit as the 'responsibility of the applicant' in Sec. 30-365.
- (3) Include, as a prohibited use, "Pain Management and Substance Abuse Clinics" in all zones, C1, C2, and M1. Attorney Brooks stated that this item is already in all three zone-use descriptions.
- (4) An adjustment to the setback requirements for zones C1, C2 and M1.

After brief discussion and a recommendation from Mr. Jones that will simplify the definition, Mitzi Barger made the motion that the setback requirement in all three zones should be changed to reflect "a minimum of one (1) foot from the property line" and that the request be forwarded to Town Council for a public hearing for approval. Motion seconded by Kevin Barnette.

VOTING AYE: Jo Ann Castle, Kevin Barnett, Mitzi Wilson, and Scott Cleek.

VOTING NAY: None

ABSENT: Margaret Falin.

ABSTAINING: None

MOTION CARRIED

- (5) Items to be carried over are:

- (a) Regulations to control the use and sale of Cannabis and
- (b) an investigation into whether anyone is living in the school bus on Wolfe Street to determine if they have a connection to safe treated water and the sewage disposal system.

## (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.

(C) ZONING ADMINISTRATOR:

- 1) Defer to unfinished and new business.

(D) TOWN COUNCIL REPRESENTATIVE MEMBER:

- 1) Kevin Barnett suggested that, because of a recent mishap with one of the sidewalk umbrellas caused by extreme wind, the Town should make clear to the responsible party that any damage caused by the umbrellas in the future will not be the responsibility of the Town. This could be done by a letter to the owner/agents of the umbrellas. He also asked if it might be possible to inform business owners to close the umbrellas at night to reduce the risks.
- 2) Mr. Barnett also asked if the potential sale of the old sewing factory property owned by the late Taze Farmer, and now known as The Vape Store was still pending. Mr. Jones reported that the sale had been canceled and he thought the current owners who are in Florida had halted the sale.

(1) GATE CITY TOWN ATTORNEY:

- (1) Nothing to report.

UNFINISHED BUSINESS:

- (1) Mr. and Mrs. Thomas Hoff met with the Commission to request a Special Exception and Use permit to establish a vehicle towing service in the M1 zoning district. The location, near the west end of Water Street is as yet without a physical address due to there being no structure on the property. Mrs. Hoff stated that they are required to have a physical presence inside the city limits before being placed on the rotation for calls for pick-ups in Gate City. They plan to store up to two towing vehicles.

After brief discussion of signage and vehicle storage, no more than (4) four vehicles at one time, Jo Ann Castle made the motion that Commission recommend that Town Council schedule a public hearing to approve the permit for a vehicle towing service for Mr. and Mrs. Thomas Hoff. Motion seconded by Scott Cleek.

VOTING AYE: Jo Ann Castle, Kevin Barnett, Mitzi Wilson, and Scott Cleek.

VOTING NAY: None

ABSENT: Margaret Falin.

ABSTAINING: None

MOTION CARRIED

NEW BUSINESS:

ITEMS NOT ON AGENDA:

- (1) Jo Ann Castle referred to a recent news article that addressed raw sewage being discharged into Little Moccasin Creek in the Daniel Boone area. Her concerns are that where Little Moccasin Creek flows by Grogan Park, children have been known to play in the creek and may be at risk for illness. Mr. Jones stated that he would have the water tested for uncommon contamination and agreed that perhaps signage should be displayed to indicate that the water is contaminated and should be avoided. He will follow up on this with Attorney Brooks.
- (2) Scott Cleek asked if there are any plans to extend the sidewalk on East Jackson Street to end at a crossing to the U. S. Post Office. Mr. Jones informed him that with the plans to build the sidewalks on Manville Road and Kane Street, it will be impossible to consider such construction until the existing proposed sidewalks are installed.
- (3) Chairman Wilson asked if there is any knowledge of why there is a Sullivan County school bus parked at the V-DOT park-'n-ride on Rt. 23 N. at the intersection of Filter Plant Road. Even though that is V-Dot property, she feels it detracts from the area to see this vehicle apparently permanently house in the far corner of the lot. Mr. Jones responded that V-DOT seems to be more inclined to address correspondence from private citizens than from government entities. Mrs. Wilson will contact V-DOT concerning this vehicle.

ADJOURNMENT:

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

VOTING AYE: Jo Ann Castle, Margaret Falin, Mitzi Wilson, Scott Cleek, and Kevin Barnett.

VOTING NAY: None

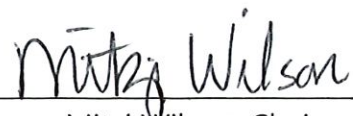
ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:24 pm.

  
Jo Ann Castle, Secretary

  
Mitzi Wilson, Chairman, 6-2-2026