August 4, 2026

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, August 4, 2026 at Gate City Town Hall.

CALL TO ORDER:

Chairman Wilson called the meeting to order at 6:00 pm and asked the Secretary to call the roll.

ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Scott Cleek, Kevin Barnett, Margaret Falin and Mitzi Wilson.
MEMBERS ABSENT. None
ALSO PRESENT: Jaime Lawson, Interim Gate City Town Manager and Zoning Administrator.
Gate City Town Attorney Michele Brooks.
GUESTS PRESENT: None.

DETERMINATION OF A QUORUM:

With five (5) 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 July 7, 2026 were presented.

Motion made by Margaret Falin and seconded by Scott Cleek to adopt the minutes, as presented, from July 7, 2026.

VOTING AYE: Jo Ann Castle, Kevin Barnett, Mitzi Wilson, Margaret Falin and Scott Cleek.
VOTING NAY: None
ABSENT: None
ABSTAINING: None

MOTION CARRIED

REPORTS:

(A) SECRETARY: Nothing to report.

(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) INTERIM ZONING ADMINISTRATOR:

1) Jaime Lawson reported that Town Council has chosen to rescind their decision to fund billboards advertising the Gallivanting Gate City Thursday night's street fairs and apply the funds to the much needed accounting software update.

2) Jaime asked if anyone knew if the Dog Park Rules sign had been installed and he, further stated that he believed Commission members should approve the addition of directional signs for the dog park. He asked the number of signs needed. Jo Ann Castle suggested that perhaps two to begin, one at the intersection of Park and West Jackson Streets and one at Gazebo Street, and hope that V-DOT will approve way-finding signs in the near future.

3) Jaime has been informed that a tree has fallen onto the fence at the dog park and he will direct the Public Works department to remove the tree and in addition, to also remove Bradford Pear trees in the vicinity which are unstable and at risk of falling. He believes that Public Works might also be able to repair the fence.

(D) TOWN COUNCIL REPRESENTATIVE MEMBER:

1) Kevin Barnett reported that the annual Back to School Bash held August 1, 2026 and sponsored by the Gate City Frontier was a great success in spite of the rain.

2) Friends of the Scott County Public Library will sponsor a Renaissance Faire on August 29, 2026 from 10 am to 4 pm at Grogan Park to benefit the Library's need for constructing extra storage space. Five Elizabethan swords will be raffled off at a cost of 5 dollars per ticket. Mr. Barnett stated that overflow parking will be available at The Spring Church on Park Street with shuttle service to the park.

3) The annual Harvest Moon Festival will be held on Jackson Street on October 3, 2026 from 10 am to 4 pm.

4) King Alleyween will be held on October 24th from 6 to 9 pm.

5) The empty building on Jackson Street at Tax Map # 146A7-A-213, commonly referred to as The Vape Store, is under discussion for purchase. It has been vacant for several years.

6) Gate City Frontier is in the process of purchasing the small store front at 263 West Jackson Street adjacent to The Gate City Theatre. Plans are to use this building for administrative offices, and public restrooms for the benefit of the theatre. They hope to focus on the historic aspect of the theatre building.

(E) GATE CITY TOWN ATTORNEY:

(1) Michele reminded Commission members that the retail sale of cannabis could be approved as soon as July 1, 2027.

UNFINISHED BUSINESS:

1) After extensive discussion, Commission members agreed that, pending limitations attached to the legislative approval of retail sales of cannabis, the zoning ordinance will be amended to show cannabis sales in Commercial District 1 (C-1). Without prior knowledge of State regulations, it is currently believed that the Legislature will approve the retail sale by July 1st, 2027.

2) No information is presently available on the status of the NOV submitted to the owner of property on Wolfe Street that contains an inoperable vehicle that may be used as a residence without benefit of either a treated water or sewage disposal connection.

3) Further testing of Little Moccasin Creek at Grogan Park demonstrated higher levels of contamination. The information was forwarded to DEQ who responded by stating that the Agency is aware of this situation and that all open water courses are contaminated.

It is believed that the current level of contamination is caused by failing sewage disposal systems west of the park. This was the purpose of local testing due to the Scott County PSA's efforts to mitigate further contamination by installing a public sewer service line under the railroad approximately one mile west of the park. Norfolk-Southern Railway has refused a permit to the PSA for installation of the access line which would be run under the railroad.

4) Jaime Lawson also brought member's attention to a sign already installed in the Council meeting room and expressed his belief that some signs could be obtained from the Scott County Career and Technical Center classes at a far lower cost while also supporting the

local school. In addition, in reference to the need for benches at the dog park, he indicated that this might be the best choice for purchase of seating elements if they can be constructed at the school. When the cost of the benches is determined, local residents and businesses will be given the opportunity to purchase a bench and have a dedication or memorial plate attached.

Member Margaret Falin stated that she has two concrete benches in her yard that she might be willing to donate to the Town for this purpose.

NEW BUSINESS:

1) Property owner Ashley Zimmerman at 327 Highland Street has requested a permit to install an off-street parking area on the south side of their lot, facing Benton Street in zone R-2. There is no provision in R-2 for the addition of a driveway so the owners will be advised to submit a Special Exception and Use permit application to the Planning Commission.

ITEMS NOT ON AGENDA:

1) Scott Cleek stated that he received a copy of the NOV sent to owners of property adjacent to his that had trees likely to fall onto his house.

2) Kevin asked if any decision had been made concerning permanently attaching the concrete seats to the pedestals on the benches located on the downtown sidewalks. It was suggested by Jaime Lawson that he would direct the Public Works Department to apply an adhesive similar to Liquid Nails to anchor the benches.

3) Scott Cleek asked if anything could be done to cover the two sewage drain lines exposed on West Jackson Street. The two new residential structures have installed the drain lines, above ground, down a rocky embankment to West Jackson Street. It has been observed that some additional soil has been applied over the lines with straw bales at the bottom. Jaime will refer this item to Tim Williams, County Building Inspector.

ADJOURNMENT:

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

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 7:39 pm.

Jo Ann R Castle
Jo Ann Castle, Secretary

Mitzi Wilson
Mitzi Wilson, Chairman, 9-1-2026