



GATE CITY PLANNING COMMISSION
MINUTES

April 2, 2013

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, April 2, 2013 at Gate City Town Hall immediately following a public hearing.

CALL TO ORDER:

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

ROLL CALL:

MEMBERS PRESENT: Tim Bartley, Jo Ann Castle, Faye Sanders, and Delany Herron
MEMBERS ABSENT: Roger Cassell
ALSO PRESENT: Michele Brooks, Gate City Town Attorney
GUESTS PRESENT: None

DETERMINATION OF A QUORUM:

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

PUBLIC EXPRESSION:

No one present requesting audience.

REVIEW AND ADOPTION OF MINUTES:

The minutes from the regular meeting held March 5, 2013 were presented.

Motion made by Faye Sanders to adopt the minutes from March 5, 2013.
Motion seconded by Tim Barley.

VOTING AYE: Tim Bartley, Jo Ann Castle, Faye Sanders and Delany Herron.
VOTING NAY: None
ABSENT: Roger Cassell
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.

A) **ZONING ADMINISTRATOR:**

(A) Position currently vacant.

(B) TOWN COUNCIL REPRESENTATIVE MEMBER:

(A). Absent

GATE CITY TOWN ATTORNEY:

(A) Michele Brooks reports she is waiting for the latest response from V-DOT on her submission of changes to the lease agreement between Gate City and V-DOT for the Old King Ford Property.

UNFINISHED BUSINESS:

(A) Continued discussion of the proposed lease between V-Dot and the Town of Gate City for the Old King Ford Property.

NEW BUSINESS:

A) Jo Ann Castle reports that Helen Smith, the owner of Ivy Cottage, states that she has observed many people nearly fall trying to step across the double curb to do business with her or with Bank of America. She has requested that the Planning Commission examine the possibility of improving access to the south sidewalk on Jackson Street by extending the lower level curb into the sidewalk to make a 'step' and add a handrail to make it easier to get from the parking area onto the sidewalk.

Mrs. Smith says that this problem is the same along the south side of the street from the Kane Street intersection to the courthouse and two or three such access points along the street would make it safer. She believes these steps could prevent a serious fall and injury to shoppers on Jackson Street.

Because this request could fall within the area of the Commission's recent Public Hearing, Jo Ann Castle made the motion; that this request be added to the minutes of the Public Hearing, held Tuesday March 5, 2013 as an addendum. Motion seconded by Faye Sanders.

VOTING AYE: Tim Bartley, Jo Ann Castle, Faye Sanders and Delany Herron.

VOTING NAY: None

ABSENT: Roger Cassell

ABSTAINING: None

MOTION CARRIED

B) Mrs. Smith also asks that the Town find a means to divert rainwater that flows up to the threshold of her business' door. She was advised to report this problem to the Town's maintenance supervisor.

ITEMS NOT ON AGENDA

ADJOURNMENT:

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

VOTING AYE: Tim Bartley, Delany Herron, Faye Sanders and Jo Ann Castle

VOTING NAY: None

ABSENT: Roger Cassell

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:47 PM

Secretary, Jo Ann Castle

Delany Herron, Chairman
Approved: 5-7-2013