



GATE CITY PLANNING COMMISSION

May 5, 2015

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, May 5, 2015 at Gate City Town Hall at 6:00 pm.

CALL TO ORDER:

The Chairman called the meeting to order at 6:04 pm and welcomed new member, Margaret Falin.

ROLL CALL:

MEMBERS PRESENT: Roger Cassell, Jo Ann Castle, Delany Herron, Margaret Falin and Vickie Roberts.

MEMBERS ABSENT: None

ALSO PRESENT: Michele Brooks, Gate City Town Attorney and Greg Jones, Gate City Town Administrator.

GUESTS PRESENT: None

DETERMINATION OF A QUORUM:

With five (5) voting members present, the requirements for a quorum are met.

PUBLIC EXPRESSION:

None present requesting audience.

REVIEW AND ADOPTION OF MINUTES:

The minutes from the last regular meeting held December 2, 2014 were presented.

Motion made by Vickie Roberts and seconded by Jo Ann Castle to adopt the minutes from December 2, 2014.

VOTING AYE: Roger Cassell, Jo Ann Castle, Delany Herron, Margaret Falin and Vickie Roberts.

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

REPORTS:

(A) **SECRETARY:** Due to a lack of membership, no meetings were held from January 2015 until May 2015. January was our organizational month therefore, the election of officers and appointment of committees for 2015 was deferred until a new member could be seated.

(B) At their regular meeting on December 9, 2014 the Gate City Town Council appointed Delany Herron to a four year term on the Gate City Planning Commission beginning January 1, 2015 and ending December 31, 2018

At their regular meeting on January 13, 2015 the Gate City Town Council appointed Vickie Roberts to serve a one year term on the Gate City Board of Zoning Appeals as the Gate City Planning Commission Representative, beginning January 1, 2015 and ending December 31, 2015.

At their regular meeting on April 8, 2015 the Gate City Town Council appointed Margaret Falin to an unexpired four year term on the Gate City Planning Commission beginning May 1, 2015 and ending December 31, 2018.

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 asked the land Use Committee to examine the new Gate City wayside park on US Hwy 23-N and determine the best placement for the Virginia Love Sign.

(2) Mr. Jones informed the Commission that a representative from V-Dot would attend our June meeting to discuss plans for vehicle access to the new Gate City Sports Complex on Filter Plant Road.

(3) Mr. Jones reported a request received to close the West end of Chestnut Street. Motion made by Jo Ann Castle and Seconded by Margaret Falin to defer discussion until further information is made available.

VOTING AYE: Roger Cassell, Jo Ann Castle, Delany Herron, Margaret Falin and Vickie Roberts.

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

(4) Mr. Jones stated that two new employees have been hired in the Town Hall. Mrs. Lisa Loggins will replace Judy Gwinn as Office Manager and Ms. Amanda McKenna will replace Ms. Kathy Riley as Town Clerk.

(B) TOWN COUNCIL REPRESENTATIVE MEMBER:

(A) Nothing to report.

C.) GATE CITY TOWN ATTORNEY:

(A.) Nothing to report.

UNFINISHED BUSINESS:

(C) Motion made by Jo Ann Castle and seconded by Roger Cassell that Delaney Herron be elected to serve as Chairman of The Gate City Planning Commission for the year 2015.

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

VOTING NAY: None

ABSENT: None.

ABSTAINING: Delany Herron

MOTION CARRIED

(D) Motion made by Jo Ann Castle and seconded by Delaney Herron that Vickie Roberts be elected to serve as Vice-Chairman of The Gate City Planning Commission for the year 2015.

VOTING AYE: Margaret Falin, Delany Herron, Roger Cassell and Jo Ann Castle

VOTING NAY: None

ABSENT: None.

ABSTAINING: Vickie Roberts

MOTION CARRIED

(E) Motion made by Delany Herron and seconded by Vickie Roberts that Jo Ann Castle be elected to serve as Secretary of The Gate City Planning Commission for the year 2015.

VOTING AYE: Margaret Falin, Delany Herron, Roger Cassell and Vickie Roberts
VOTING NAY: None
ABSENT: None.
ABSTAINING: Jo Ann Castle

MOTION CARRIED

At this time, the Chairman made committee appointments for the year 2015.

Comprehensive Plan: Margaret Falin and Delany Herron
Land Use: Jo Ann Castle and Faye Sanders
Subdivision: Roger Cassell and Delany Herron
Zoning: Margaret Falin and Jo Ann Castle
Capital Improvements: Roger Cassell and Faye Owens

ITEMS NOT ON AGENDA

ADJOURNMENT:


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

VOTING AYE: Roger Cassell, Jo Ann Castle, Delany Herron, Margaret Falin and Vickie Roberts.
VOTING NAY: None
ABSENT: None
ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:03PM


Secretary, Jo Ann Castle


Delany Herron, Chairman
Approved: 6-2-2015