



**GATE CITY PLANNING COMMISSION**  
**MINUTES**

August 6, 2013

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, August 6, 2013 at Gate City Town Hall.

**CALL TO ORDER:**

The Chairman called the meeting to order at 6:04 PM

**ROLL CALL:**

MEMBERS PRESENT: Tim Bartley, Roger Cassell, Jo Ann Castle, Faye Sanders, and Delany Herron.

MEMBERS ABSENT: None

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

GUESTS PRESENT: None

**DETERMINATION OF A QUORUM:**

With five (5) 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 July 2, 2013 were presented.

Motion made by Roger Cassell to adopt the minutes from July 2, 2013.

Motion seconded by Faye Sanders.

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

VOTING NAY: None

ABSENT: Tim None

ABSTAINING: None

MOTION CARRIED

**REPORTS:**

**(A) SECRETARY:** Relayed the information that the property at 511 E. Jackson Street has been mowed and the abandoned car has been removed. Also reported that a resident is burning green vegetation, which is causing a smoldering fire with smoke and unpleasant odor. No enforcement of the no-burning regulation is requested at this time.



**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) Request received from James Lawson for permit to build garage.

(B) Presented modifications to definitions of Manufactured Home, Mobile Home and Modular Housing in the zoning ordinance. After brief discussion of slight changes, Mr. Jones will bring the changes forward at the next scheduled meeting.

© Reported actions by resident Johnny Brooks relative to recent damages to his home and property due to excessive rain and run-off from nearby grading of land.

(D) Reported a complaint against Mr. Tommy Quillin for damage done to the Smith Cemetery by cattle belonging to Mr. Quillin, and being moved from his Elm Street property.

**(B) TOWN COUNCIL REPRESENTATIVE MEMBER:**

(A). Nothing to report.

**GATE CITY TOWN ATTORNEY:**

(A) Michele Brooks reports that subsequent to her discussions with Delegate Terry Kilgore, she has received information that Virginia DOT may look favorably toward adjustments in the potential land use contract between VDOT and the Town of Gate City for the Old King Ford property.

**UNFINISHED BUSINESS:**

- (A) Continued discussion of terms of lease for Old King Ford Property between the Town of Gate City and Virginia DOT.
- (B) Review changes in certain definitions in the zoning ordinance.

**NEW BUSINESS:**

**ITEMS NOT ON AGENDA**

(A) Attorney Michelle Brooks asked if any Planning Commission Member might have old records of ordinances and referendums passed by the Gate City Town Council. At this time, the location of the Town Code Book/Books is unknown. At the suggestion of Roger Cassell, she will contact the Virginia State Police to determine if they might have seized the books during the course of an investigation of a past Town Employee.

**ADJOURNMENT:**

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



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

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:19 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 9-2-2013

**DRAFT**