



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

October 1, 2013

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, October 1, 2013 at Gate City Town Hall.

**CALL TO ORDER:**

The Chairman called the meeting to order at 6:03 PM

**ROLL CALL:**

MEMBERS PRESENT: Tim Bartley, Jo Ann Castle, Faye Owens and Delany Herron.  
MEMBERS ABSENT: Roger Cassell  
ALSO PRESENT: Michele Brooks, Gate City Town Attorney and Greg Jones, Town Manager.  
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 September 3, 2013 were presented.

Motion made by Tim Bartley to adopt the minutes from September 3, 2013.  
Motion seconded by Faye Owens.

VOTING AYE: Tim Bartley, Jo Ann Castle, Faye Owens 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 Mr. James Summers has not yet applied to the Town of Gate City for a permit for the intended use of his property on Reed Hollow Road.

B. Mr. Marvin Egan is prepared to go forward with his plan to develop property at Tax Map # 146 A 2A 29, North of the terminus of Cleveland Street, with the construction of up to 28 new homes.

B. Mr. Greg Jones, Gate City Town Manager, presented modifications to definitions of Manufactured Home, Mobile Home and Modular Housing in the Comprehensive Zoning Ordinance. After brief discussion and on motion by Jo Ann Castle,

Gate City Planning Commission recommends that updates to definitions in Sections 24.1.54 and 24.1.56 of the Comprehensive Zoning Ordinance be adopted by Gate City Town Council.

Motion seconded by Faye Owens

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

VOTING NAY: None

ABSENT: Roger Cassell

ABSTAINING: None

MOTION CARRIED

- C. An individual, requesting a permit to set a manufactured home on Lots 14 and 15 of the West View Addition, will not be able to meet side yard set backs on Lot 14 due to the undeveloped street shown on the survey of the lots.

Dependent on future requests received from owners of Lots 13 and 14 in the West View Addition a request has been made to permanently close Campbell Drive, an undeveloped street, lying between Lots 13 and 14 and being situate between Benton Drive and West Jackson Street, Jo Ann Castle made the motion that Gate City Planning Commission recommend to Gate City Town Council that this undeveloped street be permanently closed.

Motion seconded by Tim Bartley.

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

VOTING NAY: None

ABSENT: Roger Cassell

ABSTAINING: None

MOTION CARRIED

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

(A). Absent

**GATE CITY TOWN ATTORNEY:**

(A) Attorney Brooks reports continuing efforts to locate the town's original code books.

**UNFINISHED BUSINESS:**

- (A) Continued discussion of terms of lease for Old King Ford Property between the Town of Gate City and Virginia DOT.

**NEW BUSINESS:**

**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 Owens and Jo Ann Castle

VOTING NAY:

ABSENT: Roger None Cassell.

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:15 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 12-3-2013