



**FEBRUARY 2, 2016**

**GATE CITY PLANNING COMMISSION**

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, February 2, 2016 at Gate City Town Hall at 6:00 pm.

**CALL TO ORDER:**

Chairman Delany Herron, called the meeting to order at 6:01 pm and asked the secretary to call the roll.

**ROLL CALL:**

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

MEMBERS ABSENT: None

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

GUESTS PRESENT: Mrs. Debra Likens

**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 January 5, 2016 were presented.

Motion made by Delany Herron and seconded by Vickie Roberts to adopt the minutes from January 5, 2016, as presented.

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

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

**REPORTS:**

(A) **SECRETARY:** Ms. Castle reported that Mr. Frank Kimbler from Lenowisco Planning District will be assisting with up-dating of the Gate City Zoning Ordinance, physical description of zone boundaries.

**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:

A) **ZONING ADMINISTRATOR:**

Mr. Jones presented the new Tourism Zone Map. The map delineates properties that may qualify for economic incentives if used for purposes that would serve the tourism industry in Gate City. He also noted potential incentives that have not yet been determined.

B) **TOWN COUNCIL REPRESENTATIVE MEMBER:**

Nothing to report

C.) **GATE CITY TOWN ATTORNEY:**

Mrs. Brooks clarified questions relating to property at 1553 E. Jackson Street that contains a commercial business structure in an R-1 residential zone. That property was never re-zoned. It remains in the R-1 residential zone.

**UNFINISHED BUSINESS:**

Continued discussion of the up-dating of the Gate City Zoning Ordinance. Mr. Cassell stated that he has a list of street names before the E-911 re-addressing that changed or added street names which are not reflected in the existing Ordinance.

**NEW BUSINESS:**

Planning Commission heard a request from Mr. Delany Herron to remove a single-wide mobile home on property he owns at 1241 W. Jackson St., Gate City. Ms. Debra Likens rents space on Mr. Herron's property for a single-wide mobile home which she wishes to replace with a new, larger single-wide mobile home. The area is zoned R-2 which does not permit single wide-mobile homes. The Commission requested information concerning the available space for the new home, relative to set-back and side yard requirements. Mr. Herron will provide that information.

A motion for continuation until Wednesday February 3, 2016 at 6:30 pm. was made by Margaret Falin and seconded by Vickie Roberts. The purpose of this adjourned meeting will be to discuss Mr. Herron's request for a permit to place a single-wide mobile home on his property at 1241 W. Jackson Street.

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

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting closed at 7:25 pm.

The regular monthly meeting of the Gate City Planning Commission was reconvened at 6:31pm on February 3, 2016.

**ROLL CALL:**

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

MEMBERS ABSENT: Vickie Roberts

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

GUESTS PRESENT: None

After review of information provided by Mr. Herron showing ample room to replace the existing mobile home at 1241 W. Jackson Street, Jo Ann Castle made a motion, seconded by Margaret Falin that Town Council approve this application as a Special Exception and Use Permit under Section 24.12.1-8 and as defined in Section 24.1.72.

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

VOTING NAY: None

ABSENT: Vickie Roberts

ABSTAINING: Delany Herron

MOTION CARRIED

**ITEMS NOT ON AGENDA:**

**ADJOURNMENT:**

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

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

VOTING NAY: None

ABSENT: Vickie Roberts

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:55 PM

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Secretary, Jo Ann Castle

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Delany Herron, Chairman  
Approved: 3-1-2016