



NOVEMBER 1, 2016

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, November 1, 2016 at Gate City Town Hall at 6:00 pm.

CALL TO ORDER:

Chairman Delany Herron, called the meeting to order at 6:11 pm and asked the secretary to call the roll.

ROLL CALL:

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

MEMBERS ABSENT: Vickie Roberts, and Gate City Town Manager, Greg Jones

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.

REVIEW AND ADOPTION OF MINUTES:

The minutes from the last regular meeting held October, 4, 2016 were presented.

Motion made by Roger Cassell and seconded by Delany Herron to adopt the minutes from October 4, 2016, as presented.

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

VOTING NAY: None

ABSENT: Vickie Roberts

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:**

In the absence of Greg Jones, Roger Cassell presented the concept drawings prepared by Mattern and Craig Engineering for re-striping of parking spaces on downtown Jackson Street. From these drawings, it appears that the angle of the parking slots will be changed to project the parked vehicles further into the travel lane than they are now. It is the consensus of Planning Commission members that increasing the angle of the parking spaces will improve passage around longer vehicles parked on Jackson Street.

B) **TOWN COUNCIL REPRESENTATIVE MEMBER:**

Roger Cassell reported that the Scott County Sherriff's Office, which will be moving into the former County Office Building on the lower level of the Lonesome Pine Regional Library, has requested a second entrance, from Water Street, into the parking area serving the office. Currently, the parking area is surrounding by fencing limiting access and egress to only one space off Library Avenue.

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

Nothing to report.

UNFINISHED BUSINESS:

- (1) Roger Cassell has found information that picnic tables for Gateway Park can be purchased from Virginia Correctional Enterprises for approximately one half of the previously expected cost. The cost, under \$500.00 each, would include shipping.

Mr. Cassell also stated that there is power available to the site which provides the option of installing one or more dusk to dawn lights. Jo Ann Castle recommended that interior lighting be provided to the information kiosk for interested visitors to inspect travel brochures in the kiosk. It is her hope that the solar light can be used.

- (2) The land use committee will meet at the proposed dog park to begin site planning when Mr. Jones is available.

NEW BUSINESS:

ADJOURNMENT:

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

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

VOTING NAY: None

ABSENT: Vickie Roberts

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:15 pm.

Secretary, Jo Ann Castle

Delany Herron, Chairman
Approved 12-6-2016