



DECEMBER 5, 2017

GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, December 5, 2017 at Gate City Town Hall at 6:00 pm.

CALL TO ORDER:

Chairman, Delany Herron, called the meeting to order at 6:02 PM and asked the secretary to call the roll.

ROLL CALL:

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

MEMBERS ABSENT: Margaret Falin.

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

GUESTS PRESENT: None.

DETERMINATION OF A QUORUM:

With three (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 November 7, 2017 were presented.

Motion made by Vickie Roberts and seconded by Roger Cassell to adopt the minutes from November 7, 2017, as presented.

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

VOTING NAY: None

ABSENT: Margaret Falin

ABSTAINING: None

MOTION CARRIED

REPORTS:

(A) SECRETARY: Reminder that our January meeting will be our organizational meeting and appointments will be made for the year 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) Will defer comments to unfinished and new business.

B) TOWN COUNCIL REPRESENTATIVE MEMBER:

Nothing to report.

C.) GATE CITY TOWN ATTORNEY:

Nothing to report.

UNFINISHED BUSINESS:

- 1) Mr. Jones reported that he has not received any further responses from land owners concerning the potential use of property on the South side of U.S. 23 for a horse riding trail and BMX bicycle course.
- 2) Choosing a name for the dog park will be suspended until spring.

NEW BUSINESS:

- 1) Mr. Jeffery Stapleton has presented a plan for development of the Burnt Cabin Branch Recreational Walking Trail along with a letter of interest in donating a lot on the proposed route to the town. Further information is necessary before any action can be taken.
- 2) Gate City Frontier has received a grant from Rally Southwest Virginia to fund the placement of way-finding signs. Because there are strict limits on the content of the signs, it will be necessary to carefully examine the areas of Gate City that can be designated on the signs.

- 3) On motion by Roger Cassell and seconded by Vickie Roberts, Commission respectfully requests that Gate City Town Council appoint Jo Ann Castle to a four-year term on the Gate City Planning Commission. Term to begin January 1, 2018 and end December 31, 2021.

VOTING AYE: Delany Herron, Roger Cassell and Vickie Roberts,

VOTING NAY: None

ABSENT: Margaret Falin

ABSTAINING: Jo Ann Castle

MOTION CARRIED

- 4) On Motion made by Jo Ann Castle and seconded by Vickie Roberts Commission respectfully requests that Gate City Town Council appoint Delany Herron to a one-year term on the Gate City Board of Zoning Appeals effective January 1, 2018 and ending December 31, 2018.

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

VOTING NAY: None

ABSENT: Margaret Falin

ABSTAINING: Delany Herron

MOTION CARRIED

Please accompany Mr. Herron's appointment with a Letter of Appointment, to include instructions for being sworn in by the Scott County Circuit Court Clerk.

ITEMS NOT ON AGENDA:

ADJOURNMENT:

With nothing further to discuss, a motion for adjournment was made by Vickie Roberts and seconded by Roger Cassell.

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

VOTING NAY: None

ABSENT: Margaret Falin

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 7:00 pm.

Jo Ann Castle, Secretary

Delany Herron, Chairman
Approved 1-2-2018