



June 2, 2020

## **GATE CITY PLANNING COMMISSION**

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, June 2, 2020 at Gate City Town Hall.

### **CALL TO ORDER:**

Chairman, Delany Herron called the meeting to order at 6:10 pm and asked the secretary to call the roll.

### **ROLL CALL:**

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

MEMBERS ABSENT: None

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

GUESTS PRESENT: None

### **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 March 3, 2020, along with notices of postponement of the April and May meetings due to the Novel Corona Virus, were presented.

Motion made by Vickie Roberts and seconded by Margaret Falin to adopt the minutes from March 3, 2020.

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

VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

### **REPORTS:**

**(A) SECRETARY:**

**(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:** Greg Jones reported that a new software application has been installed to better facilitate the tracking of zoning applications and permits.
- B) **TOWN COUNCIL REPRESENTATIVE MEMBER:** Roger Cassell informed the commission that five applications have been approved for housing upgrades under the rehabilitation grant.
- C. **GATE CITY TOWN ATTORNEY:** Nothing to report.

**UNFINISHED BUSINESS:**

- 1) The Land Use Committee presented an assessment and recommendations for rehabilitation and upkeep of the Estil Cemetery to Town Manager, Greg Jones, with the request that the document be referred to the Gate City Town Council Historical Committee.

**NEW BUSINESS:**

- 2) After being informed that minutes from Planning Commission meetings have not been posted to the Town's webpage for approximately a year and a half, Greg Jones stated that he would see that minutes from Commission meetings are brought up to date on the Town webpage.

**ITEMS NOT ON AGENDA:**

**ADJOURNMENT:**

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

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


VOTING NAY: None

ABSENT: None

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:45 pm.

  
Jo Ann Castle, Secretary

  
Delany Herron, Chairman  
Approved 7-7-2020