



February 6, 2024

## GATE CITY PLANNING COMMISSION

The regular monthly meeting of the Gate City Planning Commission was held Tuesday, February 6, 2024 at Gate City Town Hall.

### CALL TO ORDER:

Vice-Chairman, Vickie Roberts called the meeting to order at 6:06 pm and asked the secretary to call the roll.

### ROLL CALL:

MEMBERS PRESENT: Jo Ann Castle, Vickie Roberts, Margaret Falin, and Tyler Kilgore.

MEMBERS ABSENT: Delaney Herron.

ALSO PRESENT: Gate City Town Attorney Michele Brooks.

Greg Jones, Gate City Town Manager.

GUESTS PRESENT: Mr. Jesse McMurray.

### DETERMINATION OF A QUORUM:

With four (4) voting members present, the requirements for a quorum are met.

### PUBLIC EXPRESSION:

### REVIEW AND ADOPTION OF MINUTES:

The minutes from the last regular monthly meeting held December 5, 2023 and notice of cancellation of meeting January 2, 2024 were presented.

Motion made by Margaret Falin and seconded by Tyler Kilgore to adopt the minutes from December 5, 2023 and include the notice of the canceled January meeting.

VOTING AYE: Jo Ann Castle, Vickie Roberts, Margaret Falin and Tyler Kilgore.

VOTING NAY: None

ABSENT: Delaney Herron

ABSTAINING: None

MOTION CARRIED

### REPORTS:

(A) SECRETARY.

**(B) COMMITTEES:**

- 1) Comprehensive Plan: Nothing to report.
- 2) Land Use: Jo Ann Castle reported that she has examined the area at the end of Clyde Williams Ave. and agrees that vacating the street known as Walnut Ave. will not negatively impacting adjoining properties.
- 3) Subdivision: Nothing to report.
- 4) Zoning: Nothing to report.
- 5) Capital Improvements: Nothing to report.

**A) ZONING ADMINISTRATOR:**

- 1) Greg Jones will defer comments until new and/or unfinished business.

**B) TOWN COUNCIL REPRESENTATIVE MEMBER:**

Nothing to report.

**C. GATE CITY TOWN ATTORNEY:**

Nothing to report.

**UNFINISHED BUSINESS:**

- 1) Motion made by Tyler Kilgore and seconded by Jo Ann Castle, to recommend that Gate City Town Council adopt the updated versions of CHAPTER 30-Sec. 30-3-Definitions, CHAPTER 30-Article VII-Commercial District-C-1 and CHAPTER 30-Article VIII-Central business District-C-2 of the Gate City Zoning Ordinance. (Copy attached)

VOTING AYE: Jo Ann Castle, Vickie Roberts, Margaret Falin and Tyler Kilgore.

VOTING NAY: None

ABSENT: Delaney Herron

ABSTAINING: None

MOTION CARRIED

- 2) Motion made by Jo Ann Castle and seconded by Tyler Kilgore to recommend that Gate City Town Council schedule a Public Hearing on closing Walnut Avenue at its junction with Clyde Williams Avenue. (Copy attached)

VOTING AYE: Jo Ann Castle, Vickie Roberts, Margaret Falin and Tyler Kilgore.

VOTING NAY: None

ABSENT: Delaney Herron

ABSTAINING: None

MOTION CARRIED

- 3) Discussion of potential cannabis regulations is postponed until the next regular meeting.

NEW BUSINESS:

- 1) Commission members agreed that the request from Mt. Region Family Medicine for an identifying sign on the patio cover at the end of their building complies with CHAPTER 30-Article XI-Signage Regulations of the Gate City Zoning Ordinance.
- 2) Motion made by Margaret Falin and seconded by Tyler Kilgore to recommend that Gate City Town Council schedule a Public Hearing on the request to vacate a water line easement on Lot # 92 on the plat of the Huddle Heights sub-division (AKA) Moccasin Hills sub-division). (Copy attached)

VOTING AYE: Jo Ann Castle, Vickie Roberts, Margaret Falin and Tyler Kilgore.

VOTING NAY: None

ABSENT: Delaney Herron

ABSTAINING: None

MOTION CARRIED

- (3) Planning Commission members agreed that the new owner of 1056 E. Jackson Street (formerly the Dr. Bill Fuller Office building) be required to apply for a Special Exception and Use Permit for the planned location of an insurance office. This use is not approved in the R-3 Zoning District and will require a special Exception and Use Permit.
- (2) The election of officers and committee appointments for the year 2024 is postponed until the next regular meeting.

ITEMS NOT ON AGENDA:

ADJOURNMENT:

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

VOTING AYE: Vickie Roberts, Margaret Falin Jo Ann Castle, and Tyler Kilgore.

VOTING NAY: None


ABSENT: Delaney Herron.

ABSTAINING: None

MOTION CARRIED

Meeting adjourned at 6:51 pm.

  
Jo Ann Castle, Secretary

  
Delaney Herron, Chairman  
Approved 3-5-2024