

**MINUTES
PLANNING & ZONING COMMISSION**

ITEM 1: CALL TO ORDER / ROLL CALL

The regularly scheduled meeting of the Newcastle Planning and Zoning Commission was held on October 25, 2010. The meeting was called to order at 7:00 p.m. by Chairman Gordon Harness.

Roll Call:

Chairman:	Gordon Harness	Present
Vice-Chairman:	Micheal Littlejohn	Present
Commissioner:	Dennis Sanders	Absent – arrived 7:05 p.m.
Commissioner:	Karl Evans	Present
Commissioner	Tracy Shirley	Present

Others: Ian Crittenden

ITEM 2: CONSIDER APPROVAL OF AGENDA

Mike Littlejohn made the motion to approve the Agenda as presented. Tracy Shirley seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Yes

Motion carried

**ITEM 3: CONSIDER APPROVAL OF MINUTES
September 27, 2010**

Karl Evans made the motion to approve the Minutes of the September 27, 2010, Regular Meeting. Tracy Shirley seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent

Evans Yes
Shirley Yes

Motion carried.

**ITEM 4: REPORT OF CITY COUNCIL'S DECISIONS ON PLANNING
 COMMISSION RECOMMENDATIONS OF LAST MEETING.**

City Council approved rezoning to I-H-2 for Markwell paving on property located on the SE corner of NE 16th and Portland

ITEM 5: CONTINUANCE REQUESTS

None

ITEM 6: CITIZENS COMMENTS.

None

**ITEM 7: LOT SPLIT/DEED APPROVAL. Discussion and/or action.
 Mary and Jerry Petty – Gordon Harness approved**

Dennis Sanders arrived at 7:05 p.m.

**ITEM 8: DISCUSSION AND POSSIBLE ACTION ON PLAT OF PHASE I
 OF NEWCASTLE MEMORIAL GARDENS**

~~Plat of Phase I of Newcastle Memorial Gardens cemetery was presented.~~

After discussion, Dennis Sanders made the motion to approve the plat of Newcastle Memorial Gardens. Karl Evans seconded the motion.

Board Polled:

Harness Yes
Littlejohn Yes
Sanders Yes
Evans Yes
Shirley Yes

Motion carried.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION ON MAILBOX
 PLACEMENT**

The Planning Commission has been asked to review mailbox placement. The post office

has no rules at this time on the distance of placement from the center of the road. Large farm equipment experiences problems maneuvering down some roads.

There was discussion on using a 4 ft. setback from the edge of the improved roadway. Discussion also on enforcement of existing mailboxes along with new mailboxes to be installed.

City Planner, Ian Crittenden, will review suggestions with City Council at the next regular meeting in November.

ITEM 10: DISCUSSION ON AMENDMENTS TO SIGN ORDINANCE-continued

Discussion on revisions to Sign Ordinance (see attached revisions). After further discussion, Gordon Harness made the motion to submit corrections as discussed to City Council for amendment to Sign Ordinance. Mike Littlejohn seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Yes
Evans	Yes
Shirley	Yes

Motion carried.

ITEM 11: DISCUSSION AND POSSIBLE ACTION ON COMPREHENSIVE PLAN-continued

City Planner, Ian Crittenden, is still waiting to meet with Charlie Warniken, Oklahoma University.

Continue to next meeting.

ITEM 12: DISCUSSION ON HIGHWAY 62 DEVELOPMENT DISTRICT SEGMENT C (S 16TH STREET AND EXTENDING SOUTH ALONG HIGHWAY 62 TO HIGHWAY 9) - continued

This will be an Agenda item at the regular meeting in November.

ITEM 13: DISCUSSION AND POSSIBLE ACTION ON SETTING MEETING FOR NEXT SPECIAL MEETING

None at this time.

ITEM 14: NEW BUSINESS

None

ITEM 15: OLD BUSINESS

None

ITEM 16: ADJOURNMENT

The meeting was unanimously adjourned at 8:50 p.m.