

**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 January 31, 2011. 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
Commissioner:	Karl Evans	Present
Commissioner	Tracy Shirley	Absent

Others: Ian Crittenden

ITEM 2: CONSIDER APPROVAL OF AGENDA

Mike Littlejohn made the motion to approve the Agenda as presented. Karl Evans seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried

**ITEM 3: CONSIDER APPROVAL OF MINUTES
December 20, 2010**

Mike Littlejohn made the motion to approve the Minutes of the December 20, 2010, Regular Meeting. Karl Evans seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent

Evans Yes
Shirley Absent

Motion carried.

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

Planning Commission had no recommendations to send to the January, 2011 City Council meeting.

ITEM 5: CONTINUANCE REQUESTS

None

ITEM 6: CITIZENS COMMENTS.

None

**ITEM 7: LOT SPLIT/DEED APPROVAL. Discussion and/or action.
Dannie & Patricia Adams – Gordon Harness approved**

ITEM 8: A PUBLIC HEARING TO CONSIDER AN APPLICATION FOR USE PERMITTED ON REVIEW FOR A CONDITIONAL USE PERMIT FOR JUANITA GRIFFITH/TRUSTEE, SHERRELL GRIFFITH, MABEL ELAINE GRIFFITH, AND DEBRA JEAN SCROGGINS/TOKLAN OIL & GAS CORPORATION FOR THE USE OF DRILLING AN OIL WELL LOCATED IN THE S/2 OF SECTION 2, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA. PROPERTY ADDRESS: SW CORNER OF SECTION 2, TOWNSHIP 9 NORTH, RANGE 4 WEST (UPOR2010-007)

Don Tierney, Toklan Oil Company Representative, presented the application. The well site location is 200 feet North of the West side of the Pioneer building on NE 24th Street. The lease road to the site would be built to the West of an existing drainage ditch. The entrance is almost directly across from the Bradford Place, Section 4, entrance. The spacing on this site is 80 acres.

After further discussion, Gordon Harness made the motion to recommend approval of the UPOR for Conditional Use Permit for the Griffiths and Toklan Oil Company subject to:

1. East/West dimension of tank distance be reduced as much as reasonably possible.
2. The West end of well site and production tanks be lined up evenly.

3. Fencing shall be a minimum height of 8 ft. with 2 ft. kicker using green or brown slats for shielding.

4. Gate to be placed deep enough to allow full pull off space for semi trucks when opening and closing gate.

Mike Littlejohn seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried.

ITEM 9: A PUBLIC HEARING TO CONSIDER AN APPLICATION FOR USE PERMITTED ON REVIEW FOR A CONDITIONAL USE PERMIT FOR JIMMY R. B. JONES/CARL E. GUNGOLL EXPLORATION, LLC FOR THE USE OF A DRILL SITE LOCATION AND CONTINUED OPERATIONS, MAINTENANCE AND PRODUCTION FACILITIES LOCATED IN THE SW/4 OF THE NE/4 OF SECTION 8, TOWNSHIP 8 NORTH, RANGE 3 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA. PROPERTY ADDRESS: 3645 SE 44TH. (UPOR 2011-001)

Dan Wilson, Carl Gungoll Exploration Representative, presented the application. This well site was originally approved in February of 2009. Due to financial problems, well was never drilled.

Site is located to the South of the existing ball field owned by Mr. Jim Gasso. The entrance to the well site is the same entrance that is used for the existing ball fields. They are obtaining an agreement with Mr. Gasso and will provide a copy for the file. Carl Gungoll Exploration will improve this road because the current incline needs to be lowered. Mr. Wilson and Mr. Gasso are discussing site screening. City requires a minimum 8 ft. fence with 2 ft. kicker at the top with green or brown slats. Mr. Wilson and Mr. Gasso are also discussing trees to be planted.

Chairman, Gordon Harness, discussed the drainage in the area.

After further discussion, Gordon Harness made the motion to recommend approval of the UPOR for Conditional Use Permit for Jimmy Jones/ Carl Gungoll Exploration subject to:

1. The applicant will address drainage issues to prevent runoff damage to the softball fields or excessive drainage to the front roadway ditching. Carl Gungoll Exploration will coordinate these drainage issues with Jim Gasso, property owner, as well as City Planner, Ian Crittenden.
2. Site and safety fence be installed that is slatted and either brown or green in color.
3. Gating to allow transports to pull off road for opening and closing of gate.

Karl Evans seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried.

ITEM 10: A PUBLIC HEARING TO CONSIDER AN APPLICATION FOR REZONING FOR NEWCASTLE AFFORDABLE HOUSING FROM PUD (PLANNED UNIT DEVELOPMENT) TO PUD (PLANNED UNIT DEVELOPMENT)/RED CEDAR VILLAGE OF NEWCASTLE LOCATED IN A PART OF THE N/2 OF THE SW/4 OF SECTION 14, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA. PROPERTY ADDRESS: NORTH OF NW CORNER OF E FOX LANE AND N WALKER DRIVE (R2011-001)

David Shank, Carland Group, presented the application for rezoning. This PUD was originally approved by the City Council in May, 2010. The new PUD reconfigures the layout of rental units on the property. No other changes will be made.

There has been concern from residents on the East regarding water runoff and flooding.

Water is now running to the SE Corner of property. After dirtwork and detention area are in place, water to run North along Walker to dump into Pond Creek.

There was also discussion on the need for more parking to be provided

After further discussion, Gordon Harness made the motion to recommend approval of the new PUD (R2011-001) subject to the following:

1. Walker Drive Easement setback corrections be made due to the 40 ft. standard road right-of-way.
2. Provide a report from the City Street Staff indicating the additional water runoff provision is acceptable on Walker Drive drainage.
3. Parking provisions be added of at least 4 spaces in each the market value cul-de-sac section and in the West ½ of the Red Cedar Drive portion of Lot 1.

Mike Littlejohn seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried.

**ITEM 11: DISCUSSION AND POSSIBLE ACTION ON PRELIMINARY
PLAT OF RED CEDAR VILLAGE OF NEWCASTLE**

Karl Evans made the motion to approve the Plat of Red Cedar Village of Newcastle subject to the same conditions as listed in the new PUD (R2011-001) as follows:

1. Walker Drive Easement setback corrections be made due to the 40 ft. standard road right-of-way.
2. Provide a report from the City Street Staff indicating the additional water runoff provision is acceptable on Walker Drive drainage.
3. Parking provisions be added of at least 4 spaces in each the market value cul-de-sac section and in the West ½ of the Red Cedar Drive portion of Lot 1.

Mike Littlejohn seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried.

ITEM 12: A PUBLIC HEARING TO CONSIDER AN APPLICATION FOR REZONING FROM PUD (PLANNED UNIT DEVELOPMENT) TO PUD (PLANNED UNIT DEVELOPMENT) FOR LL DEVELOPMENT, LLC, (BRADFORD PLACE SECTION 4) LOCATED IN THE NW/4 OF SECTION 11, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA. PROPERTY ADDRESS: SOUTH 24TH STREET AND EAST OF HIGHWAY 62, NEWCASTLE, OKLAHOMA. (R2011-002)

****Agenda Item should read North 24th Street.**

David Todd, Todd Engineering, presented the application for the new PUD of Bradford Place, Section 4. The previous PUD was approved by the City Council in January, 2009.

Currently the plat called for 42 duplex lots or 84 families. New PUD and plat would change to 71 families. All larger lots will still be developed as duplexes.

After further discussion, Gordon Harness made the motion to recommend approval of the new PUD (R2011-002) subject to the following:

1. The inclusion of "No Parking" on the West side of Bradford Circle if consistent with the requirement made of Phase 1.
2. If the retaining wall is not being built as a continuous build, then it shall be built at least 1 (one) lot past any lot being sold. If wash out occurs, it will be on developer's lot and not a sold lot.

Mike Littlejohn seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried.

ITEM 13: DISCUSSION AND POSSIBLE ACTION ON FINAL PLAT OF BRADFORD PLACE SECTION 4, PHASE 2

Gordon Harness made the motion to recommend approval of the Final Plat of Bradford Place Section 4, Phase, subject to the same conditions noted in the new PUD (R2011-002) as follows:

1. The inclusion of "No Parking" on the West side of Bradford Circle if consistent with the requirement made of Phase 1.
2. If the retaining wall is not being built as a continuous build, then it shall be built at least 1 (one) lot past any lot being sold. If wash out occurs, it will be on developer's lot and not a sold lot.

Mike Littlejohn seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried.

ITEM 14: DISCUSSION AND POSSIBLE ACTION ON HIGHWAY 62 DEVELOPMENT DISTRICT, SEGMENT C. BEGINNING AT SOUTH 16TH STREET AND EXTENDING SOUTH ALONG HIGHWAY 62 TO HIGHWAY 9 WITH EAST AND WEST BOUNDARIES EXTENDING 660 FEET FROM THE HIGHWAY 62 RIGHT-OF-WAY-continued

Continue to next meeting.

ITEM 15: DISCUSSION AND POSSIBLE ACTION ON SETTING MEETING FOR NEXT SPECIAL MEETING

None

ITEM 16: NEW BUSINESS

None

ITEM 17: OLD BUSINESS

None

ITEM 18: ADJOURNMENT

Gordon Harness made the motion to adjourn the meeting at 9:05 p.m. Karl Evans seconded the motion.

Board Polled:

Harness	Yes
Littlejohn	Yes
Sanders	Absent
Evans	Yes
Shirley	Absent

Motion carried.