

**The New Castle City's Planning Commission Meeting took place on
February 25, 2008 at 6:30 p.m. in the City of New Castle's Town Hall.**

Members Present: Dr. Jack Norsworthy, Chair
David Bird
George Freebery
Joe DiAngelo
Bill Simpson
Elliott Tatum

Member Absent: Jim Steele, Co-Chair

Staff Present: Douglas Lloyd, City Planner

City Personnel: Mayor John Klingmeyer

Dr. Norsworthy called the meeting to order at 6:45 p.m. Roll call was taken.

Approval of Minutes – It was moved and seconded that the minutes of the 1/28/08 meeting be approved. The motion was adopted.

Budget Review – No update to report.

Comprehensive Plan Update – City Council has approved the proposal that URS presented last month to this Commission. Mr. Lloyd has received a signed copy of this proposal. Marian Hull of URS will attend the March meeting of this Commission which will be considered a kick-off meeting. Commission members were asked to be thinking of project priorities and be ready to discuss at the March meeting. Any materials distributed prior to that meeting are to be reviewed prior to the March meeting.

The City has received an application form for funding consideration from WILMAPCO as part of their work program. The application has been completed and submitted to WILMAPCO. Ms. Cathie Thomas and Mr. Lloyd prepared a narrative response to questions on the application. The application addresses the transportation element of the comprehensive plan.

Well Head Ordinance Draft from Council – A Source Water Protection Area Ordinance was presented to the Commission. It is an amendment to the City Zoning Code prompted by the annexation of Trustee property into the City. This is a requirement mandated by state and federal agencies. The City must adopt an ordinance as part of their comprehensive plan. It was to be in place by January 1, 2008; however, the City has received a waiver from the state. URS expressed concern whether maps distributed earlier to the Commission would be incorporated in the ordinance or if DNREC maps would be used. Mr. Chip Patterson of the Municipal Services Department explained the purpose and intent of the proposed ordinance. It controls the type of development and uses near well heads. The quality of water the City currently receives is very good, but the aquifer is surrounded by various sources of pollutants. The

ordinance was prepared using a document the Delaware Rural Water Association applied to small water systems and selecting the items that met the City's criteria. This Commission has the authority to make changes to the ordinance during the planning process even though this Commission makes a recommendation to City Council for a public hearing. This ordinance will be under the environmental chapter of the comprehensive plan. *(Lengthy discussion between the Commission and audience followed.)*

It was moved and seconded to recommend to City Council the adoption of the Source Water Protection Area Ordinance. Roll call vote: Mr. Tatum voted in favor because it is something that needs to be done; Mr. Simpson voted in favor stating it is a statutory mandate and within standard engineering practice; Mr. Bird voted in favor citing that it follows DNREC and EPA recommendations and appears the areas noted are reasonable and necessary; Mr. Freebery voted in favor to recommend; Mr. DiAngelo voted in favor because it is necessary and required by state and federal agencies and is long overdue; Dr. Norsworthy voted in favor citing Mr. Bird's reasoning. Motion passed.

General Discussion

Ms. Dorsey Fiske was welcomed as the newest member of the Planning Commission. Ms. Fiske is also a member of the Trustees and will act as liaison. Her term will begin in March 2008.

Dr. Norsworthy recommended Mr. David Bird as the Planning Commission representative to WILMAPCO. There were no objections to the recommendation.

A letter was received by the Planning Commission this evening from Mr. DeAscanis concerning changing the zoning of The Hermitage House from OSR to R3 with the intention of subdividing the property. He plans on rebuilding The Hermitage House and building condominiums on the property.

Mr. Bird distributed copies of a recent article from the News Journal concerning roundabouts and traffic control.

Mr. Bird attended a University of Delaware Institute for Public training entitled, "Administration Planning 102: Planning Tool Box." The main topic was zoning ordinances and how it relates to land use plans and sub-division planning. *(He distributed copies of materials from the program to Commission members.)* "An Exercise in Sub-Division Review" will be the topic of the March session.

Mr. Lloyd thanked the Planning Commission for their cooperation and good will during the time he has worked with them. Ms. Marian Hull will serve this Commission upon his retirement. Commission members extended their appreciation for Mr. Lloyd's hard work and serve to this body.

Adjournment – **It was moved and seconded to adjourn the meeting.** The meeting was adjourned at 8 p.m.

Next Meeting -- Our next meeting is scheduled for March 24, 2008.

Respectfully submitted,

Debbie Turner
Stenographer