

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes December 17, 2014

ATTENDANCE

Commissioners

Gary Tonge
Chester Johnson
Diane Greenberg
John Painter
Bob Ricker - absent

Staff

Jocelyn Godwin, Planning
Tim Willard, Solicitor
Jamie Craddock, Planning

1. CALL MEETING TO ORDER

Chairman Tonge called the meeting to order in the Town Hall at 6:00 p.m.

2. APPROVAL OF OCTOBER 15, 2014 MEETING MINUTES

Commissioner Johnson moved, seconded by Commissioner Greenberg, to approve the October 15, 2014 regular meeting minutes as presented. **APPROVED (UNANIMOUS)**

3. PUBLIC HEARING: Revision to §107

Mrs. Godwin introduced the new ordinance being proposed to replace the existing Chapter 107 Flood Damage Reduction Ordinance of the Town Code that had been adopted in 2003. The proposed ordinance is mirrored after Sussex County's version that is under development. Town Council will have their public hearing on January 14, 2015.

Adoption of the compliant floodplain measures will provide protection for the Town and ensure its participation in the National Flood Insurance Program (NFIP). The new Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) will become effective on March 16, 2015. FEMA is required to approve the floodplain management measures the Town adopts. Town of Georgetown is reflected on FIRM map # 10005C0300K and map # 10005C0325K. Copies of the maps are available in the Town Hall and in Sussex County's office. The maps can also be found online.

The next step for the Town, once the proposed ordinance is in place, an MOU will be created between the Town and Sussex County to authorize Sussex County to assist with the administration of the ordinance similar to their handling of Building Code review and inspection.

There are approximately eight parcels that fall within the Zone A floodplain. There is minimal risk within a zone A floodplain as the areas are inundated by the 1% annual chance flood; base flood elevations are not determined and boundaries are approximate.

Chairman Tonge asked for any public comment either for or against the proposed ordinance. No one from the public was in attendance. Mrs. Godwin confirmed that no written correspondence had been received by the Planning Department.

Chairman Tonge closed the public hearing. Commissioner Johnson moved, seconded by Commissioner Greenberg, for the proposed ordinance to proceed to Town Council as written. **APPROVED (UNANIMOUS)**

4. BOA CASE #2014-21

An application by M & R Properties, LLC., requesting from the Code of the Town of Georgetown (1) a special exception from §230-148 for a reduction of the 11 parking spaces to the proposed 8; (2) a special exception from §230-151 (F) for a reduction of the required 25' interior drive width to the proposed 12.5' (as it exists); (3) a variance from §230-94 for a reduction of the required 10' side yard setback to the proposed 3.5'. The property is located at 126 West Market Street, identified as Sussex County Tax District 135 Map 19.08 Parcel 89.00, zoned UB3 (Professional Business).

The Commission discussed the information provided. No one was in attendance for the application.

Commissioner Painter moved, seconded by Commissioner Johnson, to recommend to the Board approval with the condition that the property be used as an annex for just employees and storage, not public visitation of clients. APPROVED (UNANIMOUS)

5. Planning Department Report

The Planning Department reported Georgetown Elementary will be submitting an application for expansion next week, Temporary Certificates of Occupancy have been issued for Delmarva Christian HS and the new Microtel, St. Michael's Church has submitted their preliminary plan, Primeros Pasos has received a permit for their foundations, Georgetown Plaza has received two tenant fit-out permits for a thrift shop and a fitness center, and Dunkin' Donuts opens this week.

6. ADJOURNMENT

Commissioner Johnson moved, seconded by Commissioner Painter, to adjourn the meeting at 6:24 p.m. **APPROVED (UNANIMOUS)**

APPROVED:



Gary Tonge, Chairperson

ATTEST:



Jocelyn Godwin, Planning