

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes December 16, 2015

ATTENDANCE

Commissioners

Gary Tonge
Sue Barlow - absent
Linda Dennis
John Painter
Bob Ricker

Staff

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

1. CALL MEETING TO ORDER

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

2. APPROVAL OF NOVEMBER 18, 2015 MEETING MINUTES

Commissioner Dennis moved, seconded by Commissioner Ricker, to approve the November 18, 2015 regular meeting minutes as presented. **APPROVED**
(UNANIMOUS)

3. CASE #2015-22

Site Plan Review

An application by Becker Morgan Group, Inc., on behalf of Two Farms, Inc., for the preliminary site plan review and approval for the construction of a 4,800 square foot retail building to be located at the Southeast corner of US 113 and Gordy Street, identified as Sussex County Tax District 135 Map 14.15 Parcels 8.00 & 22.00 zoned HC (Highway Commercial).

The application was presented by Garth Jones of Becker Morgan Group, Inc. The small retail project will be next to Royal Farms and was before the Commission earlier this year for a Board of Adjustment application for setback relief. The 4,800 sf building can be divided up to four different spaces. No tenants are lined up yet. Entrance is off of Gordy Street in off of the access drive. There are 38 parking spaces provided. Stormwater has been addressed and DNREC is fine with the proposal. Treatment of 30% of stormwater is being addressed with an underground system under the parking lot. Screening has been provided to the rear with landscaping (evergreens) towards Goff Drive as requested by the Board of Adjustment. Landscaping to screen the parking from Route 113 has been provided as well.

Sidewalk from the loading space to the back of the building was requested to be shown on the plan and the applicant agreed. Concern was expressed by the Commission regarding traffic flow and cars backing out of parking spaces. The access road will now be through a

parking lot creating the same issues as with Boulevard and Royal Farms. Traffic calming may be needed.

Concern was also expressed with pedestrian traffic from the new retail to Royal Farms and depending on the use in the building, there could be children having to cross the access road.

Commissioner Ricker moved, seconded by Commissioner Dennis, to APPROVE the application contingent upon the following:

- **To include sidewalks at the rear of the building from the loading area to the rear doors,**
- **To include some type of pedestrian access from the proposed complex over to Royal Farms so that it is safe for pedestrians,**
- **To come back with some type of an answer to be able to keep the traffic flowing through there in a safe manner,**
- **And to address the Town Engineer's comments.**

APPROVED (UNANIMOUS)

4. CASE #2015-24 Historic Review

An application by Greenlea, LLC, for the approval of an addition and renovations to be located at 32 The Circle, identified as Sussex County Tax District 135 Map 14.20 Parcel 196.00 zoned HD (Historic District).

The application was presented by John Jones, of Greenlea, LLC (owner) and Patrick Ryan, of Ryan Architecture, LLC. The lawyer's office is expanding and adding two additional attorneys. The second floor has three existing rooms, previously used for storage, that will stay as they are. The rear staircase does not meet code and is in need of an upgrade and requires the bump-out. A concrete handicapped ramp is being put in as well.

All existing materials will be used on the bump-out. The railings will be historic looking. The new doorway will match the existing law office doorway. The main entrance will continue on North Bedford. Additional drawings were provided by Mr, Ryan of the Cooper Alley elevations and the interior layout.

The Commission expressed concern with the roofline of the addition and the looks of the railing. County Bank was suggested as an example.

Commissioner Dennis moved to table the application. Discussion ensued on option to apply conditions.

Commissioner Ricker moved, to **APPROVE** the application contingent upon the following:

- plantings in between the existing building and the new ramp,
- options on the roof design,
- the appearance of the railings.

Commissioner Ricker amended his motion, seconded by Commissioner Dennis, to **APPROVE** the application contingent upon:

- the addition of plantings between the existing building and the new ramp,
- a historic railing
- and, that the applicant present options for the roof at the next Planning Commission meeting.

APPROVED (UNANIMOUS)

5. Planning Department Report

The final Certificate of Occupancy for Georgetown Point was issued to 118 Linden Avenue.

The Community Foundation signage has been installed and the Commission asked that a letter of appreciation be sent to them.

6. ADJOURNMENT

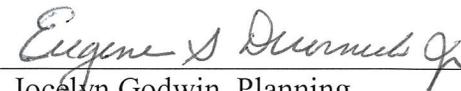
Commissioner Ricker moved, seconded by Commissioner Painter, to adjourn the meeting at 6:53 p.m. **APPROVED (UNANIMOUS)**

APPROVED:



Gary Tonge, Chairperson

ATTEST:

for 

Jocelyn Godwin, Planning
