

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes June 15, 2016

ATTENDANCE

Commissioners

Gary Tonge
Sue Barlow
Linda Dennis
John Painter
Bob Ricker

Staff

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

1. **CALL MEETING TO ORDER**

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

2. **Introduction of new Commissioners**

Gary Tonge and Linda Dennis have been reappointed for another term.

3. **Election of Commission Chair**

Commissioner Ricker nominated Commissioner Tonge for Commission Chair, seconded by Commissioner Dennis. **APPROVED (UNANIMOUS)**

4. **Election of Commission Vice Chair**

Commissioner Barlow nominated Commissioner Ricker for Vice Chair, seconded by Commissioner Dennis. **APPROVED (UNANIMOUS)**

5. **APPROVAL OF APRIL 20, 2016 MEETING MINUTES**

Commissioner Dennis asked that the minutes be amended within item #5 with the following:

‘The Commission expressed concern that the revised site plan was not provided to assist in their review. The application is undergoing administrative review. In the future the Planning Department will notify the Commission in advance if in the future an application is to undergo administrative review. In such cases, the Planning department will also provide a copy of said application to the Planning Commission.’

Commissioner Dennis moved, seconded by Commissioner Ricker, to approve the April 20, 2016 regular meeting minutes with the amendment of the addition as read into the record. **APPROVED (4 Yes, C. Barlow abstained)**

6. BOA CASE #2016-03

An application by Andrew T. Parsell, on behalf of SKP Georgetown, LLC, requesting from the Code of the Town of Georgetown a use variance from §230-165 to allow for permanent signage. The property is located at 307 North Bedford Street, identified as Sussex County Tax District 135 Map 14.20 Parcel 81.00, zoned UR2 (Medium Residential District).

Andrew Parsell, on behalf of SKP Georgetown LLC, presented the application. The applicant is looking to update their current sign and increase the size, to be more effective, increase visibility. A second sign is requested as an entrance only sign to assist traffic flow from North Bedford Street.

The Commission commented on the following:

- The zoning of the property being UR2 (residential) which does not allow signage.
- The current sign is 22" x 30" and the proposed sign is increased to 3' x 4'.
- The larger sign may encroach on the use of the sidewalk. May need to move further back.
- The Design Standards encourage continuity in signage design when the structures have common architectural elements (federalistic type). Most in the area contain the post with bracket and approximately 2' x 3' signs.
- Interior lighting is not appropriate for a residential area.
- The illuminated sign for the entrance is too large. (The applicant offered to reduce the size of the sign).
- External illumination, solar lighting and reflective lettering were suggested.
- The lighting is sufficient when exiting the parking area.
- Concern with increased signage within an attractive section of town.
- Concern with approving already non-conforming signs.
- The design of the sign is very attractive.
- Dodd Carey sign was very small previously. Approximately 1' x 6".

The applicant pointed out that the property next door has a new architectural firm with a sign larger than the proposed new sign. Also, the state highway's recommended lettering size at 25 mph is larger. The applicant's sign has been the same size since purchased 27 years ago.

Commissioner Ricker moved, seconded by Commissioner Barlow, to forward all comments to the BOA, but that recommendation is a small non-interior lit sign for the entrance and a smaller version of the proposed post sign would be acceptable. APPROVED (UNANIMOUS)

7. Planning Department Report

The Commission was informed that work will begin on the Comprehensive Plan, once Town Council has provided authorization on 6/22/16. The Town will also be applying for a grant to begin implementation of the Downtown Development District plan.

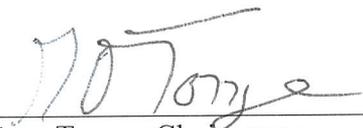
PLUS will be addressing a submittal from Sun Behavioral Health on 6/22/16.

There are potential projects that may request rezoning to MR1/MR2. Town will need to address with the Comprehensive Plan process.

8. ADJOURNMENT

Commissioner Ricker moved, seconded by Commissioner Barlow, to adjourn the meeting at 6:37 p.m. **APPROVED (UNANIMOUS)**

APPROVED:



Gary Tonge, Chairperson

ATTEST:



Jocelyn Godwin, Planning