

# TOWN OF GEORGETOWN - PLANNING COMMISSION

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## Meeting Minutes May 16, 2018

### ATTENDANCE

#### Commissioners

Gary Tonge  
Linda Dennis  
Penuel Barrett  
Michael Barlow  
Gordon Mariner

#### Staff

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

#### 1. CALL MEETING TO ORDER

Commissioner Tonge called the meeting to order in the Town Hall at 6:01 p.m.

#### 2. APPROVAL OF APRIL 18, 2018 MEETING MINUTES

Commissioner Barlow moved, seconded by Commissioner Mariner, to approve the April 18, 2018 regular meeting minutes as presented. **APPROVED** (4 – YEAS, COMMISSIONER DENNIS – ABSTAIN, due to absence)

#### 3. CASE #2018-04

#### Splash Laundromat (DDD)

*An application by Axiom Engineering, LLC., on behalf of Enrique and Veronica Nunez, for preliminary site plan review and approval for the construction of a 4,575 sf laundromat addition and renovation of an existing mixed used building. The properties are located at 201 East Laurel Street and 112 Kimmey Street, identified as Sussex County Tax Map ID 135-14.20-302.00 and 301.00, zoned Urban Business District (UB1).*

Ken Christenbury, of Axiom Engineering, LLC, presented the application. A parking variance was addressed and approved by the Board of Adjustment a few weeks ago. The applicants lease a laundromat currently and would like to build a new one. Cameron Llewellyn, of Tidemark Construction, was introduced to review the DDD Grant application. The State has awarded a grant reservation in the amount of \$457,000.

Mr. Christenbury reviewed the site plan. Veronica and Enrique Nunez were introduced to the Commission as the applicants. The existing barbed wire fence will be removed. The current building is located next to the Town's water plant. The building will be renovated and expanded, a small portion on the north end will be removed. The buffer yards between the applicant and the Town will be ten feet wide and the fifteen feet towards the residential properties come to almost 16% of the project. The Commission was asked for their concurrence. The Commission felt the buffer was adequate and suggested it could be reduced along the Water Plant.

It was confirmed by Mrs. Godwin that no correspondence had been received either for or against the project.

The stormwater management pond may not be needed, and if required, should not be more than 1-2 feet deep. Concern was expressed for safety if a large pond were required.

The siding with the brick was questioned and the applicant stated it would be a synthetic like Hardy Plank. It will appear to be wood but the actual product has not been determined. Architectural elements from the neighborhood were added to the building.

**Commissioner Mariner moved, seconded by Commissioner Barrett, to APPROVE the application as presented contingent upon satisfactory response to the Town Engineers comments and the required State agencies. APPROVED (UNANIMOUS)**

**Commissioner Dennis moved, seconded by Commissioner Barlow, to approve the waiver for the open space as presented by the applicant. APPROVED (UNANIMOUS)**

#### **4. Legal Opinion Regarding Oaks Public Hearing**

Tim Willard, the Commission Solicitor, addressed the Commission. The Oaks was before the Commission for a RPC modification. The RPC was approved and the final site plan recorded. The application was presented mostly for utility changes and condominiums were going to be used as apartments. Per 194-41, if substantial changes, a public hearing may be called for. Due to incorrect interpretation, a clarification is needed as there is no discernible change in use in only the form of ownership between a condominium and an apartment. The Town code does not define condominium. It is used interchangeably with apartment and is classified as multifamily. It is not a substantial change in his legal opinion and should have been determined as such. The proper procedure would be to rescind the decision for a public hearing.

**Commissioner Barrett moved, seconded by Commissioner Mariner, to rescind the vote for the public hearing this evening. APPROVED(UNANIMOUS)**

**5. CASE #2018-01**

**The Oaks of Georgetown**

*An application by George, Miles & Buhr, LLC., on behalf of Developer, Jack Lingo Asset Management, for approval of Phase 1. The property is located off of South Bedford Street, identified as Sussex County Tax District 135 Map 20.00 Parcel 6.00 zoned MR1 (Multi Family Residential) and Parcels 894.00 and 895.00 zoned MR1/RPC (Multi Family Residential with RPC (Residential Planned Community) overlay.*

Chairman Tonge advised the Commission that the project was originally approved back in 2009 (actually recorded 7/25/07) and the consideration tonight is for the changes being requested which are primarily engineering.

Doug Motley, of Jack Lingo Asset Management, presented the application. For the first multi-family phase, there will be an investment of about \$20M. The goal is to provide a place where people can live affordably. It is not subsidized housing. It is market rate housing at a price that the everyday person is going to be able to afford.

The request is for a change to the phasing plan. The first phase is for the six multifamily buildings and the amenity for this portion of the community. Working with the Town and the Town Engineer it has been determined that the Phase 1 sewer could be routed to the South Bedford Street pump station. The amenity area will be brought back once a site plan has been completed. The Town Engineer has requested minor changes in pipe materials, etc.

Elevations were presented to the Commission. Five of the buildings (with 24 units) will be Building A and one building (with 18 units) will be Building B. The buildings are three story, garden style, walk-up all exterior entrance. There are 9 foot ceilings. Architectural accents have been added. Colors have not been chosen yet. There will be a mix of one, two and three bedroom units.

The amenities will include a clubhouse (including a leasing office and a fitness room) and a pool with surrounding benches. Potentially a small dog park or playground. Amenities for the remainder of the project will be determined later.

Commissioner Dennis pointed out language from prior minutes regarding a paper street and asked for legal guidance. Mr. Willard will review and follow up with the Commission.

**Commissioner Barlow moved, seconded by Commissioner Barrett, to APPROVE the technical changes that have been requested by the developer for Phase 1 of the project. APPROVED (UNANIMOUS)**

**6. Planning Commission Procedural Reminders**

Mr. Willard addressed the Commission and highlighted the Planning Commission Booklet distributed previously. Individually a member may discuss the applications. The listening mode is best prior to final vote, opinions are recommended to be kept to yourself. Quorum required for decisions with notice. Emails with a chain of participants can be considered a quorum.

The Town Manager, Gene Dvornick, addressed the Commission and stated that after this meeting, there will be a standing agenda item for public comment.

It was suggested that workshops be scheduled with Town Council to discuss the Town's vision for the future, etc.

**7. Planning Department Report**

Updates on projects were provided by Mrs. Godwin including the final building permit has been issued for the remaining building of County Seat Apartments and Verizon and Mattress Warehouse will have their C of O inspections this week.

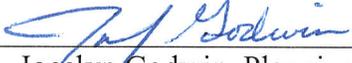
**8. ADJOURNMENT**

Commissioner Dennis moved, seconded by Commissioner Barrett, to adjourn the meeting at 6:57 p.m. **APPROVED (UNANIMOUS)**

APPROVED:

  
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Gary Tonge, Chairperson

ATTEST:

  
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Jocelyn Godwin, Planning