

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes August 15, 2018

ATTENDANCE

Commissioners

Gary Tonge
Linda Dennis
Penuel Barrett
Michael Barlow
Gordon Mariner - absent

Staff

Jocelyn Godwin, Planning
Tim Willard, Solicitor
Jamie Craddock, Planning
Gene Dvornick, Town Manager

1. **CALL MEETING TO ORDER**

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

Commissioner Dennis moved, seconded by Commissioner Barlow to add Public Comment to the end of the agenda. APPROVED (UNANIMOUS)

2. **Introduction of Appointed Commissioners**

Penuel Barrett and Michael Barlow have been reappointed to their positions.

3. **Selection of Commission Chair**

Commissioner Dennis moved, seconded by Commissioner Barlow, to nominate Commissioner Tonge to serve as Chair. APPROVED (UNANIMOUS)

4. **Selection of Commission Vice-Chair**

Commissioner Barlow moved, seconded by Commissioner Barrett, to nominate Commissioner Dennis to serve as Vice Chair. APPROVED (UNANIMOUS)

5. **APPROVAL OF MAY 16, 2018 MEETING MINUTES**

Commissioner Dennis moved, seconded by Commissioner Barrett, to approve the May 16, 2018 regular meeting minutes as presented. APPROVED (UNANIMOUS)

6. **PUBLIC HEARING: Proposed Ordinance 2018-003**

The proposed ordinance was presented by Mrs. Godwin. The six sections of revisions were reviewed. Processes are being updated and corrections addressed.

Mrs. Godwin confirmed that no correspondence was received either for or against the updates proposed.

Chairman Tonge asked for any public comment. No comments were received either for or against the ordinance.

Commissioner Dennis moved, seconded by Commissioner Barlow, to recommend approval by Town Council of the amendments as proposed. APPROVED (UNANIMOUS)

7. CASE #2018-20 Historic Review

An application by 5 & 9 Academy Street, LLC., for the approval of exterior renovations at 9 Academy Street, identified as Sussex County Tax District 135 Map 15.17 Parcel 160.00, zoned HD (Historic District).

Jeff Burton, of Lane Builders, presented the application. Sergovic, Carmean, Weidman, McCartney & Owens (law firm) will be occupying the building. The looks of the building will be updated with all new materials except the shingles that were new in 2016. A covered entrance is being added as well as gables, fake shed roof dormers, shutters with brackets and hardware for a more traditional look. The vinyl siding will be upgraded to a vinyl plank siding on the first floor in a natural clay color. The second floor will be cedar impressions vinyl in the Savannah Wicker color. There will also be a black framed front door. The copper roof now with the Hunter Green shutters are the current proposal. It was also suggested that black shutters with black metal roofing would be a more classic look.

The Commission expressed concern for sufficient lighting on the premises and for the Planning Department to review the lighting fixture selection. The applicant also discussed privacy fencing and was asked to ensure it reflects the historic district.

Commissioner Barlow moved, seconded by Commissioner Dennis, to APPROVE the application as presented, as well as the second option also discussed. APPROVED (UNANIMOUS)

8. Planning Department Report

Project updates were provided to the Commission by Mrs. Godwin. Sandhill Fields will have their ground breaking on August 22, 2018 at 10 am. The Commission was also notified of the Draft Walkability & Connectivity Study available on the Town website and the next workshop on the study taking place on September 20, 2018.

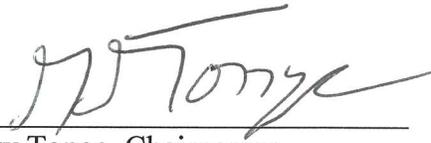
The Commission was reminded of the remaining dates for 2018 meetings. Potential absences are to be emailed to Jamie Craddock and Jocelyn Godwin as soon as possible.

Chairman Tonge opened up the floor for any public comment. No public comments were given. Mr. Dvornick thanked the Commissioners for their service.

9. **ADJOURNMENT**

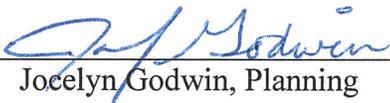
Commissioner Barlow moved, seconded by Commissioner Barrett, to adjourn the meeting at 6:44 p.m. **APPROVED** (UNANIMOUS)

APPROVED:



Gary Tonge, Chairperson

ATTEST:



Jocelyn Godwin, Planning