

# TOWN OF GEORGETOWN - PLANNING COMMISSION

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## Meeting Minutes August 21, 2013

### ATTENDANCE

#### Commissioners

Rodney Marvel  
Chris Lecates  
Diane Greenberg  
Gary Tonge  
Chester Johnson

#### Staff

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

#### 1. CALL MEETING TO ORDER

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

#### 2. APPROVAL OF JULY 17, 2013 MEETING MINUTES

Commissioner Johnson moved, seconded by Commissioner Lecates, to approve the July 17, 2013 regular meeting minutes as presented. **APPROVED** (UNANIMOUS)

#### 3. PUBLIC HEARING: CASE #2013- 11

#### CONDITIONAL USE 26 Bridgeville Road

*An application by Clara Evans, for conditional use approval, to operate a hair salon from her single family home. The property is located at 26 Bridgeville Road, identified as Sussex County Tax District 135 Map 14.15 Parcel 31.00 zoned UR1 (Urban Residential).*

Chairman Marvel opened the public hearing. Clara Evans, owner, presented the application. Chairman Marvel asked the applicant to address the criteria of Conditional Use in the Town Code Chapter 230-231: the presence of adjoining or nearby similar uses; a need for the use proposed; and minimal effect on neighboring properties.

The applicant notified the Commission of nearby uses; Bayhealth, Printer (Rogers Graphics), an Accountant and Peninsula.

The Commission confirmed that DelDOT and other outside agencies were okay with the application. Parking was questioned. The applicant notified the Commission how she operates with a one customer in and one customer out schedule. Two driveways are available to her and her customers. One driveway is on the neighbors' property and is shared. A letter was submitted from the neighbor verifying the arrangement. The business has been operating for the last ten years with no problems.

The hours of operation were discussed. The applicant stated the business is open every other Saturday from 8 am until 12 pm, During the week is around the hours of her other job. There are no walk-ins. It is by appointment only.

The Commission pointed out that the Town Code requires that peeling, flaking and chipped paint is to be eliminated and it was noticed that the front façade had some disrepair. The applicant stated she paints every other year, but would address it if the Code requires it.

Chairman Marvel asked for public comment in favor of the application.

Regina Macky, of Millsboro, is for the application. As a customer, parking has never been a problem, excellent hairdresser, never a crowd, never parked in the road.

Chairman Marvel asked for comments in opposition. No comments were given.

Letters received from: B. Oliver – For, Joel Vanini – For and Maria Hammond – For with concerns regarding parking.

Chairman Marvel closed the public hearing at 6:12 pm.

**Commissioner Tonge moved, seconded by Commissioner Johnson, to recommend approval of the conditional use as requested with the conditions that the business be a one chair operation, with no overlap in customers, by appointment only and that maintenance of the property (flaking paint) be kept up to Code. APPROVED (UNANIMOUS)**

**4. 2013-17 Historic Sign Review**

*An application by Steen, Waehler & Schrider-Fox, LLC, for approval of a historic sign to be located at 4 North Bedford Street, identified as Sussex County Tax District 135 Map 14.20 Parcel 196.00 zoned HD (Historic District).*

Mary Shrider-Fox presented the application. Quillen Signs has designed the signage to coordinate with other signage on the building. Lettering on the window is for visibility of the pedestrian looking for the office.

**Commissioner Lecates moved, seconded by Commissioner Greenberg, to APPROVE the application for Case #2013-17. APPROVED (UNANIMOUS)**

**5. 2013-16 Site Plan Review**

*An application by Beacon Engineering and Consulting, LLC, for the site plan review and approval to construct a (+/-) 25,000 square foot gymnasium, add additional parking and athletic fields. The property is located at 21777 Sussex Pines Road, identified as Sussex County Tax District 135 Map 20.00 Parcel 26.00 zoned ED (Education District) and UR3 (Neighborhood Residential District).*

Bob Palmer, Beacon Engineering, presented the application. Also in attendance were Robert Boyd, Regional Builders, Lynn Moore, DCHS, Mike Vonhof, Principal of DCHS, and Teresa McVicker of Regional Builders.

The Delmarva Christian High School is on a parcel bordered by Zoar Road and Sussex Pines Road and is split zoned. Proposed is a new gym with a training facility, expanded parking and ball fields.

DelDOT has asked for a right of way dedication along Sussex Pines Road of 5 feet to issue a letter of no contention.

Day to day buses will drop off under the portico of the gym. Visiting team buses will drop off in the back, requiring a bus to back up to exit. The Commission expressed concerns with the buses (and trash truck) needing to back up in order to turn around. The Commission asked that alternatives be looked into. It was confirmed that the school may extend classes down to 7<sup>th</sup> grade at the youngest.

Town parking requirements are for 185 parking spaces. The school would like to add capacity for up to 240 vehicles for certain events with turf reinforced parking. Current enrollment is 177 students.

Proposed are fields for soccer, field hockey, baseball and softball.

ADA requirements were questioned and the applicant confirmed they are required to and have provided 8 spaces.

The applicant addressed the Town engineer's comments. The landscaping requirements within the Design Standards are preferred to be kept along the perimeter of the site.

The Commission recommended one way traffic rather than two ways in the existing parking lot and asked about the dumpster placement. It was confirmed that the cafeteria has no food service. Prepared food is brought in.

**Commissioner Tonge moved, seconded by Commissioner Lecates, to APPROVE the application contingent upon the receipt of all outside agency approvals and that all comments have been addressed that were submitted by the Town Engineer and Planning Department. APPROVED (UNANIMOUS)**

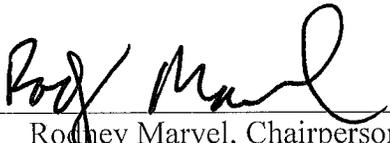
6. **Planning Department Report**

The workshop has been scheduled for September 3, 2013 at 6 pm at the Carpenters Union Training Center.

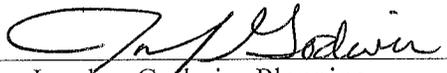
7. **ADJOURNMENT**

Commissioner Tonge moved, seconded by Commissioner Johnson, to adjourn the meeting at 7:08 p.m. **APPROVED (UNANIMOUS)**

APPROVED:

  
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Rodney Marvel, Chairperson

ATTEST:

  
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Jocelyn Godwin, Planning