

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes October 19, 2011

ATTENDANCE

Commissioners

Rob Robinson
David Pedersen
Brett McCrea - absent
Rodney Marvel
Miles Potter

Staff

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

1. **CALL MEETING TO ORDER**

Commissioner Robinson called the meeting to order in the Town Hall at 6:00 p.m.

2. **APPROVAL OF SEPTEMBER 21, 2011 MEETING MINUTES**

Commissioner Marvel moved, seconded by Commissioner Pedersen, to approve the September 21, 2011 regular meeting minutes as presented. **APPROVED**
(UNANIMOUS)

3. **PUBLIC HEARING:**

CASE #2010-22

Conditional Use Application

An application by Bernard Michel for a conditional use to remodel an existing two-family dwelling into a multi-family dwelling located at 405 North Race Street, the property is identified as Sussex County Tax District 135 Map 14.20 Parcel 3.00 and is currently zoned Neighborhood Business (UB2).

Bernard Michel presented the application. Currently the applicant has two units and one of them has six bedrooms. The applicant would like to split the six bedroom unit into two units with three bedrooms each. The Commission confirmed the applicant would be creating one building with three units in it.

Commissioner Pedersen complimented the applicant for the maintenance of his property. Concurrence was given for comment from planning review regarding properly maintained weather-resistant stone of sufficient quantity may be used in place of bituminous surface treatment. It would be appropriate for a residential property and also due to the fact that the alley is not paved.

Mr. Willard reviewed the conditional use code and criteria. Mrs. Godwin was asked to provide clarification on how the original building permit for a second unit turned into two additional units requiring the applicant to close off one of them.

Mr. Michel expressed difficulty in renting the six bedroom unit and made changes without proper authorization. Clarification was requested by the Commission regarding the bathroom size. Mr. Michel stated the bath is 7' x 8'.

The Commission asked if there were any adjoining or similar uses near the applicant's. Mr. Michel stated there is one multi-family house behind his property. The Commission discussed if there is a need for the use proposed and if there is any impact on neighboring properties. Mr. Michel stated there is security lighting on the property and a fence in the back.

Mrs. Godwin confirmed there was no correspondence received on the application. Chairman Robinson asked if anyone in the audience had comments.

Ronald Meyer, 410 North Race Street, asked for clarification of the property in the application. Mr. Meyer expressed concern about parking in the street and that there are three rental properties on the block. Mr. Meyer had no knowledge of any issues with Mr. Michel's rental properties.

Holly Downs, 407 North Race Street, is in between two properties of Mr. Michel. The fence referenced earlier is broken and two paths have been worn across her property. There are continuously cars in her driveway, kids in her yard and people drinking and sitting on her front porch from the neighboring properties. Ms. Downs has called the police three times related to issues. Ms. Downs is opposed to the application.

Due to some confusion on the property posting and since Mr. Michel is going out of the country for a couple of months; the property will be reposted in December and the application readdressed by the Commission in January.

Commissioner Potter moved, seconded by Commissioner Pedersen, to TABLE the application, keep the record open, repost the property in December and place the application on the January 2012 agenda. APPROVED (UNANIMOUS)

4. CASE #2011-17

Georgetown Advance Auto

An application by, Larson Engineering Group, Inc., on behalf of Stoltzfus-Mast Partnership, LLC, for the conceptual site plan review of a 8925 square foot retail building. The property is located at 20889 Dupont Boulevard, identified as Sussex County Tax District 135 Map 14.19 Parcel 80.00 and is zoned Highway Commercial (HC).

Doug Liberman, of Larson Engineering, presented the application for an Advance Auto Parts Store and noted that it was a targeted business in the Georgetown Economic Development Incentive Program. The site is .92 acres. The applicant has met with DelDOT regarding the entrance and sidewalks will be put in across the front of the property. Future interconnections have been added to the north and south as requested by DelDOT. Deliveries will be made after hours. A 15' landscape buffer has been provided on the northern side of the property facing a residential use. A 10'

landscape buffer will go down the other side. A fence will also be constructed along the eastern property line. Stormwater management is being worked on.

Open space of 2,450 square feet is required and a waiver will be requested to reduce the open space requirement. 32 parking spaces are required and have been provided. A reduction in parking spaces may need to be requested through the Board of Adjustment. The Commission agreed that there would be more benefit in increasing the open space and reducing impervious surface than to have excess parking spaces.

The applicant showed that the building has been revised architecturally in response to the comments received from the Commission. More decorative lights will be added to the sides of the building in place of the lights shown.

5. ORDINANCE REVIEW & RECOMENDATION:

- A.** Amendment to Chapter 230 Relating to Site Plans: 230-213.4 Expirations of Approved Site Plans

Commissioner Potter moved, second by Commissioner Marvel, to recommend support to Town Council for proposed ordinance 2011-20 as presented. APPROVED (UNANIMOUS)

- B.** Amendment to Chapter 194 Relating to Subdivision Plans: 194- 41

The Commission determined that a workshop needs to be scheduled to address questions regarding subdivisions and the best process for expiration. Ordinance 2011-21 will not proceed to Town Council as presented.

- C.** Amendment to Chapter 230 Relating to Zoning: 230-170. Signs Permitted in HC District

Commissioner Potter moved, second by Commissioner Pedersen, to recommend support to Town Council for proposed ordinance 2011-22 as presented. APPROVED (UNANIMOUS)

- D.** Amendment to Design and Construction Standards: Relating to Certifications

Mrs. Godwin stated that this amendment will be held as well as it relates to the subdivision ordinance.

6. PLANNING DEPARTMENT REPORT

Mrs. Godwin informed the Commission that Georgetown Commons (Arrow Safety Road) is now working on a medical complex.

7. ADJOURNMENT

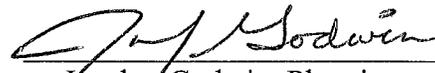
Commissioner Marvel moved, seconded by Commissioner Pedersen, to adjourn the meeting at 8:05 p.m. **APPROVED** (UNANIMOUS)

APPROVED:



Rob Robinson, Chairperson

ATTEST:



Jocelyn Godwin, Planning