

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes September 21, 2011

ATTENDANCE

Commissioners

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

Staff

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

1. CALL MEETING TO ORDER

Commissioner Marvel called the meeting to order in the Town Hall at 6:03 p.m.

2. APPROVAL OF AUGUST 17, 2011 MEETING MINUTES

Commissioner Potter moved, seconded by Commissioner Pedersen, to approve the August 17, 2011 regular meeting minutes as presented. **APPROVED** (UNANIMOUS)

Commissioner Pedersen moved, seconded by Commissioner Potter, to move Case #2011-16 up to item #3 on the agenda. **APPROVED** (UNANIMOUS)

3. CASE #2011-16

Historic Sign Review

An application by The Georgetown Deli, for approval of a historic sign to be located at 111 East Market Street, identified as Sussex County Tax District 135 Map 14.20 Parcel 211.00 zoned Historic District.

The application was presented by Martin and Irais Prieto. The original sign was damaged by the hurricane. The company putting up the sign is New Horizon. Applicant was unsure of the material to be used on the new sign. The new sign will be the same size and in the same location as before.

Commissioner Pedersen moved, seconded by Commissioner Potter, to **APPROVE** the application as presented. **APPROVED** (UNANIMOUS)

4. CASE #2011-15 Historic Review

An application by Paynter House, LLC, for a historic review of 26 The Circle, identified as Sussex County Tax District 135 Map 19.08 Parcel 76.00 zoned Historic District.

Tim Willard, owner of Paynter House, LLC, presented the application. A historic picture was presented of the prior façade. Application is to replace three single windows with two single and one triple window. Interior repairs are being done as well.

Commissioner Potter moved, seconded by Commissioner Pedersen, to APPROVE the application as presented for replacement of existing antique windows with more energy efficient windows. APPROVED (UNANIMOUS)

5. Office of State Planning Presentation: Sussex County Airport and Town of Georgetown Master Planning Project (DRAFT)

Bryan Hall, of the Office of State Planning, presented an update of the Greater Sussex County Airport Land Use Master Plan. It is being developed to guide the future land uses for the Town of Georgetown and Sussex County. A draft of the document has been prepared. Meetings will take place over the next few weeks with both the Town and Sussex County. A copy of the handout is attached. Form based code was presented as an option to streamline the development and decision-making process. Training would be provided if this option is chosen. An Airport Overlay Zone will at least need to be considered. The next step will be to meet with the staff. Commissioner Marvel asked that the Commission receive a copy of the document to review in preparation of the next meeting. It was also suggested that the Commission meet with the Town Council and staff as the Town reviews their options.

6. PLANNING DEPARTMENT REPORT

Mrs. Godwin presented three proposed ordinance revisions for discussion to be addressed with a public hearing next month.

§230-213.4 Expiration of approved site plan.

Clarifies preliminary vs final site plan expiration timeframes.

Chapter 194 Subdivisions

Clarifies the subdivision approval expiration, plan recordation certification and timing.

§230-170 Signs permitted in HC Highway Commercial District

The addition of electronic message displays within the HC district.

7. **ADJOURNMENT**

Commissioner Potter moved, seconded by Commissioner Pedersen, to adjourn the meeting at 7:30 p.m. **APPROVED** (UNANIMOUS)

APPROVED:



Rodney Marvel, Acting Chairperson

ATTEST:



Jocelyn Godwin, Planning