

# TOWN OF GEORGETOWN - PLANNING COMMISSION

---

## Meeting Minutes February 17, 2021

### ATTENDANCE

#### Commissioners

Linda Dennis  
Justin Illian - absent  
Suraj Gyani  
Larry Rohlfig  
Steve Farrell

#### Staff

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

In accordance with the State of Emergency Declaration issued by Governor John Carney that became effective on March 13, 2020, and as extended, all public meetings of the Town of Georgetown shall be conducted electronically through Zoom until further notice to prevent unnecessary public gatherings.

[zoom.us/join](https://zoom.us/join)

Zoom Meeting ID: 988 2184 5966

#### 1. CALL MEETING TO ORDER

Commission Chair Dennis called the meeting to order at 6:14 p.m.

#### 2. APPROVAL OF JANUARY 20, 2021 MEETING MINUTES

Commissioner Gyani moved, seconded by Commissioner Farrell, to approve the January 20, 2021 regular meeting minutes as presented.

##### **Roll Call Vote:**

**Commissioner Farrell – Yes**

**Commissioner Gyani – Yes**

**Commissioner Rohlfig – Yes**

**Chairperson Dennis - Yes**

**APPROVED (UNANIMOUS)**

#### 3. PUBLIC HEARING(S)

##### A. CASE #2021-01 *Rezone Application*

*An application by The Emory Agency Inc., for an official zoning map amendment from Medium Density Residential District (UR2) to Professional Business District (UB3). The property is located at 216 West Market Street, identified as Sussex County Tax Map ID 135-19.08-105.00.*

Hunter Emory, of The Emory Agency Inc., presented the application. Current State Farm office is on Dupont Boulevard and they are losing their location due to eminent domain for DelDOT upgrades. Business has eight (8) team members currently. Back portion of property will become a small parking lot. Buildings will be updated with new siding and a new roof. Nearby properties are zoned UB3 and there is a dentist office next door. A real estate office has been operating in the back building.

The Commission asked about the use of the garage behind the house. The applicant confirmed that the garage would be part of the office and the upstairs was already finished.

Chairperson asked for any public comment in favor of the application. One letter was received in favor of the application and added to the record. No public comment was received in opposition of the application.

Ms. Huff confirmed that the application was duly advertised, posted on the property and noticed to properties within 300 feet.

**Commissioner Gyani moved, seconded by Commissioner Farrell, to recommend approval by Town Council of the zoning amendment to UB3 as requested.**

**Roll Call Vote:**

**Commissioner Farrell – Yes**

**Commissioner Gyani – Yes**

**Commissioner Rohlfig – Yes**

**Chairperson Dennis – Yes**

**APPROVED (UNANIMOUS)**

Chairperson Dennis thanked the applicant for their thorough application package.

*B. ORDINANCE #2021-01      Addition to §230-25. Permitted Uses*

Gene Dvornick, Town Manager, presented the proposed revisions to the Town Code. The Town code is currently silent regarding cemetery uses. There are six cemeteries within the Town limits. The proposal is to modify Chapter 230, Article VI, Section 25 Permitted Uses by adding F. Cemetery uses as presented. A public hearing will be held next with Town Council on March 10, 2021; the record will be left open for 14 days; the ordinance first reading will be on March 24, 2021 and the second reading and proposed adoption will take place on April 14, 2021.

Mr. Dvornick clarified for the Commission that placing the use within UR1 allows it to rollup within the other districts, covering all of the current locations.

**Commissioner Farrell moved, seconded by Commissioner Rohlfig, to recommend APPROVAL by Town Council of the proposed ordinance as presented.**

**Roll Call Vote:**

**Commissioner Farrell – Yes**

**Commissioner Gyani – Yes**

**Commissioner Rohlfig – Yes**

**Chairperson Dennis – Yes**

**APPROVED (UNANIMOUS)**

**4. COMPREHENSIVE PLAN**

*A. Draft plan review & recommendations to Preliminary Land Use Service (PLUS) and Town Council*

Lauren Good, of Wallace Montgomery, presented a revised schedule, that had been worked on with Planning staff, allowing more opportunity for Planning Commission to review and discuss the content of the plan prior to making recommendations to submit the draft. Workshops will be scheduled by the Planning Department for more thorough review of the chapters and any revisions.

**Commissioner Rohlfig moved, seconded by Commissioner Farrell, to table recommendations for the consultant to submit the draft Comprehensive Plan to PLUS or Town Council until next month.**

**Roll Call Vote:**

**Commissioner Farrell – Yes**

**Commissioner Gyani – Yes**

**Commissioner Rohlfig – Yes**

**Chairperson Dennis – Yes**

**APPROVED (UNANIMOUS)**

**5. PUBLIC COMMENT**

Chairperson Dennis asked for any public comment. None was provided.

**6. Planning Department Report**

Updates on projects were provided by the Planning Department.

**7. ADJOURNMENT**

Commissioner Gyani moved, seconded by Commissioner Rohlfig, to adjourn the meeting at 9:15 p.m. **APPROVED (UNANIMOUS)**

APPROVED:



Linda Dennis, Chairperson

ATTEST:



Jocelyn Huff, Planning