

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes April 20, 2022

ATTENDANCE

Commissioners

Larry Rohlfsing
Linda Dennis
Lance Mears
Suraj Gyani
Eric Evans

Staff

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

1. CALL MEETING TO ORDER

Commission Chair Rohlfsing called the meeting to order at 6:00 p.m.

2. APPROVAL OF MARCH 16, 2022 MEETING MINUTES

Commissioner Dennis moved, seconded by Commissioner Mears, to approve the March 16, 2022 regular meeting minutes as presented. **APPROVED (UNANIMOUS)**

Chair Rohlfsing reviewed for the Commission the purpose and criteria for a Conditional Use.

3. PUBLIC HEARING

A.

CASE #2021-19 American Legion Post #8 Conditional Use Application

An application by American Legion Sussex Post #8, for Conditional Use approval to convert a single-family residential structure to an office and meeting hall, at 12 Swain Avenue, identified as Sussex County Tax Map ID 135-14.20-23.00, zoned Urban Residential District (UR1).

Commissioner Evans recused himself from this agenda item.

David Tidwell, representing the American Legion Post #8, presented the application. The site plan has been prepared in response to the Town Engineer's comments. The Commission confirmed that any overflow parking will be provided by the ambulance garage parking lot and that the Fire Marshal will review the site plan for the use.

Chair Rohlfsing asked for any public comment for or against the application. No comments were provided.

Ms. Huff confirmed for the Commission that no correspondence had been received either for or against the application.

Commissioner Gyani moved, seconded by Commissioner Mears, to recommend Town Council APPROVE the application as presented.

Roll call vote:

Commissioner Evans – abstained

Commissioner Dennis – Yes

Commissioner Mears – Yes, based on the information provided.

Commissioner Gyani – Yes

Chair Rohlfing – Yes, consistent with the adjacent properties and a nice addition to the ambulance garage.

APPROVED (4 – Yes, 1 abstain)

B.

CASE #2021-29 Georgetown Medical Center Phase 3 Conditional Use Application

An application by Coastal Venture, LLC, for Conditional Use approval to construct three 6000 (+/-) square foot medical buildings at 410-424 Old Laurel Road, identified as Sussex County Tax Map ID 135-19.00-72.02, zoned Multi-Family Residential District (MR1).

Rachel Bleshman, attorney with Sergovic, presented the application on behalf of Coastal Venture LLC. Also in attendance, Brock Parker, of Parker & Associates (Engineering firm) and Palmer Gillis, of Coastal Venture. The property is adjacent to Georgetown Medical Center, Phases 1 & 2, zoned Highway Commercial, to the west. The project is for Phase 3, professional office space, with similar architecture to the existing buildings. The aim is for the drive aisle and parking to be continuous from one property to the other to allow for ease of travel, pedestrian walking, emergency access and appearance.

For conditions, the applicant is asking to provide parking in the front of the building to provide continuity with Phase 1 & 2. Applicant is also asking for a pylon sign to advertise the center on Old Laurel Road, similar to or matching the sign with the existing complex along West Market Street.

Chair Rohlfing asked for any public comment for or against the application. No comments were provided.

Ms. Huff confirmed for the Commission that no correspondence had been received either for or against the application.

Commissioner Mears moved, seconded by Commissioner Gyani, to recommend Town Council APPROVE the application with the two conditions as presented based on the presence of the nearby and adjoining similar uses.

Roll call vote:

Commissioner Evans – Yes, in favor of the use.

Commissioner Dennis – Yes

Commissioner Mears – Yes, for the reasons stated.

Commissioner Gyani – Yes

Chair Rohlfing – Yes, the use is a continuation of the adjacent parcels.

APPROVED (UNANIMOUS)

4. PRELIMINARY SITE PLAN REVIEW

A. CASE #2021-29 Georgetown Medical Center Phase 3

An application by Coastal Venture, LLC, for the preliminary site plan review and approval to construct three 6000 (+/-) square foot medical buildings at 410-424 Old Laurel Road, identified as Sussex County Tax Map ID 135-19.00-72.02, zoned Multi-Family Residential District (MR1).

Brock Parker, of Parker & Assocs., presented the site plan. Code requirements for parking spaces are approximately 60 spaces; 98 spaces are provided to ensure adequate parking for the proposed use. One space per 170 sq ft.

A waiver is needed for the landscape buffer requirement of ten feet between the parking and street right of way reduced to 7.12 feet. The intent is met with significant landscaping; however, with the installation of the sidewalk, the ten feet cannot be met.

The Commission expressed a concern with flooding along Old Laurel Road. The applicant confirmed they will be resetting the pipes along the road and redigging the ditch to ensure a downhill grade. 100% of their water will be captured and redirected to their stormwater facilities. SCD will review their design. The ponds are designed to be extended retention facilities and will not be wet ponds.

Commissioner Evans moved, seconded by Commissioner Gyani, to APPROVE the reduction of the landscaping buffer requirement, between the parking and street right-of-way, from 10' to 7.12'.

Roll call vote:

Commissioner Evans – Yes, no adverse effect on the neighborhood.

Commissioner Dennis – Yes

Commissioner Mears – Yes, there is sufficient landscaping and the sidewalk is a positive.

Commissioner Gyani – Yes

**Chair Rohlfing – Yes, as previously stated.
APPROVED (UNANIMOUS)**

Commissioner Dennis moved, seconded by Commissioner Evans, to APPROVE the preliminary site plan contingent upon the following:

- 1. State agency approvals (including SCD)**
- 2. Addressing Town Engineer comments**
- 3. Town Council approval of conditional use**
- 4. Should the ponds become wet ponds, provision for a fountain or aeration to ensure no stagnation of water.**

Roll call vote:

Commissioner Evans – Yes, likes the site plan and favors interconnectivity.

Commissioner Dennis – Yes, with the conditions.

Commissioner Mears – Yes, with the conditions presented.

Commissioner Gyani – Yes

Chair Rohlfing – Yes, likes the site plan as well.

APPROVED (UNANIMOUS)

5. COMPREHENSIVE PLAN AMENDMENT REQUEST

A. CASE #2022-09 Minor Variation Determination

An application by 79 G Town, LLC., to determine if their Comprehensive Plan Map Amendment request can be classified as a Minor Variation. The property is located West of Dupont Blvd., identified as Sussex County Tax Map ID 135-19.00-6.00 mixed zoned MR1/HC (Multifamily Residential District/Highway Commercial).

Chad Carter, of Becker Morgan Group, presented the application. Due to prior subdivision plan that has been expunged, applicant is looking to adjust the zoning line between Highway Commercial and Multifamily. There is no impact to the intent of the Comprehensive Plan.

Commissioner Mears moved, seconded by Commissioner Evans, to APPROVE the determination of the Comprehensive Plan Amendment request as a Minor Variation based on the presentation, application package and the zoning of adjacent properties.

Roll call vote:

Commissioner Evans – Yes, will clean up lot lines.

Commissioner Dennis – Yes

Commissioner Mears – Yes, for reasons stated.

Commissioner Gyani – Yes

Chair Rohlfing – Yes, minor adjustment.

APPROVED (UNANIMOUS)

6. PUBLIC COMMENT

No public comment was given.

7. PLANNING DEPARTMENT REPORT

Ms. Huff provided updates on current projects.

8. ADJOURNMENT

Commissioner Evans moved, seconded by Commissioner Gyani, to adjourn the meeting at 6:40 p.m. **APPROVED (UNANIMOUS)**

APPROVED:



Larry Rohlfing, Chair

ATTEST:



Jocelyn Huff, Planning