

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes July 20, 2022

ATTENDANCE

Commissioners

Larry Rohlfling
Linda Dennis
Lance Mears - absent
Suraj Gyani
Eric Evans

Staff

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

1. CALL MEETING TO ORDER

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

2. APPROVAL OF JUNE 15, 2022 MEETING MINUTES

Commissioner Dennis moved, seconded by Commissioner Evans, to approve the June 15, 2022 regular meeting minutes as presented. **APPROVED (UNANIMOUS)**

3. ORGANIZATION OF COMMISSION

A. APPOINTMENTS

Linda Dennis and Lance Mears were reappointed for new terms.

B. SELECTION OF CHAIR

Commissioner Evans moved, seconded by Commissioner Dennis, to nominate Larry Rohlfling as Chair for the Commission. **APPROVED (UNANIMOUS)**

C. SELECTION OF VICE CHAIR

Commissioner Dennis moved, seconded by Commissioner Gyani, to nominate Eric Evans as Vice Chair for the Commission. **APPROVED (UNANIMOUS)**

4. PRELIMINARY SITE PLAN REVIEW

A. CASE #2022-13 Georgetown SW Warehouse

An application by Rojan GT 1121, LLC, for the preliminary site plan review and approval of a +/- 10,000 square foot warehouse and a +/- 6000 square foot two story building for retail and office use. The property is located at the east side of Route 113

approx. 1160' south of Old Laurel Road, identified as Sussex County Tax Parcel 135-19.00-63.05 zoned HC (Highway Commercial District).

Doug Liberman, of Larson Engineering, presented the application along with the owner of the property, Bob Aerenson. The site will use the existing entrance on Route 113, shared with Easter Seals. Improvements have been required by DelDOT, including sidewalk. The Sherwin Williams facility is a contractor warehouse supply, with two loading doors for access and a truck loading area in the back for deliveries. Approximately 2-3 18-wheeler truckloads will be received each week during the day.

A waiver to allow parking in front of the building is being requested, as trucks will be making deliveries in back of the building. There will be five employees and the total traffic trips per day comes to approximately 453, per ITE standards. 43 parking spaces have been provided for the 36 required. Construction will start in the fall for about six months. Lighting plan was submitted and the LED fixtures shine in to the site.

The Commission expressed concern that debris from the construction needs to be kept out of the tax ditch and that the HVAC should be shielded to reduce noise.

Commissioner Evans moved, seconded by Commissioner Gyani, to approve the waiver request to allow parking in front of the proposed buildings due to the adequate buffer along Route 113 and it will keep the headlights away from the residents to the rear of the building.

Roll call vote:

Commissioner Gyani – Yes

Commissioner Evans – Yes, for the reasons stated.

Commissioner Dennis – Yes

Chairperson Rohlfing – Yes, for the reasons stated.

APPROVED (UNANIMOUS)

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

- a. State agency approvals**
- b. Satisfaction of Town Engineer comments**

Roll call vote:

Commissioner Gyani – Yes

Commissioner Evans – Yes

Commissioner Dennis – Yes

Chairperson Rohlfing - Yes

APPROVED (UNANIMOUS)

5. CONCEPTUAL RRPC SITE PLAN REVIEW

A. CASE #2022-17 Cheer Gateway East

An application by Becker Morgan Group, Inc., on behalf of Cheer, Inc., for the conceptual review of an amended RRPC site plan to construct four age- restricted apartment buildings, a +/- 7937 square foot administrative building and a +/- 10,499 square foot maintenance building. The properties are located on Sandhill Road, identified as Sussex County Tax Parcel 135-15.00-26.01; 26.02; 26.03 & 26.04 zoned UR1 with an RRPC overlay (Urban Residential District/Retirement Residential Planned Community).

Chad Carter, of Becker Morgan Group, Inc., and Ken Bock, CEO of Cheer, presented the application. The project will be an expansion of the existing facilities on 45 acres, in operation since 1971. Current capacity is for 60 fulltime residents with a two-year waitlist. There are 18 transportation buses and seven food vans that provide Meals on Wheels to area residents.

Proposed are an administrative building, maintenance facility (for vehicle storage and minor maintenance) and 240 low income, senior apartments (four buildings, one every two years). First phase will be the administrative building. Final phase will be the maintenance building.

The Commission recommended fountains in the stormwater ponds and walking trails with low impact activities. The project will proceed with preliminary submittal of the site plan.

6. PROPOSED SIGN ORDINANCE REVISIONS

Tom Wilkes, of Carroll Engineering, was contracted by the Town to provide recommendations for revisions to the existing sign code.

Commissioner Dennis moved, seconded by Commissioner Evans, to proceed with the proposed sign ordinance, with any revisions discussed, by scheduling the public hearings. APPROVED (UNANIMOUS)

7. PUBLIC COMMENT

No public comment was offered.

8. PLANNING DEPARTMENT REPORT

The Planning Department updated the Commission on recent projects.

9. ADJOURNMENT

Commissioner Evans moved, seconded by Commissioner Dennis, to adjourn the meeting at 7:46 p.m. **APPROVED (UNANIMOUS)**

APPROVED:



Larry Rohlfing, Chairperson

ATTEST:



Jocelyn Huff, Planning