



TOWN OF GEORGETOWN Planning Commission Meeting Minutes

Meeting Date: Wednesday, August 20, 2025
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 6:00 PM

MEMBERS PRESENT:

Larry Rohlfing
Chris Lecates
Michael Briggs
Thomas Allen
Ira Roach

STAFF PRESENT:

Brian Olszak, Community Development Director
Jamie Donaway, Planning Assistant
Stephanie Roblero, Customer Service Specialist
Tim Willard, Planning Commission Solicitor

MEMBERS ABSENT:

1. CALL TO ORDER

- a. Chair Rohlfing called the meeting to order at 6:00pm.

2. REORGANIZATION

- a. Chair Rohlfing noted that the Planning Commission needed to be reorganized, and acknowledged the recent appointments to the Planning Commission:
- b. Acknowledgement of Appointments
 - Thomas Allen
 - Ira Roach III
- c. Selection of Chair

Motion by Michael Briggs, seconded by Chris Lecates, *to elect Commissioner Rohlfing as Chair of the Planning Commission.*

Commissioner Briggs – Yes
Commissioner Allen – Yes
Commissioner Roach – Yes
Commissioner Lecates – Yes
Commissioner Rohlfing – Yes

Motion Passed (unanimous).

- d. Selection of Vice Chair

Motion by Chris Lecates, seconded by Thomas Allen, *to elect Commissioner Briggs as Vice Chair of the Planning Commission*

Commissioner Briggs – Yes
Commissioner Allen – Yes
Commissioner Roach – Yes
Commissioner Lecates – Yes
Commissioner Rohlfing – Yes

Motion carried (unanimous).

e. Selection of Secretary

Motion by Michael Briggs, seconded by Thomas Allen, *to elect Commissioner Lecates as Secretary of the Planning Commission.*

Commissioner Briggs – Yes
Commissioner Allen – Yes
Commissioner Roach – Yes
Commissioner Lecates – Yes
Commissioner Rohlfing – Yes

Motion carried (unanimous).

3. APPROVAL OF MINUTES

a. June 18, 2025

Motion by Michael Briggs, seconded by Chris Lecates, *to approve the minutes of the June 18, 2025 Planning Commission meeting.*

Commissioner Briggs – Yes
Commissioner Allen – Yes
Commissioner Roach – Yes
Commissioner Lecates – Yes
Commissioner Rohlfing – Yes

Motion carried (unanimous).

4. PUBLIC HEARING

a. Solicitor Tim Willard noted that, at the suggestion of the Chair that, despite there being two public hearings, that the presentation could be combined and a record be created for both applications, to which the Applicant acceded.

- b. **CASE #2024-10-01: Penn's Grant A – SC Tax Parcel 135-14.00-34.00**
1. **Comprehensive Plan Amendment: Future Land Use Map**
2. **Rezone Application**

An application by Davison Realty, Inc., requesting the following: (1) an amendment to the Town of Georgetown's Comprehensive Plan Future Land Use Map for a 0.191 +/- acre portion of a 24.64 +/- acre parcel from Multi-Family-Residential to Commercial and for a 1.2 +/- acre portion of that same 24.64 +/- acre parcel from Commercial to Multi-Family Residential, identified as SC Tax Parcel 135-14.00-34.00, and (2) an official zoning map amendment of a 0.191 +/- acre portion of a 24.64 +/- acre parcel from MR2 to HC and for a 1.2 +/- acre portion of that same 24.64 +/- acre parcel from HC to MR2. The property is located at 20304 Dupont Boulevard, identified as SC Tax Parcel 135-14.00-34.00, split-zoned MR2/HC.

The Applicant noted that this proposed change is in fact correcting a previous discrepancy in a previous application, where the acreage of the change from HC Highway Commercial to MR2 Townhouse Residential was correct, the boundary lines were not, so this would be corrected by this application. This change includes moving some of the parcel back into the HC district and moving another piece of the parcel into the MR2 district. The highway frontage of the parcel would remain HC commercial, so the intent of the Comprehensive Plan is still maintained. The Applicant noted that the Planning Commission determined this change to be a minor variation.

Motion by Chris Lecates, seconded by Michael Briggs, *to recommend that Town Council approve the proposed amendment to the Town of Georgetown's Comprehensive Plan's Future Land Use Map for a 0.191 +/- acre portion of a 24.64 +/- acre parcel from Multi-Family-Residential to Commercial and for a 1.2 +/- acre portion of that same 24.64 +/- acre parcel from Commercial to Multi-Family Residential, identified as SC Tax Parcel 135-14.00-34.00 as presented.*

Commissioner Briggs – Yes

Commissioner Allen – Yes

Commissioner Roach – Yes

Commissioner Lecates – Yes

Commissioner Rohlfing – Yes, a minor change to the property, it makes it more uniform, so thinks it's a good idea.

Motion carried (unanimous).

Motion by Chris Lecates, seconded by Michael Briggs, *to recommend that Town Council approve the proposed amendment to the Town of Georgetown's Official Zoning Map for a 0.191 +/- acre portion of a 24.64 +/- acre parcel from MR2 to HC, and for a 1.2 +/- acre portion of that same 24.64 +/- acre parcel from HC to MR2, identified as SC Tax Parcel 135-14.00-34.00 as presented.*

Commissioner Briggs – Yes

Commissioner Allen – Yes

Commissioner Roach – Yes

Commissioner Lecates – Yes

Commissioner Rohlfing – Yes, for the same reason as before

Motion carried (unanimous).

c. CASE #2025-16: Penn's Grant B – SC Tax Parcel 135-14.00-34.01

- 1. Comprehensive Plan Amendment: Future Land Use Map**
- 2. Rezone Application**

An application by Davison Realty, Inc., requesting the following: (1) an amendment to the Town of Georgetown's Comprehensive Plan Future Land Use Map for a 1.326 +/- acre portion of a 6.295 +/- acre parcel from Commercial to Multi-Family Residential, and (2) an official zoning map amendment of a 1.326 +/- acre portion of a 6.295 +/- acre parcel from HC to MR2. The property is located at 20352 Dupont Boulevard, identified as SC Tax Parcel 135-14.00-34.01, zoned HC.

This parcel, presently utilized as a lumberyard, has property behind a stormwater pond, which cannot be accessed from the front part of the parcel, so they contacted the current applicant to see if they would be interested in acquiring it for their townhouse project. Again, the commercial use will still be maintained on the frontage of the subject parcel. The part of the parcel being redesignated will be subdivided and added to the applicant's development site to the rear.

The Planning Commission noted that there were no written comments for or against received.

Motion by Michael Briggs, seconded by Chris Lecates, *to recommend that Town Council approve the proposed amendment to the Town of Georgetown's Comprehensive Plan's Future Land Use Map for a 1.326 +/- acre portion of a 6.295 +/- acre parcel from Commercial to Multi-Family Residential, identified as SC Tax Parcel 135-14.00-34.01 as presented.*

Commissioner Briggs – Yes
Commissioner Allen – Yes
Commissioner Roach – Yes
Commissioner Lecates – Yes
Commissioner Rohlfing – Yes

Motion carried (unanimous).

Motion by Thomas Allen, seconded by Michael Briggs, *to recommend that Town Council approve the proposed amendment to the Town of Georgetown's Official Zoning Map for a 1.326 +/- acre portion of a 6.295 +/- acre parcel from HC to MR2, identified as SC Tax Parcel 135-14.00-34.01 as presented.*

Commissioner Briggs – Yes
Commissioner Allen – Yes
Commissioner Roach – Yes
Commissioner Lecates – Yes
Commissioner Rohlfing – Yes

Motion carried (unanimous).

5. **PUBLIC COMMENT** – No public comment was received.

6. **COMMUNITY DEVELOPMENT DEPARTMENT REPORT**

- a. Brian Olszak, Community Development Director, provided updates on projects as well as the progress of the Downtown Development District Plan revision process.

7. **ADJOURNMENT**


Motion by Chris Lecates, seconded by Michael Briggs, *to adjourn the meeting at 6:25 PM.*

Motion carried (unanimous).

APPROVED:


Larry Rohlfing, Chair

ATTEST:


Brian Olszak, Community Development Director

