



**CITY OF DELAWARE CITY**

407 Clinton Street - P.O. Box 4159  
Delaware City, Delaware 19706  
302-834-4573

**MINUTES  
REGULAR MEETING OF THE PLANNING COMMISSION  
CITY OF DELAWARE CITY  
Monday, February 11, 2019 - 6:30 p.m.  
City Council Chamber  
407 Clinton Street**

**CALL TO ORDER**

Commissioner Snow called the regular meeting of the Planning Commission (PC) to order at 6:30 p.m. In addition to Commissioner Snow, Commissioners Wilkinson, Starrett, Dilliplane, Smith and Saunders were present. Also present were Interim City Manager Baylor, and City Secretary Hanna. In attendance was Vice Mayor Malinowski and Mr. Jeff Randol, Director of the Fort DuPont Redevelopment & Preservation Corporation.

**ACTION UPON THE MINUTES OF THE PREVIOUS MEETING**

There were no questions or comments on the minutes from the January 7, 2019 meeting. A motion to accept the minutes as written was made by Commissioner Starrett and seconded by Commissioner Dilliplane. All members were in favor and the minutes were accepted.

**Review of Ordinance 19-0128-01 to Amend & Modify Chapter 46, Article X "Sign & Outdoor Advertising Regulations"**

Interim City Manager Baylor opens the discussion on the ordinance. He said at the January meeting Mayor & Council voted to revise the sign ordinance with the intent to have Delaware City and Fort DuPont co-exist as one entity. Interim City Manager Baylor read a prepared statement explaining when the sign ordinance was first adopted; Fort DuPont was placed in Section 46-81. The requirements of this section are appropriate for residential use but the HPR district was created in 2014 as a mixed use zoning district.

A map of the breakdown of the HPR zoning districts as determined by Section 46-31 of permitted uses was made available to the Commissioners. This amendment gives the HPR its own Section 46-86 which is consistent with the permitted signage within the existing zoning districts as in Delaware City. In essence is to make sure Fort DuPont functions the same as traditional Delaware City and as progress and development continues there the signage will co-exists with our current ordinances. The Parade Field will not be affected since it will not be developed.

Commissioners Dilliplane asked for clarification that the strike-outs are eliminated and the additions on the next page are the new inclusions. He also asked Mr. Randol if home offices were permitted. Mr. Randol replied limited to professional home offices but not like a salon.

Vice Mayor Malinowski adds that this is what Mayor & Council asked for. He also replied to Commissioner Smith's question that it is not to be confused with HPC and HPR. Interim City Manager Baylor also added that this ordinance was written by City Solicitor Walton.

Commissioner Dilliplane *made the motion to accept the changes to Ordinance 19-0128-01 as presented.* The motion was seconded by Commissioner Smith. All Commissioners were in favor. The motion carried.

### **General Discussion**

Commissioner Dilliplane asked how the search for a new City Manager was progressing. His concerned is the possibility of falling behind on the Comprehensive Plan. Interim City Manager Baylor explains the procedure involved in hiring a City Manager. He also added that he will keep the time frame in mind and if necessary will resume working on the Comp Plan.

Commissioner Starrett said everyone liked Ms. Metcalfe and expressed interest in giving their recommendation for her to be considered for the position. Commissioner Snow asked if City Secretary Hanna would draft a letter to Mayor Green with the Planning Commission's recommendation for Ms. Metcalfe to be considered.

### **ADJOURNMENT**

The motion to adjourn was made by Commissioner Dilliplane and seconded by Commissioner Saunders. All were in favor. The Planning Commission Meeting was adjourned at 6:45 p.m.

Respectfully submitted,  
Bonnie Lynn Hanna  
City Secretary