

"A Historic Past"



"A Bright Future"

CITY OF DELAWARE CITY

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**MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF DELAWARE CITY
Monday, August 3, 2020 6:30 p.m.
Delaware City Community Center**

CALL TO ORDER

Commissioner Dilliplane called the regular meeting of the Planning Commission to order at 6:30 p.m. Commissioners Saunders, Starrett, Renoll, Dilliplane, and Wilkinson were present. Also attending was City Manager Baylor and City Solicitor Walton.

ACTION UPON THE MINUTES OF THE PREVIOUS MEETING

A motion to accept the minutes of the March 9th meeting was made by Commissioner Wilkinson and seconded by Commissioner Saunders. *All members were in favor and the minutes were accepted as written.*

A motion to accept the minutes of the July 6th meeting with a spelling correction was made by Commissioner Wilkinson and seconded by Commissioner Starrett. *All members were in favor and the minutes were accepted as written.*

SITE PLAN ORDINANCE

City Solicitor Walton explained to the Commission again what this Ordinance was and the process it has gone through so far. He explained that this Ordinance went to Council after the Planning Commission seen it last and Council has made a few changes.

Commissioner Dilliplane asked a few questions about a few things he thought were newly added that he wasn't familiar with. Solicitor Walton told him that both of his questions were directly from our Code and they were not newly added.

Commissioner Saunders asked that since we eliminated the Minor Site Plan what would someone need to do now that is under the limit for the Major Site Plan. Solicitor Walton said they would still have to fill out a Building Permit application and get approved.

Commissioner Saunders asked would the RV Park need to come through this Site Plan Process. Solicitor Walton said No, it would come through as a Subdivision because they are adding streets.

Commissioner Saunders said that is says they go to HPC and PLUS before they go to the Planning Commission? Solicitor Walton said correct, only if it is necessary.

Commissioner Saunders asked who makes the decision if an Environmental Impact Study is needed. City Solicitor Walton said usually the Town Engineer. Commissioner Saunders asked what would stop someone from saying they do not need one because they don't think they are disturbing the environment. Solicitor Walton said it is addressed under other provisions in the Ordinance or it can be caught in the review process.

Commissioner Saunders asked, approving a street is acceptable in a Site Plan but not creating a street. Solicitor Walton said correct, that's why it says "If Applicable". He gave the example "I have a 20,000 square foot building that I want to put up on the Community Center Property and Deldot says that's going to create X number of traffic so you are going to need to give us a turn lane. They would need to submit that turn lane as part of their Site Plan Process."

Commissioner Saunders said he remembered our City Engineer saying he doesn't like the "half foot" measurement, he thought it should be changed to "one whole foot". City Solicitor Walton said he would correct it and talk to Mr. Athey about it.

Commissioner Saunders asked if Cox Neck Road is a State maintained road. City Solicitor Walton said he believed Cox Neck is a State Road but once you're within the City, he is not sure what roads are what. Solicitor Walton said the applicant can check with DelDot and the City if they have questions about the road.

Commissioner Dilliplane asked for a motion to approve the changes made to the Site Plan Review. Commissioner Starrett made the motion that was seconded by Commissioner Saunders. *All were in favor, Motion Passed.*

ADJOURNMENT

The motion to adjourn was made by Commissioner Wilkinson and seconded by Commissioner Starrett. All were in favor. *The Planning Commission Meeting was adjourned at 6:57 p.m.*

Respectively submitted,

Britney Loveland

City Secretary