

## ***Planning & Zoning Commission***

***January 25, 2018***

The regularly scheduled meeting of the Planning & Zoning Commission was held at Town Hall on January 25, 2018. In attendance were Chairman Boyan, Commission Members Catellier and Wilson, Community Development Coordinator Hardin and Clerk of Council Fisher. Absent: Code Enforcement Officer Bounds, Commissioner Scholl and Commission Member Morgan. Guests: Gary Spence, Douglas Wright, Jennifer Alden and Charlie Towers.

### ***Call to Order***

Chairman Boyan called the meeting to order. The Commission performed the Pledge of Allegiance. He asked anyone who would be addressing the Commission to sign in at the podium and that anyone with a cell phone to either turn it off or put it in silent mode.

### ***Approval of Minutes***

Both the November and December, 2017 minutes were tabled since there was not a quorum for approval.

### ***New Business***

#### Charlie Towers- Sign Approval for Atlantic Pawn- New location- 605 N. Bi-State Blvd. Delmar, DE

Charlie Towers informed the Commission that the business has been relocated to 605 N. Bi-State Blvd., Delmar, DE since the building was sold at their old location. The property owners of the new location have submitted a letter of approval for the business to be located on their property as well as having signage on the building.

The small channel lettering will actually be the same lettering that was used on their previous location. The larger lettering will not be used at this location. The size of the sign is within the regulations for the size of the building.

Commission Member Wilson made a motion for favorable recommendation to the Delmar, Delaware Mayor and Council for signage for Atlantic Pawn now relocated at 605 N. Bi-State Blvd. Delmar, DE, per the attached drawings. Commission Member Catellier seconded the motion which passed with 3 ayes and 2 absent.

#### Charlie Towers- Sign Approval for Wilgus Insurance located at 10977 State Street, Unit 1 and Atlantic Finance, located at 10977 State, Street, Unit 6, Delmar, DE

Mr. Towers stated that the building has been sold and with the businesses leaving the building, Atlantic Finance has found themselves without any outside advertising signage. He is requesting that the one existing sign outside for Wilgus Insurance be changed to include Atlantic Finance. The sign has a flexible face and they will strip off the graphics and redo the face of the sign.

Commission Member Wilson made a favorable recommendation to the Delmar, Delaware Mayor and Council for a new sign for Atlantic Finance and Wilgus Insurance located at 10977 State Street, Units 1 and 6, Delmar, DE, per the attached drawings. Commission Member Catellier seconded the motion which passed with 3 ayes and 2 absent.

Douglas Wright- Delmar Lions Club- Refurbish 3 street signs both in Delmar, MD and Delmar, DE (Bi-State Blvd, northbound and southbound Line Road (westbound) and Delmar Road (eastbound))

Mr. Wright informed the Commission that the Lions Club has one sign on the Maryland side on Bi-State Blvd, heading north. The graphics are coming off and they want to put up new graphics. Also the meeting date has changed and they want to include the new information on the graphic.

Mr. Wright said that on the Delaware side, the signs are located at M&T Bank, Bryan & Brittingham and then on the Old Mill property. The sign located on the Old Mill property was taken out by a snow plow a few years ago. They would like to put their sign on the Welcome to Delmar sign in that location. As opposed to putting up new signs, they want to put up just the new graphics. Community Development Coordinator Hardin stated that the Town of Delmar owns the Welcome to Delmar sign and has no objection to the Lions Club putting up a sign on the Welcome to Delmar sign.

Commission Member Wilson made a motion for favorable recommendation to the Mayor and Council for the replacement of new graphics for the Delmar Lions Club to be located at M&T Bank, Bryan & Brittingham, and the Welcome to Delmar sign located at the Old Mill Restaurant, per the attached paperwork. Commission Member Catellier seconded the motion which passed with 3 ayes and 2 absent.

Commission Member Catellier made a motion for favorable recommendation to the Mayor and Commissioners for the replacement of new graphics for the Delmar Lions Club on Bi-State Blvd, heading north. Commission Member Wilson seconded the motion which passed with 3 ayes and 2 absent.

Gary Spence- Phillips Signs- New Sign for The UPS Store, 38660 Sussex Hwy, Unit 10, Delmar, DE

Mr. Spence said that The UPS Store will be located within the Shayona Pharmacy at the State Street Plaza and will not have a separate entrance.

Commission Member Wilson asked if 2 businesses are allowed to be located inside one building. CDC Hardin informed the Commission that there is nothing in the code that prevents 2 businesses from operating out of the same building. There has been no major fit-out request so maybe The UPS Store will only be using counter space.

Commission Member Wilson made a motion for favorable recommendation to the Mayor and Council for new signage for The UPS Store located at 38660 Sussex Hwy., Unit 10, Delmar, DE per the attached drawings.

Commission Member Catellier seconded the motion which passed with 3 ayes and 2 absent.

Gary Spence- Phillips Signs- New Sign for BLVD KUTZ at 1 Bi-State Blvd, Suite #3, Delmar, MD

Mr. Spence stated that they will be just doing a face change on the Dollar Store sign that is currently on the building. The sign shows black but the color will be blue. Mr. Spence said that the owners informed him that they wanted to be open by February. There was some conversation about the sign having the state of New Jersey outlined on it. The only thought was that the owners were from New Jersey.

Commission Member Catellier made a motion for a favorable recommendation to the Mayor and Commissioners for a new sign to be located at 1Bi-State Blvd., Suite #3, Delmar, MD, per the attached drawing. Commission Member Wilson seconded the motion which passed with 3 ayes and 2 absent.

Jennifer Alden- Sign Approval for Jen's Attic located at 501 E. Pine Street, Unit B, Delmar, MD

Ms. Alden said that the sign in question is the exact same sign that was in use when it was Justin's Treasures. They are changing the name on the sign with different graphics, located in the same spot on the building as the previous sign.

Commission Member Catellier made a motion for favorable recommendation to the Mayor and Commissioners for new sign graphics for Jen's Attic located at 501 E Pine Street, Unit B, Delmar, MD, per the attached drawings. Commission Member Wilson seconded the motion which passed with 3 ayes and 2 absent.

Chad Eyler-31010 Thornton Blvd, Delmar, DE- approval for revised Auto Equity Loans graphics

William Hardin, the Administrative Liaison between the Town and the Planning and Zoning Commission, stated that on November 17, 2017, Yesco appeared before the Planning and Zoning Commission for approval of their window and door graphics for Auto Equity Loans. At that time, they presented graphics for the windows and doors that included their name along with the hours of operation. By code. The name on the windows and doors, created signage for more locations than what the code allows. Mr. Hardin said that what should have happened was for Mr. Eyler to ask for a conditional approval, but he withdrew his request and thought all he had to do was to resubmit. He did resubmit with the name of the business removed from the graphics for the windows and the doors. If the Commission gives this a favorable recommendation, he will inform Mr. Eyler that he will need to attend the Mayor and Council meeting on the 5<sup>th</sup> of February for any final approval.

Commission Member Wilson asked about signage above the doors or on the canopy. They are only showing signage for the windows and doors. Everyone reviewed the minutes from November, when the original request was made. Commission Member

Wilson said that maybe building signage will come before the Commission in the future. Mr. Hardin informed the Commission that Mr. Eyler informed him that they are only looking for the graphics on the windows and the doors, but he will look further into it.

Commission Member Wilson made a motion for favorable recommendation to the Mayor and Council for the approval of the revised graphics for the windows and doors of Auto Equity Loans located at 31010 Thornton Blvd, Delmar, DE, per the attached drawings. Commission Member Catellier seconded the motion which passed with 3 ayes and 2 absent.

***Adjournment***

Upon hearing no public comments, Commission Member Catellier made a motion for adjournment which was seconded by Commission Member Wilson which passed with 3 ayes and 2 absent.

Respectfully submitted,

*Cindy Fisher*

*Clerk of Council*