

Planning & Zoning Commission Meeting
December 17, 2020
Via Teleconference

The regularly scheduled meeting of the Planning & Zoning Commission was held via teleconference. Those in attendance: Chairperson William Boyan, Commission Members Eric Catellier, Donald Scholl, and Beverly Wilson. Key personnel: CDC William Hardin, CEO Liz Peek, and Clerk of Council Vondell Spencer. Guest: Brock Parker, and Pamela Upshur. Absent: Commission Member Rochelle Outten.

Chairperson Boyan, called the meeting to order at 7:00 p.m. He conducted a roll call of Commission members to confirm a quorum. Four of the five members were present and the quorum was established.

Approval of Minutes:

A motion was made and seconded (Scholl/Catellier) and carried to accept the November 19, 2020 meeting minutes as circulated by roll call vote with 3 Ayes, 1 Abstain (Boyan) and 1 Absent (Outten).

Old Business – None.

New Business-

1. Brock Parker/Parker and Associates on behalf of William Boyan – New Garage – 606 E. Grove Street, Delmar, DE – Representative Brock Parker on behalf of William Boyan presented a new garage build as referenced per the attached drawings. Commission Member Wilson asked if there would be two garages. Mr. Parker replied, no, there were two separate submittals for the same garage. He added the roofline has changed from the first submittal. Commission Member Wilson questioned if there is another existing garage. Chairperson Boyan said yes, there is an old garage and it is in the process of being torn down. Commission Member Wilson inquired if there was anything that needed to be included in the Commissions motion about the existing garage being in the process of being torn down. CDC Hardin responded no, the Town has been informed that there is a demolition taking place in the rear yard where there is no obstruction of traffic and it is approved.

A motion for a favorable recommendation to the Delmar Mayor and Council for the approval of – Brock Parker/Parker and Associates on behalf of William Boyan – New Garage replacing the existing garage – 606 E. Grove Street, Delmar, DE, per the attached drawings. The motion was made/seconded (Catellier/Wilson) and carried by roll call vote 3 Ayes, 1 Absent and 1 Abstain (Boyan).

2. Pamela Upshur – Permanent Signage – 409 E. East Street, Delmar, MD – Ms. Upshur presented with permanent signage as referenced per the attached drawings. Commission Member Wilson commented the sign had improved significantly since the temporary sign and she appreciated that. Ms. Upshur replied thank you. Commission Member Wilson inquired if there are any minimum sign dimensions. CDC Hardin responded the sign dimensions meet all Town requirements and regulations. Commission Member Wilson said thank you. Chairperson Boyan asked if there were any setback issues. CDC Hardin answered setback far enough that it is not interfering with any line of site that it would not impede traffic or pedestrian. Chairperson Boyan said thank you. CDC Hardin mentioned to Chairperson Boyan to remind the applicant there is a Mayor and Commissioners meeting January 11, 2021 that she must attend.

A motion for a favorable recommendation to the Delmar Mayor and Commissioners for the approval of – Pamela Upshur – Permanent Signage – 409 E. East Street, Delmar, MD, per the attached drawings. The motion was made/seconded (Wilson/Scholl) and carried by roll call vote 4 Ayes 1 Absent.

Although Ryan Homes was listed on the agenda, no one was present to represent the proposed agenda items, therefore the Commission tabled the review until next month.

Public Comments –

CDC Hardin mentioned the Town has received the comments from the State of Delaware agencies for the PLUS review regarding the Delaware Comp Plan update. Commission Member Wilson asked if the Delaware Comp Plan on the website will be updated again because it needs to incorporate those comments. CDC Hardin answered yes, once the recommended revisions are included in the Town’s draft plan it will be presented to this Commission for final review and comments before going to the Delaware Council. Commission Member Wilson asked if it’s going to be uploaded to the website could CDC Hardin kindly send this Commission an email when that’s done so she could read the Comp Plan before it is received on paper. CDC Hardin answered he is sure the Clerk of Council, Vondell Spencer, will take care of that request.

Chairperson Boyan commented he thanked us for having this teleconference meeting. He also said he missed seeing all of us and he hopes we are staying healthy. The Town looks beautiful with the lights and the tree in the center of Town. He said he would like to wish everyone a Merry Christmas and Happy Holiday. We will virtually see each other in January 2021.

Commission Member Wilson wished everyone a Happy New Year.

Hearing no further Public Comments, Chairperson Boyan called for a motion to adjourn the meeting. The motion was made/seconded (Catellier/Wilson) and carried with a vote 4 Ayes and 1 Absent.

Vondell Spencer
Clerk of Council