

Planning & Zoning Commission Meeting
June 26, 2025
MEETING HELD IN-PERSON & VIA TELECONFERENCE

The regularly scheduled meeting of the Planning & Zoning Commission was held at Delmar Town Hall and via teleconference. Commission Members in attendance: Deputy Mayor Jack Lenox, Vice Mayor Odell Jones Jr., Jonathan Layton, Beverly Wilson, and Shawn Johnson. Key Personnel: Town Mgr. Jeff Fleetwood, Planning and Zoning Director, Twain Evanson, Code Enforcement Officer, Kayla Trice, and Clerk of Council, Vondell Spencer. Guests: Marilyn Searcey, Robert Searcey, Rodney Brown, Michael Addlesberger, Ray Nelson; via teleconference: Kenneth Shockley.

Call to Order:

Deputy Mayor Lenox called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

Approval of Minutes –

A motion was made and seconded (Wilson/Layton) to approve May 22, 2025, meeting minutes as circulated by a vote of 5 Ayes.

Unfinished Business –

None.

New Business –

1. **Kenneth Shockley – Delmar Assisted Living, LLC (Final Approval) – Lot 1AA, 31093 East Line Rd., Delmar, MD** – Mr. Shockley presented a fourth building final approval for Delmar Assisted Living, LLC as referenced per the attached drawings. Deputy Mayor Lenox stated this submittal is the fourth building for Delmar Assisted Living, LLC. He said when this commission reviewed the plans for this building it was in the preliminary state. Now, there have been some changes in the site plan.

Mr. Shockley stated the building had to be relocated to the front in order for the emergency vehicles to be able to access the building and give them the space they needed. Deputy Mayor Lenox asked Mr. Shockley if the program was the same for the building as far as the number of residents. Mr. Shockley answered yes. Deputy Mayor Lenox further asked Mr. Shockley if there were stormwater changes made as well. Mr. Shockley further answered yes, the building itself as far as the size, rooms, and capacity have not changed.

Deputy Mayor Lenox said the commission asked Mr. Shockley about adding parking to the site plan previously in the preliminary stages and he can see on the final site plan that has been done.

Commission Member Wilson asked Mr. Shockley if the site plans were sealed. Mr. Shockley answered the site plans will be signed and sealed for the permit to be issued. Deputy Mayor Lenox said all of the setbacks comply.

Deputy Mayor Lenox asked Mr. Shockley to elaborate on the intersection he is creating with the new driveway coming off of the existing driveway and if there is sufficient turning radius to go back between the new building four going back to building three. Mr. Shockley answered yes. Deputy Mayor Lenox suggested a bigger view to see the additional detail on the site plan to make sure cars can go from building three to the new building four especially safety vehicles. Mr. Shockley responded that was one of the things that had to be modified because the fire marshal was questioning that as well to make sure the emergency vehicles would have enough space when entering and exiting. He further responded when he submits the bigger view it will be highlighted and detailed.

Commission Member Wilson questioned if there had to be any variances obtained for the parking spaces. Planning and Zoning Director, Twain Evanson answered no.

Commission Member Johnson questioned the width of the driveway for the ambulance to enter and exit. Mr. Shockley responded he does not have that information available but he will retrieve the dimensions for the commission and Mayor and Commissioners. He further responded it had to be sufficient enough for the fire marshal to approve it so he is quite confident that it is wide enough.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Commissioners for – Kenneth Shockley – Delmar Assisted Living, LLC – New Fourth Building (Final Approval) – Lot 1AA, 31093 East Line Rd., Delmar, MD with the condition that additional information be provided on the width of the driveway as well as the turning radius as that new driveway intersects the existing driveway and also that in its final approval the formal plans are sealed architecturally and engineering wise. The motion was made/seconded (Jones/Johnson) and carried by a vote of 5 Ayes.

2. **Marilyn Searcey/Renovate Church – Consolidation of Plats – Lots 109, 110, 216, 551 – 800 E. East St., 708 E. East St., Eighth St., Delmar, MD** – Ms. Searcey presented a consolidation of plats as referenced per the attached drawings. She stated there is a need for Renovate Church’s food pantry to expand because the services have grown in volume over the years and right now the church has a 12 by 16 foot shed. Their goal is to construct a new food pantry that will expand their capacity. The proposed project will include the completion of a resource center and office space. She said they would like to utilize the house that is part of their property.

Ms. Searcey explained the single-story dwelling would be office space and meeting space for people because they currently have no office space whatsoever in their church. Commission Member Layton asked Ms. Searcey what the house was used for now. Ms. Searcey answered currently it is in the mid stage of renovation and food pantry. She further explained in order to do that they needed to address some of the lot lines because the property is broken down into four lots. There are sheds that are listed on tax parcel 216 and

551. The shed that is in the back of tax parcel 551 is the current food pantry. People come through Eighth St. and park in the grassy area there. Parking and traffic flow is a nightmare. She said the idea is to remove some of the sheds and construct a new pantry in the back of the house.

Ms. Searcey stated the consolidation is to eliminate the lot lines to create two large lots instead of four small lots to give them more flexibility in what they can do within the space. The property line to the east of parcel 551 runs through the middle of Eighth St. Commission Member Layton asked Ms. Searcey if they owned that street and does the town service that street. Ms. Searcey answered no they do not own the street and since they have been in the church since 2017 the town has never serviced that street.

Commission Member Johnson said Eighth St. actually runs all the way to Pine St. and it runs along a ditch as well. He further said years ago it ran from East East St. to Elizabeth St. Ms. Searcey responded it has been barricaded for a year so it has not been accessed. There is a ditch in that location that has been cleared out once to allow more drainage but it is overgrown. A discussion occurred.

Ms. Searcey said they would like to have a street because it is used by the community quite extensively, but they lack the flexibility to change or do anything to make the traffic flow, or to make parking better in this space. A lengthy discussion occurred about abandonment of a street, the activity on the abandoned street, and possible future plans for the street.

Commission Member Wilson asked Ms. Searcey for clarification purposes if she wanted to put the food pantry on parcel 216 where the two sheds are located. Ms. Searcey answered they wanted to move the sheds to provide more space and put the pantry closer to the office space so it is not cumbersome to work around. She further answered they have also talked to the fire marshal and the town's engineers, and received estimates on civil engineering plans. They are being told it would need to be about 15 feet away from the rear of the house to meet codes. Commission Member Wilson further asked Ms. Searcey how would it be accessed, by vehicle. Ms. Searcey further answered there would be parking and that would be part of the plan, to expand the parking and create more parking on parcel 551.

Ms. Searcey explained currently people enter from East East St. onto Eighth St. and have to be directed in two ways. They have to go around the church building, drive to the back of the church building or pull into parcel 551. She further explained to keep the flow of traffic going there is an exit from lot 551 back out to the street. There is another access to the street on the other side of the house, but that is very narrow. A vehicle can fit behind there but it is very tight. She said they would like to keep the pantry tucked up behind the house to give access to their guests to come to the pantry to get assistance and easily direct them into the office space for privacy so they do not have to counseling on the streets.

Commission Member Wilson questioned what has to comply with today's zoning regulations that may interfere with what they currently have or what they want to have in the future because they'll have to follow the current zoning and does the property possibly pose any problems. Mr. Evanson answered it is zoned R2. The issue would be under special

exception so they might have to appear before the Maryland Board of Zoning Appeals if anything is altered. A conversation occurred.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Commissioners for – Marilyn Searcey/Renovate Church – Consolidation of Plats– Lots 109, 110, 216, 551 – 800 E. East St., 708 E. East St., Eighth St., Delmar, MD, per the attached drawings. The motion was made/seconded (Wilson/Layton) and carried by a vote of 5 Ayes.

3. **Brian Dennis/Bridge Acres – Re-Subdivision – Lots 2A, 1BB, 9205 Stage Rd. Delmar, MD** – Mr. Dennis was not present. Mr. Evanson gave a description for this submittal which was basically splitting three lots to make it two so the lots are bigger. He said there will be no new homes. Deputy Mayor Lenox stated they will have to get a county signature to get the subdivision approval, there is no annexation process involved. He said they will just be adding to the lot that's in the town. The part of the person's house lot in Delmar will be incorporated. The lot that has the house, their side yard would not be in the town. A discussion occurred.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Commissioners for – Brian Dennis/Bridge Acres – Re-Subdivision – Lots 2A, 1BB, 9205 Old Stage Rd., Delmar, MD, per the attached drawings. The motion was made/seconded (Jones/Layton) and carried by a vote of 5 Ayes.

4. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Cedar/Elevation L – Lot 24, 11763 Silverbell Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced per the attached drawings. Commission Member Wilson noted there is a Spruce on one side and a vacant lot on the other. The setbacks appear in order.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Cedar/Elevation L – Lot 24, 11763 Silverbell Dr., Delmar, DE, per the attached drawings. The motion was made/seconded (Layton/Johnson) and carried by a vote of 5 Ayes.

5. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Cedar/Elevation K – Lot 28, 11779 Silverbell Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced per the attached drawings. Commission Member Wilson noted there is a vacant lot on one side and a Hazel on the other. The setbacks appear to be in order.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Cedar/Elevation K – Lot 28, 11779 Silverbell Dr., Delmar, DE, per the attached drawings. The motion was made/seconded (Wilson/Jones) and carried by a vote of 5 Ayes.

6. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Hazel/Elevation L – Lot 29, 11783 Silverbell Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced

per the attached drawings. Commission Member Wilson noted there is a Cedar on one side and wetlands common area on the left side, not a house. The setbacks appear to be in order.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Hazel/Elevation L – Lot 29, 11783 Silverbell Dr, Delmar, DE, per the attached drawings. The motion was made/seconded (Johnson/Wilson) and carried by a vote of 5 Ayes.

7. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Hazel/Elevation K – Lot 143, 11770 Silverbell Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced per the attached drawings. Commission Member Wilson noted there are vacant lots on either side. The setbacks appear to be in order.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Hazel/Elevation K – Lot 143, 11770 Silverbell Dr., Delmar, DE, per the attached drawings. The motion was made/seconded (Layton/Jones) and carried by a vote of 5 Ayes.

8. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Spruce/Elevation K – Lot 145, 11762 Silverbell Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced per the attached drawings. Commission Member Wilson noted there is a Cedar on one side and a vacant lot on other side. The setbacks appear to be in order.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Spruce/Elevation K – Lot 145, 11762 Silverbell Dr., Delmar, DE, per the attached drawings. The motion was made/seconded (Wilson/Layton) and carried by a vote of 5 Ayes.

9. **Chris Brown/Ryan Homes – New Home Build – Stillwater/Cedar/Elevation K – Lot 146, 11758 Silverbell Dr., Delmar, DE** – Mr. Brown presented a new home build as referenced per the attached drawings. Commission Member Wilson noted there is vacant lot on one side and a Spruce on the other. The setbacks appear to be in order.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Council for – Chris Brown/Ryan Homes – New Home Build – Stillwater/Cedar/Elevation K – Lot 146, 11758 Silverbell Dr., Delmar, DE, per the attached drawings. The motion was made/seconded (Jones/Wilson) and carried by a vote of 5 Ayes.

Commission Comments –

Vice Mayor Jones, Commission Members Layton, and Johnson had no comment.

1. Commission Member Wilson gave her condolences to the family of Mr. John McDonnell and anyone that knew him. She said he was a staple of the community and one of the nicest guys you would ever meet. She further said to his family thanks for letting us get

to know him. Deputy Mayor Lenox agreed and said Mr. McDonnell was a good man, former citizen of the year, former mayor, and former library commissioner.

2. Commission Member Wilson announced she will be out of town July and August but she will have access to the meetings via teleconference.

Adjournment –

Deputy Mayor Lenox called for a motion to adjourn the meeting. The motion was made/seconded (Jones/Johnson) and carried by a vote of 5 Ayes.

Submitted by:

Vondell Spencer
Clerk of Council