

POSTED 1/6/2015  
\*REVISED 1/12/2015

TOWN OF MILLVILLE  
Town Council Meeting  
January 13, 2015 (7:00 p.m.)  
AGENDA

1. Call Meeting to Order
2. Pledge of Allegiance to the Flag
3. Adoption of Town Council Minutes and Notes
  - A. Adoption of Town Council Minutes - December 9, 2014
4. Financial Reports - Treasurer
  - A. December 2014
5. Administrative Matters
  - A. Administrative Report for the Month of December 2014 - Town Manager
6. New Business
  - A. Appointment of Planning & Zoning (P&Z) Commission Member Charles Laskowski - Town Council
  - B. Swearing-in of new P&Z Commission Member Charles Laskowski - Executive Assistant
  - C. Discuss and possible vote on a request from Dove Barrington Development LLC, developer of Bishops Landing, to release bond K08926487.  
  
*Synopsis:* The bond was for the Phase 3 stormwater facility in Bishops Landing, and all required stormwater facilities have been installed, inspected and approved by the Sussex Conservation District. As required by the agreement, Bishops Landing Homeowners Association (HOA) has entered into contract with Envirotech Inc. to maintain and monitor all Phase 3 stormwater facilities.
  - D. Discuss and possible vote on a request from Dove Barrington Development LLC, developer of Bishops Landing, to reduce bond K08926566.  
  
*Synopsis:* Dove Barrington Development LLC is requesting the Town reduce the phase 3 right-of-way bond amount to \$102,262.00. This amount represents 125% of total cost to complete (\$81,810.00) all required work within the right-of-way as specified on plans previously approved by the Town.
  - E. Discuss and possible vote on the FY14 Town Financial Audit - Herb Geary, of TGM Group.

- F. Discuss and possible vote on Agreement of Purchase and Sale on a 2-acre parcel located in the Millville by the Sea (MBTS) development - Seth Thompson

*Synopsis:* In August 2014, the Town published a notice seeking landowners that may be interested in donating two or more acres of property to the Town. On September 23, 2014, the Town Manager received a letter from Charles D. Ellison Jr., vice president of Miller & Smith, representing the landowners of MBTS, stating they wish to donate two (2) acres of land to the Town.

### **MOTION TO ENTER PUBLIC HEARING**

#### **7. Public Hearing**

- A. Public Hearing Notice - Secretary Steve Maneri
- B. Written Comments - Town Manager
- C. To consider a revision to the approved Schematic Master Plan and the accompanying Development Performance Standards (DPS) for the Millville by the Sea (MBTS) development, submitted by Millville Town Center, LLC.

*Synopsis:* The original Schematic Master Plan for the MBTS development was approved in February of 2006. Since that time, the Town has seen many modifications, including but not limited to, change in developers, revisions to phases, adjustments to economic changes and trends in housing products.

Mayor Hocker formed a committee earlier this year which consisted of the following persons: Mayor Hocker, Councilmember Kent, Town Manager Debbie Botchie, Code & Building Administrator Eric Evans, Town Planner Kyle Gulbranson, URS Corp., P&Z Chairman Bob Linett, Chuck Ellison of Miller Smith and several members of his team. The committee worked very diligently this past year reviewing and discussing the revised plan and the DPS. We feel the DPS will provide regulatory control and protections the Town will need while allowing the developer to adjust to economic changes. The Town P&Z Commission, at its regular meeting on December 8, 2014, recommended to Town Council to accept the revision to the Schematic Master Plan and the accompanying DPS with the following modification to the Schematic Master Plan:

1. Page MP-08 of the Schematic Master Plan to show the existing bicycle and pedestrian pathways.

And the following modifications to the DPS:

1. All red font in the DPS document is accepted, except for the rear-loaded garage comments on pages 8 (Section A, #3-D) and 10 (Section B, #3-D); and
2. Any changes accepted by the applicant, Millville Town Center LLC, in its provided attachment, in the middle column named "Applicant Action/Request," be accepted, unless in said attachment, in the final column labeled "Comments/Notes," there is additional modification(s) made by the Town's P&Z Commission.

**D. Property Owner Comments & Questions**

**MOTION TO EXIT PUBLIC HEARING**

**8. New Business**

To consider for possible vote on a revision to the approved Schematic Master Plan and the accompanying Development Performance Standards (DPS) for the MBTS development, submitted by Millville Town Center, LLC.

- 1.) Mayor Hocker request individual vote.

**9. Property Owners/Audience Comments and Questions**

10. **Announcement of Next Meeting** - The next meeting will be the Town Council Workshop meeting on January 27, 2015.

**11. Adjournment**

**NOTE: THE ABOVE AGENDA IS INTENDED TO BE FOLLOWED, BUT IS SUBJECT TO CHANGES, DELETIONS, ADDITIONS, AND MODIFICATIONS, AS PERMITTED UNDER THE FREEDOM OF INFORMATION ACT OF THE STATE OF DELAWARE. COPIES MAY BE OBTAINED AT THE TOWN HALL. \* REVISED ITEM 8 WITH THE ADDED WORDS "ON A REVISION TO" IN THE SENTENCE "TO CONSIDER FOR POSSIBLE VOTE ...."**