

**Planning and Zoning Commission Meeting
June 11, 2012 @ 7:00pm**

1. **CALL TO ORDER:** Chairman Bob Linett called the meeting to order at 7:00pm.
2. **PLEDGE OF ALLEGIANCE & ATTENDANCE:** Commissioners Bob Linett, Jim Koozer, Christine West, and Steve Maneri. Code and Building Administrator Eric Evans, and Town Clerk Donna Schwartz. Mike Jeffers was not present.
3. **ADOPTION OF MEETING MINUTES:**
Steve Maneri motioned to accept the minutes of the April 23, 2012 meeting. Christine West seconded his motion. All present voted in favor. Motion passed unanimously 4 / 0.
4. **NEW BUSINESS:**
 - A. To consider an application for a site plan submitted by Zarembo Program Development, for a possible Dollar General store on the properties located at 35178 and 35188 Atlantic Ave; Tax Map Parcel 134-12.00-344.00 and 345.00. The applicants are requesting a 9,224 sqft retail store to be located on both parcels.

Mr. Bob Straussman, of Landmark Engineering and Mr. Bob Booth, of Zarembo, were in attendance to present the plans for a Dollar General Store. Mr. Straussman handed out new site plan showing an easement with the most up-to-date change by DelDOT. Mr. Evans made a note of the change of the six foot fence on the plan. They will be addressing comments from Kyle Gulbranson, of URS, regarding lighting, parking and signage. Mr. Straussman said their engineer has a copy of the letter of recommendations. Mr. Evans commented Zarembo will be combining two lots in the C-1 district. He would like to see them lower the height of the lighting poles from 20' to 12' which is required by the Town's Design Standards. Mr. Evans also noted he would like to see them to lose two parking spaces at the entrance and use that space for a wider, safer travel lane and pedestrian walkway. Mrs. West commented she liked the wider entrance lane also.

Mr. Linett would like to see attached a list of the specific materials from the Design Standards they were using. Mr. Booth stated he would comply, and also said they hoped to open the store by January.

Mr. Linett motioned to give preliminary approval to the site plan with the following conditions: they give to Town Council a new lighting plan, the dumpster concealment plan, show plan for change in parking spaces with pedestrian walkway, address URS comments and bring list of Design Standard materials used in plan to Planning & Zoning at July meeting. Mr. Maneri seconded. All voted in favor. Motion carried 4 / 0.

- B. To consider the application for a Major Subdivision submitted by Millville Town center LLC, located within Sub-phase 2B-2 North on Tax Map Parcels 134-16.00-3.02 and 121.00. The applicant is requesting 55 lots located within 2B-2 North. The parcels are part of the Master Plan Community titled Millville by the Sea.

Mr. Chuck Ellison was in attendance to present the preliminary for sub-phase 2B2 north. Mr. Ellison gave a brief introduction of the particulars relating to the plan which included how the project would tie in to the current development on Huntington Street, the cottages and tree panel streets, and Stream Valley Park, which he said would be a dry stream, occasionally wet, a habitat for native plants and wildlife.

Mr. Maneri stated he has a big problem with Stream Valley Park. He said it will be nothing more than a ditch with puddles of water which will draw insects and suggested it be piped and graded to be used as a real park. Mr. Linett asked Mr. Ellison how many days he expected the ditch to be wet? Mr. Ellison said it depended on the amount of rainfall. Mr. Linett mentioned they had a similar issue at Creekside and they wished the area had been piped. Mr. Evans noted the "ditch" would be 17' to 10' change of elevation, which could be dangerous to young children or older folks, who may find it easy to lose their footing and falling.

In public comment, Sally Griffin, Huntington Street, said she would like to see the area piped and leveled for a park area; Art Berman, Huntington Street stated it was nothing but a big concave hole; Michael Chadwick, also of Huntington Street, said he envisioned nothing but scum on stagnant water, dead trees and downed branches. Ms. Griffin also added she feared the tree roots along the sidewalks would cause the concrete to crack. The residents also called for a construction entrance, which Mr. Ellison said they have asked Sussex County for approval.

Mr. Linett asked Mr. Ellison if Planning & Zoning could get a copy of the historic survey which was done at an earlier time. Mr. Ellison assured him he would get a copy of the survey. Mr. Ellison also commented they would be using a "colorist" for the arrangement of home colors in this phase.

Mr. Linett polled the Commission Members regarding their feelings on piping and grading the area or leaving it natural. West – pipe; Koozer – pipe; Linett – pipe; Maneri –abstain.

Mr. Linett offered the following motion - to give preliminary approval of the site plans under the following conditions: use a construction entrance; they address the better blending of Windsor St; address URS comments; they pipe and grade the proposed park; and Planning & Zoning is given a copy of the historic survey; final plans submitted to Planning& Zoning prior to Town Council review for final review. Mrs. West seconded his motion. All voted in favor. Motion carried 3 / 0, with Mr. Maneri abstaining.

5. PROPERTY OWNER/AUDIENCE COMMENTS:

None

6. ADJOURNMENT:

Bob Linett motioned to adjourn the meeting at 8:12pm. Mr. Koozer seconded her motion. All present voted in favor. Motion passed unanimously 4 / 0.

Recorded and transcribed by Donna Schwartz