



TOWN OF MILLVILLE
Planning & Zoning (P&Z) Commission
Meeting Minutes
August 14, 2025 @ 7:00 p.m.

Commissioners Present: Chairperson Michael Burgo, Pat Plocek, Tim Roe, and Marshall Gevinson. **Town/Trade Employees Present:** Andrew Lyons GMB, Town Manager Eileen Scerra, Facilities and Building Administrator James Simpson, Town Clerk Trish Marcules. **Absent:** Cathy Scheck

1. Call Meeting to Order: Chairperson Michael Burgo called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

2. Approval of Meeting Minutes

A. July 10, 2025

Tim Roe made a motion to approve July 10, 2025, Meeting Minutes. Pat Plocek second the motion. Motion passed unanimously 4-0-1.

3. Citizens Privilege

ZOOM --- Two residents attended via zoom at 7:04pm. Neither requested to speak. Resident 1 left zoom at 7:15pm and Resident 2 left zoom at 7:17pm. (names on file)

Dan Washburn – 32841 Reba Road, Millville DE 19967 – Mr. Washburn raised concerns about the zoning and approvals for Kristina’s Kitchen on 32828 Reba Road. He questioned if this property is truly zoned for restaurant activity and to confirm if there is approval of outdoor music and amplified music, permits for special activities, and the need for commercial truck access. He mentioned issues with parking and people parking in the middle of streets or in residents’ yards when there are no parking spots available. He said there is lots of traffic congestion and felt its more than the maximum occupancy of the building. He submitted complaints and pictures and mentioned having a conversation with Fire Chief Doug Scott regarding blocking lanes. He also questioned there were originally 3 units, and now is 2. He stated everyone knew Kristina’s Cakery was coming, but it appears to be a secondary Kristina’s Kitchen.

Ms. Scerra stated that they are working on the complaints received and asks the residents to send their questions for a more organized response by her.

Don Minyon – 32849 Reba Road, Millville DE 19967 – Mr. Minyon stated he has lived on Reba Road since 1987 and never experienced anything like this summer. He shared his concerns about dumpsters filled and open with raccoons from Kristina’s Kitchen dumpsters affecting his neighbor’s property. He also mentioned traffic issues, including delivery trucks not honoring no-entry signs and the use of private roads by large trucks. He stated the patrons are rude and many residents have been forced to put blocks into their driveways to keep people from pulling in and turning around. Mr. Minyon offered to host a field trip to show the issues firsthand.

David Chaloux – 32861 Reba Road, Millville DE 19967 - Mr. Chaloux echoed the traffic concerns of previous speakers, mentioning a sign that is not being followed by delivery trucks. He described a near-accident caused by a vehicle from Kristina’s Kitchen and poor access to the parking lot.

Tim Vass – 33107 Whitney Dr, Millville DE 19967 – Mr. Vass is an avid cyclist and comes into the Reba Road neighborhood every so often. He mentioned the past Saturday he was almost hit twice. Patrons from Kristina’s were backing out trying to avoid other congestion and didn’t even know or saw where he was. He stated it has not been the first time this has happened.

Ms. Scerra reiterates the need for residents to send their questions for a more thorough response.

4. New Business

- A. Review and Discuss Preliminary Site Plan submitted by Foxlane Homes at Whites Neck, LLC on behalf of Millrose (West Millville Foxlane) for the proposed 18 lot single family home subdivision development. The site is located on Tax Map Parcels 134-12.00-1501.00, 134-12.00-1509.00, 134-12.00-1511.00, 134-12.00-1515.00, 134-12.00-16.00 and zoned R2 at Whites Neck Road approximately 600’ north of the intersection with Atlantic Avenue.**

Mr. Cliff Mumford, professional engineer from Davis Bowen & Friedel Inc., described a brief history of the site. He detailed the location and zoning, that the property applied and received approval to annex entire development into Millville under R1 zoning. Shortly thereafter, R2 zoning was created and adopted by Town. They applied for that zoning and were granted permission by Town Council. The development is 4.99 acres of land which will include 18 single-family home sites with lots averaging approximately 7,000 square feet. The site is bounded south by commercial properties Millville Mini Storage and Millville Pet Shop. To the west is Atlantic RV and boat storage. On north are several single-family residential properties outside town limits. Sussex county confirmed capacity in their sewer network for the development. Public water will be available from TideWater Utilities via connection to 12-inch water main along White Neck Road. Delmarva Power has overhead utility lines that run the east side to supply

power to the development to be known as Millrose, per Sussex County mapping the name. Town has final say to accept that name. The site will feature a single road currently named Carabella Street with a T turnaround at the end and stormwater management through submerged gravel wetlands. Road is 25 feet wide with curb and gutter. A six-foot-high privacy fence is proposed along the northern property boundary and southern property boundary. (with exception to south side, lot 12 which is larger lot at end of the street)

Andrew Lyons, GMB reviewed the plan. He made note that the last review letter in the packet given should be updated. Item four, suggests moving mailboxes closer to turnaround areas has been done and shown on the plan tonight. Stormwater landscaping has been shown on the last page of the plans.

Commissioners asked about the type of trees to be planted along the sidewalks and the use of bamboo and their concerns with that. Mr. Roe suggested covering the mailbox kiosk to prevent it from being damaged. Concerns were raised about the stormwater management plan and the sustainability of the wetlands. The commissioners discussed the need for a deeper and wider turnaround area for fire trucks and garbage trucks. Commissioners discussed more screening from the surrounding community and recommended requiring root barriers for street trees to prevent sidewalk damage.

John Murray with Foxlane Homes assisted in answering questions from the commissioners.

Pat Plocek made a motion to recommend to TC the Preliminary Site Plan submitted by Foxlane Homes at Whites Neck LLC on behalf of Millrose (West Millville Foxlane) for the proposed 18 lot single-family homes. Marshall Gevinson second the motion. Motion passed unanimously 4-0-1.

B. Review and Discuss Preliminary Site Plan submitted by ASF MBTS, LLC for the proposed 53 duplex village in Millville by the Sea. The site is located on Tax Map Parcels 134-15.00-119.00 and 134-15.00-120.00 and zoned MPC at Southeast Roxanna Road, approximately 2151' Southwest Burbage Road.

Tim Roe recused himself from discussion/voting and left the meeting room.

Lawton Myrick from RLM Designs, standing in for Jeff Clark, presented the site plan for Village 6, which includes 53 townhome lots. It will be located near the proposed intersection of the future connector Route 17 and Summerland Blvd which is southwest of village 5B and northwest of village 2 and southeast of the future Town Center. The main entrance will be off Roxanna Road. The site will feature a male kiosk, a pergola, and a swing overlooking a stormwater pond. The proposed site plan meets the required parking spaces and stormwater design standards.

Andrew Lyons commented that village 6 is right next to village 5. He said it meets all the MBTS development design standards and Millville code requirements.

Commissioners questioned location of the mailboxes and ownership of the large pond. They requested a timetable for the extension of the pathway along the main highway. They discussed the need for a monument sign at the main entrance and recommended requiring root barriers for street trees to prevent sidewalk damage and ensure proper landscaping.

Pat Plocek made a motion to move to TC the Preliminary Site Plan submitted by ASF MBTS, LLC for the proposed 53 duplex village in Millville by the Sea. Marshall Gevinson second the motion. Vote 3-1-1. (Tim Roe recluse)

Tim Roe returned to the meeting room.

5. Announcement of next Plan & Zoning Meeting – Thursday, Sept. 11, 2025 @ 7:00 PM

6. Adjournment

Mr. Plocek made a motion to adjourn the meeting. Mr. Gevinson second the motion. Motion passed unanimously 4-0-1.

Mr. Burgo closed the meeting at 7:42 P.M.

Respectfully submitted,

Trish Marcules
Town Clerk