

Draft: 01-12-2026

Approved:



TOWN OF MILLVILLE
Planning & Zoning (P&Z) Commission
Meeting Minutes - January 8, 2026 @ 7:00 p.m.

Commissioners Present: Chairperson Pat Plocek, Tim Roe, Cathy Scheck, Marshall Gevinson, and Mike Weglein. ***Town/Trade Employees Present:*** Andrew Lyons GMB, Town Manager Eileen Scerra, Facilities and Building Administrator James Simpson, Town Clerk Trish Marcules. ***Absent:*** None

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL:

Chairperson Pat Plocek called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

2. WELCOME TO NEW COMMISSIONER – Mike Weglein

3. APPROVAL OF PLANNING & ZONING MEETING MINUTES

A. November 12, 2025

Ms. Scheck made a motion to approve November 12, 2025, Meeting Minutes. Marshall Gevinson second the motion. Motion passed unanimously.

4. PUBLIC COMMENT – None – No Zoom speakers. (One zoom participate, name on file)

5. NEW BUSINESS

Per Town Charter §33-3: The Commission shall elect annually a Chairperson and Secretary from among its members and may enlist experts, clerical, and other assistants. The Commission may also appoint a custodian of its records. The Planning and Zoning Commission shall make its own rules of procedure and determine the time of meeting. Meetings and records of the Commission shall be open to the public according to the provisions of 29 Del. C. Chapter 100.

A. Planning and Zoning Appointments

1. Chairperson

Ms. Scheck nominated Pat Plocek as chairperson of the Planning and Zoning Committee. Mr. Gevinson second the motion. Motion passed unanimously.

B. Review and discuss a Preliminary Site Plan for Club House Crossing, a 35-unit subdivision (24 duplexes and 11 single houses). The site is located on Tax Map Parcel 134-12.00-151.00 and zoned R2 – Single Family and Two-Family Residential District. The subdivision has one proposed entrance off Club House Road.

Ray Blakeney from Plitko Engineering, 53 Atlantic Avenue, Ocean View, presented the preliminary site plans detailing the site's location, size (approximately 6.95 acres), and previous use as a poultry farm. The site was annexed into town limits per Ordinance 26-02 by the Town Council on October 14, 2025. Streets will be privately maintained and sidewalks on both sides. Each unit will have a single car garage and a driveway parking space for each unit. The site will feature a wet pond for stormwater runoffs, two pickleball courts, and a kiosk with parking spaces. There would be emergency vehicle turnarounds at both ends of the streets.

Mr. Blakeney discussed the environmental report done by Geo Technology Associates, which revealed no significant environmental conditions or concerns. The site will be served by Tidewater Utilities for water and Sussex County utilities for sewer.

Mr. Blakeney mentioned that street lighting was mistakenly left off the plans but will be included in the final plan. Mr. Blakeney discussed and pointed out the streetlights that would be on the final plan. Mr. Blakeney stated the only outstanding permits are final stormwater management approval, final Tidewater approval and the Sussex County sewer approval.

Mr. Lyons stated he reviewed the preliminary plans, noting minimal comments and proposed development is following the 2019 comprehensive land use plan and meets all the zoning requirements of the R2 district. Mr. Lyons also stated he is satisfied with the environmental report.

Mr. Gevinson raised concerns about the lack of amenities for children and the proximity of the pickleball courts to the neighboring homes.

Mr. Roe questioned the off-street parking requirements and the need for additional parking. Mr. Blakeney felt that the streets' 30-foot width allows for on-street parking, which could be encouraged by the HOA.

Mr. Roe suggested lighting and screening at the pickleball courts to reduce noise for the neighboring residents. He also mentioned the courts need regulated. Mr. Weglein recommended sound suppression on the fence around the pickleball courts to reduce noise. (more than just trees) Mr. Blakeney agrees to add more fencing to final plans.

Mr. Weglein questioned the width of the streets and the placement of street trees,

suggesting they be placed behind the sidewalk. Mr. Weglein also questioned the discrepancy between the comprehensive plan and the town code regarding single-family lot sizes. Mr. Lyons explained that the new zoning code district (R2) was approved after the comprehensive plan.

Mr. Weglein expressed concerns about the environmental report, noting that the site representative did not respond to certain questions. (locked areas, things stored on property) Mr. Lyons mentioned that it is not uncommon to have sites locked. Mr. Lyons reassured that the demolition was carried out by a professional company.

Mr. Plocek questioned the clientele for the subdivision. Mr. Gary Wessner, developer, explained it is intended for retired couples. They also talked to neighbors regarding the pickleball and extra fencing and noise reduction.

Mr. Plocek suggested adding a streetlight at the entrance to improve visibility. Mr. Blakeney stated they will have a lighted sign but agreed to add a streetlight. Mr. Blakeney also addressed concerns from the committee about the tax ditch maintenance and having a possible 36-inch pipe.

Marshall Gevinson recommended approval to send the Preliminary Site Plan for Club House Crossing to Town Council. Mike Weglein second the motion. Motion carried unanimously.

6. COMMISSIONER COMMENTS

Mr. Plocek suggested moving the meeting time to earlier in the day to accommodate more people. Ms. Scheck explained that evening meetings were chosen to accommodate the general public's schedule, including work schedules. Committee discussed moving the meeting to 5 or 6 o'clock PM. Mr. Simpson stated a snippet from the Town Charter that states Planning and Zoning Commission can determine the date and time of the meetings, so Town Council approval is not needed. The committee agrees to hold this discussion on February's agenda.

7. ANNOUNCEMENT OF NEXT MEETING – Thursday, February 12, 2026 @ 7:00 PM

8. ADJOURNMENT

Mr. Gevinson made a motion to adjourn the meeting. Ms. Scheck second the motion. Motion passed unanimously.

Mr. Plocek closed the meeting at 7:29 P.M.

Respectfully submitted,
Trish Marcules
Town Clerk