



TOWN OF MILLVILLE
Planning & Zoning (P&Z) Commission
Meeting Minutes
March 13, 2025 @ 7:00 p.m.

1. **Call Meeting to Order:** Chairman Michael Burgo called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. **Commissioners Present:** Marshall Gevinson, Pat Plocek, Tim Roe, and Cathy Scheck. **Town Staff / Engineers Present:** GMB Representative Andrew Lyons, Jr.; Facilities and Building Administrator James Simpson and Town Clerk Wendy Mardini. **Absent:** Town Manager Eileen Scerra, Town Solicitor Seth Thompson, Code and Building Officer Eric Evans.

2. **Approval of Meeting Minutes**

- A. **November 14, 2024 – PZ Meeting Minutes**

Correction 4A – Motion carried should be 3-0-1, and not 4-0-1. Change made.

Pat Plocek made a motion to approve the November 14th meeting minutes with the change made. Marshall Gevinson seconded the motion. 5-0 motion.

3. **Citizens Privilege:** None.

4. **New Business**

- A. **Review and discuss a Preliminary Site Plan submitted by Land Tech Land Planning on behalf of ASF Millville By the Sea, LLC, West Village C-2 for a proposed 118-unit townhome village. The site is located on Tax Map Parcel 134-15.00-19.00 and zoned Master Planned Community at approximately 2200 NW of Powell Farm Road and Roxana Road intersection, Millville DE 19967.**

It was noted that Tim Roe and Cathy Scheck would be recused.

Lawton Myrick from RLM Designs presents the preliminary site plan for West Village C2, a 118-unit townhouse village. He detailed the location, amenities, and specific features of the site, including stormwater management ponds, pergola, porch swings and dog waste stations.

Andrew Lyons from GMB reviewed the plans and confirmed consistency with the comprehensive mobile plan and development standards. Mr. Lyons notes minor issues with line work on the key plan and suggests adding more crosswalks at Starry Night Lane as a recommendation.

Pat Plocek suggests eliminating dog waste stations due to lack of maintenance and recommends adding more porch swings in specific locations.

Mike Burgo confirms the location of the mail kiosk and discusses the addition of pergolas with swings at other ponds.

Pat Plocek made a motion recommending approval of the subdivision with the amendments of adding crosswalks at entrances, two pergolas with porch swings at the developer's discretion where to place. Marshall Gevinson second the motion. Vote 3-0. (2 recused)

5. Announcement of next Planning and Zoning Meeting:- Thursday, April 10, 2025 @ 7:00 P.M.

Pat Plocek raised a concern about board members abstaining from voting on parcels outside their immediate area. Andrew Lyons mentioned that the Public Service Committee has already addressed that issue.

Cathy Scheck expressed frustration with the current policy, suggesting it hinders active participation in the commission. She stated she doesn't mind coming and great to see everyone, but to "spend an hour up and back to sit in the Kids Corner, it's not a good use of my time." She felt "if we live in a community where we have to abstain, and that's the only item on the agenda, that we are excused from attending" the meeting.

Tim Roe and other speakers agree, emphasizing the need for a more flexible approach to board participation. Mike Burgo will send a written request to the Town Manager and Solicitor to discuss the issue at the next meeting and request that the Solicitor attend.

6. Adjournment

Mr. Burgo closed the meeting at 7:17 P.M.

Respectfully submitted,

Trish Marcules
Administrator to the Town Manager