

Draft: 05-14-2026

Approved:



TOWN OF MILLVILLE
Planning & Zoning (P&Z) Commission
Meeting Minutes May 13, 2026 @ 4:00 p.m.

Commissioners Present: Chairperson Pat Plocek, Marshall Gevinson, Timothy Roe, Mike Weglein, and Roxanne Farina. **Town/Trade Employees Present:** Andrew Lyons GMB, Facilities and Building Administrator James Simpson, Town Clerk Trish Marcules. **Absent:** Town Manager Eileen Scerra

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

Chairperson Pat Plocek called the meeting to order at 4:08 p.m. with the Pledge of Allegiance.

Mr. Plocek reminded commissioners about the upcoming workshop.

2. APPROVAL OF PLANNING & ZONING MEETING MINUTES

A. March 12, 2026

Mr. Weglein made a motion to approve March 12, 2026, Meeting Minutes. Mr. Gevinson second the motion. Motion carried unanimously 5-0.

3. PUBLIC COMMENT – None – No Zoom speakers. (3 zoom participants, name on file)

4. 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. Swearing-In of Planning & Zoning Commissioner - Town Clerk Trish Marcules
a. Roxanne Farina

Roxanne Farina was sworn in as the new commissioner for Planning and Zoning by Trish Marcules, Town Clerk.

B. Planning & Zoning Appointments

- a. Chairperson**
- b. Secretary**

Discussion was had regarding appointments for chairperson and secretary.

Mr. Roe made a motion to reappoint Pat Plocek as chairperson. Mr. Gevinson second the motion. Motion carried unanimously 5-0.

Mr. Gevinson made a motion to reappoint himself as secretary. Mr. Weglein second the motion. Motion carried unanimously 5-0.

C. Set Regular Meeting Times

The Planning and Zoning Commission shall meet regularly during the year. The time and place of each regular meeting shall be set by the Commission each year at their organizational meeting, but the Commission shall not hereby be prohibited from rescheduling such meetings from time to time during the year as need arises.

Mr. Plocek asks for a motion to change the meeting time to 5:30pm or 6pm on the second Thursday of the month. Mr. Weglein suggests keeping the meeting on Thursdays but moving the time to 6pm to accommodate public attendance for those that may work.

Mr. Roe makes a motion to have the meeting on the second Thursday of each month with the start time at 6:00 P.M. Mr. Weglein second the motion. Motion carried unanimously 5-0.

D. Review, Discuss, and possibly move to Town Council the Millville Town Center 3 Preliminary Site Plan. The site is located at Tax Map Parcel# 134-12.00-396.00 and zoned RPC. It is located near Route 26 and off Dukes Drive.

SYNOPSIS: This property is a 23-lot subdivision. Town Council met on February 10, 2026 to review the conditional use application to allow 17 townhomes and 6 duplexes. It is a 4.28 acre lot previously known as Willey Property and Capano Property.

Mike Riemann, civil engineer from Becker Morgan Group, presented a PowerPoint presentation for Millville Town Center 3 Preliminary Site Plan. The project is located near Route 26 and has a history of previous development applications. The plan includes conditions set by the town council such as additional buffering, metal fencing, and more. (items described on the comment letter) Mr. Riemann also outlined the site plan including a new paved road, stormwater management, and landscaping. Mr. Riemann detailed the plans including layout of the townhomes/duplexes, sidewalks, and off-street parking. Mr. Riemann mentioned a monetary contribution for active open space, which may be a gazebo. Mr. Riemann addressed concerns about the impact of the property on adjacent properties and the need for easements with Lords Landscaping.

Mr. Roe and Mr. Weglein discussed the use of loblolly pines for landscaping, noting potential impact on the community from weather damage, etc. Mr. Reimann stated he is open to any suggestions for alternatives landscaping options.

Ms. Farina and Mr. Gevinson stated concerns about safety for children accessing the park from the development. Mr. Reimann explained the measures in place to address all the issues.

Mr. Plocek discussed the mail kiosk and location. Mr. Lyons reminded Mr. Reimann to contact the Postmaster for approval of location.

Mr. Lyons stated there were seven conditions that needed completed before getting final approval.

Mr. Gevinson made a motion to move the Millville Town Center 3 Preliminary Site Plan to Town Council. Mr. Weiglein second the motion. Motion carried unanimously 5-0.

5. COMMISSIONER COMMENTS

No comment made from the commissioners

6. ANNOUNCEMENT OF NEXT MEETING – Thursday, June 11, 2026 @ 6:00 PM

7. ADJOURNMENT

Mr. Gevinson made a motion to adjourn the meeting. Mr. Weglein seconded the motion. Motion passed unanimously 5-0.

Mr. Plocek closed the meeting at 4:45 P.M.

Respectfully submitted,
Trish Marcules
Town Clerk