

Planning & Zoning Committee Meeting
September 28, 2022
7:00 p.m.

Present: Kenneth Getty, Tom Ruppert, Jonathan Burnett, Wayne Stover, Bill Brockenbrough, Nick Smith, David Ross, Ed Ide, Gary Cimaglia, Barry Larkin, William Carrow, Robert Cote, and Recording Secretary Sue Muncey were in attendance.

Mr. Brockenbrough brought the meeting to order at 7:00 p.m. He welcomed the Town Manager, Robert Cote, and the two (2) new members of the committee Kenneth Getty and Jonathan Burnett.

The Committee Members Shall Elect a Chairperson, Vice Chairperson, and a Secretary from the Members.

Mr. Brockenbrough volunteered as the Vice Chair. Mr. Stover volunteered as the Chairman. Mr. Burnett volunteered as the Secretary.

Mr. Ruppert made a motion to approve Mr. Stover as the Chairman, Mr. Brockenbrough as the Vice Chair, and Mr. Burnett as the Secretary. Mr. Getty seconded the motion. Motion carried unanimously.

Discuss and Vote on a Petition for Conditional Use to have a School Bus Lot with Administrative Offices and Maintenance Facility on School Lane.

Mr. Brockenbrough asked if anyone was here for the applicant. Mr. Ide stated he was here for the applicant along with Mr. Larkin and Mr. Cimaglia. Mr. Ide stated the site address will be on School Lane. The existing zoning is Industrial – I. The proposed zoning is Industrial – I. The site area is +/- 3.75 acres. The existing use is vacant land. The proposed use is 4,800 sq. ft. bus maintenance with administrative offices and associated site improvements. The existing land cover is 100% pervious and 0% impervious. The proposed land cover is 27.2% pervious and 72.8% impervious.

Mr. Ide gave the project timeline: March 15, 2022: received Office of the State Fire Marshal Site Approval; August 12, 2022: received Kent Conservation District Approval; August 16, 2022: received Delaware Department of Transportation Entrance Approval and No Objection to Recordation; September 28, 2022: Conditional Use Meeting with the Town of Clayton Planning & Zoning Committee. Finally, the approval of the Town Council at the next Town Council Meeting.

Site Work

Right-of-way modifications (governed by DelDOT)

- (1) proposed full movement entrance – 32’ wide
- Shoulder extension on the site’s side only
- Public sidewalk installation

- Fire hydrant relocation
- Roadside swale relocation (redesigned to accommodate new contribution from proposed land cover)
- Bike lane striping

Utilities to building

- Proposed 6” water service – Artesian Water Company
- Proposed 4” gravity sewer from building to proposed grinder pump to existing force main on School Lane – Town of Clayton
- Proposed natural gas service tie-in at the eastbound lane of School Lane – Chesapeake Utilities
- Proposed 400A, single phase electric service – Town of Clayton
 - o Proposed on-site utility pole with transformer connected to existing utility pole between site and Clayton Elementary School

Stormwater Management

- Proposed Subsurface Infiltration system. It will be a gravity sewer into lift station. Outfall to modified frontage swale once system reaches storage capacity.

Site Amenities

- Paving, Curbing and Striping
- Landscaping / Fencing
- Site Lighting

The proposed site plan is 60 bus spaces, 67 parking spaces for employees, and the distance from School Lane fire hydrants to proposed building is +/- 400 ft. Mr. Ide stated he reviewed the parking in the ordinance. He used hybrid. He showed on the PowerPoint presentation the existing lines of all utilities. From the presentation the committee was shown the turning radius of tower truck design vehicle as used by the Clayton Fire Company. The turning radius for the buses was discussed. Mr. Stover asked about the entrance when pulling in and the lot was full. Can the buses make the turn? Mr. Ide stated yes. The fire hydrants will be moved back about three feet. Mr. Ide discussed the outlet manifold from Stormtech. He showed where the inlet manifold was located. The proposed Stormtech subsurface chambers are 8 rows of 26 = 208 chambers: 21,510 cubic feet total storage. He showed where the outfall pipe to the frontage swale was and the discharge location of the modified swales. Kent Conservation stated it needs to maintain at pre-development rate. Mr. Burnett asked about the slope of land to the right side. Will it drain that way? Mr. Cimaglia stated the high point is already draining. It is flowing towards the back. It drains to biodiesel fine. It remained as pre-development. Mr. Brockenbrough asked if it would drain to the underground. Mr. Ide stated yes, the front portion and the portion to the back. Mr. Burnett asked if there was a place for it to be tested. Mr. Ide stated the catch basin to inlet manifold. There is a manhole there so testing can be done. The testing will be done in the inlet chamber. Mr. Brockenbrough asked about the operation of the site. Mr. Cimaglia stated they evaluated the daily demand schedule – peak hours in the am and pm. Mr. Burnett asked about the number of buses coming in. Mr. Larkin stated two to three come in. It is not a heavy contrast since the school schedule changed. Mr. Brockenbrough asked if buses stay out during the day. Mr. Larkin stated buses come back around 8:30 – 9:30 am. Some drivers keep the buses out all day. Mr. Burnett asked about the directions going out on Main Street and Route 300. Will it bottleneck? Mr. Larkin stated the time schedules are different. Some buses leave at

5:45 am. They serve different schools. Mr. Stover questioned the bus routes. Mr. Larkin stated 52 buses carry children – they are in and out at different times. Ten to twelve buses do not service the Smyrna area. Mr. Stover stated approximately 40 everyday? Mr. Larkin stated yes, and some are spare buses. Mr. Getty questioned the parking lot lighting. Only one light on the right. Is one needed on the other side? Mr. Ide stated one could be put on the other side. Mr. Ide stated the building is 60 x 80 with a covered entry, an administration area, driver’s lounge, restrooms, utility room, (2) maintenance bays, and (1) pull-thru wash bay. Mr. Burnett asked about the water flow from the wash basin. Mr. Ide stated it runs through the separator. Mr. Ide stated the building will have metal siding with a metal roof. Mr. Ruppert asked about the fueling. Mr. Larkin stated he will still use Southern States. Mr. Burnett questioned moving the hydrant. Are you moving the tap? Mr. Ide stated the hydrant is being moved three-foot back. Mr. Burnet asked if it could be moved to the other side. Mr. Ide stated the pipe would have to be extended. If moved to the other side, it would require a new tap into Artesian’s system. We could put another hydrant in, or we could move the tap. Mr. Carrow asked about a hydrant by the building. Mr. Ide then showed proposed exterior building elevations and isometric views of the new building. Finally, he showed a final layout view with the building and parking area. Mr. Burnett asked the maximum number of employees. Mr. Larkin stated 60. Mr. Burnett asked about the Environmental Impact Study. Mr. Cimaglia stated they were not required to do one. Mr. Burnett stated in the Zoning Ordinance, Page 50, Section F reads the following: An application for Conditional Uses Permit in the I and RR Zones must include an Environmental Impact Study. (1) The study shall analyze the effect of the proposed development on natural drainage channels and streams, natural growth, soils, air, and water quality. (2) The study shall also analyze the effect of the proposed development on the use and development of the adjoining properties and the general neighborhood by considering the following: noise, dust, odor, traffic, lighting, smoke, erosion, sediment control, flooding, change in natural ground cover, and other items that the Town Council requires to take action on the application. Mr. Ide stated they gave an environmental report to DNREC. Mr. Burnett asked if the buses would idle during the winter. Mr. Larkin stated 10 minutes or less. Buses are quieter. He has had no complaints to his knowledge. Mr. Brockenbrough asked if they could see the report. Mr. Burnett stated we could see if the items were addressed. If they are not addressed, a letter will need to be provided. Mr. Burnett asked if there was a time frame. Mr. Ide stated time is of the essence. Mr. Brockenbrough stated it would be subject to verification if a motion was made. Mr. Ide stated he could do that. Mr. Brockenbrough asked for a motion.

Mr. Burnett made a motion to accept the Conditional Use Permit as outlined by i3a for Larkin’s Bus Service with the condition that Section 6.7-5, Section F (Uses in the RR and I Zones) of the Zoning Ordinance is in acceptable form prior to the Council Meeting. Mr. Stover seconded the motion. Motion carried unanimously.

Discuss and Vote on Adding an Additional 8' to Existing Structure Located at 410 Main Street (Lillian Smith Senior Center).

Mr. Brockenbrough asked if anyone was here for the applicant. Mr. Stover said it was him. Mr. Stover stated everyone received plans for the proposed expansion. The reason for the expansion is that they are running out of room in the main area. Part of it is being used as office space. They need more people space so they can accommodate more seniors. Mr. Brockenbrough asked about the side yard. Smyrna Avenue is at an angle. Mr. Stover stated they are staying in the same footprint in the front and back. Mr. Burnett stated the building is to butt up to the concrete. It will not affect the new sidewalk. Mr. Stover said no. Mr. Brockenbrough stated there would be a two-foot gap at the building. Mr. Stover said yes. Mr. Ruppert asked about the block work. Mr. Stover stated five courses of block – move to four courses of block. The plan did not show elevation. Six inches of fill for elevation. Mr. Burnett asked if the culvert was under the sidewalk. Mr. Stover stated it was under the sidewalk. Mr. Brockenbrough asked for a motion.

Mr. Ruppert made a motion to approve the 8' addition to the Lillian Smith Senior Center. Mr. Burnett seconded the motion. All approved. Mr. Stover abstained.

Mr. Brockenbrough asked for a motion to adjourn the meeting.

Mr. Stover made a motion to adjourn the meeting. Mr. Getty seconded the motion. Motion carried unanimously. Meeting adjourned at 7:58 pm.

Recording Secretary,

Sue Muncey