

## Planning & Zoning Committee Meeting

January 25, 2023

7:00 p.m.

Present: Tom Ruppert, Jonathan Burnett, Wayne Stover, Bill Brockenbrough, Nick Smith, Robert Cote, Ryan Paisley, and Recording Secretary Sue Muncey were in attendance. Mr. Getty was excused from the meeting.

Mr. Stover brought the meeting to order at 7:06 p.m.

Mr. Stover asked the committee how they wanted to have the meetings this year – quarterly? Mr. Brockenbrough said quarterly meetings are good for regular business. If an application comes in, we will have one monthly. Mr. Ruppert and Mr. Burnett agreed. Mr. Stover stated we will have a meeting quarterly in January, April, July, and October and as needed in-between.

***Mr. Burnett made a motion to have a meeting in January, April, July, and October on the 4<sup>th</sup> Wednesday of the month with additional meetings if needed. Mr. Ruppert seconded the motion. Motion carried unanimously.***

Mr. Stover stated the Comprehensive Plan is up this year for review. Linda Raab has retired. This needs to be completed by the end of 2023. Mr. Brockenbrough asked if we have a new person. Mrs. Muncey stated Sean O'Neill from the University of Delaware. Mr. Ruppert stated we should have a meeting with him – a meet and greet. Mr. Cote stated he had just signed a contract with the University of Delaware. Mr. Burnett asked what the contract covers. Mr. Cote stated Land Use. Mr. Cote stated he had just attended a virtual course. Mr. Stover stated Mr. Burnett will start reviewing the Subdivision and Zoning Ordinances. We need to look through and revamp – transferring development and seeking Council input. Mr. Burnett stated he is trying to be proactive. He just wants to bring it to everyone's attention. Mr. Burnett will review with Rob and send it to the committee in sections to review. It can go through committee as a whole. Mr. Stover stated we will review and meet to go over. If it is very intensive, we will break it down. Mr. Cote clarified the Five (5) Year Review process can be “no change” or an “amendment” to the current plan and an Update is every ten (10) years with a full plan update. Content examples of an amendment would be future land use, annexation area, or something new. Content examples of an update would be all OSPC and Code requirements: goals, elements, and maps. Public Process is PC recommendation or action by a governing body. The PLUS Review is required for an amendment or update. Mr. Stover asked everyone to review on their own and bring suggestions to the next meeting. If we have the review done by the end of the year, we are within guidelines. Mr. Burnett asked where we are in the review process – 5 year or 10 year. Mr. Stover stated five (5) year. Mr. Stover gave an example of annexing a farm. That would be a complete change. Mr. Smith stated the Charter is currently being reviewed. Mr. Stover stated they didn't want to annex it because the sewer system was maxed. Mr. Smith stated the County upgraded the sewer side. Mr. Stover stated New Castle County has relaxed their view on annexing. Mr. Smith stated no approach until the Charter change. Mr. Cote stated laying out the maps he could see ourselves annexing. It is in our Comp Plan. There is a lot of potential West. We are getting boxed in by Smyrna. We don't want to limit ourselves. With no ability to grow –

taxes will go up. We need to put it on paper. We need to envision going in a certain direction. Mr. Smith stated the homeowner has the option of who they sell to. Mr. Stover stated that is correct. Mr. Smith asked can you annex if you keep them in preservation? Mr. Burnett stated you would have to provide an incentive. Mr. Smith stated we need to gain the opportunity to get past them. Mr. Burnett stated we need to have a map to see potential properties that could be annexed. Mr. Smith stated we could beat Hanover's electric rate. We could accommodate them so we could have the potential. Mr. Stover stated they might sign an agreement not to sell to a developer. Mr. Cote stated there is no place in town to buy a snack. Mr. Stover stated we could bring this up for the Comp Plan. Mr. Ruppert stated they need to bring back the corner store. Mr. Brockenbrough stated we need to get Sean on the calendar for the April meeting. Mr. Cote stated he can chart the path forward. Mr. Stover stated the PLUS Review is very involved.

Mr. Smith asked Mr. Cote to discuss Atlantic Tractor. Mr. Cote stated Atlantic Tractor approached the Town to replace the existing pole building – to put up a 60 x 240 pole building and demo the existing building. A Site Plan Application was given. A copy of the plans will be given to the Planning & Zoning Commission to review. There are hazardous chemicals on-site. An Environmental Impact Study would need to be completed. Mr. Brockenbrough asked will we meet in February or March to review? Mr. Cote stated possibly. Mr. Stover asked about a Water Run Off Study. Mr. Ruppert said the solid surface where the new building will be. Mr. Stover asked where the drainage would go. Mr. Cote asked who does the Water Study? Mr. Stover said Kent Conservation.

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

***Mr. Brockenbrough made a motion to adjourn the meeting. Mr. Ruppert seconded the motion. Motion carried unanimously. The meeting adjourned at 7:43 pm.***

Recording Secretary,

Sue Muncey