

Town of Cheswold
Planning Commission Meeting Minutes
March 13, 2014
Cheswold Fire Hall Conference Room

- I. **Chairperson Coker called the meeting to order at 7:05 pm.**
- II. **Pledge to the Flag**
- III. **Observed Moment of Silence**
- IV. **Confirmed Proper Meeting Notice was Posted**
- V. **Roll Call of Commissioners to ensure a quorum**

<u>Present</u>	<u>Absent</u>
Martha Scott	Barry Jones
Albert Lambertson	
Alan Roth	
Dennis Coker	

Chairperson Coker confirmed a quorum has been established. Mr. Coker acknowledged the presence of Mayor Tinari and Land Use Administrator Theon Callender. Additionally, Mr. Coker thanked Ruthann Purchase for volunteering to take meeting minutes.

VI. Review of Agenda; motion to accept as presented or as amended

Commissioner Lambertson made a motion to accept agenda as presented; Commissioner Roth seconded. Motion unanimously carried.

VII. Review of previous meeting minutes; motion to accept as presented or as amended

Commissioner Lambertson made a motion to accept the February 25, 2014 meeting minutes as presented; Commissioner Scott seconded. Motion unanimously carried.

VIII. Stonington Sub-Division Plan Review

Chairperson Coker welcomed Mr. Ring Lardner of Davis, Bowen & Friedel representing the Stonington sub-division. Mr. Coker gave a brief history of the Stonington sub-division to Commissioners.

Mr. Lardner began his presentation stating the Stonington Sub-division plans dated April 2010 with latest revision date of 1-31-2014 (Final Submission) are the same plans considered for final plan review by the Cheswold Planning Commission on September 16, 2010. Mr. Lardner went on to state DelDOT has given their full approval, Tidewater has given preliminary approval and Kent County Engineering has given preliminary approval pending payment of administrative fees.

Commissioner Lambertson asked if there was any buffer between Stonington and the houses along Messina Hill Rd. Mr. Lardner replied nothing has changed.

Land Use Administrator Callender began a discussion concerning the annexation agreement and Mr. Lardner replied the annexation agreement would be re-negotiated with the Town Council.

Mr. Coker asked for clarification as to why comments from the town's engineer, Mr. Tom Wilkes, concerning top soil removal from the site were not addressed by the developer. Mr. Lardner replied there is an excess of top soil on the site and the request for removal was conditional on the town engineer's approval.

Mr. Coker stated although we were not here to discuss the annexation agreement there is a requirement in the annexation agreement for the planning commission to approve the intended buffer between the

railroad tracks and the sub-division on the western border. Mr. Lardner explained the buffer construction in this area to the apparent satisfaction of the commissioners. There were no follow up questions.

Mr. Coker stated the town has been request to review their flood plain ordinances in light of revised flood plain maps and elevations. Mr. Coker asked Mr. Lardner if he had any concerns regarding the delineated 100 year flood plain as it pertains to this development. Mr. Lardner replied the flood plain is handled by FEMA based on the history of the area and he did not expect that to affect this project. Mr. Lardner further stated this property has no history of flooding so there is no chance of change. Mr. Lardner said he would have to look at the FEMA flood plain as revised and take the lots that are possibly affected out of the equation.

Mr. Coker states the planning commission has not seen any comments from the town's engineer. Mrs. Callender commented she had spoken with Mr. Wilkes earlier today and he will be providing comments.

Commissioner Lambertson commented Kent Soil Conservation would have the final approval on the top soil issue and the storm water management.

Commissioner Scott made a motion to recommend Stonington Final Plan approval inclusive of comments by the Town engineer to the Cheswold Town Council; Commissioner Lambertson seconded. Motion unanimously carried.

IX. Cheswold Town Hall Parking Lot; lighting requirements discussion

Commissioner Lambertson made a motion to table this discussion until further information is supplied by the town engineer; Commissioner Roth seconded; Motion unanimously carried.

X. Review Land Use Ordinance Revision Log

- a. Re-zoning process: Commissioner Lambertson made a motion to table this discussion; Commissioner Scott seconded. Motion unanimously carried.

XI. Pending Business

- a. Impact Fee Discussion
After a brief discussion Mrs. Callender stated the Town Council would decide the scope and extent of Impact Fees.
Commissioner Scott made a motion to strike this item from the pending business line item; Commissioner Lambertson seconded. Motion unanimously carried.

XII. New Business

None

XIII. Motion to Adjourn

Commissioner Lambertson made a motion to adjourn at 8:40 pm; Commissioner Scott seconded. Motion unanimously carried.

Respectfully Submitted

Dennis Coker, Chairperson
Cheswold Planning Commission