

Town of Cheswold
Planning Commission Meeting Minutes
April 23, 2014
(Re-scheduled from April 10, 2014)
Cheswold Town hall

- I. **Chairperson Coker called the meeting to order at 7:08 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>
Dennis Coker	Martha Scott
Albert Lambertson	
Alan Roth	
Barry Jones	

Chairperson Coker confirmed a quorum has been established. Mr. Coker acknowledged the presence of Mayor Tinari, Land Use Administrator Theon Callender and Tom Wilkes, Town engineer. 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 March 13, 2014 meeting minutes as presented; Commissioner Roth seconded. Motion unanimously carried.

VIII. Atlantic Concrete Preliminary Plan Review

Chairperson Coker welcomed Troy Adams and Kim Adams of Mountain Consulting, Inc. and Peter Ksenich of Kent Construction Co, Inc. who are representing Skip Jones of Atlantic Concrete.

Troy Adams presented a preliminary site development plan entitled 'Lot 16 Central Delaware Business Park' dated March 24, 2014 along with a brief history to the Commissioners explaining that Kent Construction would be the general contractor upon final approval. The details of the demolition and new construction were discussed. Other topics of discussion were entrance improvements, traffic patterns, material storage, storm water management and utility connections. Mr. Adams stated Tidewater Utilities will provide potable water to the site including one additional hydrant.

Commissioner Lambertson inquired what would be the function of the remaining existing plant building. Mr. Ksenich explained it would provide for light maintenance and inside storage.

Mr. Wilkes clarifies that the existing plant facility is within the Town limits.

Mr. Coker asked if the existing discharge area will be relocated. Mr. Ksenich states the discharge area will remain on Lot 15 but moved a bit to the left, a little farther away and reduced in size.

Mr. Wilkes complimented Mr. Adams on the completeness of the preliminary plan and informed the Commissioners he had performed a preliminary plan review and distributed his comments in letter form. Mr. Adams stated he had not seen Mr. Wilkes comments and asked for a few minutes to review them

which he was granted. After Mr. Adams review of Mr. Wilkes comments there was discussion clarifying information Mr. Wilkes needed to ensure compliance with Cheswold Land Use Ordinance's 'Preliminary Plan Review'.

Mr. Wilkes states there will need to be clarification on grass areas vs. stone areas and parking areas vs. storage areas on the final plan. Also, Mr. Wilkes stated that parking areas can be delineated with parking bumpers except for the handicap parking requirement.

Mr. Coker asked if there would be any changes in hours of operation. Mr. Ksenich responded the hours of operation would continue to be 6:30am to 5:30pm with occasional Saturdays; rarely do they work nights.

Mr. Wilkes asked if the current plant requires an air pollution permit. There was no definitive answer to this question.

Commissioner Lambertson asked if there would be a business office located at this facility. Mr. Ksenich responded that the business office would remain in Milford.

With no further questions or comments, Commissioner Jones makes a motion to recommend approval of the preliminary plan entitled 'Lot 16 Central Delaware Business Park' dated March 24, 2014 inclusive of the comments of the Town's engineer to the Cheswold Town Council; Commissioner Lambertson seconded. Motion unanimously carried.

IX. Cheswold Town Hall Parking Lot; Preliminary Plan Review; update

Mr. Wilkes presented site photometric plans for the 'Town Hall Parking Lot' with variations of height and light coverage. Cost estimates are not in yet.

X. Review Land Use Ordinance Revision Log

1. Re-zoning process

- a. Mr. Coker presented a partial draft of a re-zoning ordinance for review and comment. Mr. Wilkes commented the Town's attorney should be consulted on the draft ordinance.

2. Land Use Ordinance Article 13: Signs; initial review

No progress has been made on a draft sign ordinance. It was suggested Harrington has a good sign ordinance to compare.

XI. Pending Business; None

XII. New Business ; None

XIII. Motion to Adjourn

Commissioner Jones made a motion to adjourn at 9:07 pm; Commissioner Roth seconded. Motion unanimously carried.

Respectfully Submitted

Dennis Coker, Chairperson
Cheswold Planning Commission