

**Town of Cheswold**  
**Planning Commission Meeting Minutes**  
**July 11, 2013**  
**Cheswold Fire Hall Conference Room**

- I. Chairperson Dennis Coker called the meeting to order 7:10 pm**
- II. Salute to the Flag**
- III. Observed Moment of Silence**
- IV. Confirmed Proper Meeting Notice was Posted**
- V. Roll Call of Commissioners to ensure a quorum**

Present

Barry Jones

Albert Lambertson

Dennis Coker

Absent

Martha Scott; excused

Chairperson Coker acknowledged the presence of Mayor Tinari and Councilperon Sam Callender. Also in attendance was Tom Wilkes, town engineer. Chairperson Coker thanked Ruthann Purchase for volunteering to take meeting minutes. and three guests from State Line Building Supply Charlie Gibbson, Ray Reddinger, Charlie Rodriguez to discuss the Atlantis Homes property, RuthAnn Purchase taking notes.

**VI. Review of Agenda**

Commissioner Jones made a motion to accept the July 11, 2013 agenda as presented; Commissioner Lambertson seconded. Motion carried unanimously.

**VII. Reviewed Minutes of the Previous Meeting**

Commissioner Lambertson made a motion to accept the June 25, 2013 meeting minutes as presented; Commissioner Jones seconded. Motion carried unanimously.

**VIII. State Line Building Supply; Concept Plan Review**

Chairperson Coker welcomed Mr. Charles Gibson and Mr. Ray Reddinger of State Line Building Supply (SLBS) and Mr. Charlie Rodriguez of R&R Commercial Realtors.

Mr. Gibson began our discussion with a brief overview of SLBS's business model. He explained the company is a distributor for dry wall, metal studs, acoustical tiles and related hardware. The company opened in Selbyville, Delaware in 19991. The company would like to grow their customer base in this area.

Chairperson Coker referred to a letter sent by Mr. Gibson to the town pointing out two issues needing discussion. These issues are outside storage of materials and perimeter fencing. A third issued mentioned in the letter was the possibility of re-zoning. Mr. Coker informed the commissioners the property in question was zoned I-1 and restricted the storage of outside materials and entire perimeter fencing. In addition, if the property owner chose re-zoning the commissioners were being asked to comment on what the new zoning should be.

Mr. Gibson said the material needing outside storage would be the metal studs and they would be stacked below the existing fence line. He indicated the fencing would be a security

measure. The area where the rail line entered the property would have to be enclosed. The frontage area could remain as is.

Mr. Wilkes asked for clarification on which parcels are being leased by SLBS. Mr. Rodriguez identified two adjacent parcels which are not part of the lease agreement.

Mr. Wilkes commented the planning commission should carefully consider any re-zoning; discovering why current zoning classifications are in place is a good place to start when planning for the future.

Mr. Rodriguez asked if C-2 zoning allowed outside storage. Chairperson Coker answered the land use ordinance did not address outside storage of materials for C-2 zoning.

Mr. Gibson said more thought and consultation with the owner is needed before re-zoning could be seriously discussed.

Chairperson Coker, Mr. Wilkes and Mr. Gibson briefly discussed which types of materials could possibly be stored outside and which would be unacceptable. It was agreed products that leach and are damaged by water would require inside storage.

Chairperson Coker asked if SLBS was considering a shared use with Atlantis Homes, who currently occupies the site. Mr. Rodriguez answered that scenario has been considered.

Councilperson Callender asked for clarification on leasing vs. buying the property and would the current owner consider re-zoning for retail use. Mr. Rodriguez confirmed a lease arrangement and he did not believe the current owner would have a problem with re-zoning for retail use.

Commissioner Lambertson commented he would not support storage of materials near the front of the property or the front of the building.

Mr. Gibson said front would be for customer ordering and the back would accommodate loading and unloading trucks.

Chairperson Coker asked if removing the fence at the front where the gate is now to make it more presentable was in the plan. Mr. Gibson said removing the fence would open up the area and SLBS's intent was to have an impressive image to the community. Mr. Gibson said new fencing would be required both north and south of the building's front face.

Commissioner Lambertson asked if container storage was planned. Mr. Gibson said SLBS's current location has a storage container for hardware i.e. screws and fasteners.

Chairperson Coker asked Mr. Gibson if he foresaw storing pipes of any kind or lumber outside. Mr. Gibson answered no.

Chairperson Coker encouraged SLBS to make a formal application for review with a site plan. Mr. Coker did not see a need for a variance for fencing since only a few short sections were needed. Mr. Coker said the application should include a variance for outside storage being as detailed as possible with the list of materials needing outside storage.

Details of the site plan were discussed and Mr. Wilkes commented as to how much detail he would need for review.

Chairperson Coker asked if the property has water service from Tidewater. Mr. Rodriguez answered he would have to check.

Chairperson Coker thanked Mr. Gibson, Mr. Reddinger and Mr. Rodriguez for their presentation and said he looked forward to seeing them in the near future.

**IX. Discussion of Fee Schedule Revisions; review draft**

Chairperson Coker presented the draft fee schedule agreed to at our June 25, 2013 special meeting. The draft fee schedule resulted from a line item per line item review and has all changes incorporated. The changes to the proposed units were highlighted in yellow. It was agreed to remove line item no. 1, fence deck accessory, and place this item on the building permit fee schedule.

After some discussion, it was agreed to change the preliminary plan review for residential subdivision to acres (lot to acres) for fee calculation purposes for administrative and engineering review. The final plan review for residential subdivisions would change to unit (lot to unit) for both administrative and engineering review. In the line item descriptions, the word parcel would remain.

Commissioner Lambertson made a motion to approve the draft fee schedule as amended and forward to the Town Council for approval; Commissioner Jones seconded. Motion carried unanimously.

**X. Review Land Use Ordinance Revision Log**

A brief discussion of Article 4, Figure 4-2 informing Mr. Wilkes of our intention to include an appeal process began. A few suggestions were discussed. Final review will be at the August 8, 2013 meeting.

**XI. Pending Business**

**a. Comprehensive Plan Status Update; yearly report**

The 2013 Comprehensive Plan Status Update submitted by Mayor Tinari to State Planning was supplied to each commissioner. The report was briefly discussed.

**VII. New Business**

a. Commissioner Lambertson expressed the need to fill the vacant seat on the Planning Commission. The process was discussed. New appointments are made by the Mayor to Council for approval.

**VIII. Motion to adjourn**

Commissioner Jones made a motion to adjourn at 9pm; seconded by Commissioner Lambertson. Motion unanimously carried.