

**Town of Cheswold**  
**Planning Commission Meeting Minutes**  
**September 11, 2014**  
**Cheswold Town hall**

- 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**

Present

Dennis Coker

Alan Roth

Albert Lambertson

Barry Jones

Absent

Martha Scott

Chairperson Coker confirmed a quorum has been established. 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 Jones 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 Roth made a motion to accept the August 14, 2014 meeting minutes as presented; Commissioner Jones seconded. Motion unanimously carried.

**VIII. Land Use Ordinance Revision Log**

a. **Re-zoning process; update**

Chairperson Coker handed out the previous draft with a few minor changes from Sam Callender, Cheswold Land Use Administrator. Mr. Coker explained the bulk of his changes to the first draft were to Section G, Re-zoning Administrative Review. He asked the Commissioners to closely review these changes.

Sam Callender requested a review of Section A, Definition. Commissioner Roth recommended changing 'allowing different land uses' to 'allowing a change from the current land use'. Sam Callender comments the definition seemed 'to imply that you can mix land uses on one property'. Commissioner Lambertson commented that some properties have mixed land uses. Mr. Coker added mixed zoning classifications do exist for instance the R-3 zoning allows for single family, apartments, small service businesses, etc.

Sam Callender also asked for a review of Section D-Procedures, 1, b suggesting the Town of Cheswold tax records be utilized instead of Kent County tax records for property identification making the town responsible for identifying a parcel. Commissioner Lambertson commented he felt Kent County tax records may supersede the Town of Cheswold tax records since the system relies on County mapping.

Commissioner Lambertson made a motion to table re-zoning ordinance draft until it can be reviewed by the administrative staff; Commissioner Jones seconded. Motion unanimously carried.

b. **Land Use Ordinance Article 13: Signs; Update**

Mr. Coker provided a draft ordinance similar to the City of Dover sign ordinance which might be the type of sign ordinance the Town of Cheswold should aspire to at some point. He points out the draft is cumbersome and the Town can modify the draft to meet current needs. Mr. Coker comments the Town has had several waiver requests to the current sign ordinance prompting a need for review of the existing ordinance. Mr. Coker states the goal is to develop a sign ordinance applicable to all of our zoning districts.

**IX. Old Business**

Mr. Coker asked the Commissioners if they were ready for a presentation concerning the proposed R-5, Age Restricted zoning district. The Commissioners indicated a presentation should be scheduled before further consideration. Mr. Coker stated he would schedule a presentation as soon as possible.

**X. Motion to Adjourn**

Commissioner Jones made a motion to adjourn at 8:25 pm; Commissioner Roth seconded. Motion unanimously carried.

Respectfully Submitted,

Dennis Coker, Chairperson  
Cheswold Planning Commission