

Town of Cheswold
Planning Commission Special Meeting Minutes
October 28, 2013
Cheswold Town Hall

I. **Chairperson Coker called the meeting to order at 7:15 pm**

II. **Pledge to the Flag**

III. **Observed Moment of Silence**

IV. **Confirmed Proper Meeting Notice was Posted**

V. **Roll Call**

Present

Barry Jones

Albert Lambertson

Martha Scott

Dennis Coker

VI. **Motion to Accept Agenda**

Commissioner Jones noted the agenda date entry indicates the wrong day; the word 'Thursday' should say 'Monday'. Commissioner Jones made a motion to accept the agenda as corrected; Commissioner Scott seconded. Motion carried unanimously.

VII. **Reviewed Minutes of Previous Meeting**

Commissioner Lambertson made a motion to accept the minutes of the October 10, 2013 meeting minutes as presented; Commissioner Jones seconded. Motion carried unanimously.

VIII. **Article 2. Definitions, Dwelling Discussion**

Chairperson Coker began this discussion with a summary of the discussion concerning Article 2. Definitions, Dwelling which was tabled at the October 10, 2013 meeting because the consensus of the commissioners was more research was needed. Having found little guidance in the County ordinances a search for appropriate definitions were obtained for review. Three such definitions were provided for consideration. The definition of a 'modular home' which included the definition of an 'on-frame modular home' was to be considered as well as a definition for a 'permanent foundation'. All definitions for discussion were obtained from the on-line source MBSA wiki (Modular Building Standard Association).

- i. Modular Home: Commissioners agreed the current definition provided in Article 2. Definitions, Dwelling, Modular was acceptable with the exception of a foundation requirement. Foundation language was discussed and the following action taken. Commissioner Jones made a motion to add at the end of the existing definition in the Land Use Ordinance Article 2. Definitions, Dwelling, Modular the following '**Modular homes must be installed on a permanent, load bearing, perimeter, support foundation, identical to the foundations used by conventional site-builders, designed not to be moved once installed**'; Commissioner Scott seconded. Motion carried unanimously.
- ii. On-Frame Modular Home: Commissioners discussed the ambiguity surrounding this type of home and decided adding a definition to Article 2. Definitions, Dwelling would be appropriate. Commissioner Jones made a motion to add a definition to the Land Use

Ordinance Article 2. Definitions, Dwelling to read as follows **‘Dwelling, On-Frame Modular Home- is a home built in a manufactured housing factory on a permanent metal chassis and is built in accordance with the Kent County Building Code. Placement of On-Frame Modular Homes, in the Town of Cheswold, is only permitted in the R-4 Zoning District.’**; Commissioner Scott seconded. Motion unanimously carried.

- iii. Permanent Foundation: Lacking a definition in the Land Use Ordinance for a ‘permanent foundation’ the following action was taken. Commissioner Lambertson made a motion to add a definition Land Use Ordinance Article 2. Definitions, **‘Foundation, Permanent’**. The text of this definition will read as supplied by handout entitled ‘Permanent Foundation’ from MBSAwiki. Paragraphs 1 & 2 will be included in their entirety; Commissioner Jones seconded. Motion unanimously carried. Referenced handout is attached to these minutes.

IX. Motion to Adjourn

Commissioner Scott made a motion to adjourn at 9:15 pm; Commissioner Jones seconded. Motion unanimously carried.

Respectfully Submitted,

Dennis J. Coker, Chairperson
Cheswold Planning Commission