

Town of Cheswold
Planning Commission Meeting Minutes
October 8, 2015
Cheswold Town Hall
691 Main Street

I. Commissioner Albert Lambertson called the meeting to order at 7:02 pm

II. Pledge to the Flag; followed by observation of a Moment of Silence

III. Confirmed Proper Meeting Notice Posted

IV. Roll Call of Commissioners to ensure a quorum

Present

Excused

Barry Jones

Albert Lambertson

Alan Roth

Martha Scott

V. Others in Attendance:

Mayor Don Tinari

Land Use Administrator Sam Callender

VI. Review of Agenda; Motion to Accept as Presented or Amended

Commissioner Lambertson requested that the agenda be reviewed for acceptance or amendment and Commissioner Jones made a motion to approve the agenda as presented and Commissioner Roth provided the second. The votes on the motion were as follows:

Commissioner Lambertson- Yea

Commissioner Jones - Yea

Commissioner Roth – Yea

Motion unanimously carried.

VII. Review of Previous Meeting Minutes; Motion to Approve as Presented or as Amended

A review of the minutes from the last two, (2), meetings held by the Commission, was requested by Commissioner Lambertson. The minutes to be reviewed were:

June 11, 2015 – Monthly Planning Commission Meeting

June 25, 2015 – Special Planning Commission Meeting

Commissioner Roth asked Mrs. Callender for the meaning of “ITEM PENDING” in the June 11th minutes. Mrs. Callender responded that any item marked pending indicates that at the time of the conclusion of the meeting, a resolution to the item had not occurred.

Commissioner Lambertson- Yea
Commissioner Jones - Yea Commissioner Roth – Yea
Motion unanimously carried.

VIII. University of Delaware Planning Classes

- Planning 101 – Planning Your Communities Future – January 15, 2016
- Planning 102 – Land Use and Regulation – February 5, 2016
- Planning 103 – Land Use and Development Administration – March 11, 2016

Signing up for a class can be done at: www.ipa.udel.edu and attendees can receive college credits.

IX. a. Status of Cheswold Comprehensive Plan: 5 year Update

Planning Maps associated with the Comprehensive Plan have been obtained from DB&&F Engineering, along with the Zoning Map and forwarded to Town Engineer Tom Wilkes for updates. As the most complex revisions to the Comp Plan are the maps, it was agreed to have the Town Engineer and the Planning Commission complete the update by reviewing the minor written changes that may be required.

b. Status of Final Site Plans – McGinnis Green Project

Mr. Stephen J. Gorski, P.E., Duffield Associates has completed the requirements requested by Town Engineer Tom Wilkes and forwarded a final plat plan copy for the signature of the Mayor. The plan has also been signed by the Duffield Master Engineer and the property owner and recorded as required by Kent County, as of October 5, 2015. Pre-construction meetings are required prior to the issuance of building permits.

ITEM COMPLETE

c. Land Use Article 13 – Sign Revision Review

After discussing the complexities and in-depth content of the suggested revisions, and a review of the most recent Supreme Court decision concerning signs, Commissioner Lambertson suggested that the proposed revision be given to Code Enforcement/Building Inspector officer Doug Burns for review, suggestions and feedback. A motion to that affect was made by Commissioner Roth and with a second from Commissioner Jones, the votes on the motion were as follows:

Commissioner Lambertson- Yea

Commissioner Jones - Yea

Commissioner Roth – Yea

Motion unanimously carried.

X. Commissioners Comments

Nothing to Report

XI. Motion to Adjourn

Commissioner Jones made a motion to adjourn at 8:26 pm; Commissioner Roth seconded. The votes on the motion were as follows:

Commissioner Lambertson- Yea

Commissioner Jones - Yea

Commissioner Roth – Yea

Motion unanimously carried.

Respectfully submitted,
Theon E. Callender
Land Use Administrator