

Town of Cheswold
Planning Commission Meeting Minutes
January 14, 2016
Cheswold Town Hall
691 Main Street

- I. Commissioner Albert Lambertson called the meeting to order at 7:19 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**

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|-----------------------|-----------------------|
| <u>Present</u> | <u>Excused</u> |
| Barry Jones | |
| Albert Lambertson | Martha Scott |
| Alan Roth | |

- V. Others in Attendance:**
 - Land Use Administrator Sam Callender
 - Mr. Ron P. Plaukey – Resident – Fox Pointe

- 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 motion passed by a unanimous vote of Commissioners in attendance.

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

A review of the minutes from the last meeting held by the Commission, was requested by Commissioner Lambertson. The minutes reviewed were:

October 8, 2015 – Monthly Planning Commission Meeting

Commissioner Lambertson noted that the last item on the minutes indicated that Commissioner Scott voted. She was not in attendance at the meeting and the vote should have been shown as made by Commissioner Lambertson.

Commissioner Jones made a motion to approve the minutes with the above mentioned correction. Commissioner Roth made a second to the motion and it passed with a unanimous vote of the Commissioners in attendance.

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Meeting Minutes
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NEW BUSINESS:

VIII. Land Use Administrator's Report

Mrs. Callender informed the Commissioners of the following:

- **MS4 Project** – requires municipality to identify catch basins and outfalls, along with multiple reports
- **Resignation of Building Inspector** – Mr. Doug Burns submitted his resignation as of Wednesday, January 27, 2016. The Town is in the process of deciding how to fill the position.
- **Zoning Map** – Remington, Vernick & Beach has completed the Draft version of the Zoning Map. Upon review and revision, they will begin updating the maps associated to the Comprehensive Plan.

OLD BUSINESS:

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

Remains pending map updates and minor written changes..

ITEM PENDING

b. Land Use Article 13 – Sign Revision Review

The Commissioners completed reviewing Pages 1 – 3. They scheduled the review of the Definitions for the next Planning Commission meeting.

X. Commissioners Comments

Nothing to Report

XI. Motion to Adjourn

Commissioner Jones made a motion to adjourn at 9:00 pm; Commissioner Roth seconded. The votes to approve the motion was unanimous by the Commissioners in attendance.

Respectfully submitted,
Theon E. Callender
Land Use Administrator