



**PLANNING COMMISSION  
MEETING MINUTES  
THURSDAY, MAY 12, 2022  
691 Main Street  
Cheswold, Delaware 19936**

***ATTENDANCE VIA ZOOM WAS AVAILABLE***

**Planning Commissioners In Attendance:**

**Mr. Carl Schultz, Chairperson – via ZOOM  
Mr. Reginald Valentine, Vice Chairperson  
Ms., Barbara Cooper Commissioner - via ZOOM  
Mr. Dave Naples - Commissioner – via ZOOM**

**Excused: Ms., Colleen Ostafy, Commissioner**

**Also in Attendance: Mr. Thomas Wilkes, P.E., Town Engineer – via ZOOM  
Ms. Sam Callender, Town Land Use Administrator  
Mr. Michael Callender, Public Works Director**

**Visitors: Mr. Greg Scott – Sentinel Storage  
Mr. William Hamilton - Sentinel Storage  
Mr. Lou Ramunno – Liborio III LP  
Mr. Scott Lobdell – Liborio III LP  
Mr. Dave Schultz**

**MEETING OPENING:**

The meeting was called to order at 5:06 p.m., by Chairperson Carl Schultz and a Salute to the Flag and a Moment of Silence immediately followed.

After the moment of silence, Mr. Schultz confirmed that the meeting had been properly posted and conducted a roll call, and it was acknowledged that a quorum of members were in attendance, and the meeting proceeded.

**PLANNING COMMISSION  
MEETING MINUTES  
THURSDAY, MAY 12, 2022**

**AGENDA REVIEW:**

A call for a review of the agenda was made and Ms. Callender interrupted and interjected that although there had been no meeting in April, the March minutes needed to be reviewed and voted upon. She requested a Commissioner to make a motion to revise the agenda to add the minutes of March 10, 2022 to Item 7 – Minutes Review.

A motion to amend the agenda as requested by Ms. Callender, was made by Commissioner Naples and a second was made by Commissioner Cooper. With no questions or comments, the motion passed after an unanimous roll call vote.

An additional motion was made to remove the review of Application # 2021-12-03-107, (Stonington Residential Development – Landscape Revision), from the agenda as it is currently unclear as to the status of this application from the point of view of the representative for the applicant. A motion to remove this item from New Business was made by Commissioner Cooper and a second was provided by Vice-Chairperson Valentine. With no questions or comments, the motion passed after an unanimous roll call vote.

A motion was then made by Vice-Chairperson Valentine to accept the agenda as amended. Chairperson Schultz made a second to the motion and it passed with a unanimous vote.

**MINUTES REVIEW:**

The following minutes were reviewed and voted upon and/or not required:

**March 10, 2022 – Monthly Commission Meeting  
April 14, 2022 – Meeting Cancelled due to Lack of Quorum**

A motion to approve the March 10, 2022 minutes as presented was made by Commissioner Cooper. Commissioner Naples made a second to the motion and it passed with a unanimous roll call vote.

The meeting continued with a review of the items posted under New Business.

PLANNING COMMISSION  
MEETING MINUTES  
THURSDAY, MAY 12, 2022

**NEW BUSINESS –**

**A. Applicant Review Requests:**

- **Application #: 2022-03-30-109**
  - **Application Type: Preliminary Plan**
  - **Location:** 120 Holly Oak Lane. (*Central Delaware Business Park*)
  - **Map ID:** 4-03-04600-01-0721-000
  - **Acres:** 1.72
  - **Owner:** Sentinel Self-Storage
  - **Represented by:** Mr. William Hamilton
  - **Current use:** Storage
  - **Proposed use:** Storage
  - **Current Zoning:** M-1 (Manufacturing)
  - **Contact:** Mr. William Hamilton (302-999-9700x107)  
[whamilton@easternstatedev.com](mailto:whamilton@easternstatedev.com)

Ms. Callender presented the application to the Commissioners and introduced Mr. Hamilton as the representative for Sentinel Storage. He explained that their application was previously submitted and approved by the Town Council and recorded in Kent County as required. However, the work to construct did not occur within the allotted time limit provided by the Town of Cheswold Land Use Ordinance, so it was necessary for the applicant to repeat the review process to ensure that proper documentation of the actions taken have been recorded in Town records. The application requests approval for the construction of a Commercial Recreational Vehicle Storage facility and a Climate Controlled Storage unit.

Commissioner Naples asked if the Zoning Code was going to be changed to either I-1, (Neighborhood Industrial), or I-2, (Highway Industrial), to meet the current approved Zoning Code Assignments. Ms. Callender explained that a legal agreement had been reached between the Town of Cheswold and the owner of the Central Delaware Business Park, in which Sentinel Storage is located, to not require zoning changes unless an applicant changes the use type of their M-1 Zoned business. In this application the use type is not changing, thus the Zoning assignment will remain as M-1.

Town Engineer Thomas Wilkes, P.E. of Carroll Engineering voiced no objection or concerns to the approval of a recommendation to approve the Preliminary Plan to the Town Council.

A motion was made by Commissioner Naples to approve Application #2022-03-30-109; Sentinel Storage; Preliminary Plan. A second to the motion was made by Vice-Chairperson Valentine and with no other questions or concerns a roll call vote was taken and the motion passed.

Ms. Callender committed to provide Mr. Hamilton with written notification of the recommendation for approval from the Planning Commission to the Town Council.

PLANNING COMMISSION  
MEETING MINUTES  
THURSDAY, MAY 12, 2022

**NEW BUSINESS** – *“continued”*

- **Application #: 2022-04-07-110**
  - **Application Type: Zoning Assignment**
    - **Associate w/Application 2021-10-18-106 (Annexation)**
  - **Location:** North Dupont Highway e/o Route 13
  - **Map ID:** 4-00-03700-01-1300-000
  - **Acres:** 53.24
  - **Owner:** Liborio III LP
  - **Represented by:** Mr. Lou Ramunno
  - **Current use:** Un-developed
  - **Proposed use:** Garden Apartments & Commercial Retail
  - **Current Zoning:** Pending
  - **Contact:** Mr. Lou Rammuno (1-302-426-0220) [rammunol@aol.com](mailto:rammunol@aol.com)

Ms. Callender presented the application and explained that the applicant is requesting a R-3, (Multi-Family & Townhouse), Zoning assignment. She additionally explained that the Planning Commission had previously reviewed and recommended R-3 Zoning at the same time that they recommended the acceptance of the Annexation Application for Liborio III L.P., but the Town Attorney informed the Town the Zoning Assignment should be completed as a separate application. The assignment of R-3 will permit the owner to construct residential multi-family units as well as certain types of commercial services requiring conditional use and site plan reviews and approvals by the Planning Commission and Town Council.

Ms. Callender introduced Mr. Ramunno as the representative of Liborio III L.P., and the Commissioners were provided the opportunity to question him on any aspects of the Zoning Assignment request. They had no questions or concerns and proceeded to a motion.

A motion was made by Vice-Chairperson Valentine to recommend the R-3 Zoning Code Assignment to the Town Council for the Liborio III LP annexation application as requested by Application # 2022-04-07-110. A second to the motion as submitted was made by Commissioner Cooper and with no questions or concerns, a roll call vote of the Commissioners passed the motion.

Ms. Callender committed to provide Mr. Ramunno with written notification of the recommendation for approval from the Planning Commission to the Town Council.

PLANNING COMMISSION  
MEETING MINUTES  
THURSDAY, MAY 12, 2022

**OLD BUSINESS:**

**1. Review of Article 7. Use Regulation Table**

After the presentation of a blank Use Regulations table, Ms. Callender asked the Commissioners and Town Engineer to review the uses specified by the Town of Clayton and the Town of Camden, which had been previously forwarded to them under separate cover. The intent was to compare them to the uses of Cheswold and to determine if the Cheswold uses need to be revised to add uses; deleted to remove uses and/or to change the use assignments by Zoning code.

After discussion it was mutually agreed that everyone would review the documents individually; decide from the Clayton and Camden lists which uses should be added to the Town of Cheswold and to discuss them at next month's meeting. Upon completion, it will be decided which uses are appropriate per Zoning code.

**TOWN ENGINEER COMMENTS:** *NO COMMENTS*

**LAND USE ADMINISTRATOR COMMENTS:** *NO COMMENTS*

**COMMISSIONER COMMENTS:**

Vice -Chairperson Valentine – *NO COMMENTS*

Commissioner Ostafy - Excused

Commissioner Cooper – *NO COMMENTS*

Commissioner Naples - *NO COMMENTS*

**CHAIRPERSON SCHULTZ – *NO COMMENTS***

Next Meeting Date: Thursday, June 9, 2022; 5:00 p.m.,  
@ Cheswold Town Hall - Commissioners and Applicants only  
• **ZOOM** will be available for all others

**MOTION to ADJOURN:**

A motion to adjourn was made by Commissioner Naples at 5:40p.m. A second to the motion was made by Vice-Chairperson Valentine and a unanimous roll call vote passed the motion.

***Minutes Submitted by: Land Use Administrator Sam Callender – May 19, 2022***