

Town of Cheswold
1856



State of Delaware
1787

**PLANNING COMMISSION
MEETING MINUTES
THURSDAY, NOVEMBER 10, 2022
691 Main Street
Cheswold, Delaware 19936**

ATTENDANCE VIA ZOOM WAS AVAILABLE

Planning Commissioners In Attendance:

**Mr. Carl Schultz, Chairperson
Ms. Barbara Cooper Commissioner - via ZOOM
Mr. Dave Naples - Commissioner - via ZOOM
Mr. Stephen Williams – Commissioner pro Temp**

**Absent: Mr. Reginald Valentine, Vice Chairperson
Excused: Mr. Thomas Wilkes, P.E., Town Engineer**

Also in Attendance:

Ms. Sam Callender, Town Land Use Administrator

MEETING OPENING:

The meeting was called to order at 5:15 p.m., by Chairperson Carl Schultz, followed by a Salute to the Flag and a Moment of Silence.

MEETING PROPERLY POSTED

Chairperson Schultz asked if the meeting had been properly posted and Ms. Callender confirmed that it had.

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ROLL CALL:

Chairperson Schultz conducted a roll call, and it was acknowledged that a quorum of members were in attendance, and the meeting proceeded.

AGENDA REVIEW:

A call for a review of the agenda was made by Chairperson Schultz and a motion was made by Commissioner Naples to accept the agenda as presented. Commissioner Cooper provided a second to the motion as presented and it passed with a unanimous roll call vote of the Commissioners.

MINUTES REVIEW:

The following minutes were reviewed and voted upon:

**October 13, 2022 – Public Hearing Meeting
October 13, 2022 – Monthly Commission Meeting**

A motion was called by Chairperson Schultz to approve both the October `13, 2022 Public Hearing and Monthly Planning Commission minutes. Commissioner Naples made the motion as called and Commissioner Cooper provided a second. The motion passed with a unanimous roll call vote.

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

NEW BUSINESS –

Introduction of New Planning Commissioner – *Land Use Administrator Sam Callender*
Ms. Callender introduced Mr. Stephen Williams of the Parkers Run Development as the Planning Commissioner pro Temp. She explained that his official appointment is pending approval of the Town Council and it had not occurred due to the cancellation of the November Town Council meeting due to a lack of a quorum. She anticipates that Mr. Williams, who has previously served the Town as a Town Council member, will be retroactively appointed at the December Town Council meeting.

Mr. Williams and his wife, Jeanette, have a history of volunteering to serve the Town both on the Planning Commission and the Town Council, so he will be a valuable asset.

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OLD BUSINESS:

The Commissioners and Ms. Callender reviewed and confirmed that the revisions made to the following Articles and Sections had been do so correctly:

- a. Review of Article 7. Use Regulation Table
Table 7-2 Permitted Uses & Structures
- b. Revision of Family Residential to Multi-Family Residential in Article 6. Zoning Districts and Maps
- c. Removal of M-1 (Manufacturing) Zoning District from Article 6. Zoning Districts and Maps
- d. Inclusion and description of Conditional Use in Article 2. Definitions with a reference to see Article 4-7 for additional information

COMMENTS:

Chairperson Schultz then asked for comments from the following:

TOWN ENGINEER COMMENTS:

Thomas Wilkes, P.E. – EXCUSED - *NO COMMENTS*

LAND USE ADMINISTRATOR COMMENTS:

Sam Callender – *NO COMMENTS*

COMMISSIONER COMMENTS:

Vice -Chairperson Reg Valentine – *Excused*

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COMMISSIONER COMMENTS: *"continued"*

Commissioner Stephen Williams - *Stated he was happy to be here and happy to contribute and thank you for the opportunity to be here.*

Commissioner Barbara Cooper – *Said welcome to Commissioner Williams and thank you for joining because we need your help and great ideas and I'm very happy to have a new member.*

Commissioner Dave Naples - *Provided a second welcome to Mr. Williams and added that it is great to have a fresh pair of eyes to look at things we're tired of looking at. Thank you for doing this.*

CHAIRPERSON SCHULTZ – *Also welcomed Commissioner Williams and stated that the Commission needs the help and assistance and that he can't wait for the Town Council to give the yeah. See you next month.*

Next Meeting Date: Thursday, December 8, 2022; 5:00 p.m.
Regularly Scheduled Planning Commission Meeting

Meeting to be Held at:
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 Williams at 5:16 p.m. A second to the motion was made by Vice Commissioner Cooper and a unanimous roll call vote passed the motion.

Minutes Submitted by: Land Use Administrator Sam Callender – November 16, 2022