

Town of Cheswold
1856



State of Delaware
1787

PLANNING COMMISSION
MEETING MINUTES
Thursday, September 12, 2024
691 Main Street
Cheswold, Delaware 19936

ATTENDANCE VIA ZOOM WAS AVAILABLE

Planning Commissioners in Attendance:

Ms. Barbara Cooper Commissioner - via ZOOM
Mr. Dave Naples - Commissioner – via ZOOM
Mr. Michael Callender – Vice-Chairperson
Ms. Kara Naples – Commissioner – via ZOOM
Mr. Stephen Williams – Chairperson

Also in Attendance:

Ms. Sam Callender, Town Land Use Administrator
Ms. Sarah Cahall, Assistant Town Land Use Administrator
Mr. Tom Wilkes, Town Engineer-via Zoom

MEETING OPENING:

The meeting was called to order at 5:00 p.m., by Chairperson Steve Williams. The opening was followed by a Salute to the Flag and a Moment of Silence.

MEETING PROPERLY POSTED

At the request of Chairperson Williams, Assistant Land Use Administrator Sarah Cahall acknowledged that the meeting had been properly posted.

ROLL CALL:

Assistant Land Use Administrator Sarah Cahall conducted a roll call, and it was acknowledged that a quorum of members was in attendance, and the meeting proceeded.

AGENDA REVIEW:

A call for a review of the agenda was made by Chairperson Steve Williams.

A motion was made by Chairperson Steve Williams, and seconded by Vice-Chairperson Michael Callender, to accept the agenda as presented. All in favor; none opposed.

MINUTES REVIEW:

Chairperson Steve Williams requested the Commissioners to review the minutes of the meeting of the previous month and to make a motion to accept them as presented or to provide notice of items requiring revisions.

A motion was made by Chairperson Steve Williams, seconded by Commissioner Barbara Cooper, to approve the minutes as written from August 8, 2024, and the special meeting minutes from August 29, 2024. All in favor; none opposed.

TOWN of CHESWOLD

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OLD BUSINESS

- a. *624 Main St, Tax ID #4-03-04600-01-0600-000, Culligan Water, applicant submit a Concept Plan Review, application 2024-08-22-130.*

Kyle Burchard with Mountain Consulting- Stated that there is an existing building on the property and the purpose of the project is an expansion of the existing retail sales establishment to receive delivered goods for sales and lease. With a 6,000 square foot building and related new paving, parking, landscaping, signage, striping, utility service connections, grading, drainage, and storm water management. The proposed use is to sell bottled water, water purification supplies and equipment. This will include leasing and refurbishing water coolers and other water conditioning equipment. Mr. Burchard added that they have been through preliminary review with Kent Conservation District.

Tom Wilkes Town Engineer- Stated is comments as to provide date of current survey, provide a list of regulatory approvals and permits needed, provide a list of variances requested, if any, provide conditional use request, if needed, and revise rear yard zoning to 15 feet; adjoining rear parcel is nonresidential. He added that these items are not required they are just general items.

Mrs. Callendar expressed that she was impressed with the rendering of concept plan. She asked if possible, adding some stone façades look to the bottom of the building to make it have more of a neighborhood appearance.

Commissioner Cooper asked what the difference between this concept and the previous concept plan. She noticed that the previous concept plan was 5,700 square feet and the new concept plan is 6,000 square feet.

Mr. Burchard stated there is a slight bump out near the retail, but he could look into the footprint. The parking is more formalized, the building has more of a broken roof line with the central display of the retail area. Mr. Shannahan added that they will have a showroom with their products that they are selling.

Mr. Burchard ask if there were any Zoning or building codes concerns.
Chairperson Williams explained that the Planning Commission does not handle

any types of codes. Mr. Wilkes added that this is an allowable use in the C-1 Zoning District.

NEW BUSINESS

- a. Rye Oak Court, Tax ID #4-00-04600-01-0717-000, Central Delaware Business Park, application 2022-06-06-112 Extension Request for Preliminary Plan Approval.*

Mrs. Callender explained that this preliminary application had been reviewed by the Planning Commission and approved Town Council on August 7, 2023. She said after the preliminary plans are approved the applicant has 2 months to submit their final plans. She added that the application had expired and ask the Planning Commission to grant a 6-month extension.

A motion was made by Chairperson Williams, and seconded by Commissioner Kara Naples, to approve the 6-month extension for Rye Oak Court preliminary plan. All in favor; None opposed.

ATTENDEE COMMENTS: None.

COMMISSION COMMENTS:

- **TOWN ENGINEER' S COMMENTS:** None.
- **LAND USE ADMINISTRATOR COMMENTS:** Asked about the Marijuana Ordinance. Chairperson Williams said there will be a Tour with the Town Staff at a facility to see the operations. Ms. Cahall added that the marijuana surveys should be mailed out by the end of the week.
- **COMMISSIONER BARBARA COOPER:** None.
- **COMMISSIONER DAVE NAPLES:** He asked that when making motions to include opposed. He added that due to his position with the Town going forward with Culligan Water will abstain on the vote.

- VICE-CHAIR MIKE CALLENDER: He said he did get an inquiry from a Marijuana facility and email it to the Planning Commission.
- COMMISSIONER KARA NAPLES: None.
- CHAIRPERSON STEVE WILLIAMS: None.

NEXT MEETING DATE: Thursday, October 10, 2024

Meeting to be Held at:

Cheswold Town Hall - Commissioners and Applicants only

- ZOOM will be available for all others.

MOTION to ADJOURN:

At 5:51 p.m. a motion was made by Vice-Chairperson Michael Callender, seconded by Commissioner Barbara Cooper, to adjourn the regular meeting. All in favor; none opposed.

*Respectfully submitted,
Sarah Cahall, Assistant Land Use Administrator*