

Town of Cheswold
1856



State of Delaware
1787

PLANNING COMMISSION
MEETING MINUTES
Thursday, November 14, 2024
691 Main Street
Cheswold, Delaware 19936

ATTENDANCE VIA ZOOM WAS AVAILABLE

Planning Commissioners in Attendance:

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

Also in Attendance:

Ms. Sarah Cahall, Assistant Town Land Use Administrator
Mr. Tom Wilkes, PE–Town Engineer (Carroll Engineering)

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.

Minute Approval:

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 Commissioner Dave Naples, seconded by Vice-Chairperson Michael Callender, to approve the minutes as written from October 10, 2024, and special meeting minutes from October 23, 2024. All in favor; none opposed.

OLD BUSINESS: None.

NEW BUSINESS

Application 2024-09-20-133, Property Owner: Cheswold Village Properties LLC, Map ID 4-03-04700-01-0100-000, Zoned C-2. Applicant North Star Design LLC represents Auto Zone. Applicant submitted Preliminary Plans for an Auto Zone Retail Store.

Mr. Tom Pugsley P.E., C.M.E., of North Star Design, explained the proposed Auto Zone will be a 7,382 square foot building for retail purposes. He stated that there will be no service bays, it will be retail only, open 7 days a week, operation hours 8am-9pm which are subject to change based on customer demand. It will feature 28 parking spaces, with access from Jermon Dr. and route 13. He noted that delivery vehicles will access the loading dock after hours. The trash enclosure will be located in the northeast corner. Additionally, a variance has been granted for their wall sign.

Mrs. Cahall asked if the trash enclosure could be accommodated with a brick foundation instead of wood and requested landscaping screening at the entrance on Route 13. All comments from the town engineers will be addressed before final approval.

A motion was made by Vice-Chairman Callender, and seconded by Commissioner Barbara Cooper, to approve the preliminary plans contingent upon the Town Engineers comments, landscaping, and trash enclosure. All in favor; None opposed.

Application 2024-10-18-135, Applicant submitted a Preliminary Plan for Culligan Water for expansion of the existing retail sales establishment, Property Address: 624 Main St., Map ID 4-03-04600-01-0600-000, Zoned C-1 (Neighborhood Commercial)

Mr. Kyle Buchard P.E., of Mountain Consulting, explained that their plan is to construct a retail building approximately 5,775 square feet, expand the existing asphalt driveway on the existing property, provide additional parking, extension of utilities, and landscaping.

Tom Wilkes, Town Engineer, added that KCD approval is needed.

Commissioner Cooper asked about the square footage and if the assignment types have changed.

Mr. Buchard stated that the building layout has not changed, however they created a bump out is 5 x 15 feet in the retail display area. He added that the main building is 114 x 50 feet.

Mr. Shanahan, the owner, added that this building will be a retail sales establishment, and they added retail showroom to the front of the building, office space, and bathroom to these proposed plans that have been submitted.

Mr. Wilkes explained that this application is not for accessory use, it's for retail sales establishment.

A motion was made by Vice-Chairperson Callender, and seconded by Commissioner Kara Naples, to approve the Preliminary Plan for Culligan Water contingent upon KCD approval. Chairman Williams voted in favor of the motion. Commissioner Barbara Cooper opposed, and Commissioner Dave Naples abstained. Motion carries.

Application 2024-07-16-129, Central DE Business Park, Map ID 4-03-04600-01-0717-000 & 4-03-04600-01-0729-000, zoned I-1 (light Industrial). The applicant submitted final plans for office and storage.

Mr. Jonathan Richard of Becker & Morgan explained that the parcel is approximately 4.0147 acres, and they are purposing 8 buildings less than 10,000 square feet. He added that they have all their State Agency's approvals except for Kent County Public Works.

Mr. Wilkes stated that he reviewed the application, and the applicant has addressed all comments except for Fire Marshall approval and KCD.

Mr. Richard said he has the Fire Marshall and KCD approval's and will forward it to the Town.

Commissioner Dave Naples asked if the site plan would be completed for occupancy of the first structure.

Julian Richard- Becker & Morgan- Said that they will be pulling individual permits for each building and starting with building 1 and doing parking improvements on that side of the site area.

Mr. Wilkes asked to have the building phasing plan between buildings 1-4 and 5-8.

Commissioner Dave Naples stated that as the building official he would like a phasing line between the two sections of the development.

Vice-Chairman Callender asked what the intended purpose of the buildings would be for.

Mr. Julian Richard said they are mostly for contractor shops, small offices, and space to conduct businesses out of.

A motion was made by Commissioner Dave Naples, and seconded by Commissioner Barbara Cooper, to approve the final plans for Central Business Park with two phases of buildings 1-4 and 5-8 with 3,5,4,7 site deviations to Carry out through the phases. All in favor; None opposed.

ATTENDEE COMMENTS: None.

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Regular Meeting Minutes

COMMISSION COMMENTS:

TOWN ENGINEER' S COMMENTS: Thanked Ms. Cahall for organizing the applicants for tonight's meeting.

LAND USE ADMINISTRATOR COMMENTS: Ms. Cahall expressed her gratitude to the Planning Commission for acknowledging their commitment and efforts in serving the Town. She congratulated Commissioner Cooper on her appointment to serve on the Planning Commission for another term.

COMMISSIONER BARBARA COOPER: Mrs. Cooper is grateful to serve on the Commission.

COMMISSIONER DAVE NAPLES: None.

VICE-CHAIR MIKE CALLENDER: None.

COMMISSIONER KARA NAPLES: None.

CHAIRPERSON STEVE WILLIAMS: None.

NEXT MEETING DATE:

Thursday, December 12, 2024

MOTION to ADJOURN:

At 6:40 p.m. a motion was made by Commissioner Dave Naples, seconded by Vice-Chairperson Michael Callender, to adjourn the regular meeting. All in favor; none opposed.

Respectfully submitted,
Sarah Cahall, Assistant Land Use Administrator