

Dagsboro Planning & Zoning Commission
Dagsboro Town Hall
Wednesday- December 10, 2014

Call Meeting to Order: The regular meeting of the Dagsboro Planning & Zoning Commission was called to order at 7:00p.m. By Chairwoman Gayle Chandler. Those in attendance were Chairwoman Chandler, Vice Chairwoman Nancy Marvel, Commissioner Scott Crater, Commissioner Janice Kolbeck, Town Engineer Kyle Gulbranson-URS, Town Administrator Stacey Long and others listed on the attached sign in sheet.

Approval of Agenda: A motion was made by Commissioner Marvel to approve the agenda and seconded by Commissioner Kolbeck. All were in favor. Motion carried.

Approval of Minutes: A motion was made by Commissioner Crater to approve the October 15, 2014 minutes with revisions being political signs are to be 4X4 and it was seconded by Commissioner Marvel. All were in favor. Motion carried.

New Business:

#1 Consideration of recommending amendment to Chapter 34-2 of the Dagsboro code to change the number of members of the Planning & Zoning Commission: Commissioners discussed changing the number of required members due to the lack of volunteers to serve on this committee. Chairwoman Chandler suggests amending the code to read the Planning & Zoning Commission shall consist of 5 members who shall be full-time residents of at least 3 years to be appointed by the Mayor of the Town of Dagsboro subject to confirmation by the majority of the elected members of the Town Council for terms of 5 years. Commissioner Marvel made a motion to recommend approval to the amendment for chapter 34-2 as stated by Chairwoman Chandler and it was seconded by Commissioner Kolbeck. All were in favor. Motion carried.

#2 Review and Consideration of revised site plan for Woodlands of Peppers Creek to eliminate the proposed walking trail: David Kuklish a civil engineer of Boehler Engineering presented that the walking trail is a safety concern mainly because it will not be lit. Mr. Kuklish states that in 2007 a condition of the final plan approval was that a walking trail be placed within the community. He states that the trail doesn't lead to any adjacent properties. Mr. Kuklish informs the Commission that getting equipment to install the trail is a concern from an engineering stand point and an environmental stand point of taking down trees and affecting wildlife. Many of the residents were not informed of the walking trail when purchasing their homes. Commissioner Crater states that a pedestrian path or sidewalk has to be placed within the subdivision because a walkable community is very important to the Town. This is discussed within the Comprehensive Plan of the Town. A representative from Fernmoor states that the residents of the Woodlands of Peppers Creek development have purchased their homes from three or four different builders, as the property has changed hands several times.

Kyle informs the residents that part of the long term plan was a trail to access the park and that the park may expand to the parcel to the West. There is a condo association which is a subdivision of Fernmoor, since there isn't enough homeowners to form a HOA at this time. The residents of Peppers Creek pay condo association fees to OP Management.

Some concerns addressed by the homeowners within the Woodlands of Peppers Creek were: Who would police the subdivision if people are walking on the trail? David Kuklish states that behind the units it is very dark and secluded and that would be a safety concern. Another resident had a concern because the walking trail didn't give them much room for a yard after they built a porch at the rear of their home.

Chairwoman Chandler informs residents that they will have to come up with a solution with Kyle's help and come back to Planning & Zoning with a new concept and if approved then it will go to Council. Kyle states that the trail was supposed to be completed when the streets were finished. Commissioner Kolbeck made a motion to table the

consideration for Woodlands of Peppers Creek elimination of the walking trail until a revised plan is submitted with sidewalks instead of the trail. It was seconded by Commissioner Marvel. All were in favor. Motion carried.

Workshop:

Mobile Food Trucks: Chairwoman Chandler informs the commission that a food truck was parked in Town. It was asked if it was legal. Stacey states the code does not address mobile food trucks which means it is prohibited in Town. Commissioner Crater suggests that enterpriser should be allowed to come in to our Town and do work. He doesn't agree with a food truck in Town for extended hours at a time. So he suggests defining the two differences. Kyle states that they should have a Department of Health license to sell food. It is a requirement upon application for a business license.

Commissioner Marvel doesn't agree with food trucks in Town because they take away from the Town's existing businesses. Chairwoman Chandler thinks it would be nice in the case of the Town's Christmas parade. The Commission suggests if a food truck is seen in Town let them know that they need a business license to sell food in Town.

Signage: Commissioner Crater states that the Town of Millsboro gives business owners 15 years to bring their signs into compliance with current regulations. Stacey states that within the Town Center District the maximum free standing sign is 32 square feet for businesses. Kyle states that the Town can amend its code to state "All signs from this point forward must comply with signage regulations within a 5 year period as of the date of adoption. It was asked if it's possible for Bob Flowers-Maintenance to have additional work duties such as sign violations and send it to Council for approval.

Commissioner Kolbeck made a motion to recommend to Council to amend the sign regulations for the Town Center zoning district, requiring all signs be in compliance with the existing sign code within a 5 year period. It was seconded by Commissioner Marvel. All were in favor. Motion carried.

The January Planning & Zoning meeting will be Chairwoman Chandler's last meeting since her spouse has been elected onto Town Council.

Commissioner Marvel made a motion to adjourn the December 10, 2014 Planning & Zoning meeting at 8:27 p. m. and it was seconded by Commissioner Kolbeck. All were in favor. Motion carried.

Respectfully Submitted,

Autumn Miller, Town Clerk

