

Minutes of Meeting
Dagsboro Planning & Zoning Commission
Bethel Center-28307 Clayton Street
October 15, 2014

Call Meeting to Order: The regular meeting of the Dagsboro Planning & Zoning Commission was called to order at 7:03p.m. By Chairwoman Gayle Chandler. Those in attendance were Chairwoman Chandler, Commissioner Scott Crater, Commissioner Patrick Miller, Commissioner Janice Kolbeck, Vice Chairwoman Nancy Marvel, Town Engineer Kyle Gulbronson and Stacey Long, Town Administrator and there were no audience members.

Approval of Agenda: A motion was made by Scott Crater to approve the October 15, 2014 agenda and it was seconded by Janice Kolbeck. All were in favor. Motion carried.

Approval of Minutes: Janice Kolbeck made a motion to approve the minutes for the September 10, 2014 meeting and it was seconded by Scott Crater. All were in favor. Motion carried.

Old Business: Comprehensive Land Use Plan: Kyle states he added the paragraph about the Botanical Garden and its impacts. Kyle lets Scott Crater know that Deldot does traffic counts. Stacey informs the Commissioners that the Town has no say about regulations regarding the Botanical Gardens as it is located in the county and they have to follow county regulations.

Janice Kolbeck made a recommendation that the changes be accepted the way they are and included in the Comprehensive Land Use plan update to be sent to Town Council for approval and then sent to the State Planning Office. It was seconded by Patrick Miller. All were in favor. Motion carried.

Workshop: Signage: There are several reasons this matter is being discussed.

There have been some questions on political signs in Town and existing business signs on Main Street.

First, the Commissioners reviewed sections of the other Town's codes that Stacey provided them with regarding political signs.

After much discussion they decided to increase the square footage requirement on political signs from 2X2 to 4X4.

Next Planning & Zoning discussed existing businesses and closed businesses and their signs. It was stated that our code reads that if a business is closed for more than 60 days, the sign and supporting structure must be removed. It also states that if a business changes licensees, a non-conforming sign must be brought into compliance with current standards for the new business.

It was stated that there are several signs that are non-compliant with the sign regulations and we need to decide if we are going to let them stay non-conforming, "grandfather" or make all businesses come into compliance with the current regulations.

Other questions were asked by the Commissioners such as if the maintenance person could put violation notices on signs, what penalties are in place for violators of the sign code, and other new businesses and their sign situation.

Stacey reads a section of the code “the Code Enforcement Officer is authorized to remove any signage which violates the provisions of this section without notice to the owner of the parcel or the signage and may subsequently notify the owners to claim the signage. In the event no one claims the signage we can dispose of them.”

Nancy Marvel made a motion to recommend political signage not to exceed 16 square feet and it was seconded by Scott Crater. All were in favor. Motion carried.

Nancy Marvel also made a motion to have political signage to be put up no sooner than 45 days before the primary and to be removed within 3 days after the election. It was seconded by Scott Crater. All were in favor. Motion carried.

Stacey lets the Commission know any changes to your code requires a public hearing. It has to be advertised in the newspaper 15 days before the hearing. It has to be a hearing at the Town Council meeting and they have to vote. She suggested the Commissioners review the entire sign code and send all the updates to Council at once. Therefore one public hearing can be held on all the changes. The Commissioners agreed.

Stacey suggests focusing on Town Center since that is most of your business signage and we can discuss this section at the next meeting.

It was asked if mobile food trucks are permitted in Town. It was stated that the Code only address temporary removable stands, certs or farm wagons. It does not address mobile food trucks which means it is prohibited. Stacey said she would collect information on mobile food trucks from other towns and we can discuss it at the November meeting.

Janice Kolbeck made a motion to adjourn the meeting at 8:22 p.m. and it was seconded by Nancy Marvel. All were in favor. Motion carried.

Respectfully Submitted,

Autumn Miller, Town Clerk