

Minutes of Meeting
Dagsboro Planning & Zoning Commission
Bethel Center-28307 Clayton Street
January 18, 2017

Call Meeting to Order: Chairman Crater called the meeting to order.

Those in attendance were: Chairman Scott Crater, Commissioner Brad Conner, Commissioner Cathy Flowers, Commissioner Earl Savage, Commissioner Cindy Gallimore, and Town Administrator Cindi Brought.

Chairman Crater welcomed the newest Planning and Zoning Commissioner Cindy Gallimore.

Approval of Agenda: Motion to approve the agenda was made by Commissioner Connor. Seconded by Commissioner Savage.

Re-organization: The Commission is due to re-organize for the year. Chairman Scott Crater nominated Commissioner Brad Connor to be the new Chairperson for Planning and Zoning. Commissioner Cathy Flowers seconded this nomination and Commissioner Brad Connor accepted. Commissioner Earl Savage nominated Commissioner Cathy Flowers for the position of Vice-Chairperson. Chairman Scott Crater seconded this nomination. Commissioner Cathy Flowers accepted the position. Chairman Scott Crater discussed that it would be possible to not elect a secretary position as the Town Administrator is already required to be at the meeting and completing meeting minutes. Town Administrator Cindi Brought was in agreement that she will be at the meetings and will be sure the meetings are recorded and transcribed. Chairman Scott Crater nominated Town Administrator Cindi Brought for the secretary position and Commissioner Brad Connor seconded. Commissioner Cathy Flowers made a motion to approve all of the proposed above positions. Chairman Scott Crater seconded this motion.

Approval of Minutes: Chairman Connor proceeded with the meeting and brought the attention to the approval of the minutes. Commissioner Crater questioned his name being left out of the minutes as far as the ice cream shop on the condemned property. Town Administrator Brought said she would investigate this matter.

New Business: Commissioner Crater brought up the signs in town. He would like the Clayton Theater and the Fire Hall to be exclusive to the sign codes. Commissioner Flowers agreed that Clayton Theater is historic and the Fire Hall would be an exception due to the safety of the town. Chairman Connor was in agreement, as well.

Commissioner Crater also discussed businesses having items on the roof that are supposed to be out of sight and there are no fences to prevent the units on the roof from being seen.

Commissioner Crater advised that the Town should have been represented at the grand opening for the Botanical Gardens.

Chairman Connor suggested monthly meetings to be able to focus on each item that needs addressed, starting with the Fire Hall and Clayton Theater signs since they are a priority.

Commissioner Crater mentioned that when a property is sold, that would be the ideal time to make sure the property is up to code. He suggested that there be a system to notify when a business is sold.

Old Business: Commissioner Crater questioned the status of the sidewalks in The Woodlands. He pointed out that according to the code, they should have 4 open space/recreation items, but does not see any.

Chairman Connor closed the meeting by stating they will discuss the signs at the next meeting and that maybe a representative from the Fire Department could be present to state exactly what the fire company is wanting.

Motion to adjourn was made by Commissioner Flowers and seconded by Chairman Connor. All in favor.

Respectfully Submitted,

Megan Thorp, Town Clerk