

Minutes of Meeting  
Dagsboro Planning & Zoning Commission  
Bethel Center-28307 Clayton Street  
March 7, 2019

I. Call Meeting to Order:

Chairman Connor called the meeting to order at 6:00 p.m.

Those in attendance were: Chairman Brad Connor, Co-Chairperson Cathy Flowers, Commissioner Cindy Gallimore, Commissioner Audrey Miller, Commissioner Earl Savage, Town Administrator Cindi Brought, and Town Engineer Kyle Gulbranson. Please see the sign in sheet for others in attendance.

II. Public Comment:

No public comment was made.

III. Approval of Agenda

Commissioner Savage made a motion to approve the agenda. Commissioner Gallimore seconded the motion. All in favor.

IV. Approval of Minutes:

A. February 7, 2019 – Planning and Zoning Meeting minutes

Co-Chairperson Flowers made a motion to approve the February 7, 2019 meeting minutes. Seconded by Commissioner Savage. All in favor.

V. New Business:

A. Royal Farms – Discussion and Possible Recommendation

Mr. Gulbranson updated the Commission on the new plans that have been submitted by Royal Farms. The first plan is the demolition plan; this is to combine the three parcels they purchased into one parcel and to demolish the old doctor's office and an outbuilding that are currently on two of the parcels. The overall site plan was also submitted. It has not changed since the preliminary site plan. They did address all of the issues that the town had, such as landscaping and buffers. A copy of their landscaping plan was included.

Mr. Gulbranson has only received loose time frames from them. Town Administrator Brought stated she was told they would start in April, but they are behind. Mr. Gulbranson informed the Commission that Royal Farms does not have any of their agency approvals yet. The Commission had already recommended preliminary approval and Town Council gave them preliminary approval. They made all of the changes that the town wanted on their plan, but they still have to get the state agency approvals. Mr. Gulbranson believes they have been in contact with those agencies and that this plan reflects what

they want to see, but if something does change, they will have to come back with new plans. If the plan does not need to change, they can then go to Town Council to get their final approval.

VI. Old Business:

A. Review Brewery – Town Council Update

Mr. Gulbranson drafted a definition and language for the code for the brewery to be a permitted use in the highway commercial district. Town Council reviewed that at their last meeting and approved it. The town attorney is drafting a resolution and a public hearing will be held March 18<sup>th</sup>. After the public hearing, the code would be officially updated so it will be ready when the Brown brothers are. Town Administrator Brought replied that Zach Brown already met with Savannah Square so hopefully that part of the process is in motion. Chairman Connor asked if people should come to the meeting to show support. Mr. Gulbranson stated that Town Council seemed in favor of it, but if people wanted to come, they could. Commissioner Miller stated that at the Town Council meeting she noticed they used the term microbrewery instead of nanobrewery and asked if they are changing it. Town Administrator replied they are; they decided the nanobrewery is too small.

B. Continue Reviewing Comprehensive Plan – Update due by April 2019

Mr. Gulbranson got the demographic section done for the plan. He stated they are now in a very different scenario then they were the last time. The plan was done in 2009 and updated in 2015. In 2009, there were approximately 2,000 housing units proposed to be built. For the 2015 update, the town dropped those numbers down because they knew all of that development was not going to happen. At that time, they predicted Vines Creek Village, Chapel Crossing would continue, and two developments on south Main Street would be factored into the population growth. Chapel Crossing has not continued and the two properties on south Main Street were sold and will not be developed. There are thirty-nine units remaining in Phase II of Chapel Crossing, but the town has not been contacted by the owner of that property in a long time. He has now backed those properties out and factored in The Woodlands, which only has twenty units remaining. The 2020 census hasn't happened yet so they only have the 2010 census, which doesn't help much. The census does do an annual update called an American Community Survey. Mr. Gulbranson used the information from that from 2017 for the demographic part of the comprehension plan.

Mr. Gulbranson asked the Commission how they would like to project the population into the future. He shared information from the last five years to show how many new, residential units have been built in Dagsboro. The American Community Survey states that the average family size for Dagsboro is 2.5 people. He used those numbers as a guide to estimate the growth, but it means the estimated growth is very conservative. However, other than The Woodlands, there are no planned residential community buildings other than filling in lots. There is a lot of vacant land in Dagsboro that is zoned Residential. Mr. Gulbranson asked the Commission what they see for the town as far as growth in the next five to ten years. Town Administrator Brought stated if the town does get accepted into the Downtown Development District, which would possibly attract developers for some of the parcels in town. Mr. Gulbranson agreed, plus the Botanical Gardens and the taxes of neighboring states would all contribute to people coming to this area. The beach area is getting more crowded and development is moving west. Mr. Gulbranson asked if the Commission feels comfortable using the very conservative estimate for the growth of the town of five residential units per year or if they would like to raise it a little. Chairman Connor asked if they don't increase it, if it will need to be changed again in the future. Mr.

Gulbranson replied the plan is updated every five years so the number would be looked at then. Commissioner Savage stated there is no harm in leaving the numbers as Mr. Gulbranson estimated and then adjusting it in five years, as needed. Mr. Gulbranson agreed and added they really don't have any other numbers to base it on at this time. The estimate for growth is about five to ten percent a year. The reason Mr. Gulbranson wanted more input and was torn about the estimate is because when factoring in water usage and sewer usage, they have to factor in growth. Chairman Connor clarified that the town would not lose water or sewer capacity. Mr. Gulbranson replied they have enough sewer capacity and there is still water capacity because the town is under the water allocation. Co-Chairperson Flowers agreed that if there is no penalty, they should just go with Mr. Gulbranson's estimate. The Commission was in agreement.

There was a lack of communication when the county ran sewer lines down Nine Foot Road or the town could have run water at the same time. Mr. Gulbranson stated there is a ten inch water line under the highway to serve the church so it is possible to serve others on that side of the highway. Chairman Connor stated the property owners behind the church won't allow the lines to run through their property.

Mr. Gulbranson shared the updated demographic information based on the American Community Survey. Dagsboro is a little younger in age than the rest of the county, but a little older than the rest of the state. The number of renter-occupied units was higher than the county and the state averages. Dagsboro also has numbers above the average for the state and county as far as people with high school diplomas and bachelor's degrees.

Town Administrator Brought informed the Commission that she did submit a letter for an extension to the Comprehensive Plan. She was told it was too late to go before the recent board meeting, but it will go before the next one and it isn't a problem as long as they have the letter.

Mr. Gulbranson informed the Commission that the draft should be ready for review by next month's meeting. They should be ready for the public workshop in April. Town Administrator Brought stated she asked for an extension until August because the person she was requesting through suggested going longer than they thought just to be sure.

VII. Public Comment:

Bob Flowers, New Street resident, mentioned the property along Nine Foot Road and asked who owns the stone lane because that would be a possibility for water to go along instead of cutting through a person's property. The Commission agreed that would be a possibility. Mr. Gulbranson agreed that if somebody wanted water on that side of town, the town could get it to them.

VIII. Adjournment:

Commissioner Miller made a motion to adjourn. Co-Chairperson Flowers seconded the motion. All in favor. Meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Megan Thorp, Town Clerk