

Minutes of Meeting
Dagsboro Planning & Zoning Commission
Bethel Center-28307 Clayton Street
June 6, 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, and Town Engineer Kyle Gulbranson. Commissioner Earl Savage and Town Administrator Cindi Brought were absent. Please see the sign in sheet for others in attendance.

II. Public Comment:

No public comment was made.

III. Approval of Agenda

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

IV. Approval of Minutes:

A. May 2, 2019 – Planning and Zoning Meeting minutes

Co-Chairperson Flowers made a motion to approve the May 2, 2019 meeting minutes. Seconded by Commissioner Gallimore. All in favor.

V. New Business:

A. Site Plan Review – Boys & Girls Club

Bruce Moneta was present to explain the plan. Betty Harman was also at the meeting to represent the Boys and Girls Club. The Boys and Girls Club would like to expand their existing facility. He doesn't believe parking is an issue because there is already plenty due to the property also being a church. They have submitted their plans to the Fire Marshall as well.

Mr. Gulbranson has looked at the plan and they meet all of the setback requirements and it is a permitted use. They would be required to have thirteen parking spaces and they actually have shown fourteen dedicated parking spaces. He does not see any issues with the plan. They have their fire marshal's approval and they did not need approval from the conservation district so they have their state agency approvals taken care of. Mr. Gulbranson believes they are ready for permits at this point and could be given preliminary and final approvals.

Commissioner Miller made a motion to recommend preliminary/final site plan approval to the Town Council for the Boys and Girls Club. Commissioner Gallimore seconded the motion. All in favor.

VI. Old Business:

A. Site Plan Review – Arctic Heating & Air

Daniel Coblentz from The Ready Companies was present. Mr. Gulbranson informed the Commission that they did get the fire marshal's approval and a letter of no objection from the conservation district so they have the agency approvals that they need.

Chairman Connor asked if they are now ready to move forward now. Mr. Gulbranson replied they are. He stated they had their plans ready the last time and they were going to do the landscape buffer. They have their agency approvals so they do not need to come back to the Commission again. They could be recommended for the preliminary/final approval.

Co-Chairperson Flowers made a motion for preliminary/final site plan approval for Arctic. Commissioner Gallimore seconded the motion. All in favor.

B. Continue Reviewing Comprehensive Plan

Mr. Gulbranson informed the Commission that each plan has goals and recommendations. He shared those with the Commission. There are also short and long time goals. They need to go through and see if the goals are all still relevant and see if there are any additional goals that need to be updated. This is the last step to be updated.

He is also wrapping up the utility section – he is just waiting on Sussex County to give him updated numbers regarding the Piney Neck wastewater treatment plant. Then they need to have a public workshop. He asked the Commission about their schedules for early July. He suggested they could schedule the public workshop for July 11th (the same day as their next Planning & Zoning meeting). Chairman Connor asked what the public workshop consists of. Mr. Gulbranson replied that last time they had the maps on display and copies of the draft of the plan for people to look through. They would all be present to answer questions and listen to people's concerns. The survey results could also be available for them.

Chairman Connor asked if there is an update on the water situation with Millsboro. Mr. Gulbranson replied that he is not a part of those conversations and the last he knew, Millsboro was refusing to release Dagsboro from the contract early. Chairman Connor stated that he spoke to the mayor in Millsboro and he claims Millsboro would have to put up two new water towers if Dagsboro leaves. Mr. Gulbranson replied that the system was built in a way that the three towers in Millsboro and the one in Dagsboro were all built at the same elevation level so there would be even distribution and even pressure. The tanks all work together. For example, if there was a big fire in Millsboro and one tank was draining, water would get pulled from Dagsboro's tank to get the Millsboro tank back to a normal level. Chairman Connor stated that the town hasn't made a final decision to use Artesian. Mr. Gulbranson confirmed that and stated that he thinks they are still in negotiations and Artesian won't be ready to serve Dagsboro really soon anyway. There is concern that Artesian could raise the costs because they are investing millions of dollars into the plant.

Mr. Gulbranson noted that he was just calculating Dagsboro's water usage today for the comprehensive plan and the water usage has actually gone down. The usage for the last comprehensive plan was averaging 2.2 million gallons a day and now the average is 1.6 million gallons a day. Co-Chairperson Flowers suggested people are conserving more now because of the water rates. Mr. Gulbranson agreed that could be the case for some, but they also need to consider at that time, the meter between Dagsboro and Millsboro was not working properly. He stated the average water usage per customer is usually 250 gallons per day and Dagsboro's average was about 227 gallons the last time, so it was in line with the average. Now it is about 121 gallons per day.

Mr. Gulbranson asked the Commission to read through the goals and see if they think they are still important and bring their input to the next meeting. Chairman Connor asked about the timeframe for the plan. Mr. Gulbranson replied that it needs to be approved by the town in August and approved by the state in September.

The Commission discussed if they will skip their July meeting in place of having the workshop and just give their feedback to Town Administrator Brought for Mr. Gulbranson to compile, or they could meet for about a half an hour before the workshop. Co-Chairperson Flowers suggested they could meet from 6 p.m. to 6:30 p.m. and then have the workshop start at 6:30 p.m. Other commissioners were in agreement.

VII. Public Comment:

No public comment was made.

VIII. Adjournment:

Co-Chairperson Flowers made a motion to adjourn. Commissioner Gallimore seconded the motion. All in favor. Meeting adjourned at 6:19 p.m.

Respectfully Submitted,

Megan Thorp, Town Clerk