

Minutes of Meeting
Dagsboro Planning & Zoning Commission
Virtual
July 1, 2021

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 Audrey Miller, Commissioner Cindy Gallimore, Commissioner Earl Savage, Town Administrator Cindi Brought, and Town Engineering Consultant 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. Co-Chairperson Flowers seconded the motion. All were in favor.

IV. New Business:

a. Presentation Site Plan Approval Application – Masonic Lodge Dagsboro

David West stated that the Masonic Lodge is proposing a 44x84 building. The height of the building would be roughly 21 to 22 feet from grade level to the peak. The current building is an old church which is starting to deteriorate. About fifteen years ago an Engineer came in and made the building sturdy, but it has returned to the state that it was back then. If you look at the roof of the building it will not be long before it collapses. He stated that the Masonic Lodge does not have the funds to complete the entire project, but they would like to get started on what they do have the funds for. The Site Plan was done by Simpler Surveying. At this point they are just constructing the building and the building that is currently being utilized will be torn down and that space will be turned into a parking lot. It would be about 57 parking spaces which would be available for municipal parking as well. He stated that the parking is limited in the town with people parking on the side of the road and it can be hectic. He stated that they have had meetings and their parking lot is full due to Clayton Movie Theater having a show during the same time. He stated that they are trying to get a more presentable building.

Co-Chairperson Flowers asked if the current gravel drive would be parking in the future. Mr. West stated that "yes, it would be for roughly 57 parking spaces." Commissioner Savage asked how often the Lodge met. Mr. West stated that they have one meeting a month on the 2nd Tuesday of the month, but they also have several other meetings for officers etc. Commissioner Savage asked how many Lodge members there are. Mr. West stated that he believed it is 250 members, but at a meeting it would be anywhere from 25-35 members. Co-Chairperson Flowers asked if access into the lot would be on Church Street, Sussex Street, or Main Street. Mr. West stated that the entrance would remain on Church Street.

Commissioner Miller stated that she was reading over the comments and it is considered to be “out of character for our usual street design.” She asked if that was because the town never had this type of access involving public parking. Engineering Consultant Gulbranson stated that would be correct and the only concern he had. As you know, in the Town Center District, the buildings are supposed to be up closer to the street with the parking behind. He stated that he knows in this situation, it is a financial issue with the existing building having to be torn down at a later date, and they need the new building in place. He stated that his suggestion would be since they are providing a large parking area which is great for the Town, maybe they need some street trees or landscaping along Main Street since the building is going to be back further on the lot. Mr. West asked if he was suggesting a buffer there and Mr. Gulbranson stated yes, the Code calls for street trees, but since we are going against Code and putting the building in the back and parking in the front, you should have some landscaping along Main Street. Co-Chairperson Flowers stated that her concern with the buffer on Main Street is that it would block the view when trying to leave the parking lot. She asked if the buffer would be back a certain amount of space. Mr. Gulbranson stated that their entrance is on Church Street and therefore if street trees were added along Main Street there should not be an issue. They would make sure whatever is proposed would not cause a site triangle issue. Co-Chairperson Flowers stated that she knows there are some issues with buffering in the Town of Millsboro and she is thinking of the safety of our residents. Commissioner Miller asked if the other locations like Dagsboro Paint & Wallpaper and Charles Moon Plumbing have that similar setup and asked if that happened before the Planning & Zoning requirements and was the parking configured that way or was it also special circumstances. Engineering Consultant Gulbranson stated that those buildings were probably built in the ‘50’s, before the Town had a Zoning Code so they were grandfathered in.

Commissioner Savage made a motion to recommend the Preliminary Site Plan with the proposed building in the back due to ample parking and the Town being able to use the parking. Co-Chairperson Flowers seconded the motion. All were in favor.

Jim Lawrence asked if there would be another meeting on July 19th to get this finalized. Town Administrator Brought stated yes, Planning & Zoning will make a recommendation to the Town Council on July 19th and then we would notify Mr. West of the decision.

V. Public Comment:

No public comment was made.

VI. Adjournment:

Commissioner Savage made a motion to adjourn. Commissioner Miller seconded the motion. All were in favor.

Town Administrator Brought stated there is no August meeting and the September meeting will be back to in person at the Bethel Center.

Meeting was adjourned at 6:14 p.m.

Respectfully Submitted,
Stacy West, Town Clerk