

Minutes of Meeting  
Dagsboro Planning & Zoning Commission  
Bethel Center – 28307 Clayton Street, Dagsboro  
October 7, 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 Cindy Gallimore, Town Administrator Cindi Brought, and Town Engineering Consultant Kyle Gulbronson. Commissioner Earl Savage was not present. Please see the sign in sheet for others in attendance.

II. Public comment:

No public comment was made.

III. Approval of Agenda:

Commissioner Gallimore made a motion to approve the agenda. Co-Chairperson Flowers seconded the motion. The vote was 3-0 with Commissioner Savage absent.

IV. Approval of Minutes:  
September 2, 2021

Co-Chairperson Flowers made a motion to approve the minutes. Commissioner Gallimore seconded the motion. The vote was 3-0 with Commissioner Savage absent.

V. New Business:

a. Town Center Code Additions/Deletions – Draft for Town Council

Engineering Consultant Gulbronson stated that he felt the easiest way to start was to go through the existing uses and decide what they would like to remove. The P&Z Commission were all in agreement of the following uses in the Town Center District:

1. Single-family dwellings and upper-level apartment or condominium flat unit located above commercial businesses or uses.
2. Churches, schools, libraries, municipal buildings, museums, parks, playgrounds and community centers.
3. Nursery schools or child day-care centers provided the play area is fully fenced, that one parking space per employee is provided, an adequate and safe passenger loading parking area is provided and 100 square feet of open space per child is provided.
6. Lodges and fraternal organizations.

In review of number (4) four, regarding a boarding house it was discussed that there is only one currently in the Town Center District on Main Street. Town Administrator Brought stated that it was grandfathered in and she is not sure if that is why it was listed as a permitted use in the Code. All were in agreement to remove the boarding house from number 4. Number 4 will now be bed-and-breakfast, provided one additional off-street parking space exists per bedroom.

In review of (5) five, P&Z agreed to remove medical centers and better define nursing homes.

In review of (7) seven, P&Z questioned the definition of variety services and therefore it was agreed to remove it from the Code.

In review of (8) eight, P&Z agreed to remove food, drug and beverages from the Code. It was agreed upon to remove drug because that would cover a methadone clinic and marijuana use. Chairman Connor stated that if beverages were to stay in it would need to be better defined because if the State laws ever change to allow alcohol to be sold in convenience stores, this would need to be revised again.

In review of (9) nine, P&Z agreed to remove specialty shops as well as camera and photography shops. Art Studios should be better defined in regard to what is an acceptable use; specific uses.

In review of (10) ten, P&Z agreed to change service and recreation facilities to sport related indoor/outdoor recreation facilities and change mortuaries to funeral home. It was agreed to remove dressmaking and millinery.

Additions to the Town Center District Code were suggested. P&Z agreed to add warehousing for products and goods sold on the premises, provided that the first 30 feet of any warehouse fronting Main Street is being used for the sale of the goods produced or stored as a permitted use. Gas stations and car restoration should be permitted uses.

Engineering Consultant Gulbranson felt that the recommendation to add the warehousing would cover the use that Seabreeze Business Park owner Brian Florek wants to establish for his business. The P&Z Commission felt that the boat and RV storage would not be an acceptable permitted use in the Town Center District.

VI. Old Business:

a. Planning & Zoning Open Position – Janice Kolbeck Application

Co-Chairperson Flowers made a motion to approve Janice Kolbeck's application to join the Planning and Zoning Commission. Commissioner Gallimore seconded the motion. The vote was 3-0 with Commissioner Savage absent.

VII. Public Comment:

No public comment was made.

VIII. Adjournment:

Co-Chairperson Flowers made a motion to adjourn. Commissioner Gallimore seconded the motion. The vote was 3-0 with Commissioner Savage absent.

Meeting was adjourned at 6:53 p.m.

Respectfully Submitted,  
Stacy West, Town Clerk