

Planning & Zoning was held on Wednesday, April 15, 2021 in the Mayor & Council Chambers at Laurel Town Hall. The following members were in attendance: Planning Chair Brent Boyce, Randy Radish, Bill Hearn, Bill Martin, and Dan Ash. Also, in attendance were Director of Code Enforcement Ken West, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. It was noted that Planning Member Angie Calio-Quillen was absent.

Planning Chair Boyce explained the purpose of the April 14, 2021 Planning & Zoning is to hear three items on the agenda:

- Major Subdivision request regarding a Final Site Plan from Sussex County Habitat for Humanity, 304 West Front Street, Tax Map # 4-32/8.06/73.00.
- Concept Plan Request regarding Laurel Residential on Discount Land Road, Tax Map: 232-12.00-65.00.
- Minor subdivision request regarding Bargain Bills Land Holdings, LLC, 10930 County Seat Hwy, Tax Map # 232-12.00-105.00.

Planning Chair Boyce stated a Major Subdivision Request regarding a Final Site Plan from Sussex County Habitat for Humanity, 304 West Front Street, Tax Map #4-32/8.06/73.00 has been submitted for Planning & Zonings review. Planning Chair Boyce advised Sussex County Habitat for Humanity submitted a Preliminary Site Plan, which was approved by Planning & Zoning in December. The following representatives were in attendance Mr. Mark Davis, Mr. Kevin Gilmore, and Mr. Jack Moore from Sussex County Habitat for Humanity. Mr. Davis advised they received state approvals from Sussex Conservation for the extension of water and sewer to Front Street. He stated plans have been submitted to the town's engineer for review. Planning Member Hearn inquired of the proposed time frame. Mr. Gilmore stated they're prepared to start infrastructure immediately with construction of the first two units beginning in summer. Mr. Gilmore advised the construction of the following 3 units will begin in the next fiscal year.

Planning Member Radish made a motion to approve the Major Subdivision Request regarding a Final Site Plan from Sussex County Habitat for Humanity, 304 West Front Street, Tax Map #4-32/8.06/73.00 Planning Member Hearn seconded the motion. Vote was 5-0, with Planning Member Calio-Quillen absent, with one vacancy.

Planning Chair Boyce stated a Concept Plan Request, Laurel Residential, Discount Land Road, Tax Map: 232-12.00-65.00 for Planning & Zonings review. Mr. David Kuklish from Bohler was in attendance to give a brief presentation regarding the concept plan. Mr. Kuklish advised Village Brook East will consist of 77 acres in size with 63 single-family units, 179 townhomes, and 168 condominiums. Mr. Kuklish advised the intent is to preserve the existing wetland areas and 50' wetland buffer. The water and sewer is proposed on Sussex Highway. Town Manager Smith advised this project will be going in front of PLUS. Mr. Kuklish stated the project goes to PLUS on Wednesday, April 28, 2021 and they've spoken with Del-DOT. Planning Member Radish inquired if the lots will be rental properties or owner occupied. Mr. Kuklish stated the properties will be at market value. Planning Chair Boyce inquired if an intersection study will be completed. Mr. Kuklish stated yes, an intersection study will be completed by Del-DOT. Town Manager Smith advised this project will be zoned a Large Parcel Development Overlay District (LPD-OD). The following steps for approval include: a Preliminary Site Plan must be submitted and approved by Planning & Zoning, a public hearing will be held, Planning & Zoning will

recommend approval to Mayor & Council, and finally Planning & Zoning will accept the Master Plan. Planning Chair Boyce inquired if the Homeowner Association will take over the streets. Town Manager Smith advised she believes the town wouldn't be responsible for taken over the streets but would need to look into.

Planning Member Radish made a motion to accept the Concept Plan regarding Village Brook East, Laurel Residential, Discount Land Road, Tax Map: 232-12.00-65.00. Planning Member Ash seconded the motion. Vote was 5-0, with Planning Member Calio-Quillen absent, with one vacancy.

Planning Chair Boyce stated a Minor Subdivision Request regarding Bargain Bills Land Holdings, LLC, 10930 County Seat Hwy, Tax Map #232-12.00-105.00 has been submitted for Planning & Zonings review. Planning Chair Boyce stated a Site Plan was submitted in December for the self-storage units. Planning Chair Boyce advised a Minor Subdivision Application was submitted with a proposed 3 separate parcels and a mini-storage. A representative from Davis, Bowen & Friedel, Inc. stated the property is 123, 276 square feet with a proposal of 13 units. He advised the mini storage will be separated from the existing site. He stated they will tie into town utilities and stormwater already exists on site. He explained three parking spots are required and they will provide 5 parking spots with 1 handicap parking spot. He advised the area will be gated with two different entrances. Director of Code Enforcement West advised if the units will be open 24 hours. The representative advised yes, and after hours a key code will be provided. Town Manager Smith advised the next step is for a Site Plan of the storage units to be submitted to Planning & Zoning for review and approval.

Planning Member Hearn made a motion to accept the Minor Subdivision Request regarding Bargain Bills Land Holdings, LLC, 10930 County Seat Hwy, Tax Map #4-32/8.06/73.00. Planning Member Radish seconded the motion. Vote was 5-0, with Planning Member Calio-Quillen absent, with one vacancy.

The Planning & Zoning Minutes of December 9, 2020 were presented for review and adoption. Planning Member Radish made a motion to accept the December 9, 2020 minutes as presented. Planning Member Ash seconded the motion. Vote was 5-0, with Planning Member Calio-Quillen absent, with one vacancy.

Town Manager Smith advised the Planning & Zoning Committee has one vacancy and we wish to fill the position soon. She inquired if Planning & Zoning had anyone interested who would be willing to serve to please send names to her.

Town Manager Smith inquired if Planning & Zoning would be willing to discuss the possibility of amending the Special Permitted Uses since they already meet the zoning requirements. She explained commercial zoning will still be required to come in front of the Planning & Zoning with a Special Permitted Use. Director of Code Enforcement West proposed to amend a minor subdivision for residential if they meet the requirements. Planning & Zoning recommended Town Manager Smith to look into amendments.

Town Manager Smith stated Planning & Zoning will meet Wednesday, May 12, 2021.

With there being no further matters to discuss, Planning Member Radish made a motion to adjourn the meeting. Planning Member Hearn seconded the motion. Vote was 5-0, with Planning Member Calio-Quillen absent, with one vacancy.

Meeting Adjourned at 7:49 p.m.