

Planning & Zoning was held on Wednesday, December 10, 2025, at 7:00 p.m. The following members were in attendance Planning Chair Brent Boyce, Amy Handy, Randy Hill, Angie Calio-Quillen, and Randy Radish. Also, in attendance were Public Works Director James Fosey, Recording Secretary Alexis Oliphant, Town Manager Jamie Smith, Bill Stevens from Stevens Environment, Steve Barrett from Kearsarge Environment, and David Kuklish from Boheler Engineering. It was noted that Planning Members Dan Ash and George Sakellis were absent.

Planning Chair Boyce stated a Final Site Plan pertaining to Kearsarge Broad Creek Solar Farm, Old Sailor's Path, Tax Map #232-12.00-13.00 was submitted for P&Z review. Planning Chair Boyce stated a preliminary site plan was presented a year ago and they have received all their state approvals. Mr. Stevens stated there are no major changes to what was presented in the Preliminary Site Plan. He stated they will be replacing the road to full depth and will be making it larger for what is required per Del-DOT specifications. He stated the Fire Marshall added a few notes and with the Fire Chief and Kearsarge locks both being utilized. They received the Sussex Conservation Approval letter and storm water management will have minimized erosion as fields will be planted and have limited disturbance. Mr. Barrett stated they are awaiting utility approval and are anticipating construction in Summer 2026 with a 60-90-day buildout.

Town Manager Smith stated if approval is received tonight the approval will be good for 1-year period and if an extension is needed a letter must be submitted prior to the 1-year approval date.

Planning Chair Boyce inquired if the town required a lease agreement. Mr. Barrett stated the lease will be recorded at the Register of Deeds and a copy will be submitted back to the town.

Planning Member Hill inquired what buffers they are proposing. Mr. Stevens stated they are proposing two rows of Leeland Cypresses.

Planning Member Calio-Quillen made a motion to accept the Final Site Plan pertaining to Kearsarge Broad Creek Solar Farm, Old Sailor's Path, Tax Map #232-12.00-13.00 as presented. Planning Member Handy seconded the motion. Vote was 5-0, with Planning Member Ash and Planning Member Sakellis absent.

Planning Chair Boyce stated a Preliminary Site Plan pertaining to Truitt Farm Retail, County Seat Highway, Tax Map #232-12.00-16.00 was submitted for P&Z review. Planning Chair Boyce stated a Concept Plan was submitted in September. Mr. Kuklish stated they're proposing to utilize the 12 acres of the front portion of the property and leaving the remaining 32 acres untouched. They're proposing to subdivide the 12 acres (5 Lots) as the entire proposal is zoned a C-B Zoning. The proposed lot they're presenting is a McDonalds that consists of 1.6 acres. There will be one access point on Rt.13 with interconnectivity roads and a proposed pedestrian connectivity. He stated they are required to have 33 parking spaces and are proposing 34 parking spaces with two ADA Compliant parking spaces. He stated water/sewer will be required and they will extend services along the entire length of the property. The water/sewer lines will be extended to the southern tip of the property. There will be water/sewer pads to all sites in the 12-acre subdivision. Mr. Kuklish presented McDonald elevations to P&Z Members for their review.

Planning Chair Boyce inquired if they're only proposing McDonald's in one lot. Mr. Kuklish stated yes, just one quick service restaurant.

Town Manager Smith stated a subdivision request must be submitted as well.

Planning Member Hill inquired if the water/sewer is gravity fed. Public Works Director Foskey stated yes.

Planning Chair Boyce inquired if a public hearing will be required. Town Manager Smith stated yes, a public hearing would be required. If a public hearing is to be held in January, she recommended Mr. Kuklish to get back to her as soon as possible as the holidays are approaching and public notices must be sent out prior to the hearing.

Planning Member Radish inquired if he needed to abstain from the vote as he has a working relationship with the McDonald franchise. Town Manager Smith stated yes, if you feel it could be a conflict of interest.

Planning Member Hill made a motion to accept the Preliminary Site Plan – Lot B pertaining to Truitt Farm Retail, County Seat Highway, Tax Map #232-12.00-16.00 as presented. Planning Member Calio-Quillen seconded the motion. Vote was 4-0, with Planning Member Radish abstaining, Planning Member Ash absent, and Planning Member Sakellis absent.

The Planning & Zoning Minutes of October 8, 2025, were presented for review and adoption. Planning Member Handy made a motion to accept the minutes as presented. Planning Member Hill seconded the motion. Vote was 3-0, with Planning Member Hill abstaining, Planning Member Calio-Quillen abstaining, Planning Member Ash absent, and Planning Member Sakellis absent.

With there being no further matters to discuss, Planning Member Radish made a motion to adjourn the meeting. Planning Member Handy seconded the motion. Vote was 5-0, with Planning Member Ash and Planning Member Sakellis absent.

Meeting Adjourned at 7:28 p.m.