

Planning & Zoning was held on Wednesday, January 10, 2024, at the Mayor & Council Chambers at Laurel Town Hall beginning at 7:00 p.m. The following members were in attendance Planning Chair Brent Boyce, Randy Hill, Angie Calio-Quillen, and Dan Ash. Also, in attendance were Director of Code Enforcement Ken West and Recording Secretary Alexis Oliphant. It was noted that Town Manager Jamie Smith, Amy Handy, Randy Radish, and George Sakellis was absent.

Planning Chair Boyce stated the purpose of the January 10, 2024, Planning & Zoning is to hear one item on the agenda including a Minor Subdivision Request RE: Owensby Associates, South Central Avenue, Tax Map #332-1.00-9.04.

Planning Chair Boyce stated a Minor Subdivision Request pertaining Owensby Associates, South Central Avenue, Tax Map #332-1.00-9.04 has been submitted for review. Planning Chair Boyce stated the proposed subdivision sits just beyond the Laurel Commons and it also housed the Littleton business until they moved. Director of Code Enforcement West stated yes. Planning Chair Boyce inquired about the zoning. Director of Code Enforcement West stated it is zoned commercial business (C-B). Planning Chair Boyce inquired if the existing entrance would be utilized. The owner of the property stated there currently have two entrances that exist and with the construction of the new shop on the proposed subdivision lot will not allow for any traffic changes. Planning Chair Boyce inquired if they have received approval from Del-DOT regarding the entrance entry. The owner advised Del-DOT has given them the right of way when the property receives the minor subdivision approval and when its deeded. The owner stated Del-DOT will provide a letter with no objection as well. The owner advised the proposed building will be 3,800 square feet and it will be aesthetically pleasing to the town. The owner advised their current shop houses approximately nine employees and resides right behind the administration building. With the approval of the minor subdivision, it will allow them to keep their business with town limits. Planning Member Hill inquired once the subdivision is approved, they can begin working with the town in receiving a building permit and they wouldn't be required to come back to P&Z since the change of use isn't changing. Director of Code Enforcement West stated yes.

Planning Member Calio-Quillen made a motion to accept the Minor Subdivision Request pertaining Owensby Associates, South Central Avenue, Tax Map #332-1.00-9.04. Planning Member Ash seconded the motion. Vote was 4-0, with Planning Member Handy, Planning Member Radish, and Planning Member Sakellis absent.

Director of Code Enforcement West stated he received an email from Mrs. Helfrich, Architect from GMB on behalf of Bahar's Property known as the Rigbie. He stated Mrs. Helfrich presented an amended preliminary site plan to P&Z where P&Z proposed amendments including but not limited to the siding and elevations. He advised Mrs. Helfrich is inquiring what their next steps are. P&Z agreed that they must present advanced plans along with detailed elevations at least two weeks prior to a scheduled P&Z Meeting to allow for review.

The Planning & Zoning Minutes of November 8, 2023, were presented for review and adoption. Planning Member Calio-Quillen made a motion to accept the minutes as presented. Planning Member Ash seconded the motion. Vote was 4-0, with Planning Member Handy, Planning Member Radish, and Planning Member Sakellis absent.

With there being no further matters to discuss, Planning Member Calio-Quillen made a motion to adjourn the meeting. Planning Member Ash seconded the motion. Vote was 4-0, with Planning Member Handy, Planning Member Radish, and Planning Member Sakellis absent.

Meeting Adjourned at 7:40 p.m.