

Planning & Zoning was held on Wednesday, November 10, 2021, at 7:00 p.m. in the Mayor & Council Chambers at Laurel Town Hall. The following members were in attendance Planning Chair Brent Boyce, Planning Members: Bill Hearn, Randy Hill, 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 Members Angie Calio-Quillen, Planning Member Randy Radish, and Planning Member Bill Martin were absent.

Planning Chair Boyce stated the purpose of November 10, 2021, Planning & Zoning is to hear two minor subdivision requests, one request from Sussex County Habitat for Humanity, 635 Center Street, Tax Map #432-8.05-13.00 and a second request from Shadran Construction, 1217 West Sixth Street, Tax Map #43208.05-58.00. The last item on the agenda is for P&Z to have a discussion on amending the Special Use Permits.

Planning Chair Boyce stated a Minor Subdivision Request has been submitted by Sussex County Habitat for Humanity, 635 Center Street, Tax Map #432-8.05-13.00. Planning Chair Boyce advised the proposed subdivision plans have been submitted to P&Z for review. He explained the proposed lot has an existing structure and there is a dead end at the end of West 8th Street. Planning Chair Boyce inquired if Lot 2's driveway is 10x20. Director of Code Enforcement West advised yes, and that it must be corrected to 400 square feet for off-street parking. Director of Code Enforcement West stated the West 8th Street lot will cross an easement, which means the driveway must be stone or dirt. Planning Chair Boyce inquired if the easement will be recorded. Director of Code Enforcement West stated yes. Planning Chair Boyce inquired about Note #4 on the proposed subdivision plans. Town Manager Smith stated the survey shows the easement, which will be recorded with a 40-foot easement. Director of Code Enforcement West advised the engineer recommended to keep the 40-foot easement. Director of Code Enforcement West stated the proposed minor subdivision is zoned R-2 and it meets the 4,000 square foot requirement.

Planning Member Hearn made a motion to accept the Minor Subdivision Request RE: Sussex County Habitat for Humanity, 635 Center Street, Tax Map #432-8.05-13.00. Planning Member Ash seconded the motion. Vote was 4-0, with Planning Members Calio-Quillen, Planning Member Radish, and Planning Member Martin were absent.

Planning Chair Boyce stated a Minor Subdivision Request has been submitted by Shadran Construction, 1217 West Sixth Street, Tax Map #432-8.05-58.00. Planning Chair Boyce advised the proposed subdivision plans have been submitted to P&Z for review. Planning Chair Boyce stated a representative is in attendance tonight. The representative advised he had issues with the previous owners pertaining the subdivision and he has successfully negotiated with the new owners pertaining the proposed subdivision. Director of Code Enforcement West stated the proposed minor subdivision is zoned R-1 and it meets the 7,500 square foot requirement. The representative stated each lot will be a half an acre and he plans to develop further on the left of the property in the spring if possible. Planning Chair Boyce inquired if he understands the off-street parking requirements. Director of Code Enforcement West stated he doesn't have to comply because he already has existing building and has concrete parking already. When the new dwelling is built, he must comply with the towns zoning ordinance pertaining the parking and driveway requirements.

Planning Member Hill made a motion to accept the Minor Subdivision Request RE: Shadran Construction, 1217 West Sixth Street, Tax Map #432-8.05-58.00. Planning Member Ash seconded the motion. Vote was 4-0, with Planning Members Calio-Quillen, Planning Member Radish, and Planning Member Martin absent.

Planning Chair Boyce stated the next item on the agenda was a Discussion for Amending Special Use Permits. Town Manager Smith stated each one of our zoning codes in our zoning ordinance has permitted uses and special permitted uses. With a special permitted use, a public hearing must be held and certified mailing notices must be sent within 250 feet of the proposed property. If a special permitted use meets the towns zoning requirements P&Z must grant their request. Town Manager Smith proposed R-1, R-2, R-3 special permitted uses to be amended to permitted uses. Town Manager Smith advised Town Center Zonings and Commercial Zonings special permitted use allows amusements centers and night/bar clubs, which are her two concerns. Town Manager Smith stated the Marine Resources Zoning and the Light Industrial Zoning she has no concerns pertaining their Special Permitted Uses. Town Manager Smith advised any amendments will be the P&Z recommendations to Mayor & Council, which the Mayor & Council must go through the zoning ordinance amendment process. Town Manager Smith advised most municipalities are removing their special permitted uses which you either allow the use or not allow the use. Town Manager Smith stated according to the towns pasts attorney if the town amends a permitted use a property can be deemed grandfathered-in, which the Mayor & Council can set the time frame. Town Manager Smith stated the town has not adopted this ordinance and she will review this policy with the towns current attorney. Director of Code Enforcement West stated the code states if a zoning change occurs a commercial business can stay in business if they keep their business license active and they're granted 1 year of a business to sit idle. Director of Code Enforcement West proposed to leave Commercial Zoning and Light Industrial Zoning as is with their special permitted uses. Town Manager Smith advised P&Z to review R1, R-2, R-3 Zoning's Special Permitted Uses and P&Z can finalize the uses at next month's meeting.

The Planning & Zoning Minutes of Wednesday, September 8, 2021, were presented for review and adoption. Planning Member Hearn made a motion to accept September 8, 2021, minutes as presented. Planning Member Ash seconded the motion. Vote was 4-0, with Planning Members Calio-Quillen, Planning Member Radish, and Planning Member Martin absent.

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

Meeting Adjourned at 7:45 p.m.