

Planning & Zoning was held on Wednesday, November 8, 2023, at in the Mayor & Council Chambers at Laurel Town Hall. The following members were in attendance Planning Chair Brent Boyce, Amy Handy, Randy Hill, Angie Calio-Quillen, Randy Radish, Dan Ash, and George Sakellis. Also, in attendance were Public Works Director James Foskey, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. Also, in attendance were Mrs. Morgan Helfrich from GMB, Mr. David Kuklish from Boheler Engineering, Mr. David Wittig, and Mr. Jim LaRue. It was noted that Director of Code Enforcement Ken West and Ex-Officio Tim West were absent.

Planning Chair Boyce stated the purpose of the November 8, 2023 Planning & Zoning is to hear three items on the agenda including a Preliminary Site Plan Amendment Request RE: Laurel Mixed Used Development Feasibility, 118 North Central Avenue, Tax Map #432-8.06-56.00, a Concept Plan Request RE: Commercial Business, County Seat Highway, Tax Map #232-12.00-105.00, and a Minor Subdivision Request RE: Jel Properties, 208 West 8th Street, Tax Map #432-8.10-28.00.

Planning Chair Boyce stated a Preliminary Site Plan Amendment Request pertaining Laurel Mixed Used Development Feasibility, 118 North Central Avenue, Tax Map #432-8.06-56.00 has been submitted for review. Mrs. Helfrich from GMB stated she represents the owner of the property and they had received preliminary approval from the town prior before Downtown Development District (DDD) funding was received. Town Manager Smith stated they also received a preliminary site plan extension from P&Z once they secured DDD Funding. Mrs. Helfrich advised they're amending the current site plan due to cost. She explained since the building was destroyed by fire Del-DOT is requiring the owner to submit a new site plan for approval, which can be costly. She stated she believes this building will still be a nice pleasing building with the proposed amendments. **Amendments included:**

- *Elevator will be removed.*
- *Adding two new efficiency studio apartments that are handicap accessible on the ground floor.*
- *Reducing the commercial square footage to 3,000 square feet.*
- *Reducing the balcony so that it is brought within the building.*
- *Installing a shingle roof rather than the proposed metal roof.*
- *Installing vinyl siding rather than hardy plank vinyl.*
- *Shutters proposed will be removed.*

Mrs. Helfrich explained they received a parking waiver from P&Z prior and they're also recommending the 2 parking spaces per unit once again.

Planning Member Calio-Quillen inquired if parking will still be 32 parking spaces. Mrs. Helfrich stated yes.

Mrs. Helfrich explained the approved preliminary site plan had 12 units proposed and the amended proposed site plan will have 14 units proposed with the two efficiency studio apartments on the ground floor.

Planning Member Hill inquired if washers and dryers will be installed in the units. Mrs. Helfrich stated no, due to a laundromat being on the first floor.

P&Z Members had a brief discussion pertaining the proposed residential vinyl siding versus a hardy plank siding that was proposed prior. P&Z Members were comfortable with all other proposed amendments and required to have more detailed elevations that included color than what was provided.

Town Manager Smith stated once they receive their preliminary site plan approval they must come back and submit a Final Site Plan with all state agency permits. The final site plan must all include all P&Z's recommendations that were sited on the preliminary site plan in order to receive final site plan approval.

Planning Member Radish made a motion to accept the Preliminary Site Plan Amendment Request for Laurel Mixed Use Development Feasibility, 118 North Central Avenue, Tax Map #432-8.06-56.00 with the stipulation that the exterior finishing not be typical residential siding with more aesthetics to the building. Planning Member Calio seconded the motion. Vote was 6-1, with Planning Member Ash opposing.

Planning Chair Boyce stated a Concept Plan pertaining Commercial Business, County Seat Highway, Tax Map # 232-12.00-105.00 was submitted for P&Z's review. Mr. Kuklish stated the property is located on the southeast of Rt. 13 and Rt. 9 consisting of 8 acres with a commercial zoning with a proposal of a convenient store. They're proposing to utilize the existing entrances and exits.

Planning Chair Boyce inquired if the other establishments will be eliminated. Mr. Kuklish stated yes, with Burger King staying.

Planning Member Sakellis inquired if the property has been purchased. Mr. Kuklish stated yes, the owner is in attendance tonight, Mr. Robert Wittig.

Planning Chair Boyce stated a Minor Subdivision Request pertaining Jel Properties, 208 West 8th Street, Tax Map #432-8.10-28.00 has been submitted for P&Z's review. Planning Chair Boyce stated the subdivision request is zoned R-2 and it meets the minimum square footage requirement. Mr. LaRue stated the proposed property 210 West 8th Street used to exist and he is proposing to keep the mature trees around the property.

Planning Member Hill made a motion to accept the Minor Subdivision pertaining Jel Properties, 208 West 8th Street, Tax Map #432-8.10-28.00. Planning Member Radish seconded the motion. Vote was 7-0, with Ex-Officio Tim West absent.

The Planning & Zoning Minutes of September 13, 2023, were presented for review and adoption. Planning Member Handy made a motion to accept the minutes as presented. Planning Member Calio-Quillen seconded the motion. Vote was 7-0, with Ex-Officio Tim West absent.

With there being no further matters to discuss, Planning Member Radish made a motion to adjourn the meeting. Planning Member Calio-Quillen seconded the motion. Vote was 7-0, with Ex-Officio Tim West absent.

Meeting Adjourned at 7:44 p.m.