

Planning & Zoning was held on Wednesday, December 9, 2020 via ZOOM at 7:00 p.m. The following members were in attendance: Planning Chair Brent Boyce, Randy Radish, and Bill Martin. Also, in attendance were Director of Code Enforcement Ken West and Town Manager Jamie Smith. It was noted that Planning Member's Angie-Calio Quillen, Bill Hearn, and Dan Ash were absent.

Planning Chair Boyce opened the public hearing at 7:07 p.m. regarding the Major Subdivision Request Preliminary Plan submitted by Sussex County Habitat for Humanity, 304 West Front Street, Tax Map #4-32/8.06/73.00. Planning Chair Boyce stated Sussex County Habitat for Humanity submitted a major subdivision request and a sketch map submission at November's Planning & Zoning Meeting. Planning Chair Boyce stated public hearing was properly advertised and the public hearing allows for public comments. Planning Chair Boyce inquired if there were any representatives in attendance and if they could give a brief overview. Director of Sussex County Habitat for Humanity Mr. Kevin Gilmore introduced himself and Mr. Jack Moore and Mrs. Sharon Cruz. Mr. Gilmore advised the proposed subdivision will be a five residential subdivision located on West Front Street with owner occupied dwellings that will fit in with the towns character. Mrs. Kate Barker, resident of Front/Oak Street, inquired about the parking. Planning Chair Boyce stated plans were submitted to Planning & Zoning with two proposed off the street parking spots. Mrs. Baker inquired about the timeline of the major subdivision. Mr. Gilmore advised the construction will be in two phases with the first phase beginning in February and March 2021 once the roadwork infrastructure is complete. The first phase consists of two units completed at the end of summer or early fall. Mr. Gilmore advised the second phase with the construction of 3 units would begin the following year. Mr. Gilmore explained Delaware State Housing Authority (DSHA) and Sussex County Community Building Block Development Grants help allow for construction. Town Manager Smith explained Planning & Zoning must make a motion to accept Sussex County's Habitat for Humanity's Preliminary Site Plan, and once they receive state approvals Sussex County Habitat for Humanity will come back to Planning & Zoning with their Final Site Plan for approval.

Planning Member Radish made a motion to accept Sussex County's Habitat for Humanity Major Subdivision Preliminary Site Plan, 304 West Front Street, Tax Map #4-32/8.06/73.00 Planning Member Martin seconded the motion. Vote was 3-0, with Planning Members' Calio-Quillen, Hearn, and Ash absent, and with one vacancy.

With no questions or comments, Planning Chair Boyce closed the public hearing at 7:13 p.m.

Planning Chair Boyce opened the public hearing at 7:14 p.m. regarding the Special Use Permit Request from Delaware Self Storage at Bargain Bills Land Holdings, LLC, 10912 County Seat Highway, Tax Map #2-32/12.00/105.00. Planning Chair Boyce stated the proposed property is zoned Commercial Business (C-B), and it's a permitted use under the Special Use Permit. Planning Chair Boyce inquired if there is a representative in attendance. Mr. Casey McKenton from Delaware Self Storage was in attendance. Mr. McKenton stated he is an employee and partner of Delaware Self Storage located in Dover, Delaware. Mr. McKenton advised he's been in communication with Bargain Bills pertaining a 20-acre sized property. Mr. McKenton explained the project is in the early concept stages. Planning Chair Boyce inquired on the number of units. Mr. McKenton explained the goal is to maximize the eastside of the 10 acres out of the 20 acres.

He stated he can't determine the number of units until the engineer process begins. Town Manager Smith advised once they've created a design, they must submit a Site Plan to Planning & Zoning for approval.

Planning Member Radish made a motion to grant a Special Use Permit to Delaware Self Storage, Bargain Bills Land Holdings, LLC, 10912 County Seat Highway, Tax Map #2-32/12.00/105.00. Planning Member Martin seconded the motion. Vote was 3-0, with Planning Members Calio-Quillen, Hearn, and Ash absent, and with one vacancy.

With no questions or comments, Planning Chair Boyce closed the public hearing at 7:18 p.m.

The Planning & Zoning Minutes of November 18, 2020 were presented for review and adoption. Planning Member Radish made a motion to accept the November 18, 2020 minutes as presented Planning Member Martin seconded the motion. Vote was 3-0 with Planning Member's Calio-Quillen, Hearn, and Ash absent, and with one vacancy.

With there being no further matters to discuss, Planning Member Radish made motion to adjourn the meeting. Planning Member Martin seconded the motion. Vote was 3-0, with Planning Member Calio-Quillen, Hearn, and Ash absent, and with one vacancy.

Meeting Adjourned at 7:21 p.m.