

Planning & Zoning was held on Wednesday, March 8, 2023 at 7:00 p.m. in the Mayor & Council Chambers at Laurel Town Hall. The following members were in attendance Planning Chair Brent Boyce, Randy Hill, Randy Radish, Dan Ash, and Exofficio Tim West. Also, in attendance were Director of Code Enforcement Ken West, Town Manager Jamie Smith, Recording Secretary Alexis Oliphant, Mr. Sean Stewart from Scaled Engineering, Mr. Brian Shannon from the Laurel Redevelopment Corporation (LRC), Mr. Mike Valley and Mr. Connor Nally from Nally Ventures. It was noted that Planning Members Amy Handy, Angie Calio-Quillen, and George Sakellis were absent.

Planning Chair Boyce stated the purpose of the March 8, 2023 Planning & Zoning is to hear two Concept Plan Presentations first from 30544 Sussex Highway, Tax Map #232-12.00-45.00 and the second from the Laurel Redevelopment Corporation, Oak Street, Tax Map #432-8.06-44.00.

Planning Chair Boyce stated the Concept Plan pertaining 30544 Sussex Highway, Tax Map #232-12.00-45.00 was submitted to P&Z members for review. Mr. Sean Stewart of Scaled Engineering stated he is representing Tacos Chabelita Investments pertaining said property. Mr. Stewart advised this property is under contract and settlement is contingent upon the buyer getting approval for the proposed site plan. Planning Chair Boyce inquired if the property has been annexed. Town Manager Smith stated yes, and the property has sewer and water. Planning Chair Boyce inquired if they have to go through PLUS. Town Manager Smith advised she would need to double check to see if they meet the square footage requirements. Planning Chair Boyce inquired if there were two entrances off Rt.13. Mr. Stewart stated yes, they're two existing entrances, but most likely only one will be utilized. Mr. Stewart stated they're proposing 66 total parking spaces provided. Planning Hill inquired if the second story will be utilized as an office warehouse as proposed. Mr. Stewart stated yes, the second floor will be utilized for office space such as bookkeeping and the first floor will be utilized as the restaurant. Mr. Stewart inquired if there were any grant funding for water/sewer. Town Manager Smith advised the town has no grants, but the town does offer a 5-year Commercial Payment Plan. Town Manager Smith stated the town has reduced their building permit fee from \$0.90 per square foot to \$50.00 for first 1k and \$6 each additional 1,000. Director of Code Enforcement West advised they must go through Del-DOT, Soil Conservation, and the Fire Marshall. The P&Z Committee agreed this proposed project was very positive for the town and advised they could move forward with their Preliminary Site Plan.

Planning Chair Boyce stated the Concept Plan pertaining Laurel Redevelopment Corporation, Oak Street, Tax Map #432-8.06-44.00 was submitted to P&Z members for review. Mr. Brian Shannon of the LRC stated the LRC has partnered with Nally Ventures, a full-service real estate development firm to develop a starter home community on Oak Street, which the LRC owns. Mr. Valley advised the proposed development is proposed as a starter home community consisting of a 2-story cottage style duplex homes. He explained the different styles and elevations are conceptual as of now. They're proposing an interior road that connects to Oak Street, which will allow for a more greener infrastructure. Easements have been carved out to allow for the proposed Riverwalk. Planning Member Radish inquired how close is the proposed development to the existing railroad tracks. Mr. Nally stated they're a pretty good distance away as the last parcel #42 is owned by the town. Planning Chair Boyce advised one of the biggest concerns P&Z has is off-street parking. Director of Code Enforcement West stated 2.5 parking spaces are

required. Planning Member Radish inquired how many elevations they're proposing. Mr. Nally stated they're proposing 2 to 4 elevations with the awaiting decision of including or not including a garage. Planning Member Ash inquired if the community will have a HOA Management Firm. Mr. Nally advised yes, with the intent of not a large fee as this is a proposed starter community. Exofficio West inquired if the development is a one-way circle of entering and exiting. Mr. Nally advised they're proposing to include two streets. Planning Member Hill inquired if the duplexes would consist of 2 to 3 bedrooms. Mr. Nally stated yes. The P&Z Committee agreed this proposed project was very positive for the town and advised they could move forward with their Preliminary Site Plan.

Town Manager Smith explained both projects must submit a Preliminary Site Plan to the town providing 12 copies at least 14 days in advance of the next P&Z Meeting. She advised the Preliminary Site Plan is very detailed including parking, landscaping, elevations, and etc. After the Preliminary Site Plan has been reviewed a public hearing must be held notifying residents 200 feet of the proposed project. The P&Z Committee may vote to approve the Preliminary Site Plan the same night as of the public hearing if they're no concerns. A submittal fee of \$500.00 must be submitted. Then the next step is to receive all state permits and a Final Site Plan may be submitted to the town for approval. Director of Code Enforcement West may then issue a building permit once approval is received.

Town Manager Smith advised she submitted an email to PLUS to verify if both projects need to go through PLUS. She will give an update to both parties once she receives notification.

Town Manager Smith advised the town's Comprehensive Plan has reached their 5-year mark to see if any updates are needed. Town Manager Smith stated in her opinion, she has no amendments. Director of Code Enforcement West stated he had no amendments either.

Planning Member Radish made a motion to make no amendments to the Town of Laurel's Comprehensive Plan for the required 5-year update. Planning Ash seconded the motion. Vote was 4-0, with Planning Members Handy, Calio-Quillen, and Sakellis absent.

The Planning & Zoning Minutes of Wednesday, December 14, 2022, were presented for review and adoption. Planning Member Radish made a motion to accept December 14, 2022, minutes as presented. Planning Member Hill seconded the motion. Vote was 4-0, with Planning Members Handy, Calio-Quillen, and Sakellis absent.

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

Meeting Adjourned at 7:38 p.m.