

DAGSBORO PLANNING AND ZONING COMMISSION

MINUTES OF THE MEETING ON APRIL 14, 2010

The meeting of the Dagsboro Planning and Zoning Commission was called to order at 7:03 p.m. on Wednesday, April 14, 2010, at Bethel Center. Members present were Lisa Boyce, Gayle Chandler, Herb Disharoon, and Loretta Zsido. The following persons were also present: Kyle Gulbranson of URS, Mayor Patti Adams, Martin Dusbiber of Delaware Architects, Kathy Lewis of Serendipity Quilt Shop, Mark Davidson of Design Consultants Group, David Myers and Jordan Dickerson of GMB, Bill Reif and Mark Kneller of M-N-K Maintenance and Remodeling, and five members of the Dagsboro Volunteer Fire Department (see the sign-in sheet) of whom Gary Cox was the spokesman. Gayle Chandler presided as chairperson since Marjorie Eckerd was not present.

Agenda: A motion was made by Lisa and seconded by Loretta to approve the agenda for this evening. The vote in favor was unanimous.

Minutes: A motion was made by Loretta and seconded by Herb to approve the March 2010 minutes. The vote in favor was unanimous.

New Business:

David Myers of GMB represented the Dagsboro Volunteer Fire Department in the review and discussion of their preliminary plan for a new fire station. The Commission was given an updated preliminary plan dated March 2010. The pond will be three feet deep and will be an infiltration pond, meaning it will be dry except when it rains. A three-foot white vinyl fence will be erected around the pond to screen the area. A lighting plan was part of new the site plan; it is the intention of the fire company that their lights not offend their neighbors. An EDU handout was provided; it is believed that thirteen EDUs are projected for this project. A ten-foot landscaping buffer along Lingo Road was decreased to five feet; everywhere else there is a ten-foot buffer. There will be four handicapped parking spaces designated out of the 109 provided; the Town's zoning law requires 78. Although parking is usually located behind the building(s) in the Town Center district, in this case parking is being allowed due to the configuration of the property. The parking spaces that were within fifteen feet of the entrance and exits were removed to comply with the Town's code. No large trees or tall shrubs will be planted under the power lines along Railroad Avenue; Lisa suggested that it may be Homeland Security who dictates what can be planted there and not Delmarva Power. A sidewalk was added to connect the Clayton Street sidewalk to the main building's entrance. Small vehicles will use Lingo Road, and the fire trucks will use Railroad Avenue; the Town of Dagsboro maintains both these roads. The fire siren will remain on Waples Street. A discussion ensued over sidewalks along Lingo Road, Swamp Road, and Railroad Avenue. It was moved by Lisa Boyce and seconded by Loretta that sidewalks be constructed along the Lingo Road property line wherever there is no driveway and along the Railroad Avenue property line up to the second entrance except where there is a driveway; a crushed stone product will be placed along the Railroad Avenue property line from the second entrance to the end of the property line (overflow parking area). The vote in favor was unanimous. A cedar tree along Lingo Road will have to be removed. The fuel tanks will be screened. The fire company's sign will be located at the northwest corner of their property. The lot parcels will need to be combined before final site plan approval. The signature block will be added to the next site plan. DelDot met with GMB and Kyle to discuss the effect of the new fire station on Clayton Street. The radii, lane widths, and turning templates of Lingo Road and Railroad Avenue are of some concern; DelDot recommends that they be reconfigured

to allow a greater range of motion. This issue will need to be discussed further. Two utility poles are situated inside the sidewalk fronting Clayton Street. Sidewalks need to be five feet wide to meet ADA guidelines; GMB agreed to widen the sidewalk where the utility poles do not meet the five-foot ADA width. The Commission has approved the pitch issue that allows a 3/12 pitch for the primary structure with a 6/12 pitch for the architectural dormers; this waiver will have to be voted on by the Town Council. At the Town Council meeting in April a change in the Town's code will be discussed to allow a 'fire station' to be located in the commercial district.

Kathy Lewis, owner of the Serendipity Quilt Shop, and Mark Davidson of Design Consultants Group presented their plan for relocating the quilt shop to two other locations on Main Street. They wanted advice from the Commission to make sure they were following the Town's code. At the 33173 Main Street property Mrs. Lewis may add an addition to the present structure and demolish the barn. The sixty-foot wide tax ditch construction easement (for spreading the material removed from the tax ditch) will have to be removed by a court order, and a twenty-five foot maintenance easement would replace it. A sign would be placed on the northeast side of the property. She would sell a 15,000 square foot parcel facing Sussex Street that would require a subdivision. She would provide twenty parking places instead of the twelve to thirteen spaces required. A meeting with DelDot is being set up to discuss the entrance on Main Street. An eighteen-inch deep bio-retention rain garden type of stormwater pond is planned. The property next to 33173 Main Street is also being considered for purchase; Mr. Davidson has not yet done a plan for it. This property on Main Street also extends to Sussex Street and beside it is a vacant lot.

Bill Reif and Mark Kneller of M-N-K Maintenance and Remodeling were present to discuss their business at 33214 Main Street; they will fabricate countertops and have a retail shop that will showcase custom cabinetry. They would like to use the garage area to build the countertops. According to Kyle, if there is a retail component to their business, they can manufacture the countertops, according to the Town's code. French & Ryan is working for Mr. Howlett, the property owner, on the site plan. Kyle informed the Commission that Mr. Howlett is planning to build homes on the property behind the Main Street building. In January 2010 M-N-K began using 'greener' products (adhesives). There will be no outside trash receptacles, no inventory, and no outdoor storage. They have three small utility trailers pulled behind their vehicles that could be parked behind the building. They are painting the outside of the building light tan, the cedar shakes dark brown, and having white trim. They have not decided on a sign design. It was suggested that they contact the State Fire Marshall to make sure they are up to code. They now need to provide the Commission with a site plan.

Adjournment: A motion was made by Herb and seconded by Lisa to adjourn the meeting. The vote in favor was unanimous. The meeting ended at 8:52 p.m.

Respectfully submitted,

Gayle L. Chandler
Secretary