

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes May 16, 2012

ATTENDANCE

Commissioners

Rob Robinson - absent
David Pedersen
Rodney Marvel
Diane Greenberg
Chris Lecates

Staff

Jocelyn Godwin, Planning
Tim Willard, Solicitor - absent
Jamie Craddock, Planning

1. **CALL MEETING TO ORDER**

Commissioner Marvel called the meeting to order in the Town Hall at 6:00 p.m.

2. **APPROVAL OF APRIL 18, 2012 MEETING MINUTES**

Commissioner Lecates moved, seconded by Commissioner Pedersen, to approve the April 18, 2012 regular meeting minutes as presented. **APPROVED (UNANIMOUS)**

3. **CASE #2012-10**

Historic Review

An application by the State of Delaware, for approval of exterior renovations to be made at 1 The Circle, identified as Sussex County Tax District 135 Map 19.08 Parcel 158.00 zoned HD (Historic District).

The application was presented by Michael White, of K.B. Coldiron, Inc., for the State of Delaware. A juror walkway is being proposed around the back of the courthouse for the inset of the rear entrance. The design is comprised of a storefront, window wall, with metal rafters a metal roof, azek trim around the outside and open at both ends.

Commissioner Lecates questioned the design and the maintenance of the structure. The structure is maintenance free with azek (vinyl) trim, a metal roof and exterior window wall. The solid metal panels will be brown, a bronze color. The color of the roof was discussed. Don Girardi, Superintendent of Maintenance for the State, offered to have the roof more of a bronze color instead of the green shown

Commissioner Pedersen moved, seconded by Commissioner Lecates, to APPROVE the application for the covered walkway with the one change for the roof to be the same bronze color as the aluminum storefront, similar to the downspouts on the corners of the building. APPROVED (UNANIMOUS)

4. CASE #2012- 11 Historic Site Plan Review

An application by DC Medical Building, LLC, for the conceptual/preliminary site plan review and approval for a 535 square foot addition to be located at 10 West Laurel Street, identified as Sussex County Tax District 135 Map 19.08 Parcel 74.00 zoned HD (Historic District).

The application was presented by R.B. Kemp, of Adams-Kemp Associates, Inc., with the owner Dr. Gorra and the builder Richard Messick. Photos were distributed to the Commission of the existing sign and structure, as well as a reduced copy of the site plan.

The owner is expanding the practice with an additional physician. The addition will include three exam rooms and a storage room. There will be 14 parking spaces, 2 which are within the right of way. There was a meeting with Bill Bradley regarding a storm sewer drain and pipe that is no longer being used. The Town is permitting the pipe to be abandoned.

The property currently has no landscaping, so plants are being added in the front. Fire Marshal approval has been received on the site plan. The existing sign on the building will be removed and a new one requested. Roll-aways will continue to be used for trash. The storage shed was discussed and it was agreed that it would be removed and storage space would be utilized inside the building.

Commissioner Lecates moved, seconded by Commissioner Pedersen, to APPROVE the application, as submitted, with the removal of the shed. APPROVED (UNANIMOUS)

5. Proposed Revisions to Chapter 84 Demolition

Revisions were presented to the Commission for the Demolition ordinance. The first revision is to clean up §84-4.A, providing ‘unless waived by the Town Manager’ up front rather than to just select items. The second revision is to §84-4.B, to clarify the process providing an initial review by the Town Manager (or designee) for the potential of a Contributing Structure. This would allow prompter handling of requests that have no potential for being a contributing structure. An example was given of a ‘K&L’ shed of cookie cutter design being removed from a property.

Commissioner Pedersen moved, seconded by Commissioner Greenberg, to recommend approval of the changes in the application process as proposed by the Planning Department to Town Council. APPROVED (UNANIMOUS)

6. Planning Department Report

The parking ordinance 2012-1, addressed at the last Planning Commission meeting, was adopted by the Town Council. Copies of that ordinance have been provided for reference.

7. ADJOURNMENT

Commissioner Lecates moved, seconded by Commissioner Pedersen, to adjourn the meeting at 6:34 p.m. APPROVED (UNANIMOUS)

APPROVED:



Rodney Marvel, Acting Chairperson

ATTEST:



Jocelyn Godwin, Planning