

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes November 28, 2012

ATTENDANCE

Commissioners

Rob Robinson
David Pedersen
Rodney Marvel
Diane Greenberg
Chris Lecates

Staff

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

1. **CALL MEETING TO ORDER**

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

2. **APPROVAL OF OCTOBER 17, 2012 MEETING MINUTES**

Commissioner Lecates moved, seconded by Commissioner Greenberg, to approve the October 17, 2012 regular meeting minutes as presented. **APPROVED (UNANIMOUS)**

3. **2012-19 Primeros Pasos Daycare Concept Site Plan**

An application by Kercher Engineering, Inc., on behalf of Primeros Pasos, Inc., for the conceptual site plan review for the construction of a 5,850 square foot daycare facility, identified as Sussex County Tax District 135 Map 15.00 Parcel 2.01 zoned UB2 (Professional Business).

John Murray, of Kercher Engineering, presented the application. The property is directly to the south and adjacent to lands of Perdue Holdings. The main production facility is across the road. Approval of a temporary structure was granted by the Town in 2006. This application is for the permanent structure. The construction of the building is atypical as Polytech High School gave three of their temporary classrooms to be used as the basis for construction of the facility.

The site plan includes 14 parking spaces, open space of 43,052 sq ft, and landscaping for 16,019 sq ft. The maximum allowable building area by Town code is 12,109 sq ft, with a proposed building of 5,850 sq ft.

In 2007, a Letter of No Objection was received from DelDOT regarding access to the site, the temporary entrance and the permanent entrance configuration as shown on the plan. Applicant has requested a reissuance of the approval from DelDOT. The horseshoe entrance is to accommodate a school bus as it transports children to the site.

Comments have been received (from the Town Engineer) regarding the plan submitted and revisions have been made. A handicapped space and parking stop bumpers have been

added. Landscaping was requested in the northeast corner and will be addressed as soon as a site distance analysis can be done to ensure visibility. Ability to serve letters will be pursued, as well.

The Commission asked for confirmation of lighting in the parking area. The applicant stated there will be two light poles at each end of the parking area as well as security lighting mounted on the building.

The Commission asked about the drop off for children. The applicant stated the parking spaces would be utilized and the entrance provides clearance for a bus to enter and drop off. Fred Bada, of Moonlight Architecture, added for the applicant that they are anticipating that a lot of the drop offs will be walking in from local residences or parking in the Perdue lot and then walking them in.

The hours of operation will be from 6 am until 6 pm or 7 pm.

The Commission questioned the sidewalks. The applicant stated they have been working with DelDOT to extend the sidewalk along the drive aisle to Savannah and then have an ADA compliant crosswalk to the sidewalk on the opposite side of the road. Concern was expressed for the amount of pedestrian traffic and safety of those walking. Applicant is hoping for a pedestrian signal.

The Commission expressed concern regarding a need for parking near the door for parents to drop off children. There will be eight (8) employees, leaving six (6) spaces available.

Sewer capacity will not be a problem. One EDU is already on the property. The fence will be a six (6) foot vinyl fence. The logistics on meals is being worked out. If meals are delivered, trucks will use the bus area for unloading. Trash pick-up at the dumpster may need to be addressed to ensure clearance.

The interior drive width is shown to be 24' on the plan; however, the Town Code requires 25 feet. Stormwater will need to be addressed with SCD. The applicant stated they prefer no pond, due to the use of the property, and are hoping to utilize bioswales and infiltration.

The sidewalks and crosswalk were stressed as a concern with the Commission. The applicant will continue to work with DelDOT.

4. 2012-16 Georgetown Medical Preliminary Site Plan

An application by Parker & Associates, on behalf of Plaza Properties, LLC, for the preliminary site plan review and approval for the construction of two (+/-) 9,500 square foot medical buildings, identified as Sussex County Tax District 135 Map 19.00 Parcels 72.03 & 72.04 zoned HC (Highway Commercial).

Commissioner Pedersen recused himself from this agenda item.

Brad Gillis, of Plaza Properties, presented the application. The building on Old Laurel Road will be leased to Nanticoke Memorial Hospital as phase one. The Board of Adjustment approved their request to remove any need for loading zones.

The Commission confirmed that the applicant owns the signage. There will be no need for any agreement. The stormwater pond will be similar to the one on the other side.

Commissioner Lecates moved, seconded by Commissioner Greenberg, to APPROVE the application for preliminary approval. APPROVED (UNANIMOUS)

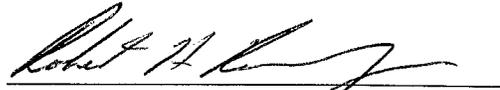
5. Planning Department Report

The Planning Department had nothing to report.

6. ADJOURNMENT

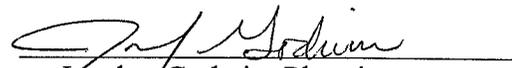
Commissioner Pedersen moved, seconded by Commissioner Greenberg, to adjourn the meeting at 6:50 p.m. **APPROVED (UNANIMOUS)**

APPROVED:



Rob Robinson, Chairperson

ATTEST:



Jocelyn Godwin, Planning