

TOWN OF GEORGETOWN - PLANNING COMMISSION

Meeting Minutes September 19, 2012

ATTENDANCE

Commissioners

Rob Robinson
David Pedersen - absent
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 AUGUST 15, 2012 MEETING MINUTES

Commissioner Lecates moved, seconded by Commissioner Greenberg, to approve the August 15, 2012 regular meeting minutes as presented. **APPROVED (UNANIMOUS)**

Commissioner Marvel moved, seconded by Commissioner Lecates, to move item #3, BOA Case #2012-18, to the end of the agenda as no one was present for the application. **APPROVED (UNANIMOUS)**

3. CASE #2012-16

Conceptual Site Plan

An application by Parker & Associates, on behalf of Plaza Properties, LLC, for the conceptual site plan review 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).

The application was presented by Brad Gillis, of Plaza Properties. Applicant is currently building in Millsboro, a similar facility. The applicant has a signed lease with Nanticoke Memorial Hospital for 990 square feet of one of the buildings. The other tenants will be primarily in the medical field. The two parcels will be combined for the project.

Brock Parker, of Parker Associates (Engineers) stated there will be two medical office buildings just under 10,000 sq ft. each with two entrances to the site. DelDOT has provided a verbal letter of no objection. The entrance off of West Market Street is acceptable with no improvements necessary. The entrance of Old Laurel Road is a Town road, will be curbed and sidewalks will be provided. It will be a three lane entrance with a restricted turning lane. The entrance will align with Mulberry Street. The utilities are being worked on. The storm water management will direct water to the existing ditches and storm drains on Old Laurel Road.

The code requires about 5% open space, 11% has been provided. For parking, 72 spaces are required and 122 have been provided. The excess was questioned by the Commission. The response was that due to medical offices. Multiple spaces are sometimes used for a single appointment, ease of access and marketability. They provide more interactivity with the site.

The Commission expressed concerns regarding the parking location and the applicant stated that parking was wanted on all faces of the building. The Market Street side will have a three foot high berm with landscaping. Along Old Laurel there are trees.

As for buffer yard, there will be 52 trees and shrubs along the northern boundary with a fence graduated from 4 feet tall to 6 feet tall. There are two dumpsters per building. The applicant asked for relief from the loading space requirement as the use does not require large deliveries. Color elevations were provided of what the buildings will look like.

Signage was questioned. Applicant stated there would normally be one pylon sign. There is one sign on the property that they may be able to utilize for all buildings. Signage will be presented according to code requirements.

The Commission asked the applicant to ensure compliance with the Design Standards for landscaping and parking lot walkways prior to preliminary submittal.

The Town Solicitor notified the applicant that a waiver for loading spaces must be addressed by the Board of Adjustment.

The applicant may now proceed to a Preliminary submittal.

4. CASE #2007-08--02 Conceptual/Preliminary Site Plan

An application by Becker Morgan Group, Inc., on behalf of Sussex Entertainment Enterprises, LLC, for the conceptual site plan review and preliminary approval for the construction of a 46,000 square foot medical building, identified as Sussex County Tax District 135 Map 14.00 Parcels 202.00 & 203.00 zoned HC (Highway Commercial).

The application was presented by Marisa Erdman, of the ONIX Group. The anchor tenant will be Beebe Medical Center. A handout was provided to the Commission members regarding the selection of the location and economic benefits of the project. Initial services will be Primary Care, Walk-In Care, Imaging and Physical Therapy. La Red has provided a letter of support for the project. The opening is targeted for summer of 2013.

Garth Jones, of Becker Morgan Group, presented the site plan. Lot #7 and lot #8, of the approved Shops of College Park, will be combined to accommodate the new building. 181 parking spaces are being provided, along with three loading spaces. Sixteen handicapped spaces are being provided due to the use. A ten foot landscape buffer is being provided around the perimeter of the property, as well as street trees. The parking lot also includes 38 or 39 trees. Benches are being provided within the landscaped areas.

Two entrances will access the site. Biden Avenue will receive final paving at the end of this project. The storm water pond will be built out to full capacity. Comments are being addressed. Open Space was based on the entire Shops subdivision and there is roughly 25% open space on this property.

DelDOT required a traffic operational analysis of the intersection of Route 18 and Carmean Way to update traffic counts. For La Red and this project, there are no proposed changes for the intersection. DelDOT asked that sidewalks not be put in yet. A letter of no objection is expected in mid-October.

The elevations were reviewed. Concerns were expressed regarding the south façade. As it faces the college and Route 18, the Commission would like it to reflect a visual as indicated in the design standards. More windows or architectural details would address the expanse of blank wall.

An overall signage plan was addressed with the Shops of College Park. A meeting is scheduled addressing street maintenance and ownership. The water and sewer connections are being addressed with the Town and engineer.

Additional tenants are being pursued for the open commercial lots including Redners and Chick fil-A among others. As for the residential, a market study is being done and an application is being filed with HUD for the 160 apartments.

Commissioner Marvel moved, seconded by Commissioner Lecates, to APPROVE the application for preliminary site plan contingent upon the following:
The applicant is to return to the Commission with revised architectural drawings addressing the south wall of the building facing Route 18/404.
The applicant will address Town Engineer comments.
The applicant will finalize State Agency approvals.

APPROVED (UNANIMOUS)

5. BOA CASE #2012-18 State Farm Insurance

An application by Charles Bruce Penuel, on behalf of State Farm Insurance, requesting a variance to allow placement of a 24 square foot sign located 12 feet from the property line at 522 East Market Street, identified as Sussex County Tax District 135 Map 15.13 Parcel 65.00 and is zoned UR1 (Urban Residential).

The Commission offered the following comments on the application:

- Preference was given to have the sign externally lit.
- The size of the existing sign is in conformity with the surrounding properties. The new sign appears to be excessive in size.

- Since the use on the property is non-conforming, recommend the sign meet the standards of the surrounding properties zoned UB2.

6. PLANNING DEPARTMENT REPORT

An ordinance related to Microbreweries and breweries will be presented to Planning Commission for review and comment. The Commission questioned the landscaping due date for the 16 Mile Brewery. Mrs. Godwin will follow up on the requirement.

7. ADJOURNMENT

Commissioner Lecates moved, seconded by Commissioner Marvel, to adjourn the meeting at 7:16 p.m. **APPROVED** (UNANIMOUS)

APPROVED:



Rob Robinson, Chairperson

ATTEST:



Jocelyn Godwin, Planning