

**MINUTES OF THE MEETING
OF THE CITY OF SEAFORD
PLANNING AND ZONING COMMISSION**

7:08 p.m.

February 6, 2020

Commission member, Rick Peterson, called the meeting to order with the following Commission members in attendance: Mark Grassett, Al Temple and Matthew Shaffer. Building Official, Mike Bailey was also present.

Mr. Peterson closed the regular meeting of Planning and Zoning at 7:09 p.m. and opened the Public Hearing. He then turned the meeting over to the Building Official, Mike Bailey.

Mr. Bailey then presented New Business #1, Park Venture East LLC, located at Lot 7, Venture Dr., Tax Map and Parcel # 331-5.00-4.27, requesting a Preliminary Site Plan review to construct six (6) flex space units totaling 43,000 sq. ft.; Zoning M1- Light Industrial.

Mr. Bailey stated that the six (6) flex warehouse spaces will include (2) 9,000 sq. ft., (2) 7,500 sq. ft. and (2) 5,000 sq. ft. warehouse buildings. Ninety-five +/- parking spaces will be provided; 43 are required by code (1 per 1,000 sq. ft.) Stormwater will outfall to the existing pond in Ross Business Park and water and sewer will be onsite. The project requires approvals from the State Fire Marshal, Sussex Conservation and the City's Engineer for stormwater.

Mr. Bailey stated that Kent Peterson, property owner and Ring Lardner, engineer, were present to answer any questions.

Commission member, Rick Peterson, solicited any questions or comments from the commission members;

Commission member, Mark Grassett, referenced the presented plans and asked the reasoning for getting rid of the cul de sack that was existing on the lot.

Mr. Lardner came forward to state that the cul de sack was not serving a purpose so they are removing it.

Mr. Peterson asked if the electric will be provided by the City.

Mr. Bailey stated yes.

Mr. Peterson also asked what would be the expected truck traffic; ex: tractor trailer, etc.

Mr. Lardner stated that it will be dependent on who occupies the warehouse space. However, given what they presume will be in the buildings, they are expecting both small and large box trucks and possibly tractor trailers, however that would be less frequent.

Mr. Temple asked if the loading docks that were presented on the plans will service all buildings.

Mr. Lardner stated yes.

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With no further questions of comments, Commission member, Rick Peterson, closed the Public Hearing portion of the meeting at 7:16 p.m. and reopened the regular meeting of Planning and Zoning.

Building Official, Mike Bailey then presented finding of facts.

Agenda item #1

Findings of Facts:

- Project: East Park Business Center
- Owners: Park Venture East LLC
- Property Location – Venture Dr
- Tax Map & Parcel 331-5.00-4.27
- Zoning: M1 Light Industrial
- 6 flex warehouses.
- (2) 9,000 sq. ft.
- (2) 7,500 sq. ft.
- (2) 5,000 sq. ft.
- 95 paved parking spaces
- 43 required by code (1 per 1,000 sq. ft.)
- Storm water to outfall into existing pond in Ross Business Park
- Requires approvals from
 - State Fire Marshal
 - Sussex Conservation
 - City Engineer for S.W.
- Planning and Zoning to make a recommendation to Council.

Commission member, Rick Peterson, called for a motion;

Mr. Grasset made a motion to approve the Preliminary Site Plan as presented. Mr. Shaffer seconded the motion;

Mr. Peterson called for a Roll Call vote:

ROLL CALL VOTE:

Mark Grasset stated he approved based on the Findings of Facts;
Al Temple stated he approved based on the Findings of Facts;
Rick Peterson stated he approved based on the Findings of Facts;
Matthew Shaffer stated he approved based on the Findings of Facts;

Mr. Peterson stated the motion so passed with all present voting in favor. The Council will review the Commission's recommendations.

With no further agenda items to discuss, Commission member, Rick Peterson, called for a motion to adjourn the meeting of Planning and Zoning. Mr. Temple made a motion to adjourn; Mr. Grasset seconded the motion; Motion was unanimous to adjourn.

Commission member, Rick Peterson, adjourned the meeting at 7: 17 p.m.

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By: _____
Rick Peterson
Planning and Zoning Commission Member

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