

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

7:00 p.m.

March 4, 2021

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

Chairman Shaffer closed the regular meeting of Planning and Zoning at 7:01 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 Item #1, Opportunity Street LLC, seeking a Preliminary Site Plan review approval of a parking lot expansion, new parking area, additional utility expansion, lighting, landscaping, and stormwater maintenance in support of the WDE1 project for 1700 Dulany Street, Tax Map and Parcel # 531-12.00-45.03 and 200 Allen Drive, Tax Map and Parcel # 531-12.00-48.00.

Mr. Bailey stated that the referenced project is zoned M-1 Light Industrial. The preliminary site plan review includes a paved parking lot with 153 spaces, the addition of a canopy to the building for covered loading/ charging area and stormwater improvements at 1700 Dulany Street. The project also includes a paved parking lot with 535 parking spaces and stormwater improvements including two ponds at 200 Allen Street. The project will require approvals from the State Fire Marshal, Sussex Conservation, and the City Engineer.

Mr. Bailey also included that the existing building located at 1700 Dulany Street will be connected to City water and sewer and the existing gravel road on the east side of the property will be relocated in the City right-of-way.

Mr. Bailey stated that the engineers for the project, Will Kernodle and Brock Parker were present to answer any questions, as well as the property owner, Brad Gillis, who was present via telephone conference.

Chairman Shaffer solicited any questions and or comments from the commission members;

Commission member, Mark Grassett, asked if the property will be utilizing the railroad tracks.

Building Official, Mike Bailey, stated no.

Chairman Shaffer solicited any questions from the public; there were none.

With no questions or comments, Chairman Matthew Shaffer closed the Public Hearing portion of the meeting at 7:06 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: Opportunity Street LLC Preliminary Site Plan Review
- Owners: Opportunity Street LLC
- Property Location – 1700 Dulany Street and 200 Allen Street
- Tax Map & Parcel 531-10.00-45.03/48.00
- Zoning: M1 Light Industrial
- Parking spaces provided: 153 on 1700 Dulany and 535 on 200 Allen, Total 688.
- Adding canopy to existing building.
- Connecting existing building to City water and sewer.
- Moving existing gravel road into City right-of-way.
- Onsite stormwater management improvements on both sites including 2 ponds on 200 Allen St.
- Project requires approval from:
 - Sussex Conservation District
 - Office of the State Fire Marshal
 - City Engineer for Storm Water
 - Planning and Zoning to make a recommendation to Council.

Commission member, Rick Peterson made a motion to recommend approval of the proposed Preliminary Site Plan approval of the presented project to include a parking lot expansion, new parking area, additional utility expansion, lighting, landscaping, and stormwater maintenance in support of the WDE1 project for 1700 Dulany Street, Tax Map and Parcel # 531-12.00-45.03 and 200 Allen Drive, Tax Map and Parcel # 531-12.00-48.00. Commission member, Al Temple, seconded the motion.

Chairman Shaffer called for a Roll Call vote:

ROLL CALL VOTE:

Scott Pickinpaugh stated he approved based on the Findings of Facts;
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;
Stacie Spicer stated she approved based on the Findings of Facts;
Rose Simon stated she approved based on the Findings of Facts;

Chairman Shaffer 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, Chairman Shaffer, called for a motion to adjourn the meeting of Planning and Zoning. Mr. Temple made a motion to adjourn; Mrs. Spicer seconded the motion; Motion was unanimous to adjourn.

Chairman Shaffer adjourned the meeting at 7:08 p.m.

By: _____
Matthew Shaffer
Planning and Zoning Chairman

Minutes of the Meeting of the
City of Seaford Planning and Zoning Commission
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3

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