

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

7:00 p.m.

May 2, 2019

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

Rick Peterson 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 presented New Business #1, CNI Management Inc., located at 23643 Sussex Highway, Tax Map and Parcel #331-5.00-63.00 are requesting a preliminary site plan review for a proposed 7-Eleven convenience store and gas station with associated parking and access driveways.

Mr. Bailey stated that the existing site, Dover Pools, will be completely demolished. The proposed 7-Eleven will include a 4,070 sq. ft. convenience store with fuel canopies, onsite Stormwater management and 33 paved parking spaces; 21 required by Code. They will also require approvals from the State Fire Marshal, DelDot and Sussex Conservation.

Mr. Bailey stated that David Kukush, Bohler Engineering and Chris Anderson, Dover Pools, was present to answer any questions the commission or public may have.

Mr. Peterson solicited any questions or comments from the commission.

Mr. Peterson asked if there are any plans to connect the road, Beaver Dam Dr. that runs behind the existing site, to the current dead end.

Mr. Bailey stated that possibly in the future, however they are working with Taco Bell on an easement to use the entrance/exit that is existing between the two locations.

Mr. Peterson called for any questions from the public; there were none.

Mr. Anderson with Dover Pools, stated that Dover Pools will continue to do business in the City of Seaford, even with the sale of the current location. They have been looking at other areas in the City that they can relocate their business.

Mr. Bailey presented New Business #2, Montessori Works Inc., located at 24960 Dairy Lane, Tax Map and Parcel #531-12.00-40.00 are requesting a preliminary site plan review for a proposed Montessori School.

Mr. Bailey stated that the Montessori school received a variance from Board of Adjustment in February. The plans for the site include to renovate and use existing buildings on site to start. Phase one will include ten new classrooms in two new buildings and provide 62 parking spaces. Phase two will include renovating the existing barn for three more classrooms and an activity space and Phase three will be a new building with four classrooms. Future phases will include two additional buildings and parking. The location site will require extension of City utilities, water, sewer and electric. They

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will also need approvals from DelDot, State Fire Marshal, Sussex Conservation and City's Engineer for Stormwater.

Mr. Bailey stated that Mark Chura and Carlton Savage were present to answer any questions that the commission or public may have.

Mr. Peterson solicited any questions or comments from the commission.

Mr. Shaffer asked if there was an update on the property adjacent to the site.

Mr. Chura stated that they have requested an appraisal on the property at this time.

Mr. Peterson solicited any questions or comments from the public; there were none.

With no further questions or comments from the commission members or public, Mr. Peterson closed the public hearing at 7:09 p.m. and re-opened the regular meeting of Planning and Zoning.

Building Official, Mike Bailey then presented finding of facts.

#### **Agenda item #1**

Findings of Facts:

- Project: 7-Eleven Preliminary Site Plan Review
- Owners: CNI Management Inc.
- Property Location – 23463 Sussex Hwy
- Tax Map & Parcel 331-5.00-63.00
- Zoning: C2 Highway Commercial
- Parking spaces provided: 33
- 4,070 sq. ft. Convenience Store with Fuel Islands.
- Onsite stormwater management provided.
- Project requires approval from:
  - Sussex Conservation District
  - Office of the State Fire Marshal
  - DelDot
  
- Planning and Zoning to make a recommendation to Council

Mr. Peterson called for a motion.

Mr. Grasset made the motion to recommend approval of the preliminary site plan review for a proposed 7-Eleven convenience store and gas station with associated parking and access driveways. Mr. Temple 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;  
E. B. (Rick) Peterson stated he approved based on the Findings of Facts;

Matthew Shaffer stated she 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.

**Agenda item #2**

Findings of Facts:

- Project: Preliminary Site Plan Review Sussex Montessori School
- Owners: Sussex Montessori School Inc.
- Property is located at 24960 Dairy Ln
- Tax Map & Parcel 531-12.00-40.00
- Zoning: C-2 Highway Commercial
- Variance approved in February
- Parking spaces provided phase 1 62
- Phase 1 10 new class rooms in 2 new buildings.
- Phase 2 renovate existing barn for 3 new classrooms and activity space
- Phase 3 4 new class rooms in a new building
- Future phases to include 2 new classroom buildings with additional parking
- City utilities to be extended (Water, sewer, electric
- Project requires approval from:
  - DelDot
  - Sussex Conservation District
  - Office of the State Fire Marshal
  - City's Engineer for Storm Water Management review
  
- Planning and Zoning to make a recommendation to Council.

Mr. Peterson called for a motion.

Mr. Grasset made a motion to approve the requested preliminary site plan review for a proposed Montessori School. Mr. Temple 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;

E. B. (Rick) Peterson stated he approved based on the Findings of Facts;

Matthew Shaffer stated she 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, Mr. Peterson called for a motion to adjourn the meeting of Planning and Zoning. Mr. Temple so moved; Mr. Grasset seconded the motion. Motion was unanimous to adjourn.

Mr. Peterson adjourned the meeting at 7: 13 p.m.

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By: \_\_\_\_\_  
E.B. (Rick) Peterson  
Planning and Zoning Commission Member

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