

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

7:00 p.m.

January 2, 2020

Chairman Wayne Sammons called the meeting to order with the following Commission members in attendance: Jose Santos, Mark Grasset, Rick Peterson and Matthew Shaffer. Seaford Fire Chief, Jack Wilson and Building Official, Mike Bailey was also present.

Chairman Wayne Sammons 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 #1, Cavan Construction, located at 106 Park Ave., Tax Map and Parcel # 531-10.00 236.13 are requesting a Final Site Plan review for construction of a warehouse.

Mr. Bailey stated that the construction will include a proposed 5,208 sq. ft. warehouse and office space with 12 (twelve) parking spaces. Per Code 5 (five) parking spaces are required for the office; one (1) parking space per 200 sq. ft. and 5 (five) required parking spaces for the warehouse; one (1) parking space per 1,000 sq. ft. The referenced property is located in a wellhead protection zone and requires onsite storm water design. The project also requires approvals from the State Fire Marshal, Sussex Conservation and the City Engineer for Storm Water.

Chairman Sammons solicited any questions or comments from the commission members;

Chairman Sammons asked what the proposed use of the warehouse and office space will be; will it be staff occupied full time.

Mr. Sean Smith, representing Cavan Construction, stated no, it will mostly be used for storage of material, equipment, etc.

Mr. Bailey presented New Business #2, Belle Ayre Group LLC, located at Orchid Dr., Cherry Blossom Ln., and Wisteria Ln., Tax Map and Parcel # 531-10.00-506.00 through 531-10.00-571.00 are seeking a Final Site Plan review to realign the lot lines in order to increase the number of lots from sixty-six (66) to seventy-seven (77) per the original approved and recorded plans.

Mr. Bailey stated that the referenced property is zoned R-3 high density residential. The new layout will be the same as the original approval from 2003 and that the application complies with the area and bulk requirements of the zone.

Chairman Sammons solicited any questions or comments from the commission members;

Chairman Sammons asked what the reasoning for the reduction of lot size was previously.

Mr. Bailey stated that the previous owners had plans for the homes had a different sq. footage, therefore needing to increase the lot size.

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Chairman Sammons asked if the new townhomes to be built on the lots will resemble the existing ones that were previously constructed on the neighboring lots.

Mr. Joseph Calabro, representing Belle Ayre Group LLC., stated yes. They will be constructed to be similar in size (sq. footage) and exterior appearance.

Mr. Santos asked what the lot size of the existing townhomes are in comparison to the referenced lots being discussed.

Mr. Sean Allen, representing Belle Ayre Group LLC., stated that he doesn't have an exact figure for either, however, by looking at plans they are approximately 22' x 60' and the same goes for the previously constructed lots.

With no further questions or comments, Chairman Wayne Sammons closed the Public Hearing portion of the meeting at 7:10 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: Cavan Construction
- Property Location – Park Ave
- Tax Map & Parcel 531-10.00-236.13
- Zoning: M1 – Light Industrial
- Proposed development of a 5,208 sq. ft. warehouse and office.
- Providing 12 parking spaces (10 required by code)
- Onsite storm water to be provided
 - Required approvals
 - State Fire Marshal
 - Sussex Conservation
 - City Engineer for Storm Water
- Planning and Zoning to make a recommendation to Council

Chairman Sammons called for a motion;

Mr. Peterson made a motion to approve the requested Final Site Plan as presented. Mr. Shaffer seconded the motion;

Chairman Sammons called for a Roll Call vote:

ROLL CALL VOTE:

Jose Santos stated he approved based on the Findings of Facts;
Mark Grassett 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;

Chairman Sammons 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: Belle Ayre Group, LLC Lot Re-Alignment
- Property is located on Wisteria Drive, Cherry Blossom Lane, and Orchid Drive
- Lots are identified as Tax Map & Parcel (s) 531-10.00-506 thru 571
- Realignment of lot lines to increase the number of lots from 66 to 77.
- Property is zoned R-3
- Application complies with the area and bulk requirements of the zone.
- New layout will match the original approval from 2003
- Planning and Zoning to make a recommendation to Council.

Chairman Sammons called for a motion;

Mr. Peterson made a motion to approve the requested the Final Site Plan review as presented. Mr. Temple seconded the motion;

Chairman Sammons called for a Roll Call vote:

ROLL CALL VOTE:

Jose Santos stated he approved based on the Findings of Facts;
Mark Grassett 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;

Chairman Sammons 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 Sammons called for a motion to adjourn the meeting of Planning and Zoning. Mr. Grassett made a motion to adjourn; Mr. Peterson seconded the motion; Motion was unanimous to adjourn.

Chairman Wayne Sammons adjourned the meeting at 7: 13 p.m.

By: _____
Wayne Sammons
Planning and Zoning Chairman

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