

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

7:00 p.m.

August 1, 2019

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

Commission member 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 then presented New Business #1, Lakeshore Motor Company LLC, located on Sussex Highway, Tax Map and Parcel # 331-3.00-193.00, 193.12 and 193.13 are requesting a Preliminary Site Plan review for a proposed 24,000 sq. ft. Automobile sales and service center.

Mr. Bailey stated that the 24,000 sq. ft. sales and service center will be fully sprinklered, provide 267 paved parking spaces (120 required by code), onsite storm water management and will require the extension of water, sewer and electric to the site. They will also be required to have approvals from the State Fire Marshal, Sussex Conservation and DelDot.

Commission member Rick Peterson, solicited any questions or comments from the commission members; there were none.

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

Mr. Bailey presented New Business #2, Cavan Construction, located at 106 Park Ave., Tax Map and Parcel #531-10.00-236.13 are requesting a Sketch Site Plan review for construction of a warehouse.

Mr. Bailey stated that the proposed warehouse will include 5,208 sq. ft. of warehouse and office space, with 12 paved parking spaces (10 required by code). Property will be located in a wellhead protection zone which requires onsite storm water design. They will also need approvals from the State Fire Marshal, Sussex Conservation and the City Engineer for storm water.

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

Mr. Peterson then asked if the proposed warehouse space is for single use or multiple tenants.

Mr. Bailey stated the building is proposed for single use.

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 7:06 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: Lakeshore Motor Company LLC
- Property Location – Sussex Hwy
- Tax Map & Parcel 331-3.00-193.00, 193.12 and 193.13
- Zoning: C2 – Highway Commercial
- Proposed development of a 24,000 sq. ft. new automobile sales and service center.
- Providing 267 parking spaces (120 required by code)
- Onsite storm water provided
- Requires extension of City Utilities (Water, Sewer, Electric)
 - Required approvals
 - State Fire Marshal
 - Sussex Conservation
 - DELDOT

- Planning and Zoning to make a recommendation to Council.

Mr. Peterson called for a motion;

Mr. Temple made a motion to approve the requested preliminary site plan review for the proposed 24,000 sq. ft. automobile sales and service center 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;
Matthew Shaffer stated he approved based on the Findings of Facts;
Stacie Spicer 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: 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

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- City Engineer for Storm Water
- Planning and Zoning to make a recommendation to Council.

Mr. Peterson called for a motion;

Mr. Temple made a motion to approve the requested sketch site plan review for construction of a warehouse as presented. Mrs. Spicer seconded the motion.

Mr. Peterson called for a Roll Call vote:

ROLL CALL VOTE:

Mark Grassett stated he approved based on the Findings of Facts;
Al Temple stated he approved based on the Findings of Facts;
Matthew Shaffer stated he approved based on the Findings of Facts;
Stacie Spicer stated she approved based on the Findings of Facts;

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

Mr. Peterson adjourned the meeting at 7: 10 p.m.

By: _____
Commission Member Rick Peterson
Planning and Zoning Commission Member

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