

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

7:00 p.m.

October 4, 2018

E.B. Peterson called the meeting to order with the following Commission members in attendance: Al Temple, Mark Grasset, Stacie Spicer and Matt Shaffer. City Manager, Charles Anderson was also present.

Mr. 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 City Manager, Charles Anderson.

Mr. Anderson presented New Business Item #1, Our Lady of Lourdes Roman Catholic Church, property owners of 532 E. Stein Hwy, Seaford, DE, identified as Tax Map and Parcel # 331-5.19-35.00 is seeking a Preliminary Site Plan review for proposed Church Office Building Addition, with associate parking and site improvements.

Mr. Anderson stated that this is a preliminary site plan review for a two-story office addition of 3,750 square feet. There will be 23 parking spaces provided; there are 19 parking spaces required by Code. The zoning for this parcel is R-2 Medium Density Residential.

Mr. Anderson explained that the current parsonage will be demolished for the new office to be constructed. There will be on site storm water management provided and approvals will be required from State Fire Marshall, Sussex Conservation District and City's engineer for storm water.

Mr. Peterson asked for any questions from the commission; there were none.

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

City Manager Anderson presented New Business Item #2, Chick-fil-A Inc., property owners of 22932 Sussex Highway, Seaford, DE identified as Tax Map and Parcel # 331-5.00-50.12 seeking a final plan review for a proposed Chick-fil-A restaurant with associated parking, and access driveways.

Mr. Anderson stated that this is a final site plan review for a Chick-fil-A to be located at 22932 Sussex Highway; a one-story building with 4,999 square feet is proposed. The occupant load will be 110 seats with 46 paved parking spaces provided (32 onsite and 14 provided by an easement with Seaford Village Shopping Center). There are 46 parking spaces required by code. The zoning for this property is C-2 Highway Commercial.

Mr. Anderson added that on site storm water management will be provided. They have received their approval from Sussex Fire Marshall, Sussex Conservation District and DelDot.

Mr. Peterson asked for any questions from the commission; there were none.

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

With no further questions or comments from the commission or public, Mr. Peterson closed the public hearing at 7:06 p.m. and re-opened the regular meeting of Planning and Zoning.

City Manager Anderson then presented finding of facts.

Agenda item #1

Findings of Facts:

- Project: Our Lady of Lourdes Office Addition
- Owners: Our Lady of Lourdes Roman Catholic Church
- Property is located at 532 E. Stein Highway
- Tax Map & Parcel 331-5.19-35.00
- Zoning: R-2 Medium Density Residential
- Preliminary site plan review for a 3,750sf two story office building addition with site improvements.
- Parking spaces provided: 23 paved parking spaces provided
- Project requires approvals from:
 - Sussex Conservation District
 - Office of the State Fire Marshal
 - City's engineer for storm water
- Planning and Zoning to make a recommendation to Council.

Mr. Peterson called for a motion.

Mr. Temple made the motion to recommend approval of the preliminary site plan for Our Lady of Lourdes Roman Catholic Church. Mr. Grassett seconded the motion.

Mr. Peterson called for a roll call vote:

ROLL CALL VOTE:

Al Temple stated he approved based on the Findings of Facts;
Stacie Spicier stated she approved based on the Findings of Facts;
E. B. (Rick) Peterson stated he approved based on the Findings of Facts;
Matthew Shaffer stated he approved based on the Findings of Facts;
Mark Grassett 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.

City Manager Anderson presented the Finding of Facts for New Business Item #2:

Findings of Facts:

- Project: Chick-Fil-A Restaurant
- Owners: Chick-Fil-A Inc.
- Property is located at 22932 Sussex Highway
- Tax Map & Parcel 331-5.00-50.12
- Zoning: C-2 Highway Commercial
- Final site plan review for a 4,999sf single story building with site improvements.
- Parking spaces provided: 46 paved parking spaces provided
(32 onsite & 14 provided by an easement with Seaford Village Shopping Center.)
- Project received approvals from:
 - Sussex Conservation District

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- Office of the State Fire Marshal
- DelDot
- Planning and Zoning to make a recommendation to Council.

Mr. Peterson called for a motion.

Mr. Temple made the motion to recommend approval of the final site plan review for Chick-fil-A restaurant with associated parking, and access driveways. Mr. Grasset seconded the motion.

Mr. Peterson called for a roll call vote:

ROLL CALL VOTE:

Al Temple stated he approved based on the Findings of Facts;
Stacie Spicier stated she approved based on the Findings of Facts;
E. B. (Rick) Peterson stated he approved based on the Findings of Facts;
Matthew Shaffer stated he approved based on the Findings of Facts;
Mark Grasset stated he approved based on 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; Mrs. Spicier seconded the motion. Motion was unanimous to adjourn.

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

By: _____
E.B. Peterson
Planning and Zoning Commission

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