

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

7:00 p.m.

March 5, 2020

Chairman, Wayne Sammons, called the meeting to order with the following Commission members in attendance: Jose Santos, Mark Grassett, Al Temple, Rick Peterson and Matthew Shaffer. Building Official, Mike Bailey and Jeremy Moore, representing Seaford Fire Department, was also present.

Chairman 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 presented New Business #1, A. Jay Dolby, Trustee, property owner of Tax Map and Parcel # 331-4.00-37.00 is requesting to rezone the property from R-1 Low Density Residential to R-2 Medium Density Residential. Mr. Bailey stated that the property does meet the area and bulk requirement for an R-2 zone.

Chairman Sammons solicited any questions from the Commission members or public;

Commission member, Matthew Shaffer, asked if the referenced parcel was the only lot in that area that is annexed into City limits.

Mr. Bailey stated yes.

Commission member, Jose Santos, asked how long the property has been annexed into City limits.

Mr. Dolby stated that the property was annexed in 2005.

Mr. Santos asked if the property across from the referenced lot, owned by Mr. Dolby as well, was going to be developed.

Mr. Dolby stated there are no plans currently to have that property developed.

Chairman Sammons, asked if the proposed project for this lot was outside of the bulk and area requirements for an R-1 zoned property.

Mr. Bailey stated yes, the proposed project will have to be in an R-2 zoned area.

There were no further questions from the Commission members or public;

Mr. Bailey presented New Business #2, A. Jay Dolby, Trustee, property owner of tax map and parcel #331-4.00-37.00 is requesting a Sketch Site Plan review for a proposed 118 lot Residential Community to be constructed on 33.32 acres of land, zoned R-2 Medium Density Residential. Mr. Bailey stated that the proposed plan will include 118 residential lots; proposed lots are minimum of 7, 560 sq. ft. and minimum 63 sq. ft. wide. (R-2 zone area and bulk requirements are 4,500 sq. ft., 35 ft. minimum width). The project will require approvals from Deldot, State Fire Marshal, Sussex Conservation and the City Engineer for water and sewer extension.

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Chairman Wayne Sammons, asked what kind of proposed development this project will entail. (ex: will the development have a pool, community building, etc.)

Mr. Dolby stated no; the development will only include houses.

Mr. Sammons asked if there was a development in City limits that was comparable.

Mr. Bailey stated Governor's Grant would be the closest in comparison, although the lot sizes are smaller in Governors Grant.

Mr. Sammons also asked if there will be any sort of buffer put in place around the development. (ex: trees, etc.)

Mr. Dolby stated that he was unsure at this time. Currently there is a tax ditch on two sides of the lot, so putting in a buffer may make the lot sizes smaller.

Commission member, Mark Grasset, asked how many homes will be able to be built at one time.

Mr. Bailey stated that a phasing plan will be put in place prior to homes being built.

Jeremy Moore, representing the Seaford Fire Company, asked what the proposed distance between the houses will be.

Mr. Dolby stated that at the very minimum, 12 feet.

With no further questions or comments, Chairman Wayne Sammons, closed the Public Hearing portion of the meeting at 7:19 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: Dolby Rezoning
- Owners: A. Jay Dolby Trustee
- Property Location – Old Furnace Rd
- Tax Map & Parcel 331-4.00-37.00
- Zoning: R-1 Low Density Residential
- Proposed zoning R-2 Medium Density Residential
- Property meets the area and bulk requirements for R-2 zone.
 - Planning and Zoning to make a recommendation to Council.

Chairman, Wayne Sammons, called for a motion;

Mr. Peterson made a motion to approve the request to rezone the referenced property from R-1 Low Density Residential to R-2 Medium Density Residential. Mr. Temple seconded the motion;

Chairman Sammons called for a Roll Call vote:

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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;
Al Temple 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.

Mr. Bailey presented findings of facts:

Agenda Item #2

Findings of Facts:

- Project: Dolby Sketch Site Plan
- Owners: A. Jay Dolby Trustee
- Property Location – Old Furnace Rd
- Tax Map & Parcel 331-4.00-37.00
- Zoning: R-2 Medium Density Residential
- Proposed 118 Residential Lots
- Proposed Lots meet the area and bulk requirements for the R-2 Zone (4,500 sq. ft. 35 ft min width)
- Proposed lots are Min 7,560 sq. ft. and Min 63 ft. wide.
- Proposed connection to City water and sewer with lift station.

Approvals Required From:

- Deldot
- State Fire Marshal
- Sussex Conservation
- City Engineer for Water and Sewer extension.
 - Planning and Zoning to make a recommendation to Council.

Chairman, Wayne Sammons, called for a motion;

Mr. Peterson made a motion to approve the requested Sketch Site Plan review for a proposed 118 lot Residential Community to be constructed on 33.32 acres of land, zoned R-2 Medium Density Residential, as long as the rezoning of the lot is approved prior.

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;
Al Temple 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;

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

Chairman Wayne Sammons, adjourned the meeting at 7: 22 p.m.

By: _____

Wayne Sammons
Planning and Zoning Chairman

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