

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

7:00 p.m.

October 1, 2020

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

Chairman Shaffer 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 Item #1, The Residences at River Place, is seeking a Final Site Plan Review for the construction of two (2) apartment buildings, to be known as Riverplace #3 and Riverplace #4, both to include thirty-six (36) dwelling units and to be built on Tax Map and Parcel # 431-5.00-318.00, 322.00, 323.00, 323.01 and 324.00.

Mr. Bailey stated that the referenced parcels are located on the east side of S. North Street and they will be combined into two lots, total. The apartment buildings will include 36 units and will be similar to the buildings currently located on Water Street. It will include 84 parking spaces on-site and 9 along North St. Storm water will be on-site and the project requires approval from the State Fire Marshal, Sussex Conservation and the City's Engineer for Storm water and Sewer relocation.

The project will be required to comply with the area and bulk requirements for the district. Waivers have been requested from City Council for Building Height, Density, parking and side yard setback; all of which were approved through Council when requested for the prior apartment buildings. Mr. Bailey also stated that the property owner, David Perlmutter and project architect, Keith Fisher, were present to answer any questions the commission and/or public may have.

Chairman Shaffer solicited any questions and or comments from the commission members;

Mr. Peterson asked if the apartments will have fencing around the property.

Property owner, David Perlmutter, stated yes. The apartments will have black metal fencing with gated entrances, just like the current apartments have.

Mr. Peterson also asked how many accesses and where the access points to the parking area would be located.

Mr. Fisher stated that there are three presented access points to the on-site parking, which again will be gated.

With no further questions and/or comments from the commission members, Chairman Shaffer solicited any questions and/or comments from the public; there were none.

Mr. Bailey then presented New Business Item #2, RMAB LLC., property owner of a vacant lot on Shipley Street, Tax Map and Parcel # 531-13.06-41.00, is seeking a rezoning from C-2 Highway Commercial District to R-1 Low Density Residential District.

Mr. Bailey stated that the re-zoning request is to allow single family dwelling to be built on the referenced property. The current lot size is 100' wide and +/- 9,900 sq. ft. meets area and bulk requirement for R-1; 75' width and 7,500 sq. ft. Mr. Bailey stated that the property has some commercial buildings adjacent to it, as well as apartments; however, the properties across the street are all zoned residential.

Mr. Bailey stated that Kevin Thawley, property owner, was present to answer any questions;

Chairman Shaffer asked if there was ever a building previously on the lot.

Mr. Thawley stated, not that he was aware.

Chairman Shaffer also asked why the property was originally zoned commercial.

Mr. Bailey stated that he was unsure, however there is surrounding properties that are also zoned commercial.

Chairman Shaffer solicited any further questions or comments from the commission members; there were none.

Chairman Shaffer solicited any questions and/or comments from the public; there were none.

With no additional questions or comments, Chairman Matthew Shaffer closed the Public Hearing portion of the meeting at 7:12 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: Residences at Riverplace Phase 3 Final Site plan
- Located S North St
- Tax Map and Parcel #431-5.00-318.00; 319.00; 322.00; 323.00; 323.01; 324.00
- Zoning – C-3 Riverfront Enterprise Zone
- The existing properties will be combined into 2 properties.
- 84 parking spaces provided on-site with an additional 9 along North St.
- Storm water will be on-site.
- Requires the relocation of the City's Interceptor Sewer.
- The project will be required to comply with the area and bulk requirements for the district; and waivers are requested from City Council for Building Height, Density, parking, and side yard setback.
  - Planning and Zoning to make a recommendation to Council.

Chairman Matthew Shaffer called for a motion;

Mr. Peterson made a motion to recommend approval of the proposed Final Site Plan review for the construction of two new apartment buildings to be known as Riverplace #3 and Riverplace #4, as presented. Mr. Temple seconded the motion;

Chairman Shaffer called for a Roll Call vote:

**ROLL CALL VOTE:**

Mark Grassetto 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;  
Stacie Spicer stated she approved based on the Findings of Facts;

Chairman Shaffer 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: RMAB LLC Re-zoning
- Located N Shipley St
- Tax Map and Parcel #531-13.06-41.00
- Zoning – C-2 Highway Commercial
- Requesting to re-zone from C-2 Highway Commercial to R-1 Low Density Residential in order to allow single family dwelling.
- Current lot size is 100' wide and +/- 9,900 sq. ft. meets area and bulk requirement for R-1 75' Width and 7,500 Sq. Ft.
  - Planning and Zoning to make a recommendation to Council.

Chairman Shaffer called for a motion;

Mr. Peterson made a motion to approve the requested re-zoning of the referenced property from C-2 Highway Commercial to R-1 Low Density Residential as presented. Mr. Temple seconded the motion;

Chairman Shaffer called for a Roll Call vote:

**ROLL CALL VOTE:**

Mark Grassetto 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;  
Stacie Spicer stated she approved based on the Findings of Facts;

Chairman Shaffer 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 Shaffer, 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.

Chairman Shaffer adjourned the meeting at 7:15 p.m.

By: Matthew Shaffer  
Matthew Shaffer

Minutes of the Meeting of the  
City of Seaford Planning and Zoning Commission  
October 1, 2020

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Planning and Zoning Chairman

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