



**Townsend Planning Commission
Minutes from
April 12, 2017
Townsend Town Hall, 141 Main Street**

Planning Commission Minutes

I. Call to Order:

The meeting was called to order by Chairman Troy Geiger.

II. Opening Ceremonies

Roll Call & Pledge

In attendance are Commissioners Regina Albert, Troy Geiger, James Reyes. Gary Rittereiser, and Sheryl Rojas where not available to attend.

III. Planning Commission Minutes

Discussion and reviewed the minutes from the March 8, 2017. The minutes were approved.

IV. Council Report on 5-year Comprehensive Plan Update

Regina Albert said that the Council approved the Commission's 5-year Comprehensive Plan review. The Council approved the Commission's review of the plan on March 22, 2017. The ordinance is being written and requires a public hearing that is scheduled at the next Council meeting on April 19, 2017 at 6:45pm.

V. Discussion of other Delaware towns Comprehensive Plans

Regina Albert reviewed Delaware City: They have regularly scheduled meeting to discuss the upcoming agenda for the Commission meeting. They are also listed on the town's website with the following information: meeting dates/times, membership, applications, requirements needed for zoning changes, 10 days prior to meeting date if group wants to be on the agenda, zoning maps, fees, etc. Nothing on projects but suggestion was to handle quarterly by our group. Townsend has the information on the website but not user friendly. Suggestion of working with Dawson to make it easier to locate this information regarding Townsend's zoning maps, fees, etc. like Delaware City. Discussion about Townsend's single and multifamily. Delaware City has single, 2 family and multifamily dwellings.

James Reyes reviewed Wilmington: Listed zones, definition, very detailed. Commission will need to review that our definitions match with what is marked on our zoning maps.

Troy Geiger reviewed Middletown: The first few pages were a history of the town. Townsend doesn't have this information. Regina stated that there is a girl scout working on a history of the town and that there is currently some information in the Historical Society of Odessa. We can collect some information and develop for Townsend. There was discussion regarding no bus service, trains, mass transit in Townsend. Discussed the points located in Middletown for bus

connection to Wilmington. Also, discussion of Middletown encroachment on Townsend, all commercial expansion in Middletown necessary to pay for services.

Regina Albert discussed the last IPA training meeting. The project that was viewed was Middletown's Royal Farms. Delaware City has annexed a new historical preservation area to grow. A lot of the discussion surrounded what Delaware City was doing, reviewed and wanted to review.

Mixed use would work in old towns like us- coffee shop, boutique, etc. Middletown is pricing commercial and mixed use out of their downtown area. Doghouse moved to Peoples' Plaza, Fromage moved to new strip by Kohl's.

Troy would like to have the Commission review the various communities and highlight what we like from the surrounding communities. Recommended books: Future Strategies and Delaware By Design. We also want public contribution to ideas of what they would like to see in Townsend.

Our review should begin with what properties we currently have- single family homes, 2 family homes, how many rentals? New Castle county tax maps can help with who the property owners. We have RA zone, but what is the definition, 55+ Adults? Must review our maps, definitions, changes and different types of mixed use. Regina handed out some mixed-use paperwork in November. We will need census information for our 10-year review.

VI. Discussion on Town Fair- involving the community in the Comprehensive Plan

No discussion took place on this topic

VII. Adjournment