



## Townsend Planning Commission Agenda

September 12, 2018

Meeting @7:00 PM

### 7:00 pm – Planning Commission Meeting

- I. Call to Order
- II. Opening Ceremonies
  - a. Roll Call  
Troy Geiger, James Reyes, Regina Albert, Sheryl Rojas, Emily Seldomridge
  - b. Pledge of Allegiance
  - c. Visitor Acknowledgement  
John Tracy, Mark Handler, Rob Allen, Jim Curran, Tom McDonald
  - d. Announcements
    1. Historic Preservation in Delaware program that Regina will attend
    2. Realtor/Developer from Maryland looking for industrial property
    3. Proposal will be made again regarding another development on Hwy 71
    4. Review for a possible House of Worship coming into the area
- III. Additions/Deletions to Published Agenda  
No changes
- IV. Approval of Planning Commission Minutes
  - a. August 8, 2018 – recorder malfunction  
Sheryl will take the card and try and retrieve the minutes
- V. Presentation/Discussion/Vote of the commendation to Council for the preliminary major subdivision plan for the Woods at Hidden Creek (Carter Farm) project.

Annexation was completed and rezoning approved. Proposed 103 acres, 232 single family homes, single entrance off Rt.71 and over 40% open space in the concept plan. Started working with the Town Engineer with terms of code compliance, met before the Board of Adjustments requesting variances to setbacks. Some were approved, and others withdrawn so now we have before you the final design for you to review for approval to council. Similar as previous drawing presented, changes are number of units decreased to 221 and moving towards the larger lot sizes. The other change was an additional access to South Street for vehicles. Still requires final sign offs from several agencies.

Emily's major concern was regarding the storm water and impervious coverage and the MS4 permit. Concerns if Townsend would be exempt in the future. Jim Curran states that the project meets the current town code that is currently in place. The town would be responsible for requiring the permit in the future if DNREC determined it was needed.

Emily was also questioning if the streets are up to standard. John Tracy and Jim Curran stated that the roads are meeting the current town's standard for width. Townsend would maintain the roads and entrances when completed.

Emily discussed the Annual Report (choppy could not follow discussion)  
Regina brought up sewer and water (choppy could not follow discussion)

John Tracy stated that the sewers numbers are in place according to the required standards (choppy could not follow discussion)

Emily and road maintained by town (This is too choppy to follow)  
Tom McDonald (question not audible and chopped over)

Emily's conversation was too choppy to follow  
Rob Allen stated no punch list, maintain the pond (too choppy)

Wetland discussion and recharge zones (choppy can't be followed), Regina stated that the State has referred to the well heads and the recharge area that should be avoided. Developer is stating they are following town code.

Tax ditch going to proposing (choppy can't follow).  
Two tax ditches on the property to the north being incorporated into the wetlands. All the draining is now be treated. Is the nature trail paved, no, will be of a natural surface. Emily believes it's cut between wetlands and (choppy can't follow). Regina said that the roads are going over water and wetlands. (choppy to follow) Emily stated concern about moving and changing streams (choppy to follow) Emily patches of green area but not big continuous areas of green. (Someone responded but too choppy to follow).

Increased traffic on Main Street and Hwy 71, who would pay for the traffic study. DelDot would need to approve. (choppy) Emily was bring this up to the commission attention and also about the number of accidents at the corner of Main Street and Hwy71. Lighting concerns not in the plan per Emily & Regina's review. Karrins stated none of the design (choppy). Discussion of town and the lights.

Regina asking if any other changes have been requested since the Board of Adjustment meeting. Developer stated no additional variances would change- wanted

7 and withdrew 2, so there are only 5 variances. Question about the center slope of a 5% grade and questioning if a typo. Town Engineer and developer agreed was a typo and should be .5%. Wetlands and runoff and impact to other properties. Regina asked if the properties will have full basement on the back (choppy).

#7 Proposed sewer flow for 219 lots and 221 building lots (choppy) There are 222 building lots (another typo) (choppy). There is a horse race track (choppy) on both properties. Lot being created and conveyed out of the plan.

#11 Lot areas is 45.96 acres with open space at 43.57 which is 41.6%, is that on the state formula. Wetlands is included- (choppy). Passive 38.4 acres Active recreation 5.53 acres, so passive includes the wetlands. (choppy) Regina had a concern about HOA being in charge of wetlands per #19. Regina stating about the preliminary plans backed up to the wetlands and the homes with basements. Emily asked about look backs (choppy regarding the question). Rob Allen said never had a problem (response choppy again).

Tom McDonald asked a question- not audible and choppy (Developer response was too choppy to follow).

Storm water ponds are 7 in the subdivision and 1 pump station. Water is gravity feed from Artisian. There are 40 houses covering the recharge area. State comprehensive plan advised not developing. Regina stated that the codes had not been changed or updated (choppy discussion between developer and Regina)

Town Engineer report was discussed and not provided to the commission to review.

Regina Albert stated she felt there still is some additional information required to make a good decision. Motion made to hold on making a recommendation until answer received. Emily made a 2<sup>nd</sup> to the motion to hold. Developer stated that the town engineer certified so the commission needs to provide a reason for the hold. Rob Allen stated the town engineer approved (choppy) Regina stated things are now being done differently than before. She feels she does not have all the information to decide. Mark Handler stated they played by the rules. Regina replies that the commission will too. Unknown developer voice states that they applied and followed the rules set by the town and town subdivision but now the rules have changed. The plan was submitted under the old process for approval. John Tracy states you owe the applicant a reason why to hold up the plan since the town engineer provided the process that they followed.

James said to put to a vote so motion to vote on the current plan (choppy) vote was to approve. Sheryl approved to vote to approve the plan according to current code but still has some concerns. Regina again is asking about the engineer's certified letter

that approves. (choppy) John Tracy had a letter from the town engineer 9/5/2018 that said the plan approved to code. Regina stated her concern is with the current code of Townsend. Tom McDonald had question (not audible-choppy) The current code currently doesn't state that the plan needs to go to the planning commission. Regina voted to recommend the plan and will discuss her concerns with town council and town engineer. Emily is abstaining from voting due. Vote 3 to approve 1 abstained.

Tom McDonald requested a copy of the flow chart. Break was taken from the meeting. Letter has not been received from John Tracy.

**VI. Review / Discussion / Update – Public Outreach**

Regina recommends that we receive an email communication with item VI. Emily contacted IPA and (choppy) they said would assist. (choppy)

- a. Survey Monkey - Kick-off promotion
  1. Inserts
  2. Links – Town website and Facebook
  3. 2018 Fair plans

**VII. Review / Discussion / Update – Comprehensive Plan**

Will discuss at the next meeting.

**VIII. Citizens Comments & Participation**

**IX. Adjournment**

Planning Commission Agenda