



## **Townsend Planning Commission Agenda**

**February 12, 2020**

**Meeting @7:00 pm**

**Townsend Town Hall, 141 Main Street**

- I. Call to Order
- II. Opening Ceremonies
  - a. Roll Call  
Troy Geiger, James Reyes, Tom McDonald, Sheryl Rojas, Emily Whiting
  - b. Pledge of Allegiance
  - c. Visitor Acknowledgement  
Scott Lobdel
  - d. Announcement  
Townsend Acres is moving forward with annexation. Planning Commission wants to complete new code changes prior to seeing plans
- III. Minutes review & vote
  - a. 1-15-2020
  - b. 1-30-2020
  - c. 2-1-2020  
Minutes approved by all members.
- IV. Review of all Chapter 66 edits possible vote to hold public hearing on changes  
New items added:  
Mixed-use definition.  
Checklist is needed for engineer to approve; Sheryl will create a form.  
Digital copies after final approval received.  
Removed comment of a structure built within 100ft of buffer.  
Reviewing state recommendations to have in our comp plan and our zoning should match our code. Not all recommendations have to be included.  
Confirmed parking and guest parking for town homes and apartments is added properly.  
New mixed-use section added, print out to review. PC members does not want a mixed residential neighborhood with different home types in the same neighborhood. Decided to remove as our commercial definition allows mixed-use.  
Confirmed street width, collector street homes dropped to 35.  
Residential is 2 off street parking required.  
Impervious cover, signage, noxious weeds and landscaping do we want in our code.

Open space: minimum active space required of 1 acre not inclusive of connected paths; wetlands can't be counted as active opens space.

Road widths updated to DelDot standards.

Sunsetting of plans monitored by Town Manager/Town Clerk. Before expiration town can send a notice (30/60days)

66-43 Expiration timelines added: 18 months to record plans after final approval received.

Adoption date will be when council approves after having a public hearing. Red-line document should be available for the public hearing.

Send greenbelt figure to Tom.

66-51 Fences: the fence can be placed on the property line, front yard fence not to encroach on the right-of-way.

Motion made to pass to council for review. PC needs to have a public hearing, then pass along recommendation to council to then hold another public hearing.

Decided on another special meeting to get final inputs on all Chapter 66 edits.

Thursday, February 20<sup>th</sup>, text to Emily with her comments.

Special meeting for comp plan review on the 22<sup>nd</sup>.

- V. Comprehensive Maps review and discussion of zoning changes- moved to the next meeting
- VI. Continue Comprehensive Plan review- moved to next meeting
- VII. Citizen Comments & Participation- none
- VIII. Adjournment