



Townsend Planning Commission Agenda

March 11, 2020

Planning Commission Meeting @7:00 pm

Townsend Town Hall, 141 Main Street

- I. Call to Order
- II. Opening Ceremonies
 - a. Roll Call
 - i. James Reyes, Tom McDonald, Sheryl Rojas
 - b. Pledge of Allegiance
 - c. Visitor Acknowledgement
 - d. Additions/Changes to the Agenda
 - i. Removed Item IV from agenda
 - ii. Added Land Use calendar to item IV
 - e. Announcements
- III. Review of minutes
 - a. 2-12-20 meeting- Approved
 - b. 2-20-20 meeting- Approved
- IV. Final discussion of Chapter 66 revisions – REMOVED already finalized replaced with Land Use calendar
 - i. Discussion to use the quarterly calendar. Tom will discuss with Anthony to make sure we're okay with this schedule. Sheryl will update the dates. Email copy to all members. Final approval for next agenda meeting in March.
- V. Comprehensive Plan review of revisions & continue on updating plan
 - Tom suggested we add a 30-year annexation spreadsheet into our comp plan to match NCC's 30-year plan.
 - MOU was approved by council for any development of 10 or more so that is no longer needed in our comp plan.
 - Maps being updated by Trisha that still need to be updated.
 - Blue changes in the document were done by Emily. We will need to review changed numbers with Emily. Believe some additional numbers are still needed.
 - Intro draft were updates completed by Regina Albert and we approved.
 - MOA- Memorandum of Agreement is in the comp plan since 2006 but town can't locate the document.
 - Emily can work on the doc at home, but we need to see the red line doc to track the changes. Council requires a red line doc. Changes can then be approved by the PC members.

- Chapter 2 numbers need to reflect the current census of 2010. The 2020 census will not be completed in time. Emily did some updates on the numbers, so we need to discuss these changes.
- Section 2-1 Community Profile: change dates to 2010 and 2015
- Section 2-1a change dates to 2010 and 2015, change population number
- Table 1: ask Emily about changes on chart
- Section 2-1b: we need the number of certificates of occupancy now (2001-2020) and then we can update the calculations and reword the document
- Table 2: need to update using the current Delaware Population Consortium numbers
- Table 2: need current census of 2010 and update the numbers and then numbers under method 1.
- Table 2: need current census of 2010 to update the chart and information under method 2.
- Method 3: updates numbers, dates, vacant lots in town and TVI & TVII lot update.
- Remove enter paragraph “Approximately 27 acres...”
- Update the Carter Farm paragraph with current information
- Summary page 9- update numbers again using the current census
- Table 4: needs numbers update from using the current census
- 2-1c Emily did some updates in this section will be updated, did some updates on Tables 5, 6, 7 using the current census 2010.
- Racial Composition changed to Diversity, use current census of 2010
- 2-1d update numbers & dates, also Table 8 using the current census of 2010

VI. Citizen Comments & Participation

No comments or participants

VII. Adjournment

Meeting adjourned 9:00pm