



Townsend Planning Commission Meeting Minutes
May 13, 2020 @ 7:00 pm
Via Conference Call

Per the Governor's request, all scheduled meetings will be held via conference call. Residents will be able to view documents posted to the meeting tab on the Town website at www.townsend.delaware.gov.

Those wishing to attend may dial (425) 436-6359. When directed, provide the following access code 695201# to enter the meeting.

If you choose to access the meeting online join the online meeting:
<https://join.freeconferencecall.com/towncall>

7:00 pm - Council Meeting

I. Call to Order : by Chair T. Geiger

II. Opening Ceremonies

- a. Roll Call:** Present – T. Geiger, T. McDonald, J. Reyes, S. Rojas
- b. Pledge of Allegiance** – suspended due to nature of electronic meeting
- c. Visitor Acknowledgement** – TM A. Mangeri
- d. Additions/Changes to the Agenda**
- e. Announcements**

III. Review of minutes

a. 05-02-20 meeting - motion to approve by T. McDonald, second by J. Reyes, vote to approve unanimous

IV. Comprehensive Plan review of revisions & continue on updating plan:

- Start at page 16 unable to find Ginnie Mae quotes, used HUD in Delaware numbers by affordable homes, and used Zillow to add homes. Reviewing median home prices in town by different methods.
- Housing plan
- Table 13 data updated along with the following ¶
- Housing plan recommendations : update ¶
- 2.1g _ update Community profile update ¶ r&r granny flats etc.
- Pubic Safety - ¶ discussion of police presence to deter crime, need coordination with Middletown, state and county for police protection
- sewer agreement with not NCC updated but they will assist in build out
- Reviewed Transportation update data ¶ changes in traffic loading, including NCC master plan, inserted first 2 of 3 phases of Streetscape, % of elderly residents, availability of younger volunteer firefighters
- Inserted need for traffic studies on road thru Town, specifics railroad ave., main st etc. improvements on main, commerce, have increased traffic thru town, reviewed walkability thru town

- Maintenance of homes update ¶ - rental ordinance implemented
- Review of in-home business tracking / recreation and childcare ¶'s
- Diverse Housing Types – updated ¶'s
- Section 2-2a Town government – corrected ¶ about meeting times and place, establishing planning commission, solicit volunteers, composition of BOA, correction of Council Committee makeup and groups, statement of existing town employees, provision of contract/contractors
- Government Critical issues... - established planning commission, add historic review criteria for future development
- Historic review criteria ¶
- Annexation process update and correct ¶, add development infill ¶, additional need for maintenance and code employees, relationship with NCC on sewer agreement ¶
- Open discussion about sewer access for Townsend
- Discuss and state Development Infill ¶
- Change in Staff ¶ (page 20) end point.

Set another meeting up for the may 21 at 7 pm.

Agreed on public hearing dates and times for Zoning Ordinance.

VI. Citizen Comments & Participation – no other visitors

VII. Adjourn – motion to adjourn T. McDonald, second by S. Rojas, vote to approve unanimous