



**Town of Townsend Public Works & Land Use
Development Committee Meeting
November 17th, 2023 @ 2:00 pm
VIA Conference Call & Town Hall
141 Main St, Townsend, DE 19734**

2:00 pm Public Works & Land Use
Development Committee Meeting

- I. Call to Order:
- II. Opening Ceremonies
 - a. Roll Call:
 - b. Pledge of Allegiance:
 - c. Recognition of Visitors:
 - d. Announcements:
- III. Citizens Comments & Participation.
- IV. Adoption of Agenda.
- V. Discussion regarding annexation handout.
- VI. Discussion regarding possible community center.
- VII. Recess Council Meeting to Convene Executive Session.
- VIII. **Convene Executive Session:** Pursuant to 29 Del. C. §§10004(b)(2) and (4), the Town Council will consider a motion to meet in executive session for a strategy session, which will include legal advice or opinions from an attorney-at-law, with respect to potential litigation, as well as discussions that may have an adverse effect on the bargaining or litigation position of the Town.
- IX. **Close Executive Session & Re-convene Council Meeting.**
- X. **ACTION ITEM:** Possible vote of Committee.
- XI. Adjourn.

Town Meetings will be held both in person and in a virtual format.

Those wishing to attend virtually may dial **1(301)715-8592**. When directed, provide following meeting ID **827- 6421-7575#** and then the following password **361631#** to enter the meeting. If you choose to access the meeting online click the following link:
<https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xiME1HV0ZOcHRxSHZ3QT09>

Residents will be able to view documents posted to the meeting tab on the Town website at <https://townsend.delaware.gov> or by joining the meeting via computer.



Town of Townsend Annexation Package

Taxes

Town of Townsend Residents	New Castle County Residents
<ul style="list-style-type: none"> Current Town Tax Rate: 0.008 	<ul style="list-style-type: none"> Current County Tax Rate: for County properties= 0.80540*100
<ul style="list-style-type: none"> Current County Tax Rate: for Town properties= 0.32570*100 	

Cost Saving Opportunities:

	Town of Townsend Residents	Non- residents
Notary Fees	\$0	\$5
Gazebo Rental (3-Hour Time Period)	\$75	\$125
Pavilion Rental (3-Hour Time Period)	\$75	\$125
Variance Hearings	\$300	\$500

Offers for Annexation

- Legal Review
- Smalltown presence while still pursuing growth to fully service residents.
- Amenities to help improve quality of life including the Townsend Municipal Park, trails, expansion of recreational activities.
- Your input is needed and wanted for input on local decisions, Town Council relations, Committees, Boards, Commissions.
- Hometown policing where the police department and community get to know each other as individuals.
- Community partnerships and respect are maintained through personal relationships community outreach such as business checks, vacation home checks, and community meetings.
- Faster response to calls for service over delayed response, thus preventing the victims of crime feeling their issues don't matter.
- Personal interaction between police and citizens, encompassing community spirit of caring and informality.
- Local police presence combined with community partnership is proven to deter crime

Town of Townsend Annexation Package

- Community policing which allows officers and citizens to get to know each other, to build a stronger trust bond. Citizens know officers as members of their community with a vested interest in each other's safety.

About the Town of Townsend

- Townsend Town Council is comprised of a Mayor and four Councilmembers who serve a two-year term.
- Elections are held in May of each year. Residents of the Town of Townsend have the opportunity to run for Townsend Town Council and the vote for Townsend Town Council.
- The Town of Townsend engages with residents to uphold long lasting traditions and maintain our connected community with events such as the Townsend Fair and Parade, the Annual Christmas Caroling and Tree Lighting Event, and a Back-to- School Night.

DRAFT - Not Final

Town of Townsend Annexation Package

Example for an R-1 Zoned Lot: (Not for the Tri-fold)

Sample tax amount=

88,755 – assessment value * .008 tax rate=

\$710 per year

Over 10 years= \$7,100

Sample Permit Fees=

Demolition Permit=

Total= \$600

New Residential Permit =

Building Fee Breakdown:

Building Size Fee= Square footage *\$150.87/1000 *\$15.00= ****

C/O Fee = \$125.00

Administrative Fee= \$125.00

Lines & Grades Review Fee= \$550.00

Public Safety Impact Fee= \$1,500.00

General Impact Fee= \$3,500.00

Fire House Impact Fee= \$750.00

Roadway Impact Fee= \$2,750.00

Sidewalk Impact Fee= \$500.00

HVAC Permit= \$100.00

Plumbing Permit - Inside= \$100.00

Plumbing Permit - Outside= \$100.00

OPTIONAL- Unfinished basement cost= \$23.20* square foot

Total= \$10,100+ building size

Optional Permits:

Fence

\$125.00

Shed- 200 Square Feet or Less

\$150.00

Permanently Installed Generator

\$150.00

Fireplace

\$175.00 Plus HVAC & Plumbing

In-Ground Pool

\$525.00

Above-Ground Pool

\$175.00

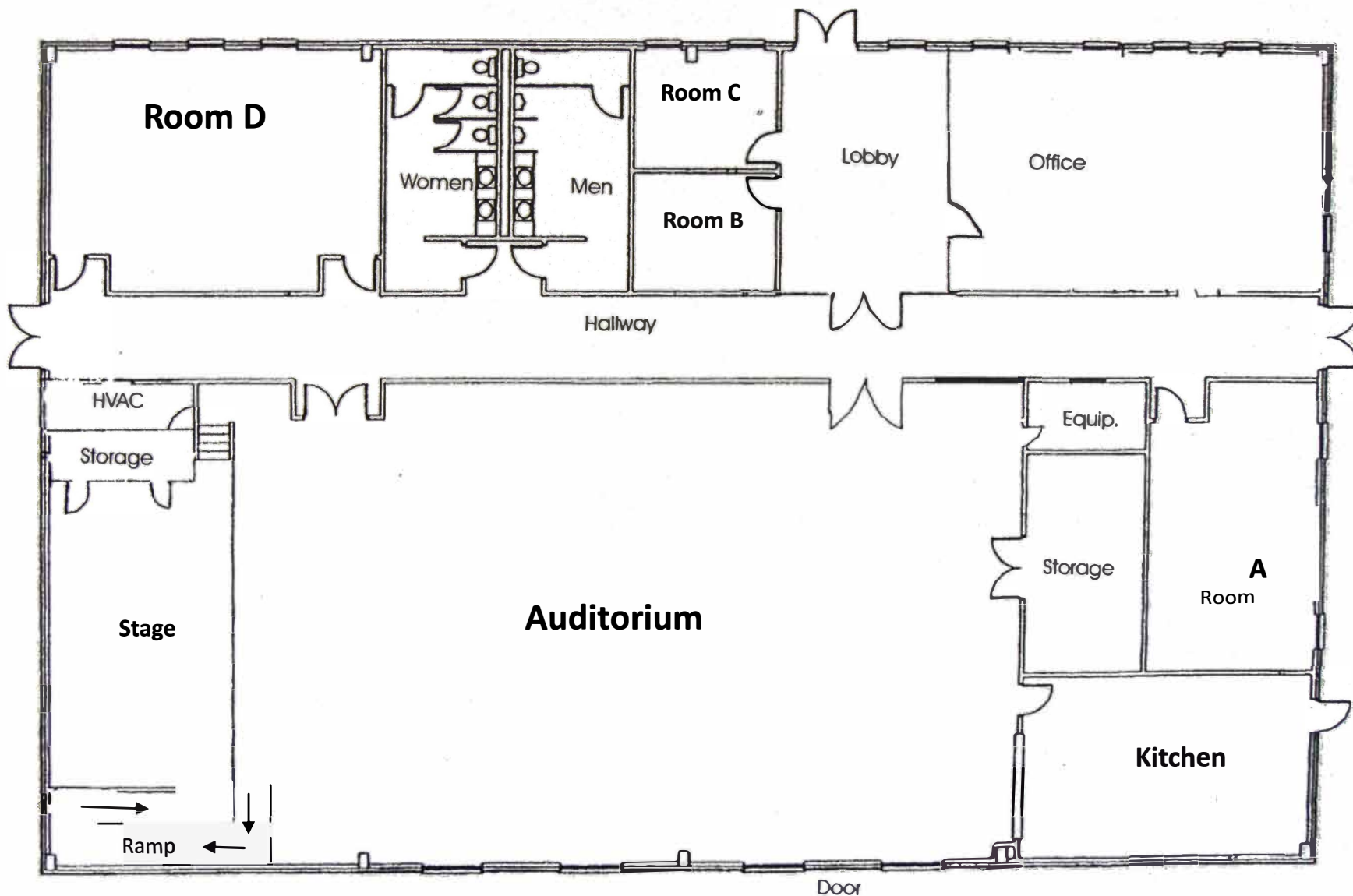
Town of Townsend Annexation Package

Hot Tub \$175.00

Flagpole (Inground) \$100.00

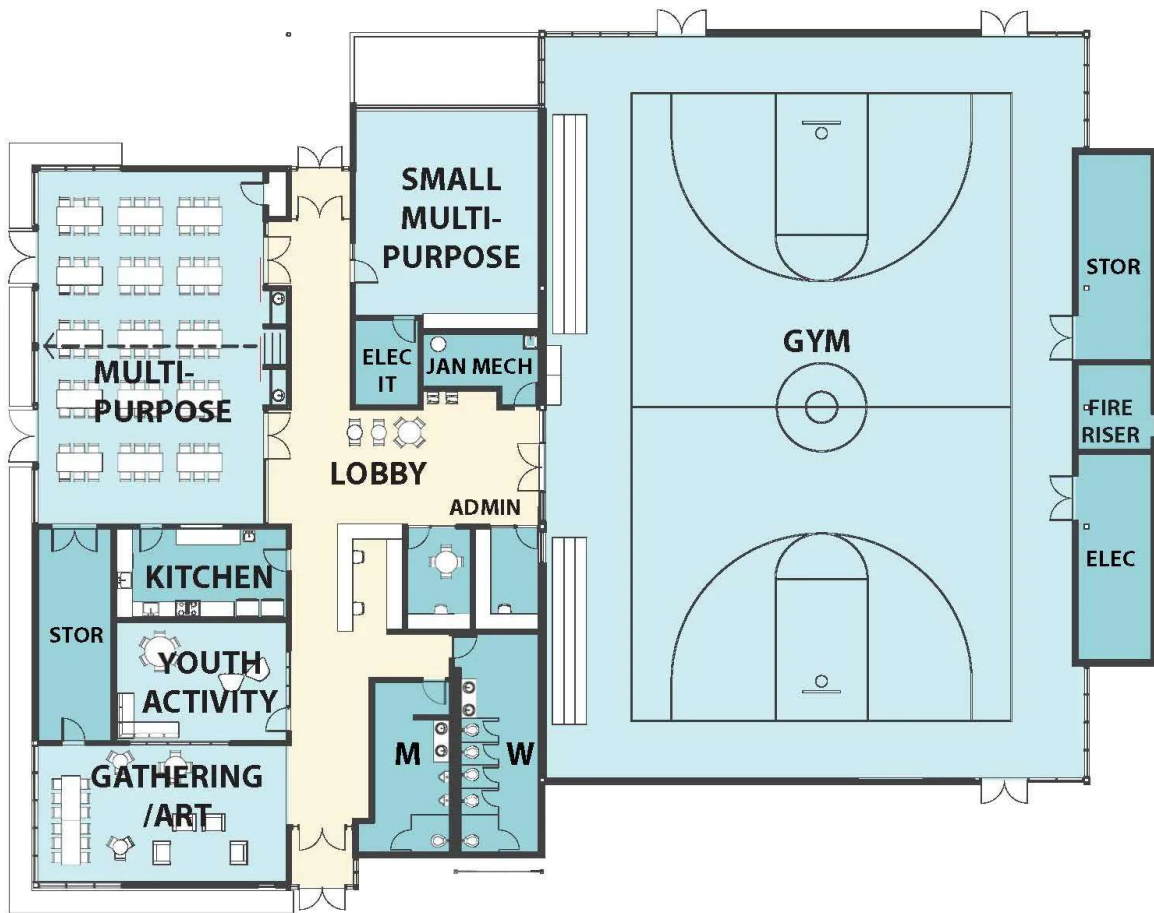
Residential Permit Fees per square foot (All permit fees assessed by square foot shall be subject to the fees below, as applicable)	
Administrative Fee	\$125.00
Plan Revision Fee for Previously Approved Construction Permits	\$150.00
Temporary Certificate of Occupancy	\$100.00
Certificate of Occupancy	\$125.00
Patio	\$8.00/ square foot
Sidewalk	\$8.00/ square foot
Driveway	\$8.00/ square foot
Basement	\$10.00/ square foot
Deck	\$10.00/ square foot
Addition	\$15.00 per \$1,000.00
Garage	\$15.00 per \$1,000.00
Enclosed Porch (No HVAC)	\$15.00 per \$1,000.00
Open Porch	\$15.00 per \$1,000.00
Carport	\$15.00 per \$1,000.00
Rooftop Solar Panels	\$15.00 per \$1,000.00
Ground-Mounted Solar Panels	\$15.00 per \$1,000.00
Altering of existing spaces (moving of interior walls)	\$20.00/ square foot

******Add administrative fees and CO fees as applicable**



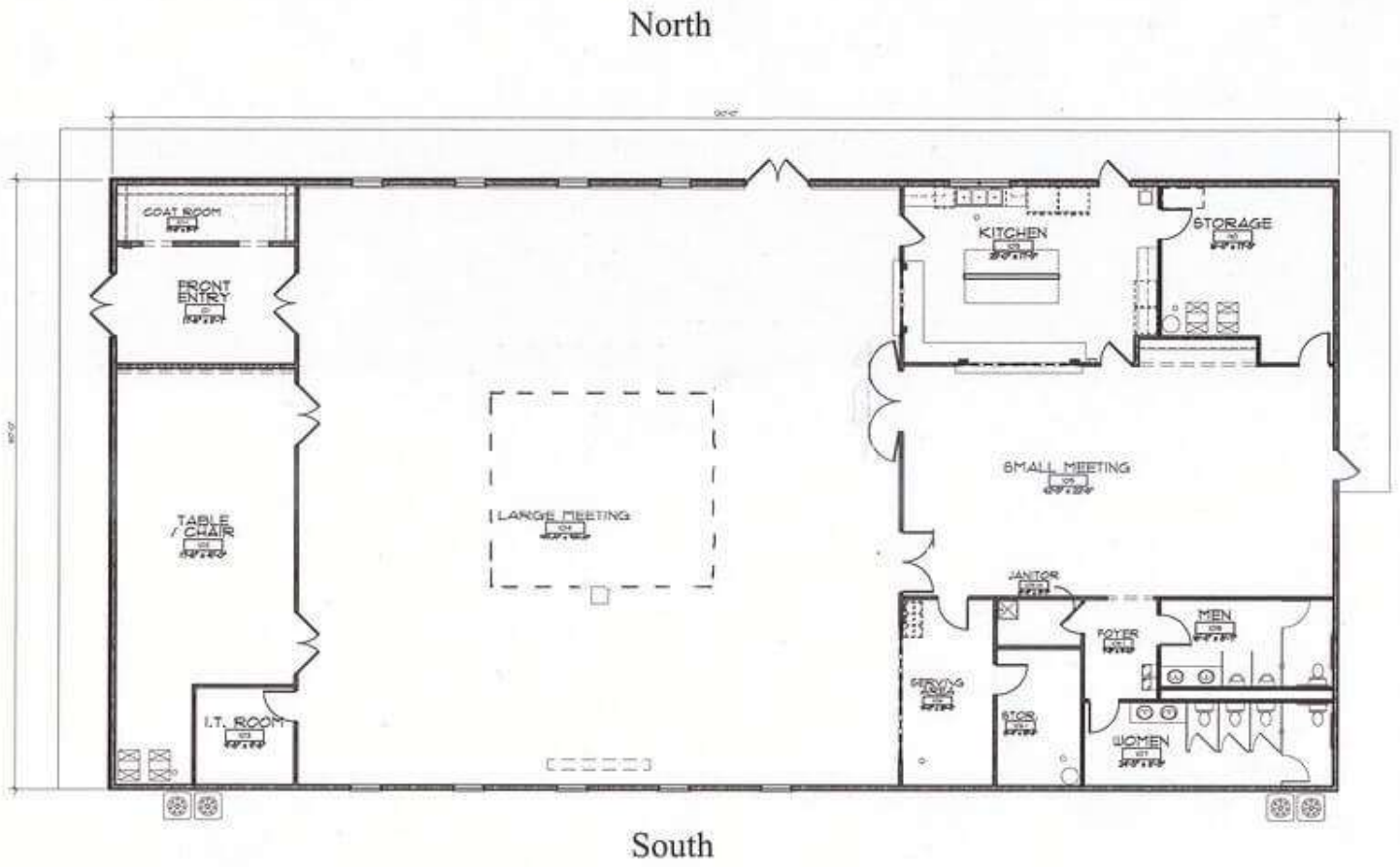
Tillman's Corner Community Center

COMMUNITY CENTER PLAN



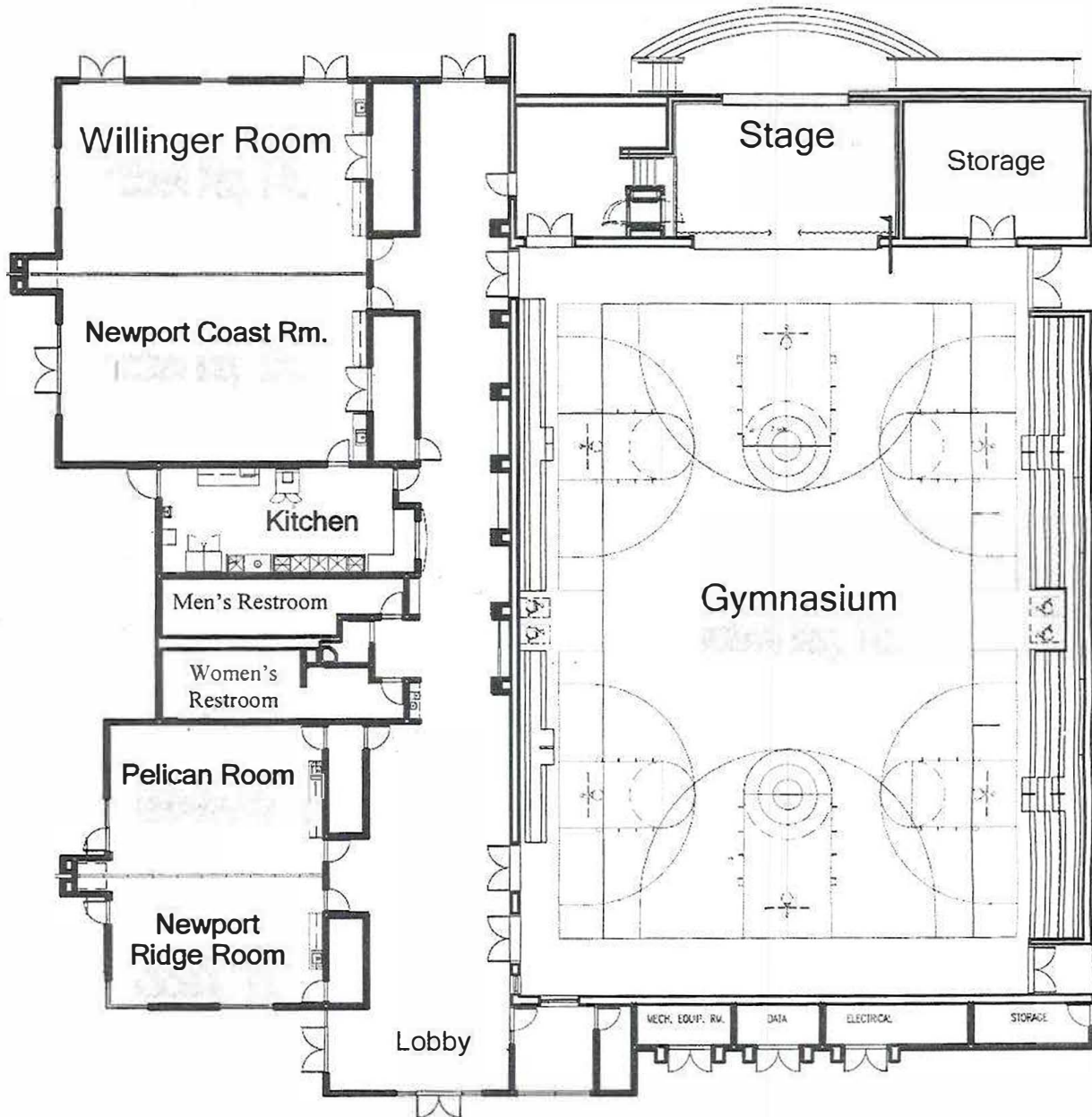
PUBLIC MEETING - MARCH 6, 2019
 COMMUNITY CENTER & POOL DESIGN



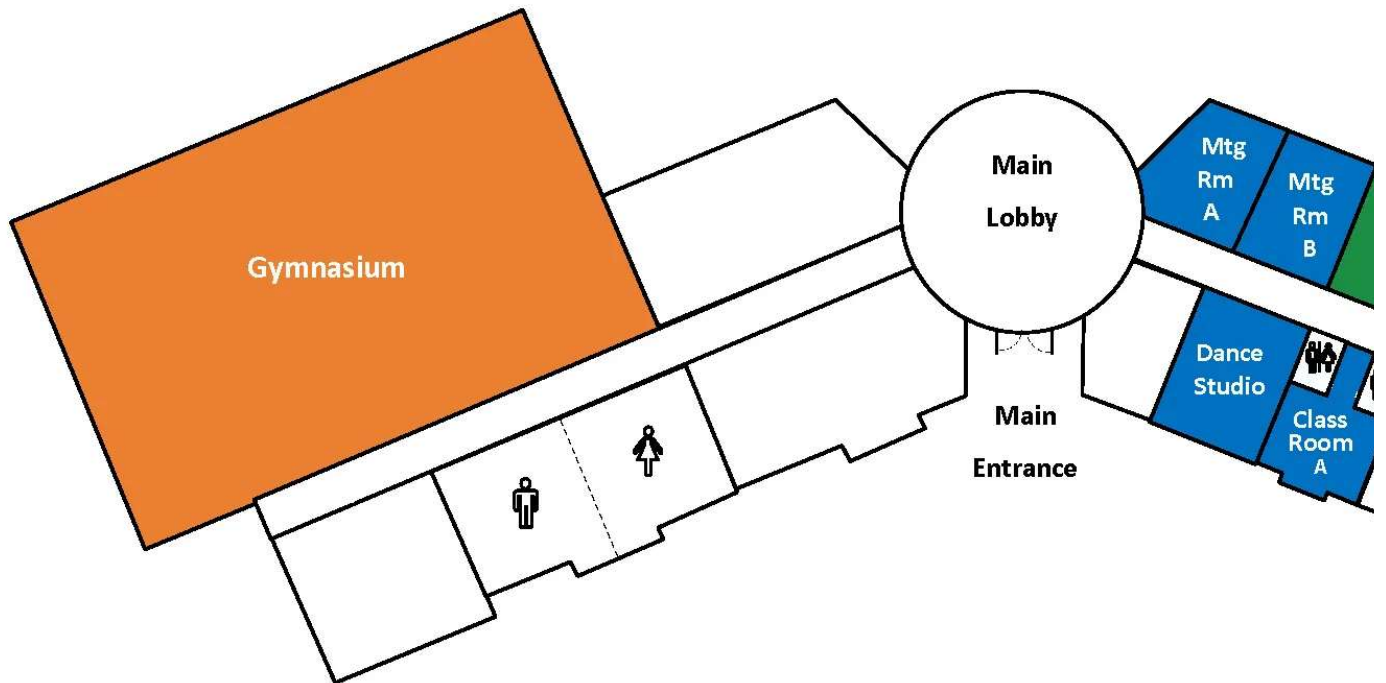




Newport Coast Community Center Floor Plan



Tukwila Community Cer



DATE:
CHRISTOPHER J FAZIO
 PROFESSIONAL ENGINEER LIC. No. 12175

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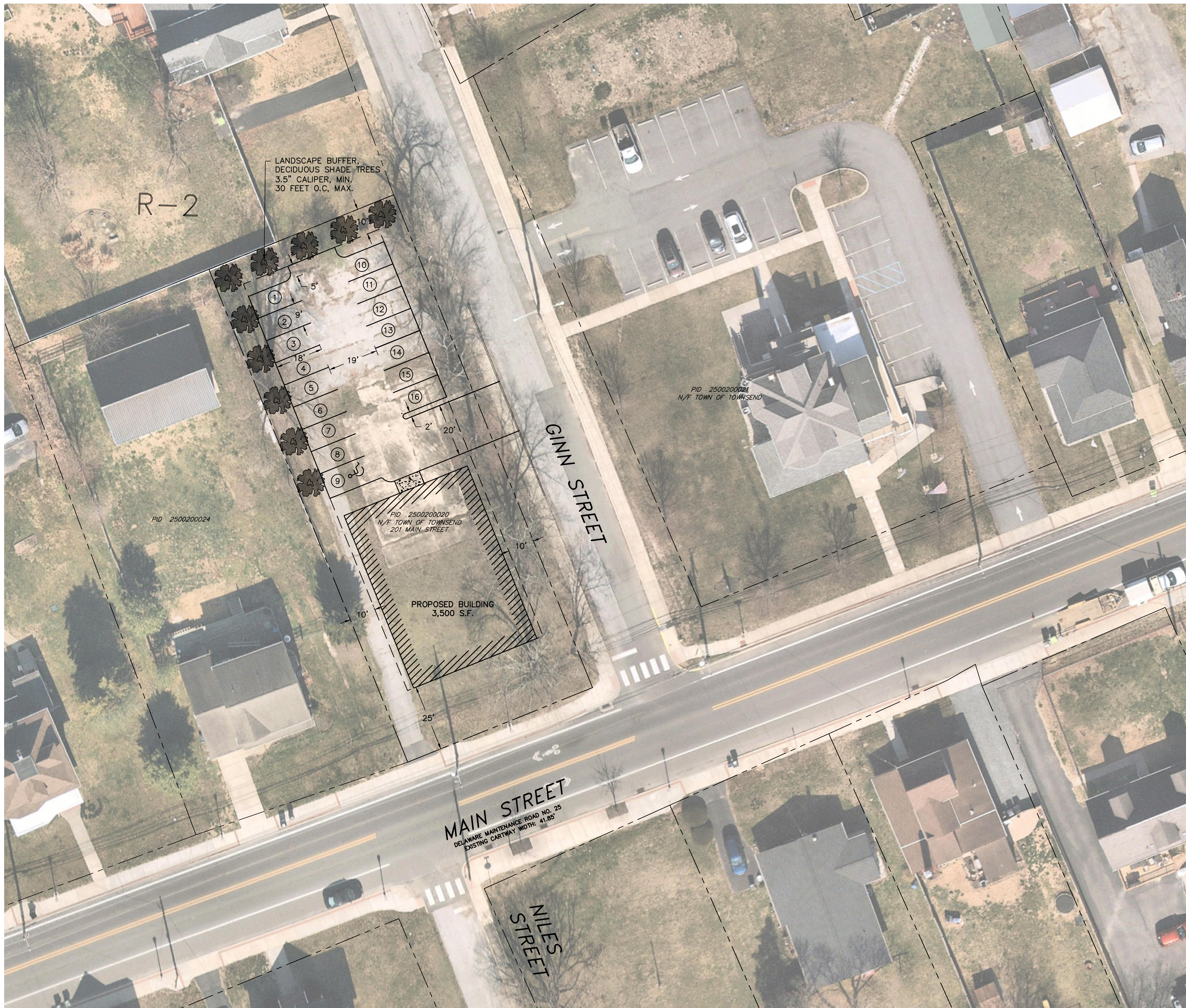
NO.	REVISION	DATE	BY (CHK)

CONCEPT PLAN - 1

TOWN OF TOWNSEND
 201 MAIN STREET
 NEW CASTLE COUNTY
 DELAWARE

TOWN OF TOWNSEND
 NEW CASTLE COUNTY
 DELAWARE

DRAWN BY: JMB DESIGN BY: EVO CHECKED BY: CJF SCALE: AS NOTED
 DATE: 8-2023 SHEET No.: 1 of 4
 JOB No.: DN1ET107

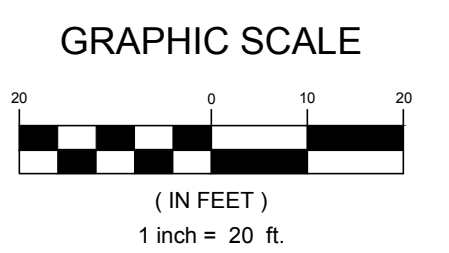


ZONING CLASSIFICATION – RESIDENTIAL | R-2

	PARCEL NUMBER	2500200020	2500200020
	REQUIRED/ALLOW	EXISTING	PROPOSED
LOT WIDTH	50 FEET	75 FEET	75 FEET
LOT AREA	7,000 SF	15,000 SF	15,000 SF
BUILDING COVERAGE	MAX. 40% TOTAL LOT AREA	-	56%
BLDG. SET BACK	NONE	-	-
SIDE YARD	MIN. 10 FEET (25 FEET AGGREGATE WIDTH)	25 FEET	25 FEET
FRONT YARD	25 FEET	25 FEET	25 FEET
REAR YARD	10 FEET	10 FEET	10 FEET
BLDG. HEIGHT	35 FEET	35 FEET	< 35 FEET

OWNER
 TOWN OF TOWNSEND
 141 MAIN STREET
 TOWNSEND, DE. 19734

PROPERTY INFORMATION
 LOT AREA: 15,000 S.F.
 IMPERVIOUS AREA: 8,422 S.F.



DATE:
CHRISTOPHER J FAZIO
 PROFESSIONAL ENGINEER LIC. No. 12175

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NO.	REVISION	DATE	BY

CONCEPT PLAN - 4
 TOWN OF TOWNSEND
 201 MAIN STREET
 NEW CASTLE COUNTY
 DELAWARE

DRAWN BY	DESIGN BY	CHECKED BY	SCALE
JMB	EVO	CJF	AS NOTED
DATE:	8-2023	SHEET No.:	4 of 4
JOB No.:	DN1ET107		



ZONING CLASSIFICATION – RESIDENTIAL | R-2

	PARCEL NUMBER	2500200020	2500200020
	REQUIRED/ALLOW	EXISTING	PROPOSED
LOT WIDTH	50 FEET	75 FEET	75 FEET
LOT AREA	7,000 SF	15,000 SF	15,000 SF
BUILDING COVERAGE	MAX. 40% TOTAL LOT AREA	-	45%
BLDG. SET BACK	NONE	-	-
SIDE YARD	MIN. 10 FEET (25 FEET AGGREGATE WIDTH)	25 FEET	25 FEET
FRONT YARD	25 FEET	25 FEET	25 FEET
REAR YARD	10 FEET	10 FEET	10 FEET
BLDG. HEIGHT	35 FEET	35 FEET	< 35 FEET

OWNER
 TOWN OF TOWNSEND
 141 MAIN STREET
 TOWNSEND, DE. 19734
PROPERTY INFORMATION
 LOT AREA: 15,000 S.F.
 IMPERVIOUS AREA: 6,786 S.F.

