



Town of Townsend Code Review Committee Meeting
February 24th, 2025, @ 1:00pm
VIA Conference Call & Town Hall
141 Main St, Townsend, DE 19734

1:00 pm Code Review Committee Meeting

- I. Call to Order: Approximately 1:02 pm.
- II. Opening Ceremonies
 - A. Roll Call: CM M. Chapman, TM J. Goodyear, PD Chief R. Longo – All present.
Mayor S. Lobdell – Virtual Attendance
 - B. Pledge of Allegiance: All present recited the Pledge of Allegiance.
 - C. Recognition of Visitors: None.
 - D. Announcements: None.
- III. Citizens Comments & Participation.
 - A. None.
- IV. Adoption of Agenda.
 - A. *All present agreed on adopting the agenda.*
- V. Approval/ Rejection of minutes:
 - A. **ACTION ITEM:** Approval/rejection of Code Review minutes from the January 21st, 2025, meeting.
 1. *All agreed on approval of the Code Review minutes from January 21st, 2025, meeting.*
- VI. Discussion and Review of municipal code for discrepancies and required edits.
 - A. Tm Goodyear states that an edit was made to our code reflecting parking on Main St to all streets must be on the right-hand side. However, the fee schedule does not reflect a fine for this.
 1. Chief Longo responded that the DE state code has a fee that is generally charged, it does not have to be reflected in the Town fee schedule.
 - B. CM Chapman reads title 21 that the ticket must be attached to the vehicle it's being given to, not in the mailbox or other area.
 1. TM Goodyear clarifies with Chief Longo that this is only additional verbiage being added and that no changes were made.
 2. Chief Longo replies yes, it is the State Statute and shares that it is also helpful should the Town hire a Code Enforcement Officer, they would then be allowed to ticket the vehicle as well.
 - C. CM Chapman recommends clarifying with TS Hatfield, who would be legally responsible for citations issued, on behalf of the Town.



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D. CM Chapman reads Delaware title 41-79 stopping, standing, or parking for the right side of Main St.

1. Chief Longo recommends taking out Delaware title 41-79 but keeping stopping, standing, or parking.

I. TM Goodyear agreed and added that we should refer to our fee schedule for the fine.

E. TM Goodyear reads title 16.08.10 on abandoned vehicles.

1. CM Chapman states he does not agree with citing citizens for their own private property.

2. Mayor Lobdell mentions the title 16.08.30 assumption of abandonment which describes how a vehicle could be presumed abandoned.

I. TM Goodyear states we could change the location to either a covered structure or the rear of the property to keep the aesthetic.

3. TM Goodyear recommended adding further investigation of ordinance for the next Code Review agenda.

I. All agreed.

VII. Discussion regarding new business.

A. None.

VIII. Discussion regarding next meeting date.

A. All agreed on March 10th, at 1:00 pm.

IX. Adjourn.

A. All agreed to adjourn meeting.

1. Meeting Adjourned approximately 2:07 pm.