



Townsend Planning Commission Meeting Minutes
March 19th, 2025 @ 6:00 pm
Town Hall and via Conference Call
141 Main Street Townsend, DE 19734

6:00 pm – PC Meeting

- I. Call to Order - The meeting was called to order at 6:09 pm.
- II. Opening Ceremonies
 - A. Roll Call

Present:
Troy Geiger
Lisa Brooks
Eschalla Clarke
JJ Asongu
Town Manager: Julie Goodyear
 - B. Pledge of Allegiance – All stood for the Pledge of Allegiance.
 - C. Visitor Acknowledgement

Samantha Bulkilvish, Head of New Castle PLUS
 - D. Additions/Changes to the Agenda – Lisa moved to move the Visitor Acknowledgement to later in the agenda. Troy Geiger seconded. All approved to move the agenda item.
 - E. Announcements – Women History month
- III. Minutes from the February 12th, 2025 Planning Commission meeting to review and approve. – Lisa moved to approve the minutes as written; Eschalla seconded and all approved.
- IV. Discussion with Middletown as it relates to our Future Growth, as part of PLUS recommendation of intergovernmental cooperation. – Samantha was informed that Middletown was not in attendance and that Townsend has notified Middletown twice with Townsend’s proposal on the Future Annexation map with no response. Townsend will send the documentation of this to Samantha. Townsend will meet with Matthew Rogers of New Castle County’s Department of Land Use at a later date due to a scheduling conflict on March 19th. After meeting with Matthew, PC will send the responses to PLUS. Samantha will be on maternity leave and Dorothy Morris will be our point of contact in her absence.
- V. Review of PLUS (Preliminary Land Use Service) comment letter for Comprehensive (Comp) Plan Maps Amendment and draft a response letter. PC will draft a response letter and Troy and Julie will schedule a working session to review and finalize. PC need to decide whether to add Farmland in the Townsend code – will check Middletown code #2 – will use current 24.12.100; #3 – will use 24.36.050 (Wetlands) 24.36.170 (Forestry); #4 – State strategies level 4 is the most appropriate designation for the parcels labeled “Farmland” to be.
- VI. Review and discussion final edits to Code Chapter 24. This will move to next month’s meeting.

- VII.** Discussion of April meeting date and agenda. The next meeting is scheduled for Wednesday April 16th at 7pm.
- VIII.** Adjourn – Lisa moved to adjourn the meeting and Eschalla seconded. All approved. The meeting was adjourned at 8:09pm.