



Townsend Planning Commission Meeting Agenda
January 15th, 2025 @ 7:00 pm
Town Hall and via Conference Call
141 Main Street Townsend, DE 19734

7:00 pm – PC Meeting

- I. Call to Order
- II. Opening Ceremonies
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Visitor Acknowledgement
 - D. Additions/Changes to the Agenda
 - E. Announcements
- III. **ACTION ITEM:** Discussion and Potential Vote on 646 Wiggins Mill Rd Zoning Change Request.
- IV. **ACTION ITEM:** Continued discussion and Review of Future Growth Map with potential vote to approve map for PLUS Submission.
- V. Discussion of next meeting date and agenda.
- VI. Adjourn

Planning Commission 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=aHI4RDhTZ0xjME1HV0ZOcHRxSHZ3QT09>

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.

Scott Lobdell, Mayor
Joseph Bangura, Councilman
Matthew Chapman, Councilman
Dylan K. Wiggins, Councilman
Syed Sharif, Councilman



Julie Goodyear, Town Manager
Jennifer Helms, Financial Officer
Kelsey Gallagher, Town Clerk
Julie Abrams, Administrative Assistant
Brian Miller, Town Engineer
Lisa Hatfield, Town Solicitor

December 8th, 2025

Town of Townsend Planning Commission
P.O. Box 223
Townsend, DE 19734

Re: Zoning Change Request for 646 Wiggins Mill Road (R → C)

Dear Planning Commission Members,

On behalf of the Town of Townsend, I respectfully submit this formal request for a zoning change for the property located at 646 Wiggins Mill Road, currently zoned Residential (R). The Town is requesting that the property be rezoned to Commercial (C).

As the Planning Commission is aware, the Town intends to utilize this location as the primary Public Works Facility hub, which will support essential municipal operations, equipment storage, and maintenance activities. Rezoning the property to Commercial is necessary to align the site's intended municipal use with the Town's zoning standards and to ensure compliance with the Unified Development Code.

We kindly request that this zoning change request be placed on the next available Planning Commission agenda for review and consideration. Please advise if any additional documentation or materials are required to support this request.

Thank you for your attention and continued service to the Town.

Best Regards,

Julie Goodyear, Town Manager
On Behalf of Town Council