



Townsend Planning Commission Meeting Agenda
July 15th, 2026 @ 7 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:** Approval/Rejection of Planning Commission Meeting Minutes from September 10th, 2025.
- IV. **ACTION ITEM:** Approval/Rejection of Planning Commission Meeting Minutes from October 15th, 2025.
- V. **ACTION ITEM:** Approval/Rejection of Planning Commission Meeting Minutes from October 27th, 2025.
ACTION ITEM: Approval/Rejection of Planning Commission Meeting Minutes from November 13th, 2025.
- VI. **ACTION ITEM:** Approval/Rejection of Planning Commission Meeting Minutes from November 25th, 2025.
- VII. **ACTION ITEM:** Approval/Rejection of Planning Commission Meeting Minutes from January 15th, 2026.
- VIII. **ACTION ITEM:** Approval/Rejection of Planning Commission Meeting Minutes from January 23rd, 2026.
- IX. **ACTION ITEM:** Approval/Rejection of Planning Commission Meeting Minutes from January 30th, 2026.
- X. **ACTION ITEM:** Approval/Rejection of Planning Commission Meeting Minutes from March 18th, 2026.
- XI. **ACTION ITEM:** Discussion and potential vote on new Planning Commission Chair.
- XII. **ACTION ITEM:** Discussion and review of Municipal Code Section 24.04.060 Definitions with potential recommendation to Council as it relates to “Structures”.
- XIII. **ACTION ITEM:** Discussion and review of Municipal Code Section 24.32.020 performance Guaranty with potential recommendation to Council as it relates to Bond Waivers.

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.

- XIV. ACTION ITEM:** Discussion and potential vote on recommendation to annex 6218 Summit Bridge Road.
- XV. ACTION ITEM:** Discussion and potential vote on recommendation to annex 6192 Summit Bridge Road.
- XVI. ACTION ITEM:** Discussion and potential vote on recommendation to annex 6196 Summit Bridge Road.
- XVII. ACTION ITEM:** Discussion and potential vote on lot consolidation application for 650 Commerce Street.
- XVIII.** Discussion of next meeting date and agenda.
- XIX.** Adjourn

William Matarese

5/5/2026

Received
5/5/26
JS

6218 Summit Bridge Road

Townsend Delaware 19734

Dear Mrs. Goodyear,

I am writing to request my property located at 6218 Summit Bridge Road 10ac tax parcel number 14-016.00-042.

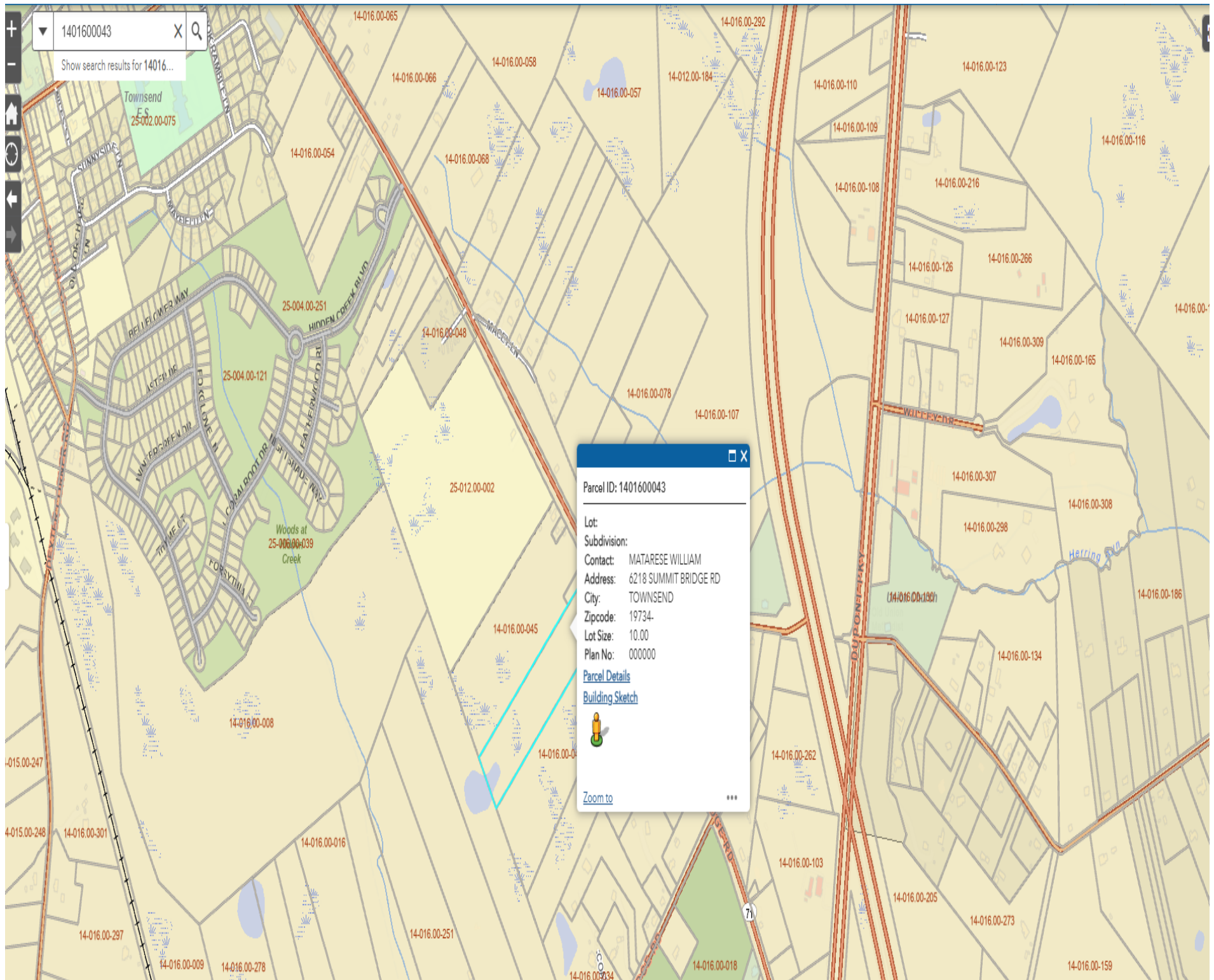
To be annexed into the Town of Townsend Delaware.

Please contact me for any further information needed.

Regards,

William Matarese

A handwritten signature in blue ink, appearing to read "W. Matarese", with a long horizontal flourish extending to the right.



1401600043

X Q

Show search results for 14016...

Townsend
ES
25-002.00-075

25-004.00-251

25-004.00-121

Woods at
25-006.00-039
Creek

14-016.00-048

25-012.00-002

14-016.00-045

14-016.00-008

14-016.00-016

14-016.00-251

14-016.00-0

14-016.00-234

14-016.00-018

14-016.00-292

14-012.00-184

14-016.00-057

14-016.00-058

14-016.00-066

14-016.00-054

14-016.00-068

14-016.00-110

14-016.00-109

14-016.00-108

14-016.00-216

14-016.00-126

14-016.00-266

14-016.00-127

14-016.00-309

14-016.00-165

14-016.00-307

14-016.00-298

14-016.00-308

14-016.00-186

14-016.00-134

14-016.00-262

14-016.00-103

14-016.00-205

14-016.00-273

14-016.00-159

Parcel ID: 1401600043

Lot:

Subdivision:

Contact: MATARESE WILLIAM

Address: 6218 SUMMIT BRIDGE RD

City: TOWNSEND

Zipcode: 19734

Lot Size: 10.00

Plan No: 000000

[Parcel Details](#)

[Building Sketch](#)



[Zoom to](#)

...

Ironwood Holdings LLC.

5/5/2026

6192 Summit Bridge Road

Townsend Delaware 19734

Received
5/5/26
JS

Dear Mrs. Goodyear,

I am writing to request my properties located at 6192 Summit Bridge Road 15.47ac tax parcel number 14-016.00-045 & 6196 Summit Bridge Road .19ac tax parcel number 14-016.00-046.

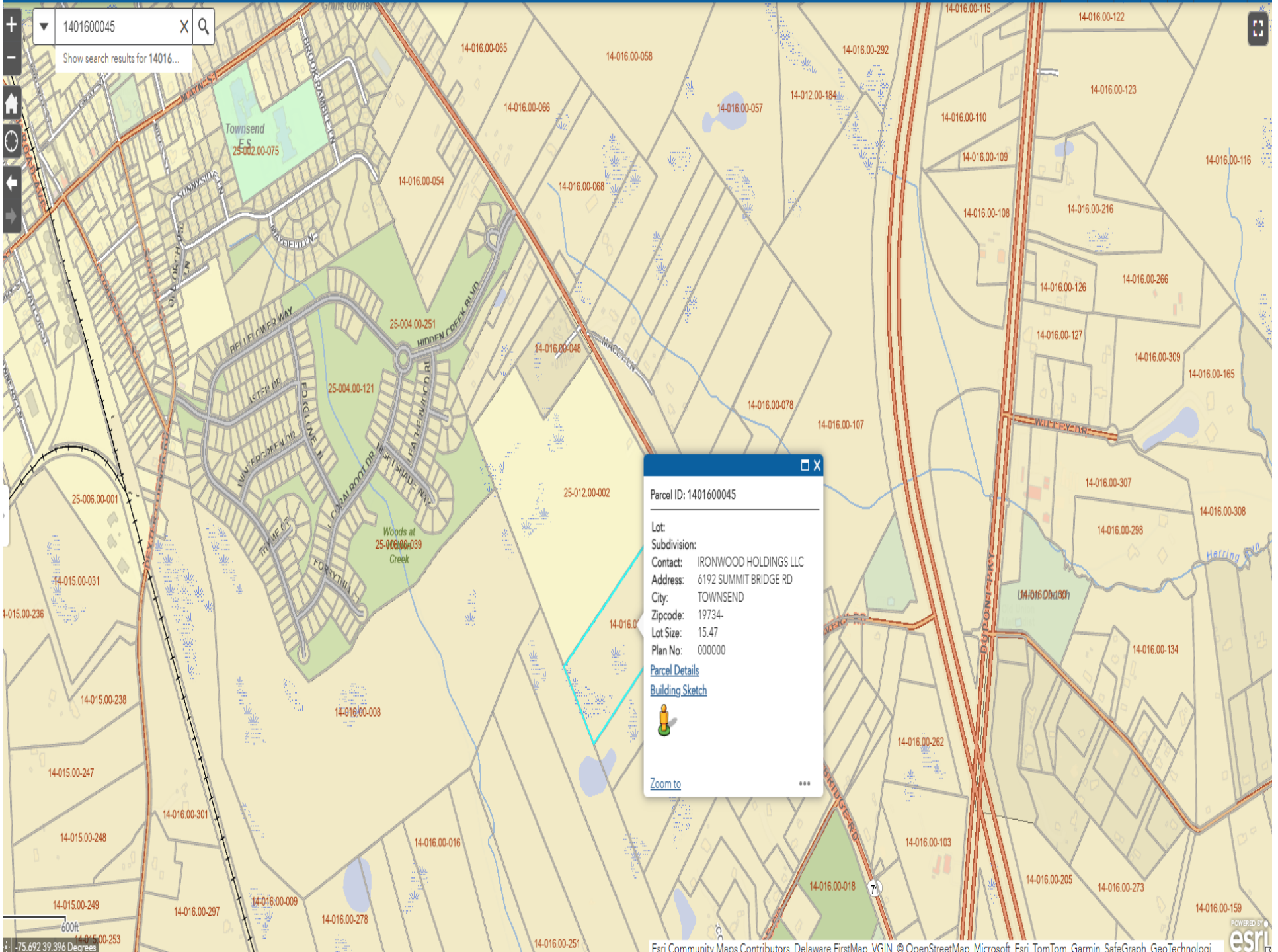
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Please contact me for any further information needed.

Regards,

Ironwood Holdings LLC.

 IH LLC



Ironwood Holdings LLC.

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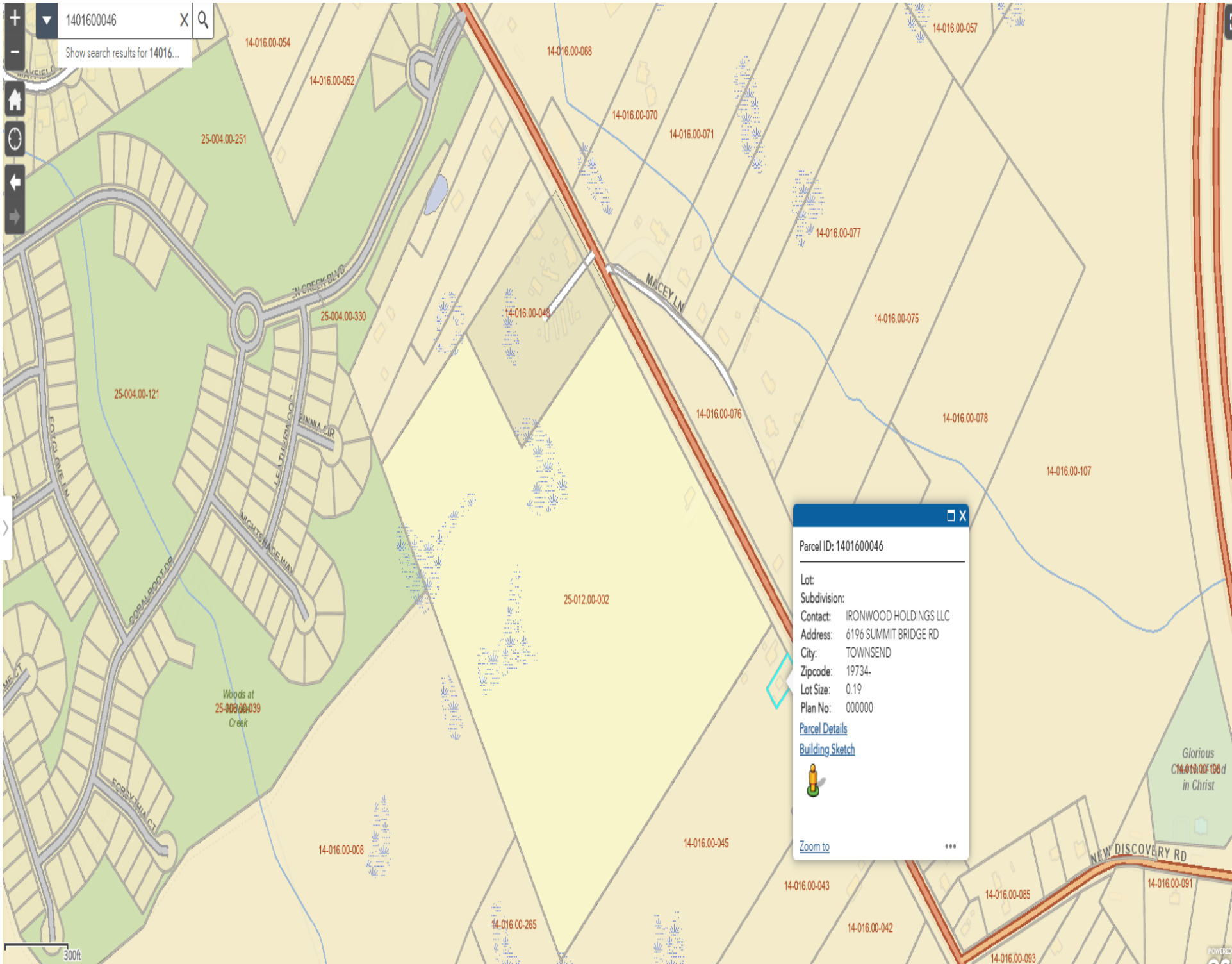
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Regards,

Ironwood Holdings LLC.

 IH LLC





Town of Townsend

Lot Consolidation Application

Updated November 2022

Town Hall Use Only

Date Received. _____

Date Approved/ Rejected: _____

Section One - Homeowner Information

Property Owner(s): Grace Alexander

Email: sueshomes4u@gmail.com | Phone No. 302-545-9962

Project Location: 650 Commerce St Townsend, DE 19734

Is the Owner's mailing address different from the project location? Yes ☒ No ☐

Mailing Address (if applicable): 650 Commerce St, PO Box 68, Townsend, DE
19734

Section Two - Property Information

Number of Lots Existing: 2 Number of Lots to be Established: 1

Parcel No: 25-004.00-005, Parcel No: 25-004.00-003 Parcel No: _____

Number of Dwelling Units Existing: 1 Number of Lots to be Established: 1

Total Area 100 x 168 Square Footage: 16,800 Acres: .38

Section Three - Acknowledgement

I (We) certify all information and attached documentation provided by me (us) in this application is correct and in accordance with the Town of Townsend Municipal Code.

Applicant Name: Grace Alexander

Applicant Signature: Grace Alexander Date: 5/14/2006