

Town of Greenwood
Minutes
Planning & Zoning Commission
Wednesday, September 12, 2018
PUBLIC HEARING

Call to order

Commission Chair Jennifer Nelson called the meeting to order at 7:04 pm.

Commissioners Present

Jennifer Nelson, Christopher Petrone, Jason Fannin and James Westhoff

Officials Present

Town Manager Hal Godwin, Town Engineer/Consultant Beacon Engineering, LLC - Robert Palmer, Administrative Assistant Cynthia Jones and Attorney Barrett Edwards

Citizens & Visitors

Ken Christenbury, Russell Huxtable, Steve Hutchins, Rob Ament, June Reed and Norman Reed

Approval of Minutes

Motion by Commissioner Chris Petrone, Seconded by Commissioner James Westhoff to approve Regular Meeting minutes of the August 8, 2018, Planning and Zoning Commission meeting as presented. CARRIED by Unanimous Vote: Commission Chair Jennifer Nelson– Yes
Commissioner Chris Petrone – Yes, Commissioner James Westhoff, - Yes and Commissioner Jason Fannin - Yes

Remarks From

Town Manager Hal Godwin – no remarks at this time

Town Engineer/ Consultant Beacon Engineering, LLC - no remarks at this time

New Business

1. Conditional Use Permit to convert one room in their home to a beauty salon – Norman and June Reed.
 - a. Norman and June Reed agreed with staff recommended conditions for Conditional Use Permit.
 - b. Commissioner James Westhoff voiced concern about zoning rules keeping general commercial separate from residential. Town Manager Hal Godwin explained that conditional uses came from our Ordinance 6.4.1 (6), Professional occupation restricted to the owner/occupant, subject to conformance with the following requirements. Town Manager Hal Godwin read aloud the Ordinance 6.4.1 (6) and he recommended that the Conditional Use Permit shall expire if ownership of residence changes as part of conditional uses. Commission Chair Jennifer Nelson asked Town Manager Hal Godwin if a salon is listed in an R1 Zone as a Conditional Use. Town Manager Hal Godwin said, that yes, it is, and he recommended that Conditional Use shall expire if ownership of residence changes as part of the conditional uses. Commission Chair explained that Conditional Use

means that we can make a recommendation, so it is not a Permitted Use, it is a Conditional Use. Commissioner James Westhoff agreed with the conditions.

- c. June Reed explained they would not have to change home – room has a separate entrance with ramp and bathroom – also have a large blacktop driveway to accommodate 3 or more vehicles and will not be soliciting to new clients – current (friends/family) only.
- d. Commissioner James Westhoff voiced concern about signage for business – recommended change to have the 2x2 sign affixed to home as a recommended condition.
- e. Attorney Barrett Edwards summarized that all motions agreed upon with exception of 2x2 sign affixed to building/ home.

Motion by Commissioner Jason Fannin, Seconded by Commissioner Chris Petrone to move Conditional Use Permit favorably to Town Council – CARRIED by Unanimous Vote:

Commission Chair Jennifer Nelson – Yes, Commissioner James Westhoff – Yes, Commissioner Chris Petrone – Yes, and Commissioner Jason Fannin – Yes

Old Business

1. Conditional Use Permit for 17 single family dwellings on 2.75 acres in the remaining portion of The Cove/ Greenwood Acres – Milford Housing Development Corp.
 - a. Commissioner James Westhoff would like discussion refreshed for everyone for complete understanding of Conditional Use Application. – Ken Christenbury and Steve Hutchins from Axiom Engineering, LLC, as well as, Russell Huxtable and Rob Ament from Milford Housing Development Corp. are all present to give insight.
 - b. Ken Christenbury/Axiom Engineering, LLC – explained MHDC has current funding for owner occupied compact simple units at a moderate price that are energy efficient and affordable to purchasers that are 55 and older. He explained they are already approved for a R3 for apartments and the project proposed is the about the same density. This Conditional Use Application, he believes would be down zoning.
 - c. Russell Huxtable/Milford Housing explained homes are 0 energy building ready homes that are 1204 sq. ft. with 9 in. thick walls that are tightly sealed and solar panels will come with home. Have received \$40,000 in to make home ownership less expensive - exterior maintenance of property that dwelling is on would be taken care of by condo association. This would be 1st community of these homes in the State of Delaware – it is a 3-year program.
 - d. Commissioner James Westhoff voiced concerns about cost, if dwelling had steps, and if homes were being built all together or when home was purchased.
 - e. Russell Huxtable explained he is hoping to get additional resources to make home more affordable currently approx. cost would be \$175,000 minus the \$40,000 funding assistance bringing total to \$135,000. Dwelling would not have steps and homes would be built all together.
 - f. Concerns were brought up by Axiom Engineering, LLC, in reference to recommended conditions which included 15 ft. building setback landscaping with 20 ft. buffer is not possible, whereas, 10 ft. is possible and the other concern was the number of dumpsters, feel that 4 dumpsters is excessive, whereas, 2 is possible.
 - g. Commissioner Jason Fannin voiced about concern about solar panels and which way they would face, if MHDC will keep house up to par, and if owner passes, who gets the deed, if floors were wooden or concrete and if doors would be storm doors.
 - h. Russell Huxtable explained the solar panels would adhere to the facing the sun, the upkeep would be responsibility of the home owner and the land is what is leased and if owner passes, deed would go to the estate of that person, with the same deed restrictions and must follow certain guidelines. The home would have wooden floors and no storm door.
 - i. Commissioner Chris Petrone voiced concern about color change of house, shutters and elevation of house.

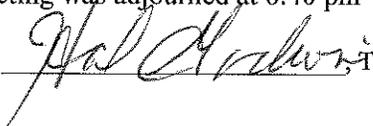
- j. Attorney Barrett Edwards explained that the homeowner would be responsible for the outside of the house and there will be guidelines to follow from the condo association. Jennifer Nelson asked for motion to recommend to Town Council - Motioned by Commissioner James Westhoff, Seconded by Commissioner Jason Fannin, however, said he was unsure and would like to table it since it was a lot of information to process. Motion to Table it was made by Jason Fannin, Seconded by Chris Petrone. CARRIED by Unanimous Vote: Commissioner Jason Fannin – Yes, Commissioner James Westhoff – Yes, Commissioner Chris Petrone – Yes and Commission Chair Jennifer Nelson – Yes

DISCUSSION:

1. Discussion about Comprehensive Plan – do we need more outreach to the community – Town Manager Hal Godwin explained we have received an extension from the state
 - a. Town Engineer Bob Palmer voiced that he was happy with the responses from the community.
 - b. Town Manager Hal Godwin would like to have Roy Lopata take a look at our information for the Comprehensive Plan and get a price from him on finishing it for the town. Wanted to ask if we needed to schedule another meeting or two to work on Comp Plan.
2. Commissioner Jennifer Nelson and Commissioner Chris Petrone both have conflicts with the next meeting, the next meeting will be rescheduled to October 16, 2018 @ 7 pm.

ADJOURNMENT:

The meeting was adjourned at 8:40 pm

Attested  Town Manager