

**MINUTES:** Meeting of the Planning Commission of the Town of Henlopen Acres held on **Monday, May 5, 2014 10:00 a.m.** at Town Hall on 104 Tidewaters in Henlopen Acres, Delaware

**PRESENT:**

John Scheurer	Planning Commission Chairman
Bob Reed	Planning Commission
Gordon Kaiser	Planning Commission
Mary Jane Lyons	Planning Commission
Dick Thompson	Planning Commission
David Hill	39 Rolling Road (member ex-officio)
Thomas Roth	Town Manager (member ex-officio)
Henry DeWitt	55 Fields End
Bob Stevens	66 Fields End
Sheila Bravo	Rehoboth Art League

**[The Minutes Are Not Verbatim]**

**1. Call to Order – Pledge of Allegiance**

Chairman Scheurer called the meeting to order at 10:02 a.m.

**2. Approval of Minutes – October 11, 2013**

A **motion** was made by Mr. Kaiser to approve the minutes. Motion was seconded by Mr. Thompson. Motion passed.

**3. OLD BUSINESS**

**3a. 2014 Comprehensive Plan**

The Comprehensive plan was again discussed in detail, prior to sending the Comprehensive Plan to the public for comment, several points were discussed:

1. The terms “the Homestead ”and “Peter Marsh House” should be consolidated to eliminate confusion.
2. The FEMA map was discussed and the wetland properties need to be identified
3. Trees were discussed and it was agreed that the community be encouraged to assure current trees are maintained and replaced as needed.
4. The importance of stressing future land use and the desire for the community to maintain the current character in the future.
5. There will be no changes to the Zoning Codes. Sheila Bravo from the Rehoboth Art League questioned why there would be no zoning changes. Mayor Hill addressed this question and mentioned that no zoning changes are required to achieve the goals of the Comprehensive Plan.
6. Mayor Hill mentioned that the terms all needed to be consistent.

A motion was made by Mr. Thompson and seconded by Mr. Reed that once the changes to the Comprehensive Plan were made, it should be approved and then be presented to the public for comment. [A Public Notice on the Comprehensive Plan was mailed to the town members on May 29, 2014 announcing the Public Hearing scheduled for Friday June 27, 2014 at 10am in Town Hall. Copies of the Comprehensive Plan were made available at town hall and on the Town’s website as of May 29, 2014.]

### **3b. Building Setbacks-§130-20**

Building Setbacks must be at least 20 feet but no more than 40 feet. The use of 2 properties on either side of the proposed building site are to be used to determine the proper setback. Motion made by Mr. Kaiser and seconded by Mr. Thompson for the proposal to be sent to the Board of Commissioners for approval.

### **3c. Garages**

Current Code includes square footage of garages in the 6000 sq. ft. building max per lot. It is proposed to make a change so that there is a square footage allowance of 250 sq. ft. for garages that does not affect the 6000 sq. ft. max total building footprint. The Board wants to encourage the building of garages and feels the only time garages should be included in the 6000 sq. ft. is if they are converted into actual living space (ie.: a den, or family room). This topic will be added to the agenda of the next Board of Commissioners meeting for discussion.

### **3d. Crosswalks**

This issue was addressed and settled in the minutes of the previous meeting.

## **4. NEW BUSINESS**

### **4a. Review of proposed revised FEMA flood plain map**

Mr. Roth discussed the reduction in the Flood Plain area. The new flood plain map is currently posted in Town Hall. We are in the appeal period should an individual want to appeal the revised map. The town must submit our plan to the state for review. Mayor Hill feels our current plan exceeds the current minimum state requirements. [A notice of the new map was placed in the April Henlopen Acres Newsletter.] No other action is needed.

### **4b. §130-4.B (2) Accessory use, Cooking Facilities**

Review of this Code was requested by the Board of Adjustments. Current Code states no outside kitchens or cooking facilities can be built and was written to prohibit the building of a second dwelling on a single lot. It's proposed to be changed to read: permitted to have unenclosed outside cooking facility. This will be reviewed at the next Board of Commissioner meeting.

## **5. Adjournment**

Chairman Scheurer adjourned the meeting at 2:20 pm.

Approved: August 18, 2014