

Town of Milton
Planning and Zoning Commission
Minutes
June 17, 2003

Members Present:

Linda Rogers Dean Sherman Denny Hughs Mick Filicko
Noble Prettyman

1. *An application from Marvin Ingram for preliminary site plan approval if all requirements are met on an office building to be located at 901 Palmer Street also identified by Sussex County Tax map 2-35-14.00 parcel 114.02.*

Linda Rogers introduced the application and asked if anyone was present to represent the application. Mr. Robert Clark introduced himself and stated he would be representing the application. Mr. Clark stated he would like to construct a building to hold three (3) different offices.

The following information was addressed from the site plan and needs to be included on the final site plan:

Mr. Clark stated the building is going to face Palmer St. and that would be the front of the building.

- As per article 4 Table 2 Item 7.a - Side yard set back should be 25'. The side yard will be the north side.
- As per article 4 Table 2 Item 8.a – Rear yard set back should be 15'. The rear yard will be the west side.
- No exterior lighting of the parking lot shown. Exterior lighting must be located, designed and shielded so that it will not cause a glare hazard to passing motorists and annoy the adjacent properties.
- Screening required of at least 6' in height along the adjoining properties north and west. Article 5 Sec 4 Item 8. Mr. Clark stated it was going to be a 6' high slat fence. Need to provide details on the type and style to be installed.
- Curbing needs to be located along the edge and around the landscaping between parking spots 14 and 15.
- Parking curb bumpers/car parking blocks need to be located on the parking spots along route 16.
- Interior width of driveway needs to be 25' wide as per Article 5 Section 4-5.
- No detail as to the size or type of trees to be planted. A clear vision of 25' needs to be adhered to at the intersections and the entrance area. Article 14 Sec 7.
- A landscaping plan needs to be included with the final site plan.
- Proposed location of signage and sizes.
- Sidewalk and curbing along route 16 the length of the property.

- The sidewalk needs to be 5' wide. Design standards for curbing shall be those of DELDOT. Offset from the centerline of the road to curb shall be per DELDOT. A letter from DELDOT should be provided stating that the developer has met DELDOT requirements.
- Proposed and existing grades need to be provided on the final site plan.
- Approval from Soil Conservation District verifying the existing storm water system is adequate before final site plan approval.
- Either concrete pad or sidewalk to be located behind the building at the exit doors as per fire marshal.

Mr. Sherman asked if the spaces change use and additional parking is required what would be the next step? Eric Evans stated that the new use would have to come before Planning and Zoning for review and if parking needs to be required then they would need a variance. Mr. Clark stated the trash would be a individual remove with no dumpster provided.

Dean Sherman made a motion to give preliminary approval condition to the corrections made and getting outside agency approvals Noble Prettyman seconded. All in favor.

The Planning and Zoning Commission granted preliminary approval with the corrections and to get outside agencies approvals.

2. *Review a B.O.A. application from Ann Flood for a variance from the Municipal Code of the Town of Milton, Article 4, Section 3, Table 1 (Table of District Regulations) side yard setback for R-1 zoning. The applicant requests a two and nine tenths (2.9') foot side yard setback variance from ten (10') feet thereby making the side yard setback seven and one tenth (7.1') feet for the property located at 136 North Spinnaker Lane further identified by Sussex County Tax Map and Parcel number 2-35-14.00 383.00.*

Linda Rogers introduced the application for review and comment. It was stated that Planning and Zoning was just making a recommendation to the Board of Adjustment. Linda Rogers did not see a problem with it unless the BOA finds something out that comes up in their meeting. Dean Sherman made a motion to approve the variance because he felt it could not hurt the development however it was not determined if there was an actual hardship to be shown. Mike Filicko seconded the motion. Noble Prettyman voted against the variance.