

PLANNING AND ZONING COMMISSION

TOWN OF BRIDGEVILLE

2013 ANNUAL REPORT

During 2013, the Bridgeville Planning and Zoning Commission considered nineteen applications/actions concerning the requests as listed below:

- January 16 Wawa Gas Station/Convenience Store – *Site Plan Approval; Combining of Lots; Conditional Use Application; Minor Development Plan Review* – Recommended approval of the Conditional use to the Commissioners of Bridgeville. All other applications were approved by the Planning and Zoning Commission.
- February 20 Heritage Shores – *Property Management Plan* – discussed and deferred to the March 20th Planning and Zoning Meeting.
- February 20 Zoning Change – *O’Leary Property at 103 S. Main St. – change from R-1 to TC (Town Center)* – Recommended approval to the Commissioners of Bridgeville.
- March 20 Ordinance 13-5 *An Ordinance amending the Code of Bridgeville as it Relates to Land Use and Development to Require Landscaping Plans in Residential Planned Communities and Subdivisions to be Developed in Phases*
Ordinance 13-6 *An Ordinance Amending Chapter 90 of the Code of the Town of Bridgeville as it Relates to Brush, Grass, and Weeds by Adding Thereto Exemptions*
The Planning and Zoning Commission discussed Ordinance 13-5 in conjunction with Ordinance 13-6; however, #13-6 had not been referred to Planning and Zoning for a recommendation by the Bridgeville Commission, not being within Planning and Zoning’s purview and therefore no Planning and Zoning action was required. Ordinance #13-5 was recommended for approval to the Commissioners of Bridgeville, conditioned on the town attorney modification of the Ordinance.
- May 15 Agricultural Preservation District – *Mr. E. Dale Wheatley request to place 2 parcels of land annexed in January, 2007 into Delaware Agricultural Land Preservation District.* The Planning and Zoning Commission approved the request.
- May 15 Christ’s Church of New Hope – *Conditional Use Application.* Recommended approval to the Commissioners of Bridgeville.
- May 15 Heritage Shores – *Landscaping and Maintenance Plan* – Recommended revised grass height regulations of 18” in the yellow color-coded areas and 12” in the pink areas to the Commissioners of Bridgeville. They also voted to require the developer to return to the June 19th meeting with additional information placed on the landscaping plan map.

- June 19 Heritage Shores – *Landscaping and Maintenance Plan* – This meeting was a continuation of the May 15th Planning and Zoning meeting. The members, based on additional information, additional input from a larger group of residents and a revised plan from the applicant, voted to rescind their previous grass height regulations of 18” in the yellow color-coded areas and 12” in the pink areas and change to 24” and 18,” subject to the newly proposed June 18, 2013 Landscaping/Maintenance Plan. Recommended same to the Commissioners of Bridgeville.
- August 20 Revised Development Plan – *Heritage Shores Lot Line Revisions* – Voted to approve an increase in lot width from 42’ wide to 55’ for lots 263-285 on Harlequin Loop in Heritage Shores, with a condition of a minimum 5’ side-yard setback requirement.
- August 20 F.E.D. Investment, LLC – *Major Development Plan Review* – Approved a Preliminary Site Plan for approximately 14 acres of commercial property on the corner of Rt. 13 and Rifle Range Rd.
- September 17 Ordinance 13-8 – *An Ordinance amending the Land Use and Development Chapter of the Code of the Town of Bridgeville to authorize the Town Commissioners to modify the development standards applicable to specific phase(s) of a Residential Planned Community as part of the final RPC Development Plan process* – Recommended approval to the Commissioners of Bridgeville.
- October 15 F.E. D. Investment, LLC – *Conditional Use Request – Billboards* – Recommended approval to the Commissioners of Bridgeville for 3 billboards on Rt. 13.
- October 15 Heritage Shores – *Phase III Preliminary Major Development Plan Review* – Recommended approval to the Commissioners of Bridgeville, noting that some aspects of the plan related to parking, roads, etc. were not provided by the applicant in the original application nor reviewed by the P&ZC and therefore the preliminary approval of those aspects are not included in this recommendation.
- November 19 Wawa – *Final Minor Development Plan Review* – Approved the Final Minor Development Plan for a Wawa Gas Station/Convenience Store on Route 13.

Application Summary:	Agricultural Preservation District	1
	Combining of Lots	1
	Conditional Use	3
	Lot Line Revision	1
	Minor Development Plan	2
	Major Development Plan	2
	Ordinance Review	2
	Site Plan	3
	Property Management/Landscaping Maintenance	3
	Zoning Change	1

Minutes were prepared documenting each hearing and, together with our formal recommendations, were forwarded to the Town Commissioners for their information and use.

Attendance by the Commissioners at our hearings continues to be excellent with no occasion when the Commission was without a quorum.

The Planning and Zoning Commission has been ably supported by the Town staff, particularly Jerry Butler and Peggy Smith, as well as by the Town attorney, Dennis Schrader and, as required, the Town engineer.

On January 16, 2013, Mr. Bill Atwood was re-appointed to the Chairmanship of the Planning and Zoning Commission and Ms. Ruth Ann Tull was re-appointed as a Planning and Zoning Commission member.

There have been several changes to the membership this year:

Mr. Joe Conaway, former Town Commissioner and current Planning and Zoning member stepped down from his position at the end of his term in May, 2013. We will miss his counsel and detailed knowledge of developments in the Town while he served on both the Town Commission and the Planning and Zoning Commission.

On May 13, 2013, Mr. Steve Dell and Mr. Ed Lewandowski were appointed as new members. Both bring unique training and experience to the Planning and Zoning Commission, which currently has 8 members.

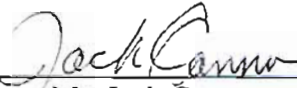
Re-appointments took place on May 7, 2013 by the Town Commission, with Mr. Jack Cannon and Mr. John Shockley receiving three-year terms on the Planning and Zoning Commission.

On May 15, 2013 the Planning and Zoning Commission discussed the importance of having a Vice-Chairperson for the body in the event Chairman Atwood was not able to preside over a meeting. Mrs. Sandie Rementer was elected as the Vice-Chairperson.

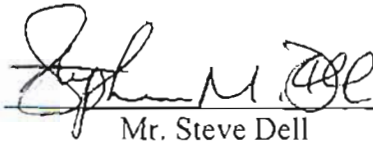
The year has seen an increasing number of applications and referrals which required Planning and Zoning consideration. In addition issues concerning the maintenance of undeveloped land in RPC zones were addressed and in concert with the Town Commission actions, these issues have hopefully been resolved.

The members of the Planning and Zoning Commission appreciate the opportunity to work with the Bridgeville Commission and staff in maintaining the quality of life and character of our Town.

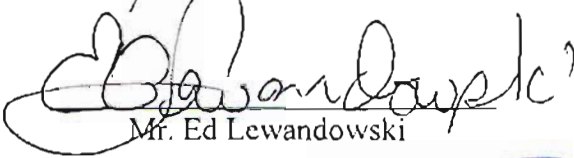
Respectfully Submitted,



Mr. Jack Cannon



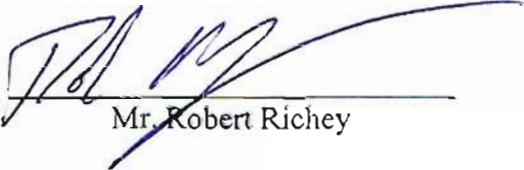
Mr. Steve Dell



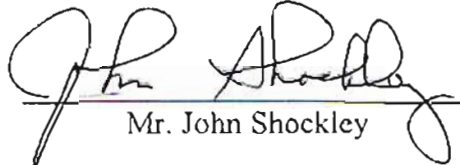
Mr. Ed Lewandowski



Mrs. Sandie Rementer



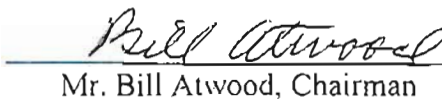
Mr. Robert Richey



Mr. John Shockley



Ms. Ruth Ann Tall



Mr. Bill Atwood, Chairman