

PLANNING AND ZONING COMMISSION  
TOWN OF BRIDGEVILLE

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December 31, 2014

To: Commissioners of Bridgeville  
From: Bridgeville Planning and Zoning Commission  
Subject: Bridgeville Planning and Zoning Commission 2014 Annual Report

In accordance with Section 234-16 of the Bridgeville Town Code, the Bridgeville Planning and Zoning Commission submits the following 2014 Report concerning its activities during the past year.

Respectfully Submitted,

  
Mr. Bill Atwood, Chairman  
Bridgeville Planning and Zoning Commission

BA/ps

cc: Town Manager Savage  
Code Enforcement Officer Butler  
Town Solicitor Schrader

# PLANNING AND ZONING COMMISSION

## TOWN OF BRIDGEVILLE

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### 2014 ANNUAL REPORT

During 2014, the Bridgeville Planning and Zoning Commission considered 13 applications/actions concerning the requests as listed below:

- February 18 Passwaters Holding Company, LLC –Zoning Change Application and Ordinance – *Conditional Use Request for C-1/AIOZ Zoning on Sussex Tax Map #1-31-14.00-44.06* Planning and Zoning held a Public Hearing concerning 20.82 acres to be changed from C-1 (Commercial) to C-1 / AIOZ (Agricultural-Industrial Overlay) Zoning. Planning and Zoning approved the application and recommended approval to the Commissioners of Bridgeville.
- February 18 Passwater Farms LLC / Heritage Shores Phase III – *Preliminary Major Development Plan Review for Heritage Shores Phase III* – Planning and Zoning conducted a Public Hearing, approved the Phase III preliminary subdivision site plan and recommended approval to the Commissioners of Bridgeville.
- March 18 Bridgeville-Greenwood Master Plan Review – *Rough draft presentation of the Town's proposed Master Plan for review and feedback* –The University of Delaware has worked with the Department of Natural Resources and Environmental Control, the Office of State Planning Coordination and the Bridgeville Commissioners to develop a Master Plan in response to the Chesapeake Bay Watershed Implementation Plan. Planning and Zoning reviewed the Plan and provided comments as feedback.
- July 15 Dollar General Store Sketch Plan Review – *Presentation by Landmark Science and Engineering for a Proposed Dollar General Store at the corner of Main & Market Sts.* Planning and Zoning held a Public Hearing, asked questions and made comments to provide guidance in preparation for a future Minor Development Plan Review presentation. Minutes were forwarded to the Town Commission for an early indication of the public's perspective and concerns regarding the application.
- July 15 Farr Billboards – *Presentation by a representative of Mr. Joel Farr to request an Ordinance to amend the Conditional Use application size of billboards on Route 13 only.* Planning and Zoning recommended 1,200 sq. ft. signs (600 sq. ft. per side), maximum height from ground level – 25 ft. Placement from setback is 25 ft. for front and 50 ft. from side setback. The 1,200 ft. signage only applies to areas adjacent to U.S. Route 13. All regulations are found in the Town Code Book, Chapter 234 Article XVIII. Planning and Zoning approved the application and recommended approval to the Town Commission.
- July 15 Master Plan Minutes revision – it was necessary to amend the March 18, 2014 minutes, as Ms. Jennifer Walls from DNREC Division of Watershed Stewardship stated that there had been a hold-up in the signing of a new Wastewater Agreement between Greenwood and Bridgeville; however, that signing has now taken place. Per Town Manager Savage,

no new wastewater agreement has been signed; therefore the need to amend the minutes concerning the incorrect information.

- September 16 Dollar General Store – *Preliminary Development Plan Review*. Representatives from Dollar General gave a more detailed description of their plans for the proposed Dollar General Store at the corner of Market and Main Sts. in Bridgeville. After discussion of the application and a Public Hearing, Planning and Zoning denied the application with 5 votes to deny, 1 vote not to deny and 1 member absent. They sent a recommendation of denial of the application to the Town Commission.
- September 16 Final Master Plan Review – *Ms. Lee Ann Walling and Mr. Ed Lewandowski brought the amended Master Plan before Planning and Zoning for discussion*. After a review of the document and a Public Hearing, Planning and Zoning approved the Final Master Plan with a vote of 3 in favor, 2 not in favor, 1 recusal and 1 member absent. They sent a recommendation of approval to the Town Commission.
- September 16 Rafail Properties, LLC – *Conditional Use Application – Waddia Rafail, 100 Market St.* Planning and Zoning deferred this application to determine which of several requests should move forward. No recommendation was made to the Town Commission; Mr. Rafail’s requests will be reviewed at a future Planning and Zoning meeting.
- November 18 Rafail Properties, LLC – *Conditional Use Application/Ordinance – Waddia Rafail, 100 Market St.* R Mr. Rafail refined his application and requested a Conditional Use to add eight 5 ft. by 10 ft. storage units to his property at 100 Market St. After a review of the request, Planning and Zoning approved the application by unanimous vote (6 in attendance) and sent a recommendation to the Town Commission for approval.

Application Summary:	Sketch Plan Review	1
	Conditional Use	3
	Preliminary Major Development Plan Review	1
	Minor Development Plan Review	1
	Ordinance Review	3
	Zoning Change	1
	Master Plan Review	3

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.

Mr. Bill Atwood continued to serve as Chairman of the Planning and Zoning Commission during 2014 and Mrs. Sandie Rementer served as Vice-Chairperson.

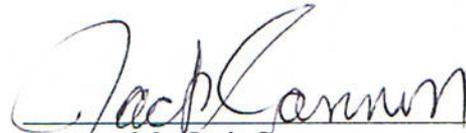
There were several resignations on the Planning and Zoning Commission this year. Mr. Rob Richey resigned in February of 2014. Ms. Ruth Ann Tull and Mr. John Shockley resigned in September 2014. Both were long-time residents of Bridgeville and will be missed for their knowledge of the Town. The Commissioners of Bridgeville appointed Mr. Tim Banks to complete Ms. Tull's term in September, representing Voting District #1 on the Commission. Mr. Shockley's replacement has not yet been chosen.

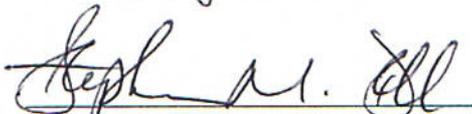
Re-appointments took place in December by the Town Commission, with myself and Mr. Tim Banks receiving three-year terms on the Planning and Zoning Commission.

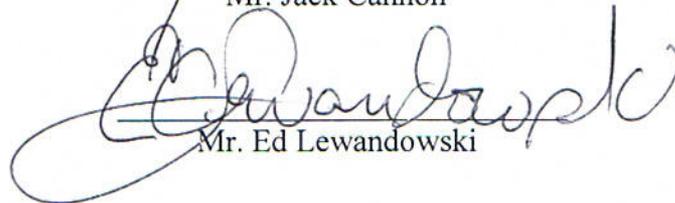
The members of the Planning and Zoning Commission appreciate the opportunity to work with the Bridgeville Commission and staff in maintaining the quality of life and character of our Town.

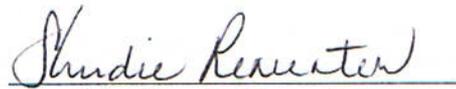
Respectfully Submitted,

  
Mr. Tim Banks

  
Mr. Jack Cannon

  
Mr. Steve Dell

  
Mr. Ed Lewandowski

  
Mrs. Sandie Rementer

  
Mr. Bill Atwood, Chairman