

# TOWN OF GEORGETOWN - PLANNING COMMISSION

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## Meeting Minutes June 18, 2024

### ATTENDANCE

#### Commissioners

Larry Rohlfig  
Linda Dennis  
Lance Mears - Absent  
Edwin Wise  
Michael Briggs

#### Staff

Jocelyn Huff, Planning  
Jamie Craddock, Planning  
Tim Willard, Solicitor (Zoom)  
Stephanie Roblero, Planning

### 1. CALL MEETING TO ORDER

Commission Chair Rohlfig called the meeting to order at 6:00 p.m.

### 2. APPROVAL OF MAY 15, 2024 MEETING MINUTES

Commissioner Dennis moved, seconded by Commissioner Wise, to approve the May 15, 2024 regular meeting minutes as presented. **APPROVED** (UNANIMOUS)

### 3. PUBLIC HEARING

#### A. CASE #2024-07 Application

#### 122 South Bedford Street – Conditional Use

*An application by Anthony J. Lewis, for conditional use approval to allow a rental apartment on the second floor of an existing garage at 122 South Bedford Street, identified as SC Tax Parcel 135-19.08-172.00, zoned Medium Residential District (UR2).*

David Hutt, of Morris James, presented the application, representing Anthony Lewis, the owner. The property was purchased in June 2022 and the owner has made significant improvements. The referenced apartment was licensed in the past and the most recent license lapsed in 2015. The Comprehensive Plan indicates the Future Land Use of Business and some of the surrounding properties have the UB3 (professional business) zoning. There are other apartments in the immediate area, such as across the street.

The Town Code was referenced for Conditional Uses – the definition and criteria for consideration. The application meets the criteria for there is the presence of adjoining or nearby uses (across the street); a need for the use in the area proposed (tremendous need for housing throughout the Town and Sussex County, particularly affordable); minimal effect on neighboring properties (building already exists, previously used for use) and imposition of safeguards (Town Code §167 Residential Rental Properties will apply for inspection and requirements).

Two letters of support were provided with the application from a nearby property with some of the history of the prior rental and an adjacent property complimenting the improvements made to the property.

A Findings of Facts was provided with the application including two conditions confirming that the rental would only be the second floor of the garage and that it would be held to the requirements of Chapter 167 for Residential Rentals.

The Commission questioned the location of parking and number of proposed tenants. The applicant confirmed that there are two spaces from the alley side on the left and one space on the right of the building. The rental is a one bedroom, one bath unit. There could be up to two tenants.

Chairman Rohlring opened the public hearing for comments. No comments were received either for or against.

Ms. Huff confirmed that no correspondence had been received by the Town.

**Commissioner Wise moved, seconded by Commissioner Briggs, to recommend Town Council APPROVE the application.**

**Roll call vote:**

**Commissioner Wise – Yes**

**Commissioner Briggs – Yes**

**Commissioner Dennis – Yes**

**Chairman Rohlring – Yes**

**APPROVED (UNANIMOUS)**

**4. COMPREHENSIVE PLAN AMENDMENT REQUESTS**

**A. CASE #2024-10 Minor Variation Determination**

*An application by Davison Realty, Inc., to determine if a Comprehensive Plan Map Amendment request can be classified as a Minor Variation. The property is located at 20304 Dupont Boulevard, identified as SC Tax Parcel 135-14.00-34.00 zoned HC (Highway Commercial District).*

Doug Liberman, of Larson Engineering, presented the application, on behalf of Bill Davison, also in attendance. The application is to amend the Future Land Use from Commercial to Multifamily Residential for 14.08 acres of the parcel. The property will be subdivided with the church, at 10.56 acres, remaining as Commercial.

The property to the west includes multifamily apartments (zoned MR1/RPC) and will provide access to utilities and connect as the entrance to the proposed townhouse project. There will be no entrance off of Dupont Boulevard.

**Commissioner Wise moved, seconded by Commissioner Dennis, to APPROVE the determination of the Comprehensive Plan Amendment request as a minor variation, as presented.**

**Roll call vote:**

**Commissioner Wise – Yes**

**Commissioner Briggs – Yes**

**Commissioner Dennis – Yes**

**Chairman Rohlring – Yes**

**APPROVED (UNANIMOUS)**

**B. CASE #2024-11 Minor Variation Determination**

*An application by Delmarva Christian Schools, Inc., to determine if a Comprehensive Plan Map Amendment request can be classified as a Minor Variation. The property is located at 21777 Sussex Pines Road, identified as SC Tax Parcel 135-20.00-26.00 split zoned ED/UR3 (Education District & Neighborhood Residential).*

Mark Davidson, of Pennoni & Associates, presented the application. Also in attendance was Justin Savini with Delmarva Christian Schools Inc. The Minor Variation is requested for the 31.33 acres of the parcel zoned UR3 to change the future land use from Single Family Residential to Institutional (ED Education District).

The applicant reviewed their application package submitted stating the following criteria have been met:

1. The proposed rezoning is of a unique circumstance and will not set a precedent for other lands as the property is already partly zoned ED with current permitted uses on the property.
2. The size of the rezoning request is minor and will have no impact on the goals and objectives of the Comprehensive Plan.
3. The proposed will remove dual zoning of the parcel and will not alter the pattern of development in the area.

The school is working on plans for an approximately 100,000 square foot expansion. The applicant is working with DNREC regarding the tax ditches and the FAA has issued a No Hazzard Determination on the project.

**Commissioner Briggs moved, seconded by Commissioner Dennis, to APPROVE the determination of the Comprehensive Plan Amendment request as a minor variation, as presented.**

**Roll call vote:**

**Commissioner Wise – Yes**

**Commissioner Briggs – Yes**

**Commissioner Dennis – Yes**

**Chairman Rohlring – Yes**

**APPROVED (UNANIMOUS)**

**5. PUBLIC COMMENT**

No public comment was given.

**6. PLANNING DEPARTMENT REPORT**

Ms. Huff provided updates to the Commission regarding projects.

**7. ADJOURNMENT**

Commissioner Briggs moved, seconded by Commissioner Dennis, to adjourn the meeting at 6:49 p.m. **APPROVED** (UNANIMOUS)

APPROVED:

  
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Larry Rohlfing, Chairperson

ATTEST:

  
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Jocelyn Huff, Planning