

# TOWN OF GEORGETOWN - BOARD OF ADJUSTMENT

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## Meeting Minutes August 7, 2024

### ATTENDANCE

#### Board Members

Jane Hovington  
Tom Baker  
Ron Howard  
Anthony Kline  
Robert Oliver

#### Staff

Jamie Craddock  
Jocelyn Huff  
Stephanie Roblero  
John Paradee, BOA Solicitor

### 1. CALL MEETING TO ORDER

Chairperson Hovington called the meeting to order at 5:16 p.m.

### 2. Organization of the Board

#### A. Appointments

Introduction of new Members Anthony Kline and Robert Oliver.

#### B. Selection of Chair

**Member Baker, seconded by Member Howard, to elect Member Hovington as Chair.**

**APPROVED (UNANIMOUS)**

#### C. Selection of Vice Chair

**Member Howard, seconded by Member Kline, to elect Member Baker as Vice Chair.**

**APPROVED (UNANIMOUS)**

#### D. Selection of Secretary

**Member Baker, seconded by Member Oliver, to elect Jocelyn Huff/Jamie Craddock as Secretary. APPROVED (UNANIMOUS)**

### 3. APPROVAL OF JUNE 5, 2024 MEETING MINUTES

Member Baker moved, seconded by Member Howard, to approve the June 5, 2024 regular meeting minutes as presented. **APPROVED (UNANIMOUS)**

**4. Public Hearing:**  
**A. BOA CASE #2024-13**

*An application by 204 West Market Street, LLC., requesting from the Code of the Town of Georgetown, (1) from §230-148, a special exception for the reduction of the required 21 parking spaces to the proposed 6 parking spaces; (2) from §230-151 F., a special exception for the reduction of the required 25 foot interior drive width to the existing 18.7 foot drive width. The property is located at 204 West Market Street, identified as SC Tax Parcel 135-19.08-99.00 zoned UR2 (Medium Density Residential District).*

John Roach, presented the application with assistance from Linda Smith (Owner/Applicant) and R.T. Givens (Lester Realty). The property is an existing home that has been recently renovated. Property was purchased for Your Place Property Management office with four to five administrative employees. The property is currently seeking to rezone from UR1 (Urban Residential) to UB3 (Professional Business).

The number of required parking spaces is 21 which the applicant feels is excessive and more than is needed and would make the site look out of character from the neighborhood. The existing driveway width is 15.9' (clarified not 18.7') and is sufficient for the low number of trips that will occur and DelDOT has issued a Letter of No Contention (LONC).

No correspondence was received either for or against.

No public comment was made either for or against.

The Board confirmed that the State Fire Marshal will confirm access with the site plan review.

The legal standard was reviewed with the Board by the Solicitor on whether granting the requests would not substantially affect adversely the uses of the neighboring and adjacent properties.

**Member Oliver moved, seconded by Member Baker, to approve the special exception for reduction of the required 21 parking spaces to the proposed six (6) parking spaces, which would be excessive for what will be needed.**

**Roll call vote:**

**Member Oliver – Aye, would not be feasible to have 21 spaces.**

**Member Kline – Aye, reduction down to six would not substantially affect the adjacent properties, where having 21 spaces would potentially affect the neighbors.**

**Member Baker – Aye, the required 21 spaces would be adversely impactful to the surrounding properties.**

**Member Howard – Aye, 21 spaces is too many and it will not be contrary to public interest.**

**Chair Hovington – Aye, there is no detriment to the surrounding properties.**

**APPROVED (UNANIMOUS).**

**Member Kline moved, seconded by Member Baker, to approve the special exception for reduction of the required 25 foot interior drive width to the existing 15.9 feet as indicated in the drawing, because it will not adversely affect neighboring properties.**

**Roll call vote:**

**Member Oliver – Aye, based on testimony given.**

**Member Kline – Aye, as stated in the motion.**

**Member Baker – Aye, the dimensions meet the standards for width.**

**Member Howard – Aye, dimension should be adequate and it will not affect neighboring properties.**

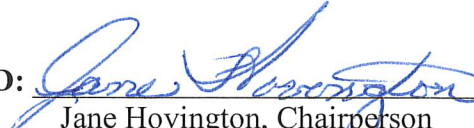
**Chair Hovington – Aye, it would be a hardship to extend it and there will be no substantial impact to the neighbors as stated.**

**APPROVED (UNANIMOUS).**

**4. ADJOURNMENT**

Member Baker moved, seconded by Member Kline, to close the meeting at 5:43 p.m.  
**APPROVED (UNANIMOUS)**

**APPROVED:**

  
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Jane Hovington, Chairperson

**ATTEST:**

  
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Jocelyn Huff, Planning Department