

Planning Commission Minutes
Thursday July 15, 2021 – 7:00 PM
Old Academy Building
315 Main Street
Odessa, DE

Those present at 7:00 pm

- Carole Coleman
- Connie Miller
- Ed Pollard
- David Sydnor
- Tom Carle

- Harvey Smith, Mayor
- William Russell (Wye Realty Advisors)
- Drake Cattermole (Odessa Ventures)
- Tucker Robbins (Odessa Ventures)
- Gary Cimaglia (i3a Consulting)

I. Meeting called to order – 7:00 pm

II. Approval of Minutes

a. Minutes from 5-20-21, attached hereto as attachment A (*2 page minutes document*)

MOTION BY CONNIE MILLER, SECONDED BY DAVID SYDNOR TO APPROVE THE MINUTES FROM MAY 20, 2021 AS WRITTEN

MOTION CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

III. New Business

a. Discussion on Comprehensive Plan

- Mayor Smith reported that we have contacted the University of Delaware for assistance on the update of the Plan, which is due by July 2022.
- The Plan will also need PLUS Review.

IV. Old Business

a. Odessa Commons Review, attached hereto as attachment B (*10 pages, minutes & graphs*)

- Mr. Russell from Wye Realty presented an overview of the meeting with DELDOT and the comparison of a business park versus the PND:
 - The discussion included traffic patterns both in and out of the complex and whether it was necessary for a formal Traffic Study.
 - Mr. Russell showed a table that compared traffic for a business park versus residential and retail at the location.
 - Planning members questioned the need for a traffic signal located at one or both entrances to the complex, specifically because of the difficulty in making a left turn onto Rt. 299 during high volume traffic times.

- both bike and pedestrian paths are in the plan, and there was a discussion on where to locate these paths and if they should be connected to Odessa Park & Mechanic St.
- consideration needs to be addressed for an emergency only fire truck entrance and exit and this would be a gated entrance. These needs more study.

MOTION BY DAVID SYDNOR, SECONDED BY CAROLE COLEMAN THAT IT WAS NECESSARY FOR AN OFFICIAL TRAFFIC STUDY ON THE WEST ENTRANCE

MOTION CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

- Mr. Russell stated they will need to partner with someone else to make this plan come to fruition but needs the concept of the plan to be decided first.
- Mr. Russell also noted adding the business park zoning to the Comprehensive Plan

MOTION BY ED POLLARD, SECONDED BY CAROLE COLEMAN THAT THE PLANNING COMMISSION AGREES THAT THE CONCEPT OF A BUSINESS PARK FOR THE ODESSA COMMONS PROPERTY, AS DEFINED BY NEW CASTLE COUNTY, IS WORTH PURSUING

MOTION CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

- Ms. Coleman mentioned that both a fence and landscaped berm (approx. 10 to 12 ft) are part of the property design along Rt 299
- Mayor Smith will present information to Town Council on the discussions at the Planning Commission meeting on this property

V. Adjournment

Next meeting is scheduled for Thursday August 19, 2021 at 7:00 pm

MOTION BY CONNIE MILLER, SECONDED BY CAROLE COLEMAN TO ADJOURN THE MEETING AT 7:45 PM.

MOTION CARRIED. VOTE 5 AYES, 0 NAYS

NEW CASTLE COUNTY'S ZONING DISTRICT

This is general information about New Castle County's zoning districts. The information included is by no means exhaustive or complete. Before designing plans to develop or redevelop a property, please contact the Department of Land Use to determine those specific requirements that apply to your property. To view the Unified Development Code (UDC), which contains the laws governing development in New Castle County, go to: <http://czo.nccfde.org/>.

There are four major community character classes into which zoning districts fall, as defined in UDC 40.02. Those classes are urban, **suburban transition**, suburban and special. Within each of these classes may be found several zoning classifications. The uses permissible within those classifications are more similar in character than uses permissible in the other classes.

Suburban Transition Districts. Seven zoning districts reflect the suburban transition character: Suburban Transition, Manufactured Home, Neighborhood Office, Regional Office, Regional Commercial, **Business Park**, and Industrial.

Business Park. ***This district allows office, manufacturing, light industrial, warehousing, and uses that support them. Moderate to high intensities are permitted to maximize land utilization, while within a suburban transition character. The area is intended to attract business and industry. Design standards promote high quality development. The interior land, screened from main roads, may develop at higher intensities with less landscaped area. Limits are placed on exterior storage to ensure an environment that encourages the mix of high quality office with other major employment-generating uses.***