

Planning Commission Minutes
Thursday February 17, 2022 – 7:00 PM
Old Academy Building
315 Main Street
Odessa, DE

Those present at 7:00 pm

- Carole Coleman
- Ed Pollard
- Tom Carle
- Connie Miller (arrived 7:05)

- William Russell, Wye Realty
- Pam Scott, Saul Ewing
- Drake Cattermole, Odessa Ventures
- Mayor, Harvey C. Smith
- Town Secretary, Barbara Roberts

I. Meeting called to order – 7:06 pm

II. Approval of Minutes

a. Minutes from 1-20-22

MOTION BY CONNIE MILLER, SECONDED BY CAROLE COLEMAN TO APPROVE THE MINUTES FROM JANUARY 20, 2022 AS WRITTEN

MOTION CARRIED. VOTE 4 AYES, 0 NAYS, 0 ABSTAIN

III. New Business - None

IV. Old Business

a. Continued: Update to Odessa Commons

- Mr. Russell reviewed the draft Business Park Ordinance, attached hereto as attachment A, to be included in the Zoning Ordinance for the Town of Odessa. The following is brief synopsis of those discussions.
 - Removed hospitals and communication towers as permitted uses.
 - Permitted uses are restricted by percentage.
 - One change in Table 87.6 New Castle County requires 20 ft. setback and this plan would increase the setbacks to 90 ft. backing to Rt. 1 and 120 ft. backing to local streets for storage, warehouse, and self-storage. These changes are more restrictive than the previous plan.
 - Landscaping berms will now cover both Rt. 299, Mechanic Street and Memorial Park.
 - Fencing will be at both Rt. 299 and Memorial Park.
 - Signage will be 1 wall sign per use with strictions on ground signs (ie: size & foundations).

- Planning also asked that neon and variable message signs not be permitted and added as a limitation to the ordinance.

MOTION BY CONNIE MILLER, SECONDED BY CAROLE COLEMAN TO ADD THE LANGUAGE TO THE ORDINANCE PROHIBITING NEON AND VARIABLE MESSAGE SIGNS IN THE BUSINESS PARK ORDINANCE.

MOTION CARRIED. VOTE 4 AYES, 0 NAYS, 0 ABSTAIN

- There would be one sign at the entrance to the park, there could be additional signage inside to direct people to the right building.
- Loading and parking requirements were also discussed, based on the square footage of the building. Limitations for parking structures is included, along with handicapped parking as required by the Americans with Disabilities Act.
- Transit stop was also discussed. Should be part of the DELDOT plan.
- Ms. Scott submitted the changes discussed above concerning signage that would now be part of the ordinance.

MOTION BY CONNIE MILLER, SECONDED BY ED POLLARD TO MOVE THE CURRENT DOCUMENT FORWARD AS SUBMITTED

MOTION CARRIED. VOTE 3 AYES, 1 NAYS, 0 ABSTAIN

MOTION BY ED POLLARD, SECONDED BY CONNIE MILLER TO CREATE THE “BP” BUSINESS PARK DISTRICT AS SUBMITTED

MOTION CARRIED. VOTE 4 AYES, 0 NAYS, 0 ABSTAIN

b. Continued: Update to Comprehensive Plan

- Some updates have been received pertaining to certain sections of the Plan, additional information is still required.
- Mr. Russell would also like to review the current draft plan and noted maps will also need to be changed to reflect the changes voted on at this meeting.
- Public hearing will be scheduled to receive public input concerning the Business Park plan that would be separate from the Comprehensive Plan hearings.

V. Adjournment

Next meeting is scheduled for Thursday March 7, 2022 at 7:00 pm

MOTION BY CONNIE MILLER, SECONDED BY ED POLLARD TO ADJOURN THE MEETING AT 7:55 PM.

MOTION CARRIED. VOTE 4 AYES, 0 NAYS, 0 ABSTAIN