

# **Planning Commission Minutes**

## **Thursday, May 16, 2024 - 7:00 PM**

Old Academy Building  
315 Main Street  
Odessa, DE 19730

Those present at 7:00 PM:

- Amanda Russell
- Michael Callaghan
- Shelley Perry
- Tom Carle

Not Present:

- Bill Devlin

Also Attending: Harvey C. Smith, Jr. - Mayor

I. Meeting called to order - 7:00 P.M.

II. Approval of Minutes

**MOTION BY MICHAEL CALLAGHAN, SECONDED BY TOM CARLE TO APPROVE THE MINUTES FROM JANUARY 18, 2024 AS WRITTEN.**

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

III. New Business

a. Introduction of New Members

1. Carole Coleman has resigned from the commission.
2. David Sydnor elected not to be reappointed for another term.
3. Shelley Perry and Bill Devlin have been appointed by Mayor and Council to fill their seats.
4. Shelley introduced herself to the rest of the commission.
5. Bill Devlin was not present, as he is currently out of town meeting his new grandchild.

b. Select Chairperson and Secretary

**MOTION BY MICHAEL CALLAGHAN, SECONDED BY TOM CARLE TO APPOINT AMANDA RUSSELL AS CHAIRPERSON.**

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

**MOTION BY AMANDA RUSSELL, SECONDED BY SHELLEY PERRY TO APPOINT MICHAEL CALLAGHAN AS SECRETARY.**

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

- c. Zoning Ordinance 97-1 Section 85 Planned Neighborhood Development District (PND)
  - 1. A discussion was held regarding the zoning ordinance to ensure all commission members fully understood the language and verbiage going forward.
  - 2. An official plan for the Odessa Commons development has not yet been submitted but is expected to be in the near future.
  - 3. The Commission agreed that it is important that the original 1.5-2 acres for the Town that was mentioned in the original annexation agreement be upheld.
  - 4. The Commission looks forward to more formal conversations with the developer and landowner regarding the upcoming development.

IV. Old Business  
a. None

V. Public Comment  
a. None

VI. Next Meeting: Thursday, June 20, 2024 @ 7:00 PM.

VII. Adjournment

**MOTION BY MICHAEL CALLAGHAN, SECONDED BY SHELLEY PERRY TO ADJOURN THE MEETING AT 7:36 PM.**

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