

Town of Odessa

**MINUTES FROM THE BOARD OF ADJUSTMENT HEARING
TUESDAY, APRIL 14, 2026 - 7:00 PM
315 MAIN STREET
ODESSA, DE 19730**

Those present at 7:00 PM:

Board Member: Connie Miller
Board Member: Patricia Crilley
Board Member: Meghan Mahoney
Town Secretary: Megan Heck
Mayor: Harvey C. Smith Jr.
Homeowners - Venyi Ortiz & Yeni Ocampo
(0) community members

1. The meeting was called to order at 7:00 PM.
2. Roll Call
3. Approval of Minutes

MOTION BY PATRICIA CRILLEY, SECONDED BY MEGHAN MAHONEY, TO APPROVE THE MINUTES FROM THE 10-21-2025 BOARD OF ADJUSTMENT MEETING.

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

4. Public Hearing for Special Exception Use -- BOA Application #2026-01
 - 315 Main Street, Odessa, Delaware
 - Parcel #24003.00146
 - Mayor & Council of Odessa are requesting special exception approval to use the property for professional services.
 - Mayor Harvey C. Smith Jr. presented the board with a request letter and current zoning ordinance for Old Academy. Lawyers are listed as an allowable professional service, and they are asking permission for Parkway Law to rent the unit.
 - There were no public comments regarding the request.

Board Discussion, deliberation and vote

MOTION BY MEGHAN MAHONEY, SECONDED BY PATRICIA CRILLEY, TO APPROVE THE SPECIAL REQUEST TO ALLOW A LAWYER, AS A RENTER, AT TOWN HALL, AS REQUESTED AND DISCUSSED.

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

5. Public Hearing for Side Yard Zoning Variance Request – correction from the agenda listing as a “Side Yard Setback Relief” - BOA Application #2026-02
- 640 Main Street
 - Parcel #24003.00195
 - Request by Venyi Ortiz, owner, for determination if the location of the proposed accessory building is acceptable, after accessing whether it will be considered located in the property’s side or rear yard.
 - Presented was the Zoning Compliance letter from First State Inspection, dated February 17th 2026, stating all original deficiencies have been addressed with the exception of “Accessory Building in Rear Yard”.
 - Resident’s home is placed on the lot, at an angle, so they are asking for the shed to align with the rest of the home. The shed will provide privacy and storage for the family.
 - The property already has a pool, patio, fence, the rear shed in place.
 - There were no public comments regarding the request.

Board Discussion, deliberation and vote

MOTION BY PATRICIA CRILLEY, SECONDED BY MEGHAN MAHONEY, TO APPROVE THE ZONING VARIANCE REQUEST FOR ACCESSORY BUILDING IN SIDE YARD AS PRESENTED AND DISCUSSED.

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

7. Adjournment

MOTION BY PATRICIA CRILLEY, SECONDED BY MEGHAN MAHONEY, TO ADJOURN THE MEETING AT 7:28 PM.

MOTION CARRIED. VOTE: 3 AYES, 0 NAYS