

PLANNING AND ZONING COMMITTEE MEETING

CALL TO ORDER: Council Member Shaw called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE: Not performed

ROLL CALL:

Mayor: William ‘Chick’ Glanden – Present
(left due to Emergency Service call)

Committee Members: Marie Shaw – Present
Linsey Eichner Underwood – Present
Milt Elliot – Present
Leland Mudge – Present
Phil Green – Present

READING AND APPROVAL OF THE LAST MEETING MINUTES: None reviewed

NEW BUSINESS:**Chairperson Selection:**

Meeting started with a discussion about selecting a chairperson for the committee. There were no volunteers to chair the committee. Committee Member Shaw stated that she would do it since there were no other volunteers. She further stated that she will need assistance through October and November due to a personal conflict on Mondays. All other members stated that they would assist as needed.

A motion was made by Committee Member Green that was seconded by Committee Member Underwood to approve Committee Member Shaw as Chairperson for the Committee. Motion passed by unanimous voice vote.

Building Permits:

22 St. Agnes Street – Roof and Shingles -The committee read through the permit application for specifics. It was determined that the information contained in the application was in accordance to the Town of Frederica code. Committee Member Shaw asked a question regarding any town code restrictions for the dumpster listed in the application. Application states that the dumpster will placed in the driveway of the property for the duration of the work being completed on the roof. Committee Member Green stated that there are no restrictions based on knowledge of town code.

A motion was made by Committee Member Elliott that was seconded by Committee Member Green to accept and approve the permit for 22 St. Agnes Steet as submitted. Motion passed by unanimous voice vote.

216 Market Street (Senior Center) Large Sign - The committee read through the permit application for specifics. The permit application consisted of site plan for placement of eight feet by four feet electronic sign. It was determined that the information contained in the application was in accordance to the Town of Frederica code. Committee Member Underwood asked a question regarding the need for electricity to the sign. It is assumed that the Senior Center will need to have electrical permits through Kent County.

A motion was made by Committee Member Green that was seconded by Committee Member Elliott to accept and approve the permit for 216 Market Street (Senior Center) as submitted. Motion passed by unanimous voice vote.

ADJOURNMENT:

Committee Member Shaw made a motion with a second by Committee Member Mudge to adjourn at 7:30 PM. Motion passed by unanimous voice vote.

Respectfully submitted,

Committee Member Marie Shaw