

**PLANNING AND ZONING COMMITTEE MEETING**

**CALL TO ORDER:** Called the meeting to order at 7:00 PM on March 19, 2024.

**PLEDGE OF ALLIGENCE:** Lead by Ms. Shaw

**ROLL CALL:**

Committee Members:

Marie Shaw (Chair) – Present
Milt Elliot – Present
Leland Mudge – Present
Phil Green – Absent
Megan Wiater - Present

**READING AND APPROVAL OF THE LAST MEETING MINUTES:** Meeting minutes from February 20, 2024 were reviewed and agreed upon.

A motion was made by Mr. Mudge to approve the minutes, in written form, from February 20, 2024 and a second by Mrs. Wiater. Motion passed by unanimous voice vote.

**BUILDING PERMITS:**

**Empire Wine & Spirits Sign Application** – Present for the applicant was Mr. John Paradee and Mr. Michael Bauman, Architect at DBF. Mr. Paradee shared the renditions of the signs with the Board.

On the tower of the building (front entrance) the Empire Wine and Spirits to be placed on south and west side of building. Additionally, illuminated beer, wine, and spirits signs would be placed on the east, west and south sides of the building.

Ms. Shaw informed the applicant that the ordinance for that district allows for one sign on each face of a building according to Table 13-1, Sign Requirements. To which Mr. Paradee presented the Board with a copy of page 13 of Ordinance No. 19-4. The ordinance is to amend the LDO to create a new PCD (Planned Commercial District). In the ordinance, Section 12, i. Permitted Signs (2), states that 'each side of a commercial building facing a public street...' Mr. Paradee argued that the west side of the building is technically not facing a 'public street' and therefore is not restricted by the ordinance.

The Board members voiced concerns related to the potential and current light pollution that is created by illuminated signage being so close to the residents of Waters Edge. Ms. Shaw reminded the Board and applicant that this was something that was previously discussed during the Board of Adjustment hearing held on November 15, 2022.

Ms. Shaw called for a motion to approve the sign package for Empire Wine and Spirits with the contingency that the signs are illuminated only during operating hours of the business or significantly dimmed after close of business to reduce the light pollution impacting the residents of Waters Edge. Motion was made by Mrs. Wiater, 2<sup>nd</sup> by Mr. Elliot. Passed with a voice vote with Ms. Shaw recusing herself from the vote due to being a resident in Waters Edge.

**Asbury Square Subdivision Revised Plan** – Present for the applicant was Mr. John Paradee. Mr. Paradee shared the reasoning for the lot subdivision to create a separate parcel for the liquor. He informed the Board that it is needed due to the tax assessment, bank financing, and contractual issues related to separating taxation responsibility from the developer to the owner of the liquor store. The subdivision will allow for the liquor store to be assessed separate and apart from the unimproved balance of Tax Parcel #5

Ms. Shaw informed the Board that the subdivision plan was reviewed by Town of Frederica engineer and recommended approval with a recommendation requesting an executed agreement be presented for a permanent easement to access the other parcels. Mr. Paradee stated that he was sure one has already been executed and he would see that a copy of that agreement be provided to the Town via email.

Ms. Shaw called for a motion to accept and approve the proposed revised site plan/subdivision. Motion was made by Mr. Elliot and a 2<sup>nd</sup> by Mr. Mudge. Motion passed with unanimous voice vote.

**OPEN FLOOR:** Mr. Paradee thanked the Board for their consideration for project. He also commented that the paving, striping, and other improvements have been completed at Asbury Square. He invited the Board to take a ride through the project see the work that has been completed.


**ADJOURNMENT:**

Having no other comments from either the public or the Board, Ms. Shaw called for a motion to adjourn the meeting. Motion made by Mr. Elliot to adjourn with a second by Mr. Mudge. Motion passed by unanimous voice vote.

Meeting adjourned at 7:41 PM

Respectfully submitted,

Committee Chair Marie Shaw



4/2/2024