

**Town of Camden  
Regular Planning Commission Meeting  
Camden Municipal Building  
February 15, 2017**

**CALL TO ORDER**

Chairwoman Gray led attendees in the Pledge of Allegiance.

Chairwoman Gray called the meeting to order at 7:00 p.m. and noticed that this regular Planning Commission Meeting is being held in compliance with Delaware Open Public Meeting Act by posting the agenda on February 8, 2017, in the following manner:

- a. The electronic sign;
- b. The Official Bulletin Board; and
- c. The official Town of Camden Web Site.

Members Attending: Chairwoman Mary Ellen Gray, Commissioner Thomas Wanstall, and Commissioner Vicki Rhodes.

Members absent: Commissioner Michael Johnson and Commissioner Mark Girty

Staff Attending: Town Clerk Jamie Fenske, Building Inspector/Code Enforcer Harold Scott, and Town Manager Aaron Chaffinch.

**MINUTES**

Motion made by Commissioner Rhodes, seconded by Commissioner Wanstall to approve the minutes as written from the January 18, 2017 Planning Commission Meeting. All in favor; none opposed.

**NEW BUSINESS**

*Sunset Village requesting preliminary site plan approval.*

Phil Toliver of Morris and Ritchie explained that they have been working on the plans and the land owner thought that he had a potential buyer to build the apartments. He added that they have to update the plans for Kent Conservation in December of 2017 to obtain re-approval before they expire. He explained that construction will have to be started before December 31, 2019 to continue under the originally approved Kent Conservation plans and not the updated regulations.

Mr. Toliver stated that it is high probability that Sunset Village will be started before December 31, 2019. He added that they may be back next year for an extension.

***Town of Camden  
Wednesday, February 15, 2017***

***Regular Meeting Minutes***

Code Enforcement Officer Harold Scott stated that the house on the property that has a tree on it needs to be cleaned up and added that the grass on the property needs to be maintained.

Chairwoman Gray explained that final site plan approval would not be given until the demolition of the dwelling was done.

A motion was made by Commissioner Rhodes, seconded by Commissioner Wanstall to approve the preliminary site plan with the following conditions as they were recorded at the March 20, 2013 Planning Commission meeting;

1. Report from DNREC regarding the wetlands required.
2. Note or an overlay of the FEMA flood plain map required.
3. Landscape plan brought up to code and stamped by a landscape architect.
4. Open space amenities per section 240-36b and 240-36c must be provided and approved.
5. Architectural visuals of the building must be submitted.
6. Description of the building materials must be submitted.
7. A community impact study pursuant to section 240-11 must be completed.
8. Environmental impact study must be completed.
9. Signage plans must be submitted.
10. Notes page of submitted plans must be updated indicating the community shall be a lease community, and
11. Phase-in schedule required. Roll call:

Chairwoman Gray – yes

Commissioner Rhodes – yes

Commissioner Wanstall – yes

Motion carries.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

At 7:22 p.m. a motion was made by Commissioner Rhodes, seconded by Commissioner Wanstall to adjourn the regular meeting. All in favor; none opposed.

Respectfully submitted,  
Jamie Fenske, Town Clerk