

**The Town of Selbyville
Planning and Zoning Commission
Minutes of Meeting October 30, 2024**

The meeting was called to order by Chairman Jay Murray at 4 o'clock p.m. Also in attendance were Councilman Chris Snader, Bill Kirsch, Mike Doyle, Ken Madara, Town Administrator Stacey Long, and Building Inspector/Code Enforcement Officials Tony Merollini and Ed Ackerman.

The meeting was properly posted.

Chairman Murray stated we are going to discuss the second item on the agenda first as it will be a very short matter.

The second item on the agenda was consideration of a minor subdivision for Bunting's Holdings, LLC, TMP #533-18.00-11.00 located on Lighthouse Road. Daniel Bunting presented the subdivision plan for the parcel that was recently annexed into town. This parcel was annexed in as a split zoning consisting of 36.592 +/- acres. The request is to separate the parcel into two parcels based on their zoning. There will be 26.905 acres +/- zoned as R4 with an RPC overlay and the remaining 9.687 acres +/- will be zoned commercial. All members were familiar with this project, and no one had any questions. Councilman Snader made a motion to approve the minor subdivision as presented. The motion was seconded by Ken Madara and carried by all. **It was the recommendation of the Planning & Zoning Commission for the Mayor & Council to approve this request.**

The next item on the agenda was review of the draft mixed-use zoning ordinance and map prepared by AECOM. Kyle Gulbranson of AECOM stated that they have incorporated the minor changes as discussed during the last meeting on this matter. Amy Mendelson of AECOM reviewed the changes to the draft ordinance as requested at the last meeting. The first change was changing the setbacks from 30-foot front yard setback to averaging the setbacks of existing buildings on either side of the lot, so the streetscape is better aligned with neighboring properties. The second change was an addition to the minimum off-street parking requirements to defer to the parking requirements in the HB-Historic Business & HR-Historic Residential Districts and added reference to the parking requirements for uses that are not currently listed in the code. It additionally states that the Planning & Zoning Commission and Mayor & Council shall determine the minimum parking requirements if a proposed used is not listed. The third change was an addition to the Architectural Guidelines to comply with the guidelines already established in the zoning code Chapter 200-146. The last change was to the site plan approval required section to add that obtaining a mixed-use zoning overlay will require a rezoning and will be required to following the existing rezoning process. Ms. Mendelson included a condensed version of the town's existing architectural guidelines in the code for easy reference. Mr. Gulbranson discussed the map that was drafted per the comments received at the last meeting on this matter. The changes include cutting the district off at the railroad on W Church Street and

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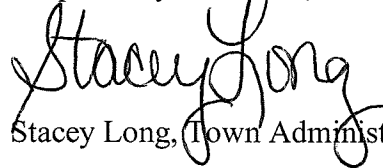
adding the properties on South Williams Street from J. Conn Scott's to W First Street. He further explained that it is a requirement to have the site plan submitted at the same time as the requested rezoning is applied for. Both items will be reviewed at the same time.

Matt Leimbach and Wendy and John Butterer were in attendance as they have recently purchased property in this proposed mixed-use overlay district. They are planning to rezone their properties to this overlay district and had questions about parking requirements. Mr. Gulbranson explained that Planning & Zoning and the Mayor & Council have the authority to modify parking requirements in this district. It also references that off-street parking does not have to be located on the parcel and the owner can provide a fee in lieu of the provided parking space.

All commissioners are anxious to see this zoning district come to fruition and help revitalize the downtown area. Councilman Snader made a motion to accept the proposed mixed-use district and map as drafted. The motion was seconded by Ken Madara and carried by all. **It was the recommendation of the Planning & Zoning Commission for the Mayor & Council to approve this request.**

There being no further business to discuss, Ken Madara made a motion to adjourn the meeting. Motion seconded by Bill Kirsch and carried by all.

Respectfully submitted,


Stacey Long, Town Administrator