

**The Town of Selbyville  
Planning and Zoning Commission  
Minutes of Meeting August 27, 2025**

Councilman Chris Snader called the Planning & Zoning Commission meeting to order at 4 p.m. Commissioners Ken Madara, Mike Doyle, and Bill Kirsch were in attendance. Chairman Murray arrived at 4:15 p.m. Also in attendance were Town Administrator Stacey Long, Administrative Assistant Amanda Murray and Building Inspector/Code Enforcement Officials Tony Merollini and Ed Ackerman.

The **first item on the agenda** was withdrawn after the posting of the agenda.

The **second item on the agenda** was consideration of conditional use to allow for the continuation of the existing residential rental house, and adding a commercial pole building for the online retail sales and storage in the rear of the property located at 210 Hosier Street Ext., TMP #533-16.00-16.00, owned by Diana & Robert Auker. Ms. Auker stated that she recently acquired the property, and she owns an online retail sales business. Her request is to build a pole building in the rear of the property so that she could utilize it as storage for her products. She stated she will not have walk-in customers, only delivery vehicles several times per week. She intends to install a bathroom in the future, so she would need to extend those facilities to the building when doing so. The property is zoned General Commercial, and the purpose of the conditional use is to allow for two uses on this lot (Residential & Commercial). If the residential use ceases for one year, then it is considered abandoned and would only then be permitted to utilize the property for those uses listed under the permitted use section in the General Commercial district. Ken Madara made a motion to approve the conditional use request as presented. The motion was seconded by Bill Kirsch and carried by all. **It was the recommendation of the Planning & Zoning Commission that the Mayor & Council approve the conditional use.**

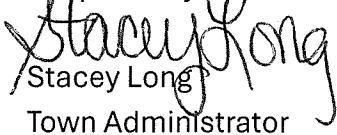
The **third item on the agenda** was to review the draft sign code prepared by AECOM. Amy Mendelson of AECOM informed the commissioners that she and Kyle Gulbranson of AECOM met with the Town Administrator and Building Inspector a while ago to discuss some of the issues and needed updates to the town's existing sign code. AECOM then prepared revisions and updates as discussed and handed out a summary of those updates (attached). In the Historic Business & General Commercial Districts a requirement has been added to require the business shall have a window or door sign with the name and

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address of the business. Additionally, they have added requirements for size and height of temporary construction signs. Language was added for appropriate wind and snow loads. Several definitions were added to identify various types of signs. The town did not have any requirements for electronic variable-message signs (EVMS), so this was added to both districts as well. The commissioners agreed that they do not have any issues with allowing EVMS signs to advertise for other businesses as long as they are advertising their on-premises business. Ms. Mendelson stated that she will work on language that addresses this. The commissioners also feel that the business should not be promoting another business out of town, only promoting other local businesses. Additionally, inappropriate material/messages were discussed. Possibly have preapproved messages when the sign permit is filed for. She said she would work on language that addresses those concerns as well. Some additional requirements were added for political signs, freestanding signs and monument signs. A Comprehensive Signage plan was added as a requirement for large-scale complexes for retail, wholesale, commercial, institutional, office, or educational uses. This addresses design guidelines, review procedures, submission requirements, and amendments to approved comprehensive sign plans. The commissioners agreed to look through the revisions and we will set another meeting to discuss in further detail after they have had a chance to review. Additionally, Ms. Mendelson will be working to add additional language to address the off-premises EVMS signs.

There being no further business, Ken Madara made a motion to adjourn the meeting. The motion was seconded by Mike Doyle and carried by all.

Respectfully submitted,

  
Stacey Long  
Town Administrator