

**TOWN OF ELSMERE
PLANNING COMMISSION
MEETING MINUTES
July 2, 2019
6:35 P.M.**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

MOMENT OF SILENT PRAYER FOR THOSE WISHING TO DO SO:

ROLL CALL:

CHAIRMAN	CHARLES LINDELL	PRESENT
COMMISSIONER	ROBERT ANDERSON	ABSENT
COMMISSIONER	LEON BACKER	PRESENT
COMMISSIONER	JOSE MATTHEWS	PRESENT
COMMISSIONER	KRISTA NUSCHKE	PRESENT
COMMISSIONER	MARY STEPPI	PRESENT
COMMISSIONER	VACANT	

At this time Chairman Lindell introduced the newest member of the committee Ms. Mary Steppi.

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

Approval of the minutes from the June 04, 2019 Planning Commission meeting

ACTION: Commissioner Backer made a motion to approve the minutes from the June 04, 2019 Planning Commission meeting. The motion was seconded by Commissioner Matthews.

VOTE: 4 in favor, 1 absent and 1 vacancy Motion carried

Lindell – Yes, Anderson – Absent, Backer – Yes, Matthews – Yes, Nuschke – Absent at the time of vote, Steppi – Yes

Chairman Lindell noted at 6:37pm that Commissioner Nuschke was now present at the meeting.

NEW BUSINESS:

Review Petition 19-05, Tax Parcel Number 1900-100-081

There was a brief discussion between the Planning Commission, Chief Giles and the neighbor who was present in the applicants place regarding this petition that the homeowner, nor the contractor were present during the meeting. The commission decided that it was best to postpone this petition and contact the property owner to make them aware that a representative would need to be present during the next meeting in August to be able to answer specific questions.

ACTION: No action to be taken due to there was nothing to vote on.

OLD BUSINESS:

Review of the Comprehensive Plan

Code Officer Scott Allen stated that the update to the Comprehensive Plan was awarded to the University of Delaware at the July 2019 Council Meeting. The plan is to start moving forward during the next meeting in August with the update.

Chairman Lindell stated that the only he would like to add would be to go through and review the Chapters of the Comprehensive Plan.

ITEMS SUBMITTED BY CHAIRMAN AND BOARD MEMBERS:

None

PUBLIC COMMENT:

None

ADJOURNMENT:

ACTION: Commissioner Backer made a motion to adjourn the meeting. The motion was seconded by Commissioner Matthews.

VOTE: 5 in favor, 1 absent, and 1 vacancy Motion carried

Lindell – Yes, Anderson – Absent, Backer – Yes, Matthews – Yes, Steppi – Yes, Nuschke – Yes

At this time, the meeting was adjourned.

These minutes summarize the agenda items and other issues discussed at the June 04, 2019 Planning Commission meeting. Votes are recorded accurately. The audio tape(s) of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio tape(s) may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.

CHARLES LINDELL, CHAIRMAN

LEON BACKER, SECRETARY