

**MINUTES
BUSINESS MEETING
NEW CASTLE COUNTY PLANNING BOARD
DEPARTMENT OF LAND USE - NEW CASTLE ROOM
87 READS WAY, NEW CASTLE, DELAWARE
June 18, 2019
9:00 A.M.**

The Business Meeting of the Planning Board of New Castle County was held on Tuesday, June 18, 2019 in the New Castle Room of the Government Center Building, 87 Reads Way, Corporate Commons in New Castle, DE.

The meeting was called to order by Chairperson Karen Peterson at 9:03 a.m.

The following Board members were present:

Leone Cahill
Joseph Daigle
William McGlinchey
Darryl Parson
Karen Peterson
Linda Porrás-Papili
Ruth Visvardis

The following Board members were absent:

Robert Snowden
Kiana Williams

Planning Board Attorney, Office of Law

Adam Singer

The following Department of Land Use employees were present at the meeting:

Richard Hall	Andrea Trabelsi
Antoni Sekowski	Matthew Rogers
George Haggerty	Marisa Lau
Stacey Dahlstrom	

The following members of the public were in attendance:

Shawn Tucker

MINUTES

May 21, 2019

DEFERRALS

None.

BUSINESS

App. 2019-0091-S: North side of Governor Printz Boulevard, 940 feet west of E. Lea Boulevard. Exploratory Minor Land Development Plan for SUEZ Edgemoor proposes to construct a 110-foot diameter, 64-foot height maximum, ground supported water storage tank and associated site improvements. I and CR Zoning. CD 4. Brandywine Hundred (T.P. 06-148.00-003)

At a business meeting held on June 18, 2019, the Planning Board considered the Department of Land Use recommendation. On a motion by Ms. Papili, seconded by Mr. Parson, the Planning Board voted to grant **CONDITIONAL APPROVAL** of Application 2019-0091-S with the conditions as stated by the Department. The motion passed by a VOTE of 7-0-0-2 (Yes: Cahill, Daigle, McGlinchey, Papili, Parson, Visvardis, Peterson; NO: None; ABSTAIN: None; ABSENT: Snowden, Williams).

In discussion preceding the vote the Board members offered the following comments:

Ms. Papili asked the Department to confirm that no lights are being proposed for the tank.

REPORT OF COMMITTEES

None.

REPORT OF GENERAL MANAGER

Matt Rogers, Andrea Trabelsi, and Stacey Dahlstrom provided a departmental update. Transportation Ordinance No. 19-005 has been approved by Council. The Advisory Committee of the Southern New Castle County Master Plan met on June 17th. The Department is drafting two environmental ordinances for forests and scenic viewsheds. Upcoming meetings for the SNCC master plan and scenic byways ordinance will be held on June 24th and 26th, respectively. Ms. Peterson reported that the hearing on the new coastal zone regulations is also scheduled for the 26th.

REPORT OF CHAIRPERSON

None.

OTHER BOARD MEMBER COMMENTS

None.

COMMENTS FROM THE PUBLIC

None.

OTHER BUSINESS

The *Planning 101* course offered by the University of Delaware Institute of Public Administration introduces public officials to the elements of a comprehensive plan, the basics of land use control, the role of planning and zoning commissioners, and the State of Delaware Planning and Zoning Statutory

requirements. Sean O'Neill, AICP (Institute for Public Administration), David Edgell, AICP (Office of State Planning), and Max Walton, Esq., who is also outside counsel for the County, presented a modified version of the course that included information specific to the New Castle County Planning Board. The presentation began at 9:15 and ended at 10:38.

The board had several questions and comments for presenters:

- Ms. Papili asked for clarification on how New Castle County works with the state to develop the Delaware Strategies for State Policies and Spending map. Mr. Edgell replied that the map is the state's blueprint showing where county, local, and state agency plans and data indicate money should be invested for certain types of purposes. NCC meets with the Office of State Planning and provides that data as part of the comprehensive planning process. Ms. Peterson noted that coordination between state and local government has increased significantly since the first comprehensive plan was done in the 1980s, and resulted in better development throughout the state.
- Ms. Papili asked whether statements made by members during the voting process were also considered public statements. Mr. Walton clarified that board members should state the reasons for their vote in their record, as advised by Board counsel. Outside the context of voting, however, members should not make public statements advocating for or against a given project heard by the Planning Board.
- Mr. McGlinchey asked whether these best practices were also applicable in cases where the Board makes recommendations on applications rather than decisions. Mr. Walton responded that there are lesser requirements for recommendations, but members should vote based on what has been presented to them at meetings. Mr. McGlinchey asked for clarification on whether the UDC rezoning standards refer to the map/set of maps in the comprehensive plan, which have the force of law, or the entire plan. Adam Singer, Planning Board Attorney, said the Office of Law would research this and get back to the board.
- Mr. Walton also addressed ex parte communication. Any type of communication may be grounds for recusal. Members should ask the NCC Ethics Board for guidance and disclose all communications.

Andrea Trabelsi, Assistant General Manager of Land Use, noted that the Department and the Institute of Public Administration are developing an online component for today's training which will be made available to community members who are interested in learning about this topic. Users can earn a certification for completing all modules of the online course. She thanked the board for being part of this process.

Before the meeting adjourned, Adam Singer introduced Randy Vesprey, who will take over for him as Planning Board Attorney. Ms. Peterson thanked Mr. Singer for his service.

ADJOURNMENT

The Board voted to adjourn the meeting at 10:40 a.m.

ATTEST:

Richard E. Hall, AICP Date
General Manager
Department of Land Use

Karen Peterson Date
Chair
Planning Board