

Planning & Zoning Meeting Minutes

October 23, 2024

Meeting called to order at 7:05 p.m.

Pledge of Alliance- Rebecca

Moment of Silence- Rebecca

Roll Call

Members Attending: Rebecca Marasco, John Willard, James Fennemore

Absent: Jilana Wilson, Luke Thomas

Jim made a motion with a second by John to excuse Luke and Jilana's absence. Rebecca, John and Jim, Aye. None Opposed. Motion carried.

Staff Attending: Roseann Lamar-Town Clerk, Michael Wooleyhand-Town Manager

Attendees: Ruby Morales, Ashley Morales, Ashley Julien

Adoption of Agenda:

John made a motion with a second by Jim to approve the agenda as presented with the minutes being amended for adoption from June 24th, 2024, to July 24th, 2024. Rebecca, John and Jim, Aye. None Opposed. Motion carried.

Adoption of Minutes:

John made a motion with a second by Jim to approve the minutes as presented. Rebecca, John and Jim, Aye. None Opposed. Motion carried.

New Business:

- Possible Conditional Use-111 E. Third Street
- Ms. Ashley Julien came to speak with the planning and zoning committee after receiving a letter from the town regarding her possible running a business out of her home at 111 E. Third Street.
- A resident had reported to the town that Ms. Julien was running a dog grooming business out of the home.
- Ms. Julien stated that she moved here to Delaware to help with her mom who lacks mobility and to help with her baby brother that has autism and is nonverbal.
- Ms. Julien helps them out currently with the household financially.
- Ms. Julien lives in the basement park of the residence.

- Ms. Julien stated that she does groom some dogs, roughly nine to thirteen a month when she is home. She does not charge for her services.
- Ms. Julien does have a full grooming set up in the finished basement in which she and her fiancé live.
- The owners drop the dogs off and when they are done, they come and pick them up. She has parking inside her fence as well as street parking.
- Ms. Julien's main means of income is as a dog handler which is outside of the residence of 111 E. Third Street. She goes to the client's house to train with the dogs.
- The dogs' owners are people who let her use their dogs in seminars and in return she grooms them for free.
- In a thirty-one-day month Ms. Julien is only occupying the residence for about twenty-two days out of that month at that residence.
- She and her fiancé are also spending time in Alabama where they are currently having a home built, which she has been gone more than that with working with that.
- Ms. Julien stated that she is willing to comply with what the town and committee ask her to do.
- To apply for the conditional use, she will need her grandmother to fill out and sign the application due to the house is in her name.

Jim made a motion with a second by John to table and have Ms. Julien come back to the next meeting in November with all paperwork filled out for Conditional Use once the owner of the property has filled out and signed application. Rebecca, John, and Jim, Aye. None Opposed. Motion carried.

- 108 N. Mechanic Street-Property Line Adjustment and Building
- Ms. Morales and her family would like to do a lot line adjustments for lots at 108 N. Mechanic & 110 N. Mechanic Street.
- Lot 110 N. Mechanic Street, which already has a garage sitting on the property, the applicants would like to convert that into a dwelling unit.
- Presented the committee with some ideas that they had regarding to doing so.
- Since the lot is a legal non-conforming lot, the applicants will need to obtain a Variance request before they can move forward with any improvements because this lot will not meet our current required setbacks in the Land Use and Development Code.
- The planning and zoning committee would like to have more time to gather more information before making their decision.

Jim made a motion with a second by John to table and have Ms. Morales and her family come back to the next meeting in November for further discussion. Rebecca, John, and Jim, Aye. None Opposed. Motion carried.

Old Business: None

Next Regular Meeting:

- Wednesday November 27th, 2024

John made a motion with a second by Jim to change the November meeting date from November 27th, 2024, to November 20th, 2024, Rebecca,

Public Comments:

- None

Adjourned:

Jim made a motion with a second by John to adjourn the meeting at 7:48p.m. Rebecca, John and Jim, Aye. None Opposed. Motion carried.

Roseann Lamar, CMC
Town Clerk