



207 Main St. Leipsic, DE 19901

Leipsic Planning and Zoning Commission

Meeting Minutes for June 18, 2024

A meeting of the Leipsic Planning and Zoning Commission was held on June 18, 2024 at 6:30pm at the Leipsic Town Hall, located at 207 Main Street, Leipsic, DE 19901. The meeting was properly noticed with notice placed in the Leipsic Town Hall bulletin board more than 7 days before the meeting.

Chairperson Geller called the meeting to order at 6:38pm. Members present were Brian Geller, Tom Antoniou, Shawn Russum, and Donna Sipple. Nan Fox was unable to attend.

New Business:

1. Election of Chairperson: Chairperson Geller called for nominations of Chairperson. Brian Geller was nominated, accepted, and upon motion made and duly seconded, unanimously appointed as Chairperson for a one-year term.
2. Election of Secretary: Chairperson Geller called for nominations of Secretary. Tom Antoniou was nominated, accepted and upon motion made and duly seconded, unanimously appointed as Secretary for a one-year term.
3. Town of Leipsic Comprehensive Plan 5-year review: Discussion about the State Planning Office required 5-year review of the Town Comprehensive Plan. Chairperson Geller explained that this was due back in May, but the reminder emails were sent to the prior mayor and never forwarded to the current mayor or Planning Chairperson.

It was the opinion of the Chairperson that the Commission chose to recommend to Council that the 2019 Plan be reconfirmed as is with no changes. Chairperson Geller explained that the Town will be due for the more formal 10-year review before we know it and that the Commission focus the time and energy on starting those updates to be prepared.

Additional discussion ensued regarding the 10-year plan review. Chairperson Geller advised he was going to reach out to the University of Delaware IPA to see what assistance they offer in regard to the 10-year plan review and changes.

Moving the discussion back to the 5-year review, motion was made and seconded to recommend to Council that the 2019 Comprehensive Plan be reconfirmed with no changes. The motion passed unanimously.

4. Site Plan Review- 291 Denny St, Leipsic, DE: Discussion ensued regarding the site plan submitted for 291 Denny St, Leipsic, DE. The new owner is asking for site plan approval for placement of a doublewide on the land. The owner is aware that the double wide must be placed on a permanent foundation with all hitches and running gear removed to comply with Town Land Use Ordinances. The site plan submitted showed that placement of the structure complied with the Town's setback requirements in the Town Land Use Ordinances. The owner is aware that the property is located in the floodplain, so additional measures are needed to comply with Town and County floodplain requirements.



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Motion was made and seconded to approve the site plan that was submitted and make recommendation to Council for the same. The motion passed unanimously.

Public Comment:

Chairperson Geller opened the floor to public comment from anyone in attendance. Commission member Sipple asked about the lot behind 291 Denny St and her property on Second St. According to County records, the land recently sold. Some discussion ensued around permissible purposes of the land. To the Commissions' knowledge, no plans have been presented to the Commission or Town Council regarding the land. As no plans have been submitted in regards to the land, any formal review or discussion is not warranted at this time.

Next Meeting:

The Commission Members discussed the next meeting date. It was the recommendation of the Chairperson, at this time, to hold meetings every other month, in the off months of the Council meetings. The next meeting was accordingly set for August 20, 2024 at 6:30pm at the Leipsic Town Hall.

Having no further business to discuss, a motion was made and seconded for adjournment with unanimous approval. Meeting adjourned at 7:30pm.

Respectfully Submitted,

/s/ Tom Antoniou

Tom Antoniou
Secretary
Leipsic Planning and Zoning Commission