

**TOWN OF ELSMERE  
PLANNING COMMISSION  
MEETING MINUTES  
May 7, 2024  
6:30 P.M.**

**CALL TO ORDER:** Commissioner Anderson called the meeting to order at 6:30 PM.

**PLEDGE OF ALLEGIANCE:**

**MOMENT OF SILENT PRAYER FOR THOSE WISHING TO DO SO:**

**ROLL CALL:**

CHAIRMAN	VACANT	
COMMISSIONER	ROBERT ANDERSON	PRESENT
COMMISSIONER	DEAN DYER	PRESENT
COMMISSIONER	JOHN POCKETS	PRESENT
COMMISSIONER	JOHN HOLLOWAY	ABSENT
COMMISSIONER	VACANT	
COMMISSIONER	VACANT	

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES**

Approval of the minutes from the October 3, 2023, Planning Commission Meeting.

**ACTION:** Commissioner Pockets made a motion to approve the minutes from the October 3, 2023, Planning Commission Meeting with no corrections. Commissioner Dyer seconded the motion.

**VOTE:** 3 in favor, 3 Vacancies, 1 Absent Motion carried

Anderson – Yes, Pockets – Yes, Dyer – Yes,

**OPENING STATEMENT:**

Administrative Assistant for the Code Department Denise Lardani read the opening statement.

**NEW BUSINESS:**

1. **Election of a new Chairperson.**

Commissioner Pockets recommended Commissioner Anderson to be nominated for the Chairperson position and Commissioner Anderson declined at this time. No vote was taken.

2. **Review Petition 24-02, Tax parcel number 1900-400-124**

The applicant seeks to subdivide 115 Forrest Avenue into two parcels and construct two single family dwellings, one per lot. The Planning Commission will review and make a recommendation to the Mayor and Town Council.

Kevin Smith, the CEO of Habitat for Humanity spoke on their behalf as to the request to subdivide the property at 115 Forrest Avenue and build two new habitat homes, one on each lot. He said yes; he knows it is in the flood plain. They have built several homes in the flood plain in Wilmington. None of their housing has had negative flood issues.

Commissioner Pockets questioned who the owner is, Daniel Padgett. The explanation from Mr. Smith was he is the owner of the property we have a contract with him, if the subdivision is approved Habitat for Humanity will buy the lot from him.

Councilwoman Joann Personti, 5<sup>th</sup> district, stated this is just for the subdivision and if Mr. Padgett did not sell it to Habitat for Humanity, he would still then have to go the same approvals for the building purposes.

Councilwoman Personti stated to her knowledge the lot has always been an open lot with a trailer sitting on it.

Code Enforcement Officer Nicole Facciolo stated from what she understood it is a food trailer sitting on the property that is not being used.

Carol Ohm, Engineer for Apex Engineering, LLC spoke about the flood plain and said they will raise the floor elevation up the required amount out of the floodplain which is about a foot and half. On some of the habitats they use flood vents.

After hearing testimony and having their questions answered, the commissioners in attendance voted unambiguously to recommend approval of the petition to the Mayor and Council and the Board of Adjustment.

**ACTION:** Commissioner Dyer made a motion to make a recommendation to the Mayor and Town Council. Commissioner Pockets seconded the motion.

**VOTE:** 3 in favor, 3 Vacancies, 1 Absent Motion carried

Anderson – Yes, Pockets – Yes, Dyer – Yes, Holloway – Absent

**OLD BUSINESS:** None

**ITEMS SUBMITTED BY CHAIRMAN AND BOARD MEMBERS:**

Commissioner Anderson publicly thanked Chairman Jaremchuk for his service and time that he put into the Planning Commission, and he will be greatly missed as he has moved to Florida.

**ADJOURNMENT:**

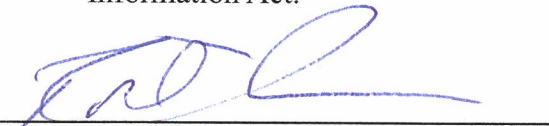
**ACTION:** Commissioner Dyer made a motion to adjourn the meeting. Commissioner Anderson seconded the motion.


**VOTE:** 3 in favor, 3 Vacancies, 1 Absent Motion carried

Anderson – Yes, Dyer – Yes, Pockets – Yes,

At this time, the meeting was adjourned.

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.

  
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**ROBERT ANDERSON,  
ACTING CHAIRMAN**

  
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**DEAN DYER,  
ACTING SECRETARY**