

**TOWN OF ELSMERE
PLANNING COMMISSION
MEETING MINUTES
February 3, 2026
6:30 P.M.**

CALL TO ORDER: Chairman 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	ROBERT ANDERSON	PRESENT
COMMISSIONER	DEAN DYER	RESIGN
COMMISSIONER	JOHN POCKETS	ABSENT
COMMISSIONER	JA'NIKKA CARABALLO	PRESENT
COMMISSIONER	FRANK OBARA	PRESENT
COMMISSIONER	JONATHAN WATTS	ABSENT
COMMISSIONER	MEGHAN WALLACE	PRESENT

PUBLIC COMMENT: None

APPROVAL OF MINUTES

Approval of the minutes from January 6, 2026, Planning Commission Meeting.

ACTION: Commissioner Watts made a motion to approve the minutes from January 6, 2026, Planning Commission Meeting with no corrections. Commissioner Caraballo seconded the motion.

VOTE: 4 in favor, 2 Absent 1 Resigned Motion carried

Anderson – Yes, Pockets – Absent, Dyer – Resigned, Caraballo – Yes, Obara – Yes
Watts – Yes, Wallace – Absent

OPENING STATEMENT:

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

NEW BUSINESS:

1. Review of Petition 26-09 Tax Parcel Number 1900-200-135

The applicant seeks to operate a dog grooming business in the Community Commercial district at 103 N. Colonial Avenue. The Planning Commission shall determine whether the proposed meets the Harmonious Development Intent of the Town of Elsmere Code 225-9. The Planning Commission will review and make a recommendation to the Board of Adjustment.

Code Enforcement Officer Nicole Facciolo read the statement of fact, the applicant is seeking to operate a dog grooming business at the subject parcel of 103 North Colonial Avenue, located in the GI General Industrial Zoning District. The Planning Commission shall determine if the proposed meets the harmonious development intent of the Town of Elsmere Chapter 225-9 of the Code. The issues, per the Town of Elsmere Code, a dog grooming business falls outside the standard Town Code provisions and does not explicitly enumerate a dog grooming business as a permitted use within any zoning district, therefore requires a special exception use permit within the General Industrial District. In granting of the petition, the Planning Commission of the Town of Elsmere would need to determine that the proposed request meets the harmonious development intent of the Town of Elsmere Code Chapter 225-9. The Board of Adjustment would need to grant a special exception use permit for a dog grooming business to operate at the subject parcel, and if approved, the applicant would need to obtain a business license from the Town of Elsmere Code Enforcement Department.

Randy Collier, 216 S. Maryland Avenue, owner of the building at 103 N. Colonial Avenue stated I have had it up for lease, and a dog groomer lady had signed a lease with me to rent the building, and I submitted the application to the Town of Elsmere, and they told me that a dog groomer was not, the use wasn't allowed in the Town of Elsmere, so I'm just asking for a special exception use permit. I know that there are a few other dog groomers in the area, so I was just hoping for approval.

There were multiple questions about other dog groomers in the Town of Elsmere and if they had to go through the same process and there are currently two that fell under the criteria that have had to go before Planning Commission and Board of Adjustment. Precious Paws who does dog grooming and Dogtopia which is more of a doggy daycare with some grooming performed.

The Commissioners asked multiple questions. Is this going to be just strictly grooming, any boarding going on? Do you have enough parking spaces to stay out of the way?

Mr. Collier's response is she is a mobile dog groomer at the moment, and she was hoping to have a place to park her truck and do some dog grooming at the location. On the lease agreement, it says for a dog groomer, not for boarding or anything like that. Also, she would only need parking for her vehicle, and then just for as people are dropping off and picking up, but she has, I mean a lot of the pieces in size, there's like

three spots out front, there's a few spots out back, so I don't think parking would really impact that. They are not really staying; they are just dropping off and picking up.

Is there any grass outside where the dogs will use the facilities?

There is a patch of grass. I have 105 Colonial as well, which is just to the right of it. So, beyond the fence, there is a little fence area, there is a grass area back there.

Code Enforcement Officer Facciolo stated the meeting was a formality. The other properties with a similar request had the same procedure.

ACTION: Commissioner Watts made a motion to recommend the approval to the Board of Adjustment, and this meets the harmonious development intent of the Town of Elsmere Code 225-9. Commissioner Obara seconded the motion.

VOTE: 4 in favor, 2 Absent, 1 resigned Motion carried

Anderson – Yes, Pockets – Absent, Dyer – Resigned, Caraballo – Yes, Obara – Yes
Watts – Yes, Wallace – Absent

OLD BUSINESS: None

ITEMS SUBMITTED BY CHAIRMAN AND BOARD MEMBERS: None

ADJOURNMENT:

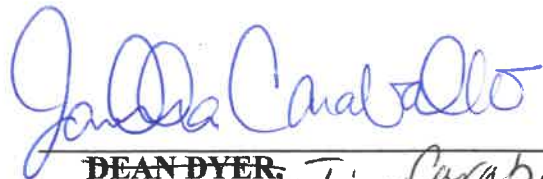
ACTION: Commissioner Watts made a motion to adjourn the meeting. Commissioner Caraballo seconded the motion.

VOTE: 4 in favor, 2 Absent 1 Resigned Motion carried

Anderson – Yes, Dyer – Resigned, Pockets – Absent, Caraballo – Yes, Obara – Yes,
Watts – Yes, Wallace – Absent

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.


ROBERT ANDERSON,
CHAIRMAN


DEAN DYER,
SECRETARY *Jaimie Caraballo*