

**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**January 24, 2019**

1. Vice Chairman Baptist Damiano called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. Commission Members Damiano, Amendt, Liddle, and Sigvardson were in attendance. Planning & Zoning & Development Director Ken Cimino, Town Solicitor Ross Karsnitz, and Town Clerk Donna Schwartz were also in attendance. The meeting was held at 32 West Avenue.

2. **APPROVAL OF AGENDA**

*A motion was made by Mr. Amendt, seconded by Mr. Liddle, to approve the agenda. The motion carried unanimously 5/0.*

3. **APPROVAL OF MINUTES**

*A motion was made by Mr. Amendt, seconded by Mr. Sigvardson, to approve the December 20, 2018 minutes as presented. The motion carried unanimously 5/0.*

4. **OLD BUSINESS**

- A. P-319 An Ordinance to Amend the Ocean View Land Use and Development Code, Chapter 140, Article XVIII, §140-119 “Amateur radio antenna greater than 65 feet high” and Chapter 140, Article XVIII, §140-131 “Wireless communication facilities” in order to clarify certain definitions; allow an administrative review process for Collocation and Minor Modifications to existing wireless communications facilities; and to impose certain time requirements upon the Town for decisions on wireless communication facility applications required by the Federal Communications Commission. The proposed ordinance would also eliminate Ocean View Code Chapter 216 titled “Wireless Communications Facilities and Amateur Radio Antennas” in its entirety in order to eliminate redundancies in the Code.

Mr. Cimino read the overview for this ordinance. He said the Town’s position is that it is a good ordinance and would be helpful to the staff. Mr. Karsnitz explained to the Commission how the ordinance came about. He said the Federal Government wants local governments to speed up approvals. The suggestion to do this came from the Delaware League of Local Governments. Mr. Sigvardson stated he had read the proposed ordinance and said it made sense to him to make these changes.

*A motion was made by Mr. Liddle, seconded by Mr. Amendt, to recommend the approval of P-319 ordinance to Council. The motion carried unanimously 5/0.*

- B. P-320 An ordinance to Amend the Ocean View Land Use and Development Code, Chapter 140, Article XVII, entitled “Administrative and Beneficial Use Appeals; Variances” section by adding §140-108.1 “Administrative variances”. This ordinance authorizes the Director of Planning, Zoning and Development to grant administrative yard setback, height limit, building separation, or impervious surface variances, subject to limitations.

Mr. Cimino read the overview for the ordinance. He said it gives him authority to approve small minor variances. Mr. Cimino stated that a fee of \$150 would be set by resolution for

this type of variance. He said that this is designed to help not clutter the system and approve logical items without going to Board of Adjustment.

*A motion was made by Mr. Sigvardson, seconded by Mr. Liddle, to recommend the approval of this ordinance to Council. The motion carried unanimously 5/0.*

5. **ADJOURNMENT**

*A motion was made by Mr. Liddle, seconded by Mr. Sigvardson, to adjourn the meeting at 6:12pm. The motion carried unanimously 5/0.*

Respectfully submitted,  
Donna M. Schwartz, CMC