

**MINUTES  
CITY PLANNING COMMISSION  
January 16, 2018**

Present: Polly Weir (Chair), Desmond Baker, Lloyd Budd, Patrick Carter, Joseph Chickadel and Tanya Washington (Commission Members); and Herb Inden, Gwinneth Kaminsky, Tim Lucas and Gemma Tierney (Planning).

The meeting was convened at 6:01 p.m. by Polly Weir.

**REGULAR MEETING**

**Approval of the minutes of the November 21, 2017 Planning Commission Meeting**

Ms. Weir asked the Commission to make a motion on the minutes of the November 21, 2017 City Planning Commission meeting. Patrick Carter moved to approve the minutes, and Lloyd Budd seconded the motion. All present members voted to approve the minutes. Note: Tanya Washington was not present for the vote on the minutes.

**New Business**

**Resolution 01-18; MS-17-09: Major Subdivision application from Howard L. Robertson, Inc. on behalf of the Riverfront Development Corporation, which proposes to subdivide 15 South Poplar Street into two parcels.**

Tim Lucas from the Department of Planning and Development presented the analysis for Resolution 01-18. He briefly outlined the subdivision as described above. He then elaborated that the subject parcel is on the north bank of the Christina River. He also noted that the parcel is fully developed, and no construction is proposed as part of the subdivision application. He presented slides illustrating the boundaries of original parcel and the proposed parcels.

Mr. Lucas stated that the subdivision had been circulated to City departments for comments, and four comments were received. The comments were:

1. Data Column: Correct the zoning district designation by changing “WR” to “W-4”.
2. Certificate of Ownership: Provide the name of the current executive director of the Riverfront Development Corporation.
3. Correct the typo labeling the neighboring property owner to the north.
4. Add a note to the plan listing any easements which may currently exist on the site, such as access easements for the Riverwalk.

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Mr. Lucas concluded his presentation by stating that the Department of Planning and Development recommends approval of Resolution 1-18, for the preliminary subdivision plan for 15 South Poplar Street, and noted that the comments he had just presented must be incorporated into the final subdivision plan submission prior to recordation.

Ms. Weir asked the Commissioners whether they had any questions or comments. Mr. Budd asked Mr. Lucas to clarify the land uses and buildings present on the parcel. Mr. Lucas stated that the parcel contained a parking lot, a multistory building, and a portion of the Wilmington Riverwalk. He explained that the subdivision would create a separate parcel for the portion of the parcel containing the Riverwalk (“the Riverwalk parcel”), which would be about twenty feet wide.

Mr. Carter asked if the Riverwalk parcel would be rezoned and if it would still be considered fully developed. Mr. Lucas replied that the parcel would still be considered fully developed. Mr. Carter suggested that it would be too small for any commercial development, and Mr. Lucas concurred. Herb Inden, Director of the Planning Department, asked whether there was an easement on the Riverwalk that would also preclude commercial development on the Riverwalk parcel. Mr. Lucas said that it was likely there is an easement. Carmine Caspar, an engineer for the project who was present, stated that there were no existing easements. Also present was Megan McGlinchey, Executive Director of the Riverfront Development Corporation (RDC). Ms. McGlinchey noted that the RDC owned the entire parcel.

Ms. Weir asked the two applicants if they had any comments or questions. Ms. McGlinchey explained that RDC had applied for the subdivision because Amtrak, the tenant of the multistory building, wished to buy the parcel, but it had asked RDC to subdivide the Riverwalk from the rest of the parcel, and retain ownership of it. Mr. Baker asked Ms. McGlinchey that Ms. McGlinchey identify herself, as she had not yet done so.

Ms. Weir asked whether there were any additional questions from the Commission. As there were none, she called for a motion regarding the resolution. Mr. Baker moved to approve Resolution 01-18, and Mr. Carter seconded the motion. All members voted in favor of Resolution 01-18.

### **Other Business**

#### **Department of Planning and Development, Report from the Director on Planning Activities – Highlights.**

Mr. Inden introduced himself and explained that he was presenting to the Commission to keep them apprised of the Department’s big projects. He asked the Commissioners to provide any suggestions they might have about how to structure the way that Departmental activities are shared in the future. He noted that he wanted the Commission to become more involved with these activities.

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Mr. Inden briefly presented on many of the projects currently going on at the Planning Department. He stated that some staff members are rewriting the City's existing Bicycle Plan, and some staff are reviewing and developing updates for the City Code. He stated that the City and County had received a grant award to conduct a feasibility study for a proposed bike infrastructure project, and that the City had received a grant to develop an environmental cleanup plan for an area in Northeast Wilmington, and that a consultant had been selected. He said that the Rodney Square Conservancy, a public/private partnership, has retained consultants is developing options to improve Rodney Square. He discussed plans to work with University of Delaware to hold trainings for the Commissioners on land use matters. He explained that he would like all the Commissioners to participate in this land use training, and that he would therefore need to know what times worked best for them. He explained that these trainings are important because they help those making land use decisions to better understand the legal implications of their decisions. He then moved on to the Citywide Comprehensive Plan update process, and described the public input steps that had been taken so far, and the next steps. Finally, Mr. Inden said that the City was participating in Wilmington Initiatives, an interagency group, to prioritize transportation projects.

Mr. Inden concluded his presentation and asked the Commissioners if they had any questions or comments. Mr. Baker asked about the results of one of the public forums that had been held as part of the Comprehensive Plan update. Mr. Inden replied that the consultants were in the process of analyzing the data from the public forums. He asked Gemma Tierney if the preliminary analysis was on the City website. Ms. Tierney replied that it was not, and Mr. Inden continued that the analysis would likely be added to the website when it was finalized.

Mr. Chickadel asked if the Comprehensive Plan update would emphasize cycling paths, and mentioned the new Union Street bike lane. Mr. Inden added that the Industrial Track bike trail would also be opening soon. He also said that the Comprehensive Plan would emphasize transportation modes other than driving.

Ms. Weir asked if the Commissioners had any more questions for Mr. Inden, and there were none.

Ms. Weir asked all of those present to take a moment of silence to reflect on, and appreciate the contributions of, Bruce Brunozzi, a member of the Planning Commission who had recently passed away.

### **Adjournment**

Following the moment of silence, Ms. Weir called for a motion to adjourn the meeting. Mr. Budd moved to adjourn, and Mr. Carter seconded the motion. All members being in favor, the meeting was adjourned at 6:19 p.m.