



Milford City Hall Council Chambers 201 South Walnut Street Milford DE 19963

CITY COUNCIL AGENDA

Monday, January 9, 2023

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops will be held in the Council Chambers at City Hall. Attendees are welcome to participate virtually as well. Public Comments are encouraged on the agenda items designated with a ®. Virtual attendees may alert the City Clerk that they wish to speak by submitting their name, address, and agenda item via the Zoom Q&A function or by using the Raise Your Hand function during the meeting. Those attending in person may comment when the floor is opened for that purpose. All written public comments received prior to the meeting will be read into the record.

This meeting is available for viewing by the public by accessing the following link:
<https://zoom.us/j/99156131279>

or

<http://www.cityofmilford.com/553/Watch-Public-Meetings>

Members of the public may also dial in by phone using the following number:
Call 301 715 8592 Webinar ID: 991 5613 1279

6:00 PM

15-Minute Public Comment Period*

Virtual attendees must register prior to start time of meeting by calling 302-422-1111 Extension 1300 or 1303, or by sending an email to cityclerk@milford-de.gov and providing your name, address, phone number, and the specific agenda item you wish to comment on.

COUNCIL MEETING

Call to Order – Mayor Arthur J. Campbell

Invocation

Pledge of Allegiance

Roll Call

Approval of Previous Minutes

Recognition

Introduction/New City Employees

³ Proclamation 2023-01/Tribute to Martin Luther King Jr.

³ Proclamation 2023-02/School Choice Week

Staff Reports

Monthly Police Report

City Clerk Report

Monthly City Manager Report:

Public Works Department

Electric Department

Planning & Zoning Department

Parks & Recreation Department

Human Resources

Economic Development & Community Engagement

IT Department

Finance Department

Monthly Finance Report – 1 Dec 2022

Communications & Correspondence

Unfinished Business

Discussion/Options for Displaced Persons

New Business

Authorization/City Solicitor/Moore & Rutt Agreement

Authorization/Budget Adjustment IT/Virtualization Efforts

Authorization/Budget Adjustment/Electric/Transformer Maintenance

Authorization/Budget Adjustment/Electric CIP/Broadband Feasibility Study

Introduction/Ordinance 2023-01

Code of the City of Milford/Chapter 55

Personnel Code Amendment

Police Special Duty

Introduction/Ordinance 2023-02 - Conditional Use

Application of Collins Bowers Investments, LLC

0.40 +/- acres located along the east side of Lakeview Avenue between Kings Highway and Sussex Avenue

Comprehensive Plan Designation: Low Density Residential

Zoning District: R-1 (Single-family Residential District)

Present Use: Single-family Detached Dwelling

Proposed Use: Single-family Detached Dwelling with an Accessory Dwelling Unit

Tax Parcel: 1-30-3.08-008.00

Introduction/Ordinance 2023-03 - Change of Zone

Application of Growmark FS, Inc.

4.865 +/- acres of land located along the south side of NE Front Street between NE Fourth & East Streets

Comprehensive Plan Designation: Commercial

Present Zoning District: I-2 (General Industrial District) Proposed Zoning District: C-3 (Highway Commercial District)

Present Use: Office Proposed Use: Office and Vacant Lot

Tax Parcel: MD-16-183.10-04-27.00

Introduction/Ordinance 2023-04 - Preliminary Conditional Use

Application of Masten Circle, LLC

2.39 +/- acres of land located along the east side of E. Masten Circle

Comprehensive Plan Designation: Industrial

Zoning District: I-1 (Limited Industrial District)

Present Use: Vacant Proposed Use: Flex Office/Warehouse

Tax Parcel: MD-16-183.00-01-08.00

Introduction/Ordinance 2023-05 – Amended Conditional Use

Application of Milford Mini-Storage, Inc.

5.38 +/- acres of land located along the east side of Marshall Street approximately 1,025 feet north of the McCoy Street intersection

Comprehensive Plan Designation: Industrial

Zoning District: I-1 (Limited Industrial District)

Present Use: Self Storage and Vacant Lot Proposed Use: Self Storage

Address: 609 & 615 Marshall Street

Tax Parcel: 3-30-11.09-029.01, 029.02 and 029.07

Authorization to Proceed/City of Milford Comprehensive Plan Amendments:

Amendment #1 – Southern States

Kent County Tax Parcel MD-16-182.00-01-03.00

Milford-Harrington Highway & Parcel Consolidation

Change of Future Land Use from I-1 Limited Industrial to Commercial (C-3 Highway Commercial}

Amendment #2 – Milford Mini Storage, Incorporated

Sussex County Tax Parcel 3-30-11.09-134.00

Marshall & South Washington Street(s) Area

Change of Future Land Use from Moderate Density Residential to Industrial (I-1 Limited Industrial)

Executive Session

Motion to Recess into Executive Session

Pursuant to 29 Del. C. §10004(b)(9) Personnel matters in which the names, competency and abilities of individual employees or students are discussed

² Property Sale/Lease-

Pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property

Return to Open Session

Potential Vote/Personnel/Chief of Police ²

Potential Vote/Land Acquisition²

Potential Vote/Land Sale ²

Adjournment

All items on the Council Meeting Agenda are subject to a potential vote.

ALL SUPPORTING DOCUMENTS MUST BE SUBMITTED TO THE CITY CLERK IN ELECTRONIC FORMAT NO LATER THAN ONE WEEK PRIOR TO MEETING. NO PAPER DOCUMENTS WILL BE ACCEPTED, DISTRIBUTED, OR PRESENTED AT MEETING ONCE PACKET HAS BEEN POSTED ON THE CITY OF MILFORD WEBSITE. ANY MATERIALS UTILIZED DURING THE MEETING SHALL BE FROM THE COUNCIL PACKET AND REFERENCED BY PRESENTER USING AUDIO AND VISUAL MEANS TO ENSURE VIRTUAL PARTICIPATION BY ALL IN ATTENDANCE.

Ⓢ Designated Items only; Public Comment, up to three minutes per person will be accepted.

*Comments restricted to same date's Council agenda items.

The time limit is three minutes per speaker, not to exceed a total of fifteen minutes for all speakers.

113022 120522 120922 122122

010422 Item Removed

¹ 010623 Received from Finance Director/Moved from December 2022 2nd Meeting (Normal Schedule)

² 010823 Late Information Received from City Manager (via Email)

010923 Executive Session Item Removed by City Manage

³ 010923 Proclamation(s) Year Corrected