

The Mayor and Council of the Town of Townsend

141 Main Street, P.O. Box 223, Townsend, DE 19734
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Introduced by: Mayor S. Lobdell

Introduction on: December 3rd, 2025

ORDINANCE 2025-008

An Ordinance to Amend Chapter 24 of the Townsend Municipal Code, relating to Lot Consolidation Procedures



Mayor
Scott Lobdell

WHEREAS, the Town Council of the Town of Townsend has adopted Chapter 24 of the Townsend Municipal Code, entitled *Zoning and Unified Development Code*, which regulates land use and development within the Town; and

Councilman
Joseph Bangura,
PhD

WHEREAS, the Town recognizes that clear, consistent, and transparent development procedures are essential to maintaining the character, safety, and efficiency of land use within the Town; and

Councilman
Matthew
Chapman

WHEREAS, the Town Council finds it necessary and appropriate to establish formal procedures for the consolidation of two or more contiguous lots of record under common ownership to ensure consistency, clarity, and orderly development within the Town; and

Councilman
Dylan K. Wiggins

WHEREAS, the Planning Commission has reviewed and recommended adoption of the proposed Lot Consolidation procedures to be included in Chapter 24 of the Townsend Municipal Code;

Councilman
Syed Sharif

NOW, THEREFORE, be it ordained by the by the Town Council of the Town of Townsend, in session duly met, that Chapter 24 of the Townsend Municipal Code shall be amended as follows:

SECTION 1: Addition of Section 24.04.105- Lot Consolidation Procedures

A new section, Section 24.04.105 entitled *Lot Consolidation Procedures*, is hereby added to Chapter 24 as follows:

24.04.105 Lot Consolidation Procedures

- A. An application for consolidating three or less parcels shall be made on a form supplied by the Town, together with a plan/map, prepared by and attested to by a licenses surveyor or engineer, showing the parcels to be consolidated and showing the entire frontage of the proposed consolidated parcels, and that of the adjoining properties of the proposed consolidation. The application, plan and required fees shall be submitted to the Town for recording prior to forwarding to the Town for review. The required

fees shall be the fees established in the currently effective Town of Townsend Fee Schedule.

B. The Planning Commission may approve consolidation applications that are found to meet all of the requirements of this chapter.

a. No lot consolidation may be approved that creates a Town non-compliance of any other Town Ordinance.

C. The applicant shall submit the approved plan, within 90 days from the approved date, to the office of the Recorder of Deeds, in and for New Castle County for recording. If any approved plan is not filed within that period, the approval of such partition shall expire. The Town, for good cause shown, may extend the time for filing o the plan for a period not to exceed 90 days. Consolidation plans must be recorded with the Recorder of Deeds office prior to the tax year expiring to be honored for next years tax billings. A record of all consolidations and one copy of the approved plan shall be kept by the Town and reflected in the records retained by the Town.

D. If the Planning Commission disapproves of a consolidation application, a written notice shall be returned to the applicant stating the basis for such disapproval within 60 days of submission review. Reasons for disapproval shall be remedied prior to any resubmission.

SECTION 2: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 3: In the event any existing Ordinances or parts of Ordinances are in conflict herewith, the provisions of this Ordinance shall control.

SECTION 4: This Ordinance shall become effective immediately upon passage.

Adopted by at least a majority of the Council members of the Town of Townsend on this XX Day of XXXX 2025.

Introduction 12/3/2025

Final Reading XX/XX/XXXX

Adoption XX/XX/XXXX

Signed By

Mayor

Town of Townsend, Delaware

| Vote of Council | Yea | Na | Abs |
|-----------------|-----|----|-----|
| Mayor Lobdell | ✓ | | |
| CM J. Bangura | ✓ | | |
| CM M. Chapman | ✓ | | |
| CM D. Wiggins | ✓ | | |
| CM S. Sharif | ✓ | | |

Attest:

Town Manager