

Town of South Bethany

Planning Commission Meeting Minutes

April 15, 2016

Planning Commission members present: Dick Oliver, Joe Conway, Dave Wilson, Jack Whitney, and John Stefani. George Reese was absent.

Other Attendees: Carol Stevenson (Town Council Liaison), Dee Burbage (Town Clerk) Pat Vovaris (part time), Sharon Polansky (part time)

1. Dick Oliver called the meeting to order at 10:00 am.
2. Council Person (CP) Carol Stevenson stated she was aware that there had been a meeting with Delmarva Power this week and noted her disappointment that she had not been invited. She told the Planning Commission that she a report today. Chairman Oliver advised that the meeting on April 13, 2016 was informal; a Planning Commission (PC) quorum was not present. Only 3 members of the PC were present (Jack Whitney, Joe Conway. Also present was Melvin Cusack (Town Manager). The meeting was held to ask preliminary questions directly to the Delmarva representatives to be able to make a preliminary determination of what, if anything needed to be done by the Commission to follow up on investigating the possibility of burying the existing overhead utilities. The meeting was successful and the Planning Commission plans to take follow-up actions with the full Commission after the Comprehensive Plan draft has been completed and handed over to the Council for their final action and transmittal to the State. The PC could re-call Delmarva if necessary at a later date if desired by CP Stevenson. Nothing improper was done with the meeting conducted. Chairman Oliver will prepare a report for CP Stevenson.

3. Business

- a. Sharon Polansky was introduced to the PC. She is a Council candidate and has expressed interest in becoming a member of the PC.
- b. 2016 Comprehensive Plan (CP) – The latest draft of combined draft of the Comprehensive Plan, with comments from all members of the Planning Commission (PC) was reviewed. The review and discussions were extensive and in-depth. The meeting was lengthy and the first 16 of 38 pages were reviewed in a comprehensive manner. Sustentative changes were identified and made in the draft. Jack Whitney will take the comments made and produce a clean document next week and send another copy to PC members for further review and final comments. A meeting was scheduled to be held on May 2, 2016 at 10:00 am to finalize the comments.
- b. The PC agreed to invite Sue Calloway to present he r lighting findings to the PC at the next meeting.

- c. CP Stevenson commented about the requirement for transparency and stated that PC minutes have not been posted on the Town website. She asked for these to be sent to Pam to post (going through Dee Burbage)
- d. The next meeting to discuss and complete the Draft CP was scheduled for May 2, 2016 at 10:00 am.

The meeting was adjourned at 2:40 pm.