

Town of South Bethany
Planning Commission Meeting Minutes

August 5, 2016

Planning Commission Members Present: Dick Oliver, Jack Whitney, Joe Conway, George Reese, and Dave Wilson

Absent Members: John Stefani, Sharon Polansky

Other Attendees: Robert Purcell, Representative of Peter and Susan Trelenberg, and Dee Burbage

1. The meeting was called to order at 10am by Chairman Dick Oliver.
2. A public hearing was held to consider the application of Peter and Susan Trelenberg to combine their existing lot 85, located at 242 Bayshore Drive, with an additional parcel 25' x 100' directly to the west of Lot 85. A boundary survey was received.
 - a. It was noted that a dock is located in the middle of the boundary between the 25' x100' parcel and the adjacent Lot 86 and must be removed.
 - b. It was also noted that since the application is for an increase in lot width from 50' to 75', the total side setback, currently 16', will increase to 24' to meet the requirement of Article XI of the Town Code. Since the east side setback is fixed at 8', the new west side setback will be 16'.
 - c. The Planning Commission voted to approve the application with the provisions stated above.
3. Old Business
 - a. Chairman Oliver announced that the Comprehensive Plan was submitted to the State on August 4 and will be posted on the Town website.
 - b. Jack Whitney moved that comments and/or corrections to drafts of meeting minutes be received no later than 7 work days after they are circulated in order to be considered. Motion was approved. Dee Burbage requested that the approved minutes be submitted to her and Pam Smith as a PDF file for posting on the website.
4. New Business
 - a. Joe Conway discussed planning for projects identified in the Comprehensive Plan and assigned members to tasks for each project.
 - b. Sea Level Rise

The SLR committee functions have been assigned to the Planning Commission. A Sea Level Rise Vulnerability Assessment for S Bethany was completed by Anchor QEA, LLC in March, 2016. A follow on study to include storm surge, nuisance flooding, and trigger points to implement adaptation strategies was requested by Jack Whitney. In response, Anchor submitted a proposal including a Statement of Work and cost estimate of \$35,000. Jack will distribute the proposal to the Planning Commission members. Dick Oliver will then present this proposal to the Town Council and recommend the follow on study be funded by the Town and started ASAP.

c. Capital Budget

Dick Oliver and Joe Conway reported on a meeting with the Budget and Finance Committee to align the capital budget with the goals in the Comprehensive Plan. The Planning Commission has been tasked with identifying tasks for the capital budget. Joe reported the B&F committee agreed to review the status of the funding requests from the standing committees with the capital budget. Joe agreed to draft a task spreadsheet to present to the B&F committee by the September meeting of the PC. Joe will serve as the PC liaison to the B&F committee.

d. Beach Access

Melvin Cusick was designated as the focal point for this task. Joe Conway will discuss the possibilities of adding “partial” walkways, meaning a flat approach to the top of the dune like the one at S 2nd Street, with Melvin.

e. Street Lighting

Councilman Sue Callaway has been coordinating Improvements to street lighting with a lighting specialist designated by Delmarva Power. The Comprehensive Plan calls for a town wide master plan with minimum street lighting code standards for all areas of the Town that could be implemented over time. Dave Wilson expressed concern that not every resident wants additional street lights (as indicated by the 2011 survey) and that installation of new lights should take the affected homeowners’ opinions into consideration. Jack Whitney will coordinate this task.

f. Overhead Wire Cleanup

Dick Oliver reported that Verizon is in the process of removing unnecessary wiring and wire bundles from poles that detract from the appearance of the neighborhood. They have completed work on Bayshore, York Beach area, and the Oceanside. Dick will summarize this work for the Council and Joe Conway has written an article for the Zephyr.

g. Check Valves for Street Drainage

Check valves have been installed at some flood prone locations to prevent nuisance flooding from high tides. The first phase of the SLR Vulnerability Assessment recommended check valves on all Town storm water outfalls . Dave Wilson will identify the number of locations that would benefit from check valves and their estimated cost so that a plan can be made to install the valves over time.

h. Canal Dredging

Periodic dredging is necessary to maintain canal navigation and to improve circulation. This issue will be assigned to the Water Quality Committee. The Town Manager, Melvin Cusick, will be requested to coordinate dredging requests for the adjacent waters with DNREC. A depth survey is necessary prior to dredging and funding should be allocated in the budget for this item.

i. Street Maintenance

George Reese will coordinate the street maintenance plan with Melvin Cusick. Jack Whitney noted that preventive maintenance work recommended in a recent road condition assessment has not been started.

5. The November meeting date has moved to November 14 at 10am.

6. The meeting was adjourned at 11:45am.