

**Town of South Bethany
Planning Commission Meeting Minutes
January 19, 2018**

MEETING CALL TO ORDER Chairman Dick Oliver called to order at 10 am.

ATTENDANCE

Present: Dick Oliver, Scott Fischer, John Janowski, Linda Lewis, Joe Conway via phone

Absent: George Reese, Sharon Polansky

Other Attendees: Janet Powell, Town Clerk and Tim Shaw, Council Liaison

OLD BUSINESS Adoption of Minutes – November 17, 2017 Minutes

A motion was made by Linda Lewis and seconded by Scott Fischer adopting the November 17, 2017 Meeting Minutes.

ADMINISTRATIVE MATTERS – Town of South Bethany Street Lighting Master Plan Working Document
The Planning Commission reviewed the Draft South Bethany Street Lighting Master Plan Version 1 Working Document developed by Scott Fischer. The changes discussed and proposed were reviewed and commented upon, and will be integrated and updated by Mr. Fischer, who will submit a Version 2 Draft.

Introduction, Authority and Vision – minor changes, to keep statements in the “present form”.

Scope – there was discussion on whether to include the two State roads, Route 1 and Kent Avenue in the Plan. One example was the lack of lighting at a bus stop on Route 1 within the town limits. It was decided that the Plan would allow for commission recommendations, if any, for the lighting on those two roads, even if just to suggest issues that the town may want to bring forward to Del Dot.

Approach – it was suggested not to list specific material. It would be stated “All attachments will be provided electronically for public review”.

Plan Goals – it was suggested to add a 4th Goal: Implementation Recommendation. We create goals to develop a recommended implementation approach in consideration of the Budget and Finance with priorities and restraints.

2 Location

Canal road-ends – Chairman Oliver volunteered to rewrite the Canal road-ends regarding “why” lighting should be installed to provide adequate illumination at each canal road-end.

Spacing – after discussion of the approximate spacing of the poles, it was decided to add “it will be subject to specific street review”.

Environment Sensitive Areas – John Janowski added this section, and everyone agreed it is a great addition to the Location Section.

3 Fixtures

Consistency – to add “to not have a variety of fixtures or variety of bulbs within the fixtures”

The Planning Committee would formally like to recognize the efforts of Don Chrobot, Maintenance Supervisor, for fabricating the street light shade on Canal Drive, correcting a short-term issue, after a homeowner’s complaint of too much light onto her bedroom window. Chairman Oliver will create a letter thanking Mr. Chrobot. It was also noted that the existing street lighting issues are not the Planning Commission’s issues, but the Town’s issues.

NEW BUSINESS – John Janowski will discuss the Development of Street Striping in Cat Hill
Mr. Janowski discussed the proposed “striping” of the Cat Hill area roads to provide lanes for biking/pedestrian and a central road area for vehicular traffic to promote safety and a healthy community (Goal 3.2 South Bethany’s Comprehensive Plan). Janowski has been communicating with Del Dot for their insight on the use of advisory shoulders, possibly signs for vehicles and funding. The Committee suggested we get in writing from Del Dot that implementing advisory shoulders, we are not violating any existing rules, codes, regulations or reduce the safety or viability of our roads for vehicle traffic. Chairman Oliver assigned John Janowski to draft a letter to Del Dot, Tim Shaw volunteered to sign the letter as Town Councilmember/Planning Commission Liason.

PUBLIC COMMENT PERIOD

No public comments

MEETING ADJOURNED at 11:55 p.m. Motioned by Ms. Lewes, seconded by Mr. Fischer.

The next meeting is scheduled for March 16, 2018.

Submitted by Janet Powell, Town Clerk

ATTACHMENTS

Street Lighting Master Plan Version 1.0 Working Document by Scott Fischer