

**Town of South Bethany
Planning Commission Meeting Minutes
May 12, 2017**

Planning Commission Members Present:

Dick Oliver, Jack Whitney, Joe Conway, Dave Wilson, George Reese, Sharon Polansky, Linda Lewis, Scott Fischer, John Janowski

Absent:

Other Attendees: Tim Shaw, Council Liaison; Sue Calloway, Community Enhancement Committee; Janet Powell, Town Clerk

Meeting called to order: 1 p.m. by Chairman Dick Oliver, Police Station Conference Room

Administrative matters:

- The next meeting is scheduled for July 21, 2017 at 10:00 a.m.
- Start to plan a strategy to develop a comprehensive town lighting plan

Old business:

New business:

Chairman Dick Oliver introduced new Planning Committee members: Mr. John Janowski and Mr. Scott Fischer.

Chairman Dick Oliver announced that once the 10 year comprehensive plan final revisions are in place, the Governor will review for approval. Once approved, it was suggested the plan will be attached to an ordinance to bind the town's on-going 10 year plan. It was discussed that once finalized and approved, the plan should not take the normal three readings.

The Planning Commission could apply for a Delaware Sustainable Communities Planning Grant valued up to \$40,000. The grant requires a 20% match from the town. This grant would support Sea Level Rise Study Phase 2. Chairman Dick Oliver will be proposing the grant to the Town Council on Friday evening.

Chairman Dick Oliver introduced Sue Calloway, Community Enhancement Committee. Calloway presented the efforts the CEC has completed to improve the lighting around town. The CEC has replaced about 25 free standing street lights working with Delmarva Power. They have also replaced solar lights on Ocean Drive. CEC has volunteered to remain involved as the Planning Commission moves forward in developing a Lighting Master Plan.

Joe Conway volunteered to review the walkability and biking for a grant. The State of Delaware has grant money promoting the health of the town with walk ways and bike paths.

PC members suggested going to Town Council with multi-phase strategies on the Lighting Plan. Phase I would consist of evaluating lighting at intersections/connecting to town roads, dead end/end of street,

type of light regarding cost, quality, and esthetics. The PC will also look into Jack Whitney's proposal to consider a lighting engineer/consultant.

Phase II would review where additional lighting is needed with requirements to walkability, cost, quality and esthetics.

Mr. Whitney had circulated the DEL DOT Lighting Design Guidelines which outlined recommendations, steps and expertise. Sharon Polansky will upload the DEL DOT file in Google.docs and email to all PC members. Each member can review and make comments only on: the lighting vision, the expertise and the plan content.

Meeting adjourned: 3 p.m. The next meeting is scheduled for July 21, 2017 at 10 a.m. at Town Hall.

Submitted by: Janet Powell, Town Clerk

Attachments:

DEL DOT Lighting Design Guidelines
South Bethany Lighting Plan and Light Info
Street Lighting References
Street Lighting Handbook