

# Town of South Bethany

## Planning Commission Meeting Minutes

### October 8, 2020 1:00pm

**PC Members Present:** No in-person participation due to Covid-19 restrictions

**PC Members Remote Access:** Joe Conway, Jane Bonbright, Scott Fischer, Gerry Masiello

**PC Members Not Present/Remote:** Tim Shaw

**Council Liaison:** Dick Oliver virtually attended midway in the meeting

**Other Attendees:** None

**Meeting called to order:** 1:00 pm by Chairman Joe Conway

**1. Minutes:** September 11, 2020 minutes were adopted per a motion by Gerry Masiello, seconded by Scott Fischer and unanimously approved.

**Old Business:**

#### **Continue to Review the Comp Plan**

Joe reviewed the 2016 Comprehensive Plan and identified the areas he felt were relevant (or not) to an update.

Conway also stated South Bethany did not win the State of Delaware healthy community award for 2020 but the State of Delaware suggested to submit again for next year.

**New Business:**

**Discuss using Survey Monkey** – Conway asked Kent Stephen to join as an Ad hoc member until June to assist the PC in formulating a new questionnaire from Survey Monkey. Conway also asked Joe Mormando since the SBPOA created a survey in 2018; but Joe declined.

**Begin document review of current Comprehensive Plan to ascertain areas for the updates.** The PC reviewed the 2016 Comprehensive Plan page by page and Chairman Conway assigned members to specific tasks. The goal will be to have a presentation with recommendations to Town Council in late April/May 2021.

**Page 4 - Overview of Town.** Conway will update the differential ways by adding the average property value.

**Page 5 - Developmental Process.** Conway will update.

**Pages 7-8 - Demographics and Statistics.** Masiello will update. Conway suggested Masiello meet with Joe Hinks, Code Enforcer regarding new renovations and dwellings in town. Conway suggested to do a google search “SB demographics and statistics and census data” for information.

**Pages 9-14 -Goals and Objectives.** Conway wrote most of this in 2016 and will update.

**Page 15 - Land Use. Paragraph 1 and 2.** Masiello will update regarding heights; retrieving information from Code Enforcer Joe Hinks.

**Page 15 -Land Use. Paragraph 3.** Conway will update regarding the grant and use of the Town Hall complex/exercise park.

Page 16 - Canals, Water Quality, Canal Dredging, Canal Maintenance, Beach, Beach Replenishment.  
Conway will work with Tim Shaw.

Page 21 – Infrastructure (d). Speed/Volume Conway suggested updating once the questionnaire/survey is complete.

Page 22 - Parking. Conway suggested updating once the questionnaire/survey is complete.

Page 23 - Parking, Bicycle Paths and Streets Walkways, Street Maintenance and Street Lighting and

Page 24 - Public Utilities – Fischer to update pages 23 and 24.

Page 26-27 - Town Finances – Bonbright to work with Finance Director Renee McDorman to update.

Page 28 - Challenges, Recommendations and Summary – Conway suggested they review and make suggestions at the next meeting.

Chairman Conway asked that everyone work on the CP assignment and have as much as possible updated for the November 12<sup>th</sup> meeting.

**Public Comment:** No members of the public were in attendance.

**Adjournment:** Meeting adjourned at 1:31pm by a motion made by Fischer and seconded by Masiello.

**Submitted:** Janet Powell, Town Clerk & Tim Shaw, Commission Secretary.

**Remaining Planning Commission scheduled hearing/meeting dates for 2020:**

October 26 <sup>th</sup> at 10 am	Lot Partitioning Hearing
November 12 <sup>th</sup> at 1:00 pm	Additional meeting added
December 4 <sup>th</sup> at 10 am	Scheduled meeting
December 10 <sup>th</sup> at 1:00pm	Additional meeting added

### Planning Commission Action Item List

Action ID	Description of Action Item	Assigned To	Status	Expected Completion Date
0007	Dorothy Morris to be contacted and asked to provide suggestions and guidance on the Comp plan update	J. Conway	In Progress	6/5/2020
0008	All members to review the current two survey questionnaires by the Town and by SBPOA	Full committee	In Progress	10/8/2020
0009	Joe is going to query all the existing Town committees regarding anything they feel needs to be addressed in the Comp plan update	J. Conway	In Progress	10/8/2020
0010	Work on preparing updates to the Comp plan sections assigned to each committee member	Full committee	In Progress	11/12/2020

**NOTE:** Items on the above list with a Status of "Completed" will be removed from the table in subsequent meeting notes