

Town of South Bethany
Planning Commission Meeting Minutes
November 12, 2020 1:00pm

PC Members Present (Remote Access): Joe Conway, Tim Shaw, Scott Fischer, Jane Bonbright

PC Members Not Present: Gerry Masiello

Council Liaison (Remote Access): Dick Oliver

Other Attendees: None

Meeting called to order: 1:04 pm by Chairman Joe Conway

1. Minutes: October 8th minutes were adopted per a motion by Shaw, seconded by Fischer, and unanimously approved.

2. Announcements: None

Old Business:

Mid-interval (5-year) update of the 2015 Comprehensive Plan

The commission members each reviewed their progress to date on making updates to their assigned sections of the Comp Plan.

Chairman Conway again affirmed that he will query the various committees regarding future plans (see action item list #0009).

Conway is exploring what is needed to win a healthy community award or whether that may not even be possible for our type of community.

Conway mentioned using the new FEMA flood maps to identify areas of Town most likely to be subject to nuisance flooding (NF), and including proposals to Council on considering actions to mitigate NF.

Conway went through his suggested edits to the revised Comp Plan. As Gerry did not attend, Joe discussed Gerry's sections and what he expects to be updated.

Conway mentioned Town Council member Carol Stevenson is seeking feedback on the value of various Town sponsored events such as movies, boat parade, yoga, etc. It is unclear if Stevenson plans to perform independent data gathering or if she would include pertinent questions in the PC survey planned for early 2021.

Conway mentioned the importance of projecting the growth in salaries and benefits for the Town personnel and police, to get a picture of future costs that must be met with revenues (transfer tax, rental tax, property tax, etc.)

Conway mentioned that the order of new beach walkways should be based on factors such as the slope of the existing dune cross-over. Town Manager Maureen Hartman is currently going to set the schedule.

Scott Fischer discussed updates to address the bike parking effort in 2020 and the center-line removal in Cat Hill. Also, the street resurfacing done in 2018 needs to be mentioned, also the improvements to Bristol Road. Fischer will check with the Town Manager on projected road improvement plans.

Per Conway, the lighting master plan status needs to be restated as on-hold pending a survey of owners in order to determine actual interest. This will be part of the PC survey planned for early 2021. The new lighting fixtures on Route 1 need to be included as well.

Conway requested that the section on cable TV and Internet be updated to address changes with Mediacom and the future presence of Comcast as an alternative. Also, Verizon has rolled-out 5G service along Route 1 and this should be mentioned. As a side topic, Conway suggests that the Town might want to consider sponsoring a session on the Verizon services and what they will/will not support.

Jane Bonbright mentioned having discussions with Town personnel in order to get updated financial data. Renee and Randy Bartholomew provided an assortment of suggested edits. Conway advised that we do not have to agree with their inputs, the PC is independent and can propose changes and recommendations.

Conway and Bonbright agreed that demographic information in the Comp Plan needs to be updated to current, based on the PC survey to be executed in early 2021. Conway clarified that plan updates should not involve removal prior sections, just updates to reflect actual activities and budgetary amounts and changes since the plan was initially issued.

Tim Shaw went through his changes and updates. Conway is to introduce Shaw to Dave Wilson who does the water quality sampling and testing for University of Delaware. A suggested proposal to the Town should be to request copies of this data from the university sampling program.

Dick Oliver discussed Town efforts for canal bulkhead maintenance to permit owners to make increases in their bulkhead levels. This is a one-shot effort to meet Town code, not to solve flooding problems

Shaw reviewed his Comp Plan updates and received several suggestions from both Oliver and Conway. In particular the emphasis for the Town should be on addressing NF and working with ACT on SLR and other major common issues that are beyond the capabilities of the Town.

Shaw noted that several attachments to the original Comp Plan will require updating and there may need to be new attachments, such as the updated flood maps from FEMA.

Prior to the next meeting on December 4th all commission members should make updates to their sections of the Comp Plan.

New Business: None

Public Comment: There were no public members present.

Adjournment: Meeting adjourned at 2:53pm by a motion made by Shaw and seconded by Bonbright.

Submitted: Tim Shaw, Commission Secretary

Planning Commission scheduled meeting dates remaining for 2020 have been set as follows:

Dec 4th, 2020 at 10:00am – Chairman Conway canceled on November 23, 2020.

December 10th at 1:00pm

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	Completed	6/5/2020
0008	All members to review the current two survey questionnaires by the Town and by SBPOA	Full committee	Completed	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	12/10/2020
0010	Work on preparing updates to the Comp plan sections assigned to each committee member	Full committee	In Progress	12/4/2020
0011	Joe to make a connection between Tim Shaw and Dave Wilson regarding water sampling and testing	J. Conway		12/10/2020

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