

Town of South Bethany
South Bethany Charter and Code Committee (SBCCC) Meeting Minutes
February 22, 2024, 2:00 pm

SBCC Members Present

Bob Biciocchi (Chair)
Tom Barletta
Chris Bonschbach
Steve Chantler

SBCC Members Not Present

Carl Bittenbender

Other Attendees

Joe Hinks, Code Enforcement Officer (Non-voting Member) (Items 1-6)
Bob Shields, Council Member (By Zoom)

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- 1. Call meeting to order.** The meeting was called to order at 2:00 pm by Chair Biciocchi.
 - 2. Review and Approval of Minutes.** A motion to approve the Minutes of the Committee's May 23, 2023, meeting was made and seconded, and the Minutes were unanimously approved by the Committee (with Chris Bonschbach abstaining as he was not a member of the Committee in May 2023).
 - 3. Introduction of New Member.** Chairman Biciocchi introduced a new member of the Committee, Chris Bonschbach, who briefly discussed his background and connection to South Bethany.
 - 4. Review of Charter & Code Committee Procedures.** Chairman Biciocchi briefly reviewed the procedures of the Committee. He explained that the Committee provides assistance to the Town Council on matters relating to the Town Code that are referred to the Committee by the Council. The Committee reviews and makes recommendations to the Council on possible changes to the Town Code, but Council makes all final decisions on matters relating to the Town Code.

- 5. Discussion of Proposed Code Changes Regarding Building Permits.** The Committee reviewed proposed changes submitted by Joe Hinks to §§42-5 and 145-68(A)(1) & (6) of the Town Code regarding requirements for Building Permits. The proposed changes would delete exceptions to the requirements for building permits for certain minor repairs that are currently contained in those Code sections. Joe Hinks explained that the proposed changes were the result of discussions between the Town and FEMA regarding the consistency of the above exceptions with the requirements for building permits in the Town's Flood Plain Ordinance and that the proposed changes were needed to enable the Town to remain eligible to participate in the Federal Flood Insurance Program. After further discussion by the Committee, a motion was made to approve the proposed Code changes. The motion was seconded and approved unanimously by the Committee.
- 6. Code Modernization Project.** Chairman Biciocchi briefed the Committee on an ongoing Code modernization project being conducted for the Town by General Code. Project objectives include identifying internal inconsistencies and duplications within the current Town Code and provisions that are inconsistent with Delaware state law. The project calls for a number of deliverables including providing a draft of a revised Town Code to the Town Council and uploading of a new online version of the Code as approved by Council. The Chair noted that the Charter & Code Committee may be asked to review General Code's draft of the revised Code.
- 7. Water Quality Committee Notes on Possible Code Changes.** Chairman Biciocchi provided notes from the Water Quality Committee which suggested possible changes to the Town Code that could improve water quality in the canals. The Chair pointed to Water Quality Committee's notes as illustrative of proactive actions being considered by Town Committees that could result in the referral of proposed Code changes to the Charter & Code Committee. The substance of the possible Code changes referenced in the Water Quality Committee's notes were not discussed and no action was taken on them.
- 8. Public Comment:** No members of the public were present and there was no public comment.
- 9. Adjournment.** 3:00 pm by Chairman Biciocchi.