

South Bethany Planning Commission
Meeting Minutes
August 7, 2015

The South Bethany Planning Commission (SBPC) met at 10:00 am on August 7, 2015 at Town Hall to discuss the update of the Comprehensive Plan and other business as raised.

Present for the SBPC were: Dick Oliver - Chairman, and members Jack Whitney, John Stefani, Joe Petito, George Reese, Joe Conway and Dave Wilson. Council Representative, Carol Stevenson was also present.

1. Chairman Oliver called the meeting to order at 10:00 am.
2. Chairman Oliver announced that new SBPC member, Joe Petito had been sworn in by Dee Burbage previous to this meeting.
3. The Comprehensive Plan Update was discussed. This is due to be submitted to the State in July 2016. A copy of the 2012 update is to be distributed to SBPC members. Additionally, the Town Annual Report prepared by Town Manager, Melvin Cusick, will be sent to all SBPC members. It was noted that the main issues remaining are Sea Level Rise and Water Quality.
4. The 2014 Town Survey recommendations prepared by the SBPC were discussed. These were sent to the Council and no final action has been taken to date. It was reviewed in the last workshop but it has not been finalized. The results of the new survey are needed to be included in the 2016 Plan update (or new Plan as may be necessary). It was agreed that the Council should be encouraged to complete this and send out the survey to the Town at the earliest date possible so the results can be included in the next Plan submission to the State.
5. SBPC member's update assignments were discussed at the last meeting. These were reviewed and updated. The 2014 Goals and Strategies have previously sent to the Council but no action has been taken. Joe Conway said he would be in touch with the Mayor.

A summary of the new plan drafting assignments is as follows”:

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| a. Website – | John Stefani |
| b. Goals – | Joe Conway |
| c. Summary – | Dick Oliver |
| d. Land Use Plan – | Jack Whitney and Joe Petito |
| e. Environment and Storm Water – | Dave Wilson |
| f. Beach Issues – | Dick Oliver |
| g. Canal Dredging – | Dave Wilson and Joe Conway |
| h. Town Finance and Revenues - | ??? |
| i. Streets and Parking - | Jack Whitney and Dave Wilson |
| j. Public Utilities – | Dave Wilson |
| k. Law and Code Enforcement – | Dick Oliver |

6. It was noted that the 2006 Comprehensive Plan, the 2012 Update and the 2013 and the 2014 Town Annual Reports were on the Town Website – under the Planning Commission tab. The SBPC members were asked to review these before the next meeting. It is noted that updated planning goals need

to be provided by the Council before the new SBPC updates can be completed.

7. Since the State said, in a 2014 letter, that it was not necessary to do a completely new Plan in 2016, most of the SBPC members recommended that only an update should be prepared for 2016. Chairman Oliver said this will have to be agreed upon by the Council and he will discuss this with the Mayor.
8. It was agreed to meet again at 9:30 am on August 24, 2015 at Town Hall to discuss the old plan reviews and discuss specific thoughts for the updates again. It is necessary for the SBPC to develop a schedule to prepare the drafts, present this to the Council, obtain Council feedback and finalize the review Comprehensive plan update for final Council approval/concurrence and subsequent Town submission of the final plan to the State (in July 2016).

Some early schedule thoughts follow:

1 st PC draft -	end of October 2015
Presentation to Council -	November 2015
Council Comments to PC -	End January 2016
Final draft by PC -	end March 2016
Back to Council for final -	End April 2016
Submission to State -	July 2016

9. New Business – Joe Conway briefed the SBPC on soundings taken by him and George Junkin in the entrances to the bay entrance access ways both inside and outside of the Town canals. There are many shallow spots that need to be dredged or deepened in 2 key access ways. He stated that DNREC has no plans to do any dredging for our access. Most of these areas are not within the Town limits. Joe stated that there are some Town funds in the budget for dredging but he did not know how much. He suggested that raking might do the job in some areas since there are adjacent high and low spots. He also stated that access into and out of our canals is a high priority for South Bethany. It would be desirable to get some of this work in the DNREC plan for out years. Any implementation of these issues is a Town function, not a SBPC function; however, this issue should be addressed in the new Plan.

The meeting was adjourned at 11:15 AM