

**Town of South Bethany
Planning Commission Meeting Minutes
November 17, 2017**

MEETING CALL TO ORDER Chairman Dick Oliver called to order at 10 am.

ATTENDANCE

Present: Dick Oliver, Joe Conway, Scott Fischer, John Janowski, Linda Lewis

Absent: George Reese, Sharon Polansky

Other Attendees: Janet Powell, Town Clerk and Tim Shaw, Council Liaison

OLD BUSINESS

Adoption of Minutes – September 15, 2017 Minutes

A motion was made by Joe Conway and seconded by Scott Fischer adopting the September 15, 2017 Meeting Minutes.

ADMINISTRATIVE MATTERS

Nominate and Vote for the position of Vice-Chair and Secretary

Chairman Oliver nominated Linda Lewes as Vice-Chair and Scott Fischer as Secretary and were unanimously approved of the nominations. Both were officially sworn-in by Town Clerk, Janet Powell.

Proposed Schedule Meeting Dates for the 2018 Calendar Year

The 2018 meetings dates are: January 19, March 23, May 18, July 20, September 21 and November 16. In the event a member cannot attend in person, the Town will provide a free conference call-in number for an absentee, if requested. Chairman Oliver will schedule any additional hearing for an owner/builder on an as need basis.

NEW BUSINESS

Mayor Voveris emailed Chairman Oliver regarding the solar light issues on Ocean Drive, as we pursue our lighting plan. Currently, the lightbulbs are expensive, the light shields blow off, and on an overcast day the solar lights do not light well. The email was initiated due to a resident's complaint. After discussion, the Commission agreed that the responsibility of responding to a resident's complaint about any current lighting is the responsibility of the Town Manager and/or Mayor. The Committee also agreed that once lights are installed, they will be a town maintenance issue, not the Planning Committee's issue.

Chairman Oliver's Memorandum for the Record regarding Street Lighting (attached)

The Commission reviewed the memo involving Chairman Oliver and Town Manager, Maureen Hartman's meeting with the Delmarva Power and Light consultant, Jim Smith regarding street lighting options and limitations. Their meeting was two-fold:

1. To mitigate the number of complaints from residents about the brightness and design of the new lights on Canal Drive and
2. To seek information from DPL about the availability of alternative lighting designs that we may consider moving the town toward adopting future fixtures that will increase safety and security, but minimize light scatter and pollution.

Mr. Smith pointed out the issues and dilemmas are shared by several coastal towns. Smith stated LED is the wave of the future and its technology is ever evolving. LED can be motion censored, use less energy, and is cost effective. Mr. Smith provided an alternative LED fixture to the cobra light that sits lower on our existing pole. (photo attached)

Chairman Oliver suggested the Commission evaluate the possibility of installing several "pilot lights" at various locations around town to permit residents a visual evaluation. The light in the photo Chairman Oliver provided is available for this type of pilot. Mr. Shaw suggested that if we do go to Town Council with such a recommendation, we should include a cost estimate.

Mr. Conway asked what number of lights and wattage of our existing lights fixtures within the town (with the exception of Route One lighting). Mr. Fischer stated the information was in a previous document and volunteered to look for this information and email to Conway.

Mr. Fischer suggested the Commission establish a working document of the requirements for the lighting proposal be developed within a reasonable time frame. This document will evolve over time and include all relevant issues to be considered in developing the final plan and recommendations. While noting that not all requirements may be fully met, this recommendation will be critical guidance to evaluate the need for compromise and/or for specific exceptions. Mr. Fischer volunteered to create the first draft for distribution prior to the next meeting in January.

The Commission agreed that a time frame of the Recommendation could be acted upon by January 2019, budgeted and approved in May 2019 and actions implemented beginning June 2019.

Discuss Potential Future Activities Related to Street Lighting

Chairman Oliver will continue to cooperate with the Town Manager to discuss the potential future activities regarding street lighting.

The Commission agreed to use the existing poles around town and to explore LED lighting options with Delmarva Power for cost saving purposes and to avoid the need for major funding alternatives.

Chairman Oliver suggested that each member acquaint themselves with the recently issued Sussex County Comprehensive Plan and submit any comments to Chairman Oliver, who will consolidate and present the results to the Town Council. This task will be discussed at the January meeting.

Mr. Janowski Discussed Street Striping

Mr. Janowski met with Del Dot to discuss a pedestrian/bicyclists path in Cat Hill with the option of adding advisory shoulders to the two sides of the traffic. The current concept being recommended is to use an experimental approach of eliminating a center line and marking the streets with a dashed line on each side; allowing for a paved area on each side for pedestrians/bicyclists. This concept is described as the Advisory Bike Lane (ABL) and is under review by Del Dot. (photos attached)

Mr. Conway will contact the State of DE Healthy Community representative to see if the Town qualifies for any grant under the State's Healthy Initiative program; which is also one of our requirements in our Comprehensive Plan.

Mr. Janowski will follow up with Del Dot regarding the town as a test project and provide a package with cost at the January meeting.

PUBLIC COMMENT PERIOD

No public comments

MEETING ADJOURNED at 11:56 p.m. Motioned by Ms. Lewes, seconded by Mr. Fischer. The next meeting is scheduled for January 19, 2018.

Submitted by Janet Powell, Town Clerk

ATTACHMENTS

Memorandum for the Record

DPL photo of light fixture (1)

ABL photos (5)