

**Town of South Bethany  
Planning Commission Meeting Minutes  
July 21, 2017**

**Planning Commission Members Present:**

Dick Oliver, Jack Whitney, Joe Conway, George Reese, John Janowski, Scott Fisher

**Absent:** Linda Lewes, Sharon Polansky, David Wilson

**Other Attendees:** Tim Shaw, Council Liaison; Janet Powell, Town Clerk; George Rosenberg, guest

**Meeting called to order:** 10 a.m. by Chairman Dick Oliver, Town Hall Conference Room

**Administrative matters:**

- Further discussion of a lighting plan of the town
- Report by John Janowski about the Cat Hill traffic study
- Develop a plan for tracking council activities on Comprehensive Plan items

**Old business:**

**New business:**

The Comprehensive Plan has been finalized and approved by the Office and Planning at the State, the next step is for the Town Council to approve the Plan by Resolution at the next Town Council workshop meeting on July 27<sup>th</sup>. Chairman Oliver thanked everyone for their participation and stated that each of the goals established in the Comprehensive Plan needs to be tracked for actual progress by the members of the Planning Commission.

Chairman Oliver introduced George Rosenberg, who photographed several lights in the Sea Colony development, Bethany Beach and on Canal Drive. Rosenberg spoke about the photographs and stressed quality of the light vs quantity. (see below)

Chairman Oliver discussed how the Master Lighting Plan is a study that has not been well received by the town, and it will be slow and deliberate study plan to improve lighting to modern community standards. Also discussed, a "one size fits all" approach will not work; there needs to be different lighting along Route 1 versus along Canal Drive, to provide the proper quality of lighting in each area. It was suggested a trial (show and tell) lighting with demonstration units borrowed from potential suppliers. It was noted that Delmarva Power will not allow another supplier to mount lights on their poles. Financing may be needed to fund any significant effort implementing a Comprehensive Lighting Plan. At that time, the PC will approach the Budget and Finance Committee to discuss possible funding alternatives.

Jack Whitney drafted a Lighting Vision statement (attached) which outlines the goals and objectives. A first draft was distributed and all members are asked to forward their comments and suggestions to Scott Fischer @ [snfischer@verizon.net](mailto:snfischer@verizon.net) who will consolidate the comments. The goal is to review the input, implement and adopt the Lighting Vision at the September 15<sup>th</sup> meeting.

Whitney drafted a Checklist, What the PC Can Do Without Much Outside Expertise. (see below)  
Chairman Oliver assigned a PC member to a numbered objective from #1 through #7.

1. Collect related information from CEC – Linda Lewis
2. Research & review other resource docs – Pam Smith to upload documents from Chairman Oliver on our Town Website/Planning Commission/Documents Tab for all to review anytime (completed)
3. Visit Delmarva Power website – all members can review, Dick Oliver will also talk to Jim Smith from Delmarva Power
4. Contact other local towns – Dick Oliver will contact other towns and BB Chief of Maintenance Bethany Beach website has placed a commercial lighting section for all to review
5. Review DelDot 2009 criteria – John Janowski
6. Collect existing town street lighting map & info (we have)
7. Add locations where new light have been installed on town map (we have)

Chairman Oliver assigned Joe Conway and Scott Fischer to prepare a preliminary Cost Analysis Model, what it will cost to move from Delmarva Power and purchase and maintain our own poles. The model will show different lights in different sections and the cost to the town.

John Janowski presented the power point Traffic Calming/Pedestrian Safety Study (see below)  
Janowski discussed the work done by the Traffic Committee in Cat Hill regarding the seasonal road barricade, the upgraded seven speed bumps and the added electronic speed signs. Janowski proposed adding a striped path for a pedestrian/bike lane. Janowski asked the PC to adopt the study into the Comprehensive Plan. Chairman Oliver asked why the Town Council had not moved forward with the Traffic Study Plan. Tim Shaw explained no detailed proposal including budget costs were presented to the Town Council to discuss, debate and vote on adoption.

Jack Whitney motioned that an individual PC member be assigned to each of the goals of the Comprehensive Plan for the purposes of developing the annual report for that goal. Joe Conway seconded the motion. PC members will volunteer, if not, Chairman Oliver will assign a member.

**Meeting adjourned:** 12 noon. The next meeting is scheduled for September 15, 2017 at 1pm, Town Hall.  
**Submitted by:** Janet Powell, Town Clerk

**Attachments:** US DOT recommendations for a Lighting Master Plan (Town website-PC-Documents)  
Planning Commission Lighting Initiative (Town website-PC-Documents)  
Photos – Comparison of Lights (Town website-PC-Documents)  
Traffic Calming/Pedestrian Safety Study (Town website - Traffic Committee)  
A draft Lighting Vision Statement (attached)  
What the PC Can Do Without Much Outside Expertise (attached)