

**Town of Fenwick Island
Minutes of the Planning Commission Meeting
Tuesday, April 12, 2016**

Present: Chair, Winnie Lewis, Nancy Kushela, Richard Mais, Steve Carey, Jack Smith, Lois Twilley, Kyle Gulbranson (AECOM), Linda Poole, Town Clerk

Absent: F. Horner

Public: Bill Weistling, Pat Schuchman, Roy Williams, Diane Tingle

Minutes:

Motion: Motion made to approve the minutes of March 8, 2016 – Richard Mais

Second: Steve Carey

Vote: (6-0)

For Discussion and Possible Action:

The following is a recap from the Planning Commission's Comprehensive Plan Work Session IV discussion:

Kyle Gulbranson stated the committee has completed the review through section 3.4. The final report from the Pre-Plus Review of the Comprehensive Plan need to be reviewed. The report overall was good with no real requirements for the town, only recommendations. The only thing the town should do is a section on Sea Level Rise and flood threats, which the commission has already discussed adding.

Kyle noted the best way to deal with Section 4 – Implementation – Go through this section to note the towns accomplishment, remove the ones no longer relevant and keep the ones still in play.

- Section 3 Municipal Development Strategy (continued)
 - 3.5 Infrastructure
 - ✓ Town Governance – revise wording
 - ✓ Update information on Public Works Department
 - ✓ Under Community Services:
 - ❖ Police - update police location to Public Safety Building
 - ❖ Remove state police sub-station
 - ❖ Fire and Rescue - change ambulance service provider to BBVFC
 - ❖ Animal Control – needs to be updated/general
 - ❖ Fenwick Island Beach Patrol – need to update numbers/general statement
 - ❖ Need up-to-date photos
 - ❖ Library – check numbers
 - ❖ Health Care – need more of a generic statement. No medical facilities in town
 - ❖ Parks and Recreation – need to update Community Park information and add Canon Street Park and signage
 - ❖ Public Works – remove trash collection and update five-year plan on road improvements
 - ❖ Trash and Recycling –needs updating

- ❖ Remove recycling area picture
- ❖ Utilities – Storm Drainage – see Plus Application response information to update. Add Comprehensive Storm Water Inventory.
- ❖ Wastewater – need to check numbers and upgrade information on peak capacity
- ❖ Additional Utilities – remove sentence on Delmarva Power demonstration project and replace the word Placement with Construction Permit
- ❖ Transportation – Overview – update Table 11 – remove / update
- ❖ Parking – Update estimated spaces
- ❖ Pedestrian Ways and Amenities – rewrite
- Infrastructure Recommendations
 - ✓ Objective 5.3 – Remove
 - ✓ Add section for Community Events/Enhancements
 - ✓ Objective 5.12 – Issue – update
 - ✓ Objective 5.13 needs updating
- Need updated aerial photographs
- Residential Architectural Character – need to rework section to include 32-foot building height (freeboard).
 - ✓ Need to include section on Sea Level Rise
- Commercial Architectural Character – need to revise/rewrite section
- Professional Services – need to remove medical center.
- Built Environment Recommendations
 - ✓ Add section of accomplishments
 - ✓ Remove section 6.4
- 3.7 Community Character-Natural Environment
 - Update section under Beaches/beach replenishment
 - Flood Plain and Storm Threats – update with Sandy information and Sea Level Rise information
 - Protected Lands – missed spelled “Shulz” and Bay Street
 - Seal Island – tweak language
 - Natural Environment Summary – sea level rise to be added or new section

Next meeting May10th at 2:30 p.m. Plan to review Section 4 – Implementation.

Motion made to adjourn – Steve Carey

Second: Jack Smith

Vote: (6-0)

Meeting adjourned 4:15 p.m.