

**Municipal Comprehensive Plan
4th Annual Report**

Name of Municipality: **The Town of Fenwick Island**

Date of Plan Certification: **November 2007** **Date of Report:** **July 31, 2011**

1. Please state the municipality's accomplishments in implementing its comprehensive plan over the last year.

The Charter and Ordinance Committee continues to review charter and code for updating where needed.

Accomplished:

The Planning Commission established a Parks and Recreation Advisory Group to research open space preservation and recreational needs. By using plans from other municipalities and "walking" surveys, the advisory group was able to forward to the Planning Commission certain specific suggestions for open space and recreational needs. The Planning Commission reviewed/revised the suggestions and forwarded its recommendations to Council on May 20, 2011. The Town acquired a vacant lot adjacent to Town property to be used as a trail head/kayak launch. A task force has been established to spearhead the effort.

The Fenwick Island Town Council, in cooperation with Sussex County Emergency Operations Center, completed its participation in the 9-1-1 Street Renaming Program with the renaming of Bay Avenue to Mermaid Street. A revised street name list was approved by Council and the list and revised map were sent to the State Office of Planning for incorporation into the current Comprehensive Land Use Plan.

The Beach Committee continues to host the Fenwick Freeze. The Town participated in the State's Dune Grass Planting program and our Annual Beach Clean-up was held on May 21, 2011. The Town will participate in the USACE beach replenishment project and plans to install "test" Mobi-mats® for beach access.

The Environmental Committee has presented three (3) public workshops: Geothermal Energy, Solar Energy and a presentation by MERR (Marine Education, Research and Rehabilitation Institute). The Town continues its move toward lessening its carbon footprint with the installation of a new energy-efficient HVAC system and a solar panel installation (to be installed before the end of the year) and an option for "green" technology as part of its bid specifications for the planned Public Safety Building.

Title 22, Chapter 7, Section 702, Del Code requires that within 18 months of comprehensive plan adoption, lands be rezoned in accordance with the land uses provided for in the comprehensive plan. Has this process been completed? If not, why? When is it expected to be complete?

There is no call for major and/or significant rezoning in the Town's Plan. In time, the Town may implement overlays to encourage development in certain areas. This may cause a change in zoning that will be addressed at that time.

2. Has any land been annexed into the municipality since the adoption of the comprehensive plan or the last annual report? _____ Yes X No

of annexations: -0-

of acres annexed: -0-

Please list any annexations during this time period. N/A

3. The annual report is the municipality's opportunity to submit any plan corrections or minor plan amendments to the Office of State Planning Coordination for review. Does the municipality have any such corrections or minor amendments to offer at this time? If yes, please describe. (Please note that any amendments to a certified comprehensive plan may be subject to review under the Preliminary Land Use Service. Major plan amendments may require a more thorough review and/or update of the comprehensive plan)

The Town does not propose, at this time, any corrections or minor amendments.

4. Please review the recommendations and implementation items in your comprehensive plan. Indicate on the list which items are complete, underway, or not yet started. Also if there are other comments to add, please include them.

• **IO—Immediate and/or on-going Implementation Goals**

- *Recommendation 1.1*— Use the US Census and Delaware Population Consortium estimates as a starting point for determining the Town's demographics. The Planning Commission believes that the current method of measurement does not result in an accurate count of its population. This item is open for review and discussion.
- *Recommendation 1.3*—Maintain the current orderly growth pattern. – No further action.
- *Recommendation 1.4*—Influence peak seasonal population through limits on occupants per bedroom for rental properties. – No further action.
- *Recommendation 2.1*—Strengthen the existing residential zoning code provisions. – Review of code continues; Charter and Ordinance has begun review of Ch 160 – Zoning.

- *Recommendation 2.3*—Maintain the single-family detached use as a permitted use within the residential zone district. – No action required.
 - *Recommendation 2.4*—Review the Town’s existing services and potential demand increases to determine year-round needs. – On-going review and action as needed.
 - *Recommendation 3.2*—Work with Sussex County as its Comprehensive Plan is updated. – No action required.
 - *Recommendation 3.3*—Reinforce the current general land use pattern of commercial and public uses along SR 1 and residential use throughout the remainder of town. – No action
 - *Recommendation 5.1*-Take proactive steps to improve roadway safety. The Town recently painted walking lanes on Bunting Avenue.
 - *Recommendation 5.2*—Promote a safety-oriented culture. On-going review and action as needed.
-
- *Recommendation 5.11*—Evaluate the Town’s preparedness for emergency response. – The Planning Commission has expressed an interest in a full review of all emergency procedures.
 - *Recommendation 5.12*—Support the Recycling Committee’s efforts in considering the expansion of the existing recycling program. The Town has received a grant to purchase recycle bins for all properties. These will be in place by September 2011. The Town has addressed recent requirements for collection of yard waste by contracting with a carrier to collect the waste once a month from April through November.
 - *Recommendation 7.2*—Provide “leadership-by-example” in all town government activities by reducing the Town’s Ecological Footprint. The Town has installed a new energy-efficient HVAC system and has plans to install solar panels on the Public Works Building.
 - *Recommendation 7.3*—Preserve, protect and restore the dunes, beach and ocean. – On-going review and action as needed.
 - *Recommendation 7.4*—Preserve, protect and restore the bay and canals. – On-going review and action as needed.

- **ST—Short term**

- *Recommendation 1.2*— Update the (Population and Demographic) estimates on an annual basis using a standard method. – No further action.

- *Recommendation 2.2*—Review residential design standards. – No action.
- *Recommendation 2.6*—Explore methods of providing employee-occupied rental units on commercial properties and/or participate in a regional attainable housing program. – No action.
- *Recommendation 2.7*—Create a Cultural and Historic Commission. – The Planning Commission organized a Council-approved sub-committee to explore possible cultural and historic preservation efforts. The sub-committee has become an independent 501(c)3 in partnership with the Friends of the Fenwick Lighthouse. The Town will continue to cooperate with the group as well as to collect and display culturally significant items at the Town Hall.
- *Recommendation 3.1*—Reinforce the determination of an Area of Concern. – No action.
- *Recommendation 4.1*—Consider an optional overlay district for the SR 1 commercial area. – No action.
- *Recommendation 4.2*—Provide direction to DelDOT regarding and update of the proposed Pedestrian Plan. – Due to the current economic situation, DelDOT is not able to follow through on its proposal. The Town has applied for funding through the Delaware Economic Development Office to complete this project. Plans have been developed and are under consideration.
- *Recommendation 4.3*—Create incentives to preserve older beach cottages and other historic and cultural resources. – No action planned at this time.
- *Recommendation 4.4*—Establish intergovernmental agreements to enable joint planning for the area surrounding incorporated Fenwick Island. — On-going review and action as needed.
- *Recommendation 4.5*—Cooperate with Sussex County to work with the State Historic Preservation Office to review and update their list of potential resources. – Attend workshops when able. No further action planned.
- *Recommendation 4.6*—Create green building guidelines, methods and strategies. – To be addressed in the future.
- *Recommendation 4.7*—Create design guidelines for architecture that employ green building considerations. – To be addressed in the future.
- *Recommendation 4.8*—Create design guidelines for site and landscape improvements that employ green building considerations. – To be addressed in the future.
- *Recommendation 4.9*—Develop an improved sidewalk and parking plan that reduces vehicle miles traveled. – See Recommendation 4.2.

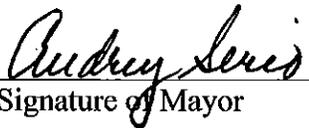
- *Recommendation 5.3*—Fold the transportation goals of DelDOT’s Pedestrian Plan into comprehensive improvements for the SR 1 corridor through an Overlay District. – No further action at this time.
 - *Recommendation 5.4*—Enact appropriate regulations and ensure an adequate enforcement capabilities. – To be addressed in the future.
 - *Recommendation 5.5*—Establish strong intergovernmental relationships to manage recreational desires of nonresidents without impact to the Town. – To be addressed in the future.
 - *Recommendation 5.9*—Establish service plans and manage their implementation. – To be addressed in the future.
 - *Recommendation 5.10*—Support the Emergency Operations Center to better coordinate the diverse jurisdictional plans. – Continue to support Bethany Beach Volunteer Fire Company Ambulance program.

 - *Recommendation 5.13*—Create an open space master plan and a process for acquiring and/or protecting these lands. – Planning Commission forwarded to Council its recommendations for Open Space Preservation. No further action at this time.
 - *Recommendation 6.1*—Inventory historic and cultural resources. – No further action.
 - *Recommendation 6.3*—Ensure that houses are reasonably sized. – To be addressed in the future.
 - *Recommendation 6.4*—Develop additional standards for site development. – To be addressed in the future.
 - *Recommendation 7.1*—Educate all residing, visiting and doing business within the Town as to the area’s special environmental protection, preservation and restoration needs. – Efforts ongoing; website, town committees, and other means being used.
- **LT—Longer term**
- *Recommendation 1.5*—Mitigate potential impacts of planned population growth through improving efficiencies in existing infrastructure and services. – Current economic situation restricting development/growth; no need for action at this time.
 - *Recommendation 1.6*—Balance potential impacts of planned population growth with potential benefits of additional community members. – Current economic situation restricting development/growth; no need for action at this time.

- *Recommendation 2.5*—Cooperate with regional efforts to provide attainable housing. – Current economic situation restricting development/growth; no need for action at this time.
- *Recommendation 5.6*—Establish strong intergovernmental and interagency relationships to ensure aquifer system protection and the establishment of a backup system. – To be addressed in the future.
- *Recommendation 5.7*—Develop plan to determine and prioritize recreational improvements. – The new kayak launch and park on Cannon Street will be addressed once the Public Safety Building has been constructed.
- *Recommendation 5.8*—Identify funding sources to acquire, improve and maintain new recreational amenities. – To be addressed in the future.
- *Recommendation 6.2*—Develop a comprehensive signage program that draws, in part, upon and reinforces town history. – To be addressed in the future.

5. Are there any planning issues that the municipality is currently facing for which the Office of State Planning Coordination may be able to offer technical or financial assistance? (Livable Delaware Grants are available for development and implementation of comprehensive plans) If yes, please describe below.

On behalf of the Town of Fenwick Island, I respectfully submit this comprehensive plan annual report to the Office of State Planning Coordination. The information contained in the report is correct and complete.



Signature of Mayor

6-24-11
Date

Audrey Serio

Printed Name of Mayor