

**Town of Fenwick Island
Minutes of the Charter & Ordinance Committee Meeting
April 1, 2014**

Call to Order at 9:30 a.m.

Present: Committee Members Bill Weistling, Gene Langan, Roy Williams, Mike Quinn , Diane Tingle, Winnie Lewis, Merritt Burke and Pat Schuchman

Absent: Ben Waide

Public in Attendance: None

Minutes:

- Gene Langan made a motion to approve the minutes of March 4, 2014 seconded by Diane Tingle. Motion passed.

Issues for Discussion & Possible Action:

- Bill Weistling began discussion on existing commercial fences based on the survey done by Pat Schuchman.
- He commented that 35 of the commercial properties have fences most of which seem to be suitable and in relatively good condition.
- Discussion was whether to require new construction of commercial buildings include building a 6' to 7' fence along the rear of commercial properties adjacent to residential properties when a fence is already existing.
- It was agreed to require a 6' to 7' fence for new construction only where no existing fence exists.
- This requirement would only apply when parking spaces would face the adjacent residential property.
- Diane Tingle commented she would be in favor of requiring fencing behind all commercial properties not just new construction.
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- The next item under items for discussion was commercial setbacks. No further discussion was necessary.
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- Bill asked Merritt Burke if he had received further information from DELDOT regarding sidewalks specifications. Merritt still has not received any more from DELDOT. Bill stated for now we amend the ordinance using generic verbiage stating "a five foot sidewalk would be required for all new commercial construction and substantial improvements in compliance with DELDOT regulations."
- Bill stated that we will need to amend not only Chapter 160 (Zoning) to include regulations for sidewalks but also Chapter 61 (Building and Utility Construction). Merritt will put together appropriate wording for such an amendment.
- Mike Quinn added that since DELDOT may not issue a sidewalk permit for as much as 6 months or more from the time of application we should not hold up a building permit from being issued but stipulate that a Certificate of Compliance will not be issued until DELDOT approval of the completed sidewalk.
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- Bill stated we will review the draft proposal of the amendment to Chapter 160 (Zoning) for commercial setbacks, fences and sidewalks and send the revised draft to Mary Schrider-Fox for her comments and review. The draft will then be prepared for a First Reading at the April or May Town Council meeting.
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- Bill mentioned Chapter 112 (General Parking Requirements) and parking permits for resident merchant employees. Town Council has approved a fee of \$50 per permit which must be purchased by the business owner. This will be prepared for a First Reading at the April Town Council meeting.
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- Merritt commented on parking at Cannon Street Park. There are now one ADA parking space and three regular parking spaces. He would like approval to post signs stating 4-hour parking only. Employee parking in these spaces is not permitted.
- Bill asked about allowing parallel parking along Cannon Street from Coastal Highway to the Public Safety Building. Merritt answered there are utility lines and a fire hydrant and simply not enough room for additional parking. There is also discussion that there may be a sidewalk from park to park along this area.
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- There will be a Second Reading at the April 25th Town Council meeting that will rescind the requirement of anchoring all free-standing structures. The new ordinance will require anchoring of fixed items for new construction and recommend that existing fixed items be anchored.
- The deadline for anchoring propane tanks is June 1, 2014.

Comprehensive Plan:

- Winnie Lewis advised that the next meeting of the Planning Commission is Tuesday, June 10, 2014 at 2:30 p.m.

Next Meeting:

- Wednesday, May 7, 2014 at 9:30 a.m.
- Discussion as follows:
 - Chapter 160 (Zoning) – Fences (Freestanding Structures)
 - Chapter 160 (Zoning) – Commercial Setbacks
 - Chapter 160 (Zoning) – Sidewalks

Old:

None

New:

Bill stated he had reviewed Chapter 52 (Beach) of Town Code and found that our ordinance banning smoking is not listed as prohibited. This will be prepared for a First Reading for the April Town Council meeting.

Adjourn:

- Diane Tingle made a motion to adjourn the meeting, seconded by Gene Langan. The meeting was adjourned at 11:50 a.m.