

ITEM ONE

Minutes for the Fenwick Island PLANNING COMMISSION

Workshop Session September 8, 2022

Members Present: Amy D. Kyle, Julie Lee, Natalie Magdeburger, Lois Twilley. **Town Manager Pat Schuchman** also attended a portion of the meeting

The purpose of the workshop sessions is to review and prepare products and materials in support of the plan. Action items are scheduled for the business meeting held the third Thursday of the month.

Review of the 2017 Plan and its Points

Rich and Julie had put together bullet points reflecting the text of the 2017 plan and then put them in order to match the new outline (with a technical assist from Amy). This re-sorted document is available to be used by authors who are preparing bullet points if they wish to review the prior plan.

Public Engagement and Mini Symposia

The FIPC had previously agreed that short, focused symposia on key issues would be a good tool for public engagement, a way to connect with potential partners, and could contribute to better understanding of issues of concern. Some of the topics discussed were: Bunting Ave, Rt 54, and improvements to safety along the highway. The group had discussed a focus on Rt 54 but then decided it would be best to start with highway safety and hold an event in October.

After some discussion of the availability of potential speakers and staff, the group decided to look at October 18 or 19 from around 10 am to 1130 am.

Review of completed writing assignments for the plan

At a previous session, the group had “brainstormed” bullet points to describe the major content for four of the chapters of the plan.

At this session, text of bullet points developed out of these discussion by Kyle for Chapter 4 on maintaining a quiet town, and Chapter 7 on Ocean and Beach Environments were reviewed.

Some key points were to use the word “harmony” to discuss the desired relationships between differing entities. There was discussion about including beach patrol in the Beach and Oceans chapter.

Review from the University of Delaware

The second half of the meeting was via zoom conference with consultants from the University of Delaware working with the Town on the Plan.

Jen Reitz participated from Wilmington, after having reviewed materials about the plan including the current outline for the document and approach to the sections. This follows

closely from the approach used by Easttown in Pennsylvania, that emphasized a focus on issues of concern for the town.

Key comments were:

The approach as reflected in the outline looks reasonable, and the decision to put all of the “facts and figures” in the early chapters including Community Profile and Existing Conditions is sound. She feels that the time line is ambitious.

Jen supports the approach of using bullet points to work out the main content points for the chapters before drafting text.

She clarified that text in a government document such as the Easttown plan is not copyrighted and so can be used to help us define common elements of our plan.

After hearing what “bunting Ave” and “Rt 54” refer to, she agreed these would be worthy topics to address.

One question was about whether all local government services had to be covered in the opening chapters of the plan. Her response was that core functions such as fire and police would need to be covered but not necessarily every single thing. It depends on what is needed to support the plan. This would be covered in Chapter 3 existing conditions.

The U Del team will assist with retrieval of census data if needed. Kyle responded that she could access the census data and also the accompanying economic data and was planning to add the latter to this plan. Some questions are:

- is it possible to separately retrieve data for the portion of 19944 that is in the town v. the portion that is NOT in the town (the unincorporated area)?
- Are there any designations to pull the lower corner of Sussex County that are commonly used?

Authors for “bullets” for chapters at this time: Assignments:

- Julie Lee - Chapter 1 Introduction
- Lois Twilley - Chapter 2 Community Profile
- Amy Kyle Chapters 3, 4, 7 Existing Conditions, Quiet Community, and Beach/Ocean.
- Natalie Magdeburger -- Chapter 5 on Safety and 8 on Bay.
- Pat Schuchman will write an intelligible explanation of the policy on “floor area ratio” and how that is intended to address the escalating size of homes in Fenwick.

Notes prepared by Natalie Magdeburger and Amy D Kyle.

This is a draft for Planning Commission Review and Approval on September 15.