The Town of Fenwick Island

800 Coastal Highway, Fenwick Island, DE 19944-4409
302-539-3011 ~ 302-539-1305 fax
www.fenwickisland.delaware.gov

PLANNING COMMISSION MEETING
October 29, 2026 | 9:00 AM
Town Hall
Minutes

Members Present in Person: Lois Twilley

Members Present via Zoom: Susan Brennan, Stu Rubenstein, Ann Riley, Julie Lee, Natalie Magdeburger

Others Present: Erin Ellinger

Call to Order and Flag Salute

1. Discuss/approve minutes from meeting held October 22, 2026.

Motion: To approve the minutes of the October 22, 2026, meeting.
Moved by: Natalie Magdeburger
Seconded by: Lois Twilley
Result: Motion passed unanimously.

2. Discuss DNREC's Shoreline Public Access Plan

Susan Brennan introduced the review of the Town's draft Shoreline Access Assessment for the Delaware Department of Natural Resources and Environmental Control (DNREC). She noted that Natalie Magdeburger had revised and reorganized the draft, incorporating material prepared by Ann Riley. The Commission reviewed remaining edits, mapping requirements, and the schedule for presenting the plan to Town Council.

Draft revisions and environmental stewardship. Lois Twilley identified overlapping descriptions of beach cleanup activities in subsections D and G under existing public access activities in the Environmental Stewardship section. Members agreed that subsection G provided the more complete description. Natalie removed subsection D and adjusted the lettering. Members recognized the Town's ongoing shoreline stewardship efforts. Julie Lee commended the work completed on the assessment and suggested limiting further revisions unless requested by DNREC.

Mapping and supporting exhibits. Susan reported speaking with Tim Leahy about ArcGIS mapping and working with Caroline Jowder on an Excel template to organize the information. Susan planned to contact DNREC representative Josh Lampert to clarify the required data and format, learn how other municipalities were preparing their submissions, and ask whether DNREC could assist with mapping. Members discussed the advantages of a layered digital map over a marked-up paper map. Mike Locke could assist with street information.

Review and submission schedule. Members discussed presenting the plan at Town Council's December meeting, ahead of DNREC's end-of-December submission deadline. With no November Council meeting anticipated, Susan suggested circulating a substantially complete draft to Council

around November 25. Members agreed to continue finalizing the written assessment while the mapping requirements were being clarified. Lois suggested using the available materials if technical assistance could not be secured in time.

Implementation strategy and public engagement. Natalie reviewed the Implementation Strategy section, particularly the headings addressing document distribution and inclusive public engagement, noting some overlap with the earlier public engagement section. Members discussed how best to describe the Town's public notices, open meetings, and opportunities for community input without repeating information. Natalie added language identifying the Planning Commission as the primary author of the assessment and describing approximately six publicly noticed meetings held to discuss and develop the plan, with opportunities for public participation. The draft also referenced anticipated Town Council consideration in December 2026.

Communications and next steps. Lois Twilley mentioned regional CBS, ABC, NBC, and Fox affiliates as possible channels for distributing information. Members discussed whether DNREC would expect evidence of outreach or a description of existing practices. Members agreed to proceed with the information currently available and make any additional revisions requested by DNREC. Natalie would save the revisions and incorporate remaining exhibits when ready. Susan would circulate DNREC guidance and keep members informed.

3. Old Business

No additional old business was presented.

4. New Business

No additional new business was presented.

5. Public Participation

Susan Brennan called for public participation. No public comments were offered.

6. Meeting Adjourn

Motion: To adjourn the meeting at 9:44 AM.
Moved by: Stu Rubenstein
Seconded by: Lois Twilley
Result: Motion passed unanimously.

Next meeting: November 19, 2026, at 9:00 AM.