

HISTORIC LEWES BYWAY COMMITTEE
Regular Meeting Minutes
May 31, 2018

The regular meeting of the **Historic Lewes Byway Committee** was held on **Thursday, May 31, 2018 at 1:00 P.M. in Lewes City Hall** in accordance with proper notification with the following present: Chairwoman Gail Van Gilder, Dave Ennis, Sally Boswell, Russ Tatman, Mike Hahn of DeIDOT, Jennifer Walls of Sussex County Planning and Zoning, Joe Hoechner of Lewes Planning Commission, City Councilman Dennis Reardon, City Manager Ann Marie Townshend, City Planner Tom West, Doug Spelman of the New Road Preservation Alliance, and Recording Secretary Jackie Doherty.

Chairwoman Van Gilder called the meeting to order at 1:00 P.M.

A. ADMINISTRATION

1. **Approval of Minutes:** *Ms. Van Gilder* announced this would be discussed later in the meeting.
2. **Finance Report:** *Ms. Roth* was excused from the meeting today; no changes reported.
3. **Next Meeting Date:** The next meeting dates of **June 27 and July 25** were confirmed. *Ms. Van Gilder* stated Mr. Ennis and Mr. Stuart will conduct the meetings in her absence.

B. TRANSPORTATION

1. TAP Project

Councilman Reardon reported there were no further updates and waiting for the response from WRA.

Ms. Van Gilder questioned if parking will be allowed on the shoulder between American Legion Road and the beach when the two shoulders on the road are completed.

Councilman Reardon stated parking will be allowed in the shoulder. Plans include going from the bridge to American Legion Road and from there toward Freeman Highway. This parking issue will be addressed.

2. New Road Master Plan/Event

Ms. Van Gilder reported the New Road Master Plan (NRMP) event being planned will be a kickoff for the plan being funded by our state legislators. Discussion included:

- City-sponsored project jointly with the Byway Committee and the County
- Debra Evalts is present today and will be helping to organize the event and public relations; Barbara Vaughan will also be helping to organize the event
- NRMP will be similar to Kings Highway/Gills Neck Road with highway enhancements, landscaping, bike paths; to include New Road Underpass moving forward by DeIDOT

Ms. Van Gilder requested discussion today regarding hiring Jeff Greene to work on the NRMP to include coordination with the consultant, presentations for the public meetings with PowerPoint presentations, and to work for the Committee. Because Delaware Greenways does not have the funding, the amount to be paid from the Byways account is \$3,800.

Regarding communications between Mary Roth and Ms. Van Gilder by email, *Ms. Van Gilder* stated there was a mistake when she said Mr. Greene would be hired through DE Greenways; this would create concerns about conflict of interest. Mr. Greene would be hired as a subcontractor to Mr. Klein as was done for the Gills Neck/Kings Highway Master Plan. *Ms. Van Gilder* read an email from Ms. Roth dated May 17th that stated it would be fine if Mr. Klein wanted to bring Mr. Greene to the project, as he did for the Gills Neck/Kings Highway Project.

Mr. Tatman stated there needs to be a scope to define what Mr. Greene is being hired to do. It appears this work should be done by the consultant. The proposal from Mr. Klein has six meetings listed for the City and County. Mr. Greene can provide the scope of work to the Committee before the June 27th meeting for review and a vote.

After discussion, the following was decided:

1. Ms. Van Gilder will discuss concerns with Ms. Roth
2. Mr. Greene will be instructed to submit a scope of work with a fee estimate to be reviewed by Mr. Tatman and Mr. Ennis for comments
3. Scope of work with any needed revisions from Mr. Greene will be provided to all Committee members for review and vote at the June 27th meeting

ACTION: *Mr. Tatman made a motion to state that the two actions taken at the meeting of April 25, 2018 under B--Transportation, #3 New Road Master Plan be rescinded and superseded by the decision to go forward with the New Road Master Plan; Mr. Ennis seconded the motion, which passed unanimously.*

3. Minos Conaway/Orchard Road Project (New Road Underpass)

Ms. Van Gilder stated the New Road Underpass is part of the Minos Conaway Project to include eight lanes of traffic on Route 1. There will be service roads on either side going in two directions feeding into the underpass. Ann Marie Townshend has written to DelDOT about the City's concerns and, in response, additional traffic impact studies (TIS) are being done. The TIS needs to include current traffic, approved development traffic on both sides of Route 1, and background traffic.

Mr. Hahn stated the Regional Traffic Study discussed at the Mayor and City Council (MCC) meeting will include the projections from the Groome property and proposed developments that are currently active. This TID will not include the determinations for what contributions the developer will make to the roads. Information on all DelDOT projects in the area is available on the website.

Mr. Hahn reported DelDOT met with Lewes in Bloom to discuss the Old Orchard Road realignment at Wescoats corner to maintain the green space in the current concept design. Lewes in Bloom declined because according to their Charter, they must work within the City limits. Sponsors are needed to beautify the landscaping at the grounds of CVS, Showfield, Beebe Medical Center, Governors. DelDOT will not maintain landscaping or irrigation for their projects or at the right of way. This will also be an issue for the Minos Conaway and Five Points Projects. DelDOT supports the beautification projects if safe and maintained by a reputable organization.

Ms. Van Gilder stated a committee is needed to set up a program to meet with businesses in the area to be potential sponsors. This will be addressed more as the project moves forward.

4. Five Points Working Group

Ms. Van Gilder stated the Five Points Project is being developed and designed independently of the Minos Conaway Project and New Road Underpass, but all should be reviewed comprehensively together. Everything ties back to New Road and the NRMP needs to ensure the overpass design is sensitive since it is a scenic byway.

Ms. Van Gilder discussed the following to be included in the NRMP:

- The Orchard Road intersection between Orchard Road and the overpass will be reviewed for the addition of turning lanes
- Georgetown to Lewes Rail Trail that will be underneath the overpass
- PLUS Review for Groome property states developer asked to extend the bike path to Orchard Road only
- Lynn Road entrances; Fourth Street and Park Drive
- Boat trailer traffic directed to the boat ramp and not to Pilottown Road
- Protecting the open space in back of the Groome property

Ms. Van Gilder stated Five Points is not a byway project, but three byways do intersect the project, Savannah Road, Kings Highway and New Road. The Five Points working group meets once a month with the public invited to make comments. It is important to let the representatives know what we want for this 'Gateway to Coastal Sussex'. A context sensitive bridge designer is needed for this project. *Mr. Hahn* stated the DelDOT Capital Improvements Budget is also a financial consideration.

C. MARKETING

1. **Byway Brochure:** *Mr. Hahn* reported the brochures should be ready by the end of June for the New Road press event with more information available in the next few days. It is possible to have a few hundred printed for the event if the whole 10,000 cannot be ready.
2. **Byway Signs:** *Mr. Hahn* reported half the money (\$1,300) for the roadside signs has been received. The goal is to have one sign fabricated to be ready for the event. The location plan has been previously approved.

D. CONSERVATION

1. **Design Guidelines:** *Mr. Tatman* reported he is ready to move forward with coordinating the awareness part of the program with the County. The kickoff will need to wait until the byway signs are installed. The plan is for after the signs are installed, a letter will be sent to every byway property owner; publicity meeting with representatives from the City and County, television cameras and the newspaper.

Mr. Tatman stated *Ms. Walls* is working with the County to have him make a presentation to the County to have the design guidelines programs incorporated into the Comp Plan or to be accepted and adopted.

2. **Open Space Preservation/New Road:** Discussed with #3.

3. PLUS Review: Groome

Rocco Maiellano, Tradewinds Estates, stated there are concerns about the egress and ingress traffic from the new developments from Pilottown Road to Nassau Road and the added traffic onto New Road. This is another area DeIDOT should review including the speed limit. The projection for the Groome development is for another 2,700 trips per day.

Janice Pinto, Rodney Avenue, questioned if the Groome development is definitely moving forward. *Ms. Van Gilder* said the development is moving forward according to AR-1 zoning and explained the process and issues.

Ms. Van Gilder stated she attended the PLUS Review meeting this week and provided a copy of the letter submitted by Mayor Becker asking for review on the issues of traffic, archaeological concerns, bridge over Canary Creek, removal of 23 acres of forested area, etc. The State Director of Historic Preservation and Cultural Affairs was present for the PLUS meeting and the Open Space Council stating this is one of the most significant archaeological sites in Delaware with significant resources. The problem is the developer did a phase one cursory assessment when a phase two is needed. There are no regulations that state the report must be released to the public until it is sent to the County. The land is considered environmentally sensitive and clustering would provide more open space.

Linda Palmer, 14 Shipcarpenter Square, questioned why the environmental regulations do not apply to the developer when they proposed that 23 acres of forested area be removed. *Mr. Ennis* stated that DeIDOT told the developer at the PLUS meeting to comply with the regulations of the Byway Committee. The developer was also told they will need to contribute to the expense of the Minos Conaway Project. These two points for the betterment of Lewes are all thanks to the time volunteered by this Committee and *Ms. Van Gilder*.

Mr. Hahn stated DeIDOT can back-up the transportation improvements, recommendations, and planning measures from the NRMP, but not the land configuration, preservation of open space, woodlands, wetlands, archaeology.

Ms. Walls stated Sussex County has not yet received the formal application for the Groome property.

Bob Haggett, Pilottown Village, stated he is concerned about the wildlife in the area. There is also a concern for a disabled couple who walk along New Road.

Ms. Van Gilder stated there was also discussion at the PLUS meeting on the proposal for another development with a request for rezoning on Gills Neck Road called Admiral's Chase. The concern is how it will impact Gills Neck

with smaller lots and a dense development.

Mr. Hahn stated Admiral's Chase and Showfield recommendations are included in the master plan for Gills Neck/Kings Highway.

E. PLANNING

1. CMP New Road Update

Ms. Van Gilder stated the CMP New Road Update was started before the NRMP funding was approved and all this information has been provided to Jim Klein, who has been hired as a consultant on the NRMP. The plan is to incorporate the CMP New Road Update information into the NRMP, possibly as an appendix or a separate document.

Mr. Hahn stated the CMP New Road Update is a stand-alone document to go with the existing CMP and will not be amended to the existing or future NRMP. The document needs to be completed.

Ms. Van Gilder stated Mr. Tatman has offered to oversee the NRMP with Mr. Ennis for the Committee while she is away. Ms. Walls is available to answer any County questions.

Mr. Tatman questioned the purpose and the objective for the public/event meeting. Also, is this the same meeting stated in the consultant's contract as a meeting with the stakeholders.

Ms. Van Gilder stated the purpose of the event is to thank the legislators for the funding and provide the information on the NRMP to the public. It has not been decided if the meeting with the stakeholders and property owners with undeveloped property on New Road will be that same day and include Jim Klein or to have separate meetings. Also, it needs to be decided if the meeting will include developed property owners in addition to undeveloped property owners and this is a question for Jim Klein. Another meeting will be held for all the public and property owners.

Mary Cender, 33459 W. Hunter Run, asked if there will be improvements on New Road as part of the plan. There is also flooding at the Canary Creek bridge. *Mr. Hahn* stated there are improvements anticipated for New Road with the level to be negotiated and planned accordingly. The plan for the Canary Creek bridge is being programed and planned with the money provided to move forward. *Ms. Van Gilder* stated there will be improvements to the shoulder and bike path in the area of the Groome property. The PLUS Review recommended the developer provide a 15-foot, multi-use pathway and be responsible to pay for the easement.

2. Sussex County Comp Plan

Ms. Van Gilder stated the Comp Plan has been an open process with public meetings every month for comments and concerns. This is also available to the public online with the drafts provided to make comments and additions. It is very important for everyone to attend the meetings to show support and let the legislators know the concerns, comments, and interests for what is happening in the County.

F. NEW BUSINESS

1. New Members: There was no discussion.

ACTION: *Mr. Ennis made a motion to adjourn; Ms. Boswell seconded the motion, which passed unanimously.*

The meeting adjourned at 3:00 P.M.

Respectfully submitted,

Jackie Doherty, Recording Secretary
Historic Lewes Byway Committee