

HISTORIC LEWES BYWAY COMMITTEE
Regular Meeting Minutes
July 25, 2018

The regular meeting of the **Historic Lewes Byway Committee** was held on **Wednesday, July 25, 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, Mary Roth, Russ Tatman, Jeff Greene, Joe Hoechner of the Lewes Planning Commission, Mike Hahn of DelDOT, City Manager Ann Marie Townshend, City Planning Consultant Savannah Edwards, and Recording Secretary Jackie Doherty. Barbara Vaughan was also present.

CALL TO ORDER: *Chairperson Gail Van Gilder* called the meeting to order at 1:00pm

A. ADMINISTRATION

1. Approval of May and June meeting minutes (vote required)

Mr. Hoechner requested the following corrections to statements made in the minutes of May 31, 2018:

Page 2 Item 4: The PLUS comments state on Page 5 that in the future the frontage the developer is developing can be extended to Orchard Road.

Page 3: Mr. Ennis stated that DelDOT told the developer at the PLUS meeting to comply with the 'regulations' of the Byway Committee should say 'recommendations'.

Ms. Roth requested the following correction to a statement made in the minutes of May 31, 2018:

Page 1 Item 2: The statement says that Mr. Greene could be hired as a subcontractor for Mr. Klein outside Delaware Greenways. This is not an option and the only way Mr. Greene can do work for the Committee is as an employee of Delaware Greenways.

ACTION: *Mr. Ennis made a motion to approve the regular meeting minutes of May 31, 2018 as presented; Mr. Tatman seconded the motion, which passed unanimously.*

ACTION: *Ms. Roth made a motion to approve the regular meeting minutes of June 27, 2018 as presented; Mr. Ennis seconded the motion, which passed unanimously.*

Chairwoman Van Gilder stated approval for the April 25, 2018 minutes will be an agenda item for the August meeting.

2. Next Meeting Date: The next meeting date of **August 22, 2018 at 1:00 P.M.** was confirmed.

Ms. Roth requested to make a finance report stating the balance is \$12,500 with no changes in the last two months.

B. TRANSPORTATION

1. TAP Project

Ms. Townshend reported for City Councilman Reardon requesting the name be changed to Savannah Road Bicycle Safety Enhancement Project.

Ms. Townshend stated WRA should have the concept ready shortly. Improvements to American Legion Road are being added to the project with an improved path where the road is not paved. That will extend to the rail right-of-way with DNREC and DelDOT adding the trail from just beyond American Legion Road and all the way to Cape Henlopen State Park. Alaska Avenue is an unimproved City street, and it may be possible in the future for it to be used as an access on the trail to Lewes Beach. Wetlands in the area need to be addressed.

C. NEW ROAD MASTER PLAN (NRMP)

1. Event Discussion and Planning

Ms. Van Gilder stated the tentative date for the first stakeholder meeting is August 14th. The event being planned was for a press event to explain the work on the NRMP to the public, recognize the legislators who helped with funding the plan, and to thank Delaware Greenways for providing the money to be paid to Mr. Greene for his work on the NRMP and all the financial help they have given including Ms. Roth's service on the Committee.

Ms. Van Gilder continued stating the committee with Barbara Vaughan and Debra Evalts needs to meet to continue the plans for the event. The New Road Alliance will also be involved in helping with the event planning.

Ms. Roth stated she is concerned about the participation of the New Road Alliance because their website says their purpose is to object to the Groome property development. Since the Byway Committee and Delaware Greenways are not objector groups, there is concern about doing a public event in conjunction with this group.

Ms. Van Gilder stated this will not be a New Road Alliance event, but an event for the Byway Committee with anyone interested being welcomed to help. Ms. Vaughan and Ms. Evalts are members of the alliance group.

Ms. Townshend stated those to be invited to the stakeholder meeting as discussed with Jim Klein include: Private land owners and commercial businesses including someone representing the Groome property development; residents along New Road or Homeowner Association representatives; conservation and preservation groups; Senator Lopez, Representative Smyk, I.G. Burton, and Mayor Becker. There will be a public meeting scheduled for a later date. The estimated total is about 20 to 25 people.

Mr. Greene suggested coordination with the County for the stakeholder meeting.

Ms. Van Gilder discussed the impact of the New Road underpass bringing more traffic onto New Road, connecting to Orchard and Clay Roads and traffic from Route 1 possibly going onto Kings Highway. This information was not available to the Committee when the Kings Highway Master Plan was developed.

Mr. Hahn stated the numbers from the DeIDOT Five Points studies are still being collected.

Mr. Greene stated there are several data points being worked on by the Committee including the data collected by DeIDOT from its traffic-counting program and the data collected as a committee. The information should be available soon on the Groome property development traffic impact study (TIS). There is no answer to the number of vehicles that will be coming from Route 1 onto New Road and Orchard Road. Pedestrians and bicyclists also need to be considered when the major improvements are made.

Mr. Hahn stated the master plan did anticipate a two-lane section from Route 1 to Dartmouth and onto Gills Neck Road with Kings Highway to be determined. The improvements would be for Clay Road, and a roundabout at the intersection is still within the master plan. A conference call is scheduled for July 30th at 3:30 P.M. with Jim Klein, Ms. Townshend, Ms. Van Gilder, and Mr. Hahn to discuss the TIS for the Groome property to report back to the developer and prepare for the August 14th meeting.

Ms. Van Gilder said the PLUS Review stated the project is located within Level 3 with Level 4 on the perimeter of the property. This information will be useful for the meetings. SHIPO has requested a copy of the archeological studies; the developer is required to pay a percentage of the Minos Conaway and Orchard Road projects.

Ms. Van Gilder asked for feedback from the Committee regarding the proposed roadway for the Georgetown/Lewes Rail Trail which jeopardizes the other trails being changed to a road with a trail. This is only a recommendation for now.

Mr. Hoechner stated this would take some of the traffic off New Road and Savannah Road and make it safer on the overpass.

Ms. Townshend suggested waiting until the voting on July 30th to see what the recommendation is from the Five Points Working Group.

Mr. Ennis stated petitions have been signed by people who advocate the idea with many in the community having voiced their objections.

Ms. Van Gilder stated she read the petitions and most of the people who signed in favor were not from Lewes but from Milton, Milford, Georgetown, Blades, Camden. Many of the people at the Five Points meeting on Monday stated they contacted DeIDOT before buying their homes and were told there would only be a trail in that location and never a road.

Mr. Greene stated the Corridor Management Plan (CMP) stressed the value of trails in and around Lewes for recreation and as an alternative way of transportation, which is an important issue for the Committee.

- 2. Funding for Technical Assistance by Byway Committee (vote required):** *Ms. Van Gilder* stated this item is off the table since it was discussed earlier.

D. MARKETING

- 1. Byway Brochure:** *Mr. Hahn* stated the brochures were delivered at the June meeting and are being stored here in City Hall. A decision needs to be made on where to place the brochures and the information to be included for the NRMP press event.
- 2. Byway Signs Update:** *Mr. Hahn* stated the signs are scheduled to be installed next and the money is available. He will check with the traffic department for the signs to be produced and the date to be ready. The sign updates are in the process with finance and the traffic department.

E. CONSERVATION

1. Design Guidelines

Mr. Tatman reported he spoke to I.G. Burton and provided him with the presentation. Mr. Burton then took the presentation to Todd Larson and Janelle Cornwell, who is the Planning Director for Sussex County and consultant on the Comp Plan, for a meeting. Mr. Burton then contacted Mr. Tatman stating they wanted to move forward with the presentation quickly with a date of August 14th or August 21st for the information, most importantly, to be included in the Comp Plan. The Comp Plan was approved by County Council on July 24th to be forwarded to the State for review with finalization by November 18th. The plan will be returned for comments and adjustments. Jennifer Walls has changed jobs and will no longer be a consultant for the Committee.

Mr. Tatman stated that Mr. Burton said his main concern is that the Committee should not be involved with roads, zoning, or land planning. Mr. Tatman told Mr. Burton that this is the goal and intent of the Committee and questioned the Committee's position on roads and trails because this is up to the highway department and not the Byway Committee. Mr. Burton made it clear that if the Committee is discussing roads, we will not have the support of County Council. Also, he was very pleased that the Committee plans to educate the public on the byways and speak to the developers and property owners.

Ms. Van Gilder stated she would like to speak to Mr. Burton to explain that 'context sensitive design' is the basis of the CMP for designing roads.

Mr. Tatman stated Mr. Greene will develop a PowerPoint presentation for the meeting on August 14th or August 21st. Everyone is invited to attend the meeting, and all will be notified when the date is decided. Regarding the signs, when the Comp Plan is complete, someone will be needed to be a contact person to help with the signs. A meeting is planned with Dennis Forney to assign a reporter and publish an article in the Cape Gazette.

2. Landscape Partnerships

3. Create Committee to Form Partnerships for Maintenance

Mr. Hahn stated #2 and #3 were discussed at the June meeting. The Roadside Environmental Control Manager would coordinate with an agreement and an advanced warning to drivers. All safety issues need to be considered. Recommendation is for the Committee to begin thinking about, but not to make an official decision, establishing partnerships with adjacent businesses and sponsors for landscaping on the public rights-of-way for all the future

projects planned. DelDOT will need to approve the type of plantings and plans for the maintenance.

Ms. Boswell said the statement in the June minutes regarding Preston Schell stating he would be interested in helping with the maintenance of the median in the area of the development on Kings Highway that will be part of the byway was incorrect. He said he was willing to support the goals of the Committee regarding the landscaping he installed along the byway.

Ms. Van Gilder stated plans are needed for a volunteer to organize the committee to begin to establish partnerships and sponsors. Locations to begin with are the projects on Clay Road, Wescoats, and Old Orchard Road.

Mr. Hahn will work with Mr. Greene on some cost factors for the committee to begin.

4. Open Space Preservation New Road: No discussion today.

F. PLANNING

1. Sussex County Comp Plan

Mr. Tatman stated County Council authorized the submission of the Plan to the State on July 24th. *Ms. Van Gilder* stated she has not seen the final draft to check if her comments and recommendations were included. *Mr. Hahn* stated his comments were included.

G. NEW BUSINESS

Mr. Hahn suggested information be included at the press events and outreach stating the Byway Committee is looking for additional volunteers and membership.

Ms. Van Gilder stated members are needed and to also form subcommittees to address various topics.

Mr. Ennis suggested submitting the names of possible members to the Chair to forward to Mayor Becker for consideration.

Mr. Tatman stated more representation is needed from the County to function as a City/County committee. Also, the Sussex County Council July 31st agenda has parcels at 1200 Savannah Road and 1530 Savannah Road for conditional-use applications with a request for the single-family homes to be changed to professional offices.

Ms. Townshend stated the proposal to rezone seven acres on Gills Neck Road went for PLUS Review in May. The request is for 26 multi-family duplexes. No site plan has been submitted.

H. ADJOURN: *Chairwoman Van Gilder* adjourned the meeting at 2:45 P.M.

Respectfully submitted,

Jackie Doherty, Recording Secretary
Historic Lewes Byway Committee