

**POINT FARM  
ANNEXATION COMMITTEE REPORT  
November 12, 2013**

**EXECUTIVE SUMMARY**

**SUB-COMMITTEE REPORTS & MINUTES**

City Services

Utilities

Finance

Zoning

**PRE-ANNEXATION AGREEMENT**

**OFFICE OF STATE PLANNING PLUS REPORT**

**Point Farm Annexation Committee**  
**Executive Summary**  
**November 12, 2013**

This report is a summary of the findings of the Point Farm Annexation Committee which was appointed at the Mayor and City Council meeting on September 9, 2013 in response to a pre-annexation agreement initiated on August 8, 2013.

This committee's charge was related to the possible annexation of Point Farm SCTM 3-35-7.08-1.00 (portion) consisting of 107.75 acres of which 70.48 acres are wetlands with the remaining 38.27 acres being proposed for development as single family residential housing.

**Prior Reviews and Conditions**

Prior to the establishment of the Pre-Annexation agreement, this parcel had been reviewed by the Delaware Office of State Planning. A copy of the report resulting from that review dated March 26, 2013 is included in this report under Tab E.

The Developer had sought information from The City regarding possible annexation during a Pre-Annexation Meeting held on April 13, 2013.

As a result of this meeting The City recommended that Point Farm request annexation to ensure the development would be consistent with conditions of the adjacent properties, The City's general planning scheme, The City's Comprehensive Development Plan and The City Code. It was also noted that all access to this project could be made via City streets.

**Point Farm Annexation Committees and Sub-Committees**

The Point Farm Annexation Committee met on September 20, 2013. At that meeting four (4) Sub-Committees were established (City Services, Utilities, Finance and Zoning). Each of these Sub-Committees held separate hearings on their respective topics between October 4 and 10, 2013. Each of these Sub-Committees utilized various city personnel, commission members, Board of Public Works personnel and Lewes residents to obtain the necessary input relevant to their respective topic.

All Annexation Committees as well as Annexation Sub-Committee meetings were properly posted and open to the public.

On October 16, 2013 the Point Farm Annexation Committee met to discuss the initial findings of the Sub-Committees. At that time it was determined that each Sub-Committee had received sufficient information and comment and that no further Sub-Committee meetings would be required. As a result, the Chair asked each Sub-Committee to prepare their respective report for submission to Mayor and City Council.

Sub-Committee findings are as follows:

**City Services:** Assessment for Police, Streets, Trash, Yard Waste and Recycling concluded that the addition of The Point Farm Development would not substantially impact the City and that increase expenses would be offset by increased Revenue.

**Utilities:** Assessment of Water, Sanitary Sewer, Electric, Storm Water Management & Communication Services concluded that the City/BPW currently has the capacity to serve Point Farm. The impact fee revenue would offset the costs associated with the initial installation of these services.

**Finance:** Assessment of finance issues relevant to Point Farm reveal that both one time and reoccurring revenue have the potential to produce significant revenue amounts for the City. While related expenses will be realized they will be more than offset by the revenue.

**Zoning:** Assessment of the zoning issues revealed that Point Farm is located within Lewes' Comprehensive Plan's desirable area for annexation as it is surrounded by either City lands or wetlands. While R-1 Zoning would generally apply to annexation of undeveloped lands; however it was noted that the adjacent parcel (Canary Creek) was not developed to the R-1 zoning classification. Given the proximity of this development to the Canary Creek development as well as the surrounding wetlands, the Committee recommends that The Point Farm Parcel be annexed in either the R-3 or R-4 zoning classification either of which would align the development most closely with the adjacent Canary Creek development.

**Additional Information**

Throughout the various meetings of the Annexation Committee and Sub-Committee meetings, there were concerns expressed that went beyond the purview of this committee's charge and warrant further investigation. These concerns were focused in two primary areas:

First: the issue of the proximity to wetlands and that of sea level rise. It is anticipated that whether annexed or not, this issue will be the subject of the review and approval by the Sussex County Conservation District prior to any approval for Development.

Second: the potential for archeological artifacts located on this parcel. While the Office of State Planning's PLUS service includes comments from the State Preservation Office indicating that there are no known historic or cultural resources on this parcel there has been comment that such may exist. It is recommended that the potential for such be further investigated prior to the approval of any final development plans.

**Conclusion & Recommendations:**

The Point Farm Proposed Annexation will offer advantages to both the City and the developer which outweigh the disadvantages that both may experience. Based on the information and facts obtained at the various Subcommittee hearings the City and the BPW have adequate resources to manage both the service and administrative demands of this project without expansion of services or additional

staff at this time. The City and BPW will both realize significant increases in revenue that will offset the added requirements. Should annexation not occur many City Services will still be provided or accessed without the potential to recover the expenses for the provision of these services.

The annexation of this parcel also promotes its connectivity to the City and insures the future owners of the homes built will be included in the future development of the City. Should annexation not occur the location of this parcel will result in it being disconnected from the County who will have the responsibility of managing its development and yet it will be not part of Lewes. This will most likely result in some discord between those who purchase homes in this development and the City. Annexation would ensure that these future homeowners will be part of any action taken by the City.

Given the immediately adjacent development of Canary Creek it would be advantageous for both the City and the developer for this parcel to be zoned in the classification R-3 or R-4 either of which most closely align with that of Canary Creek.

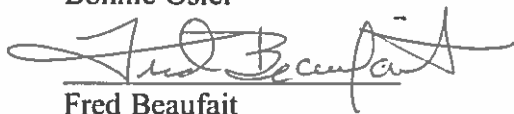
Respectfully submitted:



Theodore E. Becker



Bonnie Osler



Fred Beaufait



Dennis Reardon