

**Town of Bethany Beach
Planning Commission Minutes
October 18, 2008**

The Bethany Beach Planning Commission held a meeting on Saturday, October 18, 2008 in the Bethany Beach Town Hall, 214 Garfield Parkway, Bethany Beach, DE 19930.

The following members were present: Lew Killmer, who presided, Donald Doyle, Fulton Loppatto, Faith Denault, Kathleen Mink and John Gaughan.

Mr. Killmer introduced and welcomed Mr. Gaughan as the newest member of the Planning Commission.

Also present: Councilman Joseph Healy, John Eckrich, Building Inspector, Seville Pettit, Administrative Secretary and interested members of the public.

The meeting was called to order at 9:00 a.m.

OPENING OF MEETING

Approval of Agenda

Mr. Loppatto made a motion to approve the agenda. The motion was seconded by Ms. Denault and unanimously approved.

Discussion/ Approval of the Planning Commission Minutes of August 16, 2008

After suggesting minor changes to the minutes dated August 16, 2008, Ms. Mink made a motion to approve the amended minutes. The motion was seconded by Ms. Denault and unanimously approved.

Announcements/ Comments/ Updates

Non-Residential Design Review Update (Killmer)

Mr. Killmer reported the Non-Residential Design Review Committee held a meeting on October 10, 2008. The applicant requested permission to install two signs for Capriotti's Sandwich Shop located at the Connor's mini-mall next to Rita's Italian Water Ice on Route 26. One sign was requested for the front of the building and the other sign to be placed on the existing pole sign.

The application was approved by the DRC with no conditions. The applicant's request met all the requirements of the Bethany Beach sign code.

Mr. Eckrich announced the upcoming reviews for plans to be submitted by the Disciples of Christ Church and the reopening of the bakery at the Shore Foods store located on Garfield Parkway. The Disciples of Christ Church is proposing the construction of a new building on the northeast corner across from the miniature golf course. The building will include two floors, meeting rooms on both levels and dormitories on both levels with bathrooms and handicap accessible rooms on the first floor.

Mr. John Hendrickson, the architect member of the Bethany Beach Non-Residential Design Review Committee is the architect for the proposed project. Mr. Jeff Schoellkopf will be the review architect of record for the Design Review Committee, since Mr. John Hendrickson must recuse himself. The Disciples of Christ Church property is designated as a PRD, therefore the Planning Commission is also required to review the proposal.

The Shore Foods store will be reopening the bakery in the same location. They will remove the stone façade currently covering the preexisting window and door. No exterior signage is being requested at this time.

Comments/ Updates Regarding the October Town Council Meeting (All)

Mr. Killmer reported the Town Council meeting was brief and the major focus was assigning committee members for most of the Town Committees for the next year.

Comments, Q&A and Discussion for Planning Commissioner Members

There was no discussion at this time.

PUBLIC COMMENT/ QUESTIONS FOR THE PLANNING COMMISSION

There was no discussion at this time.

NEW BUSINESS

Planning Commission Membership Updates/Changes (Killmer)

Mr. Killmer provided the Planning Commission members with copies of the term expiration dates for each member of the Planning Commission. The Mayor at the last Town Council meeting changed the Planning Commission members' term expiration dates and a new list will be provided to the Planning Commission members at the next meeting.

Voting For A New Planning Commission Chairperson (All)

Mr. Doyle nominated Mr. Killmer to be the Planning Commission Chair for the term of October 2008 through September 2009. All were in favor. Mr. Killmer was the sole nominee for the chairmanship position.

Ms. Denault nominated Ms. Mink to be the Planning Commission Vice-Chair for the term of October 2008 through September 2009. All were in favor. Ms. Mink was the sole nominee for the vice-chairmanship position.

Voting For The PC Representative On The Non-Residential Design Review Committee (All)

Mr. Doyle nominated Ms. Denault to be the Planning Commission representative on the Non-Residential Design Review Committee for the term of October 2008 through September 2009. All were in favor. Ms. Denault was the sole nominee as the Planning Commission representative on the Design Review Committee.

Proposed Changes To Residential Parking Requirements (Doyle)

Mr. Doyle stated he provided the document to the Planning Commission members via email. The focus of Mr. Doyle's proposal was an effort to restrict residential parking to

existing driveways and on the street in front of residences in an effort to eliminate straight-in parking on lawns and other non-paved areas.

After a long discussion, Mr. Doyle took the item off the table.

A Proposal For A New Planning Commission Survey (Mink)

Ms. Mink proposed that the members of the Planning Commission create an updated Town-Wide survey. The survey's purpose is to obtain public input in developing future plans that the Planning Commission will incorporate when updating the Comprehensive Development Plan.

The Planning Commission members discussed Ms. Mink's proposal and all agreed to provide content to be included in the survey.

OLD BUSINESS

Review Updated Proposal(s) For The Creation of A New Ordinance For The Regulation Of Flags And Flagpoles (Killmer)

Mr. Killmer explained there were two proposed versions of an ordinance on this issue. The short version, which just deals with proposed maximum height limits of flagpoles above a structure and a second version, which is more detailed and contains sections dealing with legislative intent, definitions and flag and flagpole regulations. At the present time there are only a few municipalities in the country that regulate flags and flagpoles.

Mr. Killmer suggested sending both of the proposals to the Town Council for the Town Council to decide how to proceed since Dr. Parson is the Town Council member who initially requested that the Planning Commission review this issue.

Geothermal Heating/Cooling Continued Discussion (Loppatto)

Mr. Killmer stated the Geothermal heating and cooling is becoming a very more popular green energy alternative. The Town does not currently regulate the installation and maintenance of this green energy initiative.

Mr. Loppatto gave an overview of all of the current and most popular green energy initiatives at the last Planning Commission meeting and after much discussion it was decided to initially focus on Geothermal heat pumps and after reviewing all available sources of information, to possibly propose regulating this technology by creating appropriate legislation.

Mr. Loppatto provided the Planning Commission members with a draft document on geothermal heat pumps which was thoroughly reviewed by the commission members. Suggested were made and Mr. Loppatto will prepare a second draft of his proposal which he will provide to the committee for further discussion at our November meeting.

ADJOURN

Mr. Doyle made a motion to adjourn. The motion was seconded by Mr. Gaughan and unanimously approved. The meeting was adjourned at 11:43 a.m.

Respectfully Submitted,

Seville Pettit
Administrative Secretary

PLANNING COMMISSION
ACTION ITEMS
October 18, 2008

1. Mr. Killmer to contact the University of Delaware the Institute of Public Administration for a student to work with the Planning Commission on the survey.
2. Planning Commission members to provide suggestions for areas to include in the survey to Ms. Mink.