



Sussex County Council Public/Media Packet

**MEETING:
March 13, 2018**

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**Sussex County Council
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MICHAEL H. VINCENT, PRESIDENT
GEORGE B. COLE, VICE PRESIDENT
ROBERT B. ARLETT
IRWIN G. BURTON III
SAMUEL R. WILSON JR.



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ROBIN GRIFFITH
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Sussex County Council

AGENDA

MARCH 13, 2018

10:00 A.M.

Call to Order

Approval of Agenda

Approval of Minutes

Reading of Correspondence

Public Comments

Presentation – Michael Franklin, President & CEO – Atlantic General Hospital Annual Update

Gina Jennings, Finance Director

1. First Quarter Employee Recognition Awards
2. Wastewater Agreement No. 892-1
Sussex County Project No. 81-04
Marsh Farm Estates – PS & FM Reviewed and Construction
Angola Neck Sanitary Sewer District
3. Quarterly Pension Update and Recommendations
4. Administrator's Report

10:15 a.m. Public Hearing

Criswell Annexation (Johnsons Corner Area)



10:30 a.m. Public Hearing

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$4,287,000 OF GENERAL OBLIGATION BONDS OF SUSSEX COUNTY IN CONNECTION WITH THE CONSTRUCTION AND EQUIPPING OF AN EXTENSION OF SANITARY SEWER SERVICES TO HERRING CREEK AND AUTHORIZING ALL NECESSARY ACTIONS IN CONNECTION THEREWITH”

Jim Hickin, Airport Manager

1. **Appointment to Airport Advisory Committee**

Hans Medlarz, County Engineer

1. **Whitman, Requardt & Associates – North Coastal Planning Area Base Contract**
 - A. **Amendment 12 – Oak Crest Farms and Chapel Green Preliminary Engineering and Final Design**
2. **Dual Wheel Tractor, Project #18-05**
 - A. **Recommendation to Award**

John Ashman, Director of Utility Planning

1. **Request to Prepare and Post Notices for the Chandlee Expansion of the Sussex County Unified Sanitary Sewer District (Bethany Beach Area)**

Old Business

Conditional Use No. 2102 filed on behalf of Arturo Granados-Gonzalez

Change of Zone No. 1832 filed on behalf of MDI Investment Group, LLC

Conditional Use No. 2106 filed on behalf of MDI Investment Group, LLC

Change of Zone No. 1836 filed on behalf of Softball World, LLC

Grant Requests

1. **Trinity Foundation for Heart & Sole 5K Event Fundraiser**
2. **Laurel Chamber of Commerce for Bike and Brew Cycling Event Fundraiser**
3. **American Cancer Society for Relay For Life of Sussex County**

Introduction of Proposed Zoning Ordinances

Council Members' Comments

1:30 p.m. Public Hearings

Conditional Use No. 2115 filed on behalf of Nanticoke Indian Association, Inc.

“AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A MODIFICATION OF CONDITIONAL USE NO. 1018 TO ALLOW FOR AN ON-PREMISES ELECTRONIC MESSAGE CENTER SIGN TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 0.914 ACRES, MORE OR LESS” [located on the south side of John J. Williams Highway (Route 24) approximately 39 feet east of Rosedale Road] (Tax I.D. No. 234-29.00-53.00) (911 Address: 27073 John J. Williams Highway, Millsboro)

Change of Zone No. 1844 filed on behalf of Boardwalk Development, LLC, aka Westridge Shores

“AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A GR-RPC GENERAL RESIDENTIAL DISTRICT - RESIDENTIAL PLANNED COMMUNITY FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 21.26 ACRES, MORE OR LESS” [located at the southeast corner of Shady Lane and Banks Road] (Tax I.D. No. 234-17.00-165.00) (911 Address: None Available)

Change of Zone No. 1845 filed on behalf of LMHT, LLC

“AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A B-1 NEIGHBORHOOD BUSINESS DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 6.0576 ACRES, MORE OR LESS” [located on the west side of Plantations Road approximately 841 feet north of John J. Williams Highway (Route 24)] (Tax I.D. No. 334-12.00-57.01) (911 Address: Not Available)

Adjourn

Sussex County Council meetings can be monitored on the internet at www.sussexcountyde.gov.

In accordance with 29 Del. C. §10004(e)(2), this Agenda was posted on March 6, 2018 at 4:45 p.m., and at least seven (7) days in advance of the meeting.

This Agenda was prepared by the County Administrator and is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the Meeting.

Agenda items listed may be considered out of sequence.

####

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, FEBRUARY 27, 2018

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, February 27, 2018, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

Michael H. Vincent	President
George B. Cole	Vice President
Robert B. Arlett	Councilman
Irwin G. Burton III	Councilman
Samuel R. Wilson Jr.	Councilman
Todd F. Lawson	County Administrator
Gina A. Jennings	Finance Director
J. Everett Moore Jr.	County Attorney

The Invocation and Pledge of Allegiance were led by Mr. Vincent.

**Call to
Order**

Mr. Vincent called the meeting to order.

**M 118 18
Approve
Agenda**

A Motion was made by Mr. Arlett, seconded by Mr. Wilson, to approve the Agenda, as posted.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

Minutes

The minutes of February 20, 2018 were approved by consent.

**Public
Comments**

Public Comments

John Bucchioni commented on the Overbrook Town Center application and stated his opposition to the project.

Larry Trombello commented on development in Sussex County, both residential and commercial.

Rev. Charles Covington, Sr. presented, on behalf of the Delaware Lions Foundation, a President's Certificate of Appreciation to the Sussex County Council for its many years of financial support.

Report

Mr. Lawson read the following information in his Administrator's Report:

**Adminis-
trator's
Report**

1. **Sussex County Council Comprehensive Land Use Plan Workshop**

The next Sussex County Council Comprehensive Land Use Plan Workshop will be held on Wednesday, February 28th, at 9:30 a.m. in Council Chambers. A copy of the agenda is attached.

2. **Council Meeting Schedule**

A reminder that Council will not meet on March 6th. The next regularly scheduled Council meeting will be held on Tuesday, March 13th at 10:00 a.m.

3. **Sussex County EMS JEMS Team – Gold Medal**

The Sussex County EMS competition team returned home as Gold Medal winners from the JEMS (Journal of Emergency Medical Services) games held in Charlotte, North Carolina, last week. The team competed against 26 other teams from throughout the country over two days.

The preliminary round included a general knowledge test, emergency maternity, trauma resuscitation from a motor vehicle crash, and a mass casualty incident with 15 patients from a bombing of a government office. They completed the preliminary day in first place.

Their final scenario had the team initially treating an overdose patient in a nightclub. During a short time into the scenario, a gunman entered shooting multiple patrons and a security dog, creating another mass casualty incident. The team performed at a high level and again demonstrated that they were more than up for the challenge by winning the Gold Medal.

Please join me in congratulating the EMS team of Jason Hansen, Bonnie O'Bier, Brandon Rogers, Chaz Tennermann, and John Wright.

4. **Hans Medlarz – Delaware Engineer of the Year**

The Delaware Engineering Society (DES) announced Hans M. Medlarz as its 2018 Engineer of the Year during the Society's annual banquet last Thursday, February 22, 2018. Hans joins a long list of distinguished professionals who have been honored with this award. Hans has spent over 30 years in the profession, and during that time he has represented 13 municipalities throughout Delaware and served as County Engineer for both Kent and Sussex County. Over his career Hans has left his mark on the engineering profession, and his dedication and innovation are now recognized as the 2018 Engineer of the Year.

Administrator's Report (continued)

A complete copy of the DES program honoring Hans is attached. Please join me in congratulating Hans on being named the 2018 Delaware Engineer of the Year.

[Attachments to the Administrator's Report are not attachments to the minutes.]

Recognition of EMS JEM Team

The Council recognized and congratulated the Sussex County EMS JEMS Team.

Recognition/ Hans Medlarz

The Council recognized and congratulated Hans Medlarz, Delaware Engineer of the Year,

Bid Results/ Bulk Delivery of Sodium Hypochlorite/ Project #18-14

Hans Medlarz, County Engineer, presented the bid results for Bulk Delivery of Sodium Hypochlorite, Project #18-14: Coyne Chemical bid the lowest price per gallon at \$1.07 and Intercoastal Trading bid the lowest price for the 30-gallon drum at \$105.00. Mr. Medlarz reported that the Engineering Department recommends the first contract year award of the base bid for bulk delivery of sodium hypochlorite to Coyne Chemical at the unit price of \$1.07 per gallon and award to Intercoastal Trading for the alternate bid at the unit price of \$105.00 per 30 gallon drum; if both suppliers perform satisfactorily, the contract allows a one year extension at the discretion of the Engineering Department.

M 119 18 Award Bid/ Bulk Delivery of Sodium Hypochlorite/ Project #18-14

A Motion was made by Mr. Arlett, seconded by Mr. Cole, based upon the recommendation of the Engineering Department, that the Base Bid for Sussex County Project #18-17, Bulk Delivery of Sodium Hypochlorite, be awarded to Coyne Chemical at the bid amount of \$1.07 per gallon and Intercoastal Trading, Inc. be awarded the Alternate Bid in the amount of \$105.00 per 30 gallon container.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea; Mr. Wilson, Yea; Mr. Cole, Yea; Mr. Vincent, Yea

Request to Post Notices/ Arbor-Lyn Expansion

John Ashman, Director of Utility Planning, presented a request to prepare and post notices for the Arbor-Lyn Expansion of the Sussex County Unified Sanitary Sewer District (West Rehoboth Area) (Parcels 334-12.00-127.02, 127.04 and 127.05). The expansion was requested by Limitless Development Consultants, LLC; the expansion will consist of 35.46 acres± and is proposed at 144 EDUs. The project will be responsible for System Connection Charges of \$6,360.00 per EDU based on current rates.

Mr. Ashman reported that the Engineering Department would like to look at including Parcel 124.01; during the posting, the property owners would be asked if they would like to be included in the annexation.

M 120 18 **A Motion was made by Mr. Arlett, seconded by Mr. Wilson, that the**
Authorize **Engineering Department is authorized to prepare and post notices for the**
Posting of **Arbor-Lyn Expansion of the Sussex County Unified Sanitary Sewer District**
Notices/ **(West Rehoboth Area), as presented.**

Arbor-Lyn
Expansion

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea

Time
Extension
Request

Janelle Cornwell, Planning and Zoning Director, presented a request for a
time extension for the Bayliss Estates subdivision application (#2004-55).
Ms. Cornwell reported on the status of agency approvals.

M 121 18
Grant
Time
Extension/
Bayliss
Estates
#2004-55

A Motion was made by Mr. Arlett, seconded by Mr. Cole, that the Sussex
County Council grant a one-time six-month time extension for Subdivision
Application No. 2004-55, Bayliss Estates.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea

Report on
CZ 1834

Janelle Cornwell, Planning and Zoning Director, reported on Change of
Zone No. 1834 filed on behalf of Colonial East, L.P. The Council held a
Public Hearing on this application on December 12, 2017 at which time
action was deferred and the record was left open until January 30, 2018 to
allow for the receipt of a Traffic Impact Study. On that date, it was noted
that once the report is received and reported to Council, a 15-day period is
to be allowed for persons to respond (in writing only). Ms. Cornwell
reported that the Traffic Impact Study was received by the Planning and
Zoning Department on February 21, 2018.

Old
Business/
Commercial
Zoning
Ordinance

Under Old Business, the Council considered the Proposed Ordinance
entitled “AN ORDINANCE TO AMEND THE CODE OF SUSSEX
COUNTY, CHAPTER 115, ARTICLES I, X, XIA, XX, XXI, XXIII, XXV
AND XXVII BY AMENDING SECTIONS 115-4, 115-5, 115-75, 115-83.10,
115-156, 115-195.4, 115-159.5, 115-161.1, 115-170.1, 115-180, 115-194.1,
AND 115-218, AND BY CREATING NEW ARTICLES XA, XB, XIB, XIC,
XID, XIE, AND XIF AND ADDING NEW SECTIONS 115-75.1
THROUGH 115-75.13 AND 115-83.11 THROUGH 115-83.46 TO CREATE
A NEW “B-2 BUSINESS COMMUNITY” DISTRICT; “B-3 BUSINESS
RESEARCH” DISTRICT; “C-2 MEDIUM COMMERCIAL” DISTRICT;
“C-3 HEAVY COMMERCIAL” DISTRICT; “C-4, PLANNED
COMMERCIAL” DISTRICT; “C-5, SERVICE/LIMITED
MANUFACTURING” DISTRICT, AND “I-1, INSTITUTIONAL”
DISTRICT; TO CLOSE THE CR-1 AND B-1 DISTRICTS; TO AMEND

**Old
Business/
Commercial
Zoning
Ordinance
(continued)**

**“115 ATTACHMENT 3, SUSSEX COUNTY TABLE III”; TO CREATE
“115 ATTACHMENT 4, SUSSEX COUNTY TABLE IV”.**

**Vince Robertson, Assistant County Attorney, and Janelle Cornwell,
Planning and Zoning Director, were present to discuss the Proposed
Ordinance.**

**The Planning and Zoning Commission held a Public Hearing on the
Proposed Ordinance on December 21, 2017. The Commission
recommended approval of the revised Proposed Ordinance with the
following further recommendations:**

- 1. That County Council should increase the height permissible in the
C-2, C-3, C-4, C-5 and I-1 districts upon a showing that the increased height
preserves such things as open space, interconnectivity or setbacks.**
- 2. Remove the language “... but not including major repair work such
as motor replacement, body and fender repair or spray painting” from lines
210 and 211 of the ordinance.**

**The Council held a Public Hearing on this application on January 2, 2018 at
which time action was deferred and the record was left open for seven (7)
days for written comments only (thereafter, staff would have one week to
review and consider the comments and report back to Council).**

**It was noted that staff reported back to Council on January 23, 2018. Mr.
Robertson reported that comments received were reviewed and considered
by staff and, as a result, there are recommended changes to the Proposed
Ordinance, including establishing an effective date.**

**Based on the Planning and Zoning Commission’s recommendations, public
input and Council’s review of the Proposed Ordinance, Mr. Robertson
presented recommended changes and Council discussed and considered the
recommendations.**

**M 122 18
Amend
Proposed
Ordinance**

**A Motion was made by Mr. Arlett, seconded by Mr. Burton, in §115-4,
amend the definition of “Service or Filling Station” at Lines 207-211 to
delete the phrase “but not including major repair work such as motor
replacement, body and fender repair or spray painting”.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

M 123 18

**A Motion was made by Mr. Arlett, seconded by Mr. Burton, in §115-4,
delete the reference to “townhouses” at Line 327 regarding the definition of
“Care Facilities” and replace that word with “multifamily”.**

**M 123 18
Amend
Proposed
Ordinance
(continued)**

Motion Adopted: 5 Yeas.
**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 124 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §115-4, amend the definition of “Recreation Facility” at Lines 401-402 to delete the phrase “and leisure-time activities”.

Motion Adopted: 5 Yeas.
**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 125 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §115-75.2, amend the “Permitted Uses” within the B-2 District to delete “Home Occupation” as a permitted use at Line 593.

Motion Adopted: 5 Yeas.
**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 126 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §115-75.2 (B-2 District), to amend Line 599 to state “Retail sales establishments 30,000 square feet or less.”

Motion Adopted: 5 Yeas.
**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 127 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §115-75.2 (B-2 District), to amend Line 600 to state “Pharmacy or related uses 30,000 square feet or less.”

Motion Adopted: 5 Yeas.
**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 128 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Cole, in §115-75.6B, to amend the setbacks at Line 737 in the B-2 District so that it states: a 40 foot front yard setback, a 10 foot side yard setback and a 10 foot rear yard

**M 128 18
(continued)**

setback.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 129 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Cole, in §115-75.9 (B-3) Line 785, add “Biotech Campus” and “Biotech Industry” as Permitted Uses to match Table IV.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 130 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Cole, in §115-75.10, Line 858, delete “Hotel, motel or motor lodge” as an accessory use because it is already a permitted use in B-3.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 131 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §115-83.19 (C-3) Line 1124, delete the second “t” in the spelling of “feet”.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 132 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Cole, in §115-83.26 (C – 4 District), at Line 1286, replace Subsection E “The parcel may have a maximum of 20% of its development be duplex, townhouse or multifamily dwellings” with “The parcel may have a maximum of 20% of its developable area consist of duplexes, townhouses, or multifamily dwellings.” Also, delete Note 5 of the Table IV which is inconsistent with this Code Section.

Motion Adopted: 5 Yeas.

M 132 18 **Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;**
(continued) **Mr. Wilson, Yea; Mr. Cole, Yea;**
 Mr. Vincent, Yea

M 133 18 **A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §115-83.26**
Amend **(C-4 District), at Line 1300-1301, add a phrase “residential and” so that**
Proposed **Section F(2)[c] now states “A tabular summary of percentage of site devoted**
Ordinance **to buildings, open space, streets and parking areas, and total floor area of**
 all *residential and* non-residential structures.”

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
 Mr. Wilson, Yea; Mr. Cole, Yea;
 Mr. Vincent, Yea

M 134 18 **A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §115-83.28**
Amend **(C-4 District), at Line 1456, to delete “Residential within structure**
Proposed **commercial or office uses” from within “Accessory Uses” section of the**
Ordinance **Code. (This is already listed as a permitted use.)**

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
 Mr. Wilson, Yea; Mr. Cole, Yea;
 Mr. Vincent, Yea

M 135 18 **A Motion was made by Mr. Arlett, seconded by Mr. Burton, in §115-83.41**
Amend **(I District), at Line 1677 and Table IV, to add “Restaurant 7,500 square feet**
Proposed **or less” as a permitted use.**
Ordinance

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
 Mr. Wilson, Yea; Mr. Cole, Yea;
 Mr. Vincent, Yea

M 136 18 **A Motion was made by Mr. Arlett, seconded by Mr. Wilson, in §§115-75.6B**
Amend **(Line 737), 115-75.13B (Line 901), 115-83.16B (Line 1069), 115-83.23B (Line**
Proposed **1250), 115-83.38B (Line 1635) and 115-83.45B (Line 1787) add the following**
Ordinance **sentence at the end thereof: “There shall be a side yard not less than 20 feet**
 in width on the side of the lot adjoining a residential district and there shall
 be a rear yard not less than 30 feet in depth on the rear side of a lot
 adjoining a residential district.” (This comes from Note 3 on Table 1 of the
 County’s current Code.)

Motion Adopted: 5 Yeas.

**M 136 18
(continued)**

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 137 18
Amend
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, add the following sentence to the “Note” at Line 9-10 of Table IV: “In the event of any discrepancy between the information in this Table and the text of Chapter 115, the text of Chapter 115 shall be controlling.”

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 138 18
Establish
Effective
Date for
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, that the “Effective Date” at Section 22, Lines 1963-64, needs to be inserted as July 1, 2018.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 139 18
Adopt
Ordinance
No. 2550**

A Motion was made by Mr. Cole, seconded by Mr. Arlett, to Adopt Ordinance No. 2550 entitled “AN ORDINANCE TO AMEND THE CODE OF SUSSEX COUNTY, CHAPTER 115, ARTICLES I, X, XIA, XX, XXI, XXIII, XXV AND XXVII BY AMENDING SECTIONS 115-4, 115-5, 115-75, 115-83.10, 115-156, 115-195.4, 115-159.5, 115-161.1, 115-170.1, 115-180, 115-194.1, AND 115-218, AND BY CREATING NEW ARTICLES XA, XB, XIB, XIC, XID, XIE, AND XIF AND ADDING NEW SECTIONS 115-75.1 THROUGH 115-75.13 AND 115-83.11 THROUGH 115-83.46 TO CREATE A NEW “B-2 BUSINESS COMMUNITY” DISTRICT; “B-3 BUSINESS RESEARCH” DISTRICT; “C-2 MEDIUM COMMERCIAL” DISTRICT; “C-3 HEAVY COMMERCIAL” DISTRICT; “C-4, PLANNED COMMERCIAL” DISTRICT; “C-5, SERVICE/LIMITED MANUFACTURING” DISTRICT, AND “I-1, INSTITUTIONAL” DISTRICT; TO CLOSE THE CR-1 AND B-1 DISTRICTS; TO AMEND “115 ATTACHMENT 3, SUSSEX COUNTY TABLE III”; TO CREATE “115 ATTACHMENT 4, SUSSEX COUNTY TABLE IV”, as amended.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Old
Business/
CZ 1831**

Under Old Business, the Council considered Change of Zone No. 1831 filed on behalf of East Gate Farm.

The Planning and Zoning Commission held a Public Hearing on this application on October 26, 2017 at which time action was deferred; on November 16, 2017, the Commission recommended approval.

On November 28, 2017, the Council held a Public Hearing on this application at which time action was deferred.

**M 140 18
Adopt
Proposed
Ordinance**

A Motion was made by Mr. Burton, seconded by Mr. Arlett, to Adopt the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A B-1 NEIGHBORHOOD BUSINESS DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN CEDAR CREEK HUNDRED, SUSSEX COUNTY, CONTAINING 16.669 ACRES, MORE OR LESS” (Change of Zone No. 1831) filed on behalf of East Gate Farm, Inc.

Denied

Motion Denied: 5 Nays.

**Vote by Roll Call: Mr. Arlett, Nay; Mr. Burton, Nay;
Mr. Wilson, Nay; Mr. Cole, Nay;
Mr. Vincent, Nay**

**Old
Business/
CU 2107**

Under Old Business, the Council considered Conditional Use No. 2107 filed on behalf of Galbraith Development Group.

The Planning and Zoning Commission on November 16, 2017 at which time action was deferred. On December 14, 2017, the Commission recommended approval, with conditions.

The County Council held a Public Hearing on this application on December 12, 2017 at which time the Council deferred action.

**M 141 18
Adopt
Proposed
Ordinance**

A Motion was made by Mr. Arlett, seconded by Mr. Cole, to Adopt the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR MINI-STORAGE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 3.21 ACRES, MORE OR LESS” (Conditional Use No. 2107) filed on behalf of Galbraith Development Group.

Denied

Motion Denied: 5 Nays.

**Vote by Roll Call: Mr. Arlett, Nay; Mr. Burton, Nay;
Mr. Wilson, Nay; Mr. Cole, Nay;
Mr. Vincent, Nay**

**Old
Business/
CZ 1839**

Under Old Business, the Council considered Change of Zone No. 1839 filed on behalf of Dale Lomas/Seashore Highway Associates, LLC.

The Planning and Zoning Commission held a Public Hearing on this application on December 21, 2017 at which time action was deferred. On January 11, 2018, the Commission recommended denial.

The Council held a Public Hearing on this application on January 23, 2018 at which time action was deferred.

**M 142 18
Adopt
Ordinance
No. 2551/
CZ 1839**

A Motion was made by Mr. Burton, seconded by Mr. Arlett, to Adopt Ordinance No. 2551 entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 4.0 ACRES, MORE OR LESS” (Change of Zone No. 1839) filed on behalf of Dale Lomas/Seashore Highway Associates, LLC.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Grant
Request**

Mrs. Jennings presented a grant request for the Council’s consideration.

**M 143 18
Council-
manic
Grant**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, to give \$1,500.00 from Mr. Burton’s Councilmanic Grant Account to the Greater Lewes Foundation for parade expenses (Annual St. Patrick’s Day Parade).

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Introduction
of Proposed
Ordinances**

Mr. Burton introduced the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR SITE CONTRACTING EXCAVATING SERVICES - STORAGE REPAIR AND MAINTENANCE – LIGHT MATERIAL AND STORAGE AND GENERAL OFFICE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 13.76 ACRES, MORE OR LESS” (Conditional Use No. 2138) filed on behalf of Walker Construction, Inc..

**Introduction
of Proposed
Ordinances
(continued)**

Mr. Wilson introduced the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR MULTI-FAMILY AS A RETIREMENT COMMUNITY TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN NORTHWEST FORK HUNDRED, SUSSEX COUNTY, CONTAINING 43.748 ACRES, MORE OR LESS” (Conditional Use No. 2123) filed on behalf of Mark Yoder, Jr. (Tax I.D. No. 530-9.00-4.00 & 530-4.00-23.00) (911 Address: 6939 Hickman Road, Greenwood).

The Proposed Ordinances will be advertised for Public Hearing.

**Council
Members’
Comments**

Council Members’ Comments

Mr. Cole raised questions about the process to be followed if a community wants gates at the entrance to their community.

**M 144 18
Adjourn**

A Motion was made by Mr. Cole, seconded by Mr. Burton, to adjourn at 11:16 a.m.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

Respectfully submitted,

**Robin A. Griffith
Clerk of the Council**

{An audio recording of this meeting is available on the County’s website.}

ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
RECORDS MANAGEMENT	(302) 854-5033
UTILITY ENGINEERING	(302) 855-7717
UTILITY PERMITS	(302) 855-7719
UTILITY PLANNING	(302) 855-1299
FAX	(302) 855-7799



Sussex County

DELAWARE

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HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

February 21, 2018

FACT SHEET

SUSSEX COUNTY PROJECT 81-04
MARSH FARM ESTATES - PS & FM REVIEWED AND CONSTRUCTION
AGREEMENT NO. 892 - 1

DEVELOPER:

Mrs. Kathleen Horsey
Marsh Farm LLC
14127 Rottwaller Rd.
Laurel, DE 19956

LOCATION:

Intersection of CR279, Camp Arrowhead Road and
CR279A, Waterview Road

SANITARY SEWER DISTRICT:

Angola Neck Sanitary Sewer District

TYPE AND SIZE DEVELOPMENT:

Pump Station and force main.

SYSTEM CONNECTION CHARGES:

\$0.00

SANITARY SEWER APPROVAL:

Sussex County Engineering Department Plan Approval
02/12/16

Department of Natural Resources Plan Approval
08/31/16

SANITARY SEWER CONSTRUCTION DATA:

Construction Days – 120
Construction Admin and Construction Inspection Cost – \$60,923.27
Proposed Construction Cost – \$406,155.16



COUNTY ADMINISTRATIVE OFFICES
2 THE CIRCLE | PO BOX 589
GEORGETOWN, DELAWARE 19947

ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
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ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
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Sussex County

DELAWARE

sussexcountyde.gov

HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

March 13, 2018

PROPOSED MOTION

BE IT MOVED THAT BASED UPON THE RECOMMENDATION OF THE SUSSEX COUNTY ENGINEERING DEPARTMENT, FOR SUSSEX COUNTY PROJECT NO. 81-04, AGREEMENT NO. 892-1 THAT THE SUSSEX COUNTY COUNCIL EXECUTE A CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION AGREEMENT BETWEEN SUSSEX COUNTY COUNCIL AND "MARSH FARM, LLC" FOR WASTEWATER FACILITIES TO BE CONSTRUCTED IN "MARSH FARM ESTATES – PS & FM CONSTRUCTION", LOCATED IN ANGOLA NECK SANITARY SEWER DISTRICT.

ORDINANCE NO. 38
AGREEMENT NO. 892-1

TODD LAWSON
COUNTY ADMINISTRATOR



GINA A. JENNINGS, MBA, MPA
FINANCE DIRECTOR

(302) 855-7741 T
(302) 855-7749 F
gjennings@sussexcountyde.gov



Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Robert B. Arlett
The Honorable Irwin G. Burton III
The Honorable Samuel R. Wilson Jr.

FROM: Gina A. Jennings
Finance Director/COO

RE: **SUSSEX COUNTY PENSION UPDATE**

DATE: March 9, 2018

On Tuesday, I will be discussing the County's pension performance and possible changes to the Investment Policy Statements of both pension funds. Attached for your review are the draft minutes of the February 15, 2018 Pension Committee meeting, quarterly pension investment update, and Tuesday's presentation.

Please contact me if you have any questions or concerns.

Attachments

pc: Mr. Todd F. Lawson



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PENSION FUND COMMITTEE

Minutes of Meeting

February 15, 2018

The Sussex County Pension Fund Committee met on February 15, 2018 at 10:00 a.m. in the County Council Chambers, Georgetown, Delaware. Those in attendance included members: Gina Jennings, Todd Lawson, Karen Brewington, Kathy Roth, David Baker, and Kathleen Ryan. Also in attendance were Patrick Wing of Marquette Associates, the County's Pension Investment Consultant, as well as David Craik, Pension Administrator for the State of Delaware. Committee member Hugh Leahy was unable to attend.

On February 7, 2018, the Agenda for today's meeting was posted in the County's locked bulletin board located in the lobby of the County Administrative Offices, as well as posted on the County's website.

Ms. Jennings called the meeting to order.

1. **Approval of Minutes**

A Motion was made by Mr. Lawson, seconded by Ms. Brewington, to approve the November 16, 2017 minutes, as distributed. Motion Adopted by Voice Vote.

2. **Presentation of State of Delaware Investment Pool**

Ms. Jennings introduced Mr. Craik, Pension Administrator for the State. Mr. Craik noted that he had been invited to discuss the State's underperformance. In general, the State's performance relative to similar funds in recent years has been affected by their lower risk profile, especially in a strong equity market; five-year or longer returns, remain ahead of their benchmark. Specifically, the State's private equity allocation, which is approximately 17 percent of their fund, has been lagging. The State had invested in an asset classification known as Master Limited Partnerships (MLPs) and there was a significant downturn in that class. Due to the State's risk profile, there is a band of between 45 and 65 percent of the risk of the S & P 500 that they try to stand within, but it has led to a large cash allocation. As of January 31, 2018, the State has 8 percent cash in their portfolio. The State has hired two international equity managers and an emerging market manager, and terminated the MLP account. It is anticipated that the fourth quarter will realize positive equity returns.



A question and answer period followed Mr. Craik's presentation. Other employers (New Castle County, City of Wilmington, Kent County) have voiced concerns regarding the State's underperformance, but none have adjusted their participation with the State. Currently, the State does not have an action plan as to its 8 percent cash allocation. Private equities make up approximately 17 percent of the State's portfolio.

Ms. Jennings and the Committee thanked Mr. Craik for his time and presentation.

Mr. Baker entered the meeting at 10:12 a.m.

3. **Performance Reports of the Pension and OPEB Funds**

Mr. Wing distributed hard copies of a booklet entitled, "Sussex County Quarterly Performance Report as of December 31, 2017" (copies were emailed to members prior to today's meeting).

The Quarterly Performance Report includes information regarding the market environment for 2017, as well as quarterly performances of the Pension and OPEB Plans. The report should be referenced for a detailed analysis.

Mr. Wing referred members to Exhibit II – Market Environment. Information included: U. S. Economy, Global Economy, Global Asset Class Performance, U.S. Markets, and Global Index Returns. Mr. Wing noted that the economy had slowed during the fourth quarter of last year; the Gross Domestic Product grew at 2.6 percent, which was slightly lower than economist predictions of 3 percent. Domestic demand rose 4.6 percent for the fourth quarter and was the biggest jump since the third quarter of 2014. Economists are expecting growth of 2.7 percent for 2018, with a possible increase in inflation. The global economy continues to experience a synchronized upturn.

Equity returns included: U.S.: 21 percent year-to-date, international: 24 percent year-to-date, emerging markets: 37 percent year-to-date; and U. S. bonds: ½ percent for the 4th quarter of 2017 and 3 percent year-to-date. Growth stocks outperformed Value stocks during 2017.

Mr. Wing directed members to Exhibit III – Sussex County Employee Pension Plan. There was an investment gain during the fourth quarter of \$3.7 million. For the one-year, the Pension Plan increased \$16.2 million to \$93.8 million. The Pension Fund realized a 4.0 percent return for the fourth quarter versus a 4.0 percent policy index; for the one-year: 13.9 percent versus 15.2 percent. The State's underperformance (75 to 80 basis points) contributed to the County's underperformance.

Regarding Peer Universe Rankings, there were approximately 200 funds in the peer group. The County ranked in the 15th percentile for the 4th quarter; 67th percentile for the year versus a pension policy index of 34 percentile; 5 years: 9.0 percent return net of fees (26th percentile). Again, the State's underperformance negatively impacted the County's performance.

The County's Pension Plan has Investment Management Fees of 35 basis points, which are slightly lower than Marquette's other clients.

Mr. Craik was questioned regarding the State's fees; he will report back to the Committee as to the confusion of 30 versus 62 basis points.

Mr. Wing referred members to Exhibit IV - Sussex Post-Employment Benefit Plan. There was a fourth quarter investment gain of \$1.6 million for the OPEB Plan. For the year, the fund began at approximately \$33 million and grew by \$10.1 million. The Plan met its benchmark, 3.8 percent versus 3.8 percent for the fourth quarter; one-year: 14.3 percent versus 14.9 percent (lagging by approximately 60 basis points).

Regarding Peer Universe Rankings relative to all public defined benefit plans in the U.S., the County ranked in the 27th percentile for the 4th quarter; one-year: 54th percentile; and 5-year: 40th percentile.

The County's OPEB Plan has Investment Management Fees of 20 basis points.

4. **Plan Changes (International Target and Global Equity Active Managers)**

The Committee was reminded that at the November 2017 meeting, they had deferred action in regard to a global equity manager search to allow Marquette the opportunity to speak with the State Pool and to report their findings, and also to allow the State to be invited to today's meeting.

Mr. Wing presented Committee members with a hard copy of the report entitled, "Global Equity Manager Search – Sussex County Pension – February 2018" (Committee members were also emailed copies of the report prior to today's meeting). The report included portfolio options for both plans that reflected a possible increase in the allocation to international equities.

Mr. Wing noted there were three key decisions that needed to be discussed:

- (1) Will funds be withdrawn from the State Pool?
- (2) Where would those funds go?
- (3) Does the County want to add a Global Manager?

The Committee took the opportunity for discussion regarding the State Pool prior to the consideration of the addition of a Global Manager. Mr. Wing, again, stated that Marquette will confirm the State's investment fees. The State's portfolio consists of approximately 65 percent equities and 35 percent bonds; their actual benchmark is 60/40. Ms. Jennings noted that she can receive an annual report from the State and will email copies to Committee members.

The report included an overview, strategy comparisons and portfolio options for both the Pension and OPEB Plans. One of the requirements in Marquette Associates search were managers that would offer down-market protection. Marquette Associates are very familiar with the four managers presented and they have broad exposure across most of their client base. Strategy comparisons were given for 4 managers: Harding

Loevner (Global Equity), MFS (Low Volatility/Global Equity), Schrodgers (Global Equity), and Vontobel (Global Equity). Manager information included portfolio management, investment process, and risk management. Mr. Wing's discussion and review focused on key differentiators and merits of each manager. Also considered were: Top 10 Holdings, Strategy Comparisons (regional distribution, sector distribution, and market capitalization), Valuations, Cumulative & Yearly Returns, Up/Down Market, Risk Statistics (down market protection) and a summation of the Pros/Cons for each manager.

A question and answer period followed Mr. Wing's presentation, which included Collective Investment Trusts (CITs); the merits of other pension managers, such as Dodge & Cox and Artesian; index funds; price-earnings ratios, the benefit of choosing two global managers versus one; global index; etc.

A Motion was made by Ms. Ryan, seconded Ms. Roth, to recommend to the Sussex County Council Option 3 for the Pension Plan, to revise the Investment Policy Statement to increase the International target allocation by 4 percent to 18 percent, lower the State Investment Pool by 10 percent, and add a new Global Manager; more specifically, the fund will be composed of: Vanguard S&P 500 Index: 20.0 percent, Vanguard Mid Cap Value Index 5.0 percent, Vanguard Extended Market Index: 4.0 percent; Vanguard Total International Stock Market Index 7.0 percent, Wilmington Trust Fixed Income: 16.0 percent, Cash 2.0 percent, DE State Pool: 40.0 percent; and the addition of a new global manager: 6.0 percent.

Motion Adopted: 6 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea; Ms. Ryan, Yea; Mr. Baker, Yea; Mr. Lawson, Yea; Ms. Jennings, Yea

A Motion was made by Ms. Roth, seconded Mr. Baker, to recommend to the Sussex County Council to allocate the 6 percent for a new Pension Plan Global Manager to: Schrodgers (CIT) of \$3,000,000, and the remaining balance to MFS Low Volatility (CIT).

Motion Adopted: 6 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea; Ms. Ryan, Yea; Mr. Baker, Yea; Mr. Lawson, Yea; Ms. Jennings, Yea

A Motion was made by Ms. Roth, seconded by Mr. Baker, to recommend to the Sussex County Council to revise the OPEB Investment Policy Statement to increase the International Equity target allocation by 4 percent to 18 percent.

Motion Adopted: 6 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea; Ms. Ryan, Yea; Mr. Baker, Yea; Mr. Lawson, Yea; Ms. Jennings, Yea

A Motion was made by Mr. Baker, seconded by Ms. Ryan, to recommend to the Sussex County Council Option 2 for the OPEB Plan to lower the Vanguard Institutional Index 5 percent, decrease the Vanguard Mid Cap Value Index 1 percent, increase Artisan Global Opportunities 2 percent, increase Dodge & Cox Global 2 percent, and increase Vanguard Total International Stock Index 2 percent; more specifically, the fund will be composed of: Vanguard Institutional Index: 30.0 percent, Vanguard Mid Cap Value Index: 5.5 percent, Vanguard Small Cap Index Value: 3.0 percent; Artisan Global Opportunities: 5.5 percent; Dodge & Cox Global: 5.5 percent, MFS Low Volatility Global: 6.0 percent, Vanguard Total International Stock Index: 9.5 percent; Wilmington Trust FI: 34.0 percent, and Cash: 1.0 percent.

Motion Adopted: 6 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea; Ms. Ryan, Yea;
Mr. Baker, Yea; Mr. Lawson, Yea; Ms. Jennings, Yea

Ms. Jennings stated that these items will be brought before Council in March.

5. **Additional Business**

No additional business.

6. **Adjourn**

At 11:44 a.m., a Motion was made by Mr. Baker, seconded by Ms. Ryan, to adjourn.
Motion Adopted by Voice Vote.

The next meeting of the Pension Committee is scheduled for May 17, 2018, at 10:00 a.m. in the Sussex County Council Chambers.

Respectfully submitted,

Nancy J. Cordrey
Administrative Secretary



Sussex County

Quarterly Performance Report
As of
December 31, 2017

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Sussex County Post Employment Benefit Plan	4

PERFORMANCE EVALUATION AND REPORTING SERVICES INFORMATION DISCLAIMER

This performance report is for evaluation purposes only. This information is for the recipient only and is not for redistribution. We exercised reasonable professional care in the preparation of this performance report. Information on market indices, security characteristics, and universe comparisons is received from external sources. Therefore, we make no guarantees as to the completeness or accuracy of this report.

Usually we use a client's custodian for market values and transaction dates. If the custodian cannot provide accurate information, manager data is usually used. Custodial information may differ from investment manager records. When the manager(s) and the custodian are one and the same, or where the manager provides the valuation to the custodian, we have no ability to determine the accuracy of the valuation put forth. For clients that calculate their own returns and provide them to us, we report only what is provided to us. Therefore, we have no ability to determine the accuracy of the calculation(s) and assume no liability for their use.

Returns are generally calculated by geometrically linking the holding period returns (generally monthly). When available, total account returns are calculated and usually presented net of fees. For net of fee return calculations, returns are reduced by the investment management fees, if not already reported net of fees. Returns are not reduced by other expenses such as custody, actuarial, accounting, and investment consulting fees.

If a client requests, we will provide gross of fee total fund returns. To calculate a gross of fee total account return, we increase the return for each investment that is reported net of fees by an amount that reflects, as accurately as possible, expenses of the manager or fund. For example, for mutual funds, net of fee returns are increased by the amount of their reported expense ratio. The expense ratio includes, but is not limited to, management fees, advisory/sub-advisory fees, administrative fees, transfer agent fees, and fund accounting fees. In determining expenses or expense ratios, we attempt to obtain accurate information that is readily available from Morningstar. Our results may differ from other reported sources. As such, we make no guarantee as to the accuracy of fee information. Investments have various types and levels of risk. There is no guarantee of gain nor any guarantee of loss protection. Information provided in this report, should not be considered a recommendation by us of any mutual fund, manager, or strategy.

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Marquette Update

Marquette Update

1Q 2018

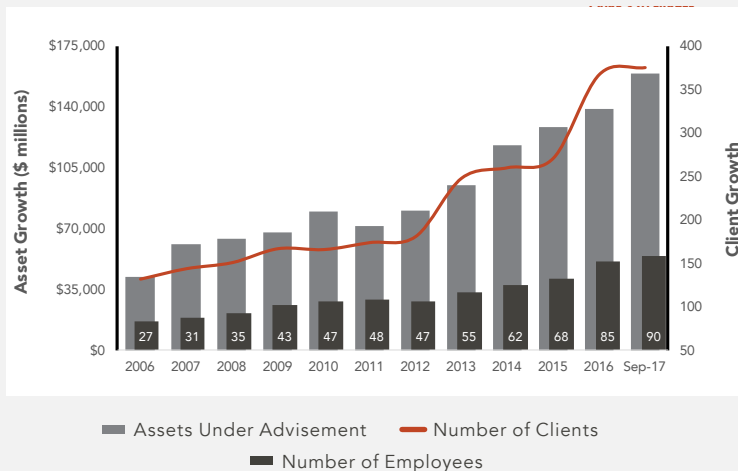
An independent investment consulting firm, Marquette Associates guides institutional investment programs with a focused client service approach and careful research grounded in real-world experience. We've served clients with a single mission for over 30 years — enable institutions to become more effective investment stewards.

Our Clients

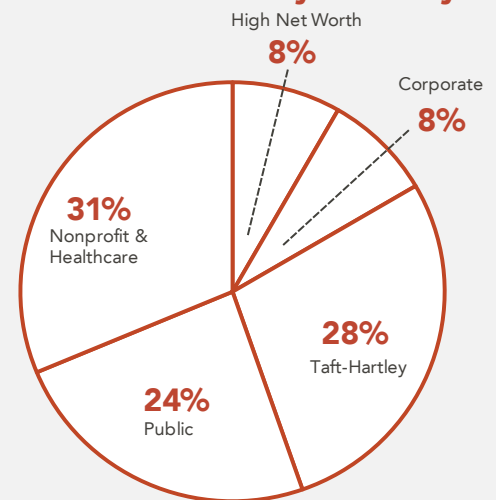
Data as of September 30, 2017

375 clients

\$159 billion assets under advisement



Client Breakdown by Quantity







Firm Updates

- Marquette named 23rd largest investment consultant in P&I Rankings as of June 30, 2017
- *The Stranded Fish: Decision-Making Through the Lens of a Fiduciary* by Kweku Obed available on Amazon
- Co-hosting Diverse Asset Manager event with ABFE and DAMI 1/11
- 2018 Market Preview Breakfast in Milwaukee 1/31
- Derek Schmidt, CFA, CAIA speaking at PartnerConnect East 2018 conference 3/20

New Clients

- Sheet Metal Workers' Local Union 73
- Building Trades United Pension Trust Fund – Milwaukee and Vicinity
- American Bankers Association
- Manchester University

Services

 <p>Investment Consulting</p> <p>Partner on the stewardship of institutional investment programs.</p>	 <p>Defined Contribution Consulting</p> <p>Partner on the stewardship of defined contribution plan governance and monitoring.</p>	 <p>Outsourced CIO</p> <p>Delegate institutional investment program stewardship by outsourcing decision making.</p>	 <p>Wealth Advisement</p> <p>Delegate family office and high net worth individual investment program stewardship.</p>	 <p>Real Estate Advisory</p> <p>Delegate the stewardship of specific real estate projects and assets.</p>
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Research



2018 Market Preview Webinar: January 25th – 1:00PM (Central Time)

Please join us as we explore potential market drivers for the greater U.S. economy, U.S. and international equities, fixed income, hedge funds, private equity, real estate and infrastructure for the year ahead.

Subscribe to email alerts at MarquetteAssociates.com

Webinars & Videos

- **2018 Market Preview Webinar**
1/25 – 1:00PM
- 3Q 2017 Market Briefing
- 2017 Symposium Highlights
 - Keynotes by April Rinne and Adam Braun
 - Marquette Flash Talk Sessions
- 2017 Halftime Market Briefing
- ESG Stewardship for Defined Contribution Plan Sponsors

Newsletters & White Papers

- How Will Tax Reform Impact Asset Class Returns?
- When Popularity is an Achilles' Heel: Bank Loan Re-Pricings
- Healthcare Organizations' Top 3 Investment Concerns for Balance Sheet Assets
- The State of Real Estate: An Era of Normalization?

Charts of the Week

- Oil Market Disruption for 2018 is Closer to Home
- Is the Federal Reserve Poised to Turn Hawkish?
- Shrinking Public Markets and Rising Valuations
- Wages, Labor, and Productivity: Looking for a Rebound
- Increased Appetite for Private Equity
- Where's the VIX?

The opinions expressed herein are those of Marquette Associates, Inc. ("Marquette"), and are subject to change without notice. This material is not financial advice or an offer to purchase or sell any product. Marquette reserves the right to modify its current investment strategies and techniques based on changing market dynamics or client needs.

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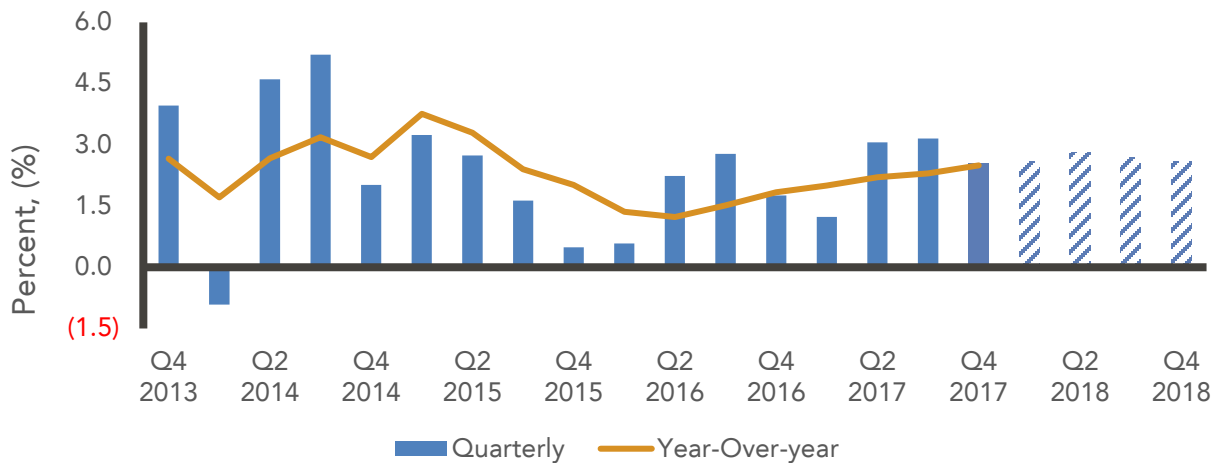


Market Environment

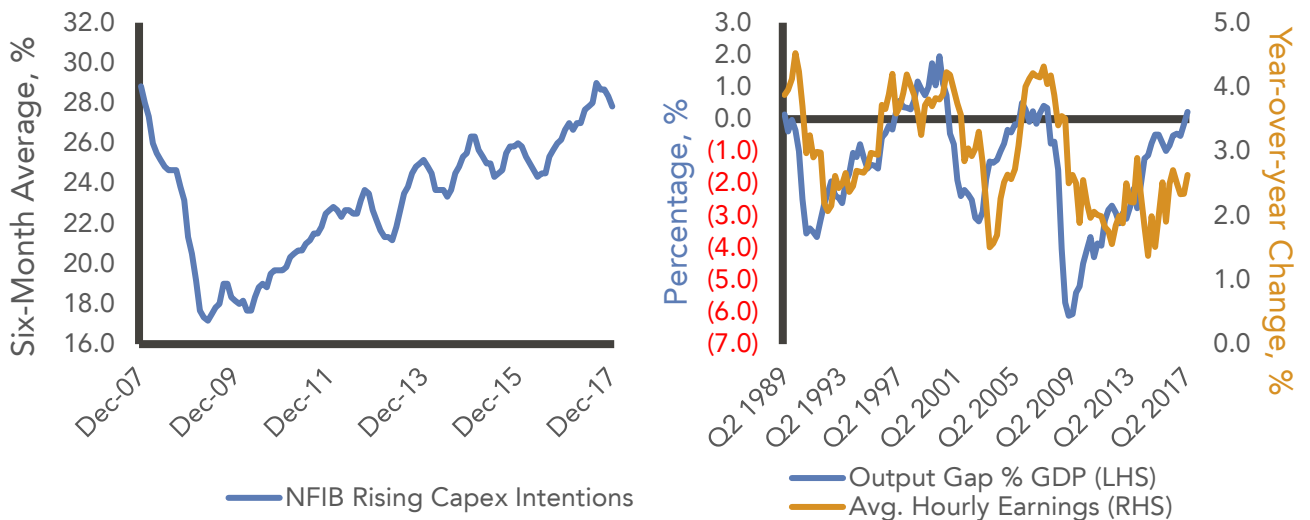
U.S. Economy

- While the economy decelerated in Q4, with real GDP growing at 2.6%, the slowdown was due to an increase in the trade deficit. Final sales to private domestic purchasers, a measure of domestic demand, rose 4.6%—the biggest jump since Q3 2014.
- Increasing capital expenditures and investment, along with more expansionary fiscal policy, look set to drive economic activity in 2018, with economists expecting growth of 2.7% for the year.
- Given recent growth, the output gap has closed for the first time in ten years, signaling the potential for accelerating wages and broader inflation—typical symptoms of the latter stages of a business cycle.

U.S. Economy: Real GDP Growth



U.S. Economy: NFIB Capex Intentions and GDP Output Gap vs. Average Hourly Earnings



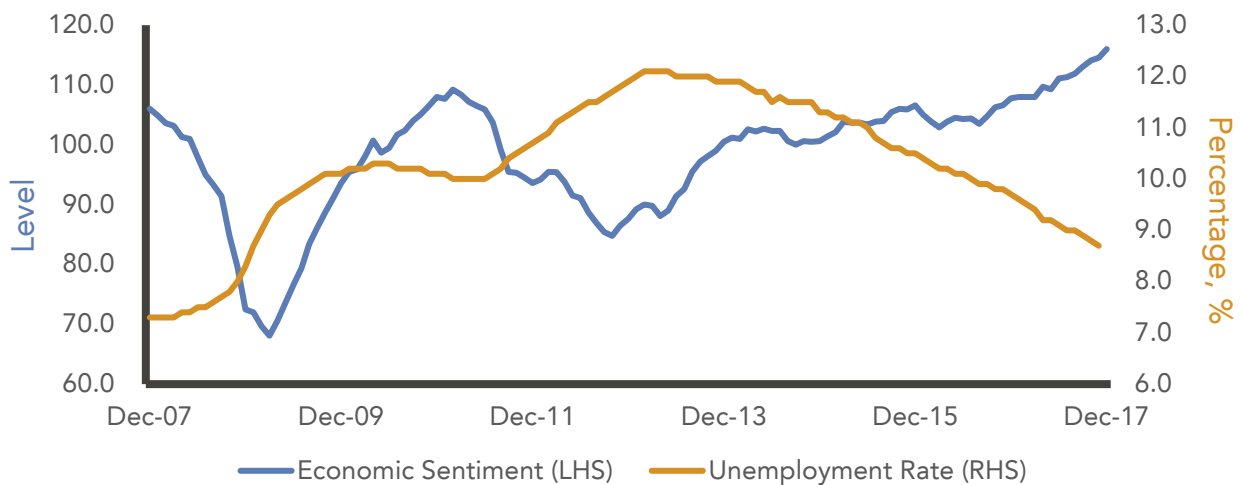
Source: Thomson Reuters Datastream and The Wall Street Journal. Striped bars reflect analyst estimates.

Note: The output gap measures the difference between the actual output of an economy and its potential. Potential output is the maximum amount of goods and services an economy can produce when it is most efficient—that is, at full capacity.

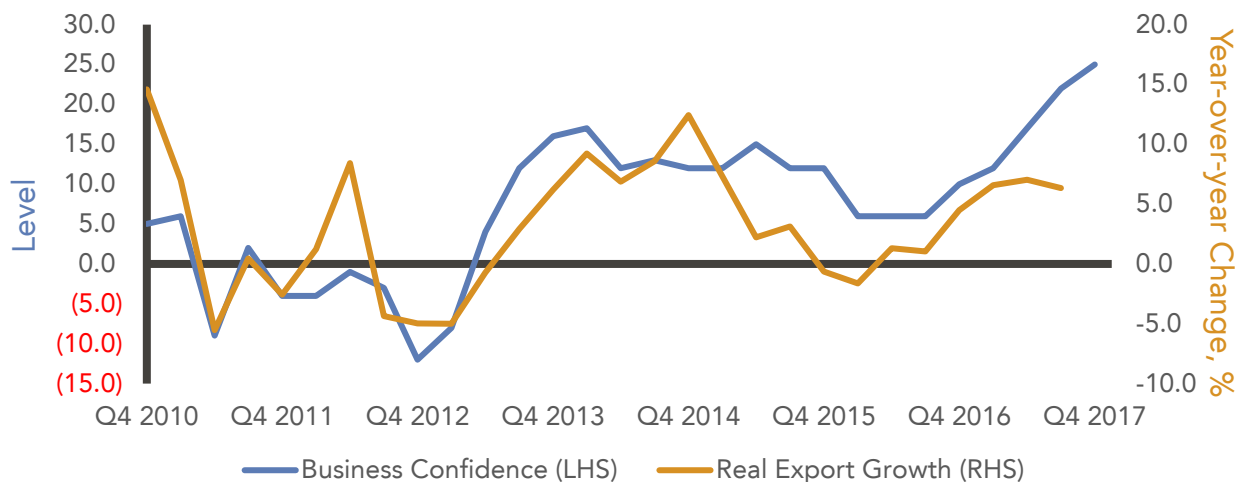
Global Economy

- The global economy continues to experience the most synchronized upturn since the Financial Crisis.
- Eurozone economic sentiment, for example, ended the year near a 17-year high, while the unemployment rate is at its lowest level since 2009.
- Business confidence in Japan, meanwhile, is at its highest levels since the late 1980s as export growth ramps up.

Global Economy: Eurozone Economic Data



Global Economy: Japan Economic Data

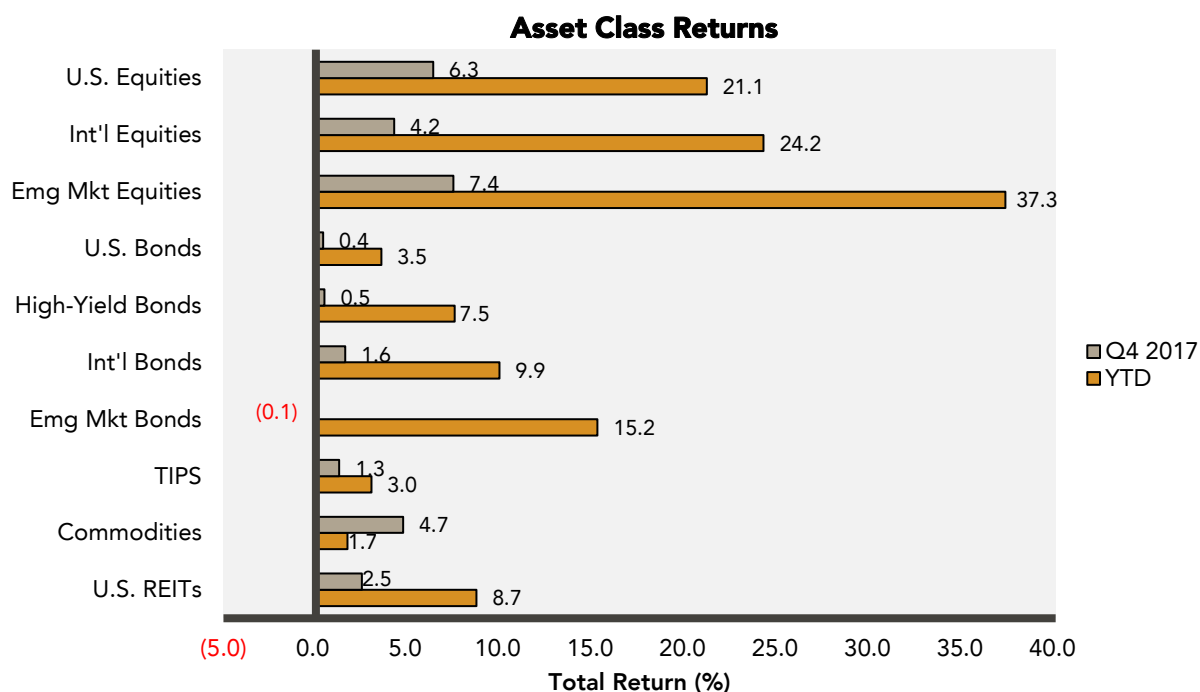


Source: Thomson Reuters Datastream

Global Asset Class Performance

- Global equities capped off 2017 with another strong quarter amid solid earnings growth, mostly positive economic data releases and below-average volatility. Anticipation that Congress would pass a tax overhaul bill, which eventually occurred in late-December, also drove stocks higher. Emerging markets stocks finished ahead of developed markets yet again in Q4, advancing by more than 37% for the year. International developed stocks, meanwhile, lagged in Q4 due to underperformance by Europe, though U.S. dollar weakness boosted results for U.S.-based investors.
- Fixed income sectors for the most part delivered small gains, with rising yields mostly offsetting the return from income. In the U.S., the yield curve flattened primarily due to rising short-term yields—the 2-year note yield, for example, jumped from 1.47% to 1.89%—as investors now largely believe that tax reform will act as a catalyst for growth and inflation. Within the U.S., riskier bonds outperformed once again, albeit slightly.
- Inflation-sensitive assets experienced moderate gains during the quarter. TIPS advanced as U.S. tax reform passed and the labor market remained tight. Commodities, meanwhile, posted their best return since Q2 2016, with oil prices rising amid an agreement between OPEC and non-OPEC producers to extend production cuts through 2018. Chinese demand for industrial metals also drove gains in nickel, copper, and iron ore.

Asset Class Returns: Select Asset Class Performance

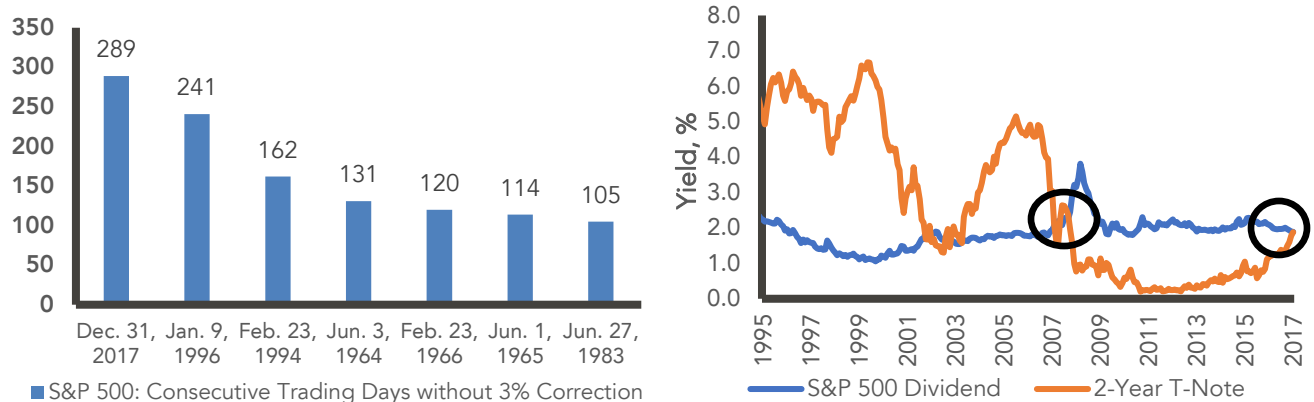


Source: Markov Processes International

U.S. Markets

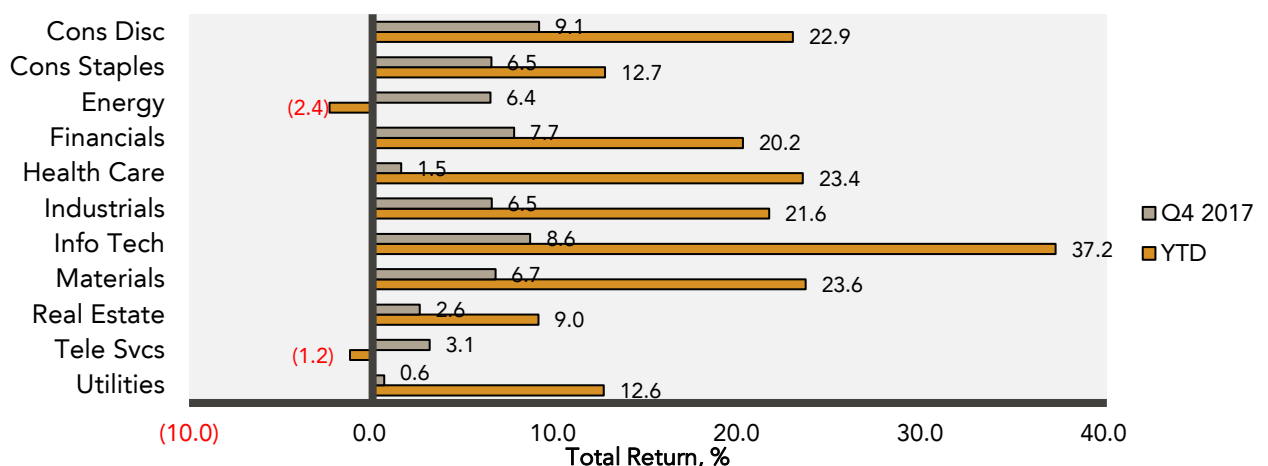
- In late-October, the S&P 500 reached its longest streak of consecutive days without a 3% correction, which continued through the end of the year. While the 2017 run-up in U.S. equity prices was partially driven by earnings growth, some expansion in valuations also contributed. Notably, as short-term rates have pushed higher due to monetary tightening on the part of the Federal Reserve, the S&P 500 dividend yield converged with 2-year Treasury yields—an occurrence last seen in 2007.
- For the fourth consecutive quarter, growth stocks topped value stocks in the U.S., and outperformed by more than 16 percentage points during 2017. This style disparity was also seen internationally, albeit to a lesser extent. Additionally, December marked the 79th straight month value has lagged growth over the trailing seven-year period, the longest such streak since in the history of the Russell value/growth indices, which date back to the late 1970s. In Q4, U.S. large-cap stocks outperformed small and mid-cap stocks once again.

U.S. Markets: S&P 500 Record Calm and Yield Attractiveness Converging with Treasuries



Source: Pension Partners, Bloomberg, U.S. Department of the Treasury

U.S. Markets: Sector Returns



Source: Markov Processes International

Global Index Returns

Select Market Indexes: Equities, Fixed Income, and Inflation-Sensitive Assets

DOMESTIC EQUITY	QTR	YTD	1 Year	3 Year	5 Year	10 Year
S&P 500 Index	6.6	21.8	21.8	11.4	15.8	8.5
Russell 3000 Index	6.3	21.1	21.1	11.1	15.6	8.6
Russell 3000 Growth Index	7.6	29.6	29.6	13.5	17.2	9.9
Russell 3000 Value Index	5.1	13.2	13.2	8.7	14.0	7.2
Russell TOP 200 Index	6.8	23.0	23.0	11.9	16.0	8.4
Russell TOP 200 Growth Index	8.2	31.9	31.9	15.1	18.1	10.4
Russell TOP 200 Value Index	5.2	13.8	13.8	8.5	13.8	6.3
Russell 1000 Index	6.6	21.7	21.7	11.2	15.7	8.6
Russell 1000 Growth Index	7.9	30.2	30.2	13.8	17.3	10.0
Russell 1000 Value Index	5.3	13.7	13.7	8.7	14.0	7.1
Russell Mid-Cap Index	6.1	18.5	18.5	9.6	15.0	9.1
Russell Mid-Cap Growth Index	6.8	25.3	25.3	10.3	15.3	9.1
Russell Mid-Cap Value Index	5.5	13.3	13.3	9.0	14.7	9.1
Russell 2000 Index	3.3	14.6	14.6	10.0	14.1	8.7
Russell 2000 Growth Index	4.6	22.2	22.2	10.3	15.2	9.2
Russell 2000 Value Index	2.0	7.8	7.8	9.5	13.0	8.2
DOMESTIC EQUITY BY SECTOR (MSCI)						
Consumer Discretionary	9.1	22.9	22.9	11.8	17.1	13.0
Consumer Staples	6.5	12.7	12.7	8.1	13.3	10.1
Energy	6.4	(2.4)	(2.4)	(1.5)	1.6	0.6
Financials	7.7	20.2	20.2	14.3	17.8	5.1
Health Care	1.5	23.4	23.4	8.6	18.1	11.6
Industrials	6.5	21.6	21.6	12.2	16.9	8.9
Information Technology	8.6	37.2	37.2	18.0	20.5	11.8
Materials	6.7	23.6	23.6	10.5	12.4	6.8
Real Estate	2.6	9.0	9.0	6.2	9.4	7.3
Telecommunication Services	3.1	(1.2)	(1.2)	8.2	8.3	5.0
Utilities	0.6	12.6	12.6	8.0	13.0	6.8
INTERNATIONAL/GLOBAL EQUITY						
MSCI EAFE (Net)	4.2	25.0	25.0	7.8	7.9	1.9
MSCI EAFE Growth (Net)	5.2	28.9	28.9	9.2	8.8	2.7
MSCI EAFE Value (Net)	3.2	21.4	21.4	6.4	6.9	1.1
MSCI EAFE Small Cap (Net)	6.1	33.0	33.0	14.2	12.9	5.8
MSCI AC World Index (Net)	5.7	24.0	24.0	9.3	10.8	4.7
MSCI AC World Index Growth (Net)	6.6	30.0	30.0	10.9	12.1	5.6
MSCI AC World Index Value (Net)	4.8	18.3	18.3	7.7	9.5	3.6
MSCI Europe ex UK (Net)	0.9	26.8	26.8	7.8	8.4	1.2
MSCI United Kingdom (Net)	5.7	22.3	22.3	4.1	5.2	1.5
MSCI Pacific ex Japan (Net)	7.0	25.9	25.9	7.5	5.5	3.6
MSCI Japan (Net)	8.5	24.0	24.0	11.6	11.2	3.2
MSCI Emerging Markets (Net)	7.4	37.3	37.3	9.1	4.3	1.7
FIXED INCOME						
Merrill Lynch 3-month T-Bill	0.3	0.9	0.9	0.4	0.3	0.4
Barclays Intermediate Gov't./Credit	(0.2)	2.1	2.1	1.8	1.5	3.3
Barclays Aggregate Bond	0.4	3.5	3.5	2.2	2.1	4.0
Barclays Short Government	0.1	0.7	0.7	0.6	0.4	1.1
Barclays Intermediate Government	(0.4)	1.1	1.1	1.1	0.9	2.7
Barclays Long Government	2.3	8.5	8.5	2.9	3.5	6.5
Barclays Investment Grade Corp.	1.2	6.4	6.4	3.9	3.5	5.7
Barclays High Yield Corp. Bond	0.5	7.5	7.5	6.4	5.8	8.0
JPMorgan Global ex US Bond	1.6	9.9	9.9	2.1	(0.3)	2.7
JPMorgan Emerging Market Bond	(0.1)	15.2	15.2	2.2	(1.4)	3.1
INFLATION SENSITIVE						
Consumer Price Index	(0.1)	2.1	2.1	1.6	1.4	1.6
BC TIPS	1.3	3.0	3.0	2.1	0.1	3.5
Commodities	4.7	1.7	1.7	(5.0)	(8.5)	(6.8)
Gold	1.9	12.8	12.8	2.7	(5.4)	3.8
REITs	2.5	8.7	8.7	6.7	9.8	7.8
FTSE EPRA/NAREIT Global REITs	3.8	15.0	15.0	6.2	7.0	3.8



Sussex County Employee Pension Plan

As of December 31, 2017

Observations

- As of December 31, 2017, the Pension Plan Market Value was \$93.8 million
 - Q4-17 the portfolio gained \$3.7 million
 - Q4-17 the portfolio returned 4.0% (net), vs. policy index of 4.0%
- In 2017, the portfolio returned 13.9%, gaining \$11.4 million, vs. policy index of 15.2%
- Negative attribution for the year from:
 - State of Delaware Investment Pool underperformed benchmark by 150 basis points (net)

Looking Ahead

- Portfolio structure

Sussex County Employee Pension Plan

As of December 31, 2017

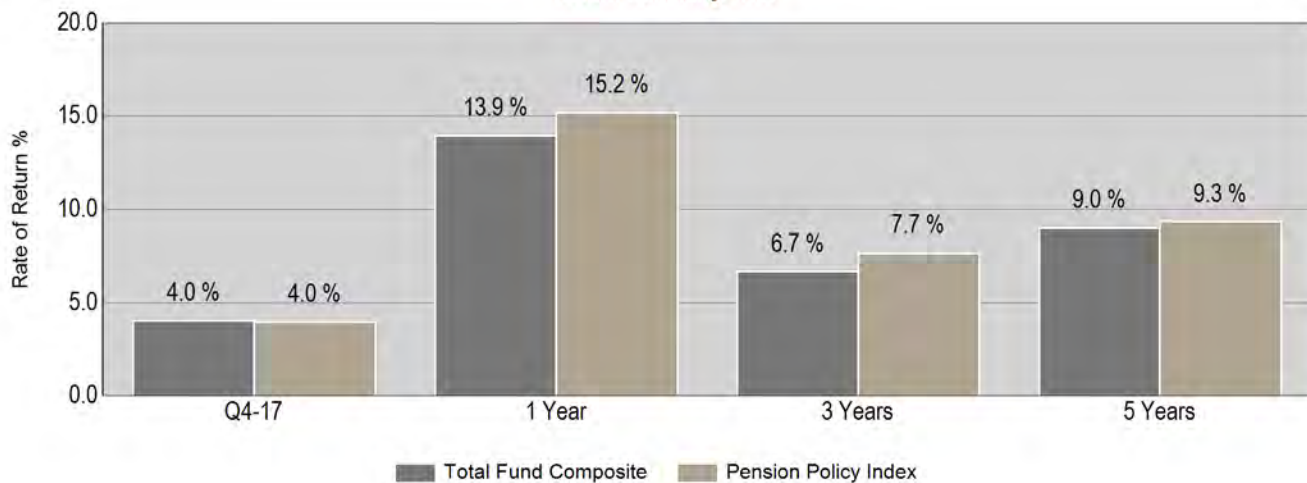
Portfolio Summary

Market Value: \$93.8 Million and 100.0% of Fund

Summary of Cash Flows

	Fourth Quarter	One Year	Three Years	Five Years
Beginning Market Value	\$90,121,035	\$77,665,280	\$71,652,479	\$58,813,167
Contributions	\$40,623	\$5,116,768	\$6,077,842	\$9,683,245
Withdrawals	-\$54,087	-\$358,463	-\$749,053	-\$7,645,311
Net Cash Flow	-\$13,464	\$4,758,305	\$5,328,789	\$2,037,934
Net Investment Change	\$3,711,359	\$11,395,346	\$16,837,662	\$32,967,829
Ending Market Value	\$93,818,931	\$93,818,931	\$93,818,931	\$93,818,931

Return Summary - Net



Asset Allocation vs. Target

	Current	Policy	Policy Range	Within Range
U.S. Equity	33.2%	32.0%	27.0% - 37.0%	Yes
Non-U.S. Equity	4.0%	4.0%	0.0% - 9.0%	Yes
U.S. Fixed Income	11.6%	12.0%	7.0% - 17.0%	Yes
Cash Equivalent	2.1%	2.0%	0.0% - 5.0%	Yes
State of Delaware Investment Pool	49.1%	50.0%	0.0% - 100.0%	Yes
Total	100.0%	100.0%		

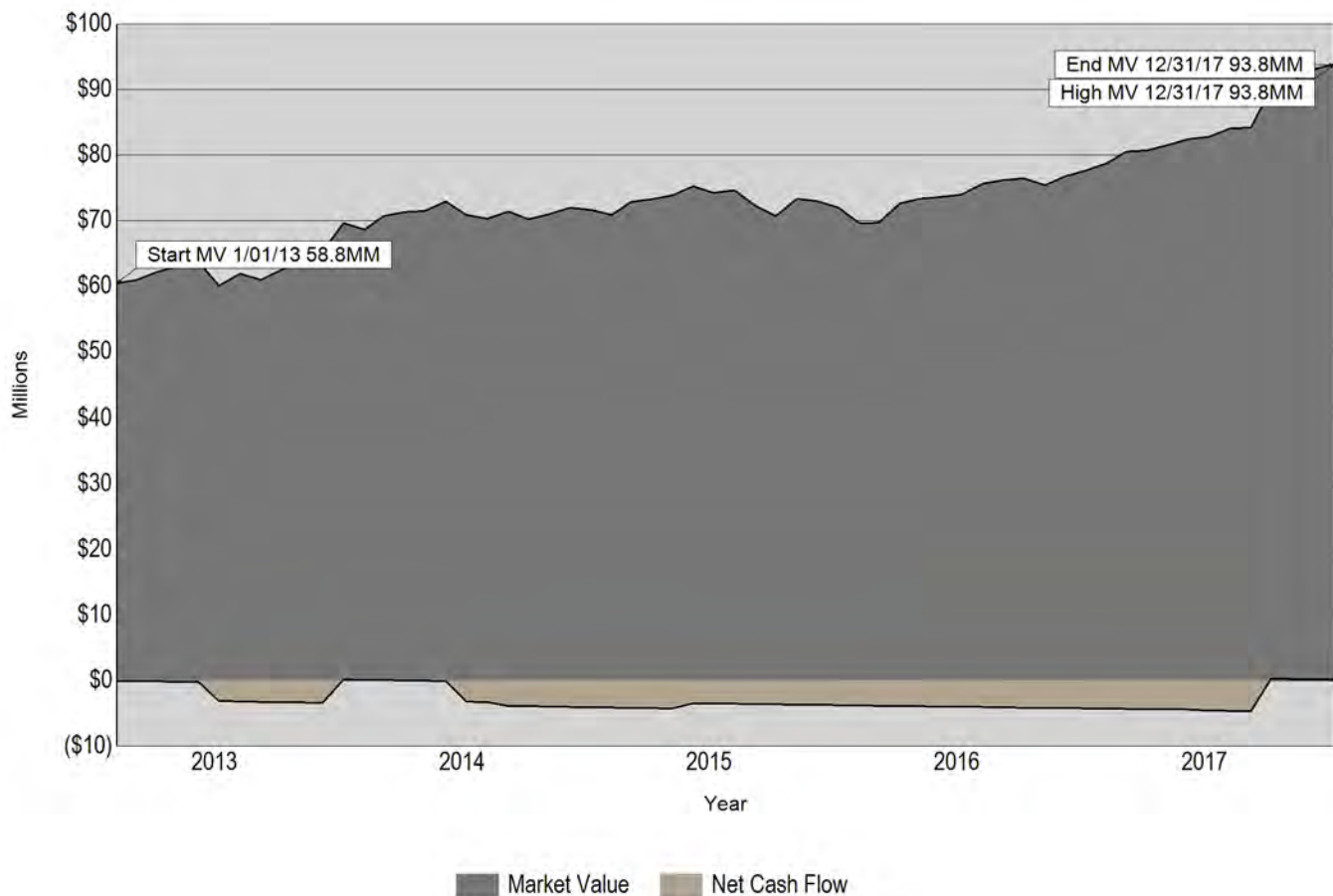
Sussex County Employee Pension Plan

As of December 31, 2017

Market Value Summary

Market Value: \$93.8 Million and 100.0% of Fund

Market Value History 5 Years Ending December 31, 2017



Cash Flow by Investment Manager Quarter Ending December 31, 2017

	Beginning Market Value	Net Cash Flow	Net Investment Change	Ending Market Value
Vanguard S&P 500 Index	\$19,650,328	\$0	\$1,304,423	\$20,954,751
Dupont Capital Investment	\$23,317	-\$4,072	\$124	\$19,369
Vanguard Mid Cap Value	\$4,752,883	\$0	\$291,858	\$5,044,742
Vanguard Extended Market Index	\$4,898,491	\$0	\$236,229	\$5,134,720
Vanguard Total Int'l Stock Index	\$3,569,411	\$0	\$174,222	\$3,743,633
Wilmington Trust Bonds	\$10,890,124	-\$5,312	-\$11,173	\$10,873,639
Operating Account	\$149,903	\$40,623	\$26	\$190,551
Wilm Trust MF Acct - MM Fund	\$1,795,574	-\$16,436	\$3,500	\$1,782,638
State of Delaware Investment Pool	\$44,391,005	-\$28,267	\$1,712,150	\$46,074,888
Total	\$90,121,035	-\$13,464	\$3,711,359	\$93,818,931

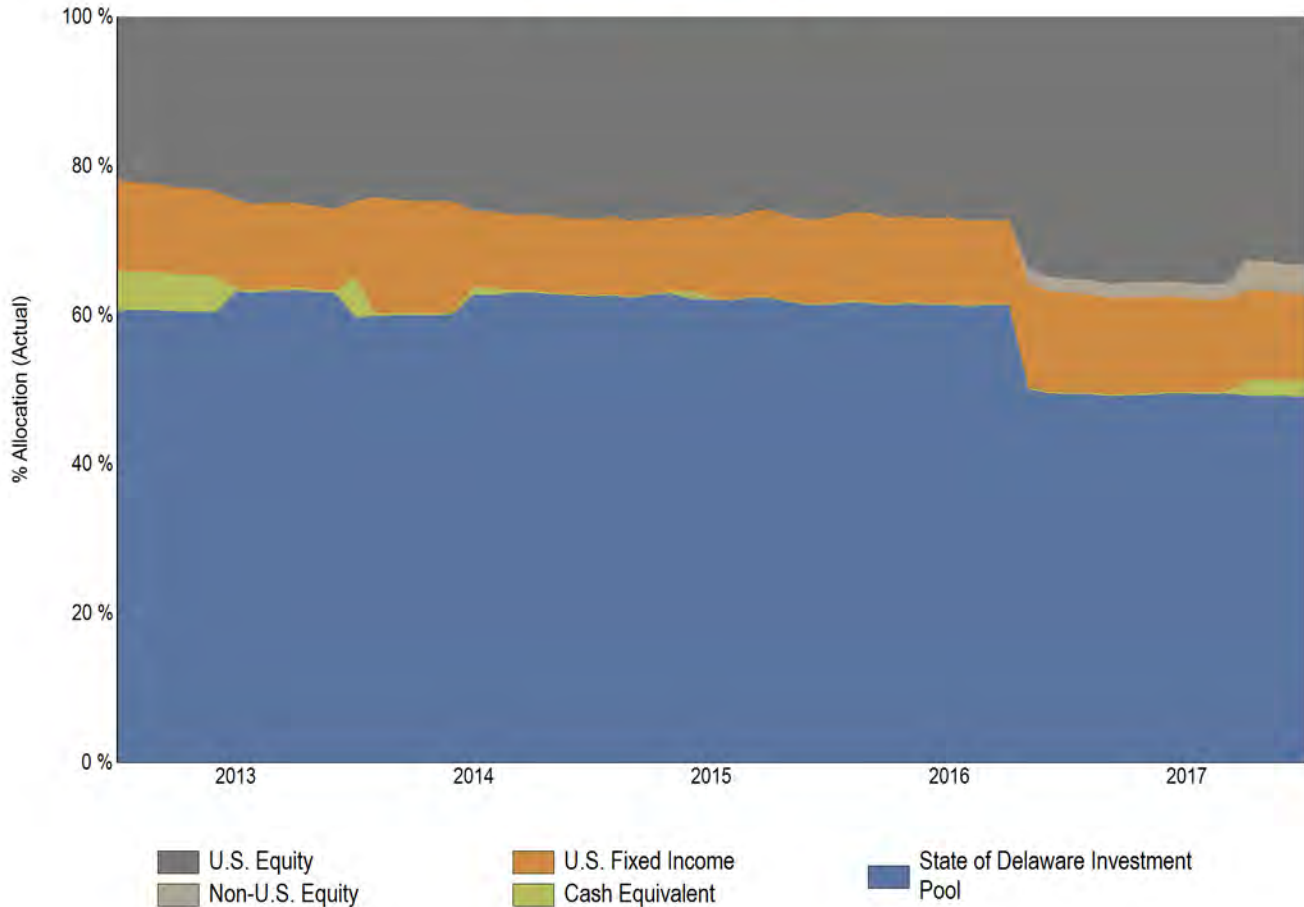
Sussex County Employee Pension Plan

As of December 31, 2017

Asset Allocation Summary

Market Value: \$93.8 Million and 100.0% of Fund

Asset Allocation History
5 Years Ending December 31, 2017



	Market Value	% of Portfolio	Policy %	Policy Difference
Total Equity Composite	34,897,214	37.2	36.0	1.2
Vanguard S&P 500 Index	20,954,751	22.3		
Vanguard Mid Cap Value	5,044,742	5.4		
Vanguard Extended Market Index	5,134,720	5.5		
Vanguard Total Int'l Stock Index	3,743,633	4.0		
Fixed Income Composite	10,873,639	11.6	12.0	-0.4
Wilmington Trust Bonds	10,873,639	11.6		
Cash & Equivalents	1,973,189	2.1	2.0	0.1
Operating Account	190,551	0.2		
Wilm Trust MF Acct - MM Fund	1,782,638	1.9		
Balanced Pool Composite	46,074,888	49.1	50.0	-0.9
State of Delaware Investment Pool	46,074,888	49.1		

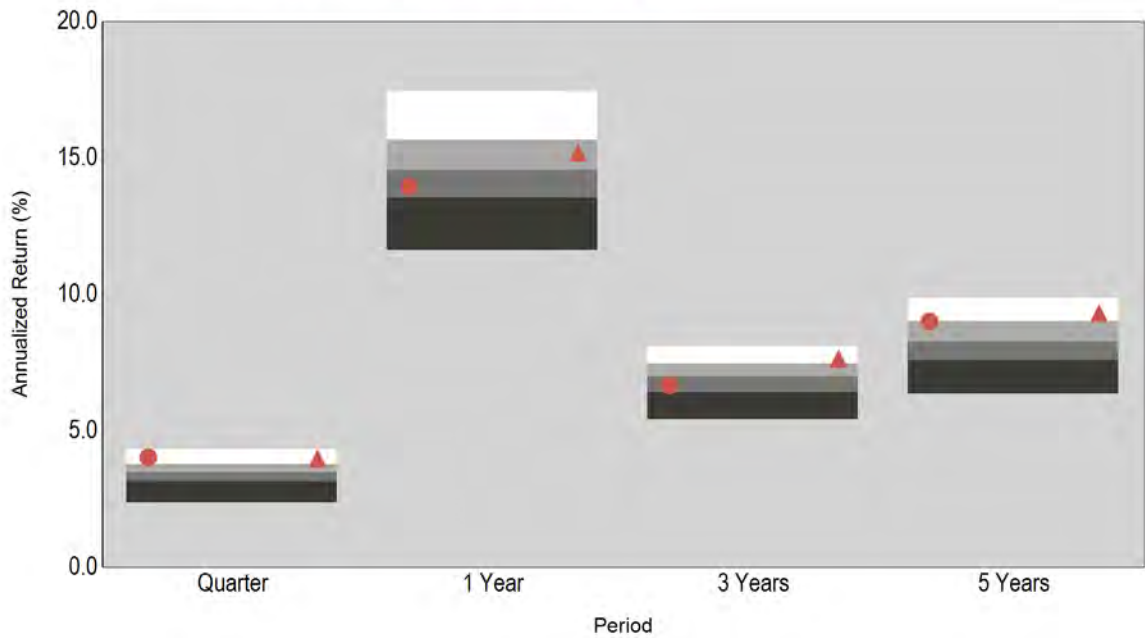
Sussex County Employee Pension Plan

As of December 31, 2017

Annualized Returns (Net)

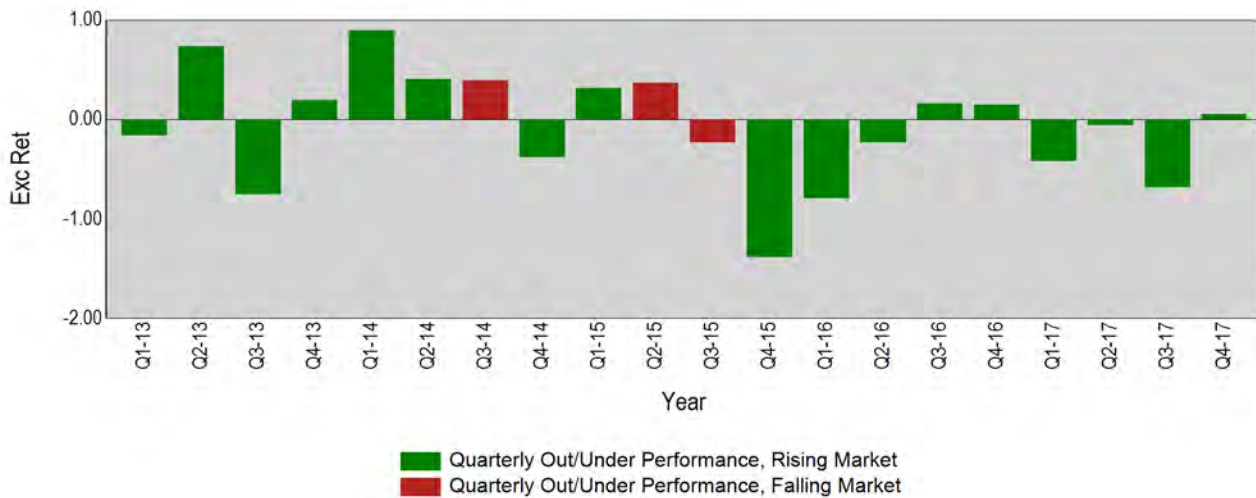
Market Value: \$93.8 Million and 100.0% of Fund

InvestorForce Public DB Net Return Comparison



	Return (Rank)			
	Quarter	1 Year	3 Years	5 Years
5th Percentile	4.3	17.4	8.1	9.8
25th Percentile	3.8	15.6	7.5	9.0
Median	3.5	14.5	7.0	8.3
75th Percentile	3.1	13.5	6.4	7.6
95th Percentile	2.4	11.6	5.4	6.4
# of Portfolios	218	218	211	190
● Total Fund Composite	4.0 (15)	13.9 (67)	6.7 (67)	9.0 (26)
▲ Pension Policy Index	4.0 (16)	15.2 (34)	7.7 (19)	9.3 (14)

Quarterly Excess Performance - Net



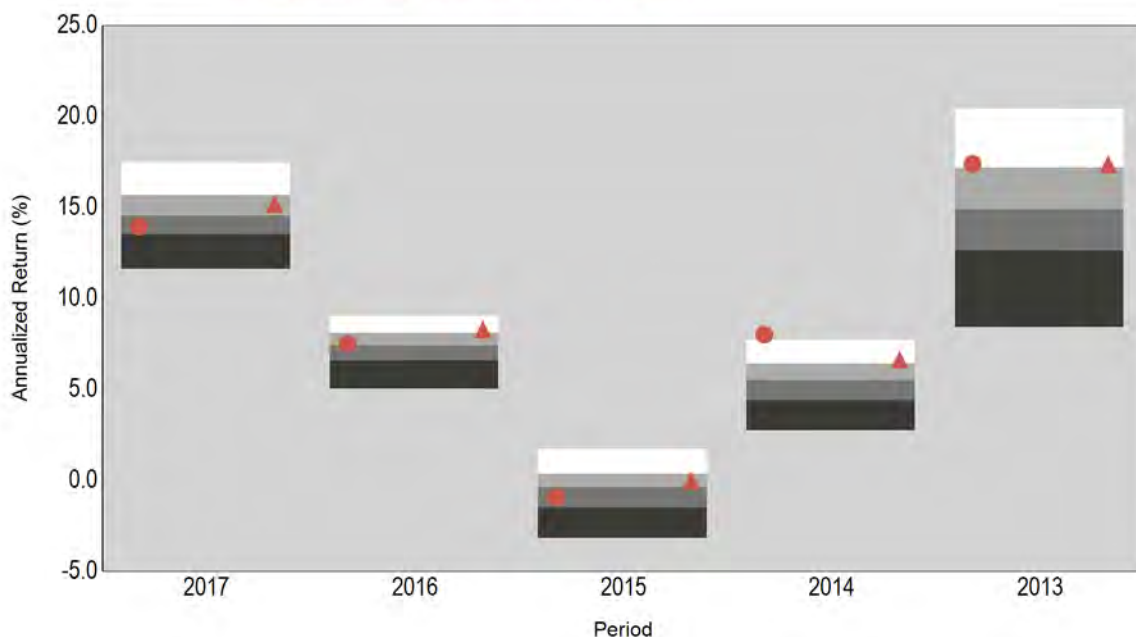
Sussex County Employee Pension Plan

As of December 31, 2017

Calendar Year Returns (Net)

Market Value: \$93.8 Million and 100.0% of Fund

InvestorForce Public DB Net Return Comparison



	Return (Rank)				
5th Percentile	17.4	9.0	1.7	7.7	20.4
25th Percentile	15.6	8.1	0.4	6.4	17.2
Median	14.5	7.4	-0.4	5.5	14.9
75th Percentile	13.5	6.6	-1.5	4.4	12.7
95th Percentile	11.6	5.0	-3.2	2.7	8.4
# of Portfolios	218	269	262	210	191
● Total Fund Composite	13.9 (67)	7.5 (48)	-0.9 (66)	8.0 (4)	17.4 (23)
▲ Pension Policy Index	15.2 (34)	8.3 (24)	0.0 (34)	6.6 (21)	17.4 (23)

Policy Index History

Total Fund Composite		
9/1/2017	Present	50% Balanced Pooled Fund Policy Index / 32% Russell 3000 / 4% MSCI ACWI ex USA / 12% BBgBarc US Govt/Credit Int TR / 2% BofA Merrill Lynch 91-Day T-Bill
10/1/2016	8/31/2017	50% Balanced Pooled Fund Policy Index / 34% Russell 3000 / 2% MSCI ACWI ex USA / 12% BBgBarc US Govt/Credit Int TR / 2% BofA Merrill Lynch 91-Day T-Bill
1/1/2016	9/30/2016	60% Balanced Pooled Fund Policy Index / 24% Russell 3000 / 14% BBgBarc US Govt/Credit Int TR / 2% BofA Merrill Lynch 91-Day T-Bill
7/1/2014	12/31/2015	60% Balanced Pooled Fund Policy Index / 24% Russell 3000 / 14% BBgBarc US Govt Int TR / 2% BofA Merrill Lynch 91-Day T-Bill
1/1/2009	6/30/2014	46% Russell 3000 / 40% BBgBarc US Govt/Credit Int TR / 14% MSCI EAFE

Sussex County Employee Pension Plan

As of December 31, 2017

Annualized Returns (Net)

Market Value: \$93.8 Million and 100.0% of Fund

	3 Mo	1 Yr	5 Yrs	Market Value	% of Portfolio	Return	Since
Total Equity Composite	6.1	19.6	15.0	34,897,214	37.2	16.5	Sep-11
<i>Total Equity Policy Index</i>	6.2	21.4	15.0			16.4	Sep-11
Vanguard S&P 500 Index	6.6	21.8	15.8	20,954,751	22.3	20.6	Oct-16
<i>S&P 500</i>	6.6	21.8	15.8			20.7	Oct-16
<i>Large Blend MStar MF Rank</i>	41	32	20			38	Oct-16
Vanguard Mid Cap Value	6.1	17.0	15.8	5,044,742	5.4	9.8	Dec-14
<i>CRSP US Mid Cap Value TR USD</i>	6.2	17.1	15.8			9.9	Dec-14
<i>Mid-Cap Value MStar MF Rank</i>	23	12	4			28	Dec-14
Vanguard Extended Market Index	4.8	18.1	14.6	5,134,720	5.5	10.1	Oct-14
<i>S&P Completion Index TR</i>	4.8	18.1	14.5			10.0	Oct-14
<i>SMID Blend MStar MF Rank</i>	36	15	32			41	Oct-14
Vanguard Total Int'l Stock Index	4.9	27.6	7.1	3,743,633	4.0	19.6	Oct-16
<i>FTSE Global All Cap ex US</i>	5.4	27.8	7.7			20.4	Oct-16
<i>Foreign MStar MF Rank</i>	31	51	77			40	Oct-16
Fixed Income Composite				10,873,639	11.6		
Wilmington Trust Bonds	-0.2	1.9	1.1	10,873,639	11.6	1.6	Sep-10
<i>WT Fixed Income Policy Income</i>	-0.2	2.1	1.3			1.8	Sep-10
<i>eV US Interm Duration Fixed Inc Net Rank</i>	83	89	89			93	Sep-10
Cash & Equivalents				1,973,189	2.1		
Operating Account				190,551	0.2		
Wilm Trust MF Acct - MM Fund				1,782,638	1.9		
Balanced Pool Composite				46,074,888	49.1		
State of Delaware Investment Pool	3.7	13.3	8.1	46,074,888	49.1	8.1	Jul-12
<i>Balanced Pooled Fund Policy Index</i>	3.6	14.8	8.3			8.7	Jul-12
<i>InvestorForce Public DB Net Rank</i>	32	81	56			72	Jul-12

Sussex County Employee Pension Plan

As of December 31, 2017

Investment Manager Fees

Market Value: \$93.8 Million and 100.0% of Fund

Account	Fee Schedule	% of Portfolio	Estimated Annual Fee (\$)	Estimated Annual Fee (%)
Vanguard S&P 500 Index	0.05% of Assets	22.3%	\$10,477	0.05%
Dupont Capital Investment	0.35% of First \$25.0 Mil, 0.30% of Next \$25.0 Mil, 0.25% Thereafter	0.0%	\$68	0.35%
Vanguard Mid Cap Value	0.07% of Assets	5.4%	\$3,531	0.07%
Vanguard Extended Market Index	0.08% of Assets	5.5%	\$4,108	0.08%
Vanguard Total Int'l Stock Index	0.11% of Assets	4.0%	\$4,118	0.11%
Wilmington Trust Bonds	0.20% of Assets	11.6%	\$21,747	0.20%
Operating Account	No Fee	0.2%	--	--
Wilm Trust MF Acct - MM Fund	No Fee	1.9%	--	--
State of Delaware Investment Pool	0.62% of Assets	49.1%	\$285,664	0.62%
Investment Management Fee		100.0%	\$329,714	0.35%

Total Equity Composite

As of December 31, 2017

Characteristics

Market Value: \$34.9 Million and 37.2% of Fund

Total Equity Composite Top Ten Equity Holdings

APPLE	2.3%
MICROSOFT	1.8%
AMAZON.COM	1.2%
FACEBOOK CLASS A	1.1%
JOHNSON & JOHNSON	1.0%
JP MORGAN CHASE & CO.	1.0%
EXXON MOBIL	0.9%
ALPHABET 'C'	0.8%
ALPHABET A	0.8%
BANK OF AMERICA	0.8%
Total For Top Ten Holdings	11.8%

Regional Equity Allocation Summary

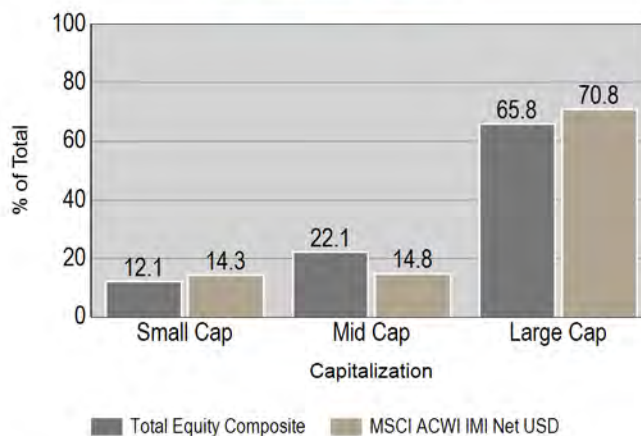
Benchmark: MSCI ACWI IMI Net USD

Region	% of Total	% of Bench	% Diff
North America ex U.S.	0.7%	3.2%	-2.4%
United States	89.1%	51.9%	37.2%
Europe Ex U.K.	3.4%	14.9%	-11.5%
United Kingdom	1.3%	5.9%	-4.6%
Pacific Basin Ex Japan	1.2%	4.0%	-2.7%
Japan	1.9%	8.3%	-6.4%
Emerging Markets	2.3%	11.6%	-9.3%
Other	0.1%	0.3%	-0.2%
Total	100.0%	100.0%	0.0%

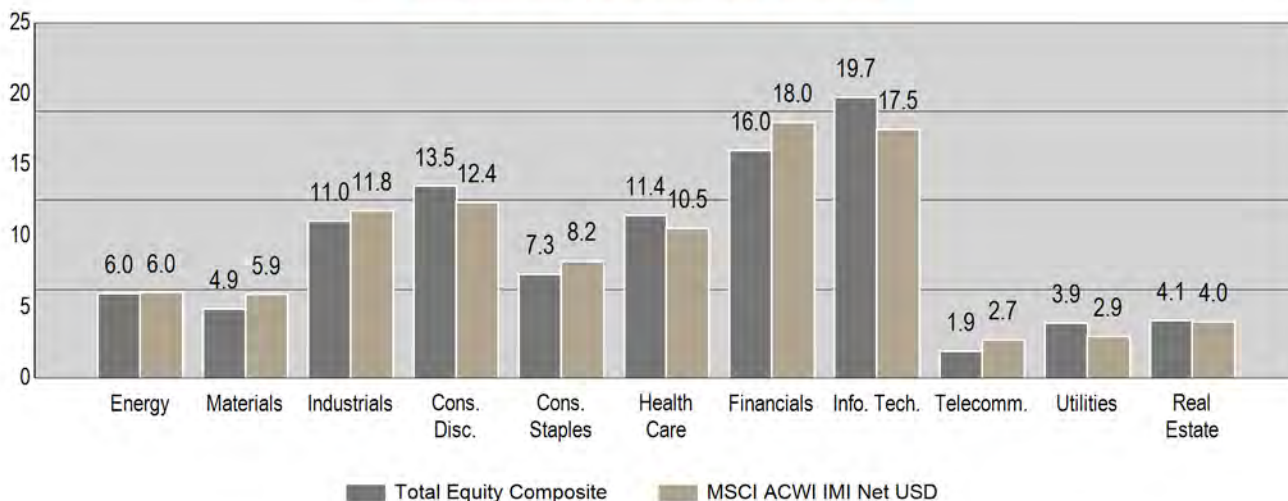
Characteristics

	MSCI ACWI Portfolio	IMI Net USD
Number of Holdings	9,837	8,653
Weighted Avg. Market Cap. (\$B)	115.6	105.5
Median Market Cap. (\$B)	1.6	1.8
Price To Earnings	25.1	22.6
Price To Book	5.2	3.6
Price To Sales	3.4	3.0
Return on Equity (%)	20.5	16.0
Yield (%)	1.9	2.2
Beta (holdings; global)	1.1	1.1

Market Capitalization As of December 31, 2017



Sector Allocation (%) vs MSCI ACWI IMI Net USD



Equity Characteristics exclude the State of Delaware Investment Pool

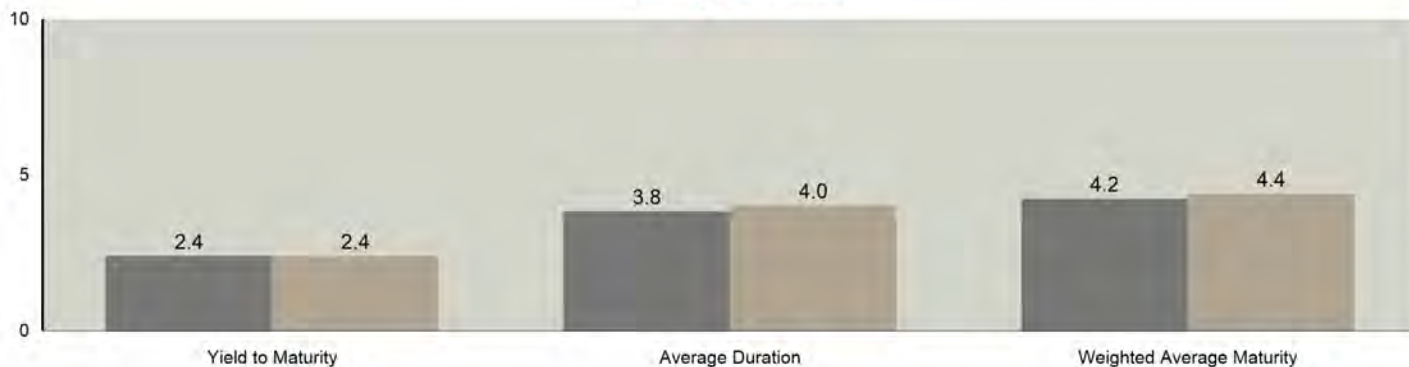
Common Holdings Matrix

	<i>Vanguard S&P 500 Index</i>		<i>Vanguard Mid Cap Value</i>		<i>Vanguard Extended Market Index</i>		<i>Vanguard Total Int'l Stock Index</i>	
	#	%	#	%	#	%	#	%
Vanguard S&P 500 Index	--	--	151	82	0	0	0	0
Vanguard Mid Cap Value	151	8	--	--	51	9	0	0
Vanguard Extended Market Index	0	0	51	18	--	--	0	0
Vanguard Total Int'l Stock Index	0	0	0	0	0	0	--	--

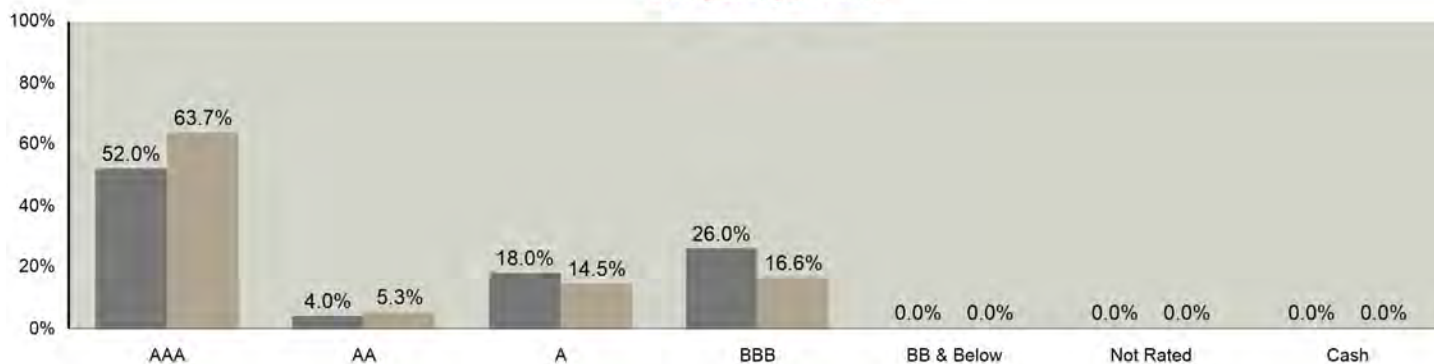
Manager Summary

Strategy focuses equally on duration management, sector selection and yield curve exposure. Assess overall market environment and position portfolio to benefit from realistic expectations. Will actively trade, including analysis of technical factors, price momentum, interest rate outlook and yield curve movement.

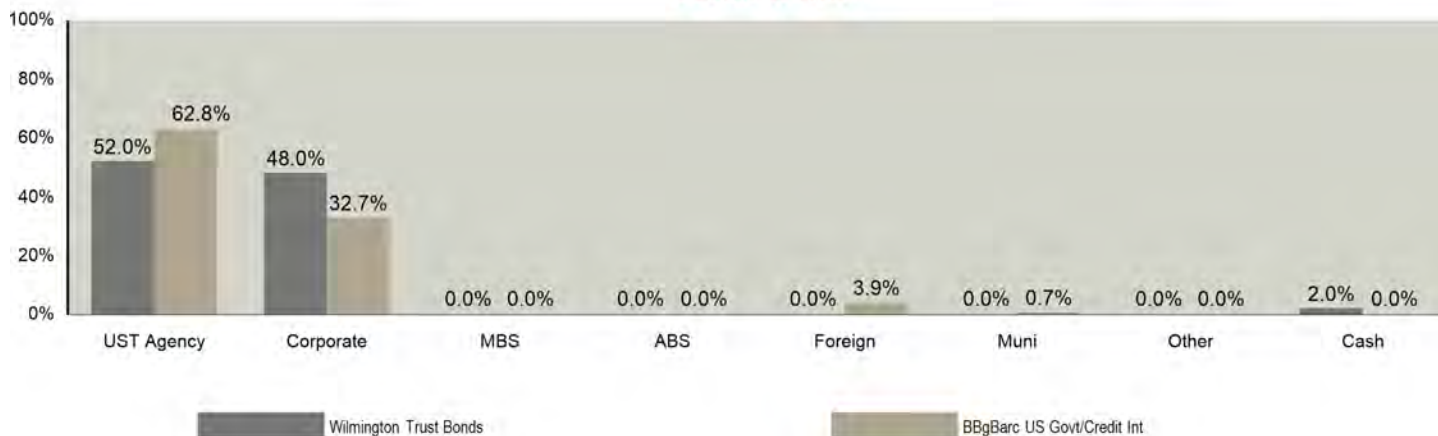
Summary Characteristics



Credibility Quality Allocation



US Sector Allocation



Vanguard S&P 500 Index

As of December 31, 2017

Characteristics

Market Value: \$21.0 Million and 22.3% of Fund

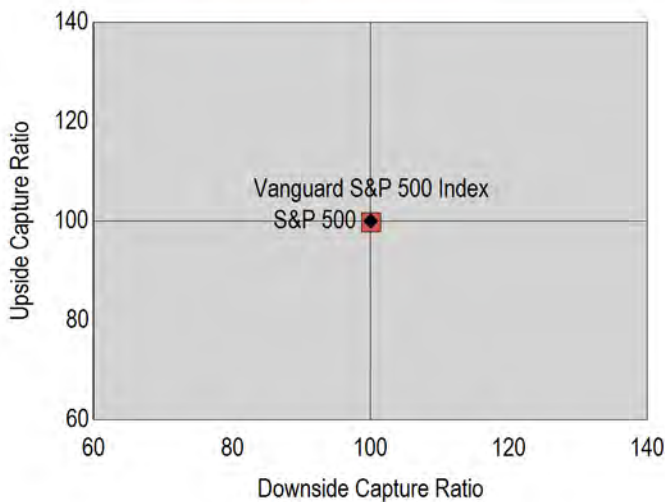
Manager Summary: Passively-managed. Seeks to track the performance of the S&P 500 Index. Invests in large-cap U.S. equities diversified among growth and value styles. Fund remains fully invested.

Beta (holdings; domestic)	1.1	1.1	BANK OF AMERICA	1.3%
			Total For Top Ten Holdings	19.8%

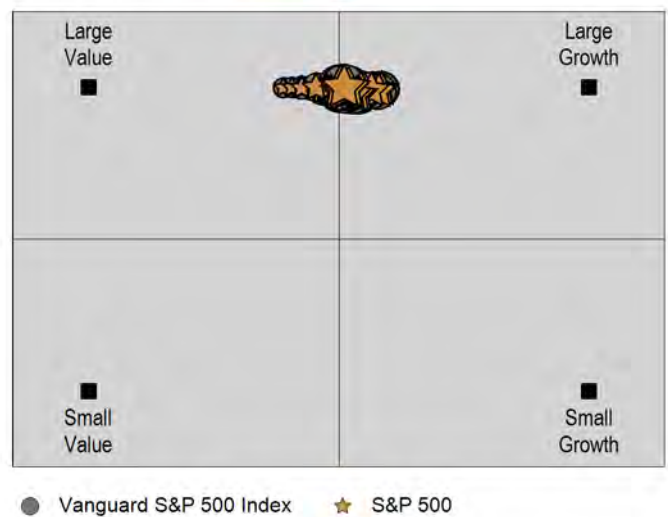
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard S&P 500 Index	0.0%	17.8%	81.8%	0.4%
S&P 500	0.0%	17.7%	82.3%	0.0%
<i>Weight Over/Under</i>	0.0%	0.1%	-0.5%	0.4%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



Vanguard Mid Cap Value

As of December 31, 2017

Characteristics

Market Value: \$5.0 Million and 5.4% of Fund

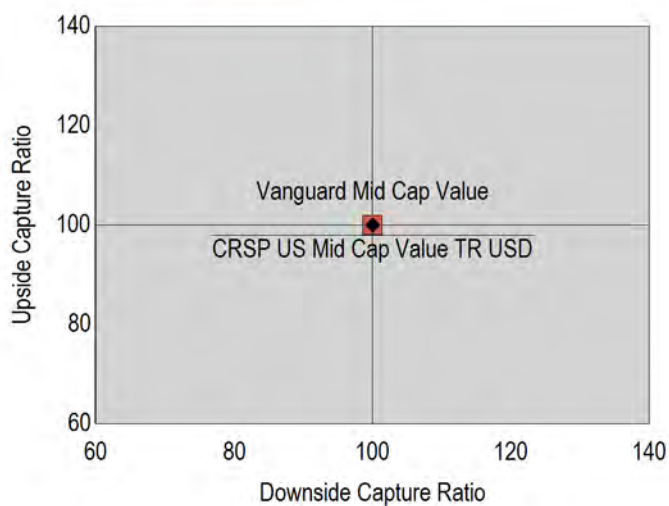
Manager Summary: Passively-managed. Seeks to track the performance of the CRSP US Mid Cap Value Index. Invests in value stocks of medium-size U.S. companies. Fund remains fully invested.

Price To Sales	2.2	2.1	ONEOK	1.0%
Return on Equity (%)	17.0	12.3	ROYAL CARIBBEAN CRUISES	1.0%
Yield (%)	2.1	2.0	PRINCIPAL FINL.GP.	1.0%
Beta (holdings; domestic)	1.1	1.1	HARTFORD FINL.SVS.GP.	1.0%
			Total For Top Ten Holdings	10.5%

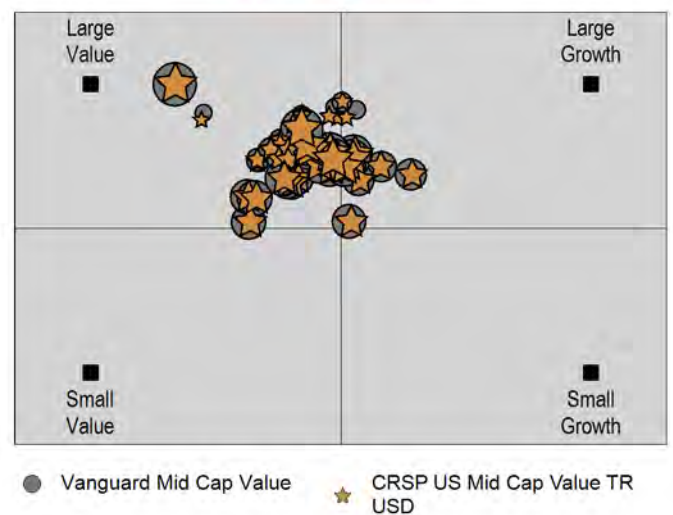
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Mid Cap Value	0.6%	60.8%	38.5%	0.1%
CRSP US Mid Cap Value TR USD	0.6%	60.8%	38.5%	0.0%
<i>Weight Over/Under</i>	0.0%	-0.1%	0.0%	0.1%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



Vanguard Extended Market Index

Characteristics

As of December 31, 2017

Market Value: \$5.1 Million and 5.5% of Fund

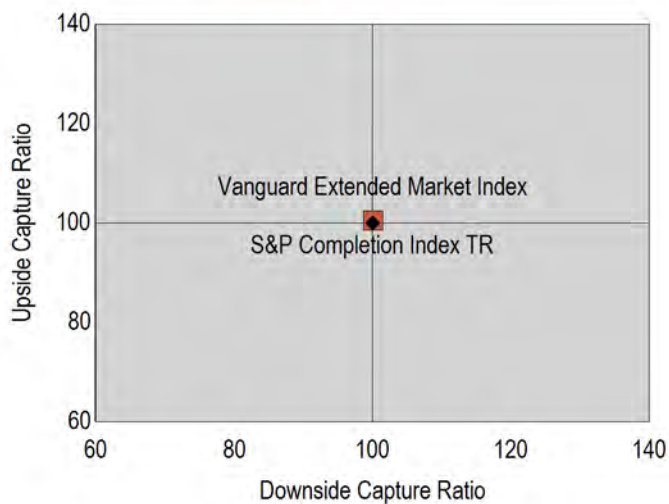
Manager Summary: Seeks to track the performance of the S&P Completion Index. Mid- and small-cap equity diversified across growth and value styles. Passively managed, using index sampling. Fund remains fully invested. Low expenses help minimize net tracking error.

Return on Equity (%)	9.7	8.9	MARKEL	0.3%
Yield (%)	1.4	1.0	BIOMARIN PHARM.	0.3%
Beta (holdings; domestic)	1.2	1.2	TWITTER	0.3%
			Total For Top Ten Holdings	4.3%

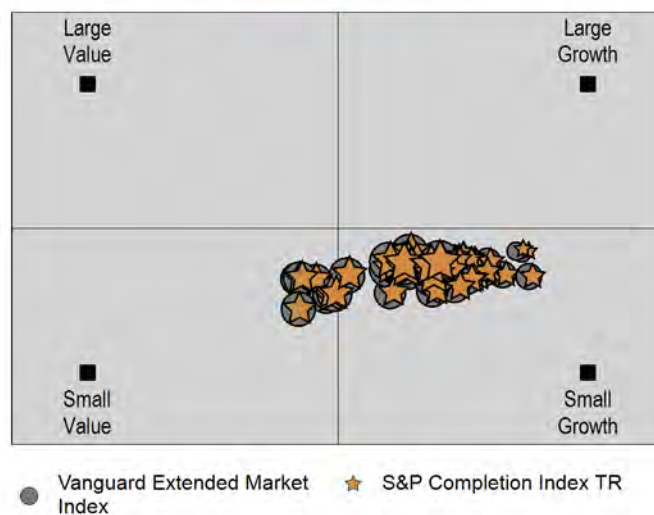
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Extended Market Index	33.6%	63.6%	2.6%	0.2%
S&P Completion Index TR	33.5%	63.8%	2.6%	0.0%
<i>Weight Over/Under</i>	<i>0.0%</i>	<i>-0.3%</i>	<i>0.0%</i>	<i>0.2%</i>

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



Vanguard Total Int'l Stock Index

Characteristics

As of December 31, 2017

Market Value: \$3.7 Million and 4.0% of Fund

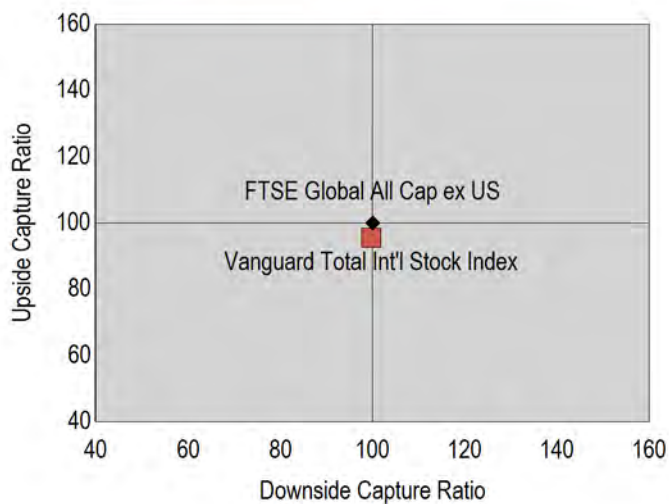
Manager Summary: Passively managed. Seeks to track the performance of the FTSE Global All Cap ex US Index. Broad exposure across developed and emerging non-U.S. equity markets. Fund remains fully invested.

Return on Equity (%)	16.2	14.6	TOYOTA MOTOR	0.7%
Yield (%)	2.7	2.7	ROYAL DUTCH SHELL A(LON)	0.6%
Beta (holdings; global)	1.0	1.0	BRITISH AMERICAN TOBACCO	0.6%
			Total For Top Ten Holdings	7.9%

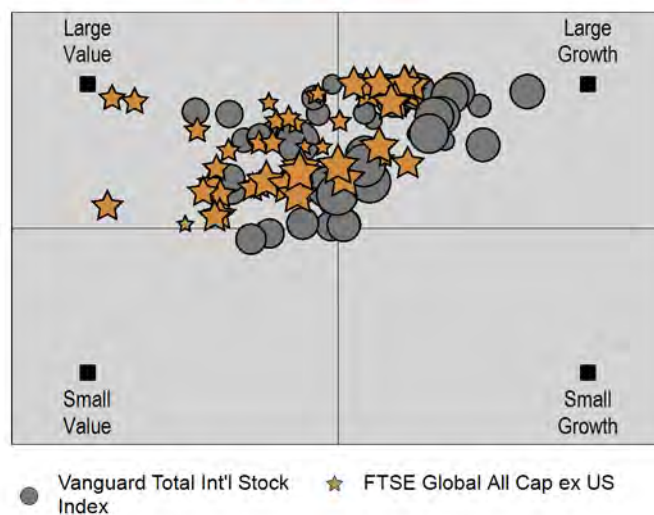
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Total Int'l Stock Index	17.1%	18.0%	64.9%	0.0%
MSCI ACWI ex USA	4.8%	19.2%	76.0%	0.0%
<i>Weight Over/Under</i>	12.3%	-1.2%	-11.1%	0.0%

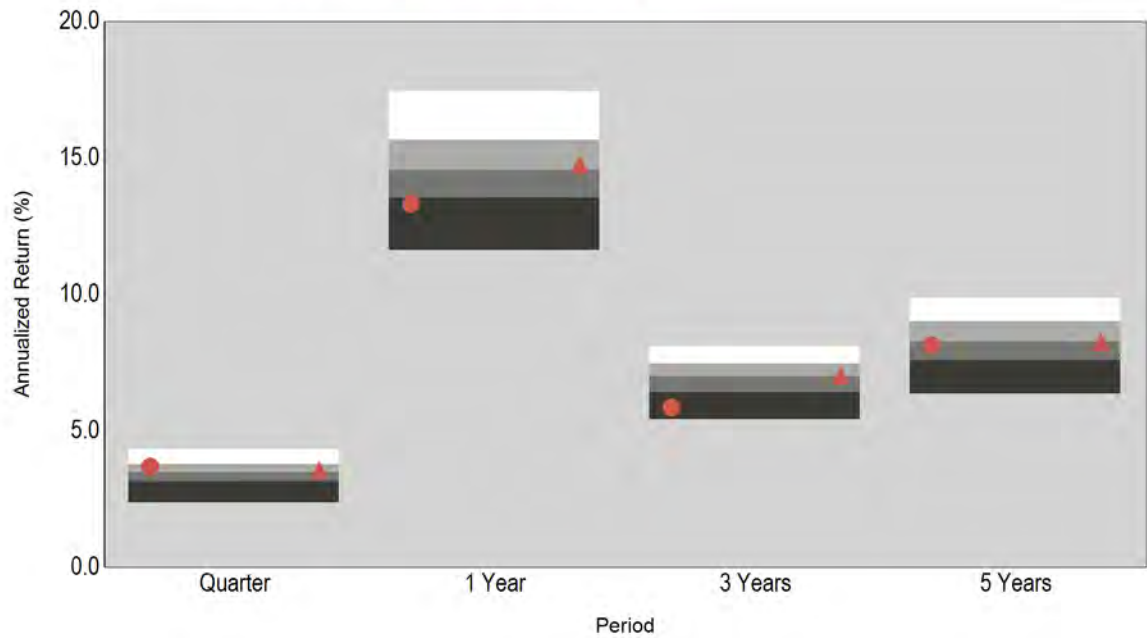
Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



InvestorForce Public DB Net Return Comparison



	Return (Rank)			
	Quarter	1 Year	3 Years	5 Years
5th Percentile	4.3	17.4	8.1	9.8
25th Percentile	3.8	15.6	7.5	9.0
Median	3.5	14.5	7.0	8.3
75th Percentile	3.1	13.5	6.4	7.6
95th Percentile	2.4	11.6	5.4	6.4
# of Portfolios	218	218	211	190
● State of Delaware Investment Pool	3.7 (32)	13.3 (81)	5.9 (91)	8.1 (56)
▲ Balanced Pooled Fund Policy Index	3.6 (45)	14.8 (44)	7.0 (49)	8.3 (51)

Policy Index History

State of Delaware Investment Pool		
7/1/2012	Present	Russell 3000 38% / MSCI ACWI ex USA 20% / BBgBarc US Universal TR 38.5% / BBgBarc US TIPS TR 1.5% / BofA Merrill Lynch 91-Day T-Bill 2%

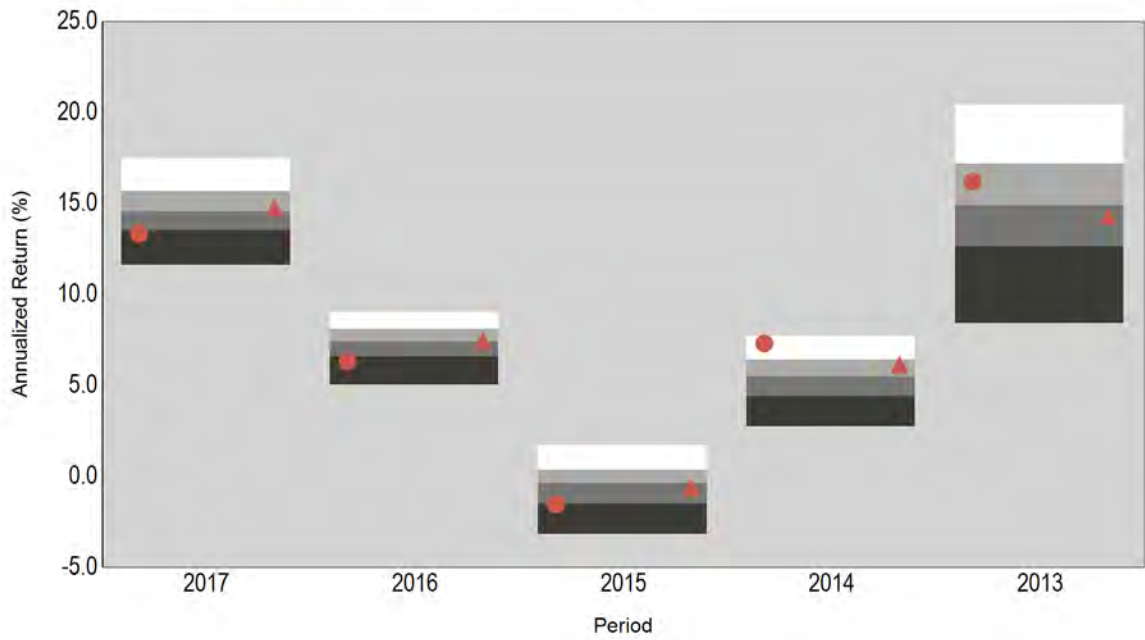
State of Delaware Investment Pool

As of December 31, 2017

Characteristics

Market Value: \$46.1 Million and 49.1% of Fund

InvestorForce Public DB Net Return Comparison



	Return (Rank)									
5th Percentile	17.4		9.0		1.7		7.7		20.4	
25th Percentile	15.6		8.1		0.4		6.4		17.2	
Median	14.5		7.4		-0.4		5.5		14.9	
75th Percentile	13.5		6.6		-1.5		4.4		12.7	
95th Percentile	11.6		5.0		-3.2		2.7		8.4	
# of Portfolios	218		269		262		210		191	
● State of Delaware Investment Pool	13.3	(81)	6.3	(82)	-1.5	(76)	7.3	(9)	16.2	(36)
▲ Balanced Pooled Fund Policy Index	14.8	(44)	7.5	(48)	-0.6	(57)	6.1	(33)	14.3	(57)

Investment Hierarchy

Trust : Delaware Retirement System
 Reference Date : 12/31/17
 Asset Class : Total Fund Gross of Fees

Current View : Investment Hierarchy

Group/Account	12/31/17 Market Value	% of Total	% Rate of Return										
			1 Mo.	3 Mos.	6 Mos.	9 Mos.	QTD	YTD	FYTD	3 Yrs.	5 Yrs.	12/16 - 12/17	12/15 - 12/16
Delaware Retirement System (1073815228)	9,955,141,301	100.00%	0.68	3.86	6.67	10.00	3.86	13.97	6.67	6.53	8.82	13.97	7.04
<i>Delaware Benchmark</i>			1.01	3.57	7.06	10.15	3.57	14.75	7.06	7.02	8.26	14.75	7.46
<i>CPI U</i>			-0.06	-0.12	0.64	1.12	-0.12	2.11	0.64	1.64	1.43	2.11	2.07
<i>Delaware Benchmark ACI</i>			0.87	3.51	6.61	9.16	3.51	13.12	6.61	6.89	8.46	13.12	7.04
DPERS w/o Vol. Firemen Fund (1073817595)	9,935,562,123	99.80%	0.68	3.86	6.67	10.00	3.86	13.97	6.67	6.53	8.82	13.97	7.04
<i>Total Equity (1073815337)</i>	4,557,000,329	45.78%	1.23	5.51	9.90	14.75	5.51	22.03	9.90	9.04	11.99	22.03	10.52
<i>DPERS Total Equity</i>			1.43	5.88	11.31	15.72	5.88	23.23	11.31	10.04	12.55	23.23	9.91
<i>Total Fixed Income (74516)</i>	2,517,179,041	25.29%	0.53	0.64	1.75	3.07	0.64	4.32	1.75	3.02	2.92	4.32	5.63
<i>DPERS Total Fixed Income</i>			0.46	0.44	1.45	2.92	0.44	4.05	1.45	2.77	2.41	4.05	3.94
<i>BB Barclays U.S. Aggregate</i>			0.46	0.39	1.24	2.70	0.39	3.54	1.24	2.24	2.10	3.54	2.65
Private Equity/Venture Cap. (1073815341)	1,687,231,100	16.95%	-0.21	6.19	8.48	13.57	6.19	14.46	8.48	8.91	11.92	14.46	4.85
<i>90 Day T-Bill + 4%(DPERS)</i>			0.44	1.29	2.56	3.80	1.29	4.97	2.56	4.46	4.29	4.97	4.34
<i>Hedge Funds (74517)</i>	469,102,025	4.71%	-0.25	1.36	3.79	2.47	1.36	6.88	3.79	1.62	5.92	6.88	0.08
<i>HFRI Fund of Funds Composite</i>			0.90	2.02	4.38	5.23	2.02	7.73	4.38	2.58	3.99	7.73	0.49
<i>Cash (1073815342)</i>	705,049,628	7.08%	0.12	0.34	0.67	0.95	0.34	1.19	0.67	0.57	0.38	1.19	0.45
Volunteer Firemen Fund (1073817596)	19,579,177	0.20%	0.97	3.54	6.90	9.99	3.54	14.61	6.90	6.78	8.04	14.61	6.78
<i>3-8380 Volunteer Fire (26-63218)</i>	638,371	0.01%	--	--	--	--	--	--	--	--	--	--	--
<i>Mellon EB DV Agg Bond Index Fd (26-20937)</i>	7,654,325	0.08%	0.46	0.38	1.22	2.69	0.38	3.53	1.22	2.20	--	3.53	2.55
<i>Vanguard Total Intl Index Fd (26-77627)</i>	3,937,402	0.04%	2.03	4.84	11.09	17.52	4.84	27.43	11.09	8.52	7.13	27.43	4.71
<i>Vanguard Total Stock Market Fd (26-77629)</i>	7,349,079	0.07%	1.00	6.37	11.20	14.59	6.37	21.29	11.20	11.08	15.55	21.29	12.52

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Sussex County Post-Employment Benefit Plan

As of December 31, 2017

Observations

- As of December 31, 2017, OPEB Fund Market Value was \$43.2 million
 - Q4-17 the portfolio gained \$1.6 million
 - Q4-17 the portfolio returned 3.8% (net), vs. policy index of 3.8%
- In 2017, the portfolio returned 14.3%, gaining \$5.0 million, vs. policy index of 14.9%
- Negative attribution for the year from:
 - Value tilts

Looking Ahead

- Portfolio structure

Sussex County Post Employment Benefit Plan

As of December 31, 2017

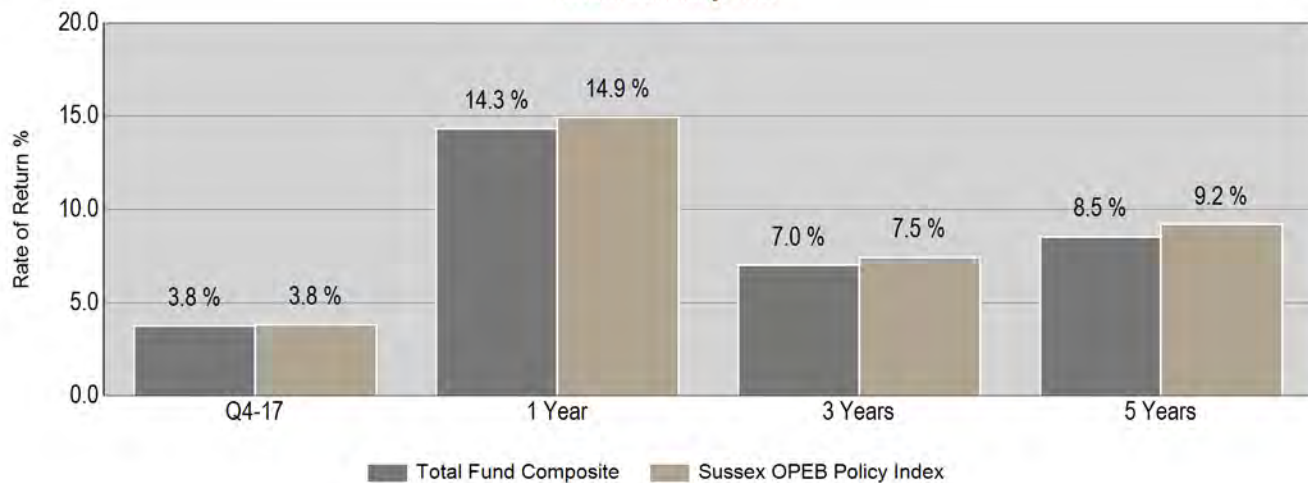
Portfolio Summary

Market Value: \$43.2 Million and 100.0% of Fund

Summary of Cash Flows

	Fourth Quarter	One Year	Three Years	Five Years
Beginning Market Value	\$41,591,935	\$33,084,789	\$30,290,648	\$26,289,375
Contributions	\$0	\$5,140,000	\$6,490,000	\$8,946,826
Withdrawals	-\$9,428	-\$104,503	-\$896,495	-\$5,238,504
Net Cash Flow	-\$9,428	\$5,035,497	\$5,593,505	\$3,708,321
Net Investment Change	\$1,575,794	\$5,038,016	\$7,274,149	\$13,160,606
Ending Market Value	\$43,158,302	\$43,158,302	\$43,158,302	\$43,158,302

Return Summary - Net



Asset Allocation vs. Target

	Current	Policy	Policy Range	Within Range
U.S. Equity	46.0%	44.5%	39.5% - 49.5%	Yes
Global Equity	13.9%	13.0%	8.0% - 18.0%	Yes
Non-U.S. Equity	7.4%	7.5%	2.5% - 12.5%	Yes
U.S. Fixed Income	31.9%	34.0%	29.0% - 39.0%	Yes
Cash Equivalent	0.8%	1.0%	0.0% - 5.0%	Yes
Total	100.0%	100.0%		

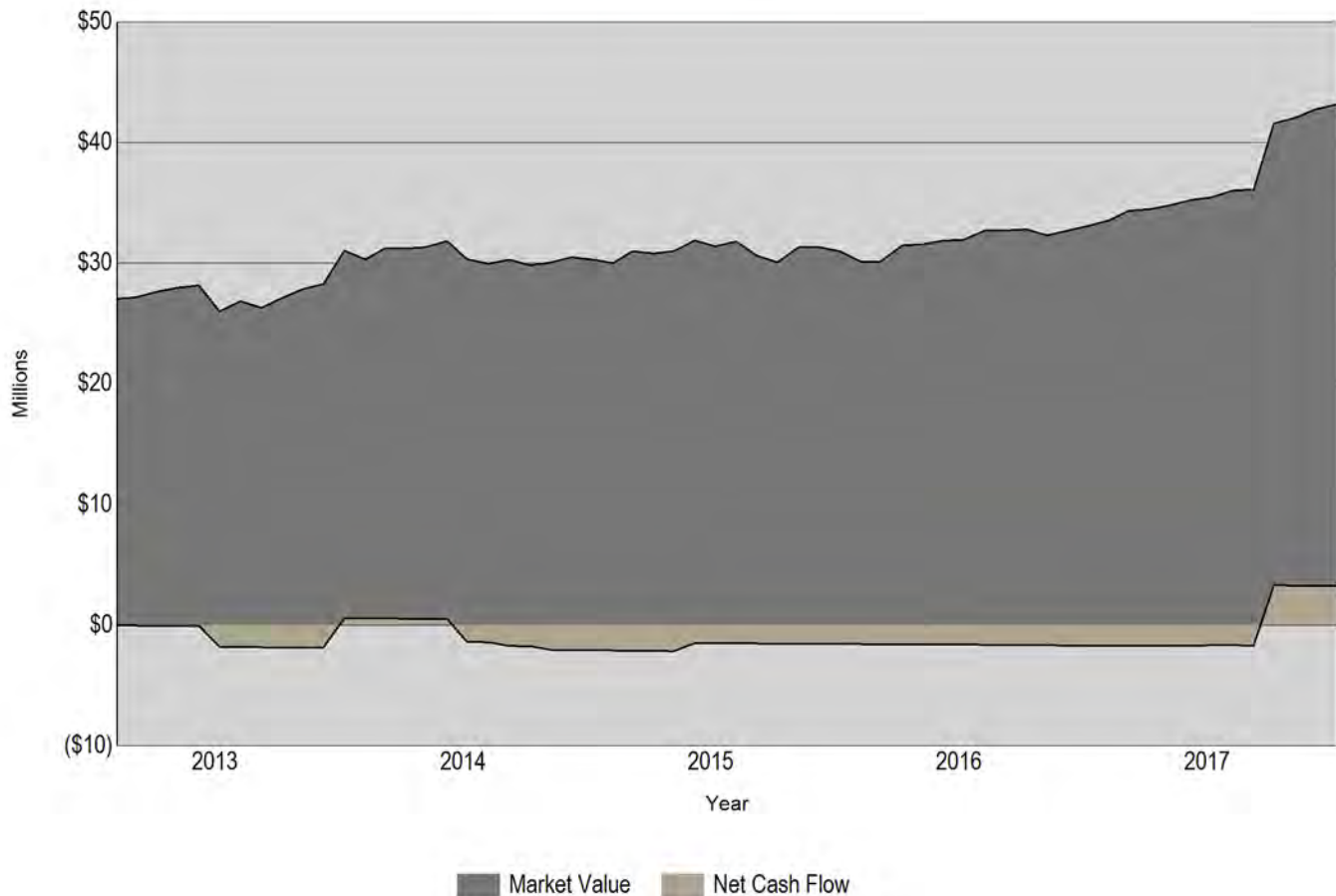
Sussex County Post Employment Benefit Plan

As of December 31, 2017

Market Value Summary

Market Value: \$43.2 Million and 100.0% of Fund

Market Value History 5 Years Ending December 31, 2017



Cash Flow by Investment Manager Quarter Ending December 31, 2017

	Beginning Market Value	Net Cash Flow	Net Investment Change	Ending Market Value
Vanguard Institutional Index	\$14,434,594	\$0	\$957,554	\$15,392,147
Vanguard Mid Cap Value	\$2,854,576	\$0	\$175,290	\$3,029,866
Vanguard Small Cap Value Index	\$1,358,022	\$0	\$61,883	\$1,419,904
Artisan Global Opportunities	\$1,592,920	\$0	\$70,119	\$1,663,039
Dodge & Cox Global Stock	\$1,525,422	\$0	\$52,576	\$1,577,997
MFS Low Volatility Global Equity	\$2,624,555	\$0	\$126,089	\$2,750,644
Vanguard Total Int'l Stock Index	\$3,028,423	\$0	\$147,817	\$3,176,240
Wilmington Trust Fixed Income	\$13,806,284	-\$6,587	-\$15,935	\$13,783,762
Operating Account	\$190,536	\$0	\$29	\$190,565
Mutual Fund Cash	\$176,605	-\$2,840	\$372	\$174,137
Total	\$41,591,935	-\$9,428	\$1,575,794	\$43,158,302

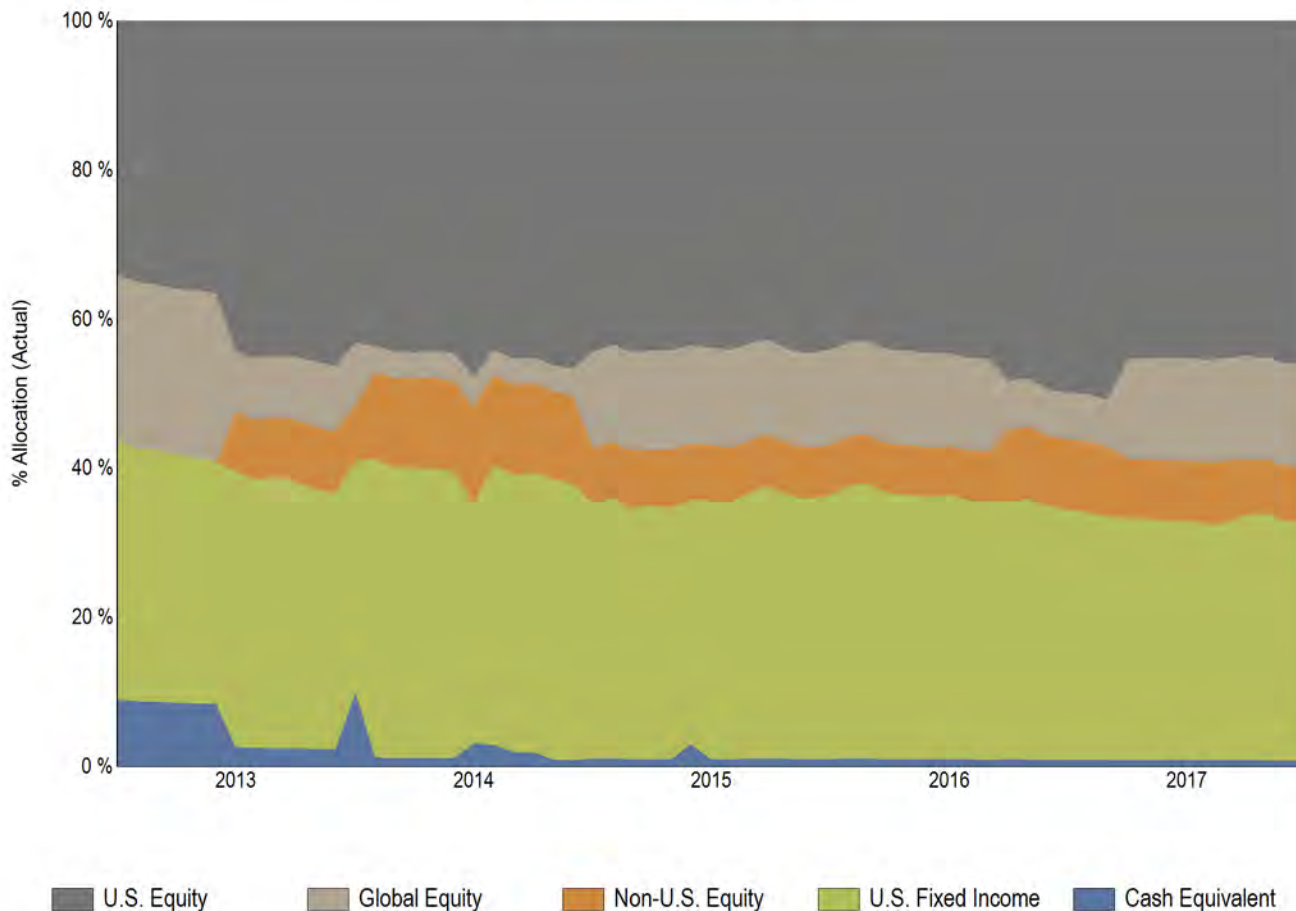
Sussex County Post Employment Benefit Plan

As of December 31, 2017

Asset Allocation Summary

Market Value: \$43.2 Million and 100.0% of Fund

Asset Allocation History
5 Years Ending December 31, 2017



	Market Value	% of Portfolio	Policy %	Policy Difference
Total Equity Composite	29,009,838	67.2	65.0	2.2
Vanguard Institutional Index	15,392,147	35.7		
Vanguard Mid Cap Value	3,029,866	7.0		
Vanguard Small Cap Value Index	1,419,904	3.3		
Artisan Global Opportunities	1,663,039	3.9		
Dodge & Cox Global Stock	1,577,997	3.7		
MFS Low Volatility Global Equity	2,750,644	6.4		
Vanguard Total Int'l Stock Index	3,176,240	7.4		
Fixed Income Composite	14,148,464	32.8	35.0	-2.2
Wilmington Trust Fixed Income	13,783,762	31.9		
Operating Account	190,565	0.4		
Mutual Fund Cash	174,137	0.4		

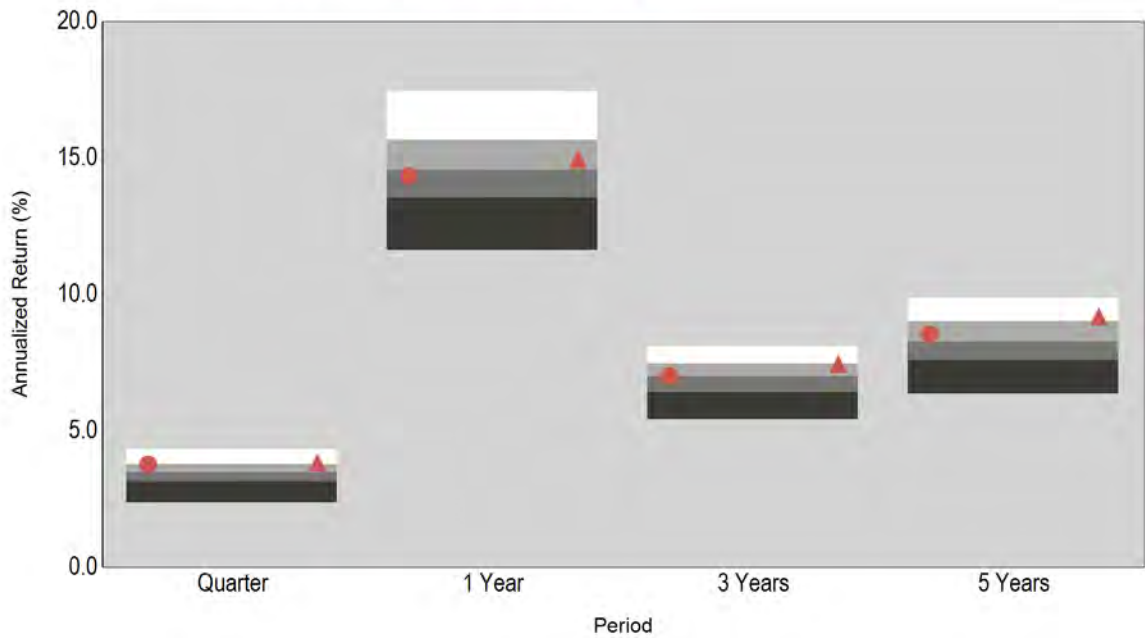
Sussex County Post Employment Benefit Plan

As of December 31, 2017

Annualized Returns (Net)

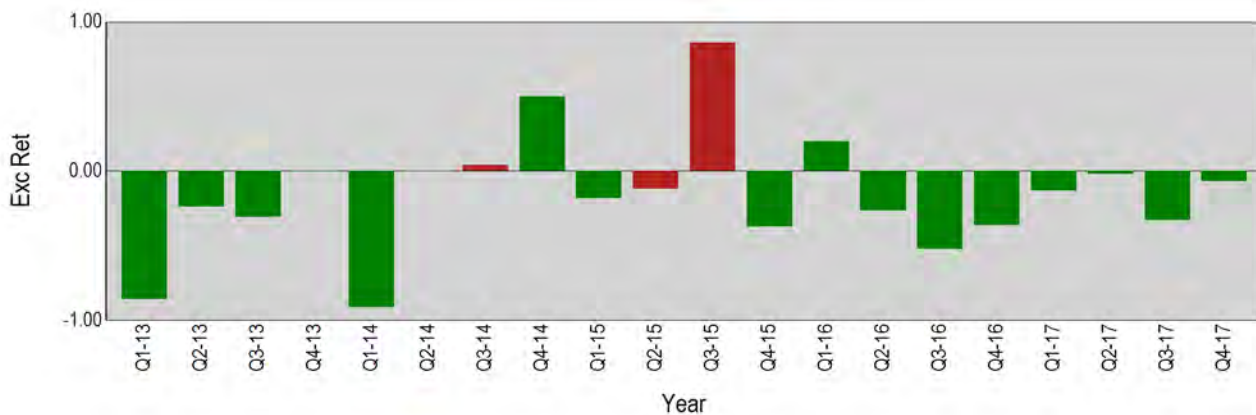
Market Value: \$43.2 Million and 100.0% of Fund

InvestorForce Public DB Net Return Comparison



	Return (Rank)			
	Quarter	1 Year	3 Years	5 Years
5th Percentile	4.3	17.4	8.1	9.8
25th Percentile	3.8	15.6	7.5	9.0
Median	3.5	14.5	7.0	8.3
75th Percentile	3.1	13.5	6.4	7.6
95th Percentile	2.4	11.6	5.4	6.4
# of Portfolios	218	218	211	190
● Total Fund Composite	3.8 (27)	14.3 (54)	7.0 (49)	8.5 (41)
▲ Sussex OPEB Policy Index	3.8 (20)	14.9 (39)	7.5 (26)	9.2 (19)

Quarterly Excess Performance - Net



■ Quarterly Out/Under Performance, Rising Market
■ Quarterly Out/Under Performance, Falling Market

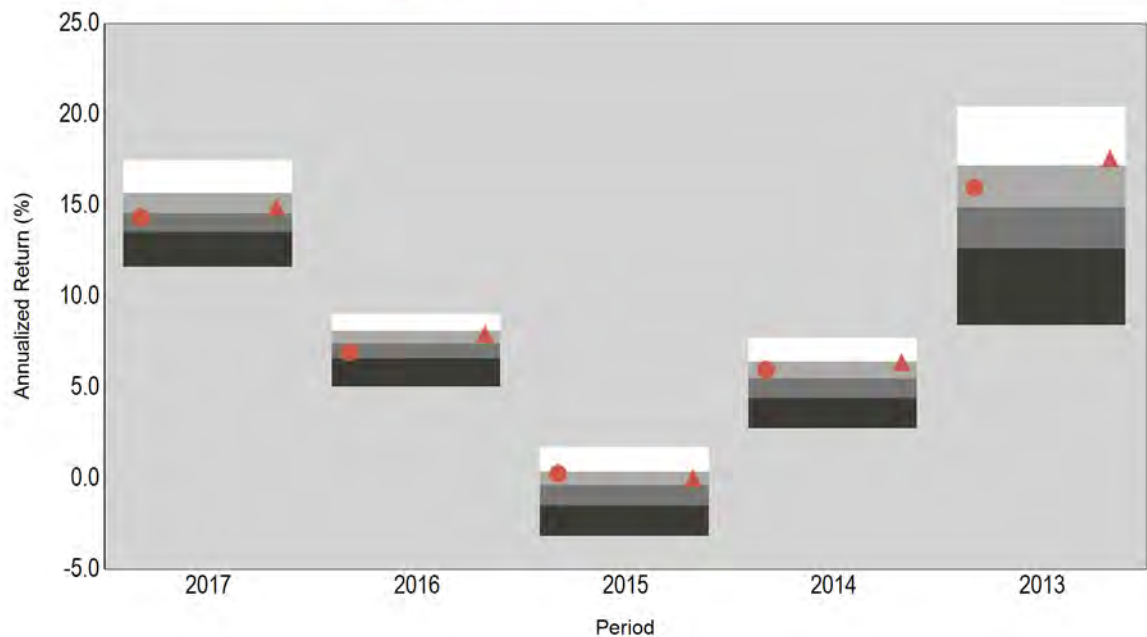
Sussex County Post Employment Benefit Plan

As of December 31, 2017

Calendar Year Returns (Net)

Market Value: \$43.2 Million and 100.0% of Fund

InvestorForce Public DB Net Return Comparison



	Return (Rank)									
5th Percentile	17.4		9.0		1.7		7.7		20.4	
25th Percentile	15.6		8.1		0.4		6.4		17.2	
Median	14.5		7.4		-0.4		5.5		14.9	
75th Percentile	13.5		6.6		-1.5		4.4		12.7	
95th Percentile	11.6		5.0		-3.2		2.7		8.4	
# of Portfolios	218		269		262		210		191	
● Total Fund Composite	14.3	(54)	6.9	(65)	0.3	(28)	6.0	(36)	16.0	(38)
▲ Sussex OPEB Policy Index	14.9	(39)	7.9	(30)	0.0	(34)	6.4	(27)	17.6	(22)

Policy Index History

Total Fund Composite		
1/1/2015	Present	51% Russell 3000 / 14% MSCI ACWI ex USA / 34% BBgBarc US Govt/Credit Int TR / 1% 91 Day T-Bills
10/1/2014	12/31/2014	46% Russell 3000 / 14% MSCI ACWI ex USA / 39% BBgBarc US Govt/Credit Int TR / 1% 91 Day T-Bills
4/1/2012	9/30/2014	48% Russell 3000 / 12% MSCI EAFE / 40% BBgBarc US Govt/Credit Int TR
3/1/2011	3/31/2012	48% Russell 3000 / 12% MSCI EAFE / 40% BofA Merrill Lynch 91-Day T-Bill

Sussex County Post Employment Benefit Plan

As of December 31, 2017

Annualized Returns (Net)

Market Value: \$43.2 Million and 100.0% of Fund

	3 Mo	1 Yr	5 Yrs	Market Value	% of Portfolio	Return	Since
Total Equity Composite	5.8	21.3	13.4	29,009,838	67.2	13.6	Dec-11
<i>Equity Policy Index</i>	6.0	22.5	13.9			14.4	Dec-11
Vanguard Institutional Index	6.6	21.8	15.8	15,392,147	35.7	11.9	Jan-14
<i>S&P 500</i>	6.6	21.8	15.8			12.0	Jan-14
<i>Large Blend MStar MF Rank</i>	41	32	20			12	Jan-14
Vanguard Mid Cap Value	6.1	17.0	15.8	3,029,866	7.0	10.9	Jan-14
<i>CRSP US Mid Cap Value TR USD</i>	6.2	17.1	15.8			10.9	Jan-14
<i>Mid-Cap Value MStar MF Rank</i>	23	12	4			13	Jan-14
Vanguard Small Cap Value Index	4.6	11.8	15.0	1,419,904	3.3	11.2	Jun-15
<i>CRSP US Small Cap Value TR USD</i>	4.6	11.8	15.3			11.2	Jun-15
<i>Small Value MStar MF Rank</i>	18	26	10			26	Jun-15
Artisan Global Opportunities	4.4	31.5	13.8	1,663,039	3.9	21.6	Mar-17
<i>MSCI ACWI</i>	5.7	24.0	10.8			17.4	Mar-17
<i>World Large Stock Mstar MF Rank</i>	70	19	11			22	Mar-17
Dodge & Cox Global Stock	3.4	21.5	13.3	1,577,997	3.7	14.1	Mar-17
<i>MSCI ACWI Value NR USD</i>	4.8	18.3	9.5			13.5	Mar-17
<i>World Large Stock Mstar MF Rank</i>	86	67	15			78	Mar-17
MFS Low Volatility Global Equity	4.8	18.5	--	2,750,644	6.4	8.4	Dec-14
<i>MSCI ACWI</i>	5.7	24.0	--			9.3	Dec-14
<i>World Large Stock Mstar MF Rank</i>	62	83	--			64	Dec-14
Vanguard Total Int'l Stock Index	4.9	27.6	7.1	3,176,240	7.4	18.9	Aug-16
<i>FTSE Global All Cap ex US</i>	5.4	27.8	7.7			19.3	Aug-16
<i>Foreign Large Blend MStar MF Rank</i>	17	31	69			30	Aug-16
Fixed Income Composite	-0.2	1.8	1.2	14,148,464	32.8	1.3	Sep-11
<i>Fixed Income Policy Index</i>	-0.2	2.1	1.5			1.5	Sep-11
Wilmington Trust Fixed Income	-0.2	1.8	1.1	13,783,762	31.9	1.4	Mar-12
<i>WT Fixed Income Policy Income</i>	-0.2	2.1	1.3			1.5	Mar-12
Operating Account				190,565	0.4		
Mutual Fund Cash				174,137	0.4		

Sussex County Post Employment Benefit Plan

As of December 31, 2017

Investment Manager Fees

Market Value: \$43.2 Million and 100.0% of Fund

Account	Fee Schedule	% of Portfolio	Estimated Annual Fee (\$)	Estimated Annual Fee (%)
Vanguard Institutional Index	0.04% of Assets	35.7%	\$6,157	0.04%
Vanguard Mid Cap Value	0.07% of Assets	7.0%	\$2,121	0.07%
Vanguard Small Cap Value Index	0.07% of Assets	3.3%	\$994	0.07%
Artisan Global Opportunities	0.93% of Assets	3.9%	\$15,466	0.93%
Dodge & Cox Global Stock	0.63% of Assets	3.7%	\$9,941	0.63%
MFS Low Volatility Global Equity	0.68% of Assets	6.4%	\$18,704	0.68%
Vanguard Total Int'l Stock Index	0.11% of Assets	7.4%	\$3,494	0.11%
Wilmington Trust Fixed Income	0.20% of Assets	31.9%	\$27,568	0.20%
Operating Account	No Fee	0.4%	--	--
Mutual Fund Cash	No Fee	0.4%	--	--
Investment Management Fee		100.0%	\$84,445	0.20%

Total Equity Composite

As of December 31, 2017

Characteristics

Market Value: \$29.0 Million and 67.2% of Fund

Total Equity Composite Top Ten Equity Holdings

APPLE	2.1%
MICROSOFT	1.6%
FACEBOOK CLASS A	1.3%
JOHNSON & JOHNSON	1.2%
AMAZON.COM	1.1%
ALPHABET A	1.0%
BANK OF AMERICA	1.0%
EXXON MOBIL	1.0%
ALPHABET 'C'	0.9%
JP MORGAN CHASE & CO.	0.9%
Total For Top Ten Holdings	11.9%

Regional Equity Allocation Summary

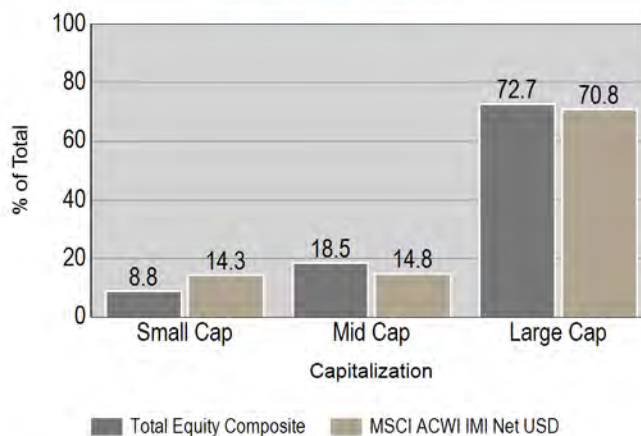
Benchmark: MSCI ACWI IMI Net USD

Region	% of Total	% of Bench	% Diff
North America ex U.S.	1.8%	3.2%	-1.4%
United States	78.1%	51.9%	26.2%
Europe Ex U.K.	6.8%	14.9%	-8.1%
United Kingdom	2.4%	5.9%	-3.5%
Pacific Basin Ex Japan	2.6%	4.0%	-1.4%
Japan	3.7%	8.3%	-4.6%
Emerging Markets	4.4%	11.6%	-7.2%
Other	0.2%	0.3%	-0.1%
Total	100.0%	100.0%	0.0%

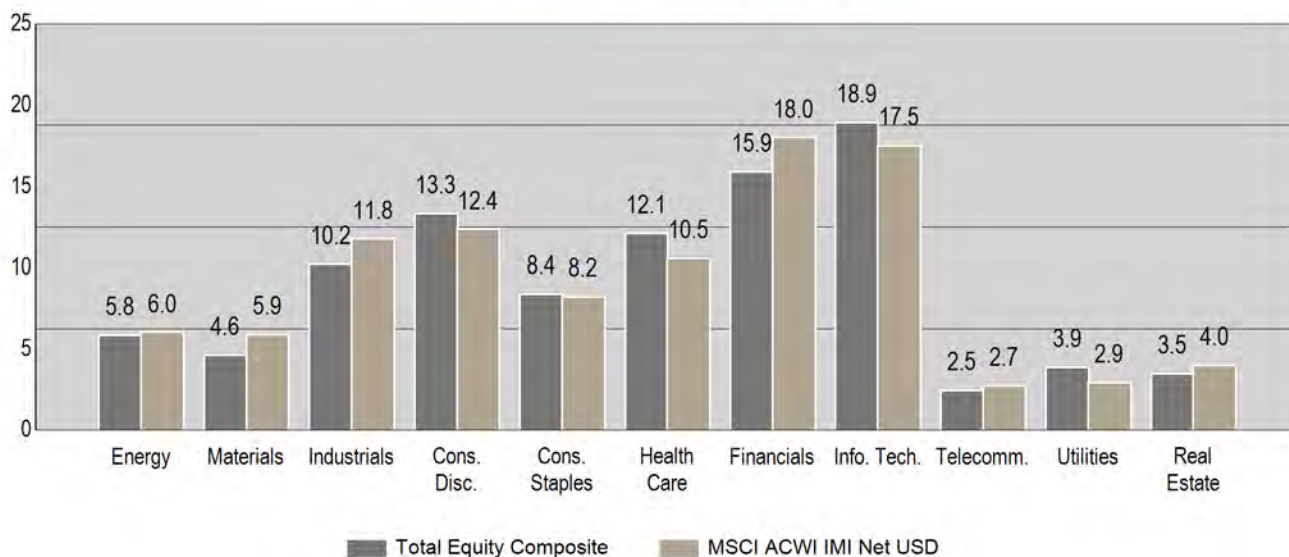
Characteristics

	MSCI ACWI Portfolio	IMI Net USD
Number of Holdings	7,645	8,653
Weighted Avg. Market Cap. (\$B)	120.1	105.5
Median Market Cap. (\$B)	2.4	1.8
Price To Earnings	26.2	22.6
Price To Book	5.0	3.6
Price To Sales	3.5	3.0
Return on Equity (%)	21.6	16.0
Yield (%)	2.0	2.2
Beta	0.9	1.0

Market Capitalization As of December 31, 2017



Sector Allocation (%) vs MSCI ACWI IMI Net USD



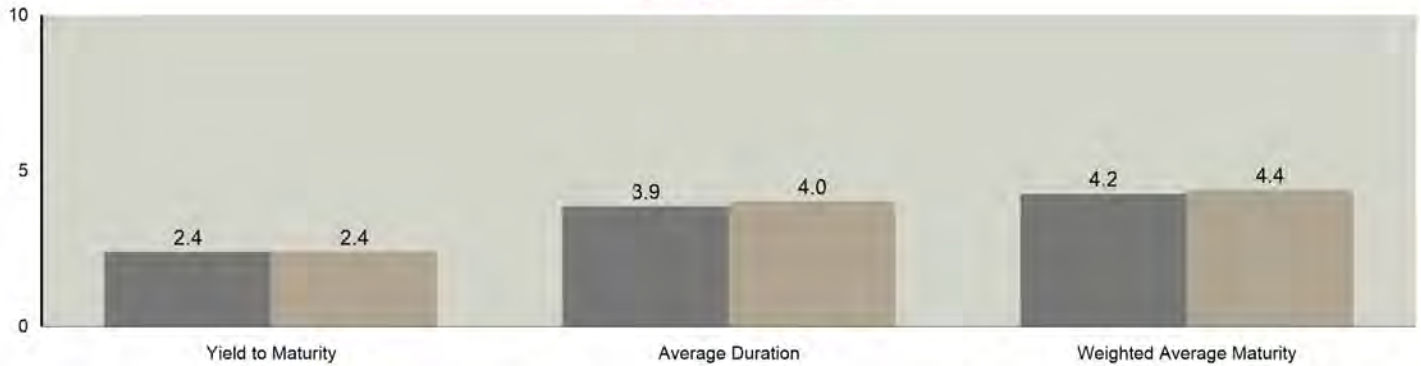
Common Holdings Matrix

	<i>Vanguard Institutional Index</i>		<i>Vanguard Mid Cap Value</i>		<i>Vanguard Small Cap Value Index</i>		<i>Artisan Global Opportunities</i>		<i>Dodge & Cox Global Stock</i>		<i>MFS Low Volatility Global Equity</i>		<i>Vanguard Total Int'l Stock Index</i>	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Vanguard Institutional Index	--	--	151	82	21	5	17	45	37	41	36	40	0	0
Vanguard Mid Cap Value	151	8	--	--	13	3	2	4	5	4	6	4	0	0
Vanguard Small Cap Value Index	21	1	13	2	--	--	0	0	1	0	1	0	0	0
Artisan Global Opportunities	17	8	2	1	0	0	--	--	4	6	2	2	27	4
Dodge & Cox Global Stock	37	18	5	3	1	0	4	6	--	--	7	7	37	8
MFS Low Volatility Global Equity	36	18	6	3	1	0	2	6	7	9	--	--	47	6
Vanguard Total Int'l Stock Index	0	0	0	0	0	0	27	43	37	42	47	48	--	--

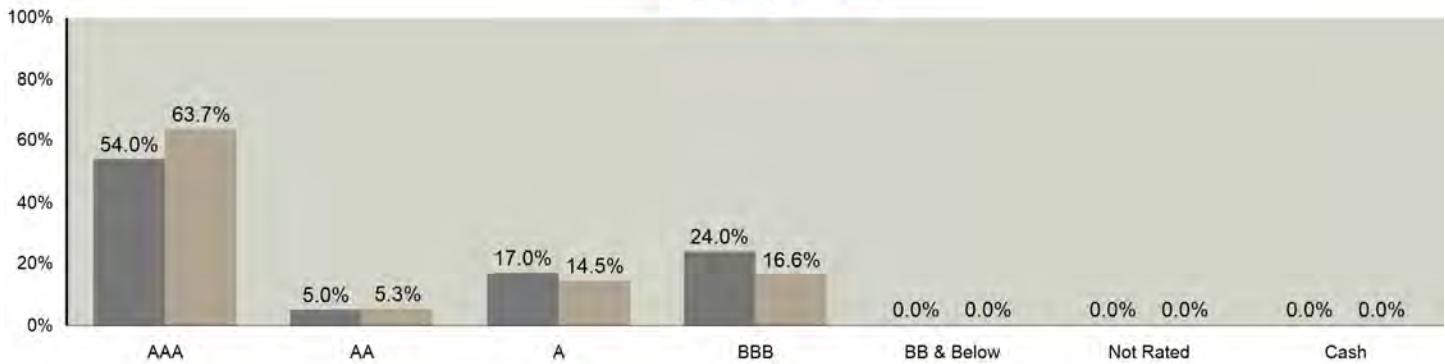
Manager Summary

Strategy focuses equally on duration management, sector selection and yield curve exposure. Assess overall market environment and position portfolio to benefit from realistic expectations. Will actively trade, including analysis of technical factors, price momentum, interest rate outlook and yield curve movement.

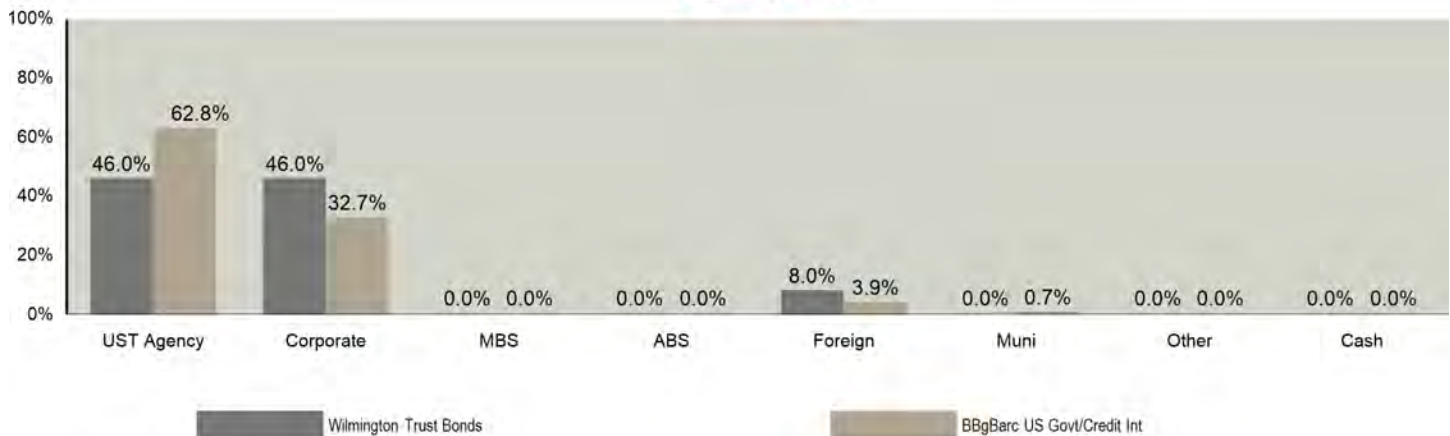
Summary Characteristics



Credibility Quality Allocation



US Sector Allocation



Vanguard Institutional Index

As of December 31, 2017

Characteristics

Market Value: \$15.4 Million and 35.7% of Fund

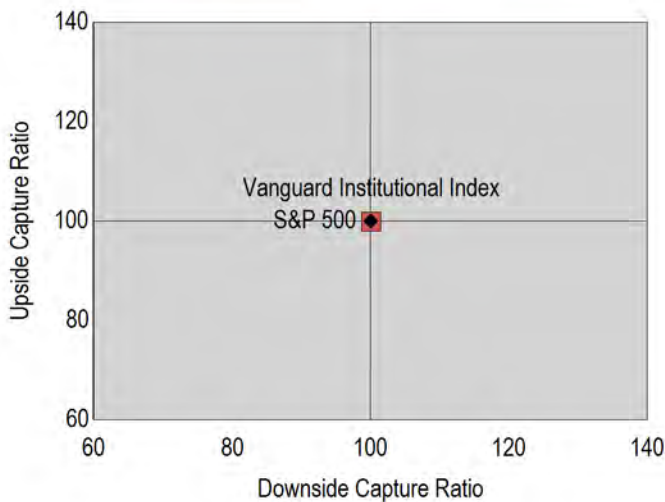
Manager Summary: Passively-managed. Seeks to track the performance of the S&P 500 Index. Invests in large-cap U.S. equities diversified among growth and value styles. Fund remains fully invested.

Beta (holdings; domestic)	1.1	1.1	BANK OF AMERICA	1.3%
			Total For Top Ten Holdings	19.8%

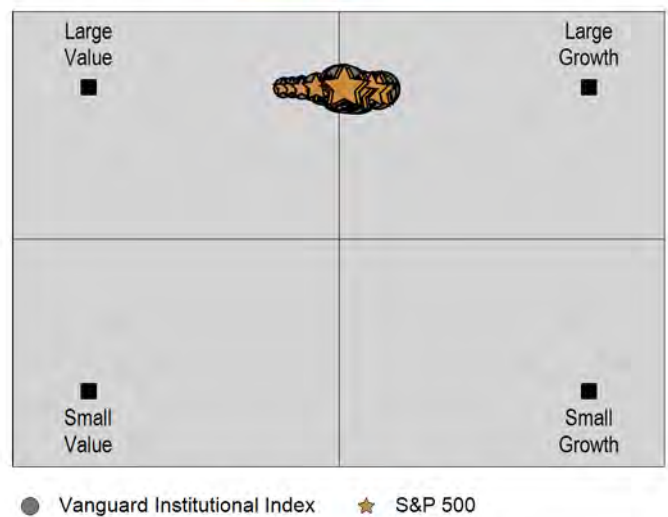
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Institutional Index	0.0%	17.8%	81.8%	0.4%
S&P 500	0.0%	17.7%	82.3%	0.0%
<i>Weight Over/Under</i>	0.0%	0.1%	-0.5%	0.4%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



Vanguard Mid Cap Value

As of December 31, 2017

Characteristics

Market Value: \$3.0 Million and 7.0% of Fund

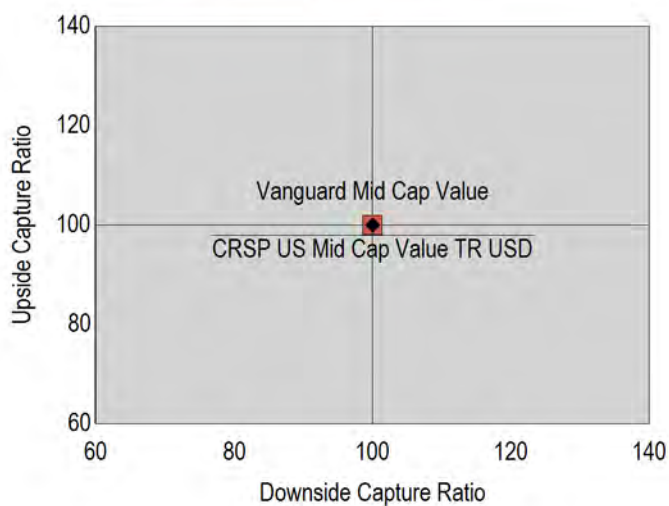
Manager Summary: Passively-managed. Seeks to track the performance of the CRSP US Mid Cap Value Index. Invests in value stocks of medium-size U.S. companies. Fund remains fully invested.

Price To Sales	2.2	2.1	ONEOK	1.0%
Return on Equity (%)	17.0	12.3	ROYAL CARIBBEAN CRUISES	1.0%
Yield (%)	2.1	2.0	PRINCIPAL FINL.GP.	1.0%
Beta (holdings; domestic)	1.1	1.1	HARTFORD FINL.SVS.GP.	1.0%
			Total For Top Ten Holdings	10.5%

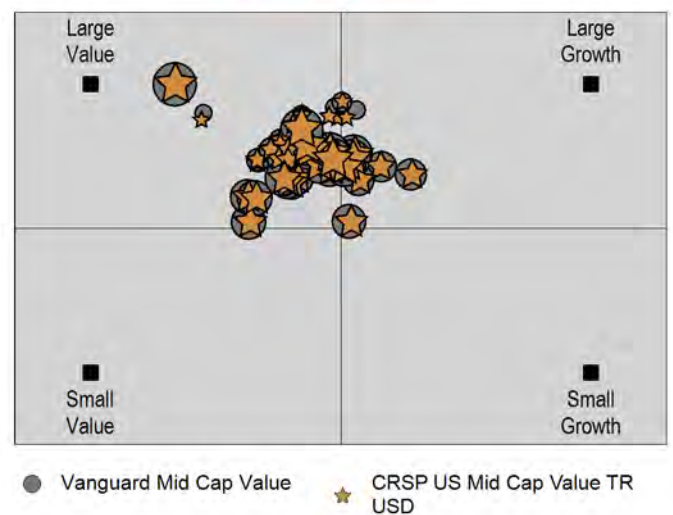
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Mid Cap Value	0.6%	60.8%	38.5%	0.1%
CRSP US Mid Cap Value TR USD	0.6%	60.8%	38.5%	0.0%
<i>Weight Over/Under</i>	0.0%	-0.1%	0.0%	0.1%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



Vanguard Small Cap Value Index

Characteristics

As of December 31, 2017

Market Value: \$1.4 Million and 3.3% of Fund

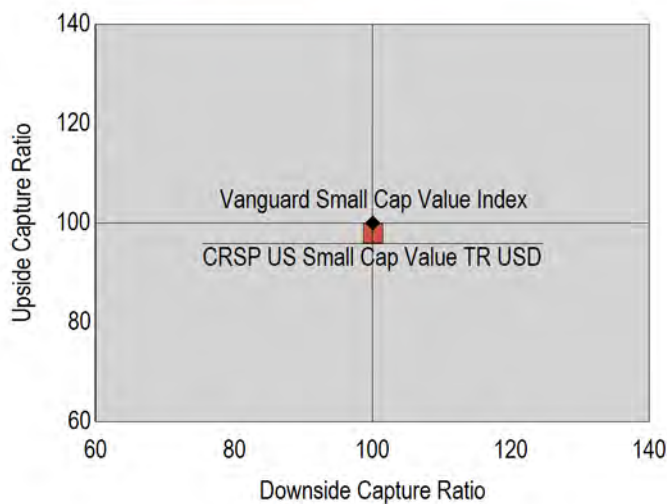
Manager Summary: Passively managed to track the performance of the CRSP US Small Cap Value Index. Follows a full-replication approach whereby the fund attempts to hold the same securities at the same weights as the benchmark. Low expense ratio means the returns will also track the benchmark closely on a net-of-fees basis.

Price To Sales	2.3	2.2	CHEMOURS	0.5%
Return on Equity (%)	12.0	11.1	WELLCARE HEALTH PLANS	0.5%
Yield (%)	2.0	1.9	ON SEMICONDUCTOR	0.5%
Beta (holdings; domestic)	1.2	1.2	EAST WEST BANCORP	0.4%
			Total For Top Ten Holdings	4.9%

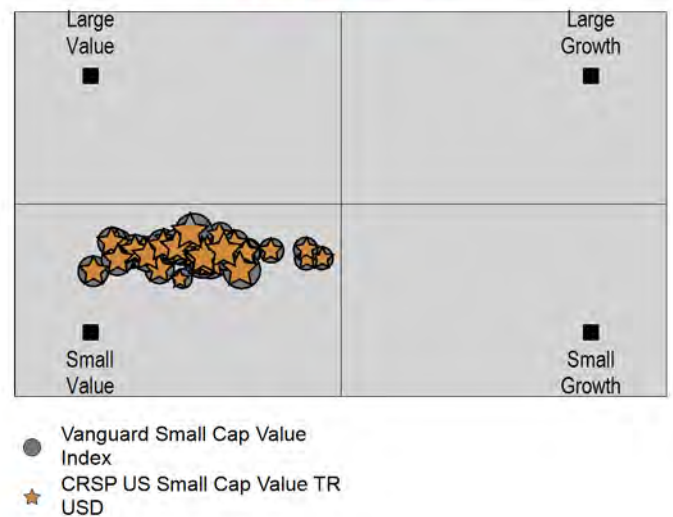
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Small Cap Value Index	69.3%	30.5%	0.0%	0.2%
CRSP US Small Cap Value TR USD	69.5%	30.5%	0.0%	0.0%
<i>Weight Over/Under</i>	-0.3%	0.0%	0.0%	0.2%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



Artisan Global Opportunities

As of December 31, 2017

Characteristics

Market Value: \$1.7 Million and 3.9% of Fund

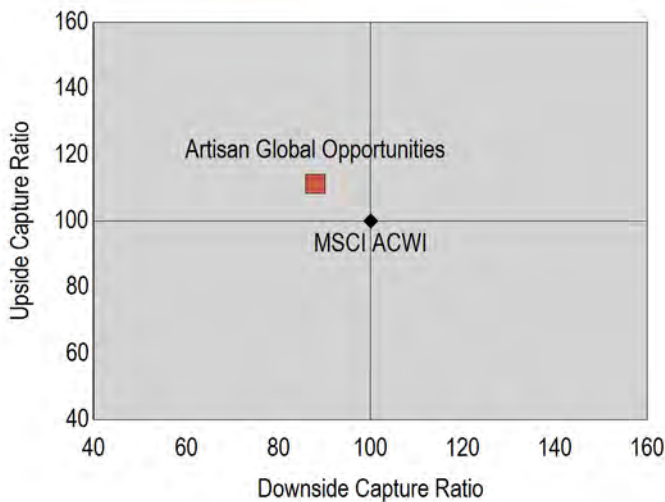
Manager Summary: Focuses on stocks exhibiting the following three characteristics. **1) Franchise Company:** possess a proprietary asset, dominates its market, or has a defensible brand. **2) Attractive Valuation:** discount to the team's estimate of private market value. **3) Accelerating Profit Cycle:** solid cash flow and well positioned to take advantage of market opportunities. Companies are typically identified through two sources: quantitative screens and qualitative analysis. Concentrated strategy of approximately 30-50 stocks.

Beta (holdings; global)	1.2	1.1	SHISEIDO	2.8%
			Total For Top Ten Holdings	37.6%

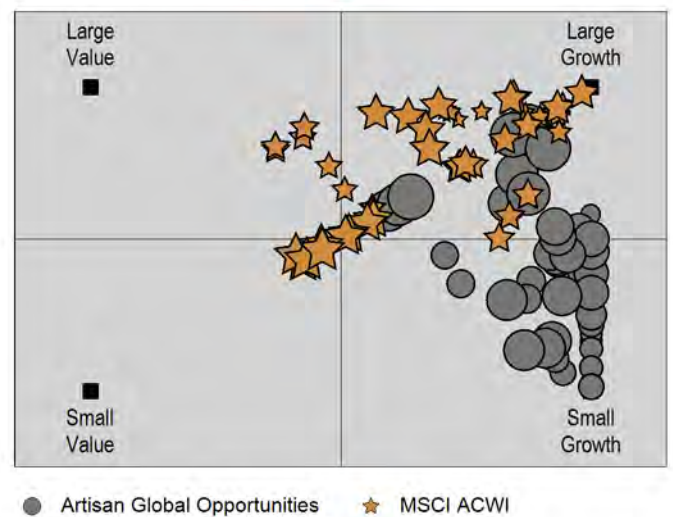
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Artisan Global Opportunities	6.4%	26.3%	67.2%	0.0%
MSCI ACWI	2.5%	15.6%	81.9%	0.0%
<i>Weight Over/Under</i>	3.9%	10.8%	-14.6%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



Dodge & Cox Global Stock

Characteristics

As of December 31, 2017

Market Value: \$1.6 Million and 3.7% of Fund

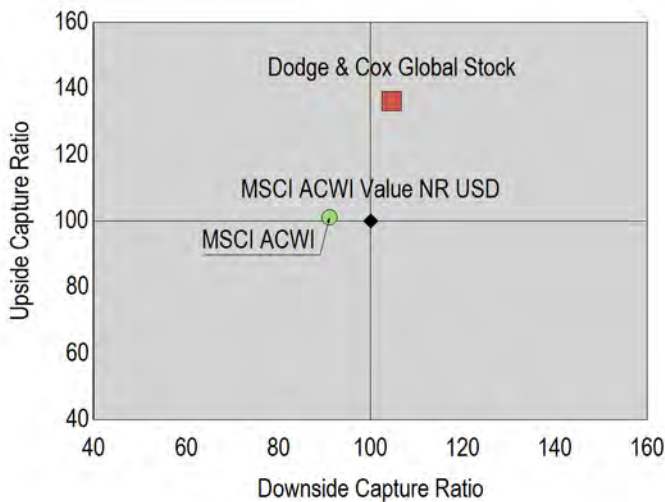
Manager Summary: Focuses on identifying large, well-established companies across the globe that trade at a discount to their long-term profit opportunities. Emphasize fundamental research, attempting to understand risks facing businesses over a 3-5-year time horizon. Seeks companies with solid management teams and strong, competitive franchises. Strategy tends to hold deep value stocks that may be out-of-favor in the short-term but offer good value for the long-term investor.

Beta (holdings: global)	1.3	1.1	ANADARKO PETROLEUM	2.0%
			Total For Top Ten Holdings	22.2%

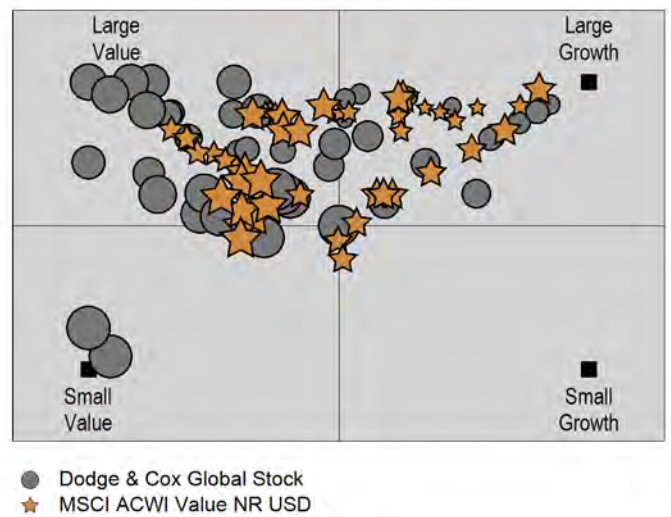
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Dodge & Cox Global Stock	6.5%	8.3%	85.2%	0.0%
MSCI ACWI	2.5%	15.6%	81.9%	0.0%
<i>Weight Over/Under</i>	4.0%	-7.3%	3.3%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



MFS Low Volatility Global Equity

Characteristics

As of December 31, 2017

Market Value: \$2.8 Million and 6.4% of Fund

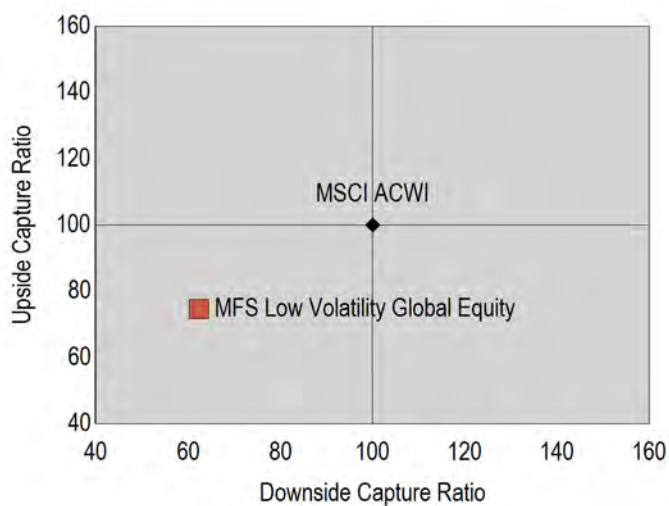
Manager Summary: Strategy seeks to produce long-term excess market returns with less volatility than the market. Investment process combines quantitative inputs and fundamental analysis. Only stocks that exhibit low volatility are considered for further analysis. Fundamental inputs include analyst expectations for earnings and valuation. Stocks are then rated buy, hold, or sell. Strategy typically holds 80-120 names with a maximum position limit of 4%.

Holdings (%)	2017	2016	LOOKED MARTIN	1.0%
Beta (holdings; global)	0.7	1.1	NICE SPN.ADR 1:1	1.8%
Total For Top Ten Holdings				22.5%

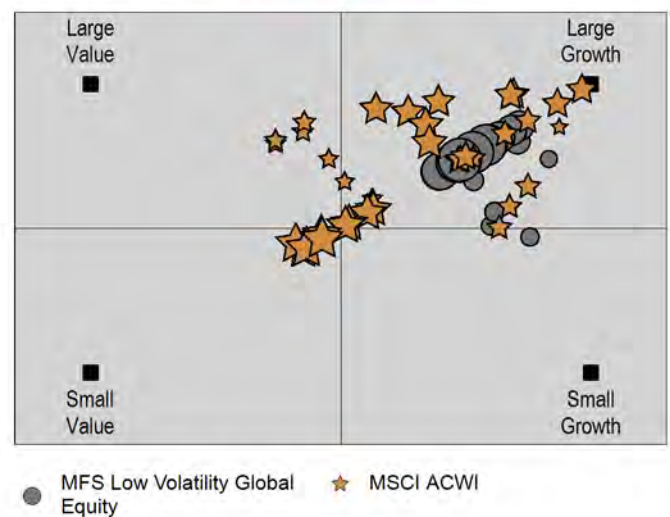
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
MFS Low Volatility Global Equity	17.9%	15.1%	66.9%	0.0%
MSCI ACWI	2.5%	15.6%	81.9%	0.0%
<i>Weight Over/Under</i>	15.4%	-0.4%	-14.9%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
4 Years Ending December 31, 2017



Style Drift - 5 Years



Vanguard Total Int'l Stock Index

Characteristics

As of December 31, 2017

Market Value: \$3.2 Million and 7.4% of Fund

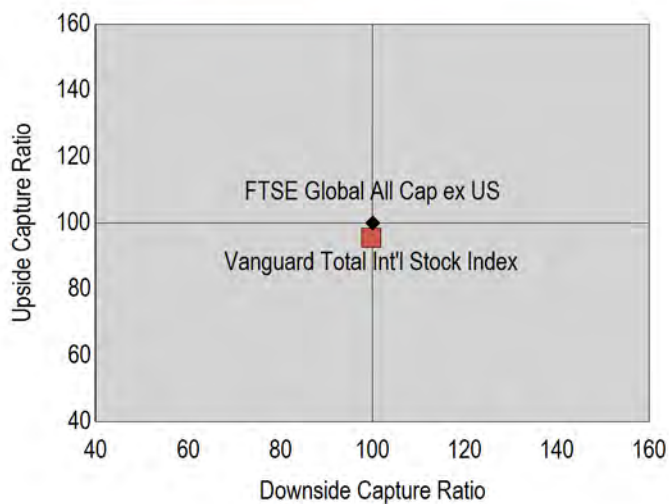
Manager Summary: Passively managed. Seeks to track the performance of the FTSE Global All Cap ex US Index. Broad exposure across developed and emerging non-U.S. equity markets. Fund remains fully invested.

Return on Equity (%)	16.2	14.6	TOYOTA MOTOR	0.7%
Yield (%)	2.7	2.7	ROYAL DUTCH SHELL A(LON)	0.6%
Beta (holdings; global)	1.0	1.0	BRITISH AMERICAN TOBACCO	0.6%
			Total For Top Ten Holdings	7.9%

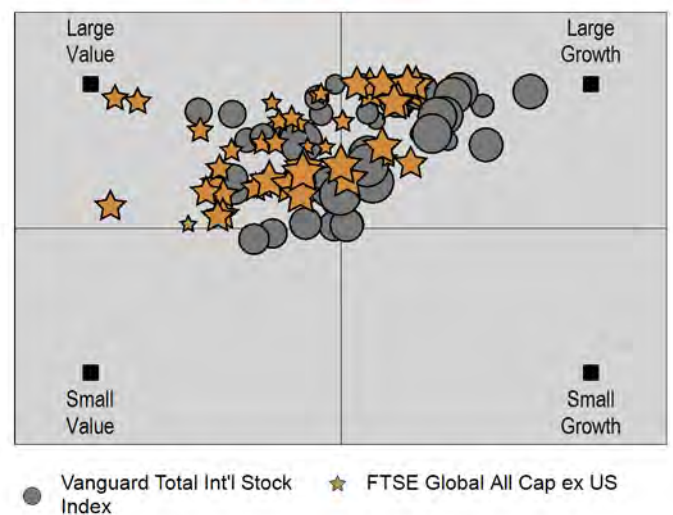
Market Capitalization

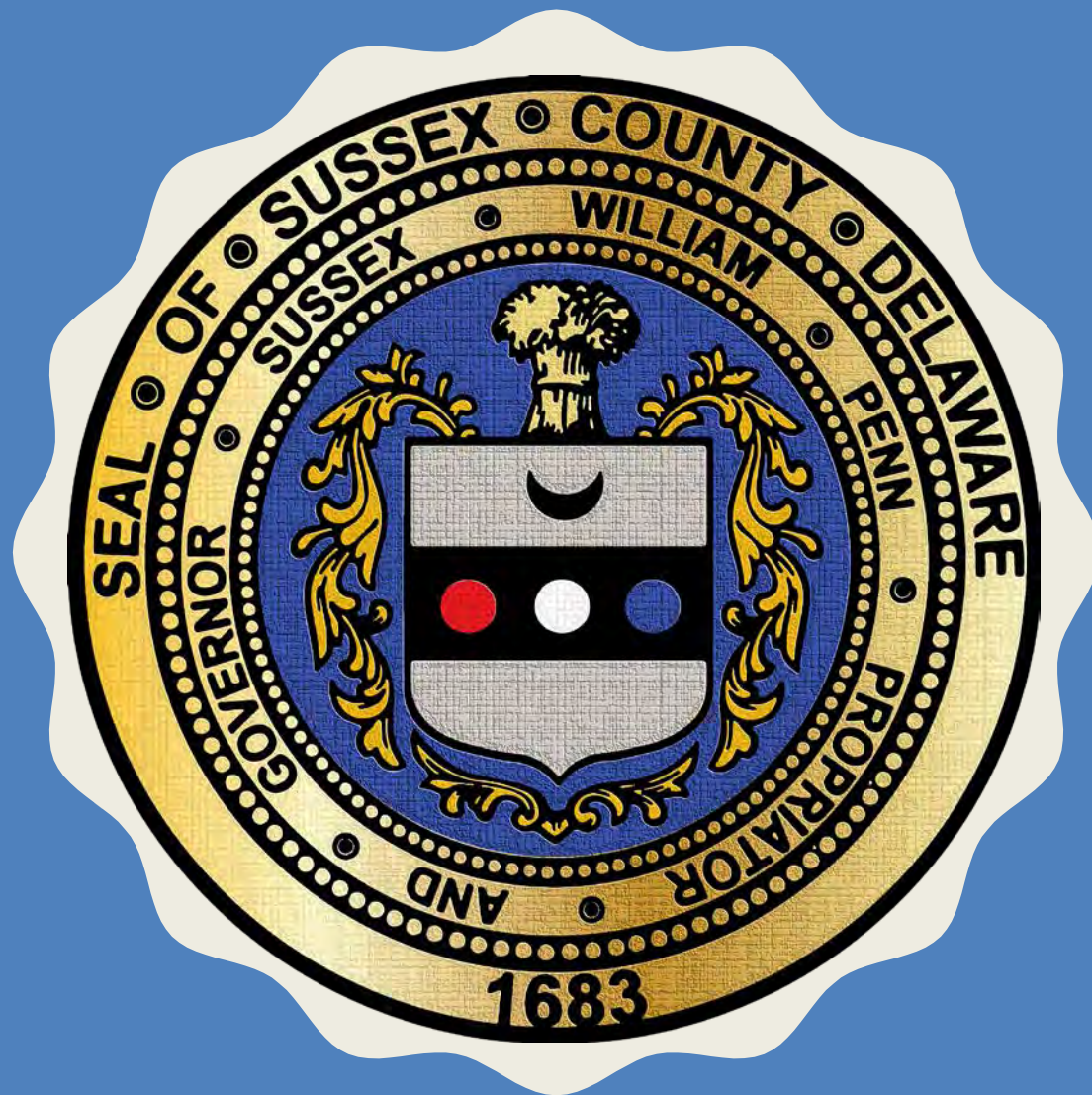
	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Total Int'l Stock Index	17.1%	18.0%	64.9%	0.0%
MSCI ACWI ex USA	4.8%	19.2%	76.0%	0.0%
<i>Weight Over/Under</i>	12.3%	-1.2%	-11.1%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending December 31, 2017



Style Drift - 5 Years



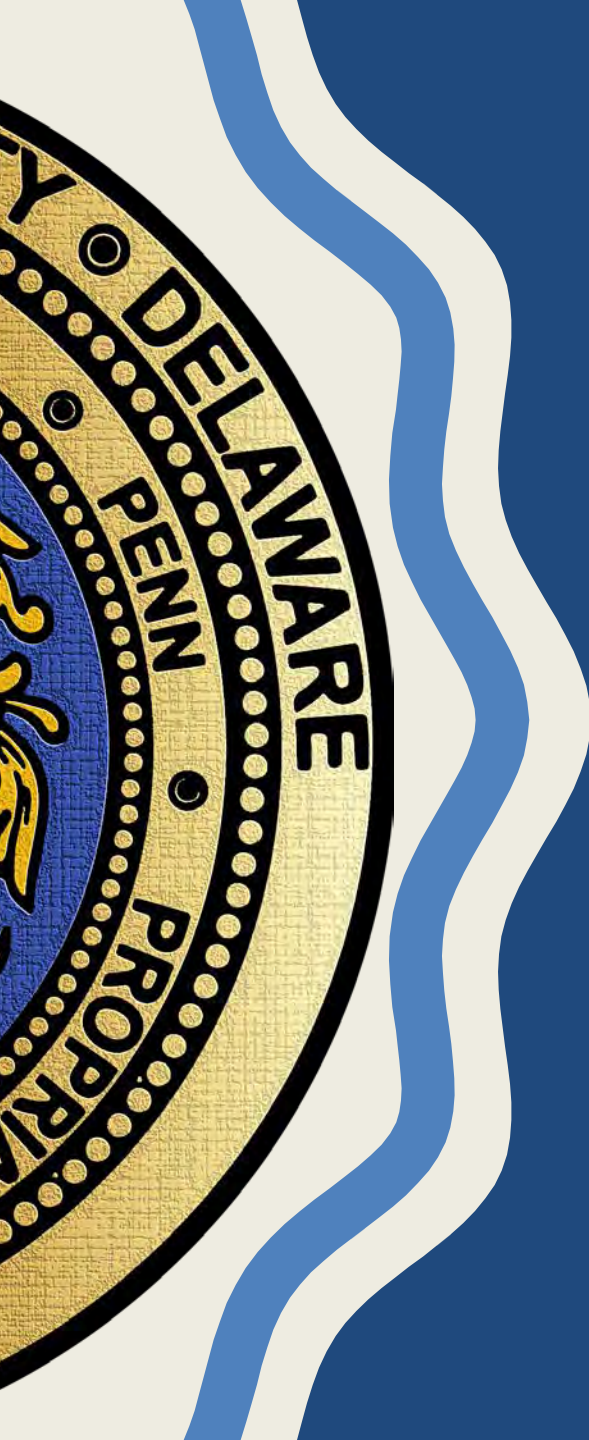


SUSSEX COUNTY QUARTERLY PENSION UPDATE

The image shows a partial view of the seal of the University of Delaware on the left side. The seal is circular and features a gold outer ring with the text 'UNIVERSITY OF DELAWARE' and '1823'. Inside this ring is a blue ring with the text 'DELAWARE' and 'PENN'. The center of the seal is a blue circle containing a gold figure, likely a Native American, holding a bow and arrow. The background of the slide is a solid blue color with a white wavy line separating the seal area from the text area.

TOPICS

- Quarterly Performance Summary
- Investment Policy Statement Changes
- Recommendation to add Global Equity Active Managers



PERFORMANCE SUMMARY

Pension Fund		
Market Value	4 th Quarter Return	1 Year Return
\$93,818,931	4.0%	13.9%

Net Investment Change		
4 th Quarter	1 Year	3 Years
\$3,711,359	\$11,395,346	\$16,837,662

OPEB (Benefits) Fund		
Market Value	4 th Quarter Return	1 Year Return
\$43,158,302	3.8%	14.3%

Net Investment Change		
4 th Quarter	1 Year	3 Years
\$1,575,794	\$5,038,016	\$7,274,149

The seal of the State of Delaware is partially visible on the left side of the slide. It features a circular design with a central figure, surrounded by the text "DELAWARE" and "PENNSYLVANIA".

RECOMMENDATION TO CHANGE INVESTMENT POLICY STATEMENTS

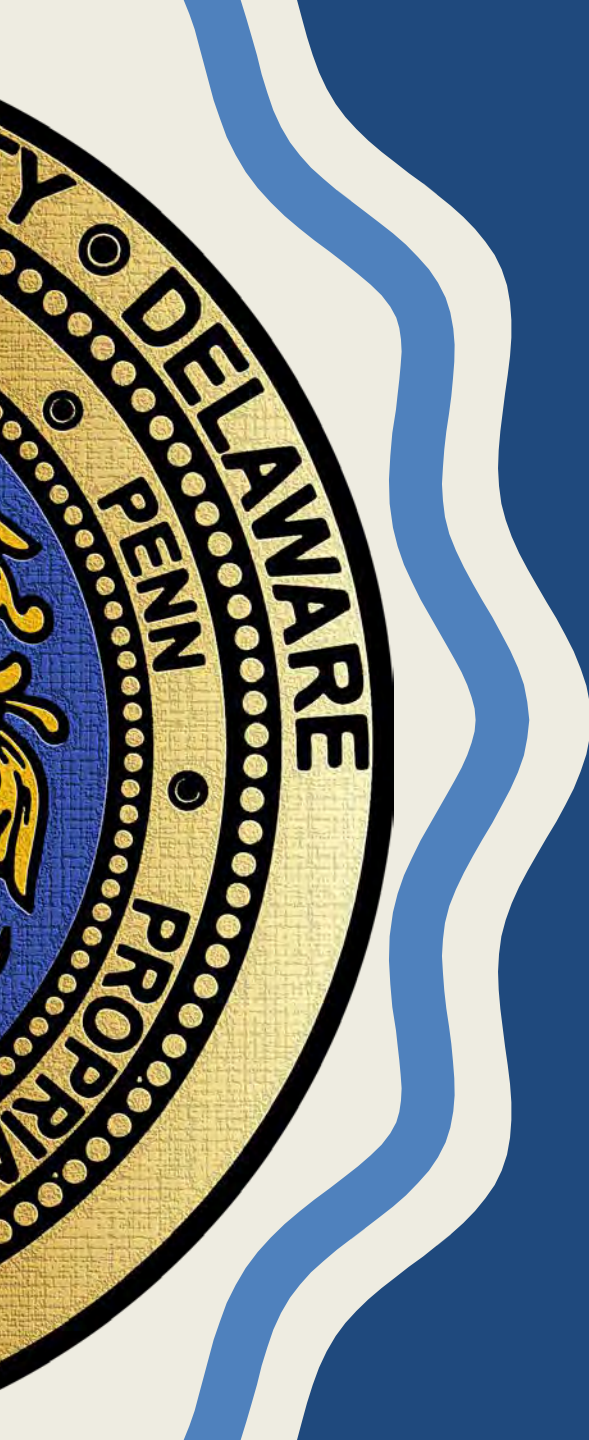
Increase International Equity Target by 4% for both Funds

Why?

1. In 2017, I brought a 2% increase in International Equities. Council asked that I go back to the Pension Committee to see if they were comfortable in increasing it more.
2. International equities are expected to bring in a 10-year return of 7.9% - 8.1% compared to 3.7% - 7.3% for domestic equities

Motion

Be it moved that the Sussex County Council, based on the recommendation of the Pension Committee, changes the Investment Policy Statements of both the Pension and OPEB Funds to increase the international equities target by 4% to 18%.



PENSION MANAGERS

Current Manager	Amount	Fee	Annual Fee	1 Year Return	5 Year Return
State of Delaware Investment Pool	\$46,075,000 50% of Pension Fund	.62%	\$285,664	13.3%	8.1%
Benchmark				14.8%	8.3%

Prospective Global Managers	Fee
Harding Loevner	.92%
MFS	.46%
Schroders	.65%
Vontobel	.91%

Committee reviewed the following for the 4 managers:

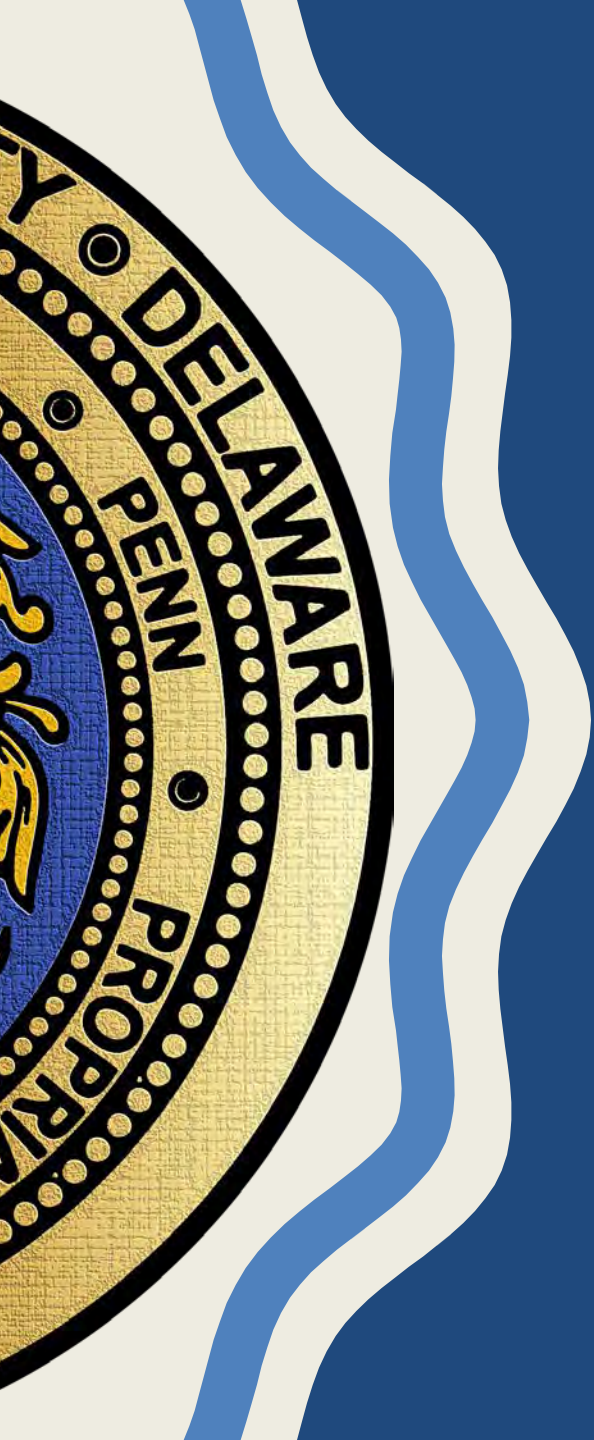
- Portfolio & Risk Management
- Investment Process
- Assets in Fund
- Fees
- # of Holdings
- Cumulative and Annual Returns

The Committee is recommending using both MFS and Schroders for the following reasons:
MFS – solid performance since inception in 2011, most down-market protection and low cost
Schroders – solid long-term performance, well-diversified with 425 holdings and low cost

PENSION PORTFOLIO ALLOCATION

	<u>CURRENT ALLOCATIONS</u>	<u>CHANGE IN ALLOCATION</u>	<u>RECOMMENDED ALLOCATION</u>
Employee Pension Plan	100.0%		100.0%
<u>U.S. Equity</u>			
Vanguard S&P 500 Index Adm	22%	(2%)	20%
Vanguard Mid Cap Value Index	5%		5%
Vanguard Extended Market Index	5%	(1%)	4%
Total U.S. Equity	32%		29%
<u>Non-U.S. Equity</u>			
Vanguard Total Int'l Stock Index Adm	4%	3%	7%
Shroders		3%	3%
MFS Low Volatility		3%	3%
Total Non-U.S. Equity	4%		13%
<u>U.S. Fixed Income</u>			
Wilimington Trust Fixed Income	12%	4%	16%
Total U.S. Fixed Income	12%		16%
<u>Delaware Pooled Fund</u>			
State of Delaware Investment Pool	50%	(10%)	40%
Total Delaware Pooled Fund	50%		40%
<u>Cash & Equivalents</u>			
Mutual Fund Cash Account	2%		2%
M&T Operating Account	0%		0%
Total Cash & Equivalents	2%		2%





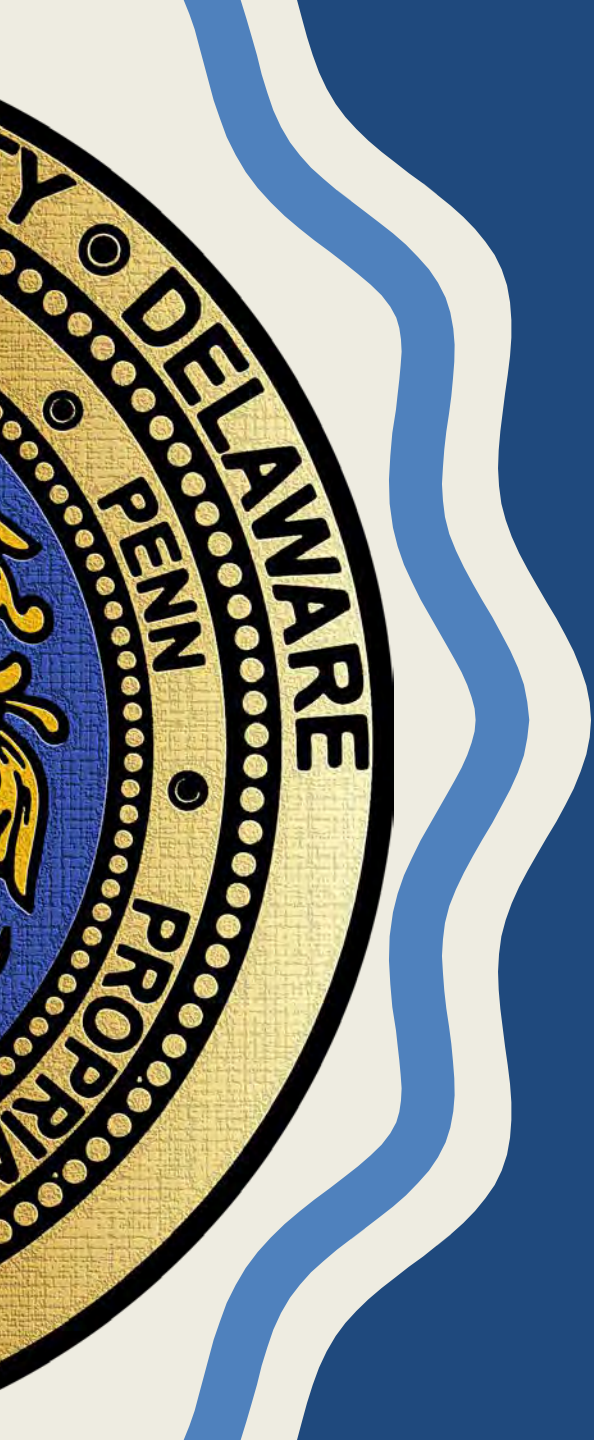
MOTION

Be it moved that the Sussex County Council, based on the recommendation of the Pension Committee, add Shroders and MFS Low Volatility as Global Active Managers in the County's pension portfolio and allocate the funds by percentage as presented.

OPEB PORTFOLIO ALLOCATION

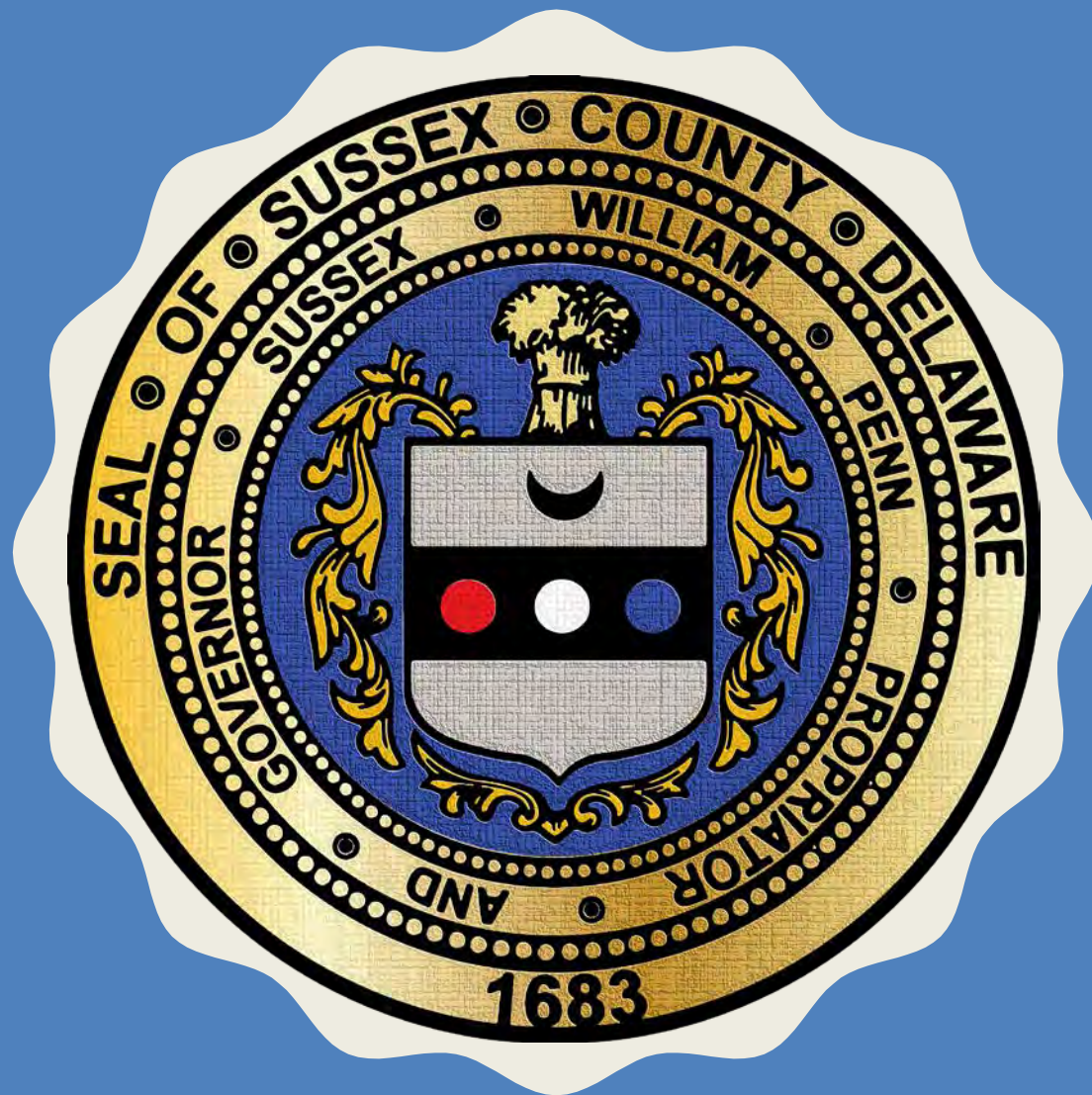


	<u>CURRENT ALLOCATIONS</u>	<u>CHANGE IN ALLOCATIONS</u>	<u>RECOMMENDED ALLOCATIONS</u>
Post Employment Benefit Plan	100%		100%
<u>U.S. Equity</u>			
Vanguard Institutional Index	35%	5%	30%
Vanguard Mid Cap Value Index Adm	6.5%	1%	5.5%
Vanguard Small Cap Value Index Adm	3%		3%
Total U.S. Equity	44.5%		38.5%
<u>Global Equity</u>			
Artisan Gloval Opportunities Instl	3.5%	2%	5.5%
Dodge & Cox Global Stock	3.5%	2%	5.5%
MFS Low Volatility Global Equity	6%		6%
Total Global Equity	13%		17%
<u>Non-U.S. Equity</u>			
Vanguard Total International Stock Index Adm	7.5%	2%	9.5%
Total Non-U.S. Equity	7.5%		9.5%
<u>U.S. Fixed Income</u>			
Wilmington Trust Fixed Income	34%		34%
Total U.S. Fixed Income	34%		34%
<u>Cash & Equivalents</u>			
Cash	1%		1%
Total Cash & Equivalents	1%		1%



MOTION

Be it moved that the Sussex County Council, based on the recommendation of the Pension Committee, allocate the OPEB funds as presented.



SUSSEX COUNTY QUARTERLY PENSION UPDATE

RESOLUTION

A RESOLUTION TO EXTEND THE BOUNDARY OF THE SUSSEX COUNTY UNIFIED SANITARY SEWER DISTRICT (SCUSSD), TO INCLUDE PARCEL 533-11.00-27.00 ON THE NORTH SIDE OF COUNTY ROAD 388 (DEER RUN ROAD) THE PARCEL IS LOCATED IN THE BALTIMORE HUNDRED, SUSSEX COUNTY, DELAWARE AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS, IN AND FOR SUSSEX COUNTY, DELAWARE.

WHEREAS, Sussex County has established the Sussex County Unified Sanitary Sewer Sanitary Sewer District (SCUSSD); and

WHEREAS, in the best interests of the present district and to enhance the general health and welfare of that portion of Sussex County in the vicinity of the intersection of Deer Run Road and Bearhole Road, the inclusion of this area will be beneficial; and

WHEREAS, in accordance with 9 Del.C., Section 6502 (a), the Sussex County Council may, upon request of the County Engineer, revise the boundary of an established sewer district when 50 or more houses have been connected by posting a public notice in four public places in the district describing the new or revised boundary; and

WHEREAS, the Sussex County Council has caused to be posted a public notice in at least four public places in the district, as verified by the affidavit of Phillip C. Calio, a copy of which affidavit and public notice is attached hereto and made a part hereof; and

WHEREAS, in accordance with 9 Del.C., Section 6502 (b), the Sussex County Council shall, within ninety days after posting the public notices pass a formal resolution establishing the new boundary of the district;

NOW, THEREFORE,

BE IT RESOLVED the Sussex County Council hereby revises the boundary of the SCUSSD to encompass the lands mentioned above situated on the north side of Deer Run Road, as follows:

BEGINNING at a point, situate at the intersection of the northerly right of way (ROW) of Deer Run Rd, a point on the existing boundary of the Sussex County Unified Sanitary Sewer District (SCUSSD), and southwesternmost property corner of lands now or formerly of (N/F) of Billie & Daren Criswell; thence following said lands of Criswell the following directions and distances: northwesterly 153± feet, northwesterly 1289± feet,

northeasterly 103± feet, southeasterly 1368± feet, southwesterly 235± to a point, said point being that of the **BEGINNING**.

BE IT FURTHER RESOLVED that the Sussex County Council directs the County Engineer and the Attorney for the County Council to procure the necessary lands and right-of-way by purchase, agreement, or condemnation in accordance with the existing statutes; and

BE IT FURTHER RESOLVED that the County Engineer is hereby authorized to prepare maps, plans, specifications, and estimates, let contracts for and supervise the construction and maintenance of, or enlarging and remodeling of, any and all structures required to provide for the safe disposal of sewage in the sanitary sewer district, as amended.

PROPOSED

SUSSEX COUNTY UNIFIED SANITARY SEWER DISTRICT
CRISWELL EXPANSION
AFFIDAVIT FOR PUBLIC HEARING

STATE OF DELAWARE)(

COUNTY OF SUSSEX)(

BE IT REMEMBERED, That the subscriber, PHILLIP C. CALIO, personally appeared before me and known to me personally to be such, who being by me duly sworn to law did depose and say as follows:

- A. On February 26, 2018 he was a Utility Planner for the Sussex County Engineering Department, Sussex County, State of Delaware; and
- B. On February 26, 2018 he did post the attached "Public Notice," prepared by the Sussex County Engineering Department, at the following locations:
 - 1. On a post in the easterly ROW of Bearhole Road, in front of stop sign at the intersection of Deer Run Road;
 - 2. The site of the annexation property in the following four (4) locations:
 - a. On a post in the northerly ROW of Deer Run Road, 244 feet east of Bearhole Road,
 - b. On a post in the northerly ROW of Deer Run Road, 332 feet east of Bearhole Road,
 - c. On a post in the northerly ROW of Deer Run Road, 396 feet east of Bearhole Road,
 - d. On a post in the northerly ROW of Deer Run Road, 463 feet east of Bearhole Road;
 - 3. On a post in the southerly ROW of Deer Run Road in front of stop sign 45 feet southwest of Zion Church Road;
 - 4. On a post in the easterly ROW of Johnson Road in front of stop sign 50 feet south of the centerline of Zion Church;
 - 5. On a post in the westerly ROW of Bayard Road in front of Stop Sign 50 feet north of the centerline of Zion Church Road.

PHILLIP C. CALIO



SWORN TO AND SUBSCRIBED before me on this 27 day of Feb. A.D., 2018

NOTARY PUBLIC

SHARON E. SMITH
NOTARY PUBLIC
STATE OF DELAWARE
My Commission Expires on July 14, 2018

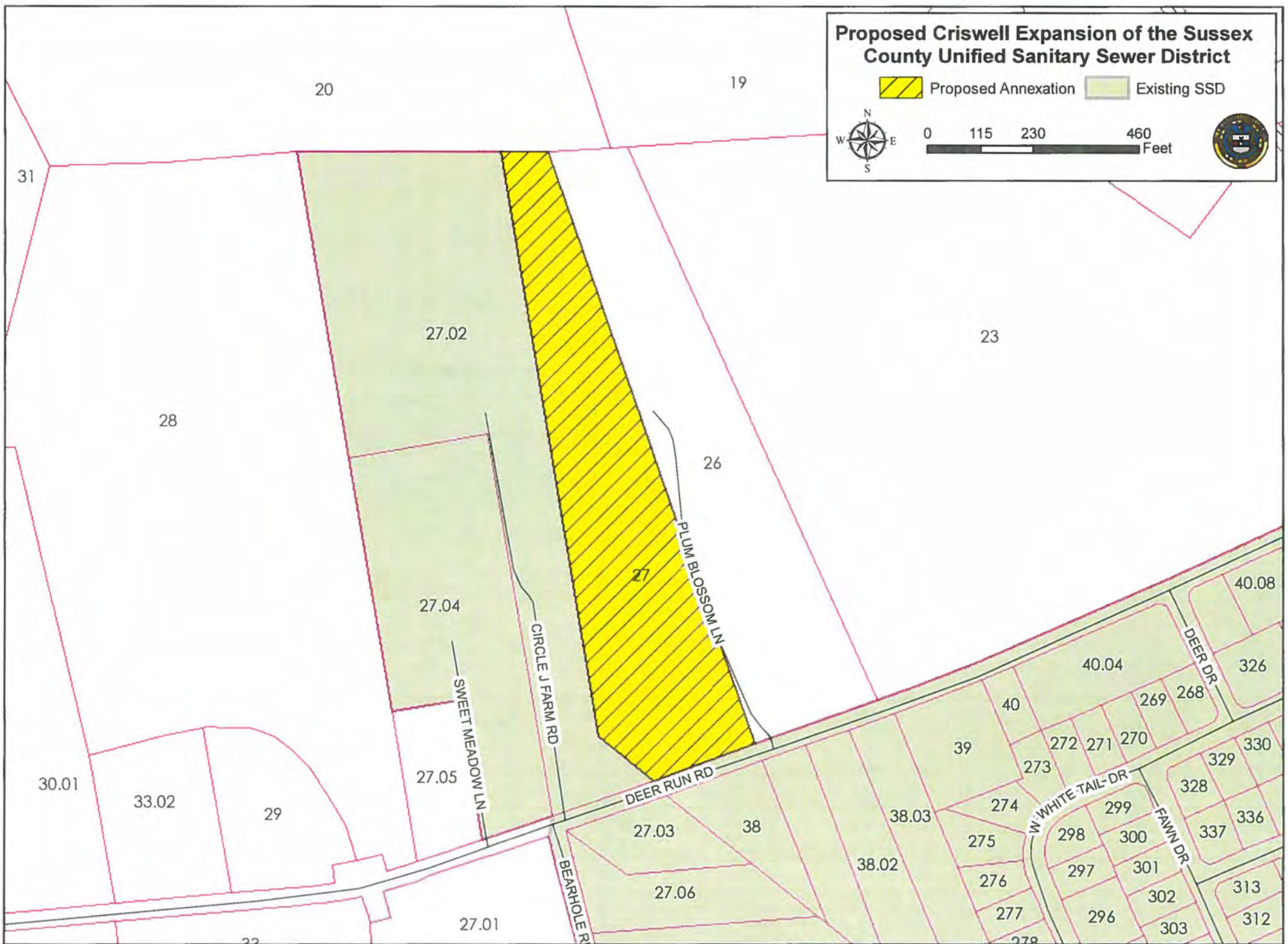
My Commission Expires _____

Proposed Criswell Expansion of the Sussex County Unified Sanitary Sewer District

 Proposed Annexation  Existing SSD



0 115 230 460 Feet



The proposed annexation is scheduled to be discussed March 13, 2018, in Sussex County Council Chambers, 2 The Circle, Georgetown, DE 19947
For more information please visit: <https://www.sussexcountyde.gov/legal-notices/sewer-water>. Or call Sussex County Utility Planning at 302-855-1299

ENGINEERING DEPARTMENT

ADMINISTRATION (302) 855-7718
AIRPORT & INDUSTRIAL PARK (302) 855-7774
ENVIRONMENTAL SERVICES (302) 855-7730
PUBLIC WORKS (302) 855-7703
RECORDS MANAGEMENT (302) 854-5033
UTILITY ENGINEERING (302) 855-7717
UTILITY PERMITS (302) 855-7719
UTILITY PLANNING (302) 855-1299
FAX (302) 855-7799



Sussex County

DELAWARE
sussexcountyde.gov
HANS M. MEDLARZ, P.E.
COUNTY ENGINEER
JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George Cole, Vice President
The Honorable Samuel R. Wilson Jr
The Honorable I. G. Burton III
The Honorable Robert B. Arlett

FROM: Hans Medlarz, P.E., County Engineer
Gina A. Jennings, MPA, MBA, Finance Director

RE: **HERRING CREEK AREA EXPANSION OF THE UNIFIED SANITARY SEWER DISTRICT, APPROVAL OF USDA FUNDING OFFER, PHASE 1**

DATE: March 9, 2018

On July 9, 2016, the voters of the proposed Herring Creek Sewer Area approved the sewer district expansion. On August 2, 2016, County Council issued a determination and officially created the Herring Creek Area Expansion of the Unified Sewer District.

On November 1, 2016, County Council approved WRA Associates, Inc.'s professional services Amendment No. 8 for Aerial Mapping & Environmental Assessment in the Herring Creek expansion area. During the same business meeting, County Council further directed the County Engineer to procure the necessary lands and rights-of-way, as well as prepare plans and specifications for the project. Since then, the Engineering Department identified several key easement acquisitions, approached owners, ordered appraisals and secured a number of key easements, but not all.

On March 20, 2017, the Finance Department filed an overall funding application for approximately \$20,500,000 with USDA/Rural Development, Rural Utility Service. Due to the size of the project, USDA approached the County with a phasing plan. Phase 1 would encompass the local transmission systems, i.e. pump stations and pressure mains in conjunction with the necessary right-of-way acquisitions. On June 21, 2017, the County accepted the letter of conditions and the obligating document associated with the Phase 1 in the amount of \$4,287,000 of loan and \$990,000 of grant funding.

The Finance and Engineering Departments recommend Council's approval of the associated ordinance authorizing the issuance of up to \$4,287,000 of general obligation bonds of Sussex County in connection with the construction and equipping of Phase 1 of the Herring Creek Area Expansion of the Unified Sanitary Sewer District.



ORDINANCE NO. ____

AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$4,287,000 OF GENERAL OBLIGATION BONDS OF SUSSEX COUNTY IN CONNECTION WITH THE CONSTRUCTION AND EQUIPPING OF AN EXTENSION OF SANITARY SEWER SERVICES TO HERRING CREEK AND AUTHORIZING ALL NECESSARY ACTIONS IN CONNECTION THEREWITH

WHEREAS, pursuant to Title 9, Delaware Code, Section 7001(a) Sussex County (the "County") has "all powers which, under the Constitution of the State, it would be competent for the General Assembly to grant by specific enumeration, and which are not denied by statute" (the "Home Rule Power");

WHEREAS, acting pursuant to its Home Rule Power, and pursuant to Title 9, Delaware Code, Chapters 65 and 67, the County has authorized the design, construction and equipping of an extension of sanitary sewer services to Herring Creek (the "Project");

WHEREAS, pursuant to Title 9, Delaware Code, Section 6706, the County is authorized to issue its bonds and to pledge its full faith and credit thereto, to finance the cost of any object, program or purpose for which the County is authorized to raise, appropriate or expend money under Chapter 67 of Title 9; and

WHEREAS, acting pursuant to the aforesaid authority, the County desires to authorize the issuance of general obligations of the County to finance the costs of the Project and for the other purposes described herein.

NOW THEREFORE THE COUNTY OF SUSSEX HEREBY ORDAINS (AT LEAST FOUR FIFTHS OF THE MEMBERS OF COUNCIL CONCURRING HEREIN):

Section 1. Amount and Purpose of the Bonds. Acting pursuant to Title 9, Delaware Code, Chapters 65 and 67, Sussex County shall issue its negotiable general obligations in the maximum aggregate principal amount not to exceed \$4,287,000 (the "Bonds") to finance or reimburse the County for a portion of the cost of the design, construction and equipping of the Project.

The monies raised from the sale of the Bonds (including the investment earnings thereon) after the payment of the costs of issuance, shall be held in one or more Project accounts and shall be expended only for the purposes authorized herein or as may otherwise be authorized by subsequent action by County Council. Authorized purposes include the costs of planning, constructing, acquiring and equipping the Project or any portion thereof; interest on the Bonds and any interim financing during the construction period and for a period of up to one year following the estimated date of completion; the reasonable costs of issuance of the Bonds and any interim financing; the repayment of temporary loans incurred with respect to the Project; and the reimbursement of authorized costs previously expended by the County from other funds.

Section 2. Security for the Bonds. The principal, interest and premium, if any,

on the Bonds may be paid by ad valorem taxes on all real property subject to taxation by the County without limitation as to rate or amount, except as limited by Title 9, Delaware Code Section 8002 (c). Pursuant to Title 9, Delaware Code, Section 6706, the full faith and credit of the County is pledged to such payment. The Bonds shall contain a recital that they are issued pursuant to Title 9, Delaware Code, Chapter 67, which recital shall be conclusive evidence of their validity and of the regularity of their issuance. While the Bonds are backed by the County's full faith and credit, it is expected that the debt service will be paid from revenues of the Herring Creek extension.

Section 3. Terms of the Bonds. The Bonds shall be sold at such prices and upon such other terms and conditions consistent with the provisions of this Ordinance and otherwise as the County Administrator shall determine to be in the best interests of the County. The Bonds shall bear interest at such rate or rates and shall mature in such amounts and at such times, but not exceeding 40 years from the date of issue of the Bonds, and shall be subject to redemption, as the County Administrator shall determine.

Section 4. Sale of the Bonds. The Bonds may be issued in one or more series and shall be sold in one or more public sales or private negotiated transactions upon such terms and conditions as the County Administrator shall determine shall be in the best interest of the County. It is anticipated that the Bonds will be sold to the United States of America, Rural Utilities Service (or any successor agency).

Section 5. Details of the Bonds. The County Administrator is authorized to determine the details of the Bonds including the following: the date or dates of the Bonds; provisions for either serial or term bonds; sinking fund or other reserve fund requirements; due dates of the interest thereon; the form of the Bonds; the denominations and designations of the Bonds; registration, conversion and transfer provisions; provisions for the receipt, deposit and investment of the proceeds of the Bonds; provisions for the replacement of lost, stolen, mutilated or destroyed Bonds; and provisions for issuing uncertificated obligations and all procedures appropriate for the establishment of a system of issuing uncertificated debt. The Bonds shall be executed by the manual or facsimile signature of the County Administrator, shall contain an impression of the County seal or a facsimile thereof and shall be attested by the manual signature of the County Clerk. The County Administrator shall determine the form of the Bonds.

Section 6. Debt Limit. It is hereby determined and certified, as of the effective date hereof, that the issuance of the Bonds is within the legal debt limit of the County.

Section 7. Further Action. The President of the County Council, the County Administrator, the Finance Director and the County Clerk are authorized and directed to take such other action on behalf of the County, as may be necessary or desirable to effect the adoption of this Ordinance and the issuance and sale of the Bonds and to provide for their security and to carry out the intent of this Ordinance, including the publication of notices and advertisements and the execution and delivery of customary closing certificates.

Section 8. Effective Date. This Ordinance shall become effective immediately upon its passage. The County Clerk is hereby directed to publish a notice of the adoption hereof in accordance with Section 7002(m)(2) of Title 9 of the Delaware Code, as amended.

SYNOPSIS: This Ordinance provides for the issuance of up to \$4,287,000 of Sussex County General Obligation Bonds in order to finance or reimburse the County for a portion of the costs for the design, construction and equipping of an extension of sanitary sewer services to Herring Creek (the "Project").

I DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF ORDINANCE NO. ____ ADOPTED BY THE SUSSEX COUNTY COUNCIL ON THE ____ DAY OF _____, 2018.

Robin A. Griffith
Clerk of the Sussex County Council

(Herring Creek Ordinance)

PROPOSED

ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
RECORDS MANAGEMENT	(302) 854-5033
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UTILITY PERMITS	(302) 855-7719
UTILITY PLANNING	(302) 855-1299
FAX	(302) 855-7773



Sussex County

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HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

JAMES A. HICKIN, A.A.E.
AIRPORT MANAGER

MEMORANDUM

TO: Sussex County Council

THROUGH: Todd Lawson
County Administrator

FROM: Jim Hickin, A.A.E.
Airport Manager

DATE: March 9, 2018

RE: AIRPORT ADISORY COMMITTEE APPOINTMENT

I am on the March 13th agenda to recommend Council's appointment of Ray Hopkins to the Delaware Coastal Airport Advisory Committee. Mr. Hopkins will fill the Representative at Large position recently held by Richard Wilson. Mr. Wilson resigned from this position last month.

Mr. Hopkins, a resident of Georgetown, is a business owner, owning Servpro of Sussex County for nearly 25 years. He is also a two term President of the Georgetown Chamber of Commerce and past President of the local Rotary club. Mr. Hopkins' business experience and knowledge of Sussex County will be a great asset to the Advisory Committee.

Please feel free to call me at 855-7775 with any questions.

cc: Hans Medlarz, P.E., County Engineer



ENGINEERING DEPARTMENT

ADMINISTRATION (302) 855-7718
AIRPORT & INDUSTRIAL PARK (302) 855-7774
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HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable Irwin G. Burton III
The Honorable Robert B. Arlett

FROM: Hans Medlarz, County Engineer

RE: *North Coastal Planning Area – Sussex County Unified Sanitary Sewer District (Chapel Branch Area) Professional Engineering Service WRA Associates, Inc. Amendment No.12*

DATE: March 13, 2018

On January 24, 2014, County Council awarded a five (5) year, cost plus fixed fee type base contract regarding engineering services for the North Coastal Planning Area to Whitman, Requardt and Associates, LLP (WRA). Since then, Council utilized the contract by approving eleven (11) amendments totaling approximately \$6,913,684.00 in value.

On November 1, 2016, County Council approved the addition of the Chapel Branch area to the Unified Sewer District. Amendment No. nine (9) was for the PER, EA and Aerial Mapping for the Chapel Branch Area. WRA has completed the aerial mapping, however this amendment will be reduced by **\$51,242.00** due to the eliminated need for the PER/EA therefore allowing the close-out of Amendment #9.

The Department is presenting a request for the approval of the attached Contract Amendment No.12 in a “not to exceed” amount of **\$329,119.00** for Chapel Branch’s Final Design. Once this phase concludes we will seek Council’s approval for acceptance of the bid results and proceed to actual construction of the infrastructure required to abandon the existing on-site systems and connect the communities to the County infrastructure. This amendment does not include the contract administration or on-site inspection however, depending on staff workload at the time of bidding we may utilize in-house versus WRA handling the administration and tracking of the improvements as they are constructed.



NORTH COASTAL PLANNING AREA

SUSSEX COUNTY, DELAWARE

CONTRACT AMENDMENT NO. 12

This contract amendment, **Contract Amendment No. 12** dated _____, **2018** amends our original contract dated January 14, 2014 between Sussex County, a political subdivision of the State of Delaware, as First Party, hereinafter referred to as the COUNTY and Whitman, Requardt and Associates, LLP, a State of Maryland Limited Liability Partnership, hereinafter referred to as CONSULTANT, whose address is 801 South Caroline Street, Baltimore, Maryland 21231 (Original Contract). Except as specifically amended herein, the provisions of the Original Contract dated January 14, 2014, as thereafter amended, remain in effect and fully valid.

By execution of this Amendment, the following sections are hereby added as new sections to the Original Contract, as respectfully numbered below.

ARTICLE FOUR

FEE STRUCTURE

- 4.4.1 The previous versions of Section 4.4 as set forth in **Contract Amendment Nos. 1 to 11** are hereby incorporated by reference. Notwithstanding any language to the contrary in such Amendments, the parties agree that those Amendments are intended to be additions to the Original Contract between the parties dated January 14, 2014.
- 4.4.2 In accordance with the method of fee determination described in Articles 4.3.1, 4.3.2, 4.3.3, and 4.3.4 of this Agreement, the total compensation and reimbursement obligated and to be paid the CONSULTANT by the COUNTY for the CONSULTANT's Scope of Services for **Oak Crest Farms and Chapel Green Preliminary Engineering and Final Design** as set forth in **Attachment A**, which is attached hereto and incorporated by reference, shall not exceed **Three Hundred and Twenty Nine Thousand One Hundred and Nineteen Dollars (\$329,119.00)**. In the event of any discrepancy or inconsistency between the amounts set forth in this Article 4.4.2 and any appendices, exhibits, attachments or other sections of this Agreement, the amounts set forth in this Article 4.4.2 shall govern.

ARTICLE FOURTEEN

INCORPORATED DOCUMENTS

- 14.1.2 **Attachment A: Consultant's Scope of Services, Oak Crest Farms and Chapel Green Preliminary Engineering and Final Design with Man-hour Spreadsheets. (Contract Amendment No. 12).**

By execution of this Agreement, the following sections are amended as set forth below:

- 2.4 The CONSULTANT shall perform the Scope of Services attached hereto as Attachment A and all additional Scopes of Services as may be set forth in consecutively numbered subsets of Attachment A.
- 4.3 The COUNTY shall pay the CONSULTANT for the satisfactory completion of the Scope of Services specified herein before in Attachment A and all additional Scopes of Services as may be set forth in consecutively numbered subsets of Attachment, based on and limited to the following method of determination....”

IN WITNESS WHEREOF, the parties hereunto have caused this Amendment No. 12 to this Agreement to be executed on the day and year first written hereof by their duly authorized officers.

SEAL

FOR THE COUNTY:
SUSSEX COUNTY

President, Sussex County Council

STANDARD FORM
PREVIOUSLY APPROVED:

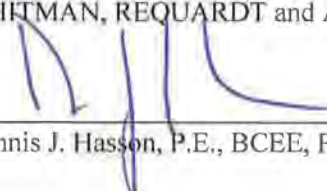
Date

ATTEST:

Clerk of the Sussex County Council

FOR THE CONSULTANT:

WHITMAN, REQUARDT and ASSOCIATES, LLP



Dennis J. Hasson, P.E., BCEE, Partner

WITNESS:





**SCOPE OF WORK FOR
OAK CREST FARMS AND CHAPEL GREEN
PRELIMINARY ENGINEERING AND FINAL DESIGN
IN SUSSEX COUNTY, DELAWARE**

This attachment outlines the required Scope of Services for the Preliminary Planning and Final Design for the Oak Crest Farms and Chapel Green. **Figure 1** indicates the overall project area. **Figures 2 and 3** indicate the existing system and proposed upgrades for Oak Crest and Chapel Green respectively.

Part A: Project Management

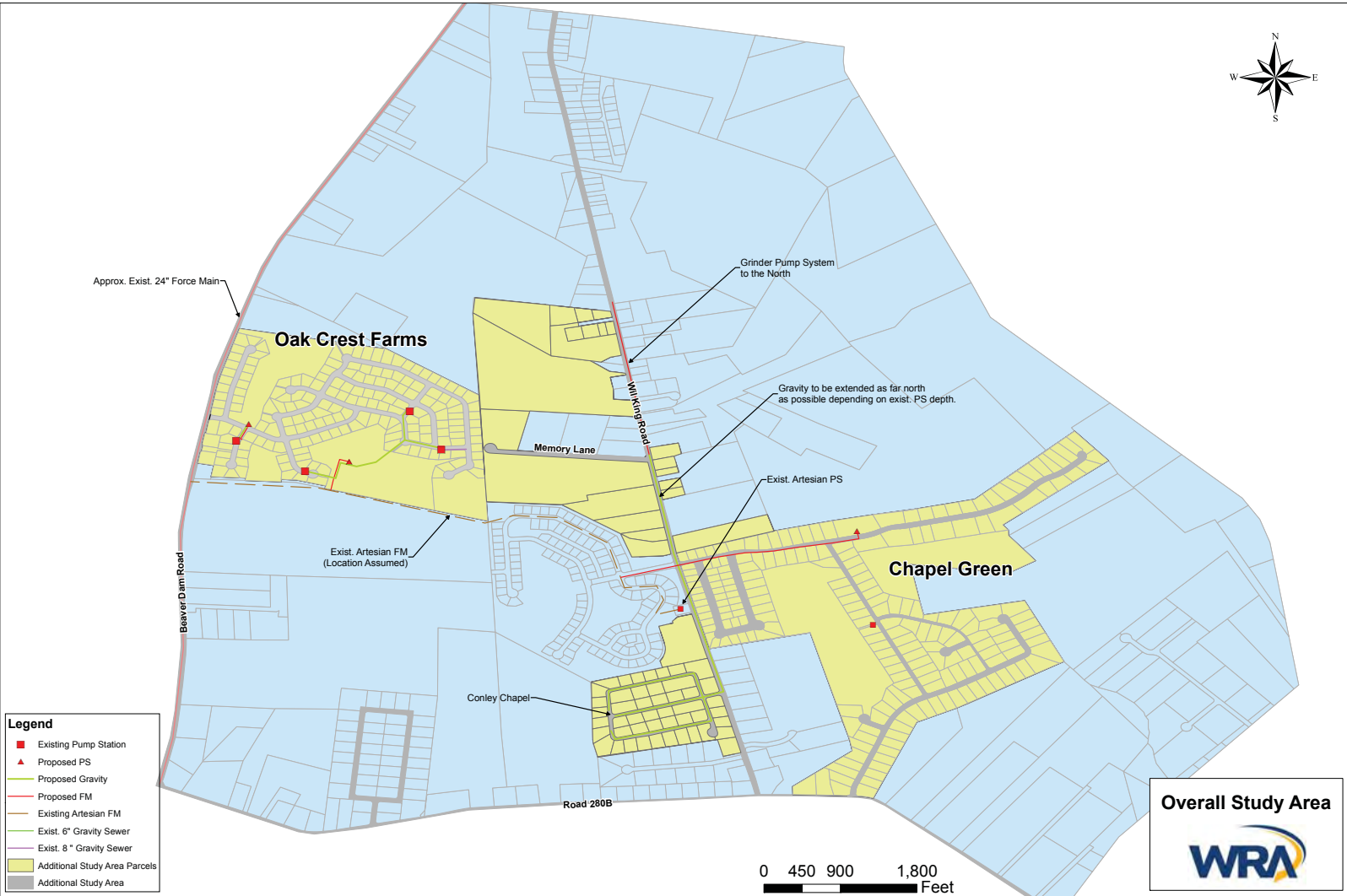
1. Update Project Cost Estimates, Project Schedules, and Project Accountability Logs.
2. Attend Project Progress Meetings (Assumes five (5) meetings for the Project Engineer) and generate meeting minutes.
3. Attend one (1) Delaware Department of Transportation (DeIDOT) Coordination meeting.

Part B: Preliminary Engineering Memorandum

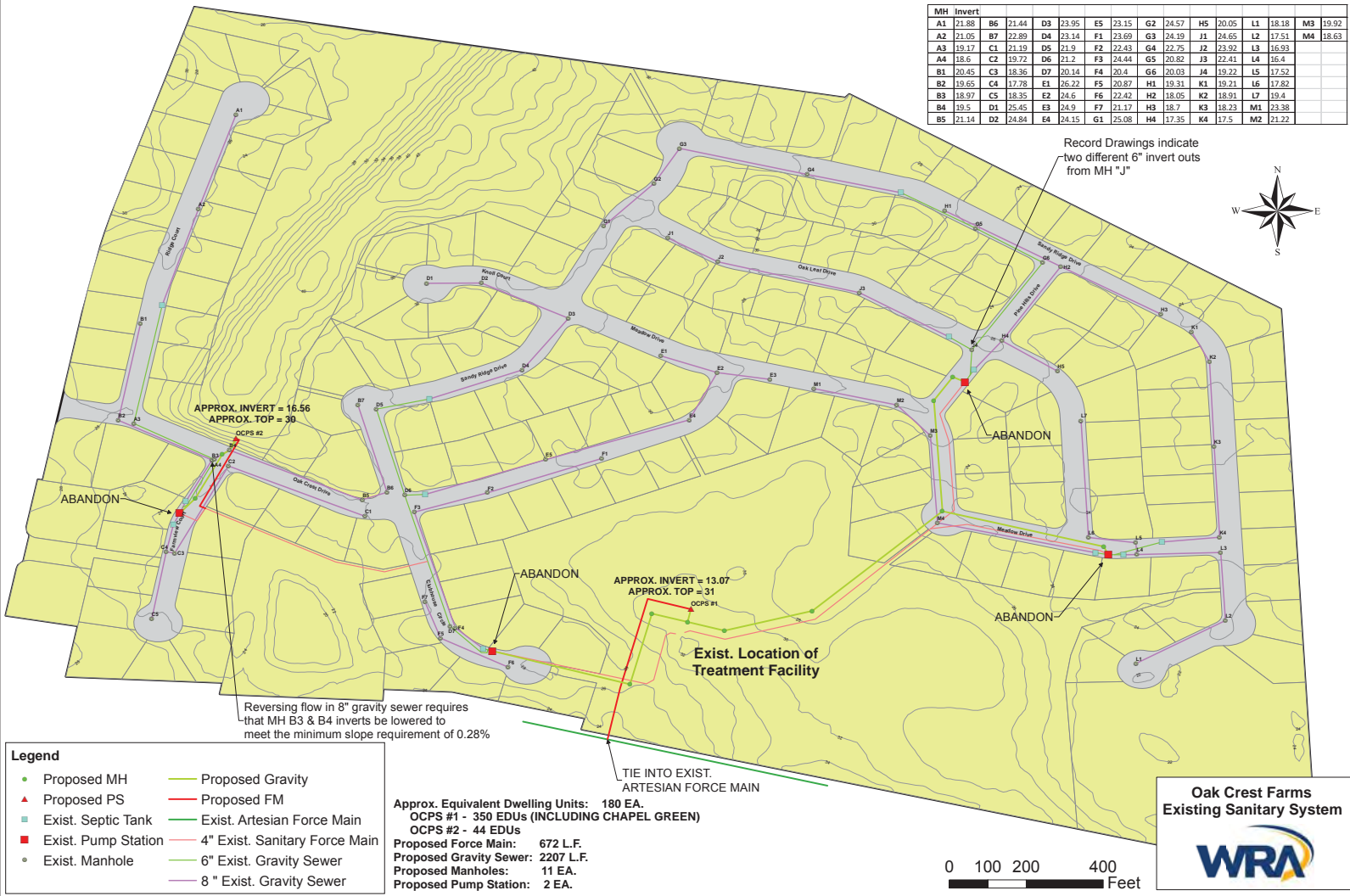
1. Review existing collection system and make recommendations for upgrades of system modifications to or elimination of existing septic tanks located within existing collection system.
2. Review of hydraulics for proposed three new pump stations (two in Oak Crest & one in Chapel Green), with estimate of pump HP requirements.
3. Review impacts of serving isolated areas around project area into infrastructure proposed for project.
4. Develop cost estimates for infrastructure.
5. Summarize system in a memorandum to the County.
6. Address County comments on memorandum

Part C: Final Design- Surveys

1. Aerial topography for the Study Area was previously flown and processed for a majority of the project area, with the exception of the Conley Chapel Village area recently added. Previously flown topo for Conley Chapel Village will be processed under this contract. The following additional survey work will be necessary as part of this contract.
- 2A. Survey Field Work:
- a. Extend horizontal and vertical controls.



MH Invert																
A1	21.88	B6	21.44	D3	23.95	E5	23.15	G2	24.57	H5	20.05	L1	18.18	M3	19.92	
A2	21.05	B7	22.89	D4	23.14	F1	23.69	G3	24.19	J1	24.65	L2	17.51	M4	18.63	
A3	19.17	C1	21.19	D5	21.9	F2	22.43	G4	22.75	J2	23.92	L3	16.93			
A4	18.6	C2	19.72	D6	21.2	F3	24.44	G5	20.82	J3	22.41	L4	16.4			
B1	20.45	C3	18.36	D7	20.14	F4	20.4	G6	20.03	J4	19.22	L5	17.52			
B2	19.65	C4	17.78	E1	26.22	F5	20.87	H1	19.31	K1	19.21	L6	17.82			
B3	18.97	C5	18.35	E2	24.6	F6	22.42	H2	18.05	K2	18.91	L7	19.4			
B4	19.5	D1	25.45	E3	24.9	F7	21.17	H3	18.7	K3	18.23	M1	23.38			
B5	21.14	D2	24.84	E4	24.15	G1	25.08	H4	17.35	K4	17.5	M2	21.22			





TO EXISTING ARTESIAN
PUMP STATION OR FORCE MAIN

Exist. Location of
Pump Station

- Legend**
- ▲ Proposed PS
 - Exist. Septic Tank
 - Exist. Pump Station
 - Exist. Manhole
 - Exist. Gravity Sanitary
 - Proposed Sanitary FM

Approx. Equivalent Dwelling Units: 210 EA.
Proposed Force Main: 5,500 L.F. TO MH L3 IN OAK CREST

0 200 400 800
Feet

Chapel Green
Existing Sanitary System



- b. Perform misc. supplemental topography for sewer inverts, storm drains, etc. Two weeks of survey crew time is assumed.
- c. Collect property evidence for plats.
- d. Set survey controls throughout project area

2B. Survey Office Work:

- a. Prepare plats for three (3) fee simple property for the proposed pump stations.
- b. Prepare plats for three (3) utility easements to be acquired throughout the project area.

PART D: SUBSURFACE INVESTIGATION

1. Determine boring locations. One boring will be taken at each of the proposed pumping station locations (3 total) and ten (10) additional borings will be taken at various locations in the project area.
2. Administer contract with boring subcontractor and coordinate activities.
3. Review soil borings for determination of soil types, depth to ground water, dewatering suitability of soils for backfill material, and geotechnical recommendations.

PART E: FINAL DESIGN CHAPEL GREEN/CONLEY CHAPEL VILLAGE

The existing Chapel Green system consists of 8-inch gravity sewer with septic tanks at each residence. Flows currently go to an existing on-site pump station and are conveyed to an on-site treatment/disposal facility. The existing gravity system was not constructed to existing County standards, with sewer grades installed at less than 0.28% since the system was not required to convey solids.

Conley Chapel Village is located west of Chapel Green along Wil King Road. It is currently proposed to serve Conley Chapel Village into an existing Artesian owned and operated pump station within the Oakwood Village development. Additional areas in the project area along Wil King Road north of Chapel Green are also assumed to be conveyed into the Artesian Pump Station by either gravity or a grinder pump system.

It is undetermined what final improvements will be required for Chapel Green/Conley Chapel Village. The final scope will be determined upon completion of **PART B- Preliminary Engineering Memorandum**. For the purposes of this scope, the following has been assumed:

- Approx. 8,600 l.f. of gravity sewer replacement in Chapel Green

- 9,000 l.f. of gravity sewer to serve Conley Chapel Village and parcels along Wil King Road into the existing Artesian Pump Station
 - One new Pump Station in Chapel Green
 - 3,000 l.f. of force main from the new Chapel Green PS to connect into either the existing Artesian forcemain or into the gravity sewer along Wil King Road that will flow into the existing Artesian Pump Station
 - 2,000 l.f. of small diameter grinder pump force main and individual grinders pumps to serve parcels on Wil King Road into the proposed gravity sewer.
1. WRA will prepare preliminary 30% plans with pipeline alignments for the above and submit to Sussex County for review.
 2. Prepare 60% contract documents plans, profiles and pump station layouts). Submit to Sussex County for review.
 3. Incorporate Sussex County 60% review comments. Prepare 90% contract documents (plans and specs).
 4. Incorporate Sussex County 90% review comments. Prepare final contract documents.

PART F: FINAL DESIGN OAK CREST FARMS

The existing Oak Crest Farms consists of 6 and 8-inch gravity sewers. Flows currently are conveyed to several on-site small pump stations and large septic tanks located within the subdivision's rights of ways. Flows from the collection system are ultimately conveyed to an on-site treatment/disposal facility.

For the existing collection system, the County has requested that all small pump stations within the R/O/W be abandoned and the system be reconfigured to convey flow by gravity to one central pump station, with an additional new station constructed within the existing collection system.

It is undetermined what final improvements will be required for Oak Crest Farms. The final scope will be determined upon completion of **PART A- Preliminary Engineering Memorandum**. For the purposes of this scope, the following has been assumed:

- Existing parallel sewers be abandoned where possible and existing house connections reconnected to other existing sewers.
 - Approximately 2,300 l.f. of new gravity sewer will be installed to allow the existing small pump stations to be abandoned
 - One new pump station will be designed with the connection from this pump station made into the existing Artesian force main with approximately 700 l.f. of force main. An additional pump station will be designed internal to the existing Oak Crest Farms system.
1. WRA will prepare preliminary 30% plans with pipeline alignments for the above and submit to Sussex County for review.

2. Prepare 60% contract documents (plans, profiles and pump station layouts). Submit to Sussex County for review.
3. Incorporate Sussex County 60% review comments. Prepare 90% contract documents (plans and specs).
4. Incorporate Sussex County 90% review comments. Prepare final contract documents.

PART G: PERMITTING

1. Permits will be prepared for submission by the Sussex County Engineering Department. The following permit applications will be prepared:
 - a. DNREC Construction permit
 - b. Sediment and Erosion Control permit
 - c. Stormwater (SWM) Management
 - d. DeIDOT Construction Permits
2. Perform non-tidal wetlands delineation within pipeline corridors and on pump station sites and prepare Wetlands Permit Application.

Assumptions:

- *No threatened or endangered species impacts.*
- *No stormwater management required.*
- *All fees associated with permits to be paid for by the County.*
- *A nationwide permit is anticipated for all wetlands impacts.*

PART H: ADVERTISE/BIDDING SERVICES

The following items will be performed during the Advertise and Bidding Phase of each contract for the project:

1. Reproduce contract documents for bidding. Reproduction costs for all bidders will be included in the sale of the plans and specifications.
2. Attend pre-bid meeting.
3. Prepare Addendum based on questions from Contractors. It is assumed that only one addendum will be required.
4. Maintain bidders list.
5. Review bids and make recommendations to Sussex County for award of bid.

Assumptions:

- *All pump stations will be the County standard submersible station with no pump station superstructure with precast concrete wetwell.*
- *The infrastructure for the entire project area will be advertise/bid as one contract.*
- *No Preliminary Engineering Report or Environmental Assessment as required for State/Federal funding will be required.*
- *Review of upgrades or capacity requirements for existing Artesian Pump Station is not required.*

		PROJECT NAME:	Final Design Oak Crest and Chapel Green Final Design
TASK	Project Budget Input Form		Total
	SUMMARY		
			Dollars
Phase A - Project Management			\$7,793
Phase B - Preliminary Engineering Memorandum			\$19,100
Phase C - Surveys			\$52,407
Phase D - Subsurface Investigation			\$16,421
Phase E - Final Design Chapel Green/Conley Chapel			\$114,381
Phase F - Final Design Oak Crest Farms			\$95,373
Phase G - Permits			\$18,769
Phase H - Advertise-Bidding Services			\$4,876
PROJECT TOTAL			\$329,119

Estimated Subcontracts included in above project total

Borings (TBD)	\$11,000
Surveys (Adams Kemp of Georgetown, DE)	\$45,000
Environmental Services (ERI of Selbyville DE)	\$3,000
Aerial Processing of Topo (Axis Geospatial)	\$4,000
Total Subcontracted	\$63,000

PROJECT NAME: Final Design Oak Crest and Chapel Green Final Design		MANHOUR ESTIMATE AND PROPOSAL																			REVISION DATE: 2/15/2018 BY: DMS/WHM																				
CLIENT: Sussex County Engineering Department		PROJECT DESCRIPTION: Oak Crest and Chapel Green Final Design																			WBLA EXPENSE		Subcontractor Hours		Subcontractor Payment		Subcontractor Expenses														
TASK	Phase	Project Manager	Civil Architect/Engineer	Civil Engineer	Civil Designer/CADD	Geotech. Assn./Proj. Engr.	Struct. Engineer	Struct. Assn./Proj. Engr.	Struct. Designer/CADD	Mech. Assn./Proj. Engr.	Mech. Engineer	Mech. Designer/CADD	Elec. Assn./Proj. Engr.	Elect. Engineer	Elect. Designer/CADD	SCADA Engineer	SCADA Designer/CADD	WBLA TOTALS	T.R.E. S.or L.	T.R.E. S.or L.																					
Phase A: Project Management																					Use Labor Cost Rates for year: 2018		\$76	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48	T.R.E. (See Legend)	T.R.E. (See Legend)
A1	Update Project Cost Estimates, Schedules and Accountability Logs			12															12	-	-																				
A2	Attend Progress Meetings (5 Assumed)			40															40	T	\$500																				
A3	DeDOT Coordination Meeting (1 Assumed)			6															6	T	\$100																				
PHASE A SUBTOTALS		0	58	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	58		\$600	Subcontractor Total	\$0																		
PHASE A SUB-TOTAL DOLLARS		\$0	\$7,193	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,193			Profit on Sub	0.0%																		
				58		Civil	\$7,193	0	Geotech	0	Structural	\$0	0	Mech	\$0	0	Electrical	\$0	0	\$0			WBLA Total	\$7,193																	
																							PHASE A TOTAL	\$7,193																	
Phase B: Preliminary Engineering Memorandum																					Use Labor Cost Rates for year: 2018		\$76	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48	T.R.E. (See Legend)	T.R.E. (See Legend)
B1	Review of existing collection system and make recommendations for upgrades			2	8	8													18	-	-																				
B2	Review of hydraulics for 3 new pump stations			2		8						24							34	-	\$																				
B3	Review impacts of serving isolated areas around both developments for service into project			4	8	8						8							28	-	\$																				
B4	Develop Cost Estimates for infrastructure			2	8	16													26	-	\$																				
B5	Summarize System in Memorandum to County			4	20	16													40	-	\$																				
B6	Address County comments from memorandum			4	8	8													20	-	\$																				
PHASE B SUBTOTALS		18	52	64	0	0	0	0	0	0	0	32	0	0	0	0	0	0	166		\$0	Subcontractor Total	\$0																		
PHASE B SUB-TOTAL DOLLARS		\$0	\$2,924	\$2,352	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,133	\$0	\$0	\$0	\$0	\$0	\$0	\$19,100			Profit on Sub	0.0%																		
				118		Civil	\$17,786	0	Geotech	0	Structural	\$0	32	Mech	\$4,133	0	Electrical	\$0	0	\$0			WBLA Total	\$19,100																	
																							PHASE B TOTAL	\$19,100																	
Phase C: Surveys																					Use Labor Cost Rates for year: 2018		\$76	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48	T.R.E. (See Legend)	T.R.E. (See Legend)
C1	Aerial Processing			4															4	-	\$																				
C2	Survey Field and Office Work			4	16														20	-	\$																				
PHASE C SUBTOTALS		8	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24		\$0	Subcontractor Total	\$40,000																		
PHASE C SUB-TOTAL DOLLARS		\$1,423	\$1,984	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,407			Profit on Sub	0.0%																		
				18		Civil	\$1,984	0	Geotech	0	Structural	\$0	0	Mech	\$0	0	Electrical	\$0	0	\$0			WBLA Total	\$3,407																	
																							PHASE C TOTAL	\$2,407																	
Phase D: Subsurface Investigation																					Use Labor Cost Rates for year: 2018		\$76	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48	T.R.E. (See Legend)	T.R.E. (See Legend)
D1	Determine Boring Locations			2	2														6	-	\$																				
D2	Write performance specification for Boring Subcontractor			4				6											10	-	\$																				
D3	Administer Boring Subcontractor			2	2			16											20	-	\$																				
D4	Review Soil Borings					2	8												10	-	\$																				
PHASE D SUBTOTALS		2	8	2	0	2	32	0	0	0	0	0	0	0	0	0	0	0	46		\$0	Subcontractor Total	\$11,000																		
PHASE D SUB-TOTAL DOLLARS		\$58	\$80	\$18	\$0	\$36	\$3,344	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,421			Profit on Sub	0.0%																		
				10		Civil	\$1,158	34	Geotech	0	Structural	\$0	0	Mech	\$0	0	Electrical	\$0	0	\$0			WBLA Total	\$5,421																	
																							PHASE D TOTAL	\$16,421																	
Phase E: Final Design Chapel Green/Conroy Chapel																					Use Labor Cost Rates for year: 2018		\$76	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48	T.R.E. (See Legend)	T.R.E. (See Legend)
E1	Prepare 30% Plans			20	80	152	75												327	R	\$10																				
E2	Incorporate Sussex County 30% Review Comments and Prepare 60% Contract Documents			18	40	78	40			2	10	2	15	15	2	15	15	2	264	R	\$10																				
E3	Incorporate Sussex County 60% Review Comments and Prepare 90% Contract Documents			18	40	78	40			2	10	4	15	15	4	15	15	2	268	R	\$135																				
E4	Incorporate Sussex County 90% Review Comments and Prepare Final Contract Documents			18	40	78	40			2	10	2	10	10	2	10	10	2	244	R	\$500																				
PHASE E SUBTOTALS		74	200	380	190	0	0	0	0	6	32	8	40	40	8	40	40	0	1103		\$	Subcontractor Total	\$0																		
PHASE E SUB-TOTAL DOLLARS		\$13,940	\$24,804	\$52,060	\$16,026	\$0	\$0	\$0	\$0	\$973	\$3,020	\$1,360	\$5,167	\$4,191	\$1,498	\$4,691	\$3,234	\$7,000	\$3,367			Profit on Sub	0.0%																		
				78		Civil	\$71,927	0	Geotech	38	Structural	\$3,017	68	Mech	\$10,712	68	Electrical	\$5,622	38	\$4,388			WBLA Total	\$114,387																	
																							PHASE E TOTAL	\$114,387																	
Phase F: Final Design Oak Crest Farms																					Use Labor Cost Rates for year: 2018		\$76	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48	T.R.E. (See Legend)	T.R.E. (See Legend)

PROJECT NAME: Final Design Oak Crest and Chapel Green Final Design																				REVISION																				
MANHOUR ESTIMATE AND PROPOSAL																				DATE: 01/16/2018																				
CLIENT: Sussex County Engineering Department																				BY: DJN/WRH																				
PROJECT DESCRIPTION: Oak Crest and Chapel Green Final Design																																								
TASK	Project Manager	Civil Assistant / Engineer	Civil Engineer	Civil Designer / CAD	Geotech. Assoc. / Prof. Engr.	Geotech. Engineer	Struct. Assoc. / Prof. Engr.	Struct. Engineer	Struct. Designer / CAD	Mech. Assoc. / Prof. Engr.	Mech. Engineer	Mech. Designer / CAD	Elect. Assoc. / Prof. Engr.	Elect. Engineer	Elect. Designer / CAD	SECADA Engineer	SECADA Designer / CAD	W.S.A. TOTALS	W.S.A. EXPENSES	Subcontractor Hourly	Subcontractor Equipment	Subcontractor Materials																		
F1	Prepare 30% Plans	16	35	68	35													154	R	\$10			\$																	
F2	Incorporate Sussex County 30% Review Comments and Prepare 60% Contract Documents	8	16	32	16			4	20	4	30	30	4	30	30	4	20	248	R	\$10			\$																	
F3	Incorporate Sussex County 60% Review Comments and Prepare 80% Contract Documents	8	16	32	16			4	20	8	30	30	8	30	30	4	20	256	R	\$135			\$																	
F4	Incorporate Sussex County 90% Review Comments and Prepare Final Contract Documents	8	16	32	16			4	20	4	20	4	20	4	20	4	20	208	R	\$500			\$																	
PHASE F SUBTOTALS =																		866	T			\$																		
PHASE F SUB-TOTAL DOLLARS =																		\$7,114	\$10,294	\$15,693	\$6,469	\$0	\$0	\$0	\$1,683	\$6,009	\$2,789	\$10,553	\$8,361	\$2,996	\$9,781	\$6,469	\$2,001	\$6,774	\$94,718	\$655	Subcontractor Total	\$0	Profit on Sub	0.0%
																		380	Civil	\$36,328	0	Geotech	72	Structural	\$7,824	176	Mech	\$21,424	176	Electrical	\$19,244	72	\$8,775	W.S.A. Total	\$95,373	PHASE F TOTAL	\$95,373			

Phase G - Permits																		T.R.C. (See S.O.R. Legend)		T.R.C. (See Legend)																						
Use Labor Cost Rates for year 2018																		\$78	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48								
G1 a	Prepare and Submit DNREC Construction Permits	4																4	-				\$																			
G1 b	Prepare and Submit Sediment and Erosion Control Permit	4	8															12	T	\$100			\$																			
G1 c	Prepare and Submit Stormwater Management	20	60	40														120	-				\$																			
G1 d	Prepare and Submit DelDOT Construction Permit	6	4	2														12	-				\$																			
G2	Non-Ideal Wetlands Identification and Nationwide Permit Application	8		16														24	-				\$3,000																			
PHASE G SUBTOTALS =																		0	42	72	52	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	172	\$100	Subcontractor Total	\$3,000	Profit on Sub	0.0%
PHASE G SUB-TOTAL DOLLARS =																		\$0	\$6,339	\$5,987	\$4,479	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,669	\$15,769	PHASE G TOTAL	\$15,769				

Phase H - Advertisement Bidding Services																		T.R.C. (See S.O.R. Legend)		T.R.C. (See Legend)																							
Use Labor Cost Rates for year 2018																		\$78	\$53	\$36	\$33	\$78	\$47	\$80	\$65	\$43	\$75	\$55	\$44	\$80	\$52	\$35	\$71	\$48									
H1	Reproduce Contract Documents for bidding			8														8	-				\$																				
H2	Attend pre-bid meeting			6														6	T	\$100			\$																				
H3	Prepare Addendum from Contractors questions	4	8			2		2			2			2				22	-				\$																				
H4	Maintain bidders List			4														4	-				\$																				
H5	Review bids and make recommendations			2														10	-				\$																				
PHASE H SUBTOTALS =																		0	6	26	8	0	2	0	2	0	2	0	2	0	2	0	2	0	0	0	2	\$0	\$100	Subcontractor Total	\$0	Profit on Sub	0.0%
PHASE H SUB-TOTAL DOLLARS =																		\$0	\$74	\$2,169	\$918	\$0	\$201	\$0	\$204	\$0	\$208	\$0	\$0	\$0	\$246	\$0	\$0	\$258	\$4,776	\$4,876	PHASE H TOTAL	\$4,876					

Year	Project Manager	Civil Assistant / Engineer	Civil Engineer	Civil Designer / CAD	Geotech. Assoc. / Prof. Engr.	Geotech. Engineer	Struct. Assoc. / Prof. Engr.	Struct. Engineer	Struct. Designer / CAD	Mech. Assoc. / Prof. Engr.	Mech. Engineer	Mech. Designer / CAD	Elect. Assoc. / Prof. Engr.	Elect. Engineer	Elect. Designer / CAD	SECADA Engineer	SECADA Designer / CAD
2018	\$76.02	\$53.00	\$35.50	\$33.00	\$78.00	\$47.00	\$80.00	\$65.00	\$42.80	\$74.50	\$55.20	\$44.30	\$80.00	\$52.25	\$34.56	\$71.25	\$48.25
2019	\$177.84	\$124.02	\$83.07	\$77.22	\$182.52	\$110.68	\$187.20	\$152.10	\$108.16	\$174.35	\$129.17	\$103.77	\$187.20	\$122.27	\$80.85	\$166.73	\$112.91
2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

W.S.A. EXPENSES

T = Travel @ 48 miles
R = Reproduction
E = Equipment Rental
S = Subcontractor
L = Laboratory Cost

WRA

Total \$329,110

ENGINEERING DEPARTMENT

ADMINISTRATION (302) 855-7718
AIRPORT & INDUSTRIAL PARK (302) 855-7774
ENVIRONMENTAL SERVICES (302) 855-7730
PUBLIC WORKS (302) 855-7703
RECORDS MANAGEMENT (302) 854-5033
UTILITY ENGINEERING (302) 855-7717
UTILITY PERMITS (302) 855-7719
UTILITY PLANNING (302) 855-1299
FAX (302) 855-7799



Sussex County

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HANS M. MEDLARZ, P.E.
COUNTY ENGINEER
JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable I.G. Burton, III
The Honorable Robert B. Arlett

FROM: Hans Medlarz, P.E., County Engineer

RE: **DUAL WHEEL TRACTOR WITH LOADER – MINIMUM 170 HP**
PROJECT NO. 18-05
BID AWARD

DATE: March 13, 2018

With the commitment of the Wolfe Neck Wastewater Facility to farm the land for most efficient effluent disposal, the need for a replacement tractor with the proper capabilities is essential to operations. The current tractor was originally purchased at the facility commissioning in the 90s, and is at the end of its life expectancy and inoperable. The Engineering Department prepared a competitive sealed proposal to obtain prices, and equipment data for prior usage and unit power for a dual wheel tractor with loader.

Invitations to bid were advertised in two (2) newspapers, viewable on the Sussex County website, and directly sent to contractors on our supplier list. On March 2, 2018, bids for the Dual Wheel Tractor with Loader project were opened. Four (4) bids were received.

The Sussex County Engineering Department reviewed the bids based on the best value evaluation factors identified in the contract documents, including price, model year, hours and horsepower. The department recommends award of the highest scoring offer as per the attached documentation to Atlantic Tractor, LLC in the amount of \$109,500.00. In addition, Environmental Services recommends the sale of the inoperable tractor at the next regularly scheduled auction.



DUAL WHEEL TRACTOR WITH LOADER - MAXIMUM 170 HP

	Cost		Prior Use		Power		Model Year		Point Total
	Bid Amount	Points	Hours	Points	HP	Points	Year	Points	
Atlantic Tractor, LLC	\$109,500.00	26.2	865	36.35	166	9.2	2008	6.5	78.25
Atlantic Tractor, LLC	\$102,000.00	29.2	2680	18.2	170	10	2013	9	66.4
Binkley & Hurst, LP	\$99,900.00	30.04	5600	0	180	12	2009	7	49.04
Hooper, Inc.	\$132,500.00	17	1826	26.74	190	14	2013	9	66.74

Chandlee Expansion Facts

- Expansion of the Sussex County Unified Sanitary Sewer District (Bethany Beach Area).
- Requested by property owners of parcel 134-17.00-10.00 Josh and Sara Chandlee.
- The parcel was provided a sewer lateral connection as part of a previous project.
- The Engineering Department would like to include parcel 9.00 as part of the expansion as this parcel was also provided a lateral and is part of a hole in our district.
- The property owners were sent a letter explain all the particulars of being included and to date we have not heard a response.
- The expansion will consist of 1.04 acres more or less.
- The property owner(s) will be responsible for System Connection Charges of \$6,360.00 per EDU based on current rates.
- A tentative Public Hearing is currently scheduled for April 10, 2018 at the regular County Council meeting.

ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
RECORDS MANAGEMENT	(302) 854-5033
UTILITY ENGINEERING	(302) 855-7717
UTILITY PERMITS	(302) 855-7719
UTILITY PLANNING	(302) 855-1299
FAX	(302) 855-7799



Sussex County

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HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

JOHN J. ASHMAN
DIRECTOR OF UTILITY PLANNING

PROPOSED MOTION

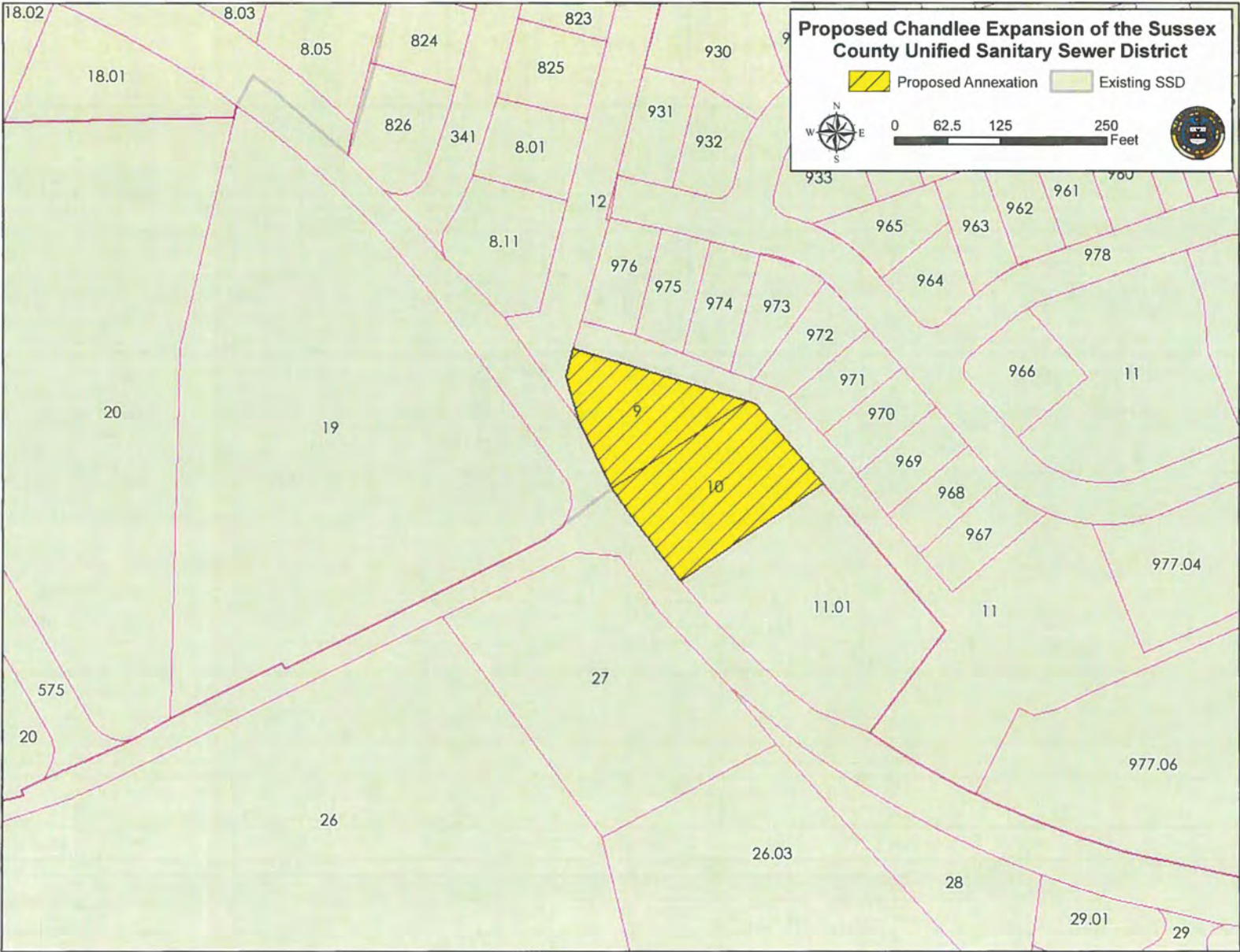
BE IT MOVED BY THE SUSSEX COUNTY COUNCIL THAT THE SUSSEX COUNTY ENGINEERING DEPARTMENT IS AUTHORIZED TO PREPARE AND POST NOTICES FOR THE CHANDLEE EXPANSION OF THE SUSSEX COUNTY UNIFIED SANITARY SEWER DISTRICT (BETHANY BEACH AREA) AS PRESENTED ON MARCH 13, 2018.

JOHN J. ASHMAN

FILE: OM-2.09.04

MARCH 13, 2018





JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountype.gov



Sussex County

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Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: March 7., 2018

RE: County Council Old Business Report for CU 2102 Arturo Granados-Gonzalez

The County Council held a public hearing on October 31, 2017. County Council left the record open for the purpose of receiving information regarding the septic system from DNREC and accident information.

The following information was provided at the December 12, 2017 County Council meeting.

The following is the response from DNREC regarding the septic system:

There is no septic permit for that parcel on file. Records date back to 1985.

Staff notes that this does not mean there is not a septic system on the property. There is a possibility that the septic system pre-dates DNREC records.

The following is the response from DelDOT regarding traffic accidents:

There have been four (4) accidents in the vicinity of property since 11-29-2014 and 11-29-2017. No fatalities.

The following are the minutes and motion for the Conditional Use from the September 28, 2017 and October 12, 2017 Planning and Zoning Commission meetings.

The Planning and Zoning Department received an application (CU 2102 Arturo Granados-Gonzalez) to allow for concrete form business and equipment storage. The Planning and Zoning Commission held a public hearing on September 28, 2017. The following are the minutes and motion for the Conditional Use from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that submitted into the record were a staff analysis, survey, comments from the Sussex Conservation District, Public Works Utility Planning Division, DelDOT, one letter in support and one letter of opposition.

The Commission found that Mr. Arturo Granados-Gonzalez was present on behalf of the application; that he does concrete construction; that he would like to use this site to keep tools and equipment safe; that there is no retail; that the work is done at other sites; that they leave at 7:30 am and return at or after 5:30 pm; that they meet at the shop every day at 7:15 am; that there is no in



COUNTY ADMINISTRATIVE OFFICES
2 THE CIRCLE | PO BOX 417
GEORGETOWN, DELAWARE

and out of the site during the day; that they work Monday thru Friday and a few Saturdays; that the encroachments have been fixed on the property; that he has 12 employees; that some come to the site and the others go directly to the job site; that he has five to six trucks, that he has a dump truck, two skid loaders and a mini excavator; that the equipment is stored outside under a carport; that a 40' by 60' building is used to keep tools and a concrete pump; that they don't bring concrete on site; that the forms are stored outside in the back between the fence and pole building; that they do have deliveries on-site once a month and they are kept inside; that they do change the oil in the trucks, but they can send them somewhere else; that four or five of the employees park on-site; that forms are used frequently but kept on the trailer; that the aluminum forms are brought back to the site because of stealing; and that he would like a sign.

The Commission found that Frank Miranda spoke in support to the application; that he has 25 years in the Sussex county building industry; that the property has been a storage building; that the Traffic Impact Study was not needed and land use is consist with the property; that this use would be reasonable; that he has known Mr. Granados-Gonzalez for ten years and he is hardworking, dependable, honest, fair and does a good job; that he is a good person; and that the conditional use is good for the building industry.

The Commission found that Baldwin Tuttle spoke in opposition to the application; that he is the President of Point Farm Home Owners Association; that he is with 200 feet from the property in question; that there has been a number of accidents; that there is no shoulder on Vines Creek Road; that he has concerns with traffic, safety, and number of close calls; that the trucks come and go; that the traffic backs up; that this use will not help; that there has been storage in the past; that now there is a house built, pole barn, and additions; that that the area is a farm community and residential community; that the development has been there for 30 years; that there is a lot of traffic from this community; that is not safety and not appropriate; that they did not take a vote by the residents; that the board of directors made a decision to be here to be against this application; that there are many concerns about loud noises from the site; that this does not create a new problem; and they found out about the application from a another neighbor.

At the conclusion of the public hearings, the Commission discussed this application.

Motion by Mr. Wheatley, seconded by Ms. Stevenson, and carried unanimously to defer action for further consideration. Motion carried 5-0.

At their meeting of October 12, 2017, the Commission discussed this application which had been deferred since September 28, 2017.

Mr. Wheatley moved that the Commission recommend approval of Conditional Use # 2102 for Arturo Granados-Gonzalez for a concrete form business with equipment storage and based upon the record made during the public hearing and for the following reasons:

1. The property was previously used for storage purposes. This is a continuation of that type of use. The property is also located along Route 26, which is an appropriate location for this limited type of use.
2. There will be no retail sales or similar business conducted from the site. It will only be used for storage of concrete forms and equipment.
3. The applicant has stated that all work is performed offsite, and that there will not be any dumping or storage of concrete or similar materials on the site.

4. The use does not require any regular deliveries during the day. The only traffic is in the morning and afternoon when employees take the equipment to offsite job locations.
5. With the conditions and limitations of this approval, the continuation of the use of the site for storage purposes will not adversely affect neighboring properties, roadways or traffic.
6. The applicant has stated that his company provides a service to the construction industry in Sussex County. This use is of a public or semi-public character that will benefit the residents and businesses of Sussex County.
7. This recommendation is subject to the following conditions;
 - A. This use shall be limited to the applicant's concrete form business with equipment storage. No retail sales or other business shall be conducted from the site.
 - B. No manufacturing or concrete mixing shall occur on the site. This prohibition includes the shredding or grinding of any materials.
 - C. One lighted sign, not to exceed 32 square feet per side, shall be permitted.
 - D. The hours of operation shall be limited to 7:00 am through 6:00 pm, Monday through Saturday.
 - E. Any security lighting shall be screened so that it does not shine on neighboring properties or roadways.
 - F. A fence with landscaping shall be constructed along the perimeter of the site. The fencing and landscaping shall be shown on the Final Site Plan.
 - G. The applicant shall comply with all DelDOT requirements, including any entrance or roadway improvements.
 - H. All stormwater management facilities shall be subject to the review and approval of the Sussex Conservation District.
 - I. As stated by the applicant, there shall be no dumping or storage of concrete or similar materials on the site. Also, all trucks and equipment shall be cleaned off-site.
 - J. All maintenance of vehicles and equipment shall be performed indoors.
 - K. The Final Site Plan shall clearly show all areas for vehicle equipment storage and parking, and these areas shall be clearly marked on the site itself. There shall not be any parking or storage within the property's setbacks.
 - L. All concrete forms shall be stored in a location that is screened from view from neighboring properties and roadways. These storage areas shall be shown on the Final Site Plan.
 - M. All encroachments shown on the Preliminary Site Plan shall be eliminated.
 - N. The Final Site Plan shall be designed to allow interconnectivity with adjacent properties along Route 26.
 - O. Failure to comply with any of these conditions shall be grounds for termination of the Conditional Use approval.
 - P. The Final Site Plan shall be subject to the review and approval of the Sussex County Planning and Zoning Commission.

Motion by Mr. Wheatley, seconded by Mr. Hudson, and carried unanimously to forward this application to the Sussex County Council with the recommendation that the application be approved for the reasons stated. Motion carried 5-0.

Introduced 06/06/17

**Council District No. 4 – Cole
Tax I.D. No. 233-12.00-17.02
911 Address: 30639 Vines Creek Road, Dagsboro**

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A CONCRETE FORM BUSINESS AND EQUIPMENT STORAGE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 0.6889 ACRE, MORE OR LESS

WHEREAS, on the 1st day of May 2017, a conditional use application, denominated Conditional Use No. 2102, was filed on behalf of Arturo Granados-Gonzalez; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2102 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article IV, Subsection 115-22, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2102 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Dagsboro Hundred, Sussex County, Delaware, and lying on the north side of Vines Creek Road, approximately 190 feet west of Townsend Road, and being more particularly described per the attached deed prepared by Sergovic, Carmean & Weidman, P.A., said parcel containing 0.6889 acre, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountyde.gov



Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: March 7., 2018

RE: County Council Old Business Report for CZ 1832 and CU 2106 MDI Investment Group, LLC

The County Council held a public hearing on December 5, 2017. County Council deferred action to allow for a recommendation from Planning Commission.

The Planning and Zoning Department received applications (CZ 1832 and CU 2106 MDI Investment Group, LLC) to allow for a change in zone from AR-1 (Agricultural Residential District) to MR (Medium Density Residential District) and to allow for a conditional use for multi-family dwellings. The Planning and Zoning Commission held a public hearing on November 16, 2017. The following are the minutes and motions for the Change of Zone and Conditional Use applications from the November 16, 2017 and December 14, 2017 Planning and Zoning Commission meetings.

There was a consensus of the Commission to a combined public hearing on C/Z #1832 and C/U #2106, that application of MDI Investment Group, LLC and that each application would be voted on separately.

The applications were consolidated into a single public hearing.

Ms. Cornwell advised the Commission that submitted into the record were a staff analysis, comments from the Sussex Engineering Department Utility Planning Department, results from the DelDOT Service Level Evaluation that stated a TIS is not required, and exhibit book.

The Commission found that Harold Dukes, Esquire of Tunnell & Raysor, P.A., Doug Compher, with MDI Investment Group Inc. and John Murry with Kercher Engineering were present on behalf of the application; that Mr. Compher recently acquired the parcels that are zoned AR-1; that the parcels are surrounded by Eagles Point subdivision, the Arbors at Cottagedale, Summerset Green and other residential developments; that they are asking to rezone the parcels to MR and allow for 52 townhome units; that there is MR zoning in the area; that the parcels are located in Level 1 in the State Strategies; that the site is across from the new transit center and near the Lowe's; that the site is 6.86 ac.; that they are requesting a density of 7.58 for the site; that the Arbors at Cottagedale has a density of 9.29 which is adjacent to the site; that the Arbors at Cottagedale went through a similar process with Change of Zone and Conditional Use applications; that the site went through the PLUS process and they have responded to the PLUS comments; that the Comp Plan



identifies that the land use is Environmentally Sensitive Developing Area, Mixed Residential and Highway Commercial; that 60.6% of the land will be open space; that they will have central sewer provided by Sussex County; that water will be provided by Tidewater Utilities; that they are waiting on a Letter of No Objection from DelDOT; that there will be interconnectivity to the wellness center to the west; that the wellness center's entrance will be removed and combined with this site's entrance; that Summerset Green is a townhouse development in the area which is similar to the character of the proposed development; that it is near the new transit center; that it ties into the sidewalk with the wellness center and extends the sidewalk along the road frontage; that the site has good soils for infiltration for stormwater management; that the stormwater management area will be located in the panhandle area of the site; that the site complies with Section 115-194.3 for a development in the ESDDOZ; that they have submitted proposed findings in the exhibit book; that there is a history of other Conditional Uses and Change of Zone applications in the area; that the use is in keeping with the character of the area; that there is infrastructure and transit available; that a TIS is not required; that the maximum number of units is 52; that the wellness center will get more parking with the new interconnectivity and the closing of that entrance; that there are several other potential interconnectivity opportunities on the site; that the one to the Arbors at Cottagedale would go through their existing stormwater management pond and the others into the back of lots that could develop in the future; that the developer is required to construct road improvements along Shady Rd. per DelDOT; that the intent is for housing for the middle class with a price range in the \$200,000 range; that there are amenities in the area for residents to use instead of them providing amenities on the site; and that there are complexities with trying to connect to the Arbors at Cottagedale as it is a brownfield site.

The Planning Commission found that no one spoke in favor of the application.

The Planning Commission found Marc Collard spoke in opposition to the application; that he had concerns with the number of units for this site and the Summerset Green development; that the townhomes are close to Eagle Point; that it is too much on the site; and that the road is too narrow.

At the conclusion of the public hearings, the Commission discussed this application regarding the interconnectivity to the Arbors at Cottagedale and potential issues sharing the stormwater management area as it is a brownfield site; and discussed the cost of the units.

Motion by Mr. Hopkins, seconded by Mr. Hudson, and carried unanimously to defer action for further consideration for CZ 1832. Motion carried 4-0. Mr. Wheatley was absent.

Motion by Mr. Hopkins, seconded by Ms. Stevenson, and carried unanimously to defer action for further consideration for CU 2106. Motion carried 4-0. Mr. Wheatley was absent.

At their meeting of December 14, 2017, the Commission discussed this application which has been deferred since November 16, 2017.

Mr. Wheatley stated he has reviewed the application and record, has listened to the audio and is prepared to vote.

Mr. Hopkins, moved that the Commission recommend approval of Change of Zone #1832 for MDI Investment Group, LLC, for a change of zone from AR-1 to MR based on the record made during the public hearing and for the following reasons:

1. The project is located in the Environmentally Sensitive Developing Area according to the

County Comprehensive Land Use Plan. MR Zoning is appropriate in this Area according to the Plan.

2. The proposed MR Zoning meets the purpose of the Zoning Ordinance in that it promotes the orderly growth of the County in an appropriate location.
3. The property is surrounded by land that is occupied by multifamily housing and office uses. In addition, there is an adjacent property that was rezoned to MR with a conditional use to allow multifamily development. It is also in an area near Route One commercial corridor and nearly across from DelDOT's new transit center. The rezoning is consistent with other zoning and land uses in the area.
4. The rezoning to MR will not have an adverse impact on neighboring properties or the community.
5. MR zoning is appropriate for this site because Medium Density development is appropriate in areas where central water and sewer are available. In this case, sewer service will be provided by Sussex County and adequate wastewater capacity is available. Water service will be provided by a publicly regulated water company.
6. For all of these reasons, MR zoning is appropriate for this site.

Motion by Mr. Hopkins, seconded by Mr. Hudson, and carried four (4) to one (1) to forward this application to the Sussex County Council with the recommendation that the application be approved for the reasons stated. Motion carried 4-1. Ms. Stevenson voted against.

At their meeting of December 14, 2017, the Commission discussed this application which has been deferred since November 16, 2017.

Mr. Wheatley stated he has reviewed the application and record, has listened to the audio and is prepared to vote.

Mr. Hopkins, moved that the Commission recommend approval of Conditional Use #2106 for MDI Investment Group, LLC for multi-family dwellings in an MR Medium Density Residential District based on the record made during the public hearing and for the following reasons:

1. This application seeks the approval of 52 single family duplex-type structures on 6.86 acres, for a density of approximately 7.58 units per acre. By comparison, the density on the adjacent Arbors of Cottagedale MR multifamily development is 9.29 units per acre.
2. The property is surrounded by other multifamily residential development as well as business and commercial uses and a DelDOT transit center. This project is consistent with those nearby uses.
3. The site is in the Environmentally Sensitive Developing Area according to the Sussex County Comprehensive Plan. This type of development is appropriate in this Area according to the Plan.
4. The proposed development will not have an adverse impact on the neighboring properties or roadways.
5. The proposed density is within the allowable density in the MR District, and it is less than the density of an adjacent approved, but not yet built, multifamily development.
6. The project will have approximately 60% open space.
7. The development will be served by central sewer provided by Sussex County.
8. This recommendation is subject to the following conditions:
 - A. The maximum number of residential units shall be 52.
 - B. All entrances, intersection, roadway and multi-modal improvements shall be completed by the developer in accordance with all DelDOT requirements.

- C. The project shall be served by Sussex County sewer. The developer shall comply with all Sussex County Engineering Department requirements including any offsite upgrades necessary to provide service to the project.
- D. The project shall be served by central water to provide drinking water and fire protection.
- E. Interior Street design shall meet or exceed the Sussex County street design requirements.
- F. All construction and site work on the property, including deliveries of materials to or from the property, shall only occur between 7am and 6pm Monday through Saturday.
- G. Street naming and addressing shall be subject to the review and approval of the County Mapping and Addressing Departments.
- H. The applicant shall form a condominium association responsible for the perpetual maintenance, repair and replacement of the roads, any buffers and landscaping, stormwater management facilities, erosion and sediment control facilities and other common elements.
- I. The stormwater management system shall meet or exceed the requirements of the State and County. It shall be constructed and maintained using best management practices.
- J. The Final Site Plan shall contain the approval of the Sussex County Conservation District for the design and location of all stormwater management areas and erosion and sedimentation control facilities.
- K. The applicant shall coordinate with the local School District to establish a school bus stop area, which shall be shown on the Final Site Plan if required by the District.
- L. As stated by the Applicant, there shall be a shared entrance and interconnectivity with the adjacent wellness center property.
- M. The Final Site Plan shall be subject to the review and approval of the Sussex County Planning and Zoning Commission.

Motion by Mr. Hopkins, seconded by Mr. Hudson, and carried four (4) to one (1) to forward this application to the Sussex County Council with the recommendation that the application be approved for the reasons stated. Motion carried 4-1. Ms. Stevenson voted against.

Introduced 07/25/17

**Council District No. 3 – Burton
Tax I.D. No. 334-6.00-511.00 and 334-6.00-512.00
911 Address: Not Available**

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A MR MEDIUM DENSITY RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 6.86 ACRES, MORE OR LESS

WHEREAS, on the 6th day of June 2017, a zoning application, denominated Change of Zone No. 1832, was filed on behalf of MDI Investment Group, LLC; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1832 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of MR Medium Density Residential District as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the southeast side of Shady Road, approximately 130 feet northeast of Plantations Road, and being more particularly described per the attached deeds, said parcels containing 6.86 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

Introduced 07/25/17

**Council District No. 3 – Burton
Tax I.D. No. 334-6.00-511.00 and 334-6.00-512.00
911 Address: Not Available**

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN A MR MEDIUM DENSITY RESIDENTIAL DISTRICT FOR MULTI-FAMILY UNITS (52 TOWNHOMES) TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 6.86 ACRES, MORE OR LESS

WHEREAS, on the 6th day of June 2017, a conditional use application, denominated Conditional Use No. 2106, was filed on behalf of MDI Investment Group, LLC; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2106 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article V, Subsection 115-31, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2106 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the southeast side of Shady Road, approximately 130 feet northeast of Plantations Road, and being more particularly described per the attached deeds, said parcels containing 6.86 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountyde.gov



Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: March 7., 2018

RE: County Council Old Business Report for CZ 1836 Softball World, LLC

The County Council held a public hearing on January 23, 2018. County Council deferred action purpose of obtaining information from the County's Airport Manager regarding the proposed hotel in the flight path of the Airport.

Staff received comment from Mr. Hickin that construction on this parcel will need to follow all applicable County, State and Federal requirements. Among these are:

- Sussex County Airport Hazard Zoning Ordinance (Article XIX, §115). This restricts the height of structures and trees within specified Airport Zones.
- Title 2 DE Code Chapter 6. This requires a County building permit be reviewed and approved by DelDOT prior to issuance.
- 14 CFR Part 77. This requires FAA notification for any construction or alteration that exceeds an imaginary surface extending outward and upward at a slope of 100 to 1 for a horizontal distance of 20,000 ft. from the nearest point of the nearest runway at Delaware Coastal Airport.

In addition, as a recipient of FAA Airport Improvement Program funds, Sussex County Council is obligated, through its grant agreements, to "restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft".

Although this change of zone would allow compatible land uses, specific construction projects may not be compatible with airport operations. These issues would be addressed through the normal project review process.

The Planning and Zoning Department received an application (CZ 1836 Softball World, LLC) to allow for a change in zone from AR-1 (Agricultural Residential District) to CR-1 (Commercial Residential District) located on Rt. 9. The Planning and Zoning Commission held a public hearing on December 14, 2017. The following are the minutes and motion for the Change of Zone from the Planning and Zoning Commission meeting.



COUNTY ADMINISTRATIVE OFFICES
2 THE CIRCLE | PO BOX 417
GEORGETOWN, DELAWARE

Ms. Cornwell advised the Commission that submitted into the record were an exhibit booklet, survey, staff analysis, and comments from the Sussex Conservation District.

The Commission found that Mark Davidson, with Pennoni Associates, Pete Townsend, owner of Softball World, LLC and DJ Hughes, with Davis, Bowen, and Friedel; that Mr. Davidson stated this is to rezone a portion of the parcel; that there is a current Conditional Use on the property; that they are proposing to rezone the front portion of eight acres to CR-1; that this project started back in 2002 with a Conditional Use for a sports facility for baseball and softball; that on the parcel there is a baseball field, concession stand, player and coach dormitories; that there are some proposed parent dormitories on the site plan; that there have been certain activities added; that there is an indoor recreational building for players to be able to practice baseball indoors; that only five of the players dormitories were built; that there was some parent dormitories that were not built; that this property does border the Sussex County Airport; that approximately eight and half acres containing the proposed three parent dormitories; that the expansion of the Airport would not allow the three dormitories to be built in the proposed location; that it only left the eight acres in the front portion to build; that the applicant proposes to build a three story hotel and a restaurant to support the hotel as well as sport facility; that central sewer is provided by the Town of Georgetown; that if approved they will ask the Town of Georgetown to provide water; that there is an existing entrance; that they are working with DelDOT on a TIS; that DelDOT did need a signal analysis; that there are other commercial properties and conditional uses in the area; that the property is in a growth area; that it is on a major collector highway; that it is in the Level 2 State Strategy area; that height limit for this area is 60 feet per the airport; that there will be no public nuisance; and that this proposal can keep parents on the site and off the road.

The Commission found Tommy Cooper was in favor of the application; that Mr. Cooper stated tourism is the life blood of Sussex County; that Mr. Cooper read a letter from Southern Delaware Tourism; that the proposed plan is to add a hotel, restaurant and convenience store in front of the property; that this will increase tournament play and reduce traffic on Route 9; and that the proceeds will fund improvements to the Sports at the Beach.

The Commission found that no one spoke in opposition to the application.

At the conclusion of the public hearings, the Commission discussed this application.

Motion by Mr. Hopkins, seconded by Ms. Hudson, and carried unanimously to defer action for further consideration. Motion carried 5-0.

At their meeting on December 21, 2017, the Planning Commission discussed the application which had been deferred since December 14, 2017.

Mr. Wheatley moved that the Commission recommend approval of Change in Zone # 1836 for Softball World, LLC, for a change in zone from AR-1 to CR-1 based upon the record made during the public hearing and for the following reasons:

1. This Application pertains to a portion of a larger parcel which is used for a commercial baseball / softball park with supporting recreational activity areas. The entire parcel consists of 87.52 acres more or less. The area which is subject of this change of zone is located on the side of the Property near Route 9 and consists of 8 acres more or less.

2. The site is located along Route 9 near the town limits of Georgetown.
3. The site is located near other properties which are zoned C-1 (General Commercial) and B-1 (Neighborhood Business). There are also several conditional uses in the area, including the existing Conditional Use on the Property. The CR-1 zoning will be consistent with the area zoning and uses.
4. According to the Sussex County Comprehensive Plan, the property is designated on the Future Land Use Map as a Developing Area, Highway Commercial Area, and Planned Industrial Area. CR-1 Zoning is appropriate within the Developing Areas and Highway Commercial Areas according to the Plan. The area proposed to be rezoned is not a portion of the property designated as Planned Industrial Areas.
5. The proposed use will not adversely affect neighboring or adjacent properties or roadways.
6. Whenever this property is developed for a particular use, the applicant will be required to meet or exceed all DelDOT requirements. DelDOT will determine where appropriate entrance locations should be.
7. The property will be served by central wastewater from the Town of Georgetown.
8. CR-1 Zoning is appropriate, since the County Zoning Code states that the purpose of such zoning is to provide for a wide variety of commercial and service activities generally serving a wide area, and that such uses should be located along existing major thoroughfares where a general mixture of commercial and service activities now exist. In this case, the rezoning along Route 9 falls within the stated purposes of the CR-1 District.
9. Any development of the site will require site plan review by the Sussex County Planning and Zoning Commission.
10. This recommendation is not an indication that Commercial Zoning is appropriate along Route 9 in general. Route 9 is an important east-west roadway in Sussex County connecting to Route 1. This site is appropriate because it has already developed under its conditional use. However, the County should proceed carefully with any commercial rezonings along Route 9 to preserve the travel corridor.
11. No parties appeared in opposition to the change of zone application.

Motion by Mr. Wheatley, seconded by Mr. Hopkins and carried unanimously to forward this application to the Sussex County Council with a recommendation that the application be approved for the reasons stated. Motion carried 4-0. Mr. Ross was absent.

Introduced 07/18/17

**Council District No. 2 – Wilson
Tax I.D. No. 135-15.00-82.00 (portion of)
911 Address: 22518 Lewes Georgetown Highway, Georgetown**

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN GEORGETOWN HUNDRED, SUSSEX COUNTY, CONTAINING 8.00 ACRES, MORE OR LESS

WHEREAS, on the 27th day of June 2017, a zoning application, denominated Change of Zone No. 1836, was filed on behalf of Softball World, LLC; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1836 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of CR-1 Commercial Residential District as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Georgetown Hundred, Sussex County, Delaware, and lying on the south side of Lewes Georgetown Highway (Route 9), approximately 0.79 mile east of Sand Hill Road, and being more particularly described on the attached survey prepared by Pennoni Associates, Inc., said parcel containing 8.00 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: TRINITY FOUNDATION
 PROJECT NAME: HEART & SOLE SK
 FEDERAL TAX ID: 20-3303713 NON-PROFIT: YES NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?
 YES NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION:

ADDRESS: 50 FALLON AVE
SEAFORD DE 19973
(CITY) (STATE) (ZIP)

CONTACT PERSON: GREG MASSEY
 TITLE: VP AGENT DEVELOPMENT
 PHONE: (800) 314.5008 EMAIL: greg.massey@trinitylogistics.com

TOTAL FUNDING REQUEST: \$1,000 -

Has your organization received other grant funds from Sussex County Government in the last year? YES NO

If YES, how much was received in the last 12 months?

\$500 / 3.10.17

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? YES NO

Are you seeking other sources of funding other than Sussex County Council? YES NO

If YES, approximately what percentage of the project's funding does the Council grant represent? 5%

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> Fair Housing | <input checked="" type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural |
| <input type="checkbox"/> Infrastructure ¹ | <input type="checkbox"/> Other | <input type="checkbox"/> Educational |

BENEFICIARY CATEGORY

- | | | |
|---|--|-----------------------------------|
| <input type="checkbox"/> Disability & Special Needs | <input type="checkbox"/> Victims of Domestic Violence | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Elderly Persons | <input type="checkbox"/> Low to Moderate Income ² | <input type="checkbox"/> Youth |
| <input type="checkbox"/> Minority | <input checked="" type="checkbox"/> Other <u>CARDIAC REHAB @</u> | |

NANTICOLE HOSPITAL

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:

500

SECTION 3: PROGRAM SCOPE

A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

Trinity's 8th Annual HEART & SOLE SK will again benefit the Cardiac Rehab unit @ N.H.S. Specifically, we are raising funds to purchase a RECUMBENT Cross Trainer machine.

B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

A faith-based nonprofit organization is eligible to receive and apply for a grant on the same basis as other nonprofit organizations, with respect to programs which are eligible. In the selection of grantees, the County will not discriminate for or against an organization on the basis of the organization's religious characterization or affiliation. However, certain requests to utilize funding for programs with religious purposes may not be eligible due to constitutional principles of the United States and/or the State of Delaware.

Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

n/a

SECTION 4: BUDGET

REVENUE		
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	# 15 000 ⁰⁰ —	
TOTAL REVENUES		
EXPENDITURES		
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)		
Event management by Taw sports Events	~ # 3500	
Various food/uctea for Event	# 200	
TOTAL EXPENDITURES	# 3750	\$ 0.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION		\$ 0.00


SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Trinity Foundation agrees that:
 (Name of Organization)

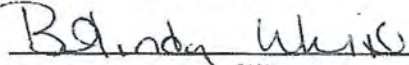
- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. All accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.
- 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
- 6) All documents submitted by the applicant are defined as public documents and available for review under the Freedom of Information Act of the State of Delaware.
- 7) All funding will be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious purposes.
- 8) **In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.**

 GREG MASSEY
Applicant/Authorized Official

2/20/18
Date

 Brenda White
Witness

2/20/18
Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

The Sussex County Council makes available a limited amount of funding to non-profit organizations that serve the citizens of Sussex County. Each application for funding shall be evaluated by Sussex County administrative staff and shall be subject to final approval from Sussex County Council.

In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

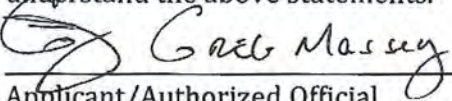
For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

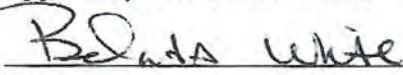
For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

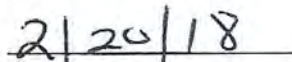
In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.


Applicant/Authorized Official


Witness


Title


Date





SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Laurel Chamber of Commerce
PROJECT NAME: Bike and Brew 2018
FEDERAL TAX ID: 51-0382475 NON-PROFIT: YES NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?

YES NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION: To promote sound business growth while serving as the primary information source for business, community, interested individuals and civic organizations, including the events and issues of the greater Laurel area. To provide business leadership, primarily via a network and support system, for current members' businesses while attracting new business and members. To enlist and partner with beneficial alliances. To promote area businesses through chamber activities, create interest and spur growth, locally through tourism.

ADDRESS: PO Box 696
Laurel DE 19956
(CITY) (STATE) (ZIP)

CONTACT PERSON: Kevin Christophel
TITLE: President
PHONE: 302-875-9319 EMAIL: LaurelChamber@gmail.com

TOTAL FUNDING REQUEST: 1000.00

Has your organization received other grant funds from Sussex County Government in the last year? YES NO

If YES, how much was received in the last 12 months? 1000.00

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? YES NO

Are you seeking other sources of funding other than Sussex County Council? YES NO

If YES, approximately what percentage of the project's funding does the Council grant represent? 7 %

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

- | | | |
|--|--|--------------------------------------|
| <input type="checkbox"/> Fair Housing | <input checked="" type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural |
| <input type="checkbox"/> Infrastructure ¹ | <input checked="" type="checkbox"/> Other Business Development | <input type="checkbox"/> Educational |

BENEFICIARY CATEGORY

- | | | |
|---|--|---|
| <input type="checkbox"/> Disability & Special Needs | <input type="checkbox"/> Victims of Domestic Violence | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Elderly Persons | <input type="checkbox"/> Low to Moderate Income ² | <input checked="" type="checkbox"/> Youth |
| <input type="checkbox"/> Minority | <input checked="" type="checkbox"/> Other Community at Large | |

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:

500

SECTION 3: PROGRAM SCOPE

- A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

The Laurel Chamber of Commerce hosts the annual Bike and Brew cycling event that brings the community and tourists together for a 15, 25, 50, metric century and 100 mile bike ride throughout Sussex County. The funds raised from this event assist the Laurel Chamber of Commerce with business development for members, providing educational sessions, networking meetings and partnership opportunities. A portion of the proceeds are donated to Nanticoke Memorial Hospital to assist with the renovation project of the Allen Cancer Center.

B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

A faith-based nonprofit organization is eligible to receive and apply for a grant on the same basis as other nonprofit organizations, with respect to programs which are eligible. In the selection of grantees, the County will not discriminate for or against an organization on the basis of the organization's religious characterization or affiliation. However, certain requests to utilize funding for programs with religious purposes may not be eligible due to constitutional principles of the United States and/or the State of Delaware.

Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

SECTION 4: BUDGET

REVENUE	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
TOTAL REVENUES	30,125.00
EXPENDITURES	
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)	
Advertising	-\$ 1,215.41
Equipment Rental	-\$ 1,710.20
Event Food	-\$ 4,458.55
General Promotion (entertainment, photography, t-shirts)	-\$ 5,247.38
Insurance	-\$ 912.00
Licenses & Permits	-\$ 5.00
Office Supplies & Miscellaneous	-\$ 628.26
Printing	-\$ 226.89
TOTAL EXPENDITURES	-\$ 14,403.69
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	\$ 15,721.31

SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Laurel Chamber of Commerce agrees that:
(Name of Organization)

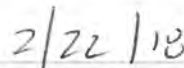
- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. All accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.
- 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

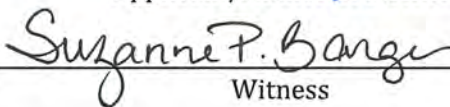
- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
- 6) All documents submitted by the applicant are defined as public documents and available for review under the Freedom of Information Act of the State of Delaware.
- 7) All funding will be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious purposes.
- 8) **In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.**



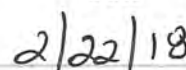
Applicant/Authorized Official



Date



Witness



Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

The Sussex County Council makes available a limited amount of funding to non-profit organizations that serve the citizens of Sussex County. Each application for funding shall be evaluated by Sussex County administrative staff and shall be subject to final approval from Sussex County Council.

In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

John J. Chutzphul
Applicant/Authorized Official

President
Title

Suzanne P. Barger
Witness

2/22/18
Date

Vincent
2/23/18



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: American Cancer Society

PROJECT NAME: Relay For Life of Sussex County

FEDERAL TAX ID: 13-1788491 NON-PROFIT: YES NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?

YES NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION: The hope that those lost to cancer will never be forgotten, that those who face cancer will be supported, and that one day cancer will be eliminated.

ADDRESS: 1315 Mount Hermon Road, Suite D

Salisbury Maryland 21804
(CITY) (STATE) (ZIP)

CONTACT PERSON: Ashley Webb

TITLE: Community Development Manager

PHONE: 410-749-1635 EMAIL: ashley.webb@cancer.org

TOTAL FUNDING REQUEST: \$1,500

Has your organization received other grant funds from Sussex County Government in the last year? YES NO

If YES, how much was received in the last 12 months? _____

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? YES NO

Are you seeking other sources of funding other than Sussex County Council? YES NO

If YES, approximately what percentage of the project's funding does the Council grant represent? _____

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> Fair Housing | <input checked="" type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural |
| <input type="checkbox"/> Infrastructure ¹ | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Educational |

BENEFICIARY CATEGORY

- | | | |
|---|---|-----------------------------------|
| <input type="checkbox"/> Disability & Special Needs | <input type="checkbox"/> Victims of Domestic Violence | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Elderly Persons | <input type="checkbox"/> Low to Moderate Income ² | <input type="checkbox"/> Youth |
| <input type="checkbox"/> Minority | <input checked="" type="checkbox"/> Other <u>All effected by cancer</u> | |

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:

SECTION 3: PROGRAM SCOPE

- A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

The American Cancer Society is committed to saving lives from cancer. But we can't do it without you. Your donations help us fight all types of cancer, for all types of people, in all types of communities around the globe.

Your donations to Relay For Life help the American Cancer Society fund groundbreaking cancer research, critical patient care services, education and prevention initiatives, and so much more. Please consider making a donation to Relay For Life of Sussex County.

Nancy Cordrey

From: Kelly Collins
Sent: Tuesday, March 06, 2018 9:23 AM
To: Nancy Cordrey
Subject: FW: American Cancer Society

Good Morning Nancy,
Below is the information you requested from the American Cancer Society.

Let me know if there is anything else you need.

Thanks
Kelly

From: Ashley Webb [mailto:ashley.webb@cancer.org]
Sent: Monday, March 5, 2018 12:46 PM
To: Kelly Collins <kcollins@sussexcountyde.gov>
Subject: RE: Call

Kelly,

The Relay For Life of Sussex County is now one event that covers the events that were previously known as the Relay For Life of East Sussex-Coastal Delaware and the Relay For Life of West Sussex. The Relay For Life of Sussex County will take place at Sussex Technical High School on Saturday, June 2, 2018 from 2:00-10:00 PM with teams beginning set up at 10:00 AM.

Thank you,
Ashley

Ashley Webb | Community Development Manager
Northeast Region | American Cancer Society, Inc.
1315 Mt Hermon Rd Suite D
Salisbury, MD 21804
Phone: (410) 749.1635, ext. 29116 | Mobile: (304) 694.4563
cancer.org | 1.800.227.2345



This message (including any attachments) is intended exclusively for the individual to whom it is addressed and may contain proprietary, protected, or confidential information. If you are not the named addressee, you are not authorized to read, print, copy, or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately.

B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

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Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

SECTION 4: BUDGET

REVENUE	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
TOTAL REVENUES	
EXPENDITURES	
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)	
TOTAL EXPENDITURES	\$ 0.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	\$ 0.00

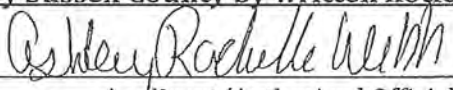
SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Relay For Life of Sussex County agrees that:
(Name of Organization)

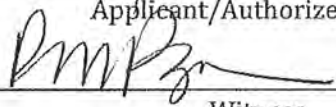
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- 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
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- 8) **In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.**



Applicant/Authorized Official



Witness

3-1-2018
Date

3-1-18
Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

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In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

Oshley Rochelle Ulebb
Applicant/Authorized Official

Community Development Manager
Title

RM Byn
Witness

March 1, 2018
Date

Vincent
3/02/18

To Be Introduced 3/13/18

**Council District No. 3 - Burton
Tax I.D. No. 335-8.00-44.00
911 Address: 16386 Gills Neck Road, Lewes**

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A MR MEDIUM DENSITY RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 7.33 ACRES, MORE OR LESS

WHEREAS, on the 1st day of February 2018, a zoning application, denominated Change of Zone No. 1851, was filed on behalf of The Evergreen Companies, LLC; and

WHEREAS, on the ____ day of _____ 2018, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1851 be _____; and

WHEREAS, on the ____ day of _____ 2018, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of MR Medium Density Residential District as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the north side of Gills Neck Road, approximately 135 feet west of Spinnaker Circle in the Wolfe Runne development and being more particularly described in the attached legal description, said parcel containing 7.33 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

TO BE INTRODUCED

To Be Introduced 3/13/18

**Council District No. 3 - Burton
Tax I.D. No. 335-8.00-44.00
911 Address: 16386 Gills Neck Road, Lewes**

ORDINANCE NO. _____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN A MR MEDIUM DENSITY RESIDENTIAL DISTRICT FOR MULTI-FAMILY TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 7.33 ACRES, MORE OR LESS

WHEREAS, on the 1st day of February 2018, a conditional use application, denominated Conditional Use No. 2134 was filed on behalf of The Evergreen Companies, LLC; and

WHEREAS, on the _____ day of _____ 2018, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2134 be _____; and

WHEREAS, on the _____ day of _____ 2018, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article V, Subsection 115-31, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2134 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land, lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the north side of Gills Neck Road, approximately 135 feet west of Spinnaker Circle in the Wolfe Runne development and being more particularly described in the attached legal description, said parcel containing 7.33 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

To Be Introduced 03/13/18

Council District No. 4 - Cole

Tax I.D. No. 334-13.00-363.00, 363.01, and 363.02 and 334-13.00-1298.00-1414.00 and 334-13.00-1447.00

911 Address: Not Available

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM A MR-RPC MEDIUM DENSITY RESIDENTIAL DISTRICT-RESIDENTIAL PLANNED COMMUNITY TO A MR-RPC MEDIUM DENSITY RESIDENTIAL DISTRICT - RESIDENTIAL PLANNED COMMUNITY TO AMEND CHANGE OF ZONE NO. 1359, ORDINANCE NO. 1279, FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 65.125 ACRES, MORE OR LESS

WHEREAS, on the 23rd day of January 2018, a zoning application, denominated Change of Zone No. 1852, was filed on behalf of Canal Corkran, LLC; and

WHEREAS, on the ____ day of _____ 2018, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1852 be _____; and

WHEREAS, on the ____ day of _____ 2018, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [MR-RPC Medium Density Residential District - Residential Planned Community] and adding in lieu thereof the designation of MR-RPC Medium Density Residential District - Residential Planned Community as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the northeast side of Canal Crossing Road between Hebron Road and Church Street, and being more

particularly described per the attached legal description, said parcel containing 65.125 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

TO BE INTRODUCED

MARTIN L. ROSS, CHAIRMAN
KIM HOEY STEVENSON, VICE CHAIRMAN
R. KELLER HOPKINS
DOUGLAS B HUDSON
ROBERT C. WHEATLEY



2 THE CIRCLE | PO BOX 417
GEORGETOWN, DE 19947
(302) 855-7878 T
(302) 854-5079 F
sussexcountyde.gov

Sussex County Planning & Zoning Commission

PLANNING AND ZONING AND COUNTY COUNCIL INFORMATION SHEET Planning Commission Public Hearing Date February 8, 2018

Application: CU 2115 Nanticoke Indian Association DH

Applicant/Owner: Nanticoke Indian Association, Inc.
27073 John J. Williams Hwy.
Millsboro, DE 19966

Site Location: 27073 John J Williams Hwy.
South side of John J. Williams Hwy. (Rt. 24) approximately 39 ft. east
of Rosedale Rd.

Current Zoning: AR-1 (Agricultural Residential District)

Proposed Use: Modification of Conditional Use No. 1018 to allow for an on-site
electronic message center

Comprehensive Land
Use Plan Reference: Environmentally Sensitive Developing Areas

Councilmatic
District: Mr. Cole

School District: Indian River School District

Fire District: Indian River Fire District

Sewer: Private On-Site Septic

Water: Private On-Site Well

Site Area: 0.914 ac. +/-

Tax Map ID.: 234-29.00-53.00



JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountyde.gov



Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: March 7, 2018

RE: County Council Report for CU 2115 Nanticoke Indian Association, Inc.

The Planning and Zoning Department received an application (CU 2115 Nanticoke Indian Association, Inc.) to allow for a modification of Conditional Use No. 1018 to allow for an on-premises electronic message center sign located on Rt. 24. The Planning and Zoning Commission held a public hearing on February 8, 2017. The following are the minutes and motion for the Conditional Use from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that submitted into the record were a staff analysis, an exhibit booklet, comments from the Sussex Conservation District and Sussex County Engineering Utility Planning Division.

The Commission found that Seth Thompson, Attorney with Vogel Law Firm, Natasha Norwood Carmine and Mike Harmon were present on behalf of the application; that Mr. Thompson stated the prior sign was a letter board and was struck by a car; that they have a lot of events there and use the building as a meeting space; that they are different than other uses; that the American Legion Post down the road has an electronic message center sign; that the need is due to different types of events throughout the year; that the proposed sign is 24 square feet on each side; that they had provided a drawing showing the sign; that the overall height of the sign is 7 ½ feet tall; that Ms. Carmine stated the office hours are Monday through Thursday, 10:00 am to 3:00 pm; that they have events on Monday nights from 5:30 pm to 7:00 pm; that they have meetings on the first Tuesday of the month and another meeting on the third Thursday of the month; that they have activities throughout the year; that usually some events are held on Saturday and some Sunday afternoons; that they are ok with turning the sign off at night at a reasonable hour; and that Mr. Thompson stated the sign will comply with the electronic message center sign regulations.

The Commission found that there were no parties in favor of or in opposition to this application.

At the conclusion of the public hearings, the Commission discussed this application.

Motion by Mr. Hudson, seconded by Ms. Stevenson, and carried unanimously to defer action for further consideration. Motion carried 4-0. Mr. Hopkins was absent for the vote.



At their meeting of February 22, 2018, the Planning Commission discussed the application which had been deferred since February 8, 2018.

Mr. Hudson moved the Commission recommend approval of Conditional Use # 2115 for Nanticoke Indian Association, Inc. to modify CU #1018 to allow an on-premises electronic center sign based upon the record made during the public hearing and for the following reasons;

1. This is an application for a conditional use to install an on-premises electronic message display sign. This type of application is permitted under Section 115-161.1A(3) of the Zoning Code.
2. The sign will be used to display information about the Nanticoke Indian Association. The Association occupies the site where the sign is located.
3. This sign will replace a prior static-display sign on the site that was destroyed by a car.
4. The proposed sign is similar to others in the area along Route 24.
5. The sign will not adversely affect neighboring properties or roadways and traffic.
6. This recommendation is subject to the following conditions;
 - A. The Electronic Message Center sign area shall not exceed 24 feet per side.
 - B. A final site plan showing the location of the sign on the site shall be submitted to the Sussex County Planning & Zoning Commission for approval.
 - C. The Electronic Message Center shall comply with all of the sign regulations set forth in the Sussex County Zoning Code including brightness and motion standards.
 - D. The Electronic Message Center shall be used as an on-premises electronic message center and shall not be used as an off-premises electronic message center.

Motion by Mr. Hudson, seconded by Mr. Hopkins and carried unanimously to forward this application to the Sussex County Council with a recommendation that the application be approved for the reasons stated. Motion carried 5-0.

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Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

To: Sussex County Planning Commission Members
From: Janelle Cornwell, AICP, Planning & Zoning Director
CC: Vince Robertson, Assistant County Attorney and applicant
Date: February 1, 2018
RE: Staff Analysis for CU 2115 Nanticoke Indian Association

This memo is to provide background and analysis for the Planning Commission to consider as a part of application CU 2115 Nanticoke Indian Association to be reviewed during the February 8, 2018 Planning Commission Meeting. This analysis should be included in the record of this application and is subject to comments and information that may be presented during the public hearing.

The request is for a Conditional Use for parcel 234-29.00-53.00 to allow for a modification of Conditional Use No. 1018 to add a condition to allow for an on-site electronic message center to be located at 27073 John J Williams Hwy. The size of the property used for the Conditional Use is 0.914 ac. +/- . The property is zoned AR-1 (Agricultural Residential District).

The 2008 Sussex County Comprehensive Plan Update (Comprehensive Plan) provides a framework of how land is to be developed. As part of the Comprehensive Plan a Future Land Use Map is included to help determine how land should be zoned to ensure responsible development. The Future Land Use map indicates that the properties have the land use designation Environmentally Sensitive Developing Areas.

The Planning Commission originally held a public hearing on September 24, 1992. The County Council approved the Conditional Use on October 13, 1992. The County Council approved the Conditional Use for a tribal office and meeting place with five (5) conditions. The County Council created the conditional of approval. The conditions of approval do not mention a sign.

The applicant is requesting to add a condition of approval to allow for an on-site electronic message center sign.





Addresses / Parcels

- Tax Parcels
- Council Districts**
- Fire Districts
- County District 01
- County District 02
- County District 03
- County District 04
- County District 05
- County Boundaries

Schools/Libraries

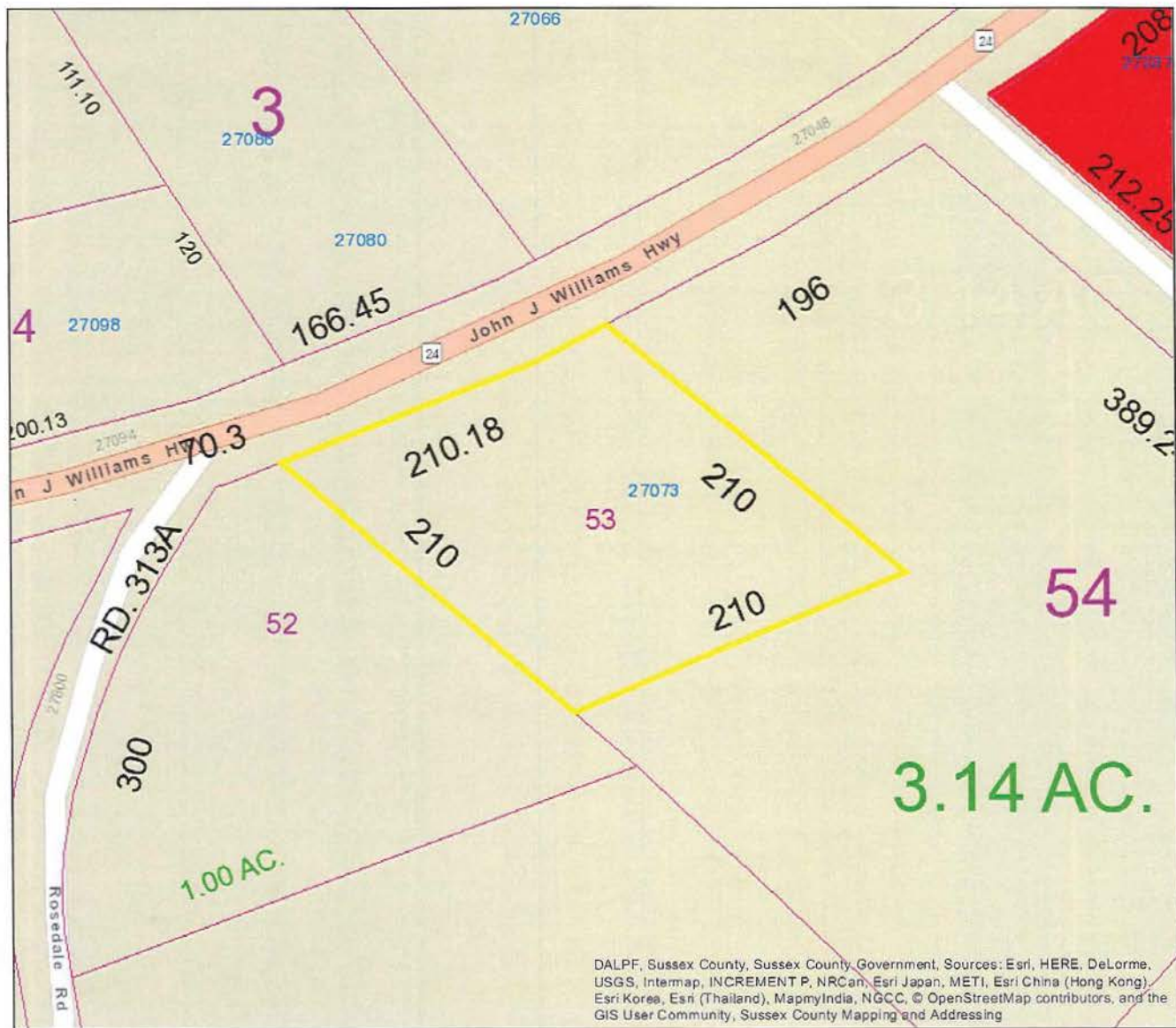
- School Buildings (Various)
- School Library
- Public Library
- Special Library
- DOE School Districts
- DOE VoTech School Districts

Hydrology

- Streams / Rivers
- Lakes, Ponds, Bays

Flood Zones

- 0.2% Annual Chance Flood Hazard
- A
- AE
- AO
- Open Water
- VE
- Public Protected Lands
- Municipalities
- Communities
- Boundaries State County



DALPF, Sussex County, Sussex County Government, Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community, Sussex County Mapping and Addressing

Sussex County Map





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- School Buildings (Various)
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- Public Library
- Special Library
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Hydrology

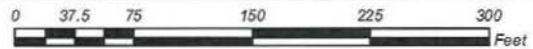
- ~ Streams / Rivers
- Lakes, Ponds, Bays
- Flood Zones**
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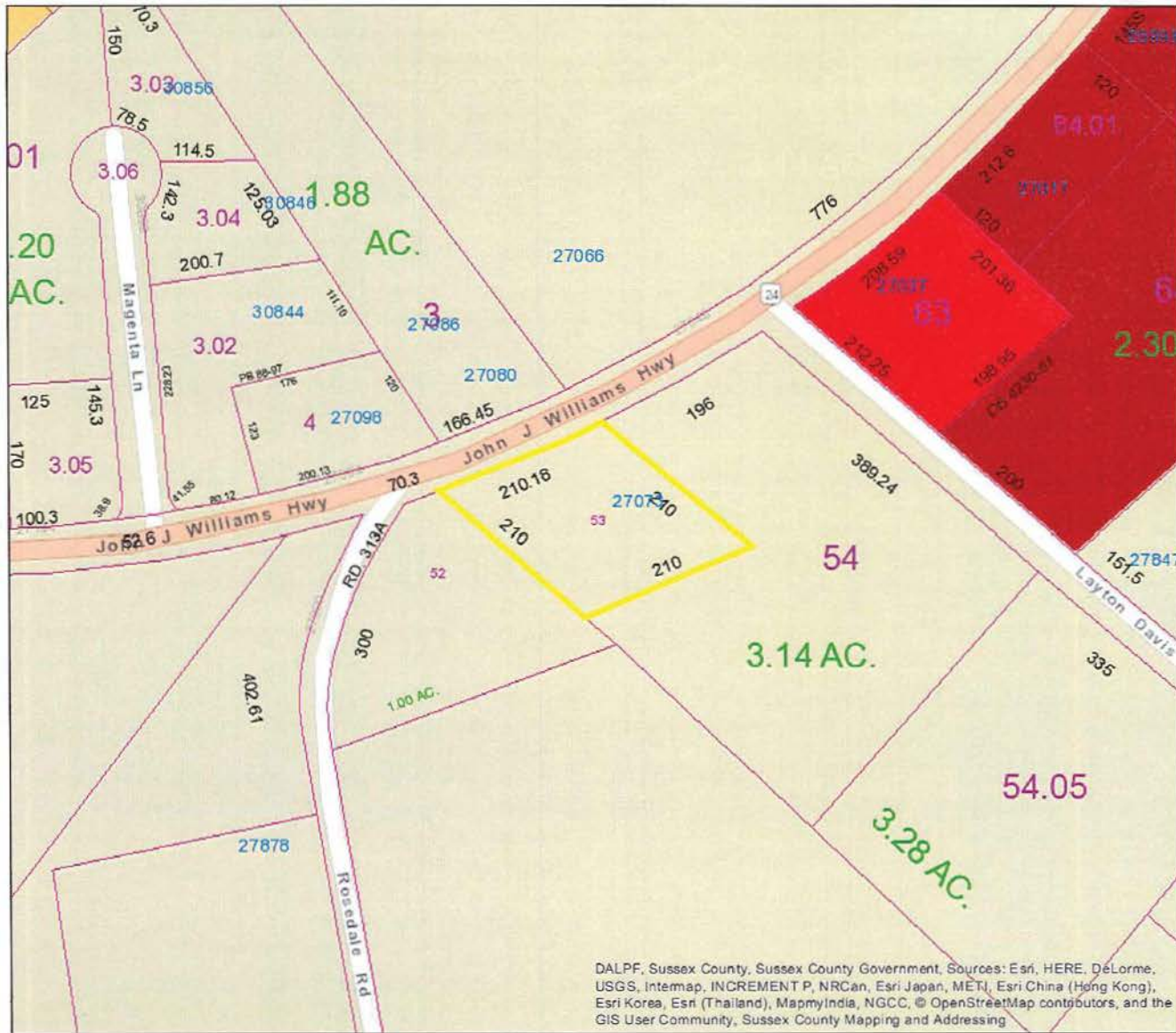
- Municipalities
- Communities
- Boundaries State County



DALPF, Sussex County, Sussex County Government, Sussex County Mapping and Addressing. Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Sussex County Map





Addresses / Parcels

□ Tax Parcels

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- County Boundaries

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Sussex County Map



Introduced 10/10/17

Council District No. 4 – Cole
Tax I.D. No. 234-29.00-53.00
911 Address: 27073 John J. Williams Highway, Millsboro

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A MODIFICATION OF CONDITIONAL USE NO. 1018 TO ALLOW FOR AN ON-PREMISES ELECTRONIC MESSAGE CENTER SIGN TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 0.914 ACRES, MORE OR LESS

WHEREAS, on the 11TH day of September 2017, a conditional use application, denominated Conditional Use No. 2115, was filed on behalf of Nanticoke Indian Association, Inc.; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2115 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article IV, Subsection 115-22, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2115 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Indian River Hundred, Sussex County, Delaware, and lying on the south side of John J. Williams Highway (Route 24) approximately 39 feet east of Rosedale Road, and being more particularly described per the attached deed, said parcel containing 0.914 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

MARTIN L. ROSS, CHAIRMAN
KIM HOEY STEVENSON, VICE CHAIRMAN
R. KELLER HOPKINS
DOUGLAS B HUDSON
ROBERT C. WHEATLEY



2 THE CIRCLE | PO BOX 417
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Sussex County Planning & Zoning Commission

PLANNING AND ZONING AND COUNTY COUNCIL INFORMATION SHEET
Planning Commission Public Hearing Date February 8, 2018

Application: CZ 1844 Boardwalk Development, LLC DH

Applicant/Owner: Boardwalk Development, LLC
317 Rehoboth Ave
Rehoboth Beach, DE 19971

Site Location: Southeast corner of Shady Ln. and Banks Rd.

Current Zoning: AR-1 (Agricultural Residential District)

Proposed Zoning: GR-RPC (General Residential District – Residential Planned Community)

Comprehensive Land
Use Plan Reference: Environmentally Sensitive Developing Areas

Councilmatic
District: Mr. Cole

School District: Indian River School District

Fire District: Indian River Fire District

Sewer: Sussex County

Water: Tidewater

Site Area: 21.26 ac. +/-

Tax Map ID.: 234-17.00-165.00



COUNTY ADMINISTRATIVE OFFICES
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Sussex County

DELAWARE
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Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: March 7, 2018

RE: County Council Report for CZ 1844 Boardwalk Development, LLC, aka Westridge Shores

The Planning and Zoning Department received an application (CZ 1844 Boardwalk Development, LLC, aka Westridge Shores) to allow for a change of zone from AR-1 (Agricultural Residential District) to a GR-RPC (General Residential District – Residential Planned Community). The Planning and Zoning Commission held a public hearing on February 8, 2018. The following are the minutes and motion for the Change of Zone from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that submitted into the record were a staff analysis, site plan, comments from Sussex Conservation District, DeDOT, DNREC Division Air Quality, DNREC Division of Water, 911 Mapping and Addressing Department, Office of Drinking Water, DNREC Division of Fish and Wildlife, State Fire Marshal, Sussex County Engineering Utility Planning Division and PLUS.

Mr. Robertson recused himself.

The Commission found that Ken Christenbury, with Axiom Engineering and Joseph Reed, owner of Boardwalk Development, LLC were present on behalf of the application; that Mr. Christenbury stated they propose 54 single family dwellings on 21.26 acres which is a 2.54 density; that the site is consistent with the character and trend of the development in the area; that Shady Lane is a community with mixed with mobile homes, modular homes, stick built homes and has a density of 2.67 dwelling units per acre; that Dogwood Lane which is in a Mobile Home Park has a 9.32 density; that there are no sidewalks in either community; that they are proposing 43% open space and 6 ½ acres of existing forest; that there will be sidewalks on both sides of the streets; that there will be protection of the wetlands; that there are large wooded buffers on both sides; that minimum buffer is 68 feet wide and it widens out as it goes back; that along the water there is a 20 foot forest buffer; that on the south side is 50 feet of open space and goes to 100 feet deep for buffer; that the project will be served by Sussex County sewer and Tidewater Utilities will provide water; that project is in the Environmentally Sensitive Developing Area and complies with that section of code; that there is open space with amenities along the water for the entire community; that there is a copy of plat book 2 page 88 which references this property; that the deed references a number of lots that were recorded; that the property currently consists of 66 unimproved lots and they are proposing 54 lots; that they are proposing a change of zone from AR-1 to GR-RPC; that the project went to PLUS;



that the project is located in the Level 3 in State Strategies; that the land in floodplain will be covered by the HOA; that the site will include stormwater management ponds and the final site plan approval shall be subject to the Sussex Conservation District for final approval; that the Sussex County Engineering Department will construct sewer within two years; that the DelDOT Service Level Evaluation did not require a TIS; that there are no known endangered species on the parcel; that they have provided a draft of covenants; that they have included proposed finding of facts and conditions; and that the property will be compatible with the surrounding area and an improvement to the area.

The Commission found that there were no parties in favor of or in opposition to this application.

At the conclusion of the public hearings, the Commission discussed this application.

Motion by Mr. Hudson, seconded by Ms. Stevenson, and carried unanimously to defer action for further consideration. Motion carried 4-0. Mr. Hopkins was absent for the vote.

At their meeting on February 22, 2018, the Planning Commission discussed the application which had been deferred since February 8, 2018.

Mr. Hudson moved the Commission approve Change of Zone # 1844 for Boardwalk Development, LLC for a change in zoning from AR-1 (Agricultural Residential District) to a GR-RPC (General Residential District-Residential Planned Community) based upon the record made during the public hearing and for the following reasons:

1. The property is currently zoned AR-1 (Agricultural Residential District). However, both the deed to the property and a recorded plot for the property reference 66 lots within the 21.16 acre parcel. This density is similar to the density permitted within the GR Zoning District.
2. GR Zoning is also consistent with the adjoining Dogwood Lane Development, which has a density of 9.32 units per acre.
3. The County Engineering Department has indicated that adequate wastewater capacity is available for the project as a GR-RPC. Central water will also be provided.
4. With the conditions and stipulations placed upon it, the RPC designation is appropriate, since it allows the creation of a superior environment through design ingenuity while protecting existing and future uses. This project will maintain 43% open space, which includes 6.5 acres of existing forest. It also includes large wooded buffers on both sides of the site. There will also be amenities along the water available to the entire community.
5. The project will not adversely affect the neighborhood or surrounding community. There are existing developments in the immediate area with similar characteristics. This is basically infill development, with a density similar to what exists in the immediate area.
6. The proposed development will have a density of 2.54 units per acre, which is less than the 2.67 units per acre to the north, and the 9.32 units per acre to the south.
7. According to the County's current Comprehensive Plan, the project is in a Developing Area.
8. The Applicant has favorably addressed the items set forth in Section 99-9C of the Subdivision Code.
9. No parties appeared in opposition to the application.
10. This recommendation is subject to the following conditions;
 - A. The maximum number of lots shall not exceed 54 single family lots.

- B. A homeowner's association shall be formed to provide for the perpetual maintenance, repair and replacement of buffers, stormwater management facilities, streets, amenities and other common areas.
- C. All entrances, intersections, interconnections, roadways and multi-modal improvements required by DelDOT shall be completed in accordance with DelDOT's requirements.
- D. The RPC shall be served as part of a Sussex County Sanitary Sewer District. The Developer shall comply with all requirements and specification of the County Engineering Department.
- E. The RPC shall be served by central water.
- F. Stormwater management and erosion and sedimentation control facilities shall be constructed in accordance with all applicable State and County requirements. These facilities shall be opened in a manner which is consistent with Best Management Practices.
- G. Interior street design shall meet or exceed Sussex County's street design requirements. There shall also be sidewalks on both sides of all streets within the RPC.
- H. No wetlands shall be included within any individual lots. Any wetland buffers required by Section 115-93(B) shall be shown on the Final Site Plan.
- I. As stated by the Applicant, all amenities shall be completed prior to the issuance of the 27th Building Permit.
- J. A 20 foot wide vegetated buffer shall be established along the perimeter of the site. This may include the existing trees.
- K. If requested by the local school district, a school bus stop shall be provided. The location of the bus stop area shall be shown on the Final Site Plan.
- L. Road naming and addressing shall be subject to the review and approval of Sussex County Mapping and Addressing Departments.
- M. The Final Site Plan shall contain the approval of the Sussex Conservation District for the design and location of all stormwater management areas and erosion and sedimentation control facilities.
- N. The Final Site Plan shall include a landscape plan for all of the buffer areas, showing all of the landscaping and vegetation to be included in the buffer areas.
- O. The Final Site Plan shall be subject to the review and approval of the Planning and Zoning Commission.

Motion by Mr. Hudson, seconded by Mr. Wheatley and carried unanimously to forward this application to the Sussex County Council with a recommendation that the application be approved for the reasons stated. Motion carried 5-0.

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Sussex County

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Memorandum

To: Sussex County Planning Commission Members
From: Janelle Cornwell, AICP, Planning & Zoning Director
CC: Vince Robertson, Assistant County Attorney and applicant
Date: February 1, 2018
RE: Staff Analysis for CZ 1844 Boardwalk Development, LLC

This memo is to provide background and analysis for the Planning Commission to consider as a part of application CZ 1844 Boardwalk Development, LLC to be reviewed during the February 8, 2018 Planning Commission Meeting. This analysis should be included in the record of this application and is subject to comments and information that may be presented during the public hearing.

The request is for a Change of Zone for parcel 234-17.00-165.00 to allow for a Change of Zone from AR-1 (Agricultural Residential District) to GR-RPC (General Residential District – Residential Planned Community). The size of the portion of the property to be rezoned is 21.26 ac. +/-.

The 2008 Sussex County Comprehensive Plan Update (Comprehensive Plan) provides a framework of how land is to be developed. As part of the Comprehensive Plan a Future Land Use Map is included to help determine how land should be zoned to ensure responsible development. The Future Land Use map indicates that the properties have the land use designation Environmentally Sensitive Developing Areas.

The surrounding land use to the north, south, east and west are Environmentally Sensitive Developing Areas. The Environmentally Sensitive Developing Areas land use designation recognizes that a range of housing types should be permitted including single-family homes, townhouses and multi-family units. Retail and office uses are appropriate; however, larger retail and office uses should be located along arterial roads. Institutional uses can be appropriate to provide for convenient services and allow people to work from home. GR (General Residential District) is a zoning district that can be considered in the Environmentally Sensitive Developing Areas land use classification.

The property is zoned AR-1 (Agricultural Residential District). The properties to the north and west are zoned AR-1 (Agricultural Residential District). The properties to the south and west are zoned AR-1 (Agricultural Residential District) and GR-RPC (General Residential District Residential Planned Community). There are no known Conditional Uses in the area. There is a mobile home park to the southeast.

Based on the analysis of the land use, surrounding zoning and uses, the Change of Zone from AR-1 (Agricultural Residential District) to GR-RPC (General Residential District – Residential Planned Community) could be considered consistent with the land use, surrounding zoning and uses.





Addresses / Parcels

- TaxParcels

Council Districts

- Fire Districts
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- County District 05
- County Boundaries

Schools/Libraries

- School Buildings (Various)
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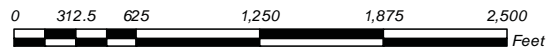
Flood Zones

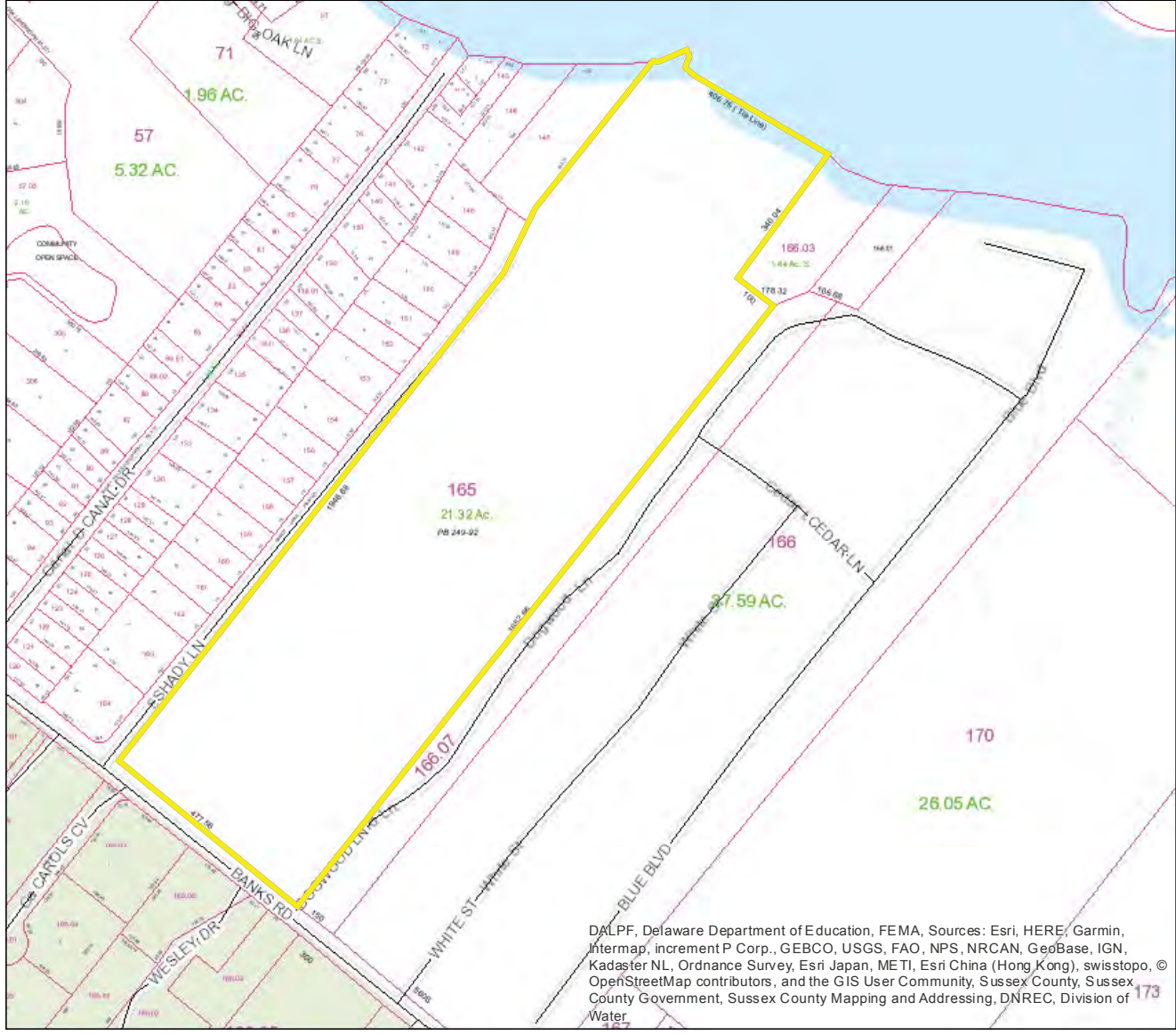
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- Communities
- Boundaries State County

Sussex County, Sussex County Government, Sussex County Mapping and Addressing, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Sussex County Map

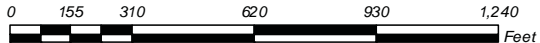




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DALPF, Delaware Department of Education, FEMA, Sources: Esri, HERE, Garmin, Intermap, incrementP Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community, Sussex County, Sussex County Government, Sussex County Mapping and Addressing, DNREC, Division of Water

Sussex County Map





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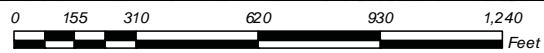
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Sussex County, Sussex County Government, Sussex County Mapping and Addressing,
 Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA,
 USGS, AeroGRID, IGN, and the GIS User Community

N
Sussex County Map



Introduced 08/29/17

Council District No. 4 - Cole
Tax I.D. No. 234-17.00-165.00
911 Address: None Available

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A GR-RPC GENERAL RESIDENTIAL DISTRICT - RESIDENTIAL PLANNED COMMUNITY FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 21.26 ACRES, MORE OR LESS

WHEREAS, on the 4th day of August 2017, a zoning application, denominated Change of Zone No. 1844, was filed on behalf of Boardwalk Development, LLC, aka Westridge Shores; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1844 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of GR-RPC General Residential District – Residential Planned Community as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Indian River Hundred, Sussex County, Delaware, and lying at the southeast corner of Shady Lane and Banks Road and being more particularly described in the attached legal description, as prepared by Axiom Engineering, LLC.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

MARTIN L. ROSS, CHAIRMAN
KIM HOEY STEVENSON, VICE CHAIRMAN
R. KELLER HOPKINS
DOUGLAS B HUDSON
ROBERT C. WHEATLEY



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Sussex County Planning & Zoning Commission

PLANNING AND ZONING AND COUNTY COUNCIL INFORMATION SHEET
Planning Commission Public Hearing Date January 25, 2018

Application: CZ 1845 LMHT, LLC KH

Applicant: LMHT, LLC
P.O. Box 85
Rehoboth Beach, DE 19971

Owner: J.G. Townsend Jr. & Co.
P.O. Box 430
Georgetown, DE 19947

Site Location: West side of Plantations, Rd. approximately 841 ft. north of John J. Williams Huw. (Rt. 24)

Current Zoning: AR-1 (Agricultural Residential District)

Proposed Zoning: B-1 (Neighborhood Business District)

Comprehensive Land Use Plan Reference: Environmentally Sensitive Developing Areas

Councilmatic District: Mr. Burton

School District: Cape Henlopen School District

Fire District: Lewes Fire District

Sewer: Sussex County

Water: Tidewater

Site Area: 6.07 ac. +/-

Tax Map ID.: 334-12.00-57.01



COUNTY ADMINISTRATIVE OFFICES
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Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: March 7, 2018

RE: County Council Report for CZ 1845 LMHT, LLC

The Planning and Zoning Department received an application (CZ 1845 LMHT, LLC) to allow for a change of zone from AR-1 (Agricultural Residential District) to B-1 (Neighborhood Business District). The Planning and Zoning Commission held a public hearing on January 25, 2018. The following are the minutes and motion for the Change of Zone from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that submitted into the record were a staff analysis, an exhibit booklet, DelDOT Service Level Evaluation, Environmental Assessment, Public Facilities Report, comments from the Sussex Conservation District and Sussex County Engineering Department Utility Planning Division and one letter.

The Commission found that Gene Bayard, Attorney with Morris James, LLP, Nick Hammonds, Principal of LMHT, LLC and Ring Lardner, P.E., with Davis, Bowen, and Friedel, Inc., were present of behalf of the application; that Mr. Bayard stated that the six acres which are the subject of the application are not agriculturally viable due to significant development activity in the area; that Mr. Lardner stated the site is not wooded; that it is not located in a floodplain; that there are no known historical sites on the property; that a TIS was not required for rezoning and would be determined upon submittal of a site plan; that a concept plan was submitted which includes alignment the entrance with Summer Crest and provides interconnectivity; that there are three possible buildings being considered; that the parcel to the rear of the applicant has an Agriculture Easement; that Mr. Hammonds stated the Plantation Road and Cedar Grove Road intersection is upgraded; that to the west on Plantation Road, a 4.5 acre parcel was recently rezoned to B-1 (Neighborhood Business District); that the Board of Adjustment recently approved a Special Use Exception for an assisted senior living facility for the ten acre parcel; that there is a medical/professional office complex (Plantation Park) and the Metropolitan Community Church of Rehoboth to the west; that adjacent to the site is the Sussex County Paramedic station; that on the east side of Plantation Rd is mainly residential uses; that the Beebe Medical campus is on the south side of Route 24; that Herola, LLC property was rezoned in 2013; that on the north side of Route 24 are several C-1 (General Commercial District) zoned properties which are currently undeveloped and other commercial uses on Route 24; that there is considerable commercial development growth in the area; that they have received interest from many different users; that this parcel is near a signalized intersection; that this



makes good sense to residents without having to go onto Route 1; that Mr. Bayard stated the site is appropriate for B-1 (Neighborhood Business District) as it is in character of the area; that it is compliant with the Comprehensive Plan and the draft Comprehensive Plan; and that the rezoning will not have an adverse impact on local property values.

The Commission found that there were no parties in favor of this application.

The Commission found Peter Schott spoke in opposition to the application; that Mr. Schott stated he has concerns with what is being planned for the site; that he did not see any sign on the site; that he has concerns with increase with traffic; that there are snow geese in the area; and that the more trees that come down, the more agricultural lands we lose, the more we pave over where grass once was and we increase the chance of flooding.

At the conclusion of the public hearings, the Commission discussed this application.

Motion by Mr. Hopkins, seconded by Mr. Hudson, and carried unanimously to defer action for further consideration. Motion carried 4-0. Ms. Stevenson was absent.

At their meeting of February 8, 2018, the Planning Commission discussed the application which had been deferred since January 25, 2018.

Ms. Stevenson indicated that she had listened to the audio and reviewed the record and is qualified to vote on the application.

Mr. Hopkins moved that the Commission recommend approval of Change of Zone # 1845 for LMHT, LLC for a change of zone from AR-1 to B-1 based upon the record made during the public hearing and for the following reasons:

1. The 6.06-acre site is located along Plantations Road, in an area that has developed with the variety of residential uses. Other business and commercial uses exist or have been approved for the same side of Plantations Road as this site. This includes an assisted living facility to be located on 10 acres near the site.
2. This is an appropriate location for B-1 zoning and it will provide neighborhood business uses in a location that is convenient to many homes. It will also eliminate the current need to travel Route 1 for some neighborhood convenience shopping needs.
3. According to the County's Comprehensive Land Use Plan, the site is identified as being within the Environmentally Sensitive Developing Area. B-1 Zoning is appropriate within this Area according to the Plan.
4. According to the Zoning Code, B-1 is appropriate "to provide retail shopping and personal service uses, . . . to serve the needs of a relatively small area, primarily nearby rural, low density or medium density residential neighborhoods." This application satisfies this purpose of B-1 Zoning.
5. The B-1 District is the most limited commercial zoning district in the County. It is appropriate in this location since it will limit the type and size of the uses that may occur at the site.
6. The rezoning is consistent with the developing character of the area and will not adversely affect the neighboring properties and roadways.

7. The proposed project meets the purpose of the Zoning Ordinance since it promotes the orderly growth, convenience, order, prosperity and welfare of Sussex County and its residents.
8. The site is served by central water and Sussex County will provide wastewater service to the site.
9. Any future development of the site will require site plan approval by the Sussex County Planning & Zoning Commission as well as entrance and roadway improvements from the Department of Transportation.

Motion by Mr. Hopkins, seconded by Mr. Wheatley and carried unanimously to forward this application to the Sussex County Council with a recommendation that the application be approved for the reasons stated. Motion carried 5-0.

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Memorandum

To: Sussex County Planning Commission Members
From: Janelle Cornwell, AICP, Planning & Zoning Director
CC: Vince Robertson, Assistant County Attorney and applicant
Date: January 13, 2018
RE: Staff Analysis for CZ 1845 LMHT, LLC

This memo is to provide background and analysis for the Planning Commission to consider as a part of application CZ 1845 LMHT, LLC to be reviewed during the January 25, 2018 Planning Commission Meeting. This analysis should be included in the record of this application and is subject to comments and information that may be presented during the public hearing.

The request is for a Change of Zone for parcel 334-12.00-57.01 to allow for a Change of Zone from AR-1 (Agricultural Residential District) to B-1 (Neighborhood Business District). The size of the is 6.0576 ac. +/- . The property is zoned AR-1 (Agricultural Residential District).

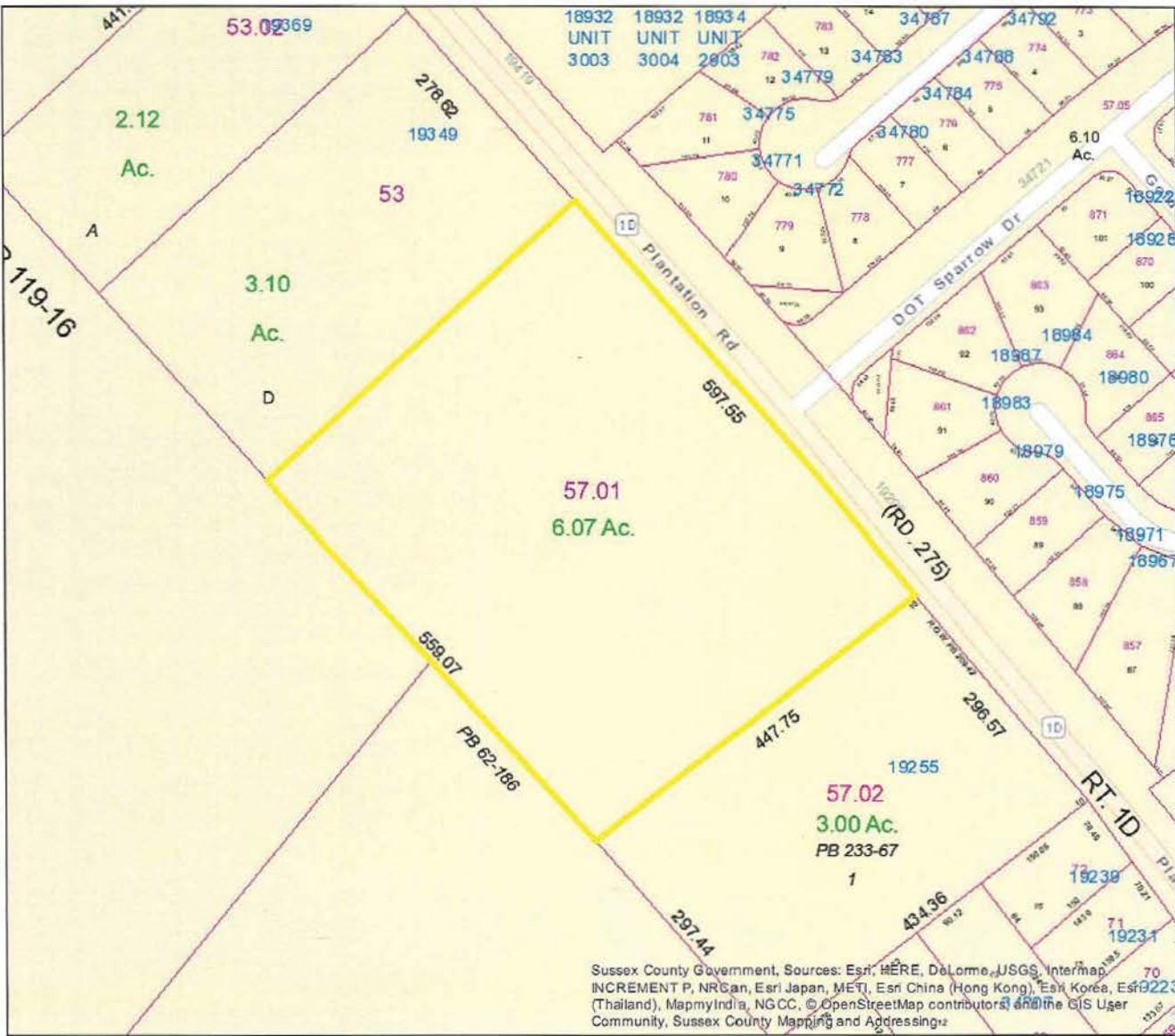
The 2008 Sussex County Comprehensive Plan Update (Comprehensive Plan) provides a framework of how land is to be developed. As part of the Comprehensive Plan a Future Land Use Map is included to help determine how land should be zoned to ensure responsible development. The Future Land Use map indicates that the properties have the land use designation Environmentally Sensitive Developing Areas.

The surrounding land use to the north is Environmentally Sensitive Developing Areas and Mixed Residential Areas. The land use to the south, east and west is Environmentally Sensitive Developing Areas. The Environmentally Sensitive Developing Areas land use designations recognizes that a range of housing types should be permitted including single-family homes, townhouses and multi-family units. Retail and office uses are appropriate; however, larger retail and office uses should be located along arterial roads. Institutional uses can be appropriate to provide for convenient services and allow people to work from home. The B-1 (Neighborhood Business District) zoning district is a zoning classification that can be considered within the Environmentally Sensitive Developing Areas.

The property is zoned AR-1 (Agricultural Residential District). The properties to the north are zoned AR-1 (Agricultural Residential District) and HR-1 (High-Density Residential District). The properties to the south and west are zoned AR-1 (Agricultural Residential District). There is B-1 Zoning to the further north and C-1 zoning further to the east. The properties to the east are zoned MR (Medium-Density Residential District). There are several Conditional Uses in the area (multi-family and medical offices)

Based on the analysis of the land use, surrounding zoning and uses, the Change of Zone from AR-1 to B-1 could be considered consistent with the land use, surrounding zoning and uses.





Addresses / Parcels

- Tax Parcels
- Council Districts**
- Fire Districts
- County District 01
- County District 02
- County District 03
- County District 04
- County District 05
- County Boundaries

Schools/Libraries

- School Buildings (Various)
- School Library
- Public Library
- Special Library
- DOE School Districts
- DOE VoTech School Districts

Hydrology

- ~ Streams / Rivers
- Lakes, Ponds, Bays

Flood Zones

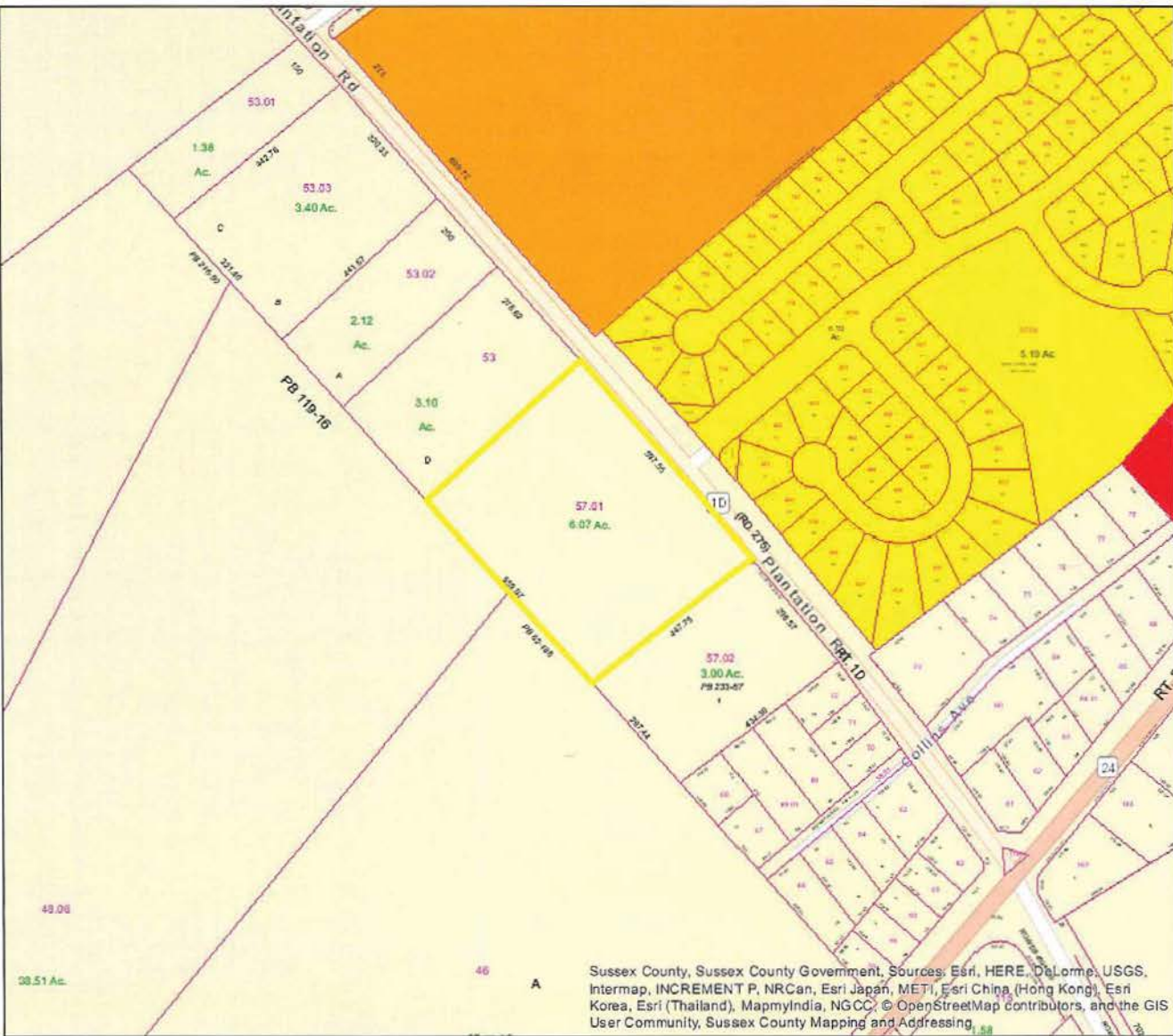
- 0.2% Annual Chance Flood Hazard
- A
- AE
- AO
- Open Water
- VE

- Public Protected Lands
- Municipalities
- Communities
- Boundaries State County

Sussex County Government, Sources: Esri, HERE, DeLorme, JSGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors and the GIS User Community, Sussex County Mapping and Addressing

Sussex County Map





Addresses / Parcels

☐ TaxParcels

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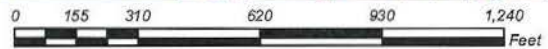
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Sussex County, Sussex County Government, Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community, Sussex County Mapping and Addressing.

Sussex County Map





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Sussex County Government, Sussex County Mapping and Addressing, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Sussex County Map



Introduced 09/19/17

Council District No. 3 - Burton
Tax I.D. No. 334-12.00-57.01
911 Address: Not Available

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A B-1 NEIGHBORHOOD BUSINESS DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 6.0576 ACRES, MORE OR LESS

WHEREAS, on the 25th day of August 2017, a zoning application, denominated Change of Zone No. 1845, was filed on behalf of LMHT, LLC; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1845 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of B-1 Neighborhood Business District as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the west side of Plantations Road, approximately 841 feet north of John J. Williams Highway (Route 24), and being more particularly described per the attached legal description dated August 9, 2017, said parcel containing 6.0576 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.