

Sussex County Council Public/Media Packet

MEETING: August 6, 2013

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Sussex County Council 2 The Circle | PO Box 589 Georgetown, DE 19947 (302) 855-7743 MICHAEL H. VINCENT, PRESIDENT SAMUEL R. WILSON JR., VICE PRESIDENT GEORGE B. COLE JOAN R. DEAVER VANCE PHILLIPS



2 THE CIRCLE | PO BOX 589 GEORGETOWN, DE 19947 (302) 855-7743 T (302) 855-7749 F sussexcountyde.gov

Sussex County Council

A G E N D A

AUGUST 6, 2013

10:00 A.M.

Call to Order

Approval of Agenda

Approval of Minutes

Reading of Correspondence

First State Community Action Agency Presentation

Todd Lawson, County Administrator

1. Administrator's Report

Gina Jennings, Finance Director

1. 2013 Tax Bill & Citizens' Self Service Presentation

Hal Godwin, Deputy County Administrator

- 1. Wastewater Agreements
 - A. Vincent Overlook, Phase 3B
 - B. Sandbar Village, Revision 1

Bob Jones, Project Engineer

- 1. Lochwood Subdivision Sussex Community Improvement Project
 - A. Bid Award



Juel Gibbons, Project Engineer

- 1. Administration Building Atrium Infill Contract 13-08
 - A. Bid Award

Grant Requests

- 1. Seaford Police Department for Community Night Out Against Crime and Drugs.
- 2. Rehoboth Beach Film Society for the Rehoboth Beach Independent Film Festival.

Introduction of Proposed Zoning Ordinances

Any Additional Business Brought Before Council

Executive Session – Land Acquisition pursuant to 29 Del. C. §10004(b)

Possible Action on Executive Session Items

11:30 a.m. Luncheon

Sussex County Association of Realtors at SCAOR Headquarters, Georgetown

1:30 p.m. Public Hearings

Conditional Use No. 1965 filed on behalf of Southern Delaware Botanic Gardens, Inc. "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR BOTANIC GARDENS AND RELATED VISITOR CENTER, CONSERVATORY, THEATER, NATURE CENTER AND PARKING TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 36.99 ACRES, MORE OR LESS" (land lying south of Piney Neck Road (Road 336) 0.5 mile west of Bunting Road (Road 335); (Tax Map I.D. 2-33-6.00-116.10)

Conditional Use No. 1966 filed on behalf of Steven T. James, dba Precision Paintball "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A PAINTBALL FACILITY AND OTHER SPORTS RELATED ACTIVITIES TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 12.9 ACRES, MORE OR LESS" (land lying north of Asketum Branch Road (Road 422) 1.0 mile west of Bryan's Store Road (Road 435); (Tax Map I.D. 1-33-8.00-1.00)

Sussex County Council Agenda August 6, 2013 Page **3** of **3**

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

In accordance with 29 <u>Del. C.</u> §10004(e)(2), this Agenda was posted on July 30, 2013 at 3:45 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, JULY 30, 2013

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, July 30, 2013, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

Michael H. Vincent
Samuel R. Wilson, Jr.
George B. Cole
Joan R. Deaver
Vance Phillips

President
Councilman
Councilwoman
Councilman

Todd F. Lawson
Gina A. Jennings
J. Everett Moore, Jr.

County Administrator
Finance Director
County Attorney

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

Call to

Order Mr. Vincent called the meeting to order.

M 350 13 Approve Agenda A Motion was made by Mr. Wilson, seconded by Mr. Phillip, to approve the

Agenda, as posted.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;

Mr. Phillips, Yea; Mr. Wilson, Yea;

Mr. Vincent, Yea

Minutes The minutes of July 23, 2013 were approved by consent.

Correspondence Mr. Moore read the following correspondence:

BOYS & GIRLS CLUBS OF DELAWARE.

RE: Card in appreciation of grant.

BRIDGEVILLE PUBLIC LIBRARY. RE: Letter in appreciation of grant.

REHOBOTH ART LEAGUE.

RE: Letter in appreciation of grant.

Mrs. Deaver read an email from a constituent in appreciation of lowered sewer rates.

Draft Karen Brewington, Director of Human Resources, presented a Draft Ordinance/ Ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 29 OF

Draft Ordinance Relating to Personnel Practices (continued) THE CODE OF SUSSEX COUNTY GOVERNING SUSSEX COUNTY PERSONNEL TO CONFORM TO AND COMPLY WITH FEDERAL LAW, STATE LAW AND CURRENT PERSONNEL PRACTICES". The Draft Ordinance was first presented to the Council for consideration on July 16, 2013 at which time action was deferred for further review.

Mr. Lawson reported that, since the July 16th meeting, Karen Brewington, Director of Human Resources, prepared an Executive Summary which highlights the changes that are proposed in the Draft Ordinance.

Mr. Lawson noted that, several months ago, County personnel and legal staff began to review and amend the Personnel Code with the goal of updating the language to reflect current County standards and procedures as well as bring the County Code in line with State and Federal laws, such as the Family Medical Leave Act. Once a working draft was developed, the document was circulated among all County employees to seek their review and feedback. In addition, two employee workshops were held to provide employees the opportunity to ask questions and comment on the document. As required by law, the Personnel Board held a public meeting on June 20, 2013 and was provided a legal review of the draft changes to the Personnel Code. The Board voted to recommend the amended Personnel Code to the County Administrator.

Mr. Phillips questioned the change in wording regarding certain positions which would be at the discretion of the Council (unclassified service) and he noted that it is being changed to "Sussex County Government". Mr. Phillips asked Mrs. Brewington to define "County Government". Mrs. Brewington responded that this is not a change to the Ordinance and that it is the language used in the Delaware Code in reference to the unclassified service. The draft ordinance states, as per State Code, that "employees in the unclassified service shall serve at the pleasure of the county government...".

Mr. Cole suggested adding a definition of "County Government" and any other pertinent definitions to the Draft Ordinance. Mr. Moore advised that these changes could be proposed and adopted during the Public Hearing process. Mr. Lawson was asked to have definitions prepared for consideration during the Public Hearing.

Introduction of Proposed Ordinance Relating to Personnel Practices Mr. Cole introduced the Proposed Ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 29 OF THE CODE OF SUSSEX COUNTY GOVERNING SUSSEX COUNTY PERSONNEL TO CONFORM TO AND COMPLY WITH FEDERAL LAW, STATE LAW AND CURRENT PERSONNEL PRACTICES".

The Proposed Ordinance will be advertised for Public Hearing.

Administrator's Report

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

1. Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County

The Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County will hold a special planning meeting on Wednesday, August 7, 2013, at 9:30 a.m. at the Sussex County West Administrative Complex, 22215 North DuPont Boulevard, in Georgetown. During the meeting, the Committee will continue discussion of its upcoming conference (flyer attached).

2. <u>Delaware State Police Activity Report – June 2013</u>

Per the attached Delaware State Police activity report for June, there were 4,734 total traffic arrests and 1,810 total criminal arrests. Of that 1,810, 817 were felony and 993 were misdemeanor criminal arrests. Of the total hours on duty spent, 42 percent were spent on criminal investigations.

3. **Projects Receiving Substantial Completion**

Per the attached Engineering Department Fact Sheets, Fairway Village – Phase 4A, Phase 4B, and Phase 4C received Substantial Completion effective July 19, 2013.

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

Certificate
of Achievement for
Excellence
in Financial
Reporting/
Fiscal
Year
Ending
June 30,
2012

Gina Jennings, Finance Director, announced that the Sussex County Government has been awarded for the 11th consecutive year the Certificate of Achievement for Excellence in Financial Reporting by the Government Financial Officers Association. This award is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government and its management; it reflects the collaboration of efforts from any County employees. For the first time, the County created the entire report in-house without external assistance, saving the County over \$30,000. Mrs. Jennings recognized Kathy Roth, Jeff James, Keith Moore and Sylwia Wisniewska and the rest of the Finance Department, all who deserve special thanks for their extra efforts in achieving this award.

Draft
Ordinance
Relating
to
Excessive
Dog
Barking

Hal Godwin, Deputy County Administrator, presented a second draft of a Draft Ordinance entitled "AN ORDINANCE TO ADOPT CHAPTER 97 OF THE CODE OF SUSSEX COUNTY, ENTITLED "EXCESSIVE DOG BARKING", WHICH SHALL DEFINE "EXCESSIVE DOG BARKING" AND CREATE ENFORCEMENT PROVISIONS AND PENALTIES FOR FAILURE TO COMPLY WITH THIS CHAPTER". The original draft was presented to the Council on July 16th.

Draft
Ordinance
Relating
to
Excessive
Dog
Barking
(continued)

Mr. Godwin reported that the only substantive changes made to the first draft relate to enforcement in Section 97-5, Enforcement and Jurisdiction:

- A. This ordinance shall be enforced by the Sussex County Constable, or his designee.
- B. Complaints of excessive dog barking shall be accepted by the Constable's office during its regular business hours of Monday Friday from 8:30 a.m. 4:30 p.m.
- C. The Constable, or his designee, shall conduct an investigation of excessive dog barking complaints in a timely manner.
- D. The Justice of the Peace Courts in Sussex County shall have jurisdiction over all violations of this ordinance. Any person charged with a violation of this ordinance shall have such case adjudicated by a Justice of the Peace Court in Sussex County.

Mr. Godwin stated that the term "excessive dog barking" is defined in the Draft Ordinance as "Any dog that barks for a continuous period of thirty (30) minutes or more is considered to be engaging in excessive dog barking."

A discussion was held regarding the definition of "timely manner". Mr. Cole stated that the public needs to be aware that the County's hours are 8:30 a.m. to 4:30 p.m. and that the County would not have 24 hour service. Mr. Moore stated that this issue can be clarified/amended during the Public Hearing process.

Introduction of Proposed Ordinance Relating to Excessive Dog Barking Mrs. Deaver introduced the Proposed Ordinance entitled "AN ORDINANCE TO ADOPT CHAPTER 97 OF THE CODE OF SUSSEX COUNTY, ENTITLED "EXCESSIVE DOG BARKING", WHICH SHALL DEFINE "EXCESSIVE DOG BARKING" AND CREATE ENFORCEMENT PROVISIONS AND PENALTIES FOR FAILURE TO COMPLY WITH THIS CHAPTER".

The Proposed Ordinance will be advertised for Public Hearing.

Request for Time Extension/ C/U No. 1531/ Dean W. Sherman Lawrence Lank, Director of Planning and Zoning, reported that a request has been received for a time extension for Conditional Use No. 1531 filed on behalf of Dean W. Sherman to allow additional time to complete borrow pit activities on the easterly side of Route 5 between Milton and Harbeson. The site was originally approved by the Council on April 28, 2004 with conditions (Ordinance No. 1682). On September 30, 2008, an extension was granted until April 20, 2009. On July 21, 2009, the Council granted a time extension for three years, with a termination date of April 20, 2012.

Mr. Lank stated that, on August 9, 2011, the Council granted time extensions for all valid projects (Subdivisions, Residential Planned Communities and Conditional Uses), not including this application (due to the fact that it had already been granted an extension and it had a specific

Request for Time Extension/ termination date). These time extensions terminated on January 1, 2013; on January 15, 2013, the Council granted time extensions for the same projects and the new extension termination date is January 1, 2016.

C/U No. 1531/ Dean W.

Mr. Lank distributed pictures showing the borrow pit activity in the past including current pictures showing that the majority of the borrow pit project has been completed.

Sherman (continued)

Mr. Lank recommended that the request be granted with a termination date of January 1, 2016, consistent with the other projects that have been granted time extensions.

M 351 13 Grant Time Extension for C/U

No. 1531

A Motion was made by Mrs. Deaver, seconded by Mr. Wilson, to grant a time extension for Conditional Use No. 1531, the application of Dean W. Sherman, for completion of the borrow pit activity and reclamation and stabilization of the ponds, to January 1, 2016.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;

Mr. Phillips, Yea; Mr. Wilson, Yea;

Mr. Vincent, Yea

Grant Requests

Mrs. Webb presented grant requests for the Council's consideration.

M 352 13 Councilmanic Grant A Motion was made by Mr. Cole, seconded by Mrs. Deaver, to give \$2,500.00 from Mr. Cole's Councilmanic Grant Account to West Rehoboth Community Land Trust for the purchase of a building lot.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;

Mr. Phillips, Yea; Mr. Wilson, Yea;

Mr. Vincent, Yea

M 353 13 Councilmanic Grant A Motion was made by Mr. Wilson, seconded by Mr. Phillips, to give \$672.00 from Mr. Wilson's Councilmanic Grant Account to Coverdale Crossroads Community Council for their Summer Enrichment/Cultural Program.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;

Mr. Phillips, Yea; Mr. Wilson, Yea;

Mr. Vincent, Yea

M 354 13 Grant A Motion was made by Mrs. Deaver, seconded by Mr. Phillips, to give \$1,200.00 (\$1,000.00 from Mrs. Deaver's Councilmanic Grant Account and \$200.00 from Mr. Phillips' Councilmanic Grant Account) to the Milton

M 354 13

Historical Society for their annual auction fundraiser.

Council-

manic

Motion Adopted: 5 Yeas.

Grant

(continued) **Vote by Roll Call:** Mrs. Deaver, Yea; Mr. Cole, Yea;

Mr. Phillips, Yea; Mr. Wilson, Yea;

Mr. Vincent, Yea

of Proposed **Ordinances**

Introduction Mr. Cole introduced the Proposed Ordinance entitled "AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM A GR GENERAL 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 0.29 ACRE, MORE OR LESS" (Change of Zone No. 1733) filed on behalf of Rehoboth Appraisal Group, LLC d\b\a First State Appraisal, Inc.

> Mr. Cole introduced the Proposed Ordinance 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 INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 9.33 ACRES, MORE OR LESS" (Change of Zone No. 1734) filed on behalf of American Legion Post #28.

> Mr. Cole introduced the Proposed Ordinance entitled "AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT AND A C-1 GENERAL COMMERCIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 2.47 ACRES, MORE OR LESS" (Change of Zone No. 1735) filed on behalf of Holt's Dispensary, Inc.

> Mr. Phillips introduced the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A MICRO-DISTILLERY TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LITTLE CREEK HUNDRED, SUSSEX COUNTY, CONTAINING 4.06 ACRES, MORE OR LESS" (Conditional Use No. 1968) was filed on behalf of Ray Baker.

Additional **Comments** Dan Kramer of Greenwood referenced the new format of the Sheriff and Chattel Sales listings and he stated that the information provided is insufficient and that it needs to be fixed and changed back to the way it was.

M 355 13 Recess/

At 10:39 a.m., a Motion was made by Mrs. Deaver, seconded by Mr. Phillips, to recess and go into Executive Session for the purpose of discussing issues relating to pending/potential litigation.

M 355 13 Motion Adopted: 5 Yeas.

Go Into

Executive Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea; Session Mr. Phillips, Yea; Mr. Wilson, Yea;

(continued) Mr. Vincent, Yea

Executive Session

At 10:41 a.m., an Executive Session of the Sussex County Council was held in the Caucus Room of the Council Chambers for the purpose of discussing pending/potential litigation issues. The Executive Session concluded at

10:57 a.m.

M 356 13 Reconvene Regular At 10:48 a.m., a Motion was made by Mr. Wilson, seconded by Mr. Phillips, to come out of Executive Session and reconvene the Regular Session.

Session Motion Adopted: 5 Yeas.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;

Mr. Phillips, Yea; Mr. Wilson, Yea;

Mr. Vincent, Yea

M 357 13 A Motion was made by Mr. Wilson, seconded by Mrs. Deaver, to adjourn at 10:59 a.m.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mrs. Deaver, Yea; Mr. Cole, Yea;

Mr. Phillips, Yea; Mr. Wilson, Yea;

Mr. Vincent, Yea

Respectfully submitted,

Robin A. Griffith Clerk of the Council

GINA A. JENNINGS, MBA, MPA FINANCE DIRECTOR

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





MEMORANDUM:

TO: Sussex County Council

The Honorable Michael H. Vincent, President

The Honorable Samuel R. Wilson, Jr., Vice President

The Honorable George B. Cole The Honorable Joan R. Deaver The Honorable Vance Phillips

FROM: Gina A. Jennings

Finance Director

RE: 2013 Tax Bills and Citizen Self Service

DATE: August 1, 2013

Within the next week, the 2013 tax bills will be mailed out. This year we will feature a completely new tax bill. We have made many improvements to both the look of the bill and the payment process. At Tuesday's meeting, the Finance Department will roll out the new tax bill design. This new design represents a collaboration of ideas and feedback. Modifications include a better description of charges and clearer calculations with applicable rates.

As a result of our new ERP system, Munis, we will demonstrate a new customer friendly tax inquiry and payment system. Although the bills have not been placed in the mail, customers can go online now to see and pay their 2013 tax bill. The County for the first time will now accept all major credit cards online and in person. If the customer chooses to pay online, our third party provider will charge a 2.44% service fee.

Now that citizens have access to our new system, they will see other areas in which property information has been entered into our system electronically. This includes application and permit information. This data was not previously available on our website before. We will also give a demonstration of this feature on Tuesday.

As you are aware, this initiative has taken numerous hours by several employees. I hope you are happy as we are with this new customer service interface.

If you have any questions, please feel free to call me.

pc: Mr. Todd F. Lawson

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

MICHAEL A. IZZO, P.E. COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

July 29, 2013

FACT SHEET

SUSSEX COUNTY PROJECT 81-04 VINCENT OVERLOOK - PHASE 3B AGREEMENT NO. 843 - 4

DEVELOPER:

Mr. Louis J. Capano, III Vincent Overlook, LLC 105 Foulk Road Wilmington, DE 19803

LOCATION:

Intersection of CR 88 & CR 261

SANITARY SEWER DISTRICT:

West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District

TYPE AND SIZE DEVELOPMENT:

18 Single Family Lots

SYSTEM CONNECTION CHARGES:

\$86,796.00

SANITARY SEWER APPROVAL:

Sussex County Engineering Department Plan Approval 10/18/05

Department Of Natural Resources Plan Approval 11/30/05

SANITARY SEWER CONSTRUCTION DATA:

Construction Days – 20 Construction Admin And Construction Inspection Cost – \$6,123.11 Proposed Construction Cost – \$40,820.75

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





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MICHAEL A. IZZO, P.E. COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

August 6, 2013

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. 843-4 THAT THE SUSSEX COUNTY COUNCIL EXECUTE A CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION AGREEMENT BETWEEN SUSSEX COUNTY COUNCIL AND "VINCENT OVERLOOK, L.L.C.", FOR WASTEWATER FACILITIES TO BE CONSTRUCTED IN "(VINCENT OVERLOOK – PHASE 3B)", LOCATED IN WEST REHOBOTH EXPANSION OF THE DEWEY BEACH SANITARY SEWER DISTRICT.

ORDINANCE NO. 38 AGREEMENT NO. 843-4

TODD LAWSON COUNTY ADMINISTRATOR

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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MICHAEL A. IZZO, P.E. COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

July 29, 2013

FACT SHEET

SUSSEX COUNTY PROJECT 81-04 SANDBAR VILLAGE - REVISION 1 AGREEMENT NO. 399 - 1

DEVELOPER:

Mr. Louis Capano Sandcap, LLC 105 Foulk Road Wilimington, DE 19803

LOCATION:

South Bound Lane of Route 1 Just South Of Nassau Bridge

SANITARY SEWER DISTRICT:

West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District

TYPE AND SIZE DEVELOPMENT:

Revision to previously approved Sandbar Village. Changing 24 unit buildings to 18 units.

SYSTEM CONNECTION CHARGES:

\$245,922.00

SANITARY SEWER APPROVAL:

Sussex County Engineering Department Plan Approval 11/27/12

Department Of Natural Resources Plan Approval 07/17/13

SANITARY SEWER CONSTRUCTION DATA:

Construction Days – 8 Construction Admin And Construction Inspection Cost – \$2,444.55 Proposed Construction Cost – \$16,297.00

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





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MICHAEL A. IZZO, P.E. COUNTY ENGINEER

BRAD HAWKES
DIRECTOR OF UTILITY ENGINEERING

August 6, 2013

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. 399-1 THAT THE SUSSEX COUNTY COUNCIL EXECUTE A CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION AGREEMENT BETWEEN SUSSEX COUNTY COUNCIL AND "SANDCAP, LLC." FOR WASTEWATER FACILITIES TO BE CONSTRUCTED IN "(SANDBAR VILLAGE – REVISION 1)", LOCATED IN WEST REHOBOTH EXPANSION OF THE DEWEY BEACH SANITARY SEWER DISTRICT.

ORDINANCE NO. 38 AGREEMENT NO. 399-1

TODD LAWSON COUNTY ADMINISTRATOR

Sussex County Engineering Department

MICHAEL A. IZZO, P.E. County Engineer



2 THE CIRCLE P.O. BOX 589 GEORGETOWN, DE 19947

 Administration
 302-855-7718

 Environmental Services
 302-855-7730

 Public Works
 302-855-7703

 Utility Engineering
 302-855-7717

 Utility Permits
 302-855-7719

 Utility Planning
 302-855-1299

FAX: 302-855-7799

LOCHWOOD SUDIVISION CHAPTER 96- SUSSEX COMMUNITY IMPROVEMENT PROJECT

SUSSEX COUNTY PROJECT 12-21 BID OPENING WEDNESDAY, JULY 31, 2013

BIDDER	BID AMOUNT
* Jerry's, Inc. Milford, DE	\$ 693,351.00
George & Lynch, Inc. Dover, DE	\$ 746,902.40
Zack Excavating, Inc. Smyrna, DE	\$ 976,419.00

^{*}Apparent Low Bidder

ENGINEER'S ESTIMATE \$824,580.00

Note: Bid Amount includes three Add Alternates, the Home Owners Assoc. is deciding which of them to include in the Project.

Administration Building Atrium Infill Contract No. 13-08 Bid Results

BID OPENING – July 31, 2013

	BIDDER	Base Bid
1.	John L. Briggs & Co. Georgetown, DE	\$133,900.00
2.	Kent Construction Smyrna, DE	147,400.00
	Engineers Estimate	\$125,000.00

(302) 629-6644 (302) 629-9341 ADMINISTRATION EMERGENCY 911 FAX (302) 629-0672



300 VIRGINIA AVENUE SEAFORD, DELAWARE 19973

POLICE DEPARTMENT

July 25, 2013

Sussex County Council Councilman Michael Vincent P.O.Box 589 Georgetown, De 19947

Dear Councilman Vincent:

I would like to take this opportunity to request monetary support from the Sussex County Council, for Seaford's Annual Community Night Out Against Crime and Drugs. As you maybe aware, this is a community event, sponsored by the Seaford Police Department and the Delaware State Police and will be held on September 26th at 5:00 PM. The purpose of the event is to bring police and citizens together to show their support against crime and drugs in the community. Several public safety organizations set up booths to provide information regarding their services. Food and beverages are also available, as well as games for the children.

Any consideration that you could provide towards assisting us with this event would be greatly appreciated. My deepest gratitude to you and your agency for the support you have shown in the past.

Lt. Richard Jamison

Seaford Police Department

RJ/km

June 24, 2013

The Honorable George B. Cole Sussex County Council 2 The Circle, PO Box 589 Georgetown, DE 19947

Dear Councilperson Cole,

Delaware's largest and award-winning film festival, the Rehoboth Beach Independent Film Festival, will be celebrating its sixteenth year this fall, November 6-10, 2013. The success of this event is due to the generous support of sponsors, donation of hard work by volunteers, and audience desire to see a quality assortment of independent features, documentaries, and short films. I invite your business to be a sponsor of this year's Festival which attracts visitors from more than 25 states.

With ticket sales approaching 19,000, the Film Festival brings an enormous volume of people to see wonderful films during the fall, shoulder season. While enjoying the 5-day Festival, attendees spend money eating, drinking, lodging overnight, and shopping. In addition to generating immediate economic benefits, this quality event encourages repeat visitors, thereby benefitting the entire community beyond the Festival weekend.

Being a sponsor provides your business with marketing opportunities to access this large consumer group through a Festival program ad, tent exhibit, website link, or other promotional activities. New this year, Sponsors will receive a Festival sponsor icon which can be placed on your website and other promotional materials to signify your company's support. Attached is information on sponsorship levels and corresponding benefits for your review.

Ticket sales account for only 64% of the \$225,000 production budget so sponsor support is essential to make this event available to thousands from this community and beyond.

I hope that you will recognize the Film Festival as a cultural treasure in Sussex County and commit to being a sponsor. I will contact you during the next couple of weeks to confirm your participation.

Your special oppreciated.

Sincerely,

Susan E. Early Executive Director

Son E Early

Attachment

PUBLIC HEARINGS August 6, 2013

This is to certify that on July 11, 2013 the Sussex County Planning and Zoning Commission conducted public hearings on the below listed applications for Conditional Use.. At the conclusion of the public hearings, the Commission moved and passed that these applications be forwarded to the Sussex County Council with the recommendations as stated.

Respectfully submitted:

COUNTY PLANNING AND ZONING COMMISSION OF SUSSEX COUNTY

Lawrence B. Lank Director of Planning and Zoning

The attached comments relating to the public hearings are findings of the Planning and Zoning Commission based on a summary of comments read into the record, and comments stated by interested parties during the public hearings.

Conditional Use #1965

Application of **SOUTHERN DELAWARE BOTANIC GARDENS, INC.** to consider the Conditional Use of land in an AR-1 Agricultural Residential District for botanic gardens and related visitor center, conservatory, theater, nature center and parking, to be located on a certain parcel of land lying and being in Dagsboro Hundred, Sussex County, containing 36.99 acres, more or less, lying south of Piney Neck Road (Road 336) 0.5 mile west of Bunting Road (Road 335)(Tax Map I.D. 2-33-6.00-116.10).

Mr. Lank reminded the Commission that they had previously received a copy of the Exhibit Booklet and survey/site plan for the project.

The Commission found that on April 24, 2013 DelDOT provided a Support Facilities Report which references that a traffic impact study is not recommended, and that the current Level of Service "A" of Piney Neck Road will not change as a result of this application.

The Commission found that on July 9, 2013 the County Engineering Department Utility Planning Division provided a Memorandum which references that the site is located in the Dagsboro Frankford Sanitary Sewer District; that wastewater capacity is available to serve the project; that Ordinance 38 construction will be required; that the location and size of laterals and/or connection points will have to be determined; that connection to the sewer system is mandatory; that the site resides within a recent expansion area and while a sanitary sewer connection point is not currently extended to the parcel, the County is currently working with a developer of a project located east of the site that will construct a regional pumping station and force-main that is scheduled to be completed in the next 12 months; that an opportunity exists for

the Applicants to make use of this infrastructure although there may be some costs associated with said use; that the County Engineering Department will assist with coordinating this effort; and that a concept plan is required.

Mr. Lank advised the Commission that he has received 16 emails in support of this application.

The Commission found that Michael J. Zajic, President of the Board of Directors for Southern Delaware Botanic Gardens, Inc., was present with Mark Davidson, Project Manager, and Carlton Savage, Professional Engineer, of Pennoni Associates, Inc. and stated in their presentation and in response to questions raised by the Commission that they have received a total of 181 signatures in support of the botanic gardens proposal to date; that the land is proposed to be leased from the Sussex County Land Trust; that the site is currently tilled with some woodlands and wetlands; that the site is located within an Environmentally Sensitive Area according to the 2008 Comprehensive Land Use Plan; that the site is located within an Investment Level 2 according to the State Strategies; that the site is approximately one mile from the town limits of the Town of Dagsboro; that they have established a Memorandum of Understanding with the Sussex County Land Trust; that they are scheduled to meet with the Preliminary Land Use Service on July 24, 2013; that they have been working on this project for approximately two years; that they are planning features for all ages; that the design calls for garden parking areas that break up the sight of other parking spaces; that the project includes, but not limited to, a visitor center, a nature center, gardens (vegetable, bog, flower, woodland, vernal pool, and sand), a conservatory, covered walkways with a living roof, trams for accessibility, ponds and meadows, a 0.5 mile canal through the gardens for tours, waterfalls and bridges, a café along Pepper Creek, floating docks for tours out into the Inland Bays estuary, classrooms, greenhouses, and many other features; that the Southern Delaware Botanic Gardens, Inc. is a non-profit corporation organized by local citizens with more than 500 supporters and members and is staffed by volunteers that will be conducting public education programs; that the mission of the corporation is to create inspirational, educational, and sustainable public gardens in southern Delaware for the benefit and enjoyment of the public; that the project is proposed to be installed in phases over a five to eight year period; that the corporation is dedicated to: nature's beauty, native plants and habitats of southern Delaware, colorful garden displays and garden information, public education and enjoyment, and ecological appreciation; that they are proposing a public garden because Delaware has no flagship public garden, an important educational and museum institution; that Phase I is planned to start simple, grow in stages with a horticulturist and volunteers, with grants from County, State, and private donors, and to build berms, deer fences, the entry drive, parking lots, and temporary structures with the help of local contractors; that they will begin planting trees, shrubs, perennials, meadow and other permanent plantings; that they hope to have Phase I completed in several years; that Phase II is planned to build buildings and garden features as underwriting comes in for each feature and includes: beginning existing forest restoration, removing invasive alien plants like Phragmites, restoring the vernal pool, restoring the shoreline with native plants, planting new forest areas, and labeling plants; that Phase III should complete the project and will serve visitors who wish to see the gardens and plants, visiting school children, garden clubs, photographers, and artists, farmers, vegetable gardeners, ornamental gardeners, and everyone through education on our habitats, and plants through plant labels, classes, tours, and research; that the public garden lands will be held by a long term lease; that

the design, with minimal infrastructure and temporary buildings will be secured by grants and gifts; that the garden features shall be designed, engineered, and built by private, business, and public underwriting; that the garden operations shall be self-sustaining by income generating activities; that they are planning to create: a children's adventure garden; an outdoor amphitheater; a modern teaching vegetable garden; a Labyrinth for meditation and exercise; a bog garden, our rarest habitat, will shelter endangered native plants including Sundews, Pitcher Plants, and other plants, accessed by a board walk; a Hummingbird, Butterfly, and pollinators' garden; an arboretum of Delaware's trees; a large meadow garden for grasses, wildflowers and birds; flower gardens for all seasons; special features for wildlife: birdhouses, eagle trees, feeders, Osprey poles, turtle logs, and more; that ecological sustainability will be maintained by integrated pest management, organic fertilizers, and limited irrigation; that the design concept for the garden's buildings shall be compatible with the site, complementary, sustainable, durable, beautiful, and low profile; that Delaware is rich in natural treasures – animals, plants, habitats, all of great beauty, best enjoyed, studied, and preserved in an educational public botanic garden designed for that purpose; that the stormwater design for the site will primarily be contained onsite and a quantity waiver will be requested due to the proximity of the tidal waters of Pepper Creek to mitigate the normal impacts of the development on the natural water balance; that this will be done by turning water that would normally become surface runoff into a resource that waters trees and recharges groundwater; that bio-retention systems, filter strips and rain gardens will improve water quality by removing nutrients; that the engineers will work with the Sussex Conservation District and DNREC to achieve the best management practices for the project; that a nutrient budget will be prepared per DNREC's Nutrient Protocol; that approximately 2,000 new trees, mostly native, will be planted and a landscape buffer around the entire boundary will be furnished; that Tidewater Utilities, Inc. will provide the necessary domestic and fire protection water needed; that agricultural irrigation wells will be used to irrigate gardens, etc.; that the project will be served by central sewer from the Dagsboro Frankford Sanitary Sewer District; that DelDOT did not recommend a traffic impact study; that by comparing this project will similar projects in other states, approximately 83,495 people are expected to visit the site annually once the project is completed; that wetlands will be further delineated through the permitting process with DNREC and the Army Corps. of Engineers; that there is no known presence of any historic or cultural resources on the site; that the plans and application is being submitted through the PLUS process for their review; that in addition to the new trees referenced earlier, they plan to add approximately 8,000 shrubs, 150,000 perennial plants, 600,000 bulbs and tubers, and 100,000 native plants; that the bio-diversity of the site may increase from approximately 150 species to 2,000 species; that the project will fix many more tons of carbon and remove 30 percent more air pollutants than it did as a farm; that the new canal and pond will also fix carbon and add oxygen; that the new bog will protect many species and propagate many highly endangered Delaware native plants; that the restored Vernal Pools will provide habitat for breeding frogs, skinks, and salamanders, all endangered; that the animal population will increase by 10,000 percent; that they anticipate approximately 394 jobs with 110 part-time jobs; that the Exhibit Booklet contains some suggested Findings of Fact and suggested Conditions of Approval for consideration; that they have met with the Town Council of Dagsboro; that they held a public meeting at the Dagsboro Fire Hall; that there will be a gift shop in the visitor center; that they will raise funds with membership drives, fund raisers, etc.; that they estimate a \$33,000,000 benefit to the County and State annually once the project is established; that they requests

permission to utilize the B-1 Neighborhood Business regulations for signage; that they may use mobile home type structures temporarily for offices, classrooms, etc.; that the proposed piers are not intended for public use; that parking shall be subject to site plan review; that the Sussex County Land Trust and the Applicants are working out the lease arrangement and a business plan is being prepared; that the equipment shed is planned to house the tour boats and for assembly areas for garden displays for special feature events; that they have spoken, and will continue to speak to, all State Representatives, Town Councils, most County and State Agencies, and garden clubs, and have not heard any negativity.

Mr. Robertson advised those present that the project, if approved, needs to be substantially underway within three (3) years of receiving approval from the County Council.

Mr. Robertson added that light displays or similar activities may require additional public hearings.

The Commission found that Harry Hayman, a resident of Holly Cove near Dagsboro, was present in support and stated that their plans are nice and that the use is needed in the area.

Several parties raised their hands in support of the application.

There were no parties present in opposition to this application.

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

Motion by Mr. Smith, seconded by Mr. Ross, and carried unanimously to defer action for further consideration, and to leave the record open until receipt of the PLUS comments. Motion carried 5-0.

Conditional Use #1966

Application of **STEVEN T. JAMES, dba PRECISION PAINTBALL** to consider the Conditional Use of land in an AR-1 Agricultural Residential District for a paintball facility and other sports related activities, to be located on a certain parcel of land lying and being in Dagsboro Hundred, Sussex County, containing 12.9 acres, more or less, lying north of Asketum Branch Road (Road 422) 1.0 mile west of Bryan's Store Road (Road 435)(Tax Map I.D. 1-33-8.00-1.00).

The Commission found that on July 9, 2013 the County Engineering Department Utility Planning Division provided a Memorandum which references that the site is located in the Western Sussex Planning Area #5; that use of an on-site septic system is proposed; that conformity to the Western Sussex Planning Study will be required; that the proposed use is not in an area where the County has a schedule to provide sewer at this time; and that a concept plan is not required.

The Commission found that Stephen and Jessica James were present on behalf of Precision Paintball and that Mr. James stated in his presentation and in response to questions raised by the

Commission that Precision Paintball is a Limited Liability Corporation; that their mission is to provide a top notch paintball experience for friends, family, church groups, and company gatherings; that paintball is a safe, non-contact sport for ages 10 and up; that players may use their own equipment, or use rental equipment, all of which is regulated in terms of velocity and rate of fire; that all paintball games will be supervised with referees, without exception; that the parcel of land has been seeded with tall fescue grass, allowing the dormant portion of the property to be raised and cut for hay without disturbance; that their primary days of operation will be Saturday and Sunday, at which point they intend to serve both reserved private parties and walk-on individuals; that the playing surface is comprised of completely mobile inflatable bunkers; that this configuration allows them to remove and store the bunkers when not in use; that the field enclosure consists of netting on a cable suspension system, which allows the nets to be lowered to ground level when not in use; that due to the playing surfaces collapsible nature, the facility will allow native wildlife to maintain their way of life when not in use; that they do not intend to utilize permanent restrooms, which eliminates the need for a septic/sewer system; that they are planning to use porta-toilets; that given the part-time nature of the use, the impact on the local roadways will be negligible; that the current playing field configuration limits the number of players to 30 persons per day; that normally there are seven (7) players per session; that since the demise of Pro Action Paintball in Roxana in 2009, Sussex County has been void of this team building sport; that they intend to offer a place to play and compete in this sport within the County, in lieu of persons traveling to Ocean City, Maryland or New Castle County; that there are no dwelling in close proximity to the site; that the playing field is located approximately 300-feet from the front property line; that they would like to erect a small sign; that there are no employees; that referees are typically volunteers; that they would also like to change their request to be open Fridays, Saturdays, Sundays, and Holidays; that they do not currently plan any expansions, but would like the option to add a second playing field; and that the field could also be used for soccer or lacrosse.

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

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

On July 11, 2013 there was a motion by Mr. Ross, seconded by Mr. Smith, and carried unanimously to defer action for further consideration. Motion carried 5 - 0.

On July 25, 2013 the Commission discussed this application under Old Business.

Mr. Smith stated that he would move that the Commission recommend approval of C/U #1966 for Steven T. James, dba Precision Paintball for a conditional use for a paintball facility and other sports related activities based on the record made at the public hearing and for the following reasons:

1) The use as a paintball facility will occur on a very limited basis and will not have an adverse effect on neighboring properties, roadways, or the community.

- 2) When not in use, the operation's netting is lowered to the ground and the obstacles are removed. As a result, the property will have the appearance of an open field when not in use
- 3) There are currently no paintball facilities in Sussex County. This will serve a need for such a facility in Sussex County for County residents who participate in the sport.
- 4) The use will occur on only a small part of a 12.9 acre site, and the playing field is set back approximately 300 feet from the front property line.
- 5) There are no dwellings in close proximity to the site.
- 6) No parties appeared in opposition to the application.
- 7) This recommendation is subject to the following conditions:
 - a. The use shall be limited to paintball and other sports related activities. As stated by the applicant, the other activities shall include soccer, lacrosse or other sports or games that can occur within the confines of the paintball playing fields and the netting.
 - b. As stated by the applicant, the facility shall only be open on Fridays, Saturdays, Sundays and legal holidays.
 - c. One unlighted sign shall be permitted, not to exceed 32 square feet in size per side.
 - d. As stated by the applicant, the use will only occur on the front portion of the property. As a result, the area of the conditional use shall run from the frontage of the property along Route 442 to a parallel line 1,200 feet north of Route 442. Said line starts at an iron pipe set that same distance from Route 442 along the westerly boundary of the subject property. The Final Site Plan shall show the location of this line and the area of Conditional Use No. 1966.
 - e. The Final Site Plan shall be subject to the review and approval of the County Planning and Zoning Commission.

Motion by Mr. Smith, seconded by Mr. Burton, and carried unanimously to forward this application to the Sussex County Council with the recommendation that the application be approved for the reasons and with the conditions stated. Motion carried 3-0.











