



# **Sussex County Council Public/Media Packet**

**MEETING:  
October 10, 2017**

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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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# Sussex County Council

## AGENDA

OCTOBER 10, 2017

10:00 A.M.

### Call to Order

### Approval of Agenda

### Approval of Minutes

### Reading of Correspondence

### Public Comments

### Ruth Beideman, Advisory Committee on Aging & Adults with Physical Disabilities

1. Report on *Sussex CARES Conference*

### Todd Lawson, County Administrator

1. Wastewater Agreement No. 892-3  
Sussex County Project No. 81-04  
Marsh Farm Estates – Phase 1  
Angola Neck Sanitary Sewer District
2. Discussion and Possible Introduction of a Proposed Ordinance relating to the prohibition of firearms in County buildings
3. Administrator's Report

### 10:15 a.m. Public Hearing

**“AN ORDINANCE TO AMEND CHAPTER 110, SECTION 110-88 OF THE CODE OF SUSSEX COUNTY TO ADD “EQUIVALENT DWELLING UNITS” AS A METHOD OF CALCULATING SEWER OR WATER ASSESSMENTS”**

### William Pfaff, Economic Development Director

1. Economic Development Update



**Hans Medlarz, County Engineer**

1. **Airport Constant Current Regulators, Project #18-08**
  - A. **Recommendation to Award**
2. **King Farm Boulevard Phase 1, Change Order #4**

**Old Business**

1. **Conditional Use No. 2090 filed on behalf of Edgar Reyes Hernandez**
2. **Change of Zone No. 1824 filed on behalf of Tomark, LLC**

**Grant Requests**

1. **Clear Space Theatre for the Arts Institute Scholarship Program**
2. **Marine Corps League for the Delaware Devil Dogs Detachment #780 for community projects fundraiser**
3. **Cape Henlopen Educational Foundation (CHEF) for classroom grants for materials or small projects**
4. **Cool Spring Civic Association for a school bus shelter**
5. **Pinetown Civic Association for heating for community center**
6. **Greater Lewes Community Village for reduced fee memberships**
7. **Nanticoke Senior Center to update fire suppression system**
8. **Delaware State College Alumni Association for Delaware State University Marching Band's performance in Rehoboth**

**Introduction of Proposed Zoning Ordinances**

**Council Members' Comments**

**Adjourn**

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Sussex County Council meetings can be monitored on the internet at [www.sussexcountvde.gov](http://www.sussexcountvde.gov).

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In accordance with 29 Del. C. §10004(e)(2), this Agenda was posted on October 3, 2017, 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, OCTOBER 3, 2017**

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, October 3, 2017, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

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

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

**Call to  
Order**

Mr. Vincent called the meeting to order.

**M 495 17  
Approve  
Agenda**

A Motion was made by Mr. Wilson, seconded by Mr. Arlett, 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 September 26, 2017 were approved by consent.

**Corre-  
spondence**

Mr. Moore read the following correspondence:

**DELAWARE COMMUNITY FOUNDATION, GEORGETOWN,  
DELAWARE.**

**RE: Letter in appreciation of grant to the Delaware Community  
Foundation for the Melody Joy Foundation.**

**Public  
Comments**

**Public Comments**

D.J. Hughes commented on DelDOT's CTP Hearing which was held last week and more specifically regarding funding for projects in Sussex County.

**M 496 17  
Approve  
Consent  
Agenda  
Items**

**A Motion was made by Mr. Arlett, seconded by Mr. Cole, to approve the following items listed under the Consent Agenda:**

- 1. Wastewater Agreement No. 638-14  
Sussex County Project No. 81-04  
The Estuary – Phase 1C – 2A (Construction Record)  
Miller Creek Sanitary Sewer District**
- 2. Wastewater Agreement No. 1057  
Sussex County Project No. 81-04  
Carillon Woods  
Long Neck Sanitary Sewer District**
- 3. Wastewater Agreement No. 638-12  
Sussex County Project No. 81-04  
The Estuary – Pump Station & Force Main  
Miller Creek Sanitary Sewer District**
- 4. Wastewater Agreement No. 1015-3  
Sussex County Project No. 81-04  
Americana Bayside – Village C – Phase 2 (Plan Review)  
Fenwick Island Sanitary Sewer District**
- 5. Wastewater Agreement No. 1015-4  
Sussex County Project No. 81-04  
Americana Bayside – Village C – Point Amenity  
Fenwick Island Sanitary Sewer District**

**Motion Adopted: 5 Yeas.**

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

**Adminis-  
trator's  
Report**

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

**1. Ellendale Water District Public Hearing**

**A Public Hearing regarding the Ellendale Water District will be held on Saturday, October 7<sup>th</sup>, starting at 10:00 a.m. at the Ellendale Fire Company. County officials will present information regarding the proposed district and interested citizens may ask questions. All interested citizens are encouraged to attend.**

**2. "Stockings for Soldiers"**

**Sussex County Government is joining the Sussex County Volunteer Delaware 50+ and the State Office of Volunteerism in collecting donated items for deployed servicemen and women who are serving during the holidays. A donation box for "Stockings for Soldiers" has**

**Adminis-  
trator's  
Report  
(continued)**

been placed in the County Administrative Offices building and includes a shopping list for deployed men and women, as well as our K9 soldiers. Donations to the County's box will be accepted up to October 31<sup>st</sup>. The public along with County employees are encouraged to join in and give back to the men and women (and K9s) who serve our country.

**3. Projects Receiving Substantial Completion**

Per the attached Engineering Department Fact Sheets, The Woods at Johnson's Corner, a/k/a Fenwick Hamlet, a/k/a Fox Haven – Phase 2 and The Reserves – Clubhouse – Phase 4A (Sewer Only) received Substantial Completion effective September 27<sup>th</sup>.

**4. Sussex County Comprehensive Land Use Plan Workshop**

The Sussex County Planning & Zoning Commission will host the next workshop on the Comprehensive Land Use Plan on Wednesday, October 4, 2017. Updates will be provided on the Intergovernmental Coordination, Future Land Use, and Transportation Elements. The workshop begins at 9:00 a.m. and will take place in the County Council Chambers located on The Circle in Georgetown. The agenda is attached, and public comment will be taken at the beginning of the meeting.

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

**Public  
Hearing/  
Tuck's  
Road  
Expansion  
of the  
SCUSSD**

A Public Hearing was held on the Proposed Tucks Road Expansion of the Sussex County Unified Sanitary Sewer District. John Ashman, Director of Utility Planning, and Hans Medlarz, County Engineer, presented the proposed boundaries and estimates rates. Mr. Ashman reported that this area is surrounded by the County's existing Unified Sanitary Sewer District boundary; that the project includes Tucks Road and Abby Way as well as parcels fronting John J. Williams Highway (Route 24) between Branch Road and Tucks Road; that the County will be completing the Branch and Autumn Roads design that was initiated as part of the Deerbrooke Expansion in October 2015; that based on economics of scale and prior requests inclusion of the Tuck's Road/Abby Way area to the Branch and Autumn Road project reduces costs for both projects; and that the County plans to include the System Connection Charges into the financing, therefore minimizing the out-of-pocket expense to the homeowners.

Mr. Ashman reported that the estimated rates are as follows:

**Current Annual Service Charge: \$286/year per EDU; billed quarterly to connected customers (subject to change during the annual budget process)**

**Annual EDU based Sewer Assessment Charge: \$540.00 (fixed for the term of the financing)**

**Public Hearing/  
Tuck's Road  
Expansion  
of the  
SCUSSD  
(continued)**

**System Connection Charge (SCC): \$0.00 for existing homes - the one-time SCC fee will be included in the financing; any future connection will be charged the SCC fee in effect at that time**

**Estimated Annual Charge: \$286.00 (service charge) + \$540.00 (EDU) = \$826.00\***

**Estimated Connection Expense: Plumbing costs between \$1,250 - \$1,500 based on complexity and \$100 Permit Fee to Sussex County**

**\*Based on federal recommendations that the total annual charge not to exceed 1.5% of Median Household Income (MHI) as reported in the latest available Sussex County wide Census Data.**

**Mr. Medlarz reported that this project cannot be ready for service for approximately two years; once completed and ready for service, residents will be notified and will have 12 months to connect.**

**Public comments were heard.**

**Vicki Legutko questioned if it will be mandatory to hook up to the system.**

**Katherine Marx questioned the costs and if they will have to pay the assessment charge forever. She also commented on the sewer project for the Rehab Center and the location of a manhole on her property. Ms. Marx also raised questions about the selection of a plumber by the property owners.**

**Kathy Emory raised the following questions: (1) if she has to hook up to water as well as sewer, (2) if they pay the initial cost up front, are they exempt from the \$826 annual amount; (3) how sewage rates are calculated; (4) why seasonal residents have to pay the same amount as permanent residents, (5) why all properties pay the same when some have closer access to the pipe; and (6) who would be responsible for any costs associated with the failure of the pipe coming up their roadway.**

**Tom Staz questioned the \$826 fee and questioned if there is an option to pay the larger amount up front versus over many years.**

**Staff responded to questions raised.**

**There were no additional public comments and the Public Hearing was closed.**

**M 497 17  
Adopt  
R 027 17**

**A Motion was made by Mr. Arlett, seconded by Mr. Cole, to Adopt Resolution No. R 027 17 entitled "A RESOLUTION TO EXTEND THE BOUNDARY OF THE SUSSEX COUNTY UNIFIED SANITARY SEWER DISTRICT (SCUSSD) LONG NECK AREA, TO INCLUDE SEVERAL PARCELS OF LAND ALONG THE WEST SIDE OF JOHN J.**

**M 497 17  
Adopt  
R 027 17  
(continued)**

**WILLIAMS HIGHWAY (SR 24), TUCKS ROAD AND ABBY WAY LOCATED IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, DELAWARE AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS, IN AND FOR SUSSEX COUNTY, DELAWARE” (TUCK’S ROAD EXPANSION).**

**Motion Adopted: 5 Yeas.**

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

**Discussion/  
Draft  
Ordinance  
Relating to  
Special  
Events**

**Vince Robertson, Assistant County Attorney, presented for discussion and possible introduction a draft ordinance relating to special events.**

**“Special Events” are currently within the Conditional Use sections of several of the various zoning districts; however, in certain circumstances the Code provides that they can be permitted without a Conditional Use. This ordinance moves the “permitted” Special Events to the “Permitted Uses” section of the districts. Then, if the proposal does not fall under the permitted use or is not approved as such, it will require a Conditional Use. This amendment also gives the Director greater discretion, clarity and guidance in determining whether to approve a special event request or require a Conditional Use application.**

**Council members discussed the draft ordinance and raised questions and concerns about an appeal process, compliance with the Special Events Policy, establishing thresholds (i.e. number of people), documentation of the facility/structure, insurance requirements, major events versus minor events, traffic impact, the need for police presence, and the fact that this ordinance will affect all of Sussex County, not just a specific parcel of land.**

**Introduction  
of Proposed  
Ordinance  
Relating to  
Special  
Events**

**Mr. Burton introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE CODE OF SUSSEX COUNTY, CHAPTER 115, ARTICLES IV, VI, X, XI, XIA, and XII BY AMENDING SECTIONS §§115-20, 115-22, 115-39, 115-69, 115-71, 115-77, 115-79, 115-83.2, 115-83.5, 115-85 and 115-87 TO AMEND AND CLARIFY CERTAIN SHORT-TERM “SPECIAL EVENTS” AS PERMITTED USES IN THE AR-1, GR, B-1, C-1, CR-1 and M DISTRICTS”.**

**The Proposed Ordinance will be advertised for Public Hearing before the Planning and Zoning Commission and the County Council.**

**Presentation  
on RV  
Parks  
and  
Camp-  
grounds**

**Chris Keeler, Director of Assessment, presented information on RV parks/campgrounds located in Sussex County and the way the County assesses and taxes those properties. He reported on how campgrounds are appraised (per acre of land as well as per campsite) and noted that they are appraised the same regardless if they are transient, permanent, seasonal or year-round. An appraisal comparison was provided for campgrounds/sites**



**Presentation (continued)** and mobile homes/parks. Mr. Keeler reported that there are currently 25 privately owned and approved campgrounds located in Sussex County and 3 state parks located in Sussex County where camping is offered. Also provided was a comparison of number of campgrounds in the other counties in Delaware as well as in other jurisdictions in Maryland and Virginia.

**Airplane Hangar Lease/Blouin** Jim Hickin, Airport Manager, presented for consideration a hangar lease agreement with Robert Blouin for a 2,500 square foot hangar at Delaware Coastal Airport (Lot A located at 21469 Rudder Lane). The term of the lease would be for 28 months with two one-year options at a rent amount of \$550 per month.

**M 498 17 Execute Airplane Hangar Lease/Blouin** A Motion was made by Mr. Arlett, seconded by Mr. Burton, that the Sussex County Council authorizes the Council President to execute an Airplane Hangar Lease Agreement with Robert Blouin for Lot A at Delaware Coastal Airport.

**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 Withdraw CU 2091** Janelle Cornwell, Planning and Zoning Director, presented a request to withdraw Conditional Use No. 2091 filed on behalf of William Hall. The County Council held a Public Hearing on this application on September 19, 2017 at which time action was deferred.

**M 499 17 Accept Withdrawal of CU 2091** A Motion was made by Mr. Cole, seconded by Mr. Arlett, that the Sussex County Council accepts the withdrawal of Conditional Use No. 2091, an application of William Hall.

**Motion Adopted:** 5 Yeas.

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

**Report/ Vehicle Purchases RFP** Hans Medlarz, County Engineer, presented the results of a Vehicle Purchases RFP (Request for Proposals). Prices for nine different types of vehicle models were solicited and some bids received were determined to be lower than the State Contract bid amount. The Engineering Department recommends award of the RFP to Hertrich Fleet Services, Inc. for two (2) 2018 150/1500 Pickup Truck, 4WD Model, at the low bid price of \$28,422.00 each; this award represents \$6,474.00 in savings over the State contract.

**M 500 17  
Award  
Vehicle  
Purchases  
RFP**

**A Motion was made by Mr. Arlett, seconded by Mr. Burton, based upon the recommendation of the Engineering Department, that the Vehicle Purchases RFP be awarded to Hertrich Fleet Services, Inc. of Milford at the Schedule C low bid amount of \$28,422.00 per vehicle for a total purchase price of \$56,844.00.**

**Motion Adopted: 5 Yeas.**

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

**Blades  
Con-  
struction  
Agreement**

**Hans Medlarz, County Engineer, presented a proposed Construction Agreement with the Town of Blades which encompasses the Town's water distribution system expansion and is in the same vicinity as the County's Concord Road Expansion sewer project. Both projects are progressing on the same timeline and it is desirable to complete both projects simultaneously with the parties participating in a mutual effort to bid, contract for, and administer the construction of the two projects concurrently for a cost-effective construction approach. Mr. Medlarz noted that the Construction Administration and Inspection Services for the Concord Road Expansion project design will have to be covered in Amendment No. 3 in the amount of \$82,000.00.**

**M 501 17  
Approve  
Con-  
struction  
Agreement/  
Town of  
Blades**

**A Motion was made by Mr. Cole, seconded by Mr. Arlett, based upon the recommendation of the Engineering Department, that the County Council approves the Construction Agreement with the Town of Blades, in principle, subject to minor legal modifications, and approves Amendment No. 3 to the Base Contract with Davis Bowen & Friedel in the amount of \$82,000.00.**

**Motion Adopted: 5 Yeas.**

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

**Use of  
Existing  
Infra-  
structure  
Agreement/  
Sussex  
Consortium  
School**

**John Ashman, Director of Utility Planning, presented for consideration a Use of Existing Infrastructure Agreement with Cape Henlopen School District for the Sussex Consortium School project in the West Rehoboth Area. The Sussex Consortium School project is designed to connect to the County's existing regional infrastructure. Under the proposed arrangement, Sussex Consortium School project will construct an on-site collection system that will connect to existing regional infrastructure. In return for utilization of the infrastructure, Cape Henlopen School District will contribute \$46,378.63 for the perpetual use of these facilities.**

**M 502 17**  
**Approve**  
**Use of**  
**Existing**  
**Infra-**  
**structure**  
**Agreement**

**A Motion was made by Mr. Arlett, seconded by Mr. Cole, based upon the recommendation of the Engineering Department, that the Sussex County Council approves the Use of Existing Infrastructure Agreement between Sussex County and Cape Henlopen School District for capacity allocation and regional transmission system, as presented on October 3, 2017.**

**Motion Adopted: 5 Yeas.**

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

**Use of**  
**Existing**  
**Infra-**  
**structure**  
**Agreement/**  
**Gudmar**  
**Marsh LLC**

**John Ashman, Director of Utility Planning, presented for consideration a Use of Existing Infrastructure Agreement with Gudmar Marsh LLC for the Marsh Farm Estates project in the Angola Neck Area. The project is designed to connect to the County's existing regional infrastructure. Under the proposed arrangement, Marsh Farm Estates development will construct an on-site pump station that will connect to an existing regional forcemain. In return for utilization of the infrastructure, Gudmar Marsh, LLC will contribute \$35,464.76 for the perpetual use of these facilities.**

**M 503 17**  
**Approve**  
**Use of**  
**Existing**  
**Infra-**  
**structure**  
**Agreement**

**A Motion was made by Mr. Cole, seconded by Mr. Arlett, based upon the recommendation of the Engineering Department, that the Sussex County Council approves the Use of Existing Infrastructure Agreement between Sussex County and Gudmar Marsh, LLC for capacity allocation and regional transmission system, as presented on October 3, 2017.**

**Motion Adopted: 5 Yeas.**

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

**Winding**  
**Creek**  
**Village**  
**Water**  
**District**

**John Ashman, Director of Utility Planning, presented the results of a referendum held regarding the Proposed Winding Creek Village Water District and reported that on September 14, 2017, eligible voters approved the creation of the District by a vote of 103 to 23.**

**M 504 17**  
**Adopt**  
**R 028 17**

**A Motion was made by Mr. Arlett, seconded by Mr. Wilson, to Adopt Resolution No. R 028 17 entitled "WINDING CREEK VILLAGE WATER DISTRICT DECLARED UNDER THE PROVISIONS OF TITLE 9, CHAPTER 65 OF THE DELAWARE CODE".**

**Motion Adopted: 5 Yeas.**

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

- Request**                    **Mrs. Jennings presented a grant request for the Council’s consideration.**
- M 505 17**                    **A Motion was made by Mr. Burton, seconded by Mr. Arlett, to give**  
**Council-**                    **\$1,000.00 from Mr. Burton’s Councilmanic Grant Account to the Milton**  
**manic**                    **Fire Department for parade expenses.**  
**Grant**
- Motion Adopted:        5 Yeas.**
- Vote by Roll Call:     Mr. Arlett, Yea; Mr. Burton, Yea;**  
                                 **Mr. Wilson, Yea; Mr. Cole, Yea;**  
                                 **Mr. Vincent, Yea**
- Council**                    **Council Members’ Comments**  
**Members’**  
**Comments**
- Mr. Arlett extended thoughts and prayers to those impacted by the tragedy**  
                                 **in Las Vegas.**
- Mr. Arlett commented that this is Navy - Air Force Week, and stated “Go**  
                                 **Navy”!**
- M 506 17**                    **At 12:06 p.m., a Motion was made by Mr. Arlett, seconded by Mr. Wilson,**  
**Go Into**                    **to recess the Regular Session and go into Executive Session for the purpose**  
**Executive**                    **of discussing matters relating to land acquisition.**  
**Session**
- Motion Adopted:        5 Yeas.**
- Vote by Roll Call:     Mr. Arlett, Yea; Mr. Burton, Yea;**  
                                 **Mr. Wilson, Yea; Mr. Cole, Yea;**  
                                 **Mr. Vincent, Yea**
- Executive**                    **At 12:08 p.m., an Executive Session of the Sussex County Council was held**  
**Session**                    **in the Basement Caucus Room for the purpose of discussing matters**  
                                 **relating to land acquisition. The Executive Session concluded at 12:36 p.m.**
- M 507 17**                    **At 12:38 p.m., a Motion was made by Mr. Arlett, seconded by Mr. Burton,**  
**Reconvene**                    **to come out of Executive Session and to reconvene the Regular Session.**  
**Regular**  
**Session**
- Motion Adopted:        3 Yeas, 2 Absent.**
- Vote by Roll Call:     Mr. Arlett, Yea; Mr. Burton, Yea;**  
                                 **Mr. Wilson, Absent; Mr. Cole, Absent;**  
                                 **Mr. Vincent, Yea**
- E/S Action**                    **There was no action on Executive Session matters.**
- M 508 17**                    **At 12:38 p.m., a Motion was made by Mr. Arlett, seconded by Mr. Burton,**  
**Recess**                    **to recess until 1:30 p.m.**
- Motion Adopted:        3 Yeas, 2 Absent.**

**M 508 17  
(continued)**

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

**M 509 17  
Reconvene**

**At 1:34 p.m., a Motion was made by Mr. Arlett, seconded by Mr. Burton, to reconvene.**

**Motion Adopted: 3 Yeas, 2 Absent.**

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

**Rules**

**Mr. Moore read the rules of procedure for Public Hearings.**

**Mr. Cole and Mr. Wilson joined the meeting.**

**Public  
Hearing/  
CU 2099**

**A Public Hearing was held on the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A WEDDING VENUE WITHIN AN EXISTING BARN ON APPROXIMATELY 2 ACRES AROUND THE BARN TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN SEAFORD HUNDRED, SUSSEX COUNTY, CONTAINING 49.12 ACRES, MORE OR LESS” (Conditional Use No. 2099) filed on behalf of Richard and Dawn Jamison (Tax I.D. No. 531-12.00-92.00 (portion of) (911 Address: 4647 Woodpecker Road, Seaford).**

**Janelle Cornwell, Planning and Zoning Director, presented the Conditional Use application.**

**The Planning and Zoning Commission held a Public Hearing on this application on September 14, 2017 at which time action was deferred. On September 28, 2017, the Commission recommended that the application be approved with the following conditions:**

- A. All events shall end no later than 10:00 p.m.**
- B. Food and beverage service and music or similar entertainment is permitted.**
- C. No noise from the use shall be audible from the State Road right-of-way.**
- D. Portable toilet facilities may be permitted during any event as needed.**
- E. All parking areas shall be generally shown on the Final Site Plan. No parking shall be permitted on any nearby County Roads.**
- F. The interior drive and parking area shall contain sufficient space for vehicles and shuttle buses to turn around completely on the site.**
- G. All entrance locations shall be subject to the review and approval of DelDOT.**

Public  
Hearing/  
CU 2099  
(continued)

H. The Final Site Plan shall be subject to the review and approval of the Sussex County Planning and Zoning Commission.

(See the minutes of the Planning and Zoning Commission dated September 14 and 28, 2017.)

The Council found that Richard Jamison was present on behalf of his application. He presented background information on the facility that he proposes to use as a wedding venue and stated that he would like to use the barn for weddings and receptions, birthday parties, anniversary parties and similar events; that the area to be used will be approximately 2 acres around the existing barn; that he proposes to maintain it as an agricultural venue; that there will be no concerts/bands; that he has received three letters of support from neighbors, one of which is from the sellers of the property and who live next door; that most neighbors live at the back side of the property; that one neighbor (residing approximately 1/4 mile across the field through the woods in Woodland Station) has voiced concerns about the application; that concern was previously expressed regarding the Applicant's poultry houses and he noted that all setbacks requirements have been met; that he has a DelDOT approved entrance and a parking area; and that he prefers not to limit the number of events permitted and he anticipates one or two events per week. Mr. Jamison noted that, in regard to the conditions recommended by the Planning and Zoning Commission, he would like to extend hours of operation to 11:00 p.m. (Proposed Condition 6A) and he would like some wording change in Proposed Condition 6C to include "unreasonable or foul/offensive language".

Mr. Cole raised a question regarding the title of the Proposed Ordinance which states "wedding venue" and he questioned if other events can be held such as birthday and anniversary parties. Mr. Moore responded that there may be some flexibility; however, there is some concern that the title does not state "special events". It was noted that, if the Proposed Ordinance is approved, conditions can clarify the permitted use(s).

Two corrections to the minutes of the Planning and Zoning Commission minutes were noted:

Finding #5 should read "The parking area proposed by the Applicant is approximately 24,000 square feet in size, which is adequate for this use."

The last paragraph should read "Motion by Mr. Wheatley, seconded by Ms. Stevenson, and carried 5-0 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".

Public comments were heard.

There were no public comments in support of the application.

**Public  
Hearing/  
CU 2099  
(continued)**

Jane Walter Dempsey, resident of Woodland Station, expressed concerns about noise in a quiet residential neighborhood and stated that no noise should be audible from Woodpecker Road, and she raised the following questions: (1) if the application is for a wedding venue exclusively; (2) if the owners should be required to live on the property and monitor activities; (3) what the difference is between a State Road and a County Road; (4) what agencies monitor and control noise; and (5) if there is a noise violation, what agency will enforce the regulations; (6) and how will noise complaints be handled. Ms. Dempsey noted that if the application is approved, the conditions should reference amplified sound, and that events should end at 8:00 p.m. on weekdays and should not start before 11:00 a.m. or 12:00 Noon. Ms. Dempsey stated that, although DNREC has noise regulations, the agency will not enforce them.

Staff and Council responded to questions raised.

There were no additional public comments.

The Public Hearing and public record were closed.

**M 510 17  
Defer  
Action on  
CU 2099**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, to defer action on Conditional Use No. 2099 filed on behalf of Richard and Dawn Jamison.

Motion Adopted: 4 Yeas, 1 Nay.

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

**Public  
Hearing/  
CU 2104**

A Public Hearing was held on the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A CEMETERY ON A HALF ACRE OF THE 9.8 ACRES TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN NORTHWEST FORK HUNDRED, SUSSEX COUNTY, CONTAINING 9.98 ACRES, MORE OR LESS" (Conditional Use No. 2104) filed on behalf Grace-N-Mercy Ministries, Inc. (Tax I.D. No. 530-5.00-40.05) (911 Address: Not Available).

Janelle Cornwell, Planning and Zoning Director, presented the Conditional Use application.

The Planning and Zoning Commission held a Public Hearing on this application on August 24, 2017 at which time action was deferred. On September 14, 2017, the Commission recommended that the application be denied based on the lack of a record made during the Public Hearing.

(See the minutes of the Planning and Zoning Commission dated August 24 and September 14, 2017.)

**Public  
Hearing/  
CU 2104  
(continued)**

The Council found that Joyce Mizzelle was present on behalf of the application and presented information on the church's desire to have a small cemetery on the property for church members. She stated that the cemetery will be fenced; that it would only be approximately one-half acre in size; that the entrance to the church property is on Woodyard Road; that there would be no additional entrance to the cemetery; and that, if necessary, they would require waterproof vaults.

Public comments were heard.

There were no public comments in support of the application.

James Slushuar expressed concerns about the proposed cemetery stating that he lives adjacent to the property; that the cemetery would be visible from his property and that he has a young son that plays outside; that the proposed use would affect property values; that he questions setback requirements to the tax ditch along the property; and that he would not be opposed to a fence and tree buffer with a limitation on the height of stones/monuments.

There were no additional public comments.

It was noted that due to the fact that the Planning and Zoning Commission recommended denial and no proposed conditions have been prepared for Council's consideration.

In response to questions, Ms. Cornwell stated that more information was submitted into the record by the Applicant at the Public Hearing before the Council in comparison to information submitted into the record at the Planning and Zoning Commission's Public Hearing.

Questions were raised about the setbacks for the tax ditch along the rear of the property. Additionally, questions were raised as to whether or not the Council has the authority to put height restrictions on monuments.

The Public Hearing and public record were closed.

**M 511 17  
Defer  
Action on  
CU 2104**

A Motion was made by Mr. Cole, seconded by Mr. Arlett, to defer action on Conditional Use No. 2104) filed on behalf of Grace-N-Mercy Ministries, Inc.

**Motion Adopted: 5 Yeas.**

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

Mr. Arlett left the meeting.



**Public  
Hearing/  
CZ 1826**

**A Public Hearing was held on the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT AND C-1 GENERAL COMMERCIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN NORTHWEST FORK HUNDRED, SUSSEX COUNTY, CONTAINING 4.62 ACRES, MORE OR LESS, OF A 15.94 ACRE PARCEL” (Change of Zone No. 1826) filed on behalf of JKJ Properties, LLC. (Tax I.D. No. 131-6.00-11.00 (portion of) (911 Address: Not Available).**

**Janelle Cornwell, Planning and Zoning Director, presented the Conditional Use application.**

**The Planning and Zoning Commission held a Public Hearing on this application on August 24, 2017 at which time the Commission recommended that the application be approved.**

**(See the minutes of the Planning and Zoning Commission dated August 24, 2017.)**

**Exhibit Booklets were previously provided by the Applicant and distributed to Council members.**

**The Council found that Mark Davidson of Pennoni Associates was present with Jim Weller, owner of JKJ Properties, LLC. Mr. Davidson stated that the application is for the rezoning of a portion of land; that the property is currently dual-zoned (4.62 acres is zoned AR-1 and 11.32 acres is zoned C-1); and that they are requesting that the back acreage be rezoned CR-1 so that Mr. Weller can continue operating his business (Wellers Tire Service)**

**There were no public comments.**

**The Public Hearing and public record were closed.**

**M 512 17  
Adopt  
Ordinance  
No. 2523/  
CZ 1826**

**A Motion was made by Mr. Wilson, seconded by Mr. Burton, to Adopt Ordinance No. 2523 entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT AND C-1 GENERAL COMMERCIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN NORTHWEST FORK HUNDRED, SUSSEX COUNTY, CONTAINING 4.62 ACRES, MORE OR LESS, OF A 15.94 ACRE PARCEL” (Change of Zone No. 1826) filed on behalf of JKJ Properties, LLC.**

**Motion Adopted: 4 Yeas, 1 Absent.**

**M 512 17  
(continued)**

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

**M 513 17  
Adjourn**

**A Motion was made by Mr. Burton, seconded by Mr. Wilson to adjourn at  
2:35 p.m.**

**Motion Adopted: 4 Yeas, 1 Absent.**

**Vote by Roll Call: Mr. Arlett, Absent; 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

[sussexcountyde.gov](http://sussexcountyde.gov)

HANS M. MEDLARZ, P.E.  
COUNTY ENGINEER

BRAD HAWKES  
DIRECTOR OF UTILITY ENGINEERING

September 28, 2017

### FACT SHEET

SUSSEX COUNTY PROJECT 81-04  
MARSH FARM ESTATES - PHASE 1  
AGREEMENT NO. 892 - 3

#### 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:

34 lots

#### SYSTEM CONNECTION CHARGES:

\$190,575.00

#### 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 – \$36,081.10

Proposed Construction Cost – \$240,540.68



## ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
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HANS M. MEDLARZ, P.E.  
COUNTY ENGINEER

BRAD HAWKES  
DIRECTOR OF UTILITY ENGINEERING

**October 10, 2017**

## **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. 892-3, 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 – PHASE 1" LOCATED IN THE ANGOLA NECK SANITARY SEWER DISTRICT.

ORDINANCE NO. 38  
AGREEMENT NO. 892-3

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: **PUBLIC HEARING ON UTILITY ASSESSMENT ORDINANCE**

DATE: October 6, 2017

On Tuesday, there will be a public hearing on the utility assessment ordinance that Council introduced in September. The attached ordinance modifies Chapter 110 of the County Code. This section of the code encompasses water and sewer utilities. This ordinance, similar to the legislation passed at the state level a couple of months ago, simply adds equivalent dwelling units as a method of calculating sewer or water assessments. Also attached is the presentation that I will give during the public hearing.

Please contact me if you have any questions or concerns.

### Attachments

pc: Mr. Todd F. Lawson  
Mr. Hans M. Medlarz  
J. Everett Moore Jr., Esq.  
Vincent G. Robertson, Esq.



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 110, SECTION 110-88 OF THE CODE OF SUSSEX COUNTY TO ADD “EQUIVALENT DWELLING UNITS” AS A METHOD OF CALCULATING SEWER OR WATER ASSESSMENTS.

WHEREAS, Title 9, Sections 6505(b) and 6514 of the Delaware Code were amended to allow other means of collecting sewer assessments besides front footage calculations by Sussex County; and

WHEREAS, Sussex County desires to utilize a more uniform method of calculating sewer and water assessments wherever possible as new properties are brought into a Sussex County Sewer District or Water District; and

WHEREAS, Sussex County desires to utilize Equivalent Dwelling Units (“EDUs”) as that term is already defined in Chapter 110 of the Code of Sussex County as a method of calculating sewer or water assessments for service provided by Sussex County; and

WHEREAS, both the Sussex County Engineering Department and the Department of Finance recommend and support the conversion from front footage assessment calculations to EDU calculations as an equitable means of determining sewer assessments; and

WHEREAS, the deleted language is in [brackets] and the new amended language is *italicized and underscored*.

NOW, THEREFORE THE COUNTY OF SUSSEX HEREBY ORDAINS:

**Section 1.** The Code of Sussex County, Chapter 110, Part 3, Article XIII, §110-88 “Annual Assessment Fees” is hereby amended by deleting the language in brackets and inserting the italicized and underscored language as follows:

**§110-88 Annual assessment fees.**

The annual sanitary sewer assessment fee and/or annual water assessment fee shall be established for each sanitary sewer district and or water district. Annual assessment fees shall be based on a proportion, as determined by the county, of the total amount required each year to reimburse the county for sums to be expended for retiring bonds and/or notes which have been issued or capital expenditures for a sanitary sewer district or a water district to design, acquire and construct a respective sewerage system or a respective water system. [The amount required from each district to reimburse the county shall be equally proportioned to the assessable footage in the district.] Unless otherwise determined by the county as part of the approval of its annual assessment roll, the method of determining the assessment fee shall be based upon the method established at the time the property was incorporated into a sanitary sewer district or water district pursuant to Title 9 of the Delaware Code, as follows:

A. Where EDUs are established as the method of determining assessment fees, the amount required from dwellings, structures or other establishments or facilities to which EDUs are assigned pursuant to this chapter shall be based upon the number of EDUs allocated to the property as determined in Article XIV of this Part 3 and the amount to be recovered by the assessment as determined by the county. Provided, however, that undeveloped residential lots shall be assessed with one EDU; once the property is improved or further subdivided, the number of EDUs allocated shall be as

determined in Article XIV of this Part 3 and the amount to be recovered by the assessment as determined by the county.

B. Where a front footage calculation is established as the method of determining assessment fees, the amount required from each property shall be equally proportioned to the assessable footage in the district, as determined in Article XIII, Section 110-92 of this Part 3. All properties that are part of a sanitary sewer district or water district at the time of adoption of this ordinance shall continue to be assessed based upon a front footage calculation, unless otherwise determined by the county as part of the approval of its annual assessment roll.

**Section 2. Effective Date.**

This ordinance shall become effective upon its adoption by Sussex County Council.

**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 \_\_\_\_\_, 20\_\_.**

\_\_\_\_\_  
**ROBIN GRIFFITH  
CLERK OF THE COUNCIL**

**SYNOPSIS:** This ordinance allows Sussex County to make sewer and water assessments based upon either a front footage or EDU calculation. This follows the adoption of an amendment to Title 9, Sections 6505(b) and 6514 of the Delaware Code. For all existing customers, the assessment will continue to be based upon front footage calculations. For new areas brought into the county's sewer or water districts, the method of assessment will be determined at the time that the area is brought into the county sewer or water district. Provided, however, that the county may establish the method of assessment for any properties as part of the adoption of the annual assessment roll.



# Utility Assessment Charge

October 10, 2017

# Ordinance's Short Title

AN ORDINANCE TO AMEND CHAPTER 110, SECTION 110-88 OF THE CODE OF SUSSEX COUNTY TO ADD "EQUIVALENT DWELLING UNITS" AS A METHOD OF CALCULATING SEWER OR WATER ASSESSMENTS.

# Timeline

Date	Action
April 11, 2017	Council approved approaching legislators for State Code changes
June 9, 2017	SB 99 was introduced to amend Title 9 §6505 and §6514
July 1, 2017	SB 99 Passed
August 30, 2017	The Bill was signed by the Governor
September 14, 2017	Introduced County Ordinance
October 10, 2017	Public Hearing on County Ordinance

# Assessment Charge

Recovers the debt service of constructing publicly funded sewer or water systems based on the annual bond payments, as well as the growth portion of major maintenance projects and any system wide transmission/treatment upgrade expenses



**SUSSEX COUNTY**  
 1740-XXX  
 1204 Sussex County Drive  
 Millsboro, DE 19966

UTILITY BILLS 6989

Service Account Details	Rate	Usage	Charge
Service Account Details	1.30	11,000	14,300
Service Location 7 Description			
1204 Sussex County Drive			
LOT #			
NO PAYMENT REQUIRED - ENROLLED IN OUR AUTOMATIC DEBIT PROGRAM			

UTILITY BILLS #271692

1740-XXX  
 1204 Sussex County Drive  
 Millsboro, DE 19966

SUSSEX COUNTY  
 1740-XXX  
 1204 Sussex County Drive  
 Millsboro, DE 19966

000004291700037145200000071304

# Current Process

- Depending on the area in which a referendum was held, the charge can be found on the quarterly sewer bill or annual tax bill.
- The amount of assessment charges billed to each user is based on the number of assessable front feet associated with the property, as determined by Section 110-92 of the Sussex County Code.

**Sussex County, Delaware**  
 Finance Department - Billing Division  
 P.O. BOX 206, SUSSEX COUNTY, DE 19977-0206

2016 ANNUAL TAX BILLS 16000004

Tax Period: 07/01/2016 - 06/30/2017  
 Due Date: 05/30/2016

DESCRIPTION OF CHARGES	CODE	AMOUNT	RATE	CHARGE	CREDITS	CURRENT
COUNTY TAX	C	18,350	3883	71.00		71.00
SEWER	C	78,250	946	74.00		74.00
MILLSBORO SEWER SERVICE ASSOCIATION	C	18,450	11.00	203.00		203.00
DELAWARE STATE POLICE	C	18,450	4.00	73.80		73.80
SUSSEX COUNTY POLICE	C	18,450	4.00	73.80		73.80
DELAWARE STATE POLICE	C	18,450	4.00	73.80		73.80
TOTAL DUE						\$1,176.25

TOTAL DUE: \$1,176.25

2016 ANNUAL TAX BILLS 16000004

Tax Period: 07/01/2016 - 06/30/2017  
 Due Date: 05/30/2016

TOTAL DUE: \$1,176.25

000004291700037145200000071304

- Normally, based on the street frontage of the property
- Adjustments are made for corner lots, lots on more than one street or lots with multiple EDUs
  - Minimum front footage of 40 feet
  - EDU times 40
- Exemptions for properties that are tax exempt
- 100 foot maximum for current residential improved properties



# Current Process



# Statewide

## Kent County

- Kent uses an EDU calculation for sewer assessment
- State Code authorized Kent to compute an assessment rate “...in proportion as nearly as may be to the benefit which each parcel would derive from the improvement;”

## New Castle County

- State Code requires that total amount assessed shall be sufficient to provide funds to pay the debt. There is no requirement that they bill by front footage.
- NCC does not bill by front footage; bills by usage

# Synopsis of Ordinance

This ordinance allows Sussex County to make sewer and water assessments based upon either a front footage or EDU calculation. This follows the adoption of an amendment to Title 9, Sections 6505(b) and 6514 of the Delaware Code. For all existing customers, the assessment will continue to be based upon front footage calculations. For new areas brought into the county's sewer or water districts, the method of assessment will be determined at the time that the area is brought into the county sewer or water district.



# Ordinance's Short Title

AN ORDINANCE TO AMEND CHAPTER 110, SECTION 110-88 OF THE CODE OF SUSSEX COUNTY TO ADD "EQUIVALENT DWELLING UNITS" AS A METHOD OF CALCULATING SEWER OR WATER ASSESSMENTS.

# Utility Assessment Charge

October 10, 2017

## 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 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: ***AIRPORT CONSTANT CURRENT REGULATORS  
PROJECT NO. 18-08  
BID AWARD***

DATE: October 10, 2017

County Council approved in the fiscal year 2018 budget, the procurement of constant current regulators to be installed in the two new airport lighting vaults as part of the airport lighting system upgrades. The vaults were purchased and delivered separately with the installation of the regulators and all related electrical work being performed by County staff.

Invitations to bid were advertised in two (2) newspapers, viewable on the Sussex County website, and bid packages were also sent to a total of seven (7) potential bidders. On September 28, 2017, bids for the Airport Constant Current Regulators project were opened. Two (2) bids were received and both were within approximately \$5,000.00 of each other.

The Engineering Department recommends award of the project to ADB Safegate Americas LLC for their Base Bid plus Additive Bid B-2 (internal megging module), in the total amount of \$57,978.62. These costs are under our original budget of \$63,000.00 for this project. The Engineering Department does not recommend award of Additive Bid Items B-1, 3 or 4, due to a lack of value with respect to increased operational efficiency and/or safety.



**AIRPORT CONSTANT CURRENT REGULATORS**

**ADB SAFEGATE  
AMERICAS LLC**

**MANAIRCO, INC.**

<b>Bid Item</b>	<b>Description of Work</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total Price</b>	<b>Unit Cost</b>	<b>Total Price</b>
<b>SCHEDULE A - BASE BID</b>							
A-1	Furnish and Deliver Seven (7) 7.5KW L-829 Ferroresonant Constant current Regulators with class A output, 3- step 6.6Amp output, 240V single phase input, integral input breaker, field circuit cutout and digital output power monitoring (Volts and Amps) for the Delaware Coastal Airport, Georgetown Delaware 19947	7	EA	\$8,282.66	\$57,978.62	\$7,590.00	\$53,130.00
<b>TOTAL BASE BID</b>					<b>\$57,978.62</b>		<b>\$53,130.00</b>
<b>SCHEDULE B - ADDITIVE BID</b>							
B-1	Include selectable output taps (25% steps for higher efficiency at lower power levels) installed in each of the seven above regulators.	7	EA	N/A	\$0.00	\$180.00	\$1,260.00
B-2	Include internal megging module (to optimize the megging process) installed in each of the seven above regulators.	7	EA	INCLUDED	\$0.00	\$1,150.00	\$8,050.00
B-3	Include digital input power monitoring (Volts and Amps) installed in each of the seven above regulators.	7	EA	\$1,000.00	\$7,000.00	\$380.00	\$2,660.00
B-4	Include single ethernet communications module installed in each of the seven above regulators.	7	EA	N/A	\$0.00	\$220.00	\$1,540.00
<b>TOTAL ADDITIVE BID</b>					<b>\$7,000.00</b>		<b>\$13,510.00</b>
<b>Freight (added by Manairo)</b>							<b>\$1,855.00</b>
<b>TOTAL BID</b>					<b>\$64,978.62</b>		<b>\$68,495.00</b>
<b>TOTAL BID w/ OPTION B-2 ONLY</b>					<b>\$57,978.62</b>		<b>\$63,035.00</b>

## ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
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DELAWARE

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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, County Engineer

RE: ***King Farm Industrial Park  
Boulevard Phase I, Melvin Joseph Construction Co., Inc.  
Project No. 17-15, Change Order No. 4***

DATE: October 10, 2017

On November 29, 2016, Council authorized the purchase of the King Farm Industrial Park and the assumption of existing contractual arrangements held by Georgetown Airport Center, LLC. Under this arrangement, the County assumed the construction contracts with Melvin L. Joseph Construction Co., Inc. for the DelDOT entrance and the Boulevard in the aggregate amount of \$496,891.00. Their scopes covered the initial, limited Del DOT entrance construction and the phase I extension of the boulevard for +/-500' for access to the Atlantis Industries Corporation.

On April 25, 2017, Council approved Change Order No. 1 in the amount of \$55,238.00 extending the entrance structural pavement section to the first intersection, street widening for a median island and realignment of the Boulevard centerline with the entrance. On August 8, 2017 Council approved Change Order Nos. 2 and 3 in the aggregate amount of \$12,748.00 for an increase the fire line and valving to the Atlantis Industries building and for additional electrical and communication conduit runs.

In the course of the ongoing street design process for the remainder of the Park, it became obvious that a better street layout could be achieved if the drive aisle behind the Atlantis building were to be incorporated in the northern park access road. In order to accomplish this road realignment AIC Building LLC, the legal lease holder would have to agree to modify the lease lines.



In a meeting between County Administration, Engineering and AIC Building LLC, they agreed to this lease hold modification in exchange for a contribution to the overall site paving expense. Subsequently, the Engineering Department negotiated proposed Change Order No. 4 in the amount of \$ 190,148.80 covering the hot mix expenses. This approach represents a win-win for both parties since AIC Building LLC will be receiving a capital contribution towards their site work expense while Sussex County avoids road construction cost in a greater overall value as well as gains leasable land previously dedicated to road construction.

The Engineering Department therefore recommends, approval of Change Order No.4 Melvin Joseph Construction Co., Inc., Project No. 17-15 in the amount of \$190,148.80 increasing the contract to \$527,896.80 contingent upon execution of a Memorandum of Understanding between Sussex County and AIC Building LLC.





25136 DUPONT BLVD.  
 GEORGETOWN, DELAWARE 19947  
 PHONE (302) 856-7396 • FAX (302) 856-1725

Date: October 3, 2017

To: Sussex County Council  
 2 The Circle, PO Box 589  
 Georgetown, De. 19947

RE: King Farm Boulevard Phase 1

## PAVING PROPOSAL AT ATLANTIS INDUSTRIES

Item No.	Description	Qty Increase/ (Decrease)	Amount
560	Additional GABC Needed to Meet Approved Paving Section	124 TN	\$ 3,483.00
Added Item	Hot Mix Paving Parking - 3,758 SY 3" Base / 1 ½" Top Heavy - 3,800 SY 4" Base / 1 ½" Top	LS	\$190,863.00
<b>TOTAL INCREASE</b>			<b>\$194,346.00</b>

**PLANS BY** Larson Engineering

**Latest Date** 1-27-17 Issued for Construction

<u>SHEET</u>	<u>TITLE</u>	<u>REV</u>
TS-1	TITLE SHEET	
SD-1	SITE PLAN	
SD-3	GRADING PLAN	1-30-17
SD-4	STORM DRAIN PROFILES	1-30-17
SD-5	DETAIL SHEET	
UP-1	UTILITY PLAN	
UP-2	UTILITY DETAILS AND SANITARY SEWER PROFILE	



ES-1 SEDIMENT AND STORMWATER CONTROL PLAN  
ES-2 SEDIMENT AND STORMWATER CONTROL DETAILS

**EXCLUSIONS:**

- Permits, fees and approvals
- Geotech Testing

**PAYMENT TERMS:** MONTHLY PROGRESS PAYMENTS. PAYMENT DUE 30 DAYS FROM INVOICE DATE. A 1.5% PER MONTH (18% APR) CHARGE WILL BE APPLIED TO UNPAID BALANCE AFTER 30 DAYS.

**Melvin Joseph Construction Co.**

**Acceptance**

Submitted By: 

Accepted By:

Date: 10-4-17

Date:

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: October 5, 2017

RE: County Council Old Business Report for CU 2090 Edgar Reyes Hernandez

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The County Council held a public hearing on August 29, 2017. The County Council deferred action for further consideration.

The following are the minutes and motion for the Change of Zone from the July 27, 2017 and August 10, 2017 Planning and Zoning Commission meetings.

Ms. Cornwell advised the Commission that comments from Sussex Conservation District; a Service Level Evaluation from DelDOT indicating a Traffic Impact Study was not required; and a staff analysis were submitted into the record as part of the application.

The Commission found Mr. Edgar Reyes, the property owner and Angelica Flores were present on behalf of the application; that the application is for a Conditional Use for a shop to run a painting business and storage; that no business will be conducted on the premise; that they have 10–15 trucks and 25 employees; that employees come to the shop to get materials and equipment then go to the job site; that not all trucks return to the shop each night as some employees take vehicles home; that business hours are from 7am to 5:30 pm Monday thru Saturday; that the applicant wants to put a sign on the property for the business; that the lot is 1.4 acres in size; that there is a daycare across the street and a poultry business down the road.

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

The Commission found that Mr. John Ingle and Mrs. Joan Ingle spoke in opposition to the application; that the Ingles' are adjacent neighbors; that since the Reyes' built the shop the Ingles' have issues with flooding; that there are no other commercial business in the neighborhood; that this is a residential area, not a commercial area; that the employees arrive at work between 5:30 and 5:45 am and there is considerable amount of noise from employees loading ladders and other equipment onto the trucks; that the neighbors are otherwise good neighbors; that Mrs. Ingle stated Mr. Reyes told her he had 40–42 employees; that they park 15–18 vehicles parked on the property every day all day; that sometimes the employees would have loud parties after work.

There was discussion about the application.



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

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

At their meeting of August 10, 2017, the Commission discussed this application which has been deferred since July 27, 2017.

Mr. Hopkins stated that he would move that the Commission recommend approval of Conditional 2090 for Edgar Reyes Hernandez for a shop for a painting business and storage based upon the record made during the public hearing and for the following reasons:

1. The use is situated on a 1.45 acre parcel of land. It is situated among other larger parcels of land. With the conditions and stipulations of approval, the use will not have a negative impact on the neighboring properties or roadways.
2. No work is done at the site, and most of the employees start the workday at offsite job locations. The existing buildings will only be used to store materials and equipment associated with the use.
3. The use is compatible with the area, which includes some other small businesses such as a day care and an upholstery shop.
4. Small family businesses such as this one are appropriate in the Low Density Area according to the Sussex County Land Use Plan. The Plan states that businesses that address the needs of agricultural and single family homes are appropriate in this Area. This small painting contractor is consistent with the direction given by the County's Plan.
5. This recommendation is subject to the following conditions:
  - A. The use shall be limited to a shop for a painting business and storage. The storage shall only be used for materials directly associated with the painting business.
  - B. There shall be no retail sales from the property.
  - C. There shall not be any outside storage of paint, equipment or other materials associated with the use.
  - D. All lighting on the site shall be downward screened so that it does not shine on neighboring properties or roadways.
  - E. Any dumpsters on the site are to be screened from the view of neighboring properties and roadways.
  - F. The applicant shall comply with all DelDOT requirements for entrance and roadway improvements.
  - G. The hours of operation shall be Monday through Saturday from 7:00 a.m. until 6:00 p.m. No deliveries to or from the site shall occur before 7:00 am.
  - H. Signage shall not exceed 32 square feet on each side and shall not be lighted.
  - I. All vehicle parking areas shall be clearly shown on the Final Site Plan and clearly marked on the site itself. All vehicles, including the applicant's vehicles and employees' vehicles, must only be parked within the designated areas.
  - J. No more than 15 vehicles may be parked on the site at any one time.
  - K. The use shall be limited to the existing buildings on the site. Any new or expanded buildings shall require a new public hearing.
  - L. Failure to comply with any of these conditions shall be grounds for the termination of the Conditional Use approval.

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 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 04/25/17**

**Council District No. 3 – Burton  
Tax I.D. No. 234-14.00-30.01  
911 Address: 25203 Zoar Road, Georgetown**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A SHOP FOR PAINTING BUSINESS AND STORAGE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 1.4583 ACRES, MORE OR LESS**

**WHEREAS, on the 28th day of March 2017, a conditional use application, denominated Conditional Use No. 2090, was filed on behalf of Edgar Reyes Hernandez; 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. 2090 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. 2090 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 north side of Zoar Road, approximately 748 feet west of Gravel Hill Road, and being more particularly described in the attached deed prepared by Haller & Hudson, said parcel containing 1.4583 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: October 5, 2017

RE: County Council Old Business Report for CZ 1824 Tomark, LLC

---

The County Council held a public hearing on August 22, 2017. The County Council deferred action for further consideration.

The following are the minutes and motion for the Change of Zone from the July 13, 2017 and July 27, 2017 Planning and Zoning Commission meetings.

Ms. Cornwell advised the Commission the submitted into the record as part of the application were the staff analysis, comments from the Sussex Conservation District, DelDOT, an exhibit book and survey.

The Commission found that Craig de Mariana Aleman, Attorney with Tunnel & Raysor P.A. and John Murray, Project Manager with Kercher Engineering, Inc. were present on behalf of the application; that Mr. Murray stated that the intent for the site is for storage and office space for antiques; that this property is consistent with the Comprehensive Plan; that adjacent to the property is a gas station, restaurant and other commercial zones; that it is adjacent to commercial zoning across the street; that to the northeast are some parcels zoned B-1 and being used as commercial uses; that the gas station was in the area prior to zoning; that property is in a Level 2 State Strategy; that there will be two small buildings; that there will be road improvements with a 10 foot multi-modal path; that there is an electrical substation adjacent to the site; that it is on its own well and septic; that the project did go through DelDOT for approval; that there is no proposed access to Jersey Road because the access is too narrow; that it is only 20 ft. wide and adjacent to residential property; that it could comply with the Fire Marshal access for a one way street; however there is not a lot of room; that it is not preferred as residential is located along Jersey Road; that they are looking for a small office and storage for their existing business not for a lot of traffic; and that about 15% of the this parcel will be developed.

The Commission found Gary Cuppels, spoke in support of the application, that there is a 20-foot corridor and he does not want commercial traffic on Jersey Road; that he is ok with the rezoning which fronts on Route 24; that he wants deed restrictions with the access only on Route 24; that expressed concerns that the application was filed in violation of the Title 24 as the plans were not sealed documents; and that this should be denied for that reason.



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

The Commission found Robert Sernger, Karen Lessey, William Waples, Patti Turpin, Kevin Betts, Britt Murray, Joan Baback, Dustey Long and Alice Long spoke in opposition to the application; that they has concerns with being it too close to the Indian River, that they would like a fence put up to keep trash off of their sites; that they have traffic concerns; that other places have tried to come in off of Route 24 and were denied by DelDOT; that the light has helped with the traffic and noise; that they do not want access off of Jersey Rd. and that they have concerns with headlights shining in windows.

At the end of the meeting the Commission discussed the application.

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

At their meeting on July 27, 2017, the Commission discussed this application which has been deferred since July 13, 2017.

Mr. Hopkins stated that he would move that the Commission recommend approval of Change of Zone 1824 for Tomark, LLC for a change in zone from AR-1 to CR-1 based upon the record and the following reasons:

1. The site is located along Route 24 near the town limits of Millsboro. It is also next to a large electrical substation on an adjacent property. This location is appropriate for CR-1 zoning.
2. The site is in an area where other Commercial and Business zoned properties exist. The CR-1 zoning will be consistent with the area zoning and uses.
3. The site is in a Developing Area according to the Sussex County Comprehensive Plan. CR-1 Zoning is appropriate within this Area according to the Plan.
4. The proposed use will not adversely affect neighboring or adjacent properties or roadways.
5. 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.
6. 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 servicing 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 24 falls within the stated purposes of the CR-1 District.
7. Any development of the site will require preliminary and final site plan review by the Sussex County Planning and Zoning Commission.

Motion by Mr. Hopkins, seconded by Ms. Stevenson, and carried with three (3) votes to forward this application on to the Sussex County Council with the recommendation that the application be approved for the reasons and with the conditions stated. Motion carried 3-2. Mr. Wheatley and Mr. Ross voted no.

**Introduced 03/07/17**

**Council District No. 5 - Arlett  
Tax I.D. No. 234-32.00-73.00  
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 CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 5.38 ACRES, MORE OR LESS**

**WHEREAS, on the 23rd day of February 2017, a zoning application, denominated Change of Zone No. 1824, was filed on behalf of Tomark, 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. 1824 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 Indian River Hundred, Sussex County, Delaware, and lying south of John J. Williams Highway (Route 24) and on the north side of Jersey Road, approximately 687 feet east of Gravel Hill Road, and being more particularly described per the attached Deed prepared by Tunnell & Raysor, P.A., said parcel containing 5.38 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: Clear Space Theatre

PROJECT NAME: Arts Institute Scholarship program

FEDERAL TAX ID: 201712916 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: Clear Space Theatre was founded in 2004 with the mission of inspiring audiences, artists and students through high-quality performances and educational experiences. The company's vision is to be a leader in the vibrant performing arts community of Southern Delaware. Clear Space achieves this in three ways: by offering more than a dozen productions each season through its professional acting company; introducing more than 700 students to the dramatic arts through its arts institute and its partnership with H.O. Brittingham Elementary School and bringing professional live theatre performances to stages throughout Southern Delaware.

ADDRESS: 20 Baltimore Avenue

Rehoboth Beach DE 11997

(CITY)

(STATE)

(ZIP)

CONTACT PERSON: Sharon Smith

TITLE: Development Director

PHONE: 302.227.2270 EMAIL: sharon@clearspacetheatre.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? 16%



## SECTION 2: PROGRAM DESCRIPTION

### PROGRAM CATEGORY (choose all that apply)

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

### BENEFICIARY CATEGORY

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

### BENEFICIARY NUMBER

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

270

## 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 Clear Space Performing Arts Institute offers educational opportunities unique to Sussex County. The vast majority of students in the Performing Arts Institute have little or not exposure to the arts beyond the band and chorus offerings at school. Classes in the institute are designed to move students through the logical progression of learning aligned with the National Standards for Arts Education.

In Broadway Bound, students receive basic instruction in dance, acting and singing. In Spotlight on Young Performers, students learn the entire script and songs for a "junior" production of a real Broadway musical and present the show with full sets and costumes. Past Young Performer productions have included: "Woods," "Aladdin," "The Little Mermaid and "Thoroughly Modern Millie."

All students of the Institute may attend any performance of Clear Space Theatre free of charge. This concept allows students to make a direct connection between their course of study and a professional production. Several students in the institute have "graduated" to acting roles in the professional productions of the Company. Several students have gone onto enroll in drama courses at the college level.

A recent study by the National Endowment of The Arts shows that students who are engaged in the arts are more likely to attend college than those who are not. Students who are participate in the arts also are more civic-minded and volunteer more than those who are not engaged in the arts, according to the National Endowment of The Arts study.

All students in the program are able to attend any performance at Clear Space free of charge. This concept allows students to make a direct connection between their artistic study and a professional production.

In our Broadway Legends program, adults age 50 and older can experience the joy of performing a Broadway musical without the added pressure of memorization and complex staging. Past productions have included "Hello, Dolly!," "Chicago," "Anything Goes" and "Guys and Dolls." The semesters conclude with free public performances.

Clear Space offers scholarships to students who cannot afford the full tuition for a class. The funds requested will underwrite a portion of the scholarships. The total amount of the scholarships provided in 2017 was \$9,000.

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

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
<b>TOTAL REVENUES</b>	7,500.00
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
Scholarships from budgeted funds	-\$ 9,000.00
<b>TOTAL EXPENDITURES</b>	<del>\$ 9,000</del>
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	<b>\$ 0.00</b>

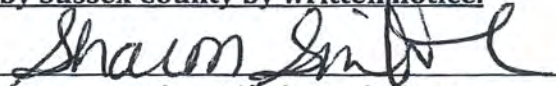
### SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Clear Space Theatre agrees that:  
(Name of Organization)

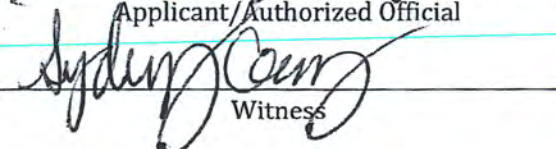
- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. 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

9/26/17  
Date

  
Witness

9/26/17  
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.

Sharon Smith  
Applicant/Authorized Official

development director  
Title

Hydip Coery  
Witness

9/26/17  
Date

Cole  
9-28-17



# SUSSEX COUNTY GOVERNMENT

## GRANT APPLICATION

### SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: MARINE CORPS LEAGUE / DE DEVIL DOGS DETACHMENT # 780

PROJECT NAME: 2017 MCL BIRTHDAY BALL / 11 NOVEMBER 2017

FEDERAL TAX ID: 46-4606352 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: MARINE CORPS LEAGUE  
TO ADVANCE THE CORE PRINCIPLES OF  
THE UNITED STATES MARINE CORPS.

ADDRESS: P.O. Box 1476  
SEAFORD, DE 19973

(CITY) (STATE) (ZIP)

CONTACT PERSON: \_\_\_\_\_

TITLE: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TOTAL FUNDING REQUEST: \$ 500.00

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? ANNUAL GOLF TOURNAMENT \$ 500.00

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? N/A  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? 10%



## SECTION 2: PROGRAM DESCRIPTION

### PROGRAM CATEGORY (choose all that apply)

- Fair Housing  
 Infrastructure<sup>1</sup>

- Health and Human Services  
 Other \_\_\_\_\_

- Cultural  
 Educational

### BENEFICIARY CATEGORY

- Disability & Special Needs  
 Elderly Persons  
 Minority

- Victims of Domestic Violence  
 Low to Moderate Income<sup>2</sup>  
 Other \_\_\_\_\_

- Homeless  
 Youth

### BENEFICIARY NUMBER

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

2,500

## 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 MCL DELAWARE DEVIL DOGS DETACHMENT # 780 HOLDS AN ANNUAL MARINE CORPS BIRTHDAY BALL ON THE SATURDAY CLOSE TO THE ACTUAL MARINE CORPS BIRTHDAY. THIS YEAR THE MARINE CORPS IS CELEBRATING 242 YEARS OF SERVICE TO THE UNITED STATES ON 10 NOVEMBER 2017. THE SUSSEX COUNTY COUNCIL'S \$500.00 SPONSORSHIP, ALONG WITH OTHER SUSSEX COUNTY SPONSORSHIP, WILL ASSIST THE ATTACHMENT WITH UNDERWRITING THE COSTS OF THIS YEAR'S BALL PLUS PROCEEDS WILL GO DIRECTLY TO COUNTY/COMMUNITY PROJECTS FUNDED BY THE DETACHMENT. ALL FUNDS RECEIVED WILL BE USED/EXPENDED (100%).



**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

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
<b>TOTAL REVENUES</b>	
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
100% OF FUNDS RAISED FROM THIS EVENT WILL BE USED TOWARD THE EVENT AND SUSSEX COUNTY PROJECTS PROMOTED BY THE MCL DETACHMENT.	
<b>TOTAL EXPENDITURES</b>	\$ 0.00
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	\$ 0.00

### SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the MARINE CORPS LEAGUE DE DEVIL DOGS DETACHMENT #780 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.**

MICHELLE DE DEWIL DOGS / CHARLES H.  
DETACHMENT # 780 / LONDON

Applicant/Authorized Official

Nancy Cordrey  
Witness

28 SEP 2017

Date

9-28-17

Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

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



*AD*

**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.

*MICHELLE DE DEVIL BUGS DEPARTMENT*  
*CHARLES H. LANDON*

Applicant/Authorized Official

*Nancy Cordery*

Witness

*DEPT OF DELAWARE*  
*COMMANDANT*

Title

*28 SEP 2017*

Date

*Vincent*  
*9-26-17*



# SUSSEX COUNTY GOVERNMENT

## GRANT APPLICATION

### SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Cape Henlopen Educational Foundation (CHEF)

PROJECT NAME: Classroom : Special Events Grants

FEDERAL TAX ID: 51-0403370 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 inspire learning and to prepare all students for a healthy, productive life in a diverse and global society. To accomplish this, we seek to engage the entire community - educators, parents, business, civic and legislative leaders - in providing students with the tools they need to excel.

ADDRESS:

1270 Kings Highway  
Leves DE 19958  
(CITY) (STATE) (ZIP)

CONTACT PERSON: Jessica Gordon

TITLE: Development Director

PHONE: (302) 540-8955 EMAIL: jessica.gordone@cape.k12.de.us

TOTAL FUNDING REQUEST: \$2,000.00

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? n/a

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? n/a  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 type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural               |
| <input type="checkbox"/> Infrastructure <sup>1</sup> | <input type="checkbox"/> Other _____               | <input checked="" 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 <sup>2</sup> | <input checked="" type="checkbox"/> Youth |
| <input type="checkbox"/> Minority                   | <input type="checkbox"/> Other _____                         |   |

### BENEFICIARY NUMBER

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

*e 25-30 teachers/yr → e 550-600 students/yr.*

## 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.

*Teachers of the Cape Henlopen School District (CHSD) are invited to submit grant requests to CTEF twice per year, in fall and spring. Classroom grants, focusing on needed materials or small projects, are funded up to \$500. Special Events grants, for travel to competitions, plays or other field trips, focus on projects greater than \$500. The primary purpose of these grants is to enrich education, fill unmet needs and serve as incubators for innovation.*

*During the 2016-2017 school year, CTEF grants provided bridge construction sets to elementary school students, blazers to students attending a Business Professionals of America event in Orlando, Florida, and transportation to Washington, D.C. for high school students to tour the National Museum of African American History and Culture (to name a few).*

*As the Cape community continues to grow, so does the population of students within each of CHSD's nine schools. Funding from the Sussex County Council will ensure we are able to continue providing grants to our teachers to support and supplement our students' academic experience.*

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

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	\$ 6,900.00
<b>TOTAL REVENUES</b>	
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
Personnel Costs	- \$4,600.00
Operating Costs	- \$ 4,600.00
Construction / acquisition	n/a
<b>TOTAL EXPENDITURES</b>	- \$ 9,200.00    \$ 0.00
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	- \$ 2,300.00    \$ 0.00

### SECTION 5: STATEMENT OF ASSURANCES

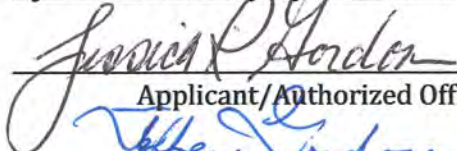
If this grant application is awarded funding, the Cape Henlopen Educational Fndn agrees that:  
(Name of Organization)

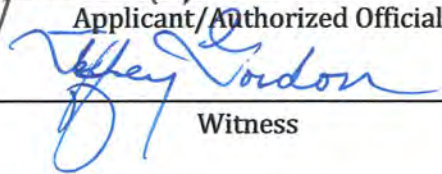
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- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.



**SECTION 5: STATEMENT OF ASSURANCES (continued)**

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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

9/18/17  
\_\_\_\_\_  
Date

9/20/17  
\_\_\_\_\_  
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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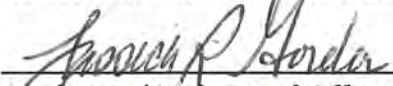
For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.


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.

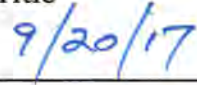
In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

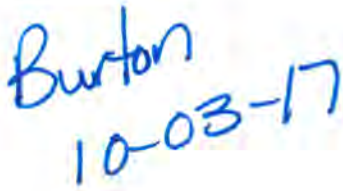
I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

  
\_\_\_\_\_  
Applicant/Authorized Official

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Date





# SUSSEX COUNTY GOVERNMENT

## GRANT APPLICATION

### SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Cool Spring Civic Association

PROJECT NAME: School Bus Shelter

FEDERAL TAX ID: 30-0283325 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: Cool Spring Civic Association is working together in efforts to improve the welfare of the residents and the neighborhood. Our goal is to provide a better quality of life for everyone by promoting sustainable educational workshops and community outreach to the families in need.

ADDRESS: 28339 Fisher Road

Milton

(CITY)

DE

(STATE)

19958

(ZIP)

CONTACT PERSON: Mr. Gene Louis Quaciari

TITLE: President

PHONE: 302-544-0054 EMAIL: CS.CA@mail.com

**TOTAL FUNDING REQUEST: \$708.00**

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? \_\_\_\_\_

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 type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural    |
| <input checked="" type="checkbox"/> Infrastructure <sup>1</sup> | <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 checked="" type="checkbox"/> Low to Moderate Income <sup>2</sup> | <input checked="" type="checkbox"/> Youth |
| <input type="checkbox"/> Minority                   | <input type="checkbox"/> Other _____                                    |   |

### 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.

Cool Spring Civic Association is a low to moderate income community made up of 140 properties with approximately 300 residents, 22 children and with a Telemon Head-start in the community. Cool Spring would like to have (2) school bus shelters placed in the community to help shelter youth from the heat, rain and cold while they wait for the bus. The school bus shelters are very unique they will be designed see through. The school bus shelter will help prevent loitering around the shelters. The shelters will provide the youth with a sense of safety when outside in the mornings. The Cool Spring Civic Association was approved in 2014 for bus shelters in the community by DeIDOT , Cape Henlopen School District Transportation Department and Mr. Todd Lawson, County Administration had waived any fees for the project. The community funding fell through stopping the project from moving forward. Cool Spring Civic Association's vision is to eliminate the paradox of poverty in the midst of plenty by replacing despair with opportunity, enabling each individual to reach his/her full potential and enjoy the highest standard of life.

We thank you in advance for your support in this matter to help our civic organization to finally fulfill the aspiration and vision in the community.

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

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
<b>TOTAL REVENUES</b>	0.00
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
Supplies	-\$ 708.00
<b>TOTAL EXPENDITURES</b>	-\$ 708.00
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	-\$ 708.00

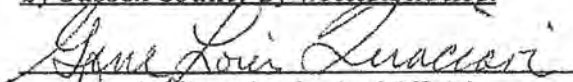
### SECTION 5: STATEMENT OF ASSURANCES

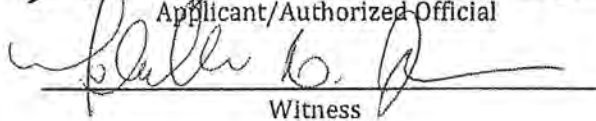
If this grant application is awarded funding, the Cool Spring Civic Association agrees that:  
(Name of Organization)


- 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.
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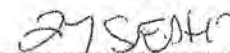
SECTION 5: STATEMENT OF ASSURANCES (continued)

- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
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- 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

  
Witness

  
Date

  
Date

Completed application can be submitted by:

Email: [gjennings@sussexcountyde.gov](mailto: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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All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

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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.

Gene Louis Quorian  
Applicant/Authorized Official

President  
Title

[Signature]  
Witness

27 SEP 17  
Date

Burton  
10/03/17





# SUSSEX COUNTY GOVERNMENT

## GRANT APPLICATION

### SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Pinetown Civic association

PROJECT NAME: Heating for Community Center

FEDERAL TAX ID: 51-0379167 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 Civic Association's mission is to change the mind-set of the families and help them be move toward self-sufficiency and provide a positive learning environment for our youth. The community is a low-income with maturity of the community we senior citizens.

ADDRESS:

30132 Pinetown Road

Lewes

(CITY)

DE

(STATE)

19968

(ZIP)

CONTACT PERSON:

Mr. Prentice Perry

TITLE:

President

PHONE:

302-750- 5291

EMAIL: perryprentice@gmail.com

**TOTAL FUNDING REQUEST: \$600.00**

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? \_\_\_\_\_

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 type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural    |
| <input checked="" type="checkbox"/> Infrastructure <sup>1</sup> | <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 checked="" type="checkbox"/> Elderly Persons | <input checked="" type="checkbox"/> Low to Moderate Income <sup>2</sup> | <input checked="" type="checkbox"/> Youth |
| <input type="checkbox"/> Minority                   | <input type="checkbox"/> Other _____                                    |   |

### 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.

Pinetown Civic Association was donated a community center by Delaware State Police in 2003. The community center was renovated for the residents of Pinetown. The community center is utilized to host youth activity programs and monthly community meetings in the center. The center has become the HUB for the community to come together. The civic association's vision is to have senior programs, food pantry, health providers do workshops, and educational structured events for youth in the community. Pinetown Civic Association needs assistance with heating the building in the winter to keep adequate heat to stop pipes from freezing and to have a warm place to meet in the fall and winter season. The organization would like your assistance for (3) months to off set the cost of their fuel to assist them with their future projects for the center.

The civic associations wants to thank you in advance for your support in this matter.



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**

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
<b>TOTAL REVENUES</b>	0.00
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
Fuel Assistance	-\$ 600.00
<b>TOTAL EXPENDITURES</b>	-\$ 600.00
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	-\$ 600.00

**SECTION 5: STATEMENT OF ASSURANCES**

If this grant application is awarded funding, the Pinetown Civic Association 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

  
Witness

  
Date

  
Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

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

*Handwritten initials*

**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.

*Mentor a People*  
Applicant/Authorized Official  
*Phillip B. D.*  
Witness

*President*  
Title  
*27 SEPT 17*  
Date

*Burton*  
*10/03/17*





# SUSSEX COUNTY GOVERNMENT

## GRANT APPLICATION

### SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Greater Lewes Community Village

PROJECT NAME: Aging In Place for Lower Income Individuals

FEDERAL TAX ID: 45-4573582 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 Greater Lewes Community Village (The Village) provides support, services, social and educational programs, as well as advocacy, for older persons, to enhance the lives of our members and the quality of life for all in our community.

ADDRESS:

16686 Kings Hiways, Suite B

Lewes

DE

19958

(CITY)

(STATE)

(ZIP)

CONTACT PERSON:

Jacqueline M. Sullivan

TITLE:

Executive Director

PHONE:

302-703-2568

EMAIL:

jmsullivan917@outlook.com

TOTAL FUNDING REQUEST: 2,000.00

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?

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? < 2%

## 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 <sup>1</sup> | <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 checked="" type="checkbox"/> Elderly Persons | <input type="checkbox"/> Low to Moderate Income <sup>2</sup> | <input type="checkbox"/> Youth    |
| <input type="checkbox"/> Minority                   | <input type="checkbox"/> Other _____                         |                                   |

### BENEFICIARY NUMBER

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

155

## 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 Village seeks a \$2000 grant from Sussex County in 2017 to allow us to accept 5 additional "reduced fee" members, as explained below. The Village is a volunteer, non-profit organization dedicated to helping older adults live independently for as long as possible. We do this by providing a variety of daily services, such as transportation (our most requested service), home visiting, changing light bulbs, taking out the garbage, assisting in computer problems and helping to pay bills, to name just a few. We also provide educational and social programs, like chair yoga, lunch outings and boat tours. All of these services are provided for a flat fee of \$500 per year for up to 25 hours of service per month for an individual. The need for our services is growing rapidly. By 2030, the number of residents in Sussex County aged 75 and over is projected to increase by more than 90%, with this rapid rate of increase already reflected in the Village's membership. The Village opened on November 1, 2013. Since that time we have welcomed over 155 new members (up from 70 members in 2015) and 90 volunteers. But our vision includes not only providing services to those who can pay, but also to those who cannot. We strive to have 15% of our members be those who cannot afford the annual fee. Instead we offer them the same services for a "reduced fee" of \$100 per year per person, a difference of \$400 per person. A grant of \$2,000 would allow 5 people to receive much needed volunteer services when they might otherwise go without.



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

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
<b>TOTAL REVENUES</b>	0.00
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
5 reduced fee members at \$400 per member	\$2000*
*Note that the revenue derived by the Village from its membership fees covers only 47% of the expenses the Village incurs in providing the service	
<b>TOTAL EXPENDITURES</b>	\$2,000.00
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	(\$2,000.00)

### SECTION 5: STATEMENT OF ASSURANCES

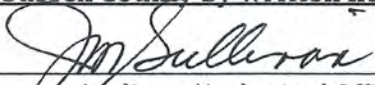
If this grant application is awarded funding, the Greater Lewes Community Village agrees that:  
(Name of Organization)

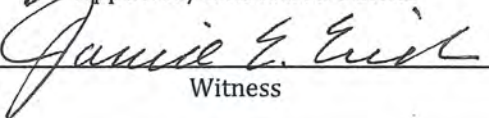
- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. 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

  
\_\_\_\_\_  
Witness

September 28, 2017  
Date

September 28, 2017  
Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

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

*OB*

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

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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.

*Jim Sullivan*  
Applicant/Authorized Official

*Executive Director*  
Title

*Jamie L. Guich*  
Witness

*9/28/2017*  
Date

*Burton*  
*10-03-17*





# SUSSEX COUNTY GOVERNMENT

## GRANT APPLICATION

### SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Nanticoke Senior Center, Inc.

PROJECT NAME: Outdated Fire Suppression System

FEDERAL TAX ID: 23-720-2136 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: We provide a place for members 50+ to meet and participate in leisure and educational activities that address their health, happiness and independence.

ADDRESS: 1001 West Locust Street  
P.O. Box 406  
Seaford DE 19973  
(CITY) (STATE) (ZIP)

CONTACT PERSON: Fran Todd

TITLE: Director

PHONE: 302-629-4939 EMAIL: fran.todd@nanticokeseniorcenter.com

**TOTAL FUNDING REQUEST:** 3000.00

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? 11000.00

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? \_\_\_\_\_

## 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 <sup>1</sup> | <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 checked="" type="checkbox"/> Elderly Persons | <input type="checkbox"/> Low to Moderate Income <sup>2</sup> | <input type="checkbox"/> Youth    |
| <input type="checkbox"/> Minority                   | <input type="checkbox"/> Other _____                         |                                   |

### BENEFICIARY NUMBER

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

1400

## 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.

Our fire suppression system needs to be brought up to date. Hoopes Fire Prevention, Inc., inspected the Nanticoke Senior Center, Inc., and they determined that the following work is required to be completed by NFPA17-A, NFPA10, and State/Local Fire Codes. Our pull station must be relocated 42" - 48" from the floor. Our Ansul Automan is outdated, our 10lb fire extinguishers [12 each need to be hydro tested]. This work need to be completed within one year according to the Deputy State Fire Marshal-John M. Galaska.

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

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
<b>TOTAL REVENUES</b>	0.00
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
Ansul Automan, Mechanical Regulated Release, Remote Stainless Steel and service call Kitchen System	\$ 602.06
New 3 gallon Ansul Tank(2)	\$ 516.60
Ansulex 3 Gallon(2)	\$ 398.00
101-30 Cartridge(2)&Misc. system parts[black iron,conduit,ittings]	\$ 481.40
Fire Marshall Test & Permit Fee	\$ 236.25
10lb ABC Fire Extinguisher 6yr maintenance(12)& Misc. parts	\$ 594.84
6 liter K-Guard Fire Extinguisher Hydro Test& Misc. parts	\$ 125.76
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,954.91</b>
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	<b>\$ 2,954.91</b>

### SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Nanticoke Senior Center, Inc. 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.**

Jan J. odd  
Applicant/Authorized Official

9/27/2017  
Date

Brenda D. views  
Witness

9/27/17  
Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

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

980

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

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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.

Jean Todd  
Applicant/Authorized Official

9/27/17  
Title

Brenda Stevens  
Witness

9/27/17  
Date

Vincent  
10/03/17





# SUSSEX COUNTY GOVERNMENT

## GRANT APPLICATION

### SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Delaware State University Alumni Assoc.

PROJECT NAME: Rehoboth Banastand

FEDERAL TAX ID: 23-7009665 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 Bring D.S.U. Band to Rehoboth for Labor Day Weekend

ADDRESS: P.O. Box 179

Lewes Del. 19958  
(CITY) (STATE) (ZIP)

CONTACT PERSON: Elizabeth Allen

TITLE: Tres.

PHONE: 302-236-4078 EMAIL: Elizabeth.Allen@cape.k12.de.us

TOTAL FUNDING REQUEST: \$ 1,697.00

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? \_\_\_\_\_

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 type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural    |
| <input type="checkbox"/> Infrastructure <sup>1</sup> | <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 <sup>2</sup> | <input type="checkbox"/> Youth    |
| <input type="checkbox"/> Minority                   | <input type="checkbox"/> Other _____                         |                                   |

### 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.

To pay for busing, to bring band to Rehoboth, Del.



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

<b>REVENUE</b>	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
<b>TOTAL REVENUES</b>	
<b>EXPENDITURES</b>	
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. <b>(Put amounts in as a negative)</b>	
<b>TOTAL EXPENDITURES</b>	\$ 0.00
<b>TOTAL DEFICIT FOR PROJECT OR ORGANIZATION</b>	\$1,697.00 \$ 0.00

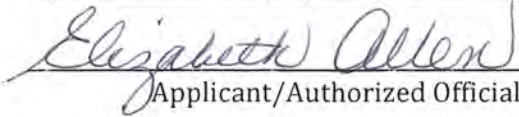
### SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Sussex County Chapter 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

9/9/17  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

Completed application can be submitted by:

Email: [gjennings@sussexcountyde.gov](mailto: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.

Elizabeth Allen  
Applicant/Authorized Official

Bernard W. Can  
Witness

Tres  
Title

9/2/17  
Date

Coke  
10/3/17



**To Be Introduced 10/10/17**

**Council District No. 2 – Wilson  
Tax I.D. No. 133-6.00-123.00 (portion of)  
911 Address: Not Available**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN ELECTRICAL GENERATION AND NUTRIENT RECOVERY FACILITY TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 16.71 ACRES, MORE OR LESS**

**WHEREAS, on the 31<sup>ST</sup> day of August 2017, a conditional use application, denominated Conditional Use No. 2113, was filed on behalf of CleanBay Renewables, LLC Sussex I; 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. 2113 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. 2113 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 southwest corner of DuPont Boulevard (Route 113) and Breasure Road, and being more particularly described per the attached deed prepared by Moore & Rutt, P.A., said parcel containing 16.71 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 10/10/17**

**Council District No. 2 – Wilson  
Tax I.D. No. 133-6.00-123.00 (portion of)  
911 Address: Not Available**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A SOLAR ARRAY FARM TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 70.0 ACRES, MORE OR LESS**

**WHEREAS, on the 31<sup>ST</sup> day of August 2017, a conditional use application, denominated Conditional Use No. 2114, was filed on behalf of Spangler Strategic Advisers, 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. 2114 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. 2114 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 southeast corner of DuPont Boulevard (Route 113) and Betts Lane, and being more particularly described per the attached deed prepared by Moore & Rutt, P.A., said parcel containing 70.0 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 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 11<sup>TH</sup> 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.**

**To Be Introduced 10/10/17**

**Council District No. 3 – Burton  
Tax I.D. No. 335-8.18-2.00  
911 Address: 1501 Savannah Road, Lewes**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR PROFESSIONAL OFFICES TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 0.641 ACRES, MORE OR LESS**

**WHEREAS, on the 25<sup>TH</sup> day of September 2017, a conditional use application, denominated Conditional Use No. 2116, was filed on behalf of William and Stacey Smith; 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. 2116 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. 2116 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 northwest corner of Savannah Road and Dove Drive, and being more particularly described per the attached deed prepared by Bonnie M. Benson, P.A., said parcel containing 0.641 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.**