

MINUTES: Meeting of the Planning Commission of the Town of Henlopen Acres held on **Saturday, November 19, 2011 10:00 a.m.** at Town Hall on 104 Tidewaters in Henlopen Acres, Delaware

PRESENT:	John Barto	Planning Commission Chairman
	Connie Boland	Planning Commission
	Mary Jane Lyons	Planning Commission
	Wanda Davis	Mayor (member ex-officio)
	Thomas Roth	Town Manager (member ex-officio)
	David Lyons	43 Pine Reach
	Diana Beebe	Rehoboth Art League
	Christine Moore	14 Tidewaters
	David Hill	39 Rolling Road
	Richard E. Poole	76 Pine Reach
	Henry DeWitt	55 Fields End
	Marcia DeWitt	55 Fields End
	Le Rowell	4 Broad Hollow
	Ed Rowell	4 Broad Hollow
	Tom Ingram	60 Tidewaters
	Paddy Richards	5 Rolling Road

ABSENT:	Dick Thompson	Planning Commission
	John Scheurer	Planning Commission

[The Minutes Are Not Verbatim]

1. Call to Order – Pledge of Allegiance

Chairman Barto called the meeting to order at 10:01 a.m. followed by the Pledge of Allegiance.

2. Approval of Minutes

a. September 30, 2011

Mr. Barto said that he and Mrs. Boland and Mrs. Lyons have reviewed the minutes. He asked if there were any additions or corrections to make to the minutes. Mrs. Boland referenced, page 2, next to the last paragraph; she clarified that she voted yes, when Mr. Thompson made the motion that the work of the Planning Commission be classified as a Comprehensive Plan Review, because it was explained to her by Mr. Thompson and Mr. Scheurer that it had always been a review. Mr. Barto said that goes back to when Ms. Holland was present and explained to us the difference between a review and an update. The planning commission will begin the rewrite of the Comprehensive Plan in 2012, for a 2014 submission. Mr. Barto added that both Mr. Scheurer and Mr. Thompson reviewed that minutes and added only one comment. Mr. Barto read an email from John Scheurer to the Town Manager, “Tom, the only comment I have is that I believe that we ended the meeting

asking the Commissioners to recommend to the Planning Commission whether the Rehoboth Art League issue is one that should be addressed by the Planning Commission and included in their agenda in 2012.” Mr. Barto said by Ms. Holland’s comments it is the Planning Commissions responsibility and it will be addressed beginning in 2012.

Mrs. Lyons made a motion to accept the minutes. Mrs. Boland seconded the motion. The minutes were unanimously approved. Mr. Barto confirmed with Mr. Roth that the approved minutes and the updated draft of the Comprehensive Plan dated 9/30/11 would be available to view on the town’s website, Monday, November 20th. Mr. Roth said that copies are also available at the Town Hall.

3. Setting of Date for Public Hearing

Mr. Barto announced that it was decided the date of the Public Hearing will be December 7th, 2011, 10 am at the Town Hall. Mr. Roth reminded everyone that they may make comments in writing, in advance of December 7th so that copies can be distributed to the members of the Planning Commission.

Mr. Barto announced that the Planning Commission will meet on the second Monday of all of the odd months in 2012 and 2013. January, March, May, July, September, November, so everyone knows those dates now.

Discussion ensued from various persons in attendance expressing concern as to the venue for the public hearing and proper notice. Mr. Barto assured them that proper notice would be given in accordance with State requirements. Mr. Barto also stated that the Planning Commission will take all the comments from the Public Hearing along with written comments, review them and evaluate whether the Commission has properly addressed the necessary issues, before passing on to the next step. When the Comprehensive Plan Review is no longer in draft but is approved, we will submit it to Ms. Holland’s office for appropriate review by other agencies.

A letter was received from Mr. David Auten, 20 Tidewaters and an action list was received from Mrs. Clark, 59 Tidewaters and were put on the record as an attachment to the minutes and will be considered and distributed at the Public Hearing on December 7th. Mayor Davis reminded Mr. Barto that there is no discussion at a Public Hearing, the Planning Commission is there to hear the comments of the public. Mr. Barto said there will be a sign up sheet for those wishing to speak, but there will be a time limit set, depending on the number of people who want to speak.

4. Adjournment

Mrs. Boland made a motion to adjourn. Mrs. Lyons seconded the motion. The meeting adjourned at 10:50 am.

Approved: