



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 387-6030 FAX: (302) 387-6032

<http://doverkentmpo.org>

DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE MINUTES OF APRIL 11, 2012

Technical Advisory Committee Representatives attending:

David Edgell, Office of State Planning (Vice-chair)

Janelle Cornwell for AM Townshend, City of Dover, Planning & Insp.

Phil Wheeler, DNREC

Cathy Smith, Delaware Transit Corporation

Joe Zilcosky, DE Economic Dev. Office

Tricia Faust, Dover Air Force Base

Marc Dixon, Federal Highway Administration

Members not attending:

Mary Ellen Gray, Kent County Planning (Chair)

Tim Riley, Kent Conservation District

Karen Brittingham, DelDOT Planning

Rick Crawford, Norfolk Southern

Gary Norris, City of Milford

Byard O'Neal, DE Motor Transport Assoc.

Milton Melendez, DE Dept. of Agriculture

Dave Hugg, Town of Smyrna

Sharon Duca, City of Dover, Public Works

Ryan Long, Federal Transit Admin.

Municipal Rep/Vacant

Non-members attending:

Rich Vetter, MPO Exec. Director

James Galvin, MPO Staff

Kate Layton, MPO Staff

Mayor Don Tinari, Cheswold

Chris Kirby, MPO Staff

Catherine Samardza, MPO Staff

The meeting was called to order without a quorum.

- 1) Introduction of Members & Guests
- 2) Public Comments
- 3) **ACTION ITEM:** Approval of Agenda

Although no official action could be taken, some Action Items were discussed by the committee.

- 4) **ACTION ITEM:** Approval of Minutes – February 8, 2012 – TABLED
- 5) **ACTION ITEM:** Draft FY2013 UPWP – R. Vetter

Although no formal action could be taken, the committee discussed the UPWP. Consensus was that the TAC recommended Council approve the UPWP.

- 6) **ACTION ITEM:** Data and Demographics Committee Projections – J. Galvin - TABLED
- 7) **Discussion Item:** Current Studies – R. Vetter
 - DTC Survey
 - Harrington Sidewalk/Curb inventory
 - Route 10 Bike Trail
 - Dover Bike Trail

Mr. Vetter gave updates on the above projects. There was discussion regarding states and individual projects that encourage pedestrian and bicycle traffic in ways that are both safe and pleasing to the eye. Mr. Galvin and Mr. Edgell noted that when projects are evaluated by land use and planning panels, specific comments are helpful. Examples given were “suggest sidewalks in the parking lot to allow pedestrians to negotiate the lot” and “move the cul de sac over to avoid wetlands.” Mr. Edgell said that smaller towns that do not have planners appreciate being given detailed information.

Further discussion ensued, suggesting the MPO might take this on as a project, requiring more detailed comments for planners



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and developers. Mr. Galvin reminded the TAC that the MPO has no regulatory authority; that would lie with the City of Dover, Kent County or the State. Mr. Edgell said that even without regulatory authority, the MPO has expertise in transportation and transit issues and municipalities could call on MPO staff for assistance. It was suggested that this would be a good topic for a future TAC meeting.

8) Discussion Item: Central Kent Transportation Study – R. Vetter

Mr. Vetter reported that this study would begin this summer in FY13. The project, looking at TIS regulations (Traffic Impact Studies) and TIDs (Transportation Improvement Districts) would help DeIDOT develop a mechanism to have developers share in the cost of improvements. Mr. Edgell reported that a draft TIS regulation would be reviewed in June and open for public comment. It was suggested that the MPO might be interested in commenting on the document.

9) Discussion Item: Draft FY2013-2018 Capital Transportation Program (CTP) - K. Brittingham, DeIDOT Planning

Although no representative from DeIDOT was present, Mr. Vetter gave an update on the CTP. He reported that DeIDOT Finance completed a draft document that would be reviewed internally next week. It would be sent to the Bond Bill Committee and he expected a copy to be sent to the MPO in June. He said that he was not sure what projects would be in the CTP for Kent County; the projects were drastically reduced due to the limited budget.

10) Committee Report: Data and Demographics Committee – J. Galvin

Mr. Galvin reported that the committee had some extra work due to changes in the DE Population Consortium totals. The committee is also working to develop more accurate information for the employment totals, particularly for agriculture. He expected to be able to present the final projections to the TAC in June.

11) Member Agency Reports:

City of Dover – Planning – Ms. Cornwell reported that the new library was expected to be open September or October of this year.

DNREC – Mr. Wheeler reported that the Air Quality Subcommittee would meet at WILMAPCO next week. He also reported that the EPA has rescinded the old ozone standard requirement; the new standard is in effect, and Kent County is in attainment. There is no conformity requirement for the new standard. Sussex and New Castle counties are still non-attainment.

DTC – Ms. Smith reported that DTC would hold a public hearing for the proposed schedule changes later today. She also reported on ridership for Kent County bus routes.

DEDO - Mr. Zilcosky reported that the State received \$13M in federal funds to partner with lending institutions for small business loans.

No other agency reports

12) Staff Report –

12.1 Outreach Activities – Kate Layton

12.2 UPWP Progress & Financial Reports – R. Vetter

12.3 Correspondence & Publications/Reports – Rich Vetter

13) Next Meeting: June 13, 2012

The meeting was adjourned.