



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903
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**Dover/Kent MPO
Data and Demographics Sub-committee
Kent County Administrative Complex
555 Bay Road / Dover, DE
Room 220**

Minutes of Thursday, April 21, 2011 / 1:00 PM

Attending:

David Edgell, OSP
Janelle Cornwell, City of Dover
James Galvin, D/KC MPO staff
Ben Johnson, D/KC MPO staff
Catherine Samardza, D/KC MPO staff

1. Introductions

Ms. Samardza noted that the number of committee members has not been set, therefore a quorum cannot be determined. The members present agreed to an informal consensus on action items.

2. Approval of Agenda

Members present had no comments on the agenda, and agreed to approve it.

3. Approval of Minutes of 3-24-2011

Members present had no comments on the minutes, and agreed to approve them.

4. Population distribution: results of the table exercise

- a. Initial HH Projections had a pop 10K greater than DPC projections. The amount over was close to what we would expect from Vacant Households, especially new houses viewed as complete, but not recognized as vacant;**
- b. We redistributed the population as directed at the last meeting;**

Mr. Galvin distributed a spreadsheet detailing TAZs where numbers were changed. Mr. Johnson said that the spreadsheet shows specific numbers in 5-year increments, and the TAZs the numbers were taken from and added to. The committee reviewed the numbers changed and had no questions.

There was some discussion concerning the Harrington area, where the group thought numbers should be lower, but Harrington is extending sewer to the area within two years. It was felt there was room for growth in that area.

Mr. Galvin said there were still one or two TAZs he was concerned about. Mr. Edgell said that his initial impression was that, overall, the distribution was feasible. He felt that the south Milford area was still heavy, even though there are plotted lots there. He noted that OSPC has done a lot of work in this area,



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and a big new employer could change everything, but right now there are not that many houses in the area. The group discussed the fact that they did not have control numbers for the Sussex County portion of Milford, and Mr. Edgell noted that those areas are not constrained by Kent County totals.

There was discussion concerning past development, and possible future development if a major medical center came into the area. Mr. Johnson noted that the household size may be smaller than what is being used now. Mr. Edgell said that the area needed to be accounted for in the Sussex control numbers.

Mr. Galvin noted that when New Castle County adopted their uniform code, development moved to Kent County. With changes in Kent County's code, Milford could feel the same pressure from Kent County to Sussex.

There was discussion about the new community septic rules and how it affected development. There was further discussion on housing market predictions and historical trends.

Mr. Galvin suggested that the group approach Milford the way they did Kent County, and drop the population a little. Mr. Edgell said that he would get the build-out analysis on absorption for Mr. Galvin.

Mr. Edgell said that with no new economic development, the housing market would be more than what is happening now, but not as great as during the "boom" years.

Mr. Galvin asked the members present if they were satisfied with the Kent County household population distribution. Mr. Edgell asked Ms. Cornwell if she was satisfied with the Dover numbers. She said that it worked okay, and there was further discussion concerning development projects in Dover.

Mr. Galvin said that with the next meeting and a quorum, he hoped for approval for the household population projections. Next would be economic development and manipulating the Milford numbers when he got the build-out capacity numbers from Mr. Edgell.

5. TAZ/TAD Delineation discussions

- a. **Notified on 3/24 & we have 90 days to return delineated geographies to Census.**
- b. **Open software to look at MTPS, give example of block/CBG/CT census counts.**
- c. **Go over process for Delineation...TAZ level; use current TAZ's but agglomerate TAZ's to build population to the 600 minimum;**
- d. **TAD's solid minimum of 20K people to allow 3 year ACS reporting.**
- e. **Most everything should follow Modified Grip geography, but we may change some edges in cooperation with DuRoss.**

Mr. Galvin explained that TAZs (Traffic Analysis Zones) and TADs are different. A TAZ can contain up to approximately 600 people; a TAD is 20,000. He also said that the Census TAZs and Model TAZs differ. Mr. Blevins (WILMAPCO) did this work for New Castle County last week. Mr. Edgell expressed concern that the Census and Model TAZs differ. He said that a population of 20,000 was not a problem in Philadelphia, but in Delaware it made no sense. Mr. Galvin said the Model TAZs would nest into the Census TAZs and added together to create the TADs.

Mr. Galvin reported that Mr. Blevins and Mr. Allen (DelDOT) agreed that the Model TAZs used by Mr. DuRoss nested into the Census TAZs, and aggregated up to 20,000. TAZs are all inside a county; TADs



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can cross county lines, i.e. be New Castle County/Smyrna; he was not sure about Sussex County/Milford. He said he would work with Mr. Blevins and Mr. Allen to segregate out Kent County TAZs. Mr. Edgell felt it was up to Sussex to delineate their geography, and the MPO pick it up after it was done. He thought it might change the map.

Mr. Galvin talked about the software from the Census and displayed it onscreen. He noted that while it is similar to GIS, it is not the same. It includes census data at the block and tract level and shows information for each area. Mr. Allen was going through the material and adding population in the TAZs until he hit 20,000 for a TAD. Mr. Galvin said the MPO would go through the same process.

Mr. Edgell asked how the MPO got this assignment; Mr. Galvin said the MPO volunteered, since the organization is responsible for the TAZ information. Sussex County has no MPO, and DelDOT is doing that county. He also said that the census software only allows him to manipulate data in the MPO area.

6. Questions/Comments - None

7. Next Steps/Next Meeting

Mr. Galvin said that he hoped to finalize the population numbers at the next meeting, and to have preliminary employment figures for the committee.

The next meeting will take place on Thursday, May 19th @ 10 AM at a location yet to be decided.

8. Adjourn

The meeting adjourned by agreement of all committee members present.