



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 JUNE 12, 2013

Technical Advisory Committee Representatives attending:

Mary Ellen Gray, Kent County Planning (Chair)
Tim Riley, Kent Conservation District
Ann Marie Townshend, City of Dover, Planning & Insp.
Sharon Duca, City of Dover, Public Works
Joe Zilcosky, DE Economic Dev. Office
Marc Dixon, Federal Highway Administration

David Edgell, Office of State Planning (Vice-chair)
Janet Vinc for Dave Hugg, Town of Smyrna
Michael Kirkpatrick, DelDOT Planning
Phil Wheeler, DNREC
Milton Melendez, DE Dept. of Agriculture
Gary Norris, City of Milford

Members not attending:

Rick Crawford, Norfolk Southern
Tricia Faust, Dover Air Force Base
Justin King, Town of Camden

Ryan Long, Federal Transit Admin.
Cathy Smith, Delaware Transit Corporation

Non-members attending:

Mayor Don Tinari, Cheswold, MPO Council
Rich Vetter, MPO Executive Director
James Galvin, MPO Staff

Christy Wright, Kent Kids
Kate Layton, MPO Staff
Chris Kirby, MPO Staff

The meeting was called to order at 10:05 AM.

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

MOTION By Ms. Townshend to approve the agenda. Seconded by Mr. Kirkpatrick. Motion carried.

- 4) ***ACTION ITEM: Approval of Minutes – April 10, 2013***

MOTION By Mr. Kirkpatrick to approve the minutes. Seconded by Mr. Wheeler. Motion carried.

- 5) ***ACTION ITEM: U.S. 13 Corridor Plan – Town of Smyrna – R. Vetter***

Mr. Vetter gave a presentation regarding Smyrna's US13 corridor project. He noted that this project was similar to the Neighborhood Transit Center project, which was adopted by the MPO Council in 2011. Ms. Vinc said that Monday the report will go to Smyrna Town Council to implement recommendations from the corridor project. Last week the Mayor sent a letter to Secretary Bhatt at DelDOT asking that the speed limit from the Smyrna Rest Area to Duck Creek be reduced from 55 to 35 mph. She also said that the Town would be happy with 40 mph.

Mr. Kirkpatrick said speed limits are set by functional classifications, but there also are considerations for requests from the municipality. He thought Smyrna might be able to get the speed limit lowered. Ms. Townshend said that if Smyrna is successful, it could encourage neighbors to the south to make similar moves.

Mr. Edgell said that the US13 Smyrna Corridor Plan has been through PLUS process and was well received. Last step is a resolution that the plan be adopted as an amendment to Smyrna's Comprehensive Plan.

MOTION By Ms. Townshend to recommend Council adopt the US13 Smyrna Corridor Plan. Seconded by Mr. Kirkpatrick. Motion carried.



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6) Discussion Item: Dover High School Pedestrian Study – R. Vetter

Mr. Vetter reported that two sidewalks will be going in along Route 8 by the Heatherfield and Cranberry Run neighborhoods. The DelDOT kick-off meeting for design is next week. The project is moving quickly, and Ms. Townshend complimented DelDOT on how quickly they have moved on this project. She said that if this piece does not come together by the opening of the school (Fall 2014), at minimum there would be six buses required at \$30,000 each. The State realized that if there was not a way found to get this done, the State would pay either way. There will be temporary construction easements as well as permanent easements required. There will be a workshop for the sidewalks in the fall. Ms. Townshend said the challenge has been that the school planned for the site, but not anything that coordinated with anything off-site, such as how pedestrians would get there. The school district didn't involve people early enough to involve that thought process. Mr. Edgell said that it had been a good learning process, because it's something that now will be asked for if it comes up with other schools. Ms. Townshend said this was not a Capital School District issue, it has happened with every school district that DelDOT has worked with on sites. Both Mr. Edgell and Ms. Townshend said this was a good site location, but not a cheap site location. Mr. Edgell said it would knit neighborhoods together through a pedestrian network. Ms. Townshend said there was one chance to get this right, and if the school ends up busing kids across the street, they will have a hard time convincing parents after the first year that they are not entitled to have that service continue.

7) Discussion Item: Camden Comprehensive Plan Amendment – R. Vetter

Mr. Vetter reported that the MPO would be helping the Town of Camden with their Comprehensive Plan amendment that will add a truck route bypass to reroute traffic away from the historic homes on Main Street.

8) Discussion Item: Airport Road Planning Study – R. Vetter

Mr. Vetter reported that he met with Milford officials a couple of months ago to discuss this project. Milford is interested in enhancing pedestrian access along the Airport Road, especially near the Boys and Girls Club. The MPO will do some traffic counts and may be looking at the shoulders along the road as well.

9) Discussion Item: Project Prioritization Working Group – J. Galvin

Mr. Galvin reported that some projects have come in that are important enough to prioritize. He attempted to get a working group meeting before the TAC meeting, but was not successful. He plans to invite some PAC members to a meeting as well. Mr. Galvin also expects that there will be nominations for projects including Mifflin Road or Garrison Oak Park.

10) Discussion Item: Kent Kids Partnership – K. Layton

Ms. Layton reported that the MPO is part of Kent Kids Partnership, an ad hoc committee looking at ways to tackle asthma triggers such as VOCs and ozone.

11) Member Agency Reports:

City of Dover: Planning – Ms. Townshend reported on the progress of the Bike/Ped committee – Bike Friendly Community application, 1st City Bike to Work Day, Bike Skills 101 Training Course on July 13, being sponsored by DelDOT. She also discussed the ongoing construction of the Capital City Trail.

City of Dover Public Works – Ms. Duca noted that the bid package for Garrison Oak Park improvements is going out soon. She also mentioned that the re-paving projects in Dover are ongoing, along roads such as Loockerman Street. Ms. Duca reported that the North Street agreement with DelDOT is finished, for the next phase of improvements.

Kent County Planning – Ms. Gray reported that the Cheswold airport expansion was approved.

Kent County Conservation – Mr. Riley reported that the House of Representatives is discussing a bill related to establishing storm water management districts, similar to trash districts. The bill would establish maintenance responsibilities (KCD would manage the maintenance in Kent). A tax would be instituted to cover maintenance. This would be voluntary for existing developments, but future developments would be required to establish or join a district.

Cheswold – Mayor Tinari reported that the Town is doing well. Town wants to bring public water to town center. Just got a new police car. The Police chief is very professional. They also have a lawyer helping them out with zoning issues. Mr. Edgell added that State Planning held a workshop for towns to help them with boundary issues, where police can patrol, etc.



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Milford – Mr. Norris reported that there are a lot of plans for fast food restaurants, including a new/improved McDonald's and Burger King, and a new Chick Fil-A.

State of Delaware:

DelDOT Planning – Mr. Kirkpatrick reported that DelDOT is at the end of the FY so they are processing the MPO's invoice. He mentioned that the Bond Bill will lead to additional projects in the epilogue language.

Statewide Planning – Mr. Edgell reported that State Planning is not moving to DelDOT now. The City of Dover received a Healthy Community award from the Governor. The Complete Communities workshop is set for Nov. 4 at Dover Downs (discussions on mixed land use, active transportation, new development styles, etc.)

DEDO – Mr. Zilcosky reported that the Kent County Economic Summit will be Sept. 24 at DelTech. Presentations on economic activities in Kent County and statewide. He noted that there was a possibility that the Governor would attend.

12) Staff Report:

12.1 Outreach Activities – K. Layton

12.2 UPWP Progress & Financial Reports – R. Vetter (enclosure)

13) Next Meeting: August 14, 2013

MOTION By Mr. Kirkpatrick to adjourn the meeting at 11:34 AM. Seconded by Mr. Riley. Motion carried.