

**Cabinet Committee on State Planning Issues  
Haslett Armory, Room 321  
October 2, 2018**

**Meeting Summary**

Committee Members Present:

Jennifer Cohan, Secretary, Delaware Department of Transportation, committee chair  
Connie Holland, Director, Office of State Planning  
Karen Horton for Director Anas Ben Addi, Delaware State Housing Authority  
Lisa BorinOgden, Deputy Secretary for Secretary Shawn Garvin, Department of Natural Resources and Environmental Control  
Michael Scuse, Secretary, Delaware Department of Agriculture  
Terry Pepper for Secretary Robert Coupe, Department of Safety and Homeland Security  
Chuck Longfellow representing Susan Bunting, Secretary, Department of Education

Others Present

Dorothy Morris, OSPC  
David Edgell, OSPC  
Miriam Pomilio, OSPC  
Tricia Arndt, OSPC  
Drew Boyce, DelDOT  
Art Jenkins, Controller Generals Office  
Gary Stulir, Town of Smyrna

Chairperson Cohan opened the meeting at approximately 1:20 pm.

**Approval of Minutes**

A motion was made by Terry Pepper to approve the minutes from the August 14, 2018 meeting. The motion was seconded by Michael Scuse and with no changes noted and no further discussion the motion was unanimously approved.

**Downtown Development District Expansion**

**Town of Smyrna**

Win Abbott representing the Town of Smyrna gave an update on their Downtown Development District progress and incentives.

Mr. Abbott also stated that the expansion of the district is for the land known previously as the Metal Masters site. The owners have been working with the town over the past two years to plan for an indoor flea market. They have recently annexed into Smyrna and would like to take advantage of the DDD. They have requested to be added to the existing DDD.

Connie Holland noted that staff has verified that with this expansion, the Town of Smyrna boundary would be at 146.98 acres of the allowable 170 acres.

Karen Horton asked about the incentives for residential sites within the DDD. Mr. Abbott stated that a person that did work on a home could receive the DDD rebate, up to a \$2,500 façade

rebate, possible a loan through slum clearance, and possible help from the USDA through their intermediary loan program.

Mr. Abbott was questioned about the vacancy rate and the rental vs. owner occupied rate is within Smyrna. Mr. Abbott did not have this information available.

A motion was made by Michael Scuse to approve the expansion of the Town of Smyrna Downtown Development District to include the site as noted on the request to the committee. The motion was seconded by Terry Pepper and with no additional questions, was unanimously approved.

Connie Holland noted that the Office of State Planning and the Delaware State Housing Authority are reaching out to DDD towns to help the town realize their responsibilities to the DDD and give input on possible outreach.

### **Kent County Comprehensive Plan staff report and recommendation**

David Edgell gave an overview of the Kent County comprehensive plan, the time line of the update, and an overview of the certification issues and how they were resolved.

David also noted that after adoption of the plan, the County determined that there was an error on the Future Land Use Map. As adopted all Industrial properties were incorrectly colored as Commercial properties. The County staff discovered the error and corrected the map after adoption. David has discussed this change with the County. The County attorney did not feel that the change needed a public meeting. The Office of State Planning would like the County to bring this issue to the public in a meeting so that the public will be notified of the change and given a chance to comment.

The Office of State Planning has confirmed that the adopted plan meets all requirements as outlined under 9 Delaware Code, Chapter 49. With that the Office of State Planning recommends that the plan be moved forward to the Governor for certification with the following conditions:

- Kent County completes ordinance revisions to protect sourcewater resources in accordance with the requirements of DNREC Division of Water.
- Kent County completes master plans for Little Heaven and South Frederica areas prior to rezoning or development approvals. All effected State Agencies, infrastructure providers, stakeholders and the public should be involved.
- The Future Land Use Map change is properly disclosed to public and adopted by Levy Court

Terry Pepper asked what was meant by the last bullet. Connie Holland stated that the County should hold a public hearing regarding this correction. Ms. Holland also noted that the Office of State Planning will monitor the progress on these requirements and report back to the committee once these items are completed.

A motion was made by Michael Scuse to approve the Kent County comprehensive plan and forward to the Governor for certification provided that the recommendations that were made by the Office of State Planning are adhered to, especially with the additional hearing by Levy Court on the changes that were made to the plan. The motion was seconded by Lisa BorinOgden and with no further discussion the motion was unanimously approved. Terry Pepper recused himself from the vote.

### **Cabinet Committee on State Planning Issues Annual Report**

Tricia Arndt gave a presentation on the 2018 Cabinet Committee on State Planning Issues Annual Report. The presentation gave an overview of the report and discussed how the report was prepared, the population changes between 2010 and 2017 and the highlights of the report.

An email, which was received by the OSPC from DHSS was read that noted that DHSS could not be in attendance today but did have a few small edits in their section that they would provide on 10/3/2018.

The committee agreed to defer to OSPC staff on the DHSS comments; if they are minor they will be included and if they are major changes, the OSPC staff will not include them without further dialogue with the CCSPI.

A motion was made by Michael Scuse to approve the report to move forward to the Governor by the October 15, 2018 due date provided the following is included in the final version:

- Add information regarding the Governor's Broadband initiative
- Add the DDD map shown in the presentation
- Make edits noted by DHSS if minor and approved by OSPC staff

The motion was seconded by Lisa BorinOgden and with no further questions the motion was unanimously approved.

### **Public Comment**

Secretary Cohan asked for public comment; none was given.

### **Adjournment**

With no additional business before the committee, a motion was made by Michael Scuse to adjourn the meeting. The motion was seconded by Terry Pepper and with no further discussion, the motion was unanimously approved. The meeting was adjourned at 2:20 pm.

Draft Minutes posted to calendar: 10/3/2018  
Minutes approved: 3/12/2019  
Final minutes posted to public: 3/12/2019