



# **REHOBOTH BEACH BOARD OF COMMISSIONERS**

## **Support Document Packet**

**REGULAR MEETING:**

**April 15, 2016**

**\*\*DISCLAIMER\*\***

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# City of Rehoboth Beach

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City Manager

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## ***PUBLIC NOTICE***

### THE COMMISSIONERS OF REHOBOTH BEACH

Regular Meeting

Second Floor of Rehoboth Beach Volunteer Fire Company

Friday, April 15, 2016; 7:00 p.m.

## **AGENDA**

1. Call to Order
2. Invocation, Pledge of Allegiance and Roll Call
3. Approval of Agenda
4. Correspondence
5. Approval of Minutes – Special Workshop Meeting held on May 29, 2015  
Workshop Meeting held on October 5, 2015  
Workshop Meeting held on November 9, 2015  
Workshop Meeting held on December 7, 2015  
Workshop Meeting held on January 4, 2016  
Workshop Meeting held on February 8, 2016  
Regular Meeting held on February 19, 2016  
Special Workshop Meeting held on February 26, 2016  
Workshop Meeting held on March 7, 2016  
Regular Meeting held on March 18, 2016  
Special Meeting held on April 4, 2016
6. Report of Police Department
7. Report of Rehoboth Beach Volunteer Fire Company
8. Report of Building and Licensing Department
9. Report of Planning Commission
10. Old Business
11. New Business
  - A. Introduction of new City Arborist Elizabeth Lingo and a report on her discussion with the Planning Commission at their April 8, 2016 meeting.
  - B. Report on attendance at the 2016 American Shore & Beach Preservation Association Conference and related nourishment issues – Commissioner Mills.
12. City Manager's Report
  - A. Approval of Street Aid Expenditures
13. Committee Report
14. City Solicitor's Report
15. Commissioner Announcements/Comments
16. Discuss items to include on future agendas.

17. Citizen Comment

18. Adjournment

AGENDA ITEMS MAY BE CONSIDERED OUT OF SEQUENCE

Citizen comment regarding Old Business, New Business and Committee Reports will be heard during each agenda topic after initial discussion by the Commissioners at the discretion of the Chair and prior to any vote being taken. Speakers shall state their name and address. Comments are limited to three minutes or at the discretion of the Chair. Comments on non-agenda items will be heard under "Citizen Comment".

\*For additional information or special accommodations, please call (302) 227-6181 (TDD Accessible) 24-hours prior to the meeting.

\*\*Next scheduled meeting – (Workshop) Monday, May 9, 2016, 2016; 9:00 a.m.

amw: 04/08/16; posted 04/08/16

pc (via Fax) Cape Gazette, Coast Press, Delaware State News



**CITY OF REHOBOTH BEACH  
POLICE DEPARTMENT**

229 REHOBOTH AVENUE  
REHOBOTH BEACH, DE 19971

**KEITH W. BANKS**  
Chief of Police  
Phone: (302)227-2577  
Fax: (302)227-6054  
www.rehobothpolice.org

**CITY OF REHOBOTH BEACH COMMISSIONERS' MEETING  
April 15, 2016**

**POLICE REPORT FOR THE MONTH OF MARCH 2016**

<b>Total Charges for the Month</b>	<b>180</b>
Adult Arrests	173
Juvenile Arrests	7

<b>Court</b>	<b>Criminal</b>	<b>Traffic</b>	<b>Civil</b>	<b>Total</b>
JP 2	1	4	0	5
JP 3	9	0	0	9
JP 14	0	8	0	8
Alderman 37	0	131	1	132
Family	2	0	0	2
Common Pleas	0	0	0	0
Superior	10	0	0	10
VAC	0	14	0	14
Other	0	0	0	0
<b>Totals</b>	<b>22</b>	<b>157</b>	<b>1</b>	<b>180</b>

<b>Revenue from Parking Permits, Parking Violations &amp; Meters</b>	
Parking Dept. fines collected from Permits	\$520.00
Parking Dept. fines collected from Parking Violations	\$1,415.00
Parking Dept. fines collected from Meters	\$5,199.00

<b>Patrol Data, Door Checks, Police &amp; Dispatch Hours</b>	
Vehicle Patrol Hours	793
Bike Patrol Hours	0
Total Miles	4461
Foot Patrol Hours	135
Commercial Door Checks	973
Residential Door Checks	815
Total Man-Hours/Police & Dispatch	4022.75

**ARREST COMPARISON WITH PREVIOUS YEAR**

**MONTH / YEAR / TOTAL**

**March 2015: 245**

**March 2016: 180**

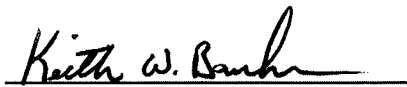
**+/-: 65**

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**PERSONNEL AS OF THIS REPORT**

1 Chief  
2 Lieutenants  
4 Sergeants  
1 Cpl. /Detective  
7 Corporals  
2 Patrolmen First Class  
0 Patrolmen  
0 Seasonal Patrolmen  
1 Adm. Asst. to Chief of Police  
1 Part-time Police Clerk  
1 Dispatch Supervisor  
8 Full-time Dispatchers  
2 Part-time Dispatchers

Officers	Police Administration	Dispatch
14	5	11

  
**Keith W. Banks**  
**Chief of Police**

## TRAFFIC CHARGES

Cell Phone While Driving	14
Disregard Traffic Control Device	11
Driving While Suspended/Revoked	16
DUI	2
Failure to Answer Summons	2
Fail to Change Address	1
Fail to Reinstate	2
Failure to Report Collision	1
Fail to Surrender	2
Following Too Close	1
Headlights Required	1
Inattentive Driving	2
Leaving Scene of Collision	1
No Insurance	18
No Registration in Possession	1
No Valid License	1
Seatbelt Required	1
Speed	47
Suspended License	4
Suspended Registration	4
Tag Light	1
Unregistered Motor Vehicle	22
Unlawful Backing	1
Wrong Way/One Way	1
<b>TOTAL</b>	<b>157</b>

## CRIMINAL CHARGES

Criminal Mischief	4
Disorderly Conduct	3
Forgery	1
Identity Theft	1
Offensive Touching	1
Resisting Arrest	2
Theft	3
Unlawful Imprisonment	1
Unlawful Use of Credit Card	6
<b>TOTAL CHARGES</b>	<b>22</b>

## CIVIL CHARGES

Open Container of Alcohol	1
<b>TOTAL CHARGES</b>	<b>1</b>



**BUILDING INSPECTOR'S REPORT**

Building Permit Summary - March 1 through March 31, 2016

Permit Type		Permits	Bldgs	Construction Cost	Avg. Proj. Cost
<b>New Construction</b>					
Residential		2	2	2,172,275.00	1,086,137.50
Multi-Family					
Commercial		1	1	1,259,800.00	1,259,800.00
<b>Additions</b>					
Residential					
Multi-Family		9	9	155,117.00	17,235.22
Commercial					
<b>Alterations,Repairs,Conversions</b>					
Residential		37	37	298,558.00	8,069.14
Multi-Family		9	9	115,117	17,235.22
Commercial		12	12	349,979.21	29,164.93
<b>Permit Processing Fees</b>					
Signs		6	6		120
Fences		1	1		20
Sheds					
Moving					
Demolitions		2	2		40.00
Institutions/Schools					
Tree Permits		7	7		140
Plumbing Permits		17	17		340
Building Permits		60	60		320
Copies		1	1		75
<b>Major Jobs</b>					
Board of Adjustment Meeting		1	1		
Restaurant Applications					
Notice of Violations		67	67		
<b>Inspections/Meetings</b>					
Building Inspections		106	106		
Plumbing Inspections		37	37		
Building Re-Inspection		3	3	25	75
Tree Meetings		1	1		
New Projects -Discussions with Applicants		27	27		

## BUDGET YEAR 2015-2016 \$458,738.00

2015/2016	April	May	June	July	August	September	October
<b>Permit Fee</b>	\$ 158,850.28	\$43,115.42	\$46,563.09	\$78,828.37	\$69,409.30	\$68,982.20	\$97,094.00
<b>Value</b>	\$ 5,108,447.61	\$1,302,014.75	\$155,377.55	\$3,520,332.20	\$2,649,600.02	\$2,508,224.00	\$5,604,864.09
<b># of Permits</b>	123	100	74	73	83	82	86
<b>Processing Fee</b>	\$ 2,700.00	\$2,200.00	\$1,920.00	\$1,180.00	\$1,660.00	\$1,640.00	\$1,720.00

2015/2016	November	December	January	February	March	Yearly Total	
<b>Permit Fee</b>	\$88,159.00	\$50,634.05	\$61,681.43	\$42,362.07	\$70,335.26	\$876,014.47	
<b>Value</b>	\$3,955,874.80	\$2,386,597.98	\$2,129,930.34	\$1,730,624.60	\$3,886,019.00	\$34,937,906.94	
<b># of Permits</b>	85	74	76	54	92	1002	
<b>Processing Fee</b>	\$1,700.00	\$1,480.00	\$1,535.00	\$1,085.00	\$1,840.00	\$20,660.00	

## Planning Commission

229 Rehoboth Avenue  
P.O. Box 1163  
Rehoboth Beach, Delaware 19971



City of Rehoboth Beach

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[www.cityofrehoboth.com](http://www.cityofrehoboth.com)

April 11, 2016

TO: Mayor and Commissioners

FROM: David M. Mellen  
Chair, Planning Commission

SUBJECT: Planning Commission Report to the Board Of Commissioners  
(for the Commissioner's Friday, April 15, 2016 meeting)

A meeting of the Planning Commission was held on Friday, April 8, 2016 from 3:00 PM to 5:30 p.m.

The Commission members in attendance were: Paull Hubbard, Jan Konesey, Joyce Lussier, Francis Markert, David Mellen, Bran Patterson, Michael Strange (arrived at 3:25 p.m.)

Also in attendance: Dam Molina, Building and Licensing  
Glenn Mandalas, City Solicitor  
Elizabeth Lingo, City Arborist

1. Following a report by the Chief Building Inspector that all conditions set forth by the Planning Commission on the matter of the Partitioning Application No. 1015-03 for the property located at 300 Bayard Avenue (Lot Nos. 13, 14, 15 & 16), Block 30, into two (2) lots with Lot Nos. 13 & 14 becoming one (1) lot of 5,010 square feet and Lot Nos. 15 & 16 becoming one (1) lot of 6,969 square feet have been met, the Planning Commission voted to give final approval to the partitioning. The partitioning had been requested by Jeffrey M. Garrison of Garrison Homes LLC on behalf of Joseph A. Mathews, Executor of Nancy E. Mathews Estate, owner of the property. (Vote: Unanimous)

The City Solicitor will notify the applicants of the action taken by the Planning Commission.

2. At the suggestion of Commissioner Sharp, the Planning Commission, the newly appointed City Arborist and the Chief Building Inspector reviewed the proposed Draft Tree Ordinance which had been previously submitted to the Mayor and Commissioners in August 2014. A number of suggestions were made by the Arborist and the Building Inspector that would improve the clarity of the proposed draft and would also strengthen a number of points. The Planning Commission is working on incorporating those suggestions into the draft document and hopes to have the upgrade completed for review and approval at its May meeting.
3. At this time there are no new partitioning requests that have been submitted. The Planning Commission will schedule its next regular meeting for May 12, 2016. This meeting will commence at 3:00 p.m.

Planning Commission Chairman David Mellen will attend and present the Planning Commission's report and is prepared to answer any questions that the Board of Commissioners may have concerning this report or other activities of the Commission.

cc: City Manager  
City Solicitor  
Building Inspector  
City Arborist  
Planning Commission