

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING AGENDA**

Meeting Date: Wednesday, May 14, 2014
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 P.M. Regular Meeting

7:00 P.M. Regular Meeting

1. Pledge of Allegiance
2. Invocation
3. Adoption of Agenda
4. Approval of April 23, 2014 Town Council Minutes
5. National Community Action Month Proclamation
6. Jefferson Awards Finalists
7. GREAT Fund Application Request for Funding – Georgetown Little League
8. Town Hall Facility Upgrades
 - A. Fire & Intrusion Detection
 - B. Access Control
9. 2nd Reading & Adoption of Ordinances
 - A. Ordinance #2014-2 Transitional Housing Modifications
 - B. Ordinance #2014-3 Truck and Tractor Parking
 - C. Ordinance #2014-4 License restriction, suspension, revocation
10. Departmental Reports
 - A. Gene Dvornick – Town Manager
 - B. Bill Bradley – Director of Public Works
11. Public Comment
12. Adjournment

The agenda items as listed may not be considered in sequence. This agenda is subject to change to include additional items including executive sessions or the deletion of items including executive sessions, which arise at the time of the meeting. Persons with disabilities requiring special accommodations to attend this meeting should contact the Town Office in writing 72 hours in advance of the meeting, stating their needs in order to have them addressed under the requirements of the Americans with Disabilities Act (ADA).



Proclamation

For

National Community Action Month

WHEREAS, First State Community Action Agency eliminates the root causes of poverty while making less severe the effects of poverty on low income people and communities; and

WHEREAS, First State Community Action pride themselves on: a trained staff with an outstanding capacity to help people become self-sufficient, a commitment to diversity, sponsor programs that promote self-reliance, inventive approaches to complicated problems that baffle others, and follow a belief that people need to get back to the basics of honesty, responsibility, hard work, and concern for the welfare of others not just the self; and

WHEREAS, First State Community Action is governed by a multi-talented Board of Directors that represent the banking industry, the teaching profession, real estate, government and housing management. First State's many programs are implemented by a trained staff that go the "extra mile" for the people served; and

NOW THEREFORE, I, Michael R Wyatt, by virtue of the authority vested in me as Mayor of the Town of Georgetown do hereby proclaim May 2014 as

National Community Action Month

and urge all citizens to join in supporting First State Community Action Agency and the programs and services provided by the staff.

In Witness Whereof, I have hereunto set my hand and caused the Seal of this town to be affixed this 14th day of May, 2014.

Michael R Wyatt, Mayor

TOWN OF GEORGETOWN MEMORANDUM

TO: Mayor and Council
FROM: Gene Dvornick, Town Manager
RE: Georgetown Little League – Grant Request (G.R.E.A.T. Fund)
DATE: April 24, 2014

The Georgetown Little League is seeking \$5,200.00 from the Georgetown Recreation Education and Arts Trust (G.R.E.A.T.) Fund to help offset material (lumber, siding, roofing, doors & paint) and labor costs related to restoration of an existing building for use as an announcer's booth and equipment storage.

The current Fund Balance is \$134,567.11 – summarized below is a history of the fund since inception:

<u>Line</u>	<u>FY</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u>
1	2009	\$ 17,193.84		\$ 17,193.84
2	2010	\$ 16,483.17		\$ 33,677.01
3	2011	\$ 12,426.79	\$ 3,760.00	\$ 42,343.80
4	2012	\$ 38,997.71		\$ 81,341.51
5	2013	\$ 23,571.13		\$ 104,912.64
6	2014	\$ 38,852.42	\$ 9,197.95	\$ 134,567.11

Detail of Disbursements:

3	Georgetown Public Library	<u>\$ 3,760.00</u>
6	Georgetown Arts & Flowers	\$ 440.00
	De Dist III World Series Championship	\$ 6,000.00
	The Cruzers (Concert in the Park)	\$ 600.00
	Terry Stuchlik (Concert in the Circle)	\$ 1,000.00
	Lankford Advertising (Portable Sign)	\$ 300.00
	Funsters (Concert in the Park)	\$ 600.00
	Georgetown Arts & Flowers	<u>\$ 257.95</u>
		<u>\$ 9,197.95</u>



Georgetown Little League

P.O. Box 105
Georgetown, Delaware 19947
302-856-2156



04/21/2014

RE: BUILDING PROJECT

Dear Mayor and Council,

Georgetown Little League would like to present this proposal for your review. We look forward to partnering with you to provide a safe and friendly environment for the children of the community to stay active in the sport of baseball and softball. The objective of the Georgetown Little League program is to instill confidence, leadership, and sportsmanship in all children active.

During the last year, we have had the need for a new structure to house equipment, as well as serve as an announcer's booth for the games as well as some district tournaments. The existing building has been in place for over twenty years and needs to be updated for continued safety of our facility.

Our proposal requests \$5,200 in funding for the materials and labor necessary for construction of the building. Materials will include lumber, siding, roofing, doors, and paint.

We appreciate the town's consideration in this matter to help our youth develop their sportsmanship, leadership, and confidence. Please give me a call at 302-841-4013 if you require any further information or have any questions concerning this proposal.

Thank you,

Lance Mears

President, Georgetown Little League

<u>Proposal</u>	<u>Description</u>	<u>Instalation</u>	<u>Ongoing</u>
7062-1-0	Town Hall Access Control	\$ 5,990.00	Service Plan (Optional) \$ 580.00
	Subtotal Access Control	<u>\$ 5,990.00</u>	<u>\$ 580.00</u>
7062-2-0	Town Hall Fire and Intrusion Detection	\$ 9,810.00	Annual Inspection \$ 325.00
	Subtotal Fire & Intrusion	<u>\$ 9,810.00</u>	<u>\$ 431.40</u>
	Total Cost	<u>\$15,800.00</u>	<u>\$1,336.40</u>

Proposal 7062-1-0

DIVISION OF SALES & ESTIMATING

Client Name: Town of Georgetown
Project Name: Town Hall Access Control

Project Location: 39 The Circle Agreement Date: April 28, 2014
Georgetown, DE 19947 Project Type: Access Control

Submitted To: Mr. Gene Dvornick
Submitted By: Frank Yoder, Advantech frankyoder@advantechsecurity.net (302)-670-8810

Mr. Dvornick:

Thank you for considering Advantech for your access control needs. Based on our walkthrough and discussions, I have developed the following pricing and scope. Should you have any questions and or concerns, or should you desire any additional information, please contact me at your earliest convenience to discuss.

Access Control Scope of Work :

1. Furnish and configure (1) Lenel truPortal Two Door Base Access Control Kit:
 - a. (1) System Controller w/power supply
 - b. (1) UL Listed Enclosure
 - c. (2) Card Readers [expandable to 64 readers]
2. Furnish, install and configure (2) card readers has described above
3. Furnish, install and configure electric door strikes as required for (2) doors
4. Furnish, install and configure door contacts as required for (2) doors
5. Furnish, install and configure request to exits as required for (2) doors
6. Furnish, install and configure (1) door lock power supply w/battery back-up
7. Furnish (50) fob type credentials
8. Software labor as required to add locking schedule for doors
9. Hardware/Software Engineering
10. Hardware/Software Check-out
11. Training
12. As-built documentation

Material:

Manufacturer	Model	Description	QTY
Altronix	LC2	LC2 - 3 Conductor - 6' 18AWG panel cord	1
Altronix	AL400ULACM	8 Fused Outputs PS 12 or 24 VDC 4AMP with ACM mod.	1
GE Security	1076C-N	3/4" RECESSED DOOR CONTACT SPDT WHITE	2
HES	1006CS 630	1006-12/24D-612-LBM with smart pack and 3 face plates	1
Honeywell	0-000-361-01	IS310 White Request to Exit Sensors	2
Honeywell	5-531-395-01	Request to Exit Motion Detector - Trim Plate	2
RCI	0162x32D	No Cut RIM Exit Door Strike	1
Lenel	TP-SYS-2D2R	TruPortal 2 Door Base Kit with T-100 Prox Readers	1
Lenel	TP-PRX-KF-50PK	TruPortal Credential - HID Prox Keyfobs - 50 pack	1
Power Sonic	PS1270F1	Power Sonic 12v 7amp Battery	3

System Pricing

- The price to provide the access control system as described is: **Five Thousand, Nine Hundred Ninety Dollars (\$5,990.00)** Initial to Accept _____

- **The price to include the Service Plan is: \$580.00/per year** Initial to Accept _____
 - Activated at the end of the 12 month warranty period
 - Billed annually in advance

Clarifications:

1. The price to furnish and install conduit, wire or miscellaneous installation material has been included in this proposal.
2. This proposal includes a (12) month warranty on parts and labor.
3. This proposal includes the labor to install door devices.
4. The price to furnish, install or configure a personal computer has not been included in this price and is assumed the customer will be providing this component.
5. This proposal is based upon the front main door crash bar is functional and can be locked down.

To accept this Proposal & Agreement please sign below or reference this Proposal & Agreement in the Client's purchase order.

Client Acceptance: _____ **Date:** _____

Print name: _____

Service Plan - Schedule of Services:

- Availability:** Seven days a week, 24 hours a day.
- Response Status:** Priority response: Customers with a Service Agreement will receive a faster response to their service request than non-Service Agreement Customers.
- Parts Coverage:** All parts as listed in this proposal's System Components are covered as part of this plan.
- Labor Coverage:** All labor is covered under this plan.
- Instant Loaner:** We maintain a service pool of like equipment specifically designed to support our Full Service Plan clients. If our field technicians are not able to repair a piece of faulty equipment at your location, then we will replace it with a loaner, keeping your system up and running. The defective equipment will be repaired at our facility, and returned to your site accordingly. *Exclusions: Due to rapid changes / advances in technology and the typical application specific configuration of Advantech supplied PC's, servers, workstations, and / or any PC running non Advantech supplied software / applications will not be covered under the instant loaner program.*
- Items Not Covered:** This includes damage caused by misuse, abuse, accident, disaster, fire, flood, water, wind, lightning, and Acts of God. In addition, items designed to fail in order to protect the equipment, such as power and/or lightning suppressors, are also not covered by this plan.
- Preventative Maintenance:** Advantech shall perform an annual site visit to inspect the systems covered under this agreement. This inspection shall consist of testing the software, hardware, and field devices for functionality. Any major deficiencies found shall be corrected either on site, or as quickly as possible. This maintenance shall not include the replacement of parts which are in working condition. This inspection can only verify proper

operation of the equipment at the time of the inspection, failure of inspected equipment is possible at any time.

CONDITIONS:

- 1) Pricing valid if proposal is accepted within 60 days of proposal date.
- 2) Any necessary AC power supplied by others at the Advantech specified location.
- 3) Any necessary IP addresses, connection(s), or network related requirements to be supplied by CLIENT, at the Advantech specified location.
- 4) LIMITED WARRANTY: A. ADVANTECH hereby warrants to CLIENT alone only that all of the products are installed in a good and workmanlike manner. In the event that any part shall become defective while the Limited Warranty is in effect, ADVANTECH shall replace or repair the defective part without charge to CLIENT. B. If CLIENT shall discover a defect in the products supplied under this agreement, CLIENT should immediately contact ADVANTECH in writing or by telephone, at the address and telephone number set forth, and fully describe the nature of the defect so that repair service may be rendered. C. This limited warranty does not cover any damage to components, products or equipment caused by accident, vandalism, CLIENT negligence, flood, water, lightning, fire, intrusion, abuse, misuse, act of terrorism, act of God, any casualty, including electricity, attempted unauthorized repair service, modification or improper installation by anyone other than ADVANTECH, or any other cause other than ordinary wear and tear. D. This limited warranty for products & installation is effective for one (1) year from the date of the ADVANTECH invoice for the installation. CLIENT may extend coverage on materials and installation by requesting a service agreement. The amount of the service agreement fee shall be as agreed upon between CLIENT and ADVANTECH. E. ADVANTECH shall not be liable for any general, direct, special, exemplary, punitive, statutory, multiple, incidental or consequential damages. CLIENT acknowledges: that any affirmation of fact or promise made by ADVANTECH shall not be deemed to create an express warranty; that ADVANTECH does not make any representation or warranty, including any implied warranty of merchantability or fitness that the system or service supplied may not be compromised, circumvented, or the system or services will in all cases provide the signaling, monitoring and response for which it was intended; that CLIENT is not relying on ADVANTECH's skill or judgment in selecting or furnishing a system suitable for any particular purpose; that there are no express warranties which extend beyond those on the face of the agreement hereof, or herein, and that all implied warranties, if any, coincide with the duration of this warranty.
- 5) MONITORING, SUPPORT PLAN, SERVICE PLAN &/OR INSPECTION- TERM, RENEWAL & RATES. The initial term is three (3) years beginning on the Agreement Date listed on this Proposal & Agreement. At the end of the initial term or any subsequent renewal term, the Agreement will automatically renew for an additional three (3) year term, unless either CLIENT or ADVANTECH gives written notice to the other of cancellation at least thirty (30) days before the expiration of the term (by certified or registered mail). If CLIENT defaults or cancels before the end of the term, all services by ADVANTECH will terminate, but all payments then due from CLIENT, including future scheduled payments to the end of the current three year term accelerate and become immediately due and payable to ADVANTECH. ADVANTECH has the right to terminate this Agreement ten (10) days after written notice, if CLIENT fails to make timely payments or if CLIENT willfully or negligently causes repeated false alarms. In order to properly adjust its rates to meet changing business conditions, ADVANTECH may, at any time after one (1) year from the date of this Agreement, increase monitoring or maintenance charges by giving CLIENT written notice of the change. CLIENT then has the option within thirty (30) days to cancel this Agreement without penalty.
- 6) Upon CLIENT request ADVANTECH shall provide service to the system. Unless covered by a Service Plan CLIENT agrees to pay for labor and components at ADVANTECH's prevailing rates at the time the service is provided.
- 7) CLIENT understands and acknowledges that the system may transmit video, voice and data to a monitoring location or elsewhere using one or more forms of communication equipment or services, including, without limitation, a telephone network, computer network or data cabling. Furthermore some or all of these

communications equipment or services may fail and that all of these services are outside the full control of ADVANTECH, and ADVANTECH has no responsibility for video, voice and data transmission failure.

- 8) CLIENT understands and agrees that ADVANTECH is not an insurer and that insurance covering personal injury and property loss or damage on CLIENT's premises must be obtained by CLIENT; that CLIENT's payments to ADVANTECH under this agreement are based solely on the value of the products or services provided and are unrelated to the value of CLIENT's property or that of others located on CLIENT's premises; that ADVANTECH makes no guarantee, representation or warranty including any implied warranty of merchantability or fitness for a particular purpose, that the product or service supplied will avert or prevent occurrences or the consequences there from which the system or service is intended to detect or avert. B. CLIENT understands and agrees that if ADVANTECH is found liable for any loss or damage from a failure to perform its obligations or from an equipment failure, ADVANTECH's liability is limited to five hundred dollars, and this liability will be exclusive and will apply if loss or damage irrespective of cause or origin, results directly or indirectly to persons or property from performance or non-performance of any of ADVANTECH's obligations or from negligence, of any kind, of ADVANTECH, its employees or agents.
- 9) All claims, actions or proceedings, legal or equitable, against ADVANTECH or Representatives must be commenced in court within one (1) year after the cause of action has accrued, without judicial extension of time, or said claim, action or proceeding is barred. Time is of the essence with regard to this paragraph.
- 10) If any payment by CLIENT is received by ADVANTECH more than 30 days after the due date, CLIENT agrees to pay interest from the due date on the entire balance due and owing at the rate of 1.5% per month. This agreement may not be altered, modified or otherwise changed except with the written consent of both parties as an addendum to this agreement. If any of the terms or conditions of the agreement shall be declared invalid or inoperative, all of the remaining terms and conditions will remain in full force and effect. CLIENT hereby acknowledges receipt of a copy of this agreement, and that CLIENT has read and thoroughly understands its terms. The conditions of this agreement shall cover all subsequent work for CLIENT by ADVANTECH, its sub-contractors or assignees and shall remain in full force and effect even after the termination of any monitoring, inspection or service term. ADVANTECH may assign its rights and duties under this agreement at any time. This agreement shall be enforced in accordance with the laws of the State of Delaware.

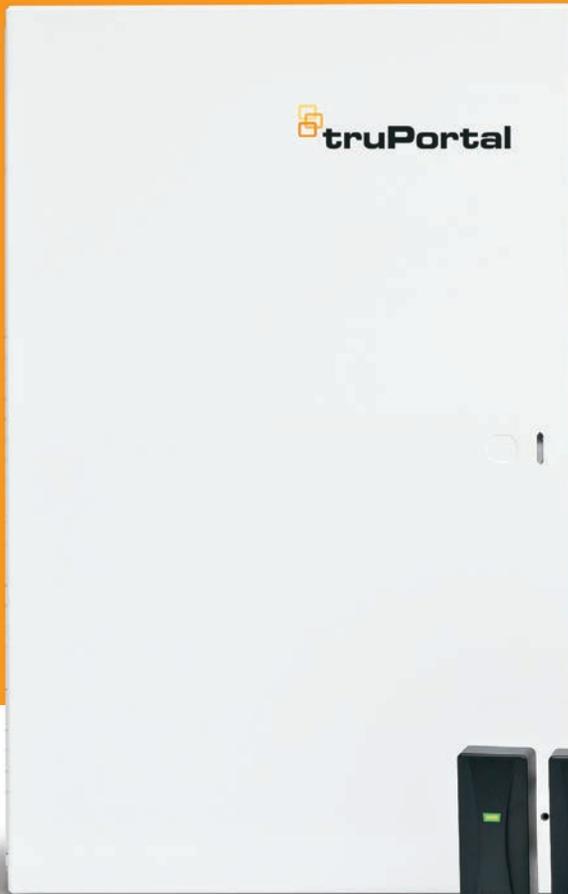
Access control that easily integrates into the modern world

TruPortal™ 1.5 delivers user-friendly operation while expanding features and functionality to meet more application needs



TruPortal 1.5

Effective, intuitive access control for today and tomorrow



Well-suited for small to mid-sized applications, TruPortal™ 1.5 represents the ideal solution for out-of-the-box access control that delivers full-featured options while being simple to install and operate without special training.

This next-generation TruPortal System is also built for modern demands and applications, complete with iPad®, iPhone® and Android smartphone “App” for remote-based management, 64-door/camera capability, simplified wizard-based installation, action triggers and more. TruPortal 1.5 is the flexible, reliable access control solution for today’s applications.

Plus, TruPortal’s browser-based functionality requires no server or software to install and it easily integrates with TruVision® surveillance recorders and cameras for complete video capabilities.

- Home
- Events
- Monitoring
- Access Management
- Reports
- System Administration

Latest Events

User Login
9:37:47 AM
Administrator

Welcome to TruPortal!

Get started quickly by clicking a button, or explore the entire system using the menu on the left.



Add Person



Add Credential



Add Access Level



Add Schedule



Add Holiday



Run Reports

Rich features when and where you need them most

TruPortal 1.5 combines all the features of the previous version with convenient new functionality including a native iPad app to remotely monitor system activity and perform basic administrative tasks. iPhone or Android users can perform the most common command and control functions including video, reports and door commands direct from their phones.

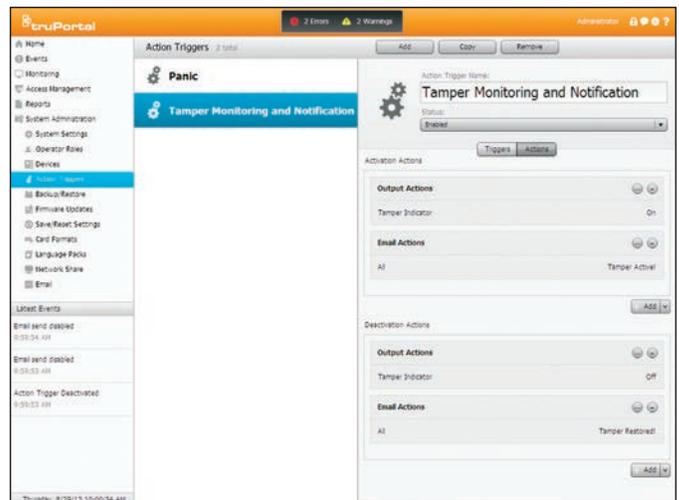
iPhone App



Android App

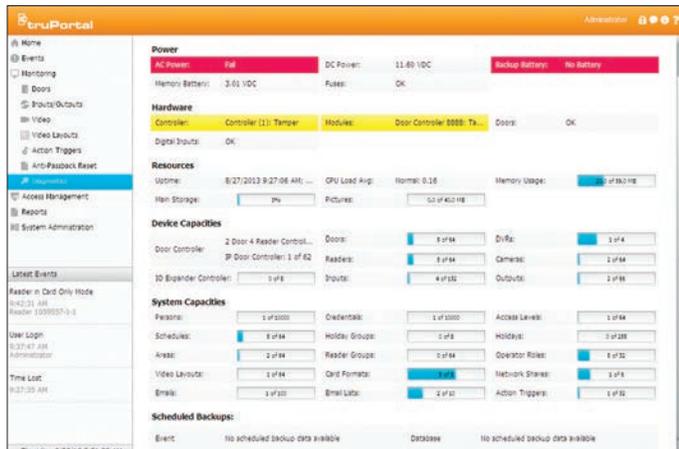


- Web-browser-based operation
- Access to wizards, tool tips, quick start guide and context-sensitive help for everyday tasks
- Works with most browsers: Internet Explorer, Chrome, Safari, Firefox
- Multi-language*
- Graphical diagnostic dashboard
- Intuitive report generation

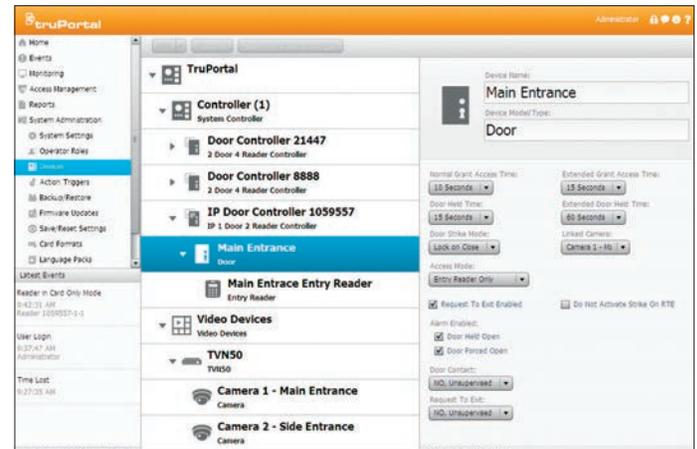


* English, Spanish, French, Portuguese, Dutch, Finnish, Italian, Turkish, Swedish and German

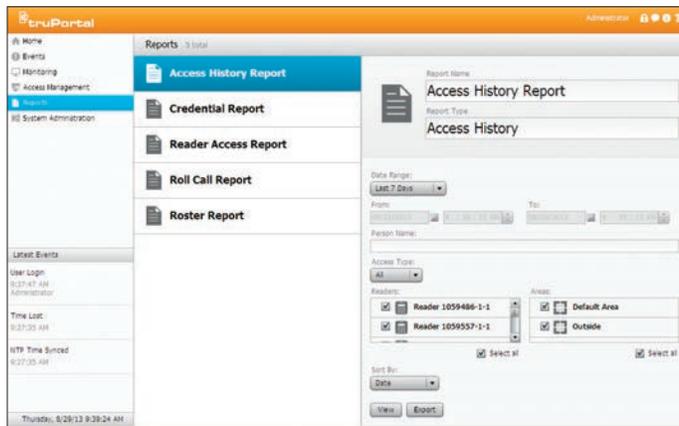
Diagnostics



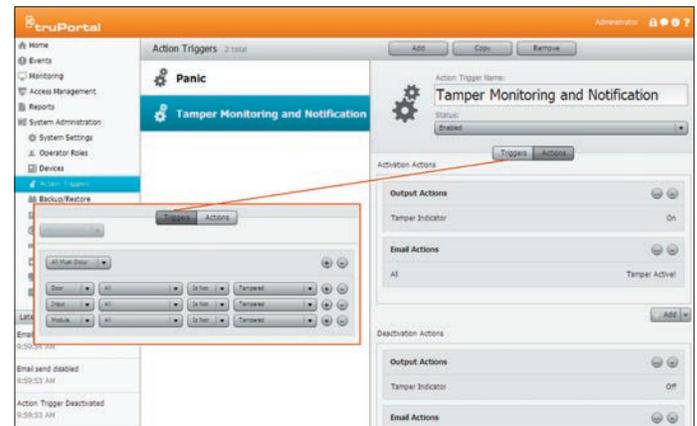
Device Tree



Reports



Action Triggers



Designed for easy access to essential information

Featuring comprehensive tool tips, context-sensitive help and graphical diagnostics, TruPortal™ 1.5 features an intuitive user interface that makes operations even easier.

Clean, icon-based screens

User wizards with step-by-step instructions

Rich functionality for simple search, reports and schedules

Video integration with TruVision surveillance recorders



Hardware discovery function during initial and subsequent hardware installations makes set-up quick and easy.

Low total cost of ownership

Not only does TruPortal 1.5 set a new standard in high-performance access control functionality, but it also helps reduce costs for an even more attractive solution offering.



No dedicated server greatly reduces up-front cost

Eliminates need for software installation and licensing

No application, operating system or database maintenance required

New IP PoE single door controller leverages existing IP infrastructure

FREE upgrades—no annual software licensing fees



Seamless integration for complete coverage

TruPortal 1.5 is designed to be part of a multi-faceted security system, working effectively with additional components. This new version provides simple and intuitive video integration with access events, along with scheduled and manual data backup capabilities.

User-definable fields

Remote door control

Scheduling with recurring holidays

Reader groups and schedules

Enforced anti-passback

Flexible Wiegand reader choices to accommodate 3rd-party integration; including Assa Abloy and Schlage wireless locks

Powerful action triggers for IF/THEN functionality

The ideal solution to meet growing needs

As requirements expand, TruPortal™ 1.5 easily accommodates future growth. Starting with the main system controller for up to 2 doors/ 4 readers, users can increase their coverage in increments of 1 door/ 2 readers using the newly released single-door IP-based controller. PoE IP-based capabilities mean no cable running required—TruPortal 1.5 plugs into existing infrastructure to be up and running quickly.

TruPortal 1.5 offers automation features for added convenience and security:



- ▶ Database backup at regularly scheduled intervals
- ▶ Action triggers that generate emails in response to critical events

System Dimensions

Doors	64
Cardholders	10,000
Credentials	10,000
Credentials per cardholder	5
Access levels	64
Access levels per credential	8
Schedules	64
Holidays	255
Aux outputs	64+2
Aux inputs	128+4
Retained events in event log	65,000
DVRs	4
Cameras	64
Bits per credential / bits per credential ID	200 / 128
Active badge formats	8
Connected UI clients	5
Action triggers (max actions per trigger)	32/10
Email distribution lists	10

TruPortal features at a glance

ACCESS CONTROL

- ▶ Anti-Passback
- ▶ Reader Groups
- ▶ I/O Monitor and Control
- ▶ Global Door Lock/Unlock
- ▶ Door Fallback Mode
- ▶ Holidays

REPORTS

- ▶ HTML View/Print
- ▶ CSV Export User Diagnostics
- ▶ Power and Hardware Status
- ▶ Resource Usage
- ▶ System and Device Capacities

USABILITY

- ▶ Enhanced Event and Person Search
- ▶ Record Copy
- ▶ Context-Sensitive Help
- ▶ User Wizards
- ▶ Mobile Applications:*
iPhone® /Android

SECURITY

- ▶ HTTPS Communications
- ▶ SSL Certificate Import
- ▶ Operator Roles
- ▶ Configurable TCP/IP Ports*

VIDEO INTEGRATION

- ▶ View Live/Recorded
- ▶ Playback Events Linked to Devices
- ▶ Save Video Clips

OTHER

- ▶ User-Defined Person Fields
- ▶ NTP Time Sync
- ▶ Scheduled Backup*
- ▶ Action Triggers*
- ▶ Email Notifications*

* New to TruPortal 1.5

Ordering Information

Base Systems

TP-SYS-2D	TruPortal™ 2-Door Base System. Consists of a TruPortal System Controller installed in UL-listed enclosure w/integrated power supply/standby battery charger.
TP-SYS-2D2R	TruPortal 2-Door Base System with readers. Consists of a TP-SYS-2D bundled w/2 readers and 5 credentials.
TP-SYS-BRD	TruPortal System Controller. For spare parts only.

Add-Ons

TP-ADD-2D	TruPortal 2-Door Add-on Kit. Consists of a TruPortal 2-Door Interface Module installed in UL-listed enclosure w/4 AMP power supply.
TP-ADD-2D2R	TruPortal 2-Door Add-on Kit with readers. Consists of a TruPortal 2-Door Interface Module installed in UL-listed enclosure w/4 AMP power supply. Includes 2 Readers.
TP-ADD-2D-BRD	TruPortal 2-Door Interface Module. Board only. For installation into an existing TP-ADD-2D, TP-ADD-2D2R or TP-ADD-4D.
TP-ADD-IO	TruPortal I/O Expansion Add-on Kit. Consists of a TruPortal 16 input, 8 output I/O Expansion Module installed in a UL-listed enclosure w/4 AMP power supply.
TP-ADD-IO-BRD	TruPortal I/O Expansion Module. Board(s) only, 16 inputs and 8 relay output (consists of 2 separate but interconnected boards). For spare parts or for installation into an existing TP-SYS-2D.
TP-ADD-1DIP (NEW)	TruPortal IP-Based Single-Door Add-on kit. Consists of TruPortal 1-door interface module installed in a UL-listed enclosure.
TP-ADD-1DIP-BRD (NEW)	TruPortal IP-Based Single Door Module. Board only.
TP-ADD-4D (NEW)	TruPortal 4-Door Add-on Kit. Consists of large TruPortal enclosure (TP-CTX6 w/6 AMP Power Supply) prepopulated with two 2-door add-on boards (TP-ADD-2D-BRD. Note this enclosure can support up to 4 other add-on Boards, TP-ADD-IO-BRD or TP-ADD-2D-BRD).

Readers

TP-RDR-100A	TruPortal T-100 Series Reader (mini-mullion mount, ProxLite/HID,® 3 covers, 18"/45.7cm pigtail wire, Wiegand output)
TP-RDR-100B	TruPortal T-100 Series Reader (mini-mullion mount, ProxLite/HID,® 3 covers, 84"/214cm pigtail wire, Wiegand output)
TP-RDR-200A	TruPortal T-200 Series Reader (mini-mullion mount, Vicinity (ISO 15693)/Proximity (ISO14443), 3 covers, 18"/45.7cm pigtail wire, Wiegand output)
TP-RDR-200B	TruPortal T-200 Series Reader (mini-mullion mount, Vicinity (ISO 15693)/Proximity (ISO14443), 3 covers, 84"/214cm pigtail wire, Wiegand output)
430209004/5/6 - T-500W	Casi Proximity, MIFARE® (ISO14443A) and Vicinity (ISO15693), HID proximity & Corp 1000, Wiegand or F/2F output*, Mullion Mount, Gray/Charcoal/Black, 18" pigtail wire
430210004/5/6 - T-520W	Casi Proximity, MIFARE® (ISO14443A) and Vicinity (ISO15693), HID proximity & Corp 1000, Wiegand or F/2F output*, Single-width USA electrical box mount, Gray/Charcoal/Black, 18" pigtail wire
430211004/5/6 - T-525W	Casi Proximity, MIFARE® (ISO14443A) and Vicinity (ISO15693), HID proximity & Corp 1000, Wiegand or F/2F output*, 12-key keypad, single-width USA electrical box mount, Gray/Charcoal/Black, 18" pigtail wire

Note: Backup battery must be purchased separately. *TruPortal supports Wiegand only input.

Accessories

TP-RDR-LRN	Dual-Frequency Enrollment Reader. Connects to PC via USB interface
TP-CTX (NEW)	TruPortal 2 Board Expansion Enclosure; 16 x 12.5 x 4.5 enclosure with lock and keys - standoffs to mount boards and tamper switch; NO power supply included; Installs up to 2 TP-ADD boards.
TP-CTX6 (NEW)	TruPortal 6 Board Expansion Enclosure; 24.5 x 18.5 x 4.5 enclosure with lock and keys - standoffs to mount boards and tamper switch; NO power supply included; Installs up to 6 TP-ADD boards.

Credentials

TP-PRX-CLAM-50PK	TruPortal Credential - HID® Proxcard® II Clamshell Design Cards - 50 Pack
TP-PRX-KF-50PK	TruPortal Credential - HID® Prox Keyfobs - 50 Pack
TP-PRX-ISO-50PK	TruPortal Credential - HID® Prox ISO Cards - 50 Pack
TP-MFC-ISO-50PK	TruPortal Credential - MIFARE® Classic ISO Cards no Magstripe Gloss/Gloss - 50 Pack
TP-MFC-ISOM-50PK	TruPortal Credential - MIFARE® Classic ISO cards 27500E Magstripe Gloss/Gloss - 50 Pack
TP-MFC-KF-BK-25PK	TruPortal Credential - MIFARE® Classic Keyfobs Piano Black - 25 Pack
TP-MFC-KF-OG-25PK	TruPortal Credential - MIFARE® Classic Keyfobs Piano TruPortal Orange - 25 Pack
TP-MFC-KF-LG-25PK	TruPortal Credential - MIFARE® Classic Keyfobs Epoxy Slender - TruPortal Orange - 25 Pack
TP-CP-KF-BK-25PK	TruPortal Credential - Interlogix Prox Keyfobs Piano Black - 25 Pack
TP-CP-KF-OG-25PK	TruPortal Credential - Interlogix Prox Keyfobs Piano TruPortal Orange - 25 Pack
TP-CP-KF-LG-25PK	TruPortal Credential - Interlogix Prox Keyfobs Epoxy Slender - TruPortal Logo - 25 Pack



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While security concerns and priorities vary from company to company, the one constant is protecting people, property and assets. Interlogix™ provides effective solutions regardless of the size and scope of your organization. Whether you're looking to migrate from analog to digital products, gain remote access and control, or better manage input from numerous sources, we have the solution to meet virtually every application need.

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309-3728 2013/10 (75884)

TruPortal™ Access Control

2-Door Base System



OVERVIEW

TruPortal offers an IP Appliance-Based Access Control System integrated with the TruVision® line of video products that is designed for small- to medium-sized commercial buildings. The easy-to-install system features a browser-based interface that does not require specialized training, additional software or licensing. A companion iPad® app enables users to remotely monitor system activity and perform basic administrative tasks, such as adding or deleting users. Plus, mobile users of the native iPhone® or Android phone application can perform the most common command and control functions including video, reports and door commands directly from their phone.

A user-friendly interface, online help files, built-in tool tips, intuitive searching and flexible reporting methods all ensure a frustration-free user experience. Analog and IP video is provided via integration with the TruVision line allowing for in-browser video verification and alarm tagging.

End-user administration of the system is made easy with built-in wizards that guide the administrator through the different setup screens, as well as items like Access Levels, Schedules, Holidays and Reader Groups. Multiple levels of operators can be configured, with five levels incorporated by default.

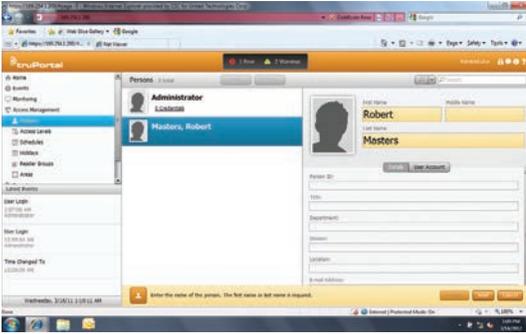
STANDARD FEATURES

- Web-based application without additional software or licensing
- Seamlessly links video to access control system
- Video can be viewed and controlled via browser
- Monitor and control up to 132 inputs and 66 outputs
- iPad app allows remote access and monitoring
- Simple system installation requires no special training
- User-friendly interface and built-in configuration wizards
- Hardware discovery on initial and subsequent hardware installations
- Utility for Import/Export of cardholders
- FCC, Class A and CE compliant
- Supports up to 10,000 persons and 10,000 credentials with 5 credentials per person
- Supports up to 64 access levels with 8 levels of access per credential
- Supports up to 64 schedules with 6 intervals per schedule
- Supports up to 64 reader groups, 32 operator roles, 8 free configurable card formats, and 64 readers or doors in a flexible configuration
- Supports up to 5 clients simultaneously
- Available in following languages: English, Dutch, French, Spanish, Portuguese, Finnish, Italian, Turkish, Swedish and German.
- Features 10 customizable user-defined fields

TruPortal 1.5 New Features

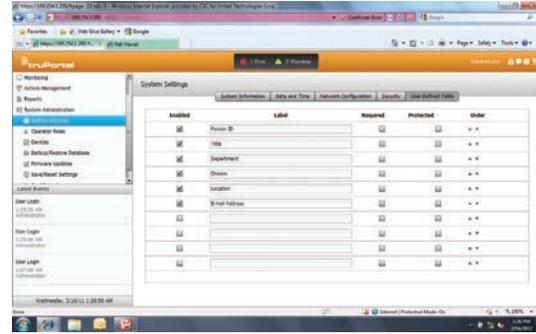
- Expanded video: including IP video through the TruVision line
- Save video clips
- Configurable ports
- Wireless lock support for Assa Abloy and Schlage
- Automatic photo resizing
- Additional RTE options (suppress door strike)
- Data migration from Topaz
- iPhone and Android applications
- iPad application enhancements
- Supports up to 32 action triggers with 10 actions per trigger
- Scheduled database backup
- Email notifications for system events and as an action
- IP single door controller with advanced fallback mode

Key Functions



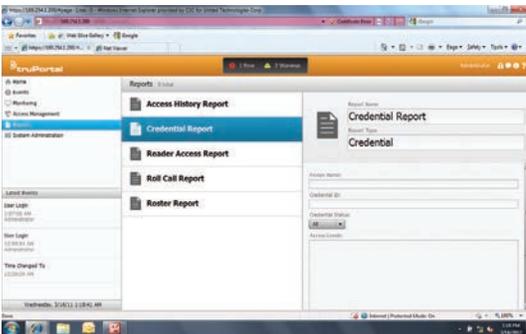
Installation/Ease-of-Use Features

Wizards walk users through installation and other common tasks, while Tool Tips provide descriptions of system features.



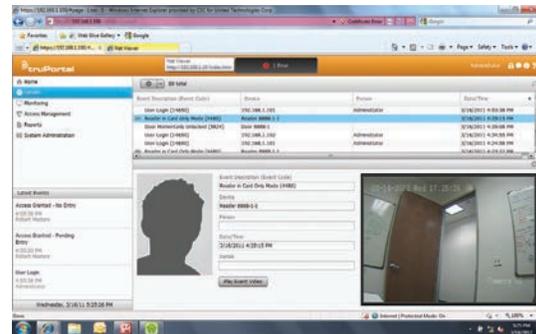
Customizable Configuration

Cardholder database offers customized fields to track and generate reports.



Reports

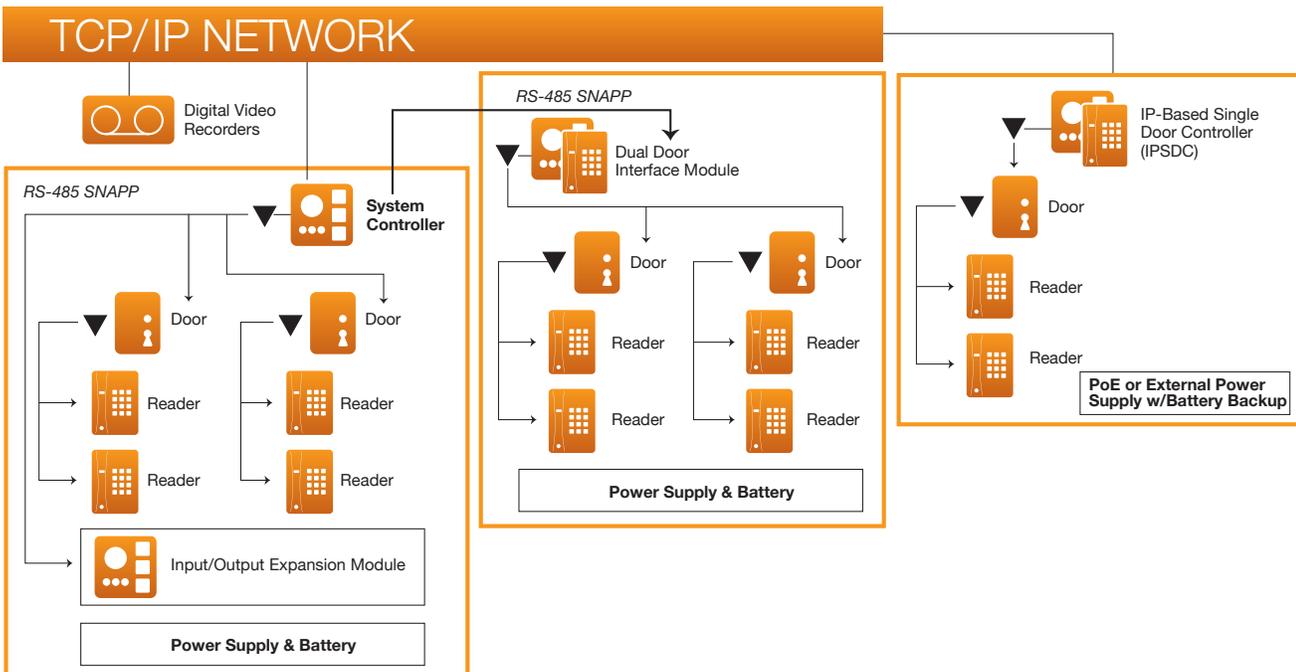
Easily customize reports and filter based on individuals, locations or times.



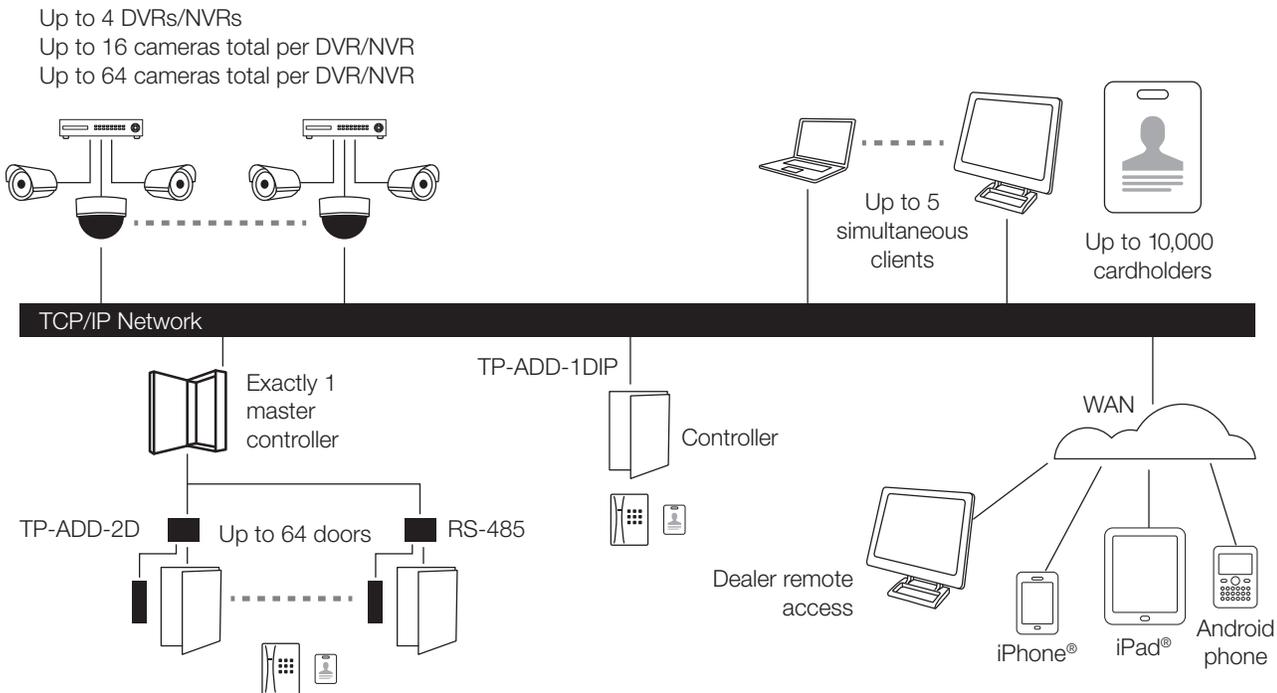
Seamless Video Integration

Associate and control video related to access control system events.

System Diagram



Application Drawing



Specifications

Description

Cardholders and Credentials	Up to 10,000 total (up to 5 credentials per cardholder)
Doors and Readers	Expandable to 64 doors or 64 readers
Access Levels	64 total (up to 8 per credential)
Anti-Passback	Up to 64 areas (Hard/Soft modes configurable per reader)
Event History	65,000 historical events
Schedules and Holidays	64 schedules/255 holidays
Enclosure Size (WxHxD)	21-1/4 x 13-5/8 x 4-1/4 in.
Certifications	UL, RoHS, CE
Hardware Recommendation	Intel Pentium 4 2.8 GHz Processor 1 GB of memory 512 MB Video Card 1 GB free disk space 10/100 Ethernet Network Interface Card 1280 x 1024 screen resolution
Video Performance	Directly depends on the available RAM and the processor.
Software Requirements	Microsoft Windows XP SP3 (only for Web UI) Microsoft Windows 7 32- or 64- bit Microsoft Windows 8 64-bit, Classic mode only Bonjour Print Services .NET 4.5 framework Adobe Flash plug-in 11.2 or higher

Supported Readers	Supports Wiegand Data1/Data0
Typical Credential Technologies	125 kHz 13.56 MHz(ISO 15693 & 14443A, B)
Typical Proximity Cards	Interlogix Proximity HID® Proximity HID® Proximity Corp. 1000
Typical Smart Cards	MIFARE® (ISO 14443A) card serial number (CSN) MIFARE®/DESFIRE® CSN Vicinity (ISO 15693) CSN HID® iCLASS® CSN
Supported Digital Video Recorders	TruVision® DVR 11, 41, 60 TruVision NVR 20, 21, 50
Supported Browsers	Windows Internet Explorer Versions 8, 9 and 10 (video features only supported with IE, Recommend IE9) Chrome, version 22 or later Safari, version 6.02 FireFox, version 16

TruPortal™ Access Control

2-Door Base System

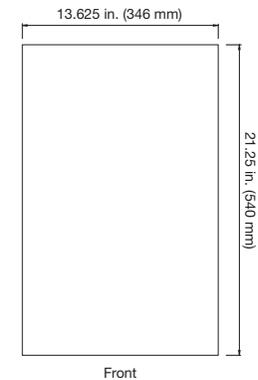
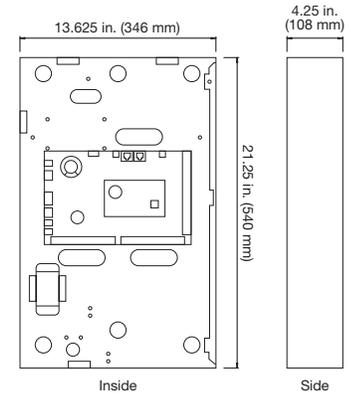
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Ordering Information

Base Systems	
TP-SYS-2D	TruPortal™ 2-Door Base System. Consists of a TruPortal System Controller installed in UL-listed enclosure w/integrated power supply/standby battery charger.
TP-SYS-2D2R	TruPortal 2-Door Base System with readers. Consists of a TP-SYS-2D bundled w/2 readers and 5 credentials.
TP-SYS-BRD	TruPortal System Controller. For spare parts only.
Add-Ons	
TP-ADD-2D	TruPortal 2-Door Add-on Kit. Consists of a TruPortal 2-Door Interface Module installed in UL-listed enclosure w/4 AMP power supply.
TP-ADD-2D2R	TruPortal 2-Door Add-on Kit with readers. Consists of a TruPortal 2-Door Interface Module installed in UL listed enclosure w/4 AMP power supply. Includes 2 Readers.
TP-ADD-2D-BRD	TruPortal 2-Door Interface Module. Board only. For installation into an existing TP-ADD-2D, TP-ADD-2D2R or TP-ADD-4D.
TP-ADD-IO	TruPortal I/O Expansion Add-on Kit. Consists of a TruPortal 16 input, 8 output I/O Expansion Module installed in a UL-listed enclosure w/4 AMP power supply.
TP-ADD-IO-BRD	TruPortal I/O Expansion Module. Board(s) only. 16 inputs and 8 relay output (consists of 2 separate but interconnected boards). For spare parts or for installation into an existing TP-SYS-2D.
TP-ADD-1DIP (NEW)	TruPortal IP-Based Single-Door Add-on Kit. Consists of TruPortal 1-door interface module installed in a UL listed enclosure.
TP-ADD-1DIP-BRD (NEW)	TruPortal IP-Based Single Door Module. Board only.
TP-ADD-4D (NEW)	TruPortal 4-Door Add-on Kit. Consists of large TruPortal enclosure (TP-CTX6 w/6 AMP Power Supply) prepopulated with two 2-door add-on boards (TP-ADD-2D-BRD). Note this enclosure can support up to 4 other Add-on Boards, TP-ADD-IO-BRD or TP-ADD-2D-BRD).
Readers	
TP-RDR-100A	TruPortal T-100 Series Reader (mini-mullion mount, ProxLite/HID® 3 covers, 18"/45.7cm pigtail wire, Wiegand output)
TP-RDR-100B	TruPortal T-100 Series Reader (mini-mullion mount, ProxLite/HID® 3 covers, 84"/214cm pigtail wire, Wiegand output)
TP-RDR-200A	TruPortal T-200 Series Reader (mini-mullion mount, Vicinity (ISO 15693)/Proximity (ISO14443), 3 covers, 18"/45.7cm pigtail wire, Wiegand output)
TP-RDR-200B	TruPortal T-200 Series Reader (mini-mullion mount, Vicinity (ISO 15693)/Proximity (ISO14443), 3 covers, 84"/214cm pigtail wire, Wiegand output)
430209004/5/6 - T-500W	Casi Proximity, MIFARE® (ISO14443A) and Vicinity (ISO15693), HID proximity & Corp 1000, Wiegand or F/2F output*, Mullion Mount, Gray/Charcoal/Black, 18" pigtail wire
430210004/5/6 - T-520W	Casi Proximity, MIFARE® (ISO14443A) and Vicinity (ISO15693), HID proximity & Corp 1000, Wiegand or F/2F output*, Single-width USA electrical box mount, Gray/Charcoal/Black, 18" pigtail wire
430211004/5/6 - T-525W	Casi Proximity, MIFARE® (ISO14443A) and Vicinity (ISO15693), HID proximity & Corp 1000, Wiegand or F/2F output*, 12-key keypad, single-width USA electrical box mount, Gray/Charcoal/Black, 18" pigtail wire
Note: Backup battery must be purchased separately. *TruPortal supports Wiegand only input.	
Accessories	
TP-RDR-LRN	Dual-Frequency Enrollment Reader. Connects to PC via USB interface.
TP-CTX (NEW)	TruPortal 2 Board Expansion Enclosure; 16 x 12.5 x 4.5 enclosure with lock and keys - standoffs to mount boards and tamper switch; NO power supply included; Installs up to 2 TP-ADD.
TP-CTX6 (NEW)	TruPortal 6 Board Expansion Enclosure; 24.5 x 18.5 x 4.5 enclosure with lock and keys - standoffs to mount boards and tamper switch; NO power supply included; Installs up to 6 TP-ADD.
Credentials	
TP-PRX-CLAM-50PK	TruPortal Credential - HID® Proxcard® II Clamshell Design Cards - 50 Pack
TP-PRX-KF-50PK	TruPortal Credential - HID® Prox Keyfobs - 50 Pack
TP-PRX-ISO-50PK	TruPortal Credential - HID® Prox ISO Cards - 50 Pack
TP-MFC-ISO-50PK	TruPortal Credential - MIFARE® Classic ISO Cards no Magstripe Gloss/Gloss - 50 Pack
TP-MFC-ISOM-50PK	TruPortal Credential - MIFARE® Classic ISO cards 2750OE Magstripe Gloss/Gloss - 50 Pack
TP-MFC-KF-BK-25PK	TruPortal Credential - MIFARE® Classic Keyfobs Piano Black - 25 Pack
TP-MFC-KF-OG-25PK	TruPortal Credential - MIFARE® Classic Keyfobs Piano TruPortal Orange - 25 Pack
TP-MFC-KF-LG-25PK	TruPortal Credential - MIFARE® Classic Keyfobs Epoxy Slender - TruPortal Orange - 25 Pack
TP-CP-KF-BK-25PK	TruPortal Credential - Interlogix Prox Keyfobs Piano Black - 25 Pack
TP-CP-KF-OG-25PK	TruPortal Credential - Interlogix Prox Keyfobs Piano TruPortal Orange - 25 Pack
TP-CP-KF-LG-25PK	TruPortal Credential - Interlogix Prox Keyfobs Epoxy Slender - TruPortal Logo - 25 Pack

Dimensional Diagram



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307-3703 2013/10 (75683)

Proposal 7062-2-0

DIVISION OF SALES & ESTIMATING

Client Name: Town of Georgetown
Project Name: Town Hall Fire and Alarm Detection

Project Location: 39 The Circle Agreement Date: April 28, 2014
Georgetown, DE 19947 Project Type: Fire/Intrusion Detection

Submitted To: Mr. Gene Dvornick
Submitted By: Frank Yoder, Advantech frankyoder@advantechsecurity.net (302)-670-8810

Mr. Dvornick:

Thank you for considering Advantech for your fire and intrusion detection needs. Based on our walkthrough and discussions, I have developed the following pricing and scope. Should you have any questions and or concerns, or should you desire any additional information, please contact me at your earliest convenience to discuss.

Access Control Scope of Work :

1. Furnish and configure (1) Honeywell Vista 128FBP, Combination Fire/Intrusion Panel
2. Furnish, install and configure (2) Key Pads
3. Furnish, install and configure (4) Pull Stations
4. Furnish, install and configure (12) Smoke Detectors w/base
5. Furnish, install and configure (1) Heat Detector w/base
6. Furnish, install and configure (5) Horn/Strobes
7. Furnish, install and configure (4) Strobes
8. Furnish, install and configure (5) Dual Technology Motion Sensors
9. Furnish, install and configure (3) Door Contacts
10. Hardware/Software Engineering
11. Hardware/Software Check-out
12. Documentation and fees associated with Fire Marshall Submission
13. Fire Device/Cable Inspection
14. Training
15. As-built documentation

Material:

Manufacturer	Model	Description	QTY
Ademco	4297	V-PLEX, MULTIPLEX BOOSTER AND ISOLATER /EXTENDER	1
Honeywell	MS-7LOB	Double Action Pull Station	4
Honeywell	BG12TR	Trim ring for all MS-7 Series pull stations	4
GE Security	1076CD-N	3/4 RECESSED DOOR CONTACT DPDT WHITE	3
Honeywell	V128FBP-PAK2	VISTA®-V128FBP-24 24 Volt, FIRE AND BURGLARY ALARM CONTROL PANEL. Includes 6160CR LED keypad and 5140DLM	1
Honeywell	ECP-ISO	ECP Isolator for Fire and Burg	1
Honeywell	6160	Alpha numeric keypad	1
Honeywell	DT7550C	DUAL TECHNOLOGY, MOTION SENSOR	5
Power Sonic	PS12180F	Battery 12V /18AH	2
Silent Knight	B210LP	6 Inch Base	13
System Sensor	P2R	2 WIRE HORN/STROBE, WALL 12/24 VT, RED	5
System Sensor	2WB	Smoke Detector 2 Wire w/ Base 12/24 Volt	12
System Sensor	2WTAB	2 Wire Smoke Detector with Thermal and Sound	1
System Sensor	SRH	STROBE, WALL MT HIGH CD RED	4

System Pricing

- The price to provide the fire/intrusion system as described is: **Nine Thousand, Eight Hundred Ten Dollars (\$9,810.00)** Initial to Accept _____
- The price to provide POTS line monitoring for the above, as described is: **\$38.95/month** Initial to Accept _____
- *The budgetary price to provide yearly fire inspections is \$325.00/year*

Clarifications:

1. The price to furnish and install conduit, wire or miscellaneous installation material has been included in this proposal.
2. This proposal includes a (12) month warranty on parts and labor.
3. This proposal includes the labor to install door devices.
4. The price to furnish, install or configure a personal computer has not been included in this price and is assumed the customer will be providing this component.
5. This proposal is based upon the front main door crash bar is functional and can be locked down.
6. This proposal is based upon the customer providing (2) active phone lines for fire detection monitoring.
7. This proposal does not include prevailing labor rates, overtime or premium time labor. If required, Advantech reserves the right to update this proposal pricing.

To accept this Proposal & Agreement please sign below or reference this Proposal & Agreement in the Client's purchase order.

Client Acceptance: _____ Date: _____

Print name: _____

CONDITIONS:

- 1) Pricing valid if proposal is accepted within 60 days of proposal date.
- 2) Any necessary AC power supplied by others at the Advantech specified location.
- 3) Any necessary IP addresses, connection(s), or network related requirements to be supplied by CLIENT, at the Advantech specified location.
- 4) LIMITED WARRANTY: A. ADVANTECH hereby warrants to CLIENT alone only that all of the products are installed in a good and workmanlike manner. In the event that any part shall become defective while the Limited Warranty is in effect, ADVANTECH shall replace or repair the defective part without charge to CLIENT. B. If CLIENT shall discover a defect in the products supplied under this agreement, CLIENT should immediately contact ADVANTECH in writing or by telephone, at the address and telephone number set forth, and fully describe the nature of the defect so that repair service may be rendered. C. This limited warranty does not cover any damage to components, products or equipment caused by accident, vandalism, CLIENT negligence, flood, water, lightning, fire, intrusion, abuse, misuse, act of terrorism, act of God, any casualty, including electricity, attempted unauthorized repair service, modification or improper installation by anyone other than ADVANTECH, or any other cause other than ordinary wear and tear. D. This limited warranty for products & installation is effective for one (1) year from the date of the ADVANTECH invoice for the installation. CLIENT may extend coverage on materials and installation by requesting a service agreement. The amount of the service agreement fee shall be as agreed upon between CLIENT and ADVANTECH. E. ADVANTECH shall not be liable for any general, direct, special, exemplary, punitive, statutory, multiple, incidental or consequential damages. CLIENT acknowledges: that any affirmation of fact or promise made by ADVANTECH shall not be deemed to create an express warranty; that ADVANTECH does not make any representation or warranty, including any implied warranty of merchantability or fitness that the system or service supplied may not be compromised, circumvented, or the system or services will in all cases provide the signaling, monitoring and response for which it was intended; that CLIENT is not relying on ADVANTECH's skill or judgment in selecting or furnishing a system suitable for any particular purpose; that there are no express warranties which extend beyond those on the face of the agreement hereof, or herein, and that all implied warranties, if any, coincide with the duration of this warranty.
- 5) MONITORING, SUPPORT PLAN, SERVICE PLAN &/OR INSPECTION- TERM, RENEWAL & RATES. The initial term is three (3) years beginning on the Agreement Date listed on this Proposal & Agreement. At the end of the initial term or any subsequent renewal term, the Agreement will automatically renew for an additional three (3) year term, unless either CLIENT or ADVANTECH gives written notice to the other of cancellation at least thirty (30) days before the expiration of the term (by certified or registered mail). If CLIENT defaults or cancels before the end of the term, all services by ADVANTECH will terminate, but all payments then due from CLIENT, including future scheduled payments to the end of the current three year term accelerate and become immediately due and payable to ADVANTECH. ADVANTECH has the right to terminate this Agreement ten (10) days after written notice, if CLIENT fails to make timely payments or if CLIENT willfully or negligently causes repeated false alarms. In order to properly adjust its rates to meet changing business conditions, ADVANTECH may, at any time after one (1) year from the date of this

Agreement, increase monitoring or maintenance charges by giving CLIENT written notice of the change. CLIENT then has the option within thirty (30) days to cancel this Agreement without penalty.

- 6) Upon CLIENT request ADVANTECH shall provide service to the system. Unless covered by a Service Plan CLIENT agrees to pay for labor and components at ADVANTECH's prevailing rates at the time the service is provided.
- 7) CLIENT understands and acknowledges that the system may transmit video, voice and data to a monitoring location or elsewhere using one or more forms of communication equipment or services, including, without limitation, a telephone network, computer network or data cabling. Furthermore some or all of these communications equipment or services may fail and that all of these services are outside the full control of ADVANTECH, and ADVANTECH has no responsibility for video, voice and data transmission failure.
- 8) CLIENT understands and agrees that ADVANTECH is not an insurer and that insurance covering personal injury and property loss or damage on CLIENT's premises must be obtained by CLIENT; that CLIENT's payments to ADVANTECH under this agreement are based solely on the value of the products or services provided and are unrelated to the value of CLIENT's property or that of others located on CLIENT's premises; that ADVANTECH makes no guarantee, representation or warranty including any implied warranty of merchantability or fitness for a particular purpose, that the product or service supplied will avert or prevent occurrences or the consequences there from which the system or service is intended to detect or avert. B. CLIENT understands and agrees that if ADVANTECH is found liable for any loss or damage from a failure to perform its obligations or from an equipment failure, ADVANTECH's liability is limited to five hundred dollars, and this liability will be exclusive and will apply if loss or damage irrespective of cause or origin, results directly or indirectly to persons or property from performance or non-performance of any of ADVANTECH's obligations or from negligence, of any kind, of ADVANTECH, its employees or agents.
- 9) All claims, actions or proceedings, legal or equitable, against ADVANTECH or Representatives must be commenced in court within one (1) year after the cause of action has accrued, without judicial extension of time, or said claim, action or proceeding is barred. Time is of the essence with regard to this paragraph.
- 10) If any payment by CLIENT is received by ADVANTECH more than 30 days after the due date, CLIENT agrees to pay interest from the due date on the entire balance due and owing at the rate of 1.5% per month. This agreement may not be altered, modified or otherwise changed except with the written consent of both parties as an addendum to this agreement. If any of the terms or conditions of the agreement shall be declared invalid or inoperative, all of the remaining terms and conditions will remain in full force and effect. CLIENT hereby acknowledges receipt of a copy of this agreement, and that CLIENT has read and thoroughly understands its terms. The conditions of this agreement shall cover all subsequent work for CLIENT by ADVANTECH, its sub-contractors or assignees and shall remain in full force and effect even after the termination of any monitoring, inspection or service term. ADVANTECH may assign its rights and duties under this agreement at any time. This agreement shall be enforced in accordance with the laws of the State of Delaware.



ORDINANCE NO. 2014-2

AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF GEORGETOWN, ENTITLED CHAPTER 116, HOUSING STANDARDS AND CHAPTER 230, ZONING

THE TOWN COUNCIL OF THE TOWN OF GEORGETOWN IN COUNCIL MET AND HEREBY ORDAINS:

Section 1. Chapter §116, Housing Standards, of the Code of the Town of Georgetown is hereby amended as follows:

§116-21. Definitions and word use.

~~FAMILY - An individual or two or more persons who are related by blood, marriage or adoption, living together and occupying a single housekeeping unit with single culinary facilities, or a group of no more than four adults living together by joint agreement and occupying a single housekeeping unit with single culinary facilities on a nonprofit, cost sharing basis. Domestic servants employed and residing on the premises shall be considered as part of the family.~~ **One or more persons living together as a single housekeeping unit in a dwelling unit.**

SINGLE HOUSEKEEPING UNIT - One person or two or more individuals living together sharing household responsibilities and activities which may include: sharing expenses, chores, eating evening meals together and participating in recreational activities and having close social, economic and psychological commitments to each other.

§ 116-69. Dwelling units. **Occupancy Limitations.**

Every dwelling unit shall contain a minimum gross floor area of not less than 150 square feet for the first occupant and 100 square feet for each additional occupant. The floor area shall be calculated on the basis of the total area of all habitable rooms.

1) **Occupancy Limitations Relative to the Size of the Dwelling**

Minimum Area Requirements: The town limits the number of adult occupants in a dwelling based upon the size of certain rooms in the dwelling.

The following table illustrates these limitations:

<u>SPACE</u>	<u>MINIMUM AREA IN SQUARE FEET</u>		
	<u>1 - 2 Occupants</u>	<u>3 - 5 Occupants</u>	<u>6 or more Occupants</u>
<u>Living Room</u>	<u>No Requirements</u>	<u>120</u>	<u>150</u>
<u>Dining Room</u>	<u>No Requirements</u>	<u>80</u>	<u>100</u>
<u>Kitchen</u>	<u>50</u>	<u>50</u>	<u>60</u>

2) Occupancy Limitations Applied to Bedrooms:

<u>Bedroom Size (Square Feet)</u>	<u>Maximum Number of Occupants per Room*</u>
<u>70</u>	<u>1</u>
<u>100</u>	<u>2</u>
<u>150</u>	<u>3</u>
<u>200</u>	<u>4</u>

** Number of Occupants includes adults and children*

Bedrooms:

- **Must contain at least 70 square feet of floor area for the 1st occupant; 100 square feet of floor area for the 2nd occupant, plus an additional 50 square feet per individual if occupied by more than one person.**
- **Bedrooms must not be the only access to other bedrooms or habitable space and must not constitute the only exit from other habitable space.**
- **Every bedroom must have access to a bathroom without having to pass through another bedroom.**
- **Kitchens and other non-habitable space must not be used for sleeping purposes.**
- **Bedrooms must provide light, ventilation, room area, ceiling height and room width in conformity with the code, and must be in conformity with Delaware State Fire Prevention Commission Regulations.**

§ 116-70. Area for sleeping purposes.

Every room occupied for sleeping purposes by one occupant shall contain at least 64 square feet of floor area.

§ 116-71. Overcrowding.

If any room used for residential purposes is overcrowded as defined in this chapter, the Town Manager will order the number of persons sleeping or living in said room be reduced.

§ 116-72. Spaces prohibited for sleeping purposes.

No kitchen, nonhabitable space or public space shall be used for sleeping purposes.

Section 2. Chapter §230, Zoning, of the Code of the Town of Georgetown is hereby amended as follows:

§230-5. Definitions.

BOARDING HOUSE - A single-family dwelling where the owner who occupies the dwelling, for compensation and by prearrangement, for definite periods provides lodging or meals, or both, to such persons as he or she chooses to receive, but shall not include homes for persons with intellectual or developmental disabilities, handicapped, alcoholic rehabilitants or any other person whose fees are paid by a person other than the roomer or lodger. The boarding house shall contain lodging or meals, or both, for at least three (3) or more persons, but shall not contain more than five (5) guest rooms.

DEVELOPMENTAL DISABILITY FACILITIES

For purposes of all local zoning ordinances the following shall be construed to be a permitted single family residential use of such property:

- a) **Group Home – A residential facility licensed or approved by a state agency serving ten (10) or fewer developmentally disabled persons on a 24 hour-per-day basis pursuant to 16 Del. C. §1101 and must meet minimum acceptable standards for living conditions and supports.**
- b) **Neighborhood Home – A stand alone house with the community that serves up to 5 individuals with developmental disabilities in a single-family home setting. These homes are licensed by the Division of Long Term Care Residents Protection pursuant to 16 Del. C. §1101 and must meet minimum acceptable standards for living conditions and supports.**
- c) **Rest (Family Care) Homes – Three (3) or fewer persons live in a home with care and supervision provided by persons who also reside on the premises pursuant to 16 Del. C. §1101 and must meet minimum acceptable standards for living conditions and supports.**

EMERGENCY HOUSING FACILITY - One (1) main building, or portion thereof, on one (1) zoning lot where persons who do not have housing live on a 24-hour-per-day basis until more permanent arrangements can be made, but generally for not longer than thirty (30) days. Additional requirements for living in this facility include: Staffing professionally trained or certified under the supervision of the Program Director; 24-hour-on-site staff supervision; rules and guidelines set up by the program facility must be followed to maintain residency; Drugs and Alcohol prohibited; Convicted Sex Offenders prohibited and criminal background checks are done on all new referrals.

FAMILY - One or more persons living together as a single housekeeping unit in a dwelling unit.

MENTAL HEALTH FACILITIES

For purposes of all local zoning ordinances the following shall be construed to be a permitted single family residential use of such property:

- a) **Group Home – A residential facility providing mental health treatment, rehabilitation and housing staffed substantially full-time when residents are present for between three (3) and ten (10) adults with primary diagnosis of psychiatric disabilities, licensed pursuant to 16 Del. C. §1101 and must meet minimum acceptable standards for living conditions and supports.**

OVERNIGHT EMERGENCY SHELTER - One (1) main building, or portions thereof, on one (1) zoning lot where persons receive overnight shelter, but are not expected or permitted to remain on a 24-hour-per-day basis.

ROOMING HOUSE

Any residential structure or dwelling unit which provides living and sleeping arrangements for more than five (5) unrelated individuals or Any residential structure or dwelling unit which provides single room occupancy housing to more than five (5) unrelated individuals; or Any building housing more than five (5) unrelated individuals which has any of the following characteristics shall be considered and regulated as a rooming house:

- **Rental arrangements are made by the rooming unit rather than the dwelling unit.**
- **Rooming unit doors are equipped with outer door locks or chains which require different keys to gain entrance.**

- Kitchen facilities may be provided for joint or common use by the occupants of more than one (1) rooming unit.

SHELTER FOR BATTERED PERSONS/VICTIMS OF DOMESTIC VIOLENCE - One (1) main building, or thereof, on one (1) zoning lot where adults and children who have suffered from a pattern of abusive behavior in an abusive relationship where one partner tries to maintain control over the other by using physical, psychological, verbal, and/or sexual violence, assault or battery. Shelter is provided on a 24-hour-per-day basis for a period of time generally not to exceed sixty (60) days and is served by a program monitored by the State.

SINGLE HOUSEKEEPING UNIT - One person or two or more individuals living together sharing household responsibilities and activities which may include: sharing expenses, chores, eating evening meals together and participating in recreational activities and having close social, economic and psychological commitments to each other.

SOBER HOUSE – LICENSED - A residential facility licensed or approved by a state agency occupied by more than four (4) persons, all of whom are in recovery from chemical dependency and classified as handicapped under the Federal Fair Housing Act Amendments of 1988, that provides a non-institutional residential environment in which the residents willingly subject themselves to written rules and conditions, including prohibition of alcohol and drug use (except for prescription medications obtained and used under medical supervision), intended to encourage and sustain their recovery. The residents of a sober house are similar to a family unit, and share kitchen and bathroom facilities and other common areas of the unit. Sober houses are financially self-supporting. This definition does not include facilities that receive operating revenue from governmental sources. Sober houses do not provide on-site supportive services to residents, including the following: mental health services; clinical rehabilitation services; social services; medical, dental, nutritional and other health care services; financial management services; legal services; vocational services; and other similar supportive services.

SOBER HOUSE - SELF GOVERNED - A dwelling unit occupied by more than four (4) persons, all of whom are in recovery from chemical dependency and classified as handicapped under the Federal Fair Housing Act Amendments of 1988, that provides a non-institutional residential environment in which the residents willingly subject themselves to written rules and conditions, including prohibition of alcohol and drug use (except for prescription medications obtained and used under medical supervision), intended to encourage and sustain their recovery. The residents of a sober house are similar to a family unit, and share kitchen and bathroom facilities and other common areas of the unit. Sober houses are financially self-supporting. This definition does not include facilities that receive operating revenue from governmental sources. Sober houses do not provide on-site supportive services to residents, including the following: mental health services; clinical rehabilitation services; social services; medical, dental, nutritional and other health care services; financial management services; legal services; vocational services; and other similar supportive services.

TRANSITIONAL HOUSING - A type of supportive housing used to facilitate the movement of homeless (or at risk of being homeless) individuals and families to permanent housing. Generally, homeless persons may live in transitional housing for up to 24 months and receive supportive services that enable them to live more independently. The supportive services may be provided by the organization managing the housing or coordinated by them and provided by other public or private agencies. Transitional housing can be provided in one structure or several structures, at one site or in multiple structures at scattered sites.

§230-148. Required off-street parking spaces.

Use	Parking Requirement
<u>Community residential facility, emergency housing facility, free-standing foster care home, overnight shelter, shelter for battered persons, transitional housing facility</u>	<u>1.5 spaces per every 4 adult facility residents</u>
<u>Sober house</u>	<u>1.5 spaces per every 4 adult facility residents</u>
<u>Roominghouse, boardinghouse</u>	<u>1 space per 3 occupancy units</u>

Section 3. This Ordinance shall become effective following its adoption by a majority vote of all members elected to the Town Council.

BE IT ENACTED by the Town Council of the Town of Georgetown, Delaware on the _____ day of _____ A.D., 2014.

Michael R Wyatt, Mayor

Steve Hartstein, Secretary

1st Reading: April 23, 2014
2nd Reading: May 14, 2014
Adoption: May 14, 2014

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ORDINANCE NO. 2014-3

**AN ORDINANCE TO AMEND THE CODE TO THE TOWN OF GEORGETOWN,
CHAPTER 215, VEHICLES & TRAFFIC**

THE TOWN COUNCIL OF THE TOWN OF GEORGETOWN IN COUNCIL MET AND
HEREBY ORDAINS:

Section 1. Chapter §215, Vehicles & Traffic, of the Code of the Town of Georgetown is hereby amended as follows:

§215-3.1. Truck parking prohibited in residential zones.

No person shall stand or park any vehicle with a gross vehicle weight in excess of 10,000 pounds, or any tractor, semitrailer, tractor trailer, trailer, or bus on a local or collector street in a residential area except under the following conditions:

- 1. During the process of loading or unloading such vehicle.**
- 2. During the time such vehicle is used to perform routine or emergency maintenance to utilities, transportation facilities or private property.**
- 3. During the time such vehicle is used to perform the construction of utilities, transportation facilities, or private property.**

Section 2. This Ordinance shall become effective following its adoption by a majority vote of all members elected to the Town Council.

BE IT ENACTED by the Town Council of the Town of Georgetown, Delaware on the
_____ day of _____ A.D., 2014.

Michael R Wyatt, Mayor

Steve M Hartstein, Secretary

1ST Reading: April 23, 2014
2nd Reading: May 14, 2014
Adoption: May 14, 2014



ORDINANCE NO. 2014-4

AN ORDINANCE TO AMEND THE CODE TO THE TOWN OF GEORGETOWN, CHAPTER 130, LICENSING OF BUSINESSES

THE TOWN COUNCIL OF THE TOWN OF GEORGETOWN IN COUNCIL MET
AND HEREBY ORDAINS:

Section 1. Chapter §130, Licensing of Businesses, of the Code of the Town of Georgetown is hereby amended as follows:

§130-4. Investigation of applicants.

A. The Town Manager or his or her other representative may, when cause appears, investigate and review all applications for licenses to do business and existing business licenses within the limits of the Town of Georgetown, to determine:

- 1) If the activity for which a license has been requested is prohibited by any ordinance of the Town or law of the State of Delaware.
- 2) Whether or not a functioning smoke-detector device is located within a rental unit.
- 3) Whether or not the number of residents in a leased dwelling unit or building is in compliance with the Housing Code and other codes.
- 4) If the license holder or applicant otherwise lacks qualifications to hold a license, pursuant to the terms of this chapter, including current compliance with payment of all financial obligations to the Town, pursuant to Chapter 89.

B. The Town Manager or his or her other representative shall not issue any license if it is found that the applicant does not comply with the requirements of this chapter.

~~C. The Town Manager or his or her other representative may recommend to the Town Council the revocation or suspension of a license, in part or in its entirety, if it is found that the license holder or applicant does not comply, or has ceased to comply, with the requirements of this chapter.~~

§ 130-5. Appeals from decisions of Town Manager.

Any applicant ~~person~~ aggrieved by the decision of the Town Manager may, within five **(5) business** days, request ~~take~~ an appeal to the Town Council by giving written notice of his or her request ~~election so to do~~ to the office of the Town Manager. ~~and upon~~ payment of a fee as provided by the fee schedule on file in the Town office. The Town Manager shall notify the Mayor, who shall **schedule the appeal to be heard before the Town Council.** ~~call a meeting of the Town Council to hear the appeal after giving notice of the hearing in a newspaper of local circulation at least 10 days prior to said hearing.~~ **The decision of the Town Council shall be final.**

§ 130-6. Payment of license fees.

All license fees shall be due and payable to the Town of Georgetown no later than the first day of January of each year, and all licenses shall expire on the 31st day of December following.

§ 130-7. License fees.

License fees to be paid to the Town of Georgetown for conducting businesses and engaging in occupations and activities shall be stated in the Code of the Town of Georgetown, Chapter 98, § 98-6, Licensing and permits. License fees shall not be prorated.

§ 130-8. Display of license required.

Each license shall be conspicuously displayed on the licensed premises or, as the case may be, shall be carried upon the person of the licensee.

§ 130-9. License ~~restriction;~~ **suspension and** revocation.

~~It shall be a condition to the issuance of any and all licenses under this chapter that the business licensed shall be used and operated only for lawful purposes. The right of the Town Council or its other representative in its discretion to refuse to grant any license and to revoke any license previously granted, for failure to comply with the requirements of this chapter, is hereby specifically reserved.~~

A. In addition to any other penalty provided for in this code or other Town ordinances, the Town Manager may suspend or revoke any license issued pursuant to this section for:

- 1. Failure to comply with any provisions of this Chapter and any applicable ordinances;**
- 2. Failure to allow required inspection.**

- B. The Town Manager shall notify the licensee that their license has been suspended or revoked and the reason for said suspension or revocation. Notification shall be made by first class mail and shall state that the licensee has the right to appeal the suspension or revocation in writing to the Town Manager within five (5) business days of notification. Upon receipt of a written appeal the Town Manager shall proceed with scheduling an appeal hearing as provided for in divisions (C) and (D).**
- C. Notice of hearing. Notice of the above described hearing shall be served on the licensee by first class mail and posting at the location of the licensed business not less than five (5) business days before the date of said hearing.**
- D. Hearings. The hearing shall be conducted by the Town Council affording the licensee an opportunity to appear and address the charges. The Town Council shall make a final decision in writing, including the reasons for such decision and shall serve said decision on the licensee within ten (10) business days after conclusion of the hearing. The decision of the Town Council shall be final.**

Section 2. This Ordinance shall become effective following its adoption by a majority vote of all members elected to the Town Council.

BE IT ENACTED by the Town Council of the Town of Georgetown, Delaware on the _____ day of _____ A.D., 2014.

Michael R Wyatt, Mayor

Steve M Hartstein, Secretary

1ST Reading: April 23, 2014
2nd Reading: May 14, 2014
Adoption: May 14, 2014