

TOWN OF GEORGETOWN, DE

COMPREHENSIVE PLAN



Planning Commission | October 18, 2017 (rescheduled from September 20, 2017)

SCOPE OF SERVICES / CHANGES:

- **Scope of Service**
 - Staff/KCI Team Kick-Off Meeting #1-COMPLETED (7/27/2016)
 - Staff/KCI Team Meeting #2-COMPLETED (8/12/2016)
 - Kick-Off Meeting #3 (Joint PZ/Council)-COMPLETED (8/24/2016)
 - Outreach & Survey Launch Event #4-COMPLETED (9/1/2016)
 - Staff/KCI Team Meeting #5-COMPLETED (11/14/2016)
 - Planning & Zoning Presentation Meeting #6-COMPLETED (11/16/2016)
 - Planning & Zoning Presentation Meeting #7
 - Staff/KCI Team Meeting #8
 - Draft Document Presentation #9 (Joint PZ/Council)
 - PLUS Document Review Meeting #10
 - Public Hearing #11 (Joint PZ/Council)
 - Final Adoption #12 (Joint PZ/Council)

- **Scope of Service Changes (approval date)**
 - NBBF Grant-DDD Launch Campaign (10/20/2016)
 - Field Inventory & create data base of all parcels (zoning, ELU, & Existing FLU) COMPLETED
 - Targeted Outreach (3/19/2017)
 - Draft Presentation/Dry Run COMPLETED (4/5/2017)
 - Targeted Outreach COMPLETED (2 events on 4/22/2017)
 - NBBF Grant-Task 1 Downtown Regulations (4/14/2017)
 - Review Zoning to reclassify and condense (underway)
 - Additional On Call Meetings
 - Comp Plan Results Meeting (KCI & Staff) (11/29/2016)
 - Town Council Presentation (duplication of PZ Meeting #6) (1/11/2017)
 - Town Council & Planning Commission Key Issues Workshop (1/31/2017)
 - Prepare Comp Plan update addressing Commission concerns (9/20/2017)
 - Planning Commission Update meeting (9/20/2017 lack of quorum-rescheduled for 10/18/2017)
 - Land Use Meeting with Town Attorney (scheduled for 10/9/2017)

PLAN UPDATE ITEMS:

- **Data Sources**
 - Mapping Municipal Boundary / DE Office of State Planning Coordination / 2013
 - Mapping Street Centerlines / Sussex County (corrected per Town) / 2016
 - Mapping Aerial / ESRI / 2016
 - Mapping State Strategies / DE Office of State Planning Coordination / 2016
 - Mapping Parcel Boundaries / Sussex County / 2016
 - Mapping Soil Types / National Cooperative Soil Survey / 2016
 - Mapping Tax Ditches / DNREC Division of Watershed Stewardship / 2016
 - Mapping Water Bodies / US Geological Survey / 2010
 - Mapping Excellent Recharge Areas / DNREC / 2014
 - Mapping Well Head Protection Areas / DNREC / 2014

- Mapping Floodplain / FEMA / 2017
 - Mapping Wetlands / DNREC / 2010
 - Mapping DDD Boundary / Town / 2016
 - Population History / U.S. Census Bureau – Decennial Census / 1950-2010
 - Housing Unit History / U.S. Census Bureau – Decennial Census / 1950-2010
 - Current Estimated Population / American Community Survey / 2014
 - Sussex County Population History / U.S. Census Bureau – Decennial Census / 1950-2010
 - Sussex County Estimated Population / American Community Survey / 2014
 - Delaware Population History / U.S. Census Bureau – Decennial Census / 1950-2010
 - Delaware Estimated Population / American Community Survey / 2014
 - Sussex County Population Projections / Delaware Population Consortium / 2015
 - Racial Composition / U.S. Census Bureau – Decennial Census / 2000, 2010
 - Hispanic or Latino Origin / U.S. Census Bureau – Decennial Census / 2000, 2010
 - Age Distribution / U.S. Census Bureau – Decennial Census / 2000, 2010
 - Educational Attainment / American Community Survey / 2014
 - Household & Family Income / American Community Survey / 2014
 - Income Distribution & Poverty / American Community Survey / 2014
 - Employment Status / American Community Survey / 2014
 - Labor Force Statistics / American Community Survey / 2014
 - Top Employers / Town / 2016
 - Ownership & Vacancy Rates / U.S. Census Bureau / 2010
 - Housing Values / American Community Survey / 2014
 - Housing Age / American Community Survey / 2014
 - Multi-Family Housing / Town / 2016
 - Code Enforcement Violations / Town / 2008-2016
 - Historic Properties / National Register of Historic Places / 2016
 - Fire Alarm Statistics / Georgetown Fire Company / 2017
 - School Information / Indian River School District (or individual school) / 2016
 - State Maintained Roadways / Town / 2016
 - Public Transit Routes / DART / 2017
 - Rail Info / Delaware State Rail Plan / 2011
 - Water Consumer Confidence / Town / 2015
 - Water Accounts / Town / 2005-2016
 - Sewer Accounts / Town / 2005-2016
 - Residential Development / Town / 2005-2016
 - Non-Residential Development / Town / 2005-2016
 - Existing Land Use / KCI Survey / 2016
 - Annexations / Town / 2005-2016
 - Zoning / Town & DBF / 2016
 - Health & Medical Establishments / Google / 2016
 - Place of Worship / Google / 2016
 - PLUS Pre-Update Review State Comments / Various State Agencies via OSPC / 2014
 - PLUS Reviews / DE Office of State Planning Coordination / 2002-2016
 - 2002 Comprehensive Plan / Town & UD Institute for Public Administration / 2002
 - 2010 Comprehensive Plan / Town & Urban Research & Development Corporation / 2010
- **Public Input**
 - Public Outreach initiatives (events & survey) prior to the document creation were completed as stated in the approved scope of services.
 - Each Planning Commission and Town Council Meeting is open to the public.
 - The next opportunity for Public Input would be the draft document which will be presented at a Public Meeting after the Commission has provided their recommendations in the draft document.

- **Historic District & Permitted Uses**
 - It was stated the Historic District would be removed and placed into another zoning district with the appropriate permitted uses.

- **Information Contained in Comp Plan**
 - Data is collected from recognized and acceptable resources
 - Required information is determined for certification from the State
 - Additional information was determined in the project scope
 - Public Comments, Community Surveys & SWOT Analysis input are all placed within the document as received

- **Planning Commission Involvement**
 - Defined at the Kick off meeting in the scope of services
 - Homework assignments (SWOT, interviews, key issues, etc.)
 - Not finished yet (goals/policies/draft document recommendations before public release)
 - Open to recommendations and may require change of scope

SCOPE NEXT STEP:

Comp Plan Update is on hold based on recommendation from the Town Attorney at the Land Use Meeting on 10/9. KCI is preparing a scope to revise Zoning Ordinance. Once revision is complete, will allow for comparison of ELU / FLU / Zoning and continuation of Comp Plan Update process.

Planning & Zoning Presentation Meeting #7

- Document Input
- Key Issues
- Goals and Policies

PLUS Document Review Meeting #10

- Application Submittal
- State/County Agency Meeting
- PLUS Comment Letter & PLUS Letter Responses

Staff/KCI Team Meeting #8

- Finalize Draft Goals & Policies
- Draft Presentation for PZ Meeting
- PM Overview
- PLUS Application
- Public Hearing Comment Tracking

Public Hearing #11 (Joint PZ/Council)

- Present Received Comments w/recommendations
- Record & Track all Comments

Draft Document Presentation #9 (Joint PZ/Council)

- Draft Document Presentation
- Define Public Comment Period

Final Adoption #12 (Joint PZ/Council)

- Present Itemized Comment Changes
- Final Adoption (PZ/Council)
- Ordinance Adoption