

**May 26th, 2004  
Meetings Minutes  
Memorandum of Meeting  
Working Group**

**NEXT Working Group Meeting**

Wednesday, July 14, 2004

5:30 PM

Modern Maturity Center

East Longwood Room

1121 Forrest Avenue, Dover DE

**Meeting Date:** May 26, 2004  
**Time:** 5:30 PM  
**Location:** Camden Wyoming Fire Hall

**Community Working Group Members in Attendance:**

Robert Bewick	Crossgates/Mayfair Resident
James Brown	Mayor, Town of Wyoming
Gerald Buckworth	
Steve Cain	President, Crossgates/Mayfair Homeowner's Association
Zachary Carter	
Gloria Chappell	
Milton Melendez (for Mark Davis)	Department of Agriculture
Jane Kesselring Edwards	Kesselring Property (east of New Burton Road)
Colin Faulkner	Director, Kent County Department of Public Safety
James Galvin	Director, Dover Planning and Inspections
Steve Kitchen (for Darren Harmon)	Kraft Foods
Constance Holland	
Claude Marks (for Frank King)	Wyoming Mills Homeowner's Association
Rob McCleary	DeIDOT
Robert Mooney	Mayor, Town of Camden
Jack Papen	Farmer, Major Property Owner
Michael Petit de Mange	Director of Planning Services, Kent County
Ann Rider	Crossgates/Mayfair Resident
Dan Scheller (for Deb Scheller)	Eden Hill Farm
Janice Sibbald	Crossgates/Mayfair Resident
Carl Solberg	Director, Kent County Parks and Recreation
Stephen Speed	Mayor, City of Dover
Ali Stark	Holly Drive Resident

Doris Kesselring Taylor	Kesselring Property (West of New Burton Road)
Craig Wearden	Assistant Principal, W. Reilly Brown Elementary School
John Whitby	Kent County Motor Sales Company
Juanita Wieczoreck	Executive Director, Dover/Kent County MPO
<b>Others in Attendance (Public):</b>	
Tom Miner	Dilsheimer Communities, Inc.
Drew Volturo	Delaware State News
<b>Others in Attendance (Project Team):</b>	
Jay Kelley	DeIDOT
Gary Laing	DeIDOT
Ralph Reeb	DeIDOT
Mike Simmons	DeIDOT
Andrew Bing	Kramer & Associates
Chris Fronheiser	DMJM+HARRIS
Erich Hizer	DMJM+HARRIS
Gary Hullfish	DMJM+HARRIS
Mayuresh Khare	DMJM+HARRIS
Robert Kramer	Kramer & Associates
Evio Panichi	DMJM+HARRIS
Marge Quinn	DMJM+HARRIS
Leslie Roche	DMJM+HARRIS
Ed Thomas	Kramer & Associates

The purpose of the meeting was to introduce the West Dover Connector project to the Working Group and hear about new development, demographic projections and existing and future traffic conditions within the study area. The following is a summary of the discussions:

**Introductions and Welcome**

- Bob Kramer, Meeting Facilitator, called the meeting to order and asked each of the Working Group members to introduce themselves and state the organization, agency, or community they represented. Bob drew Working Group members' attention to member contact information sheets. One sheet contains information on name, address, affiliation, and contact information for each Working Group member that the project team has on file to date. The other sheet is blank and Working Group members were requested to provide information for a

designee to attend in their place, if the need arises. Persons who were attending the meeting as a designee were also requested to complete the second form.

- Mike Simmons, DeIDOT's Assistant Director, Project Development (South Region), thanked everyone for agreeing to serve on the Working Group. He explained the Working Group's purpose and role:
  - To provide advice to DeIDOT regarding potential transportation improvements that would connect Saulsbury Road to New Burton Road and possibly Route 13,
  - To assist DeIDOT by providing input, making suggestions, reviewing alternatives, narrowing the range of alternatives, recommending alternatives for detailed study, and recommending preferred alternatives, and
  - To help develop consensus, gain public comment and acceptance.
- The Working Group will serve as one element of an extensive public and inter-agency involvement process.
- Mike stressed as representatives of the community, Working Group members understand the area and its transportation needs. This first-hand knowledge is important to the project.
- Mike further explained that when consensus is developed for a transportation improvement, it helps to bring an improvement project to fruition.

## **Project History**

- Ralph Reeb, DeIDOT's Director of Planning, provided an overview of the state and city involvement in the Eden Hill Farm development and a brief description of the history surrounding the West Dover Connector project.
- Ralph indicated that Eden Hill Farm development and the West Dover Connector are two distinct but related projects, with different goals and processes and that each can proceed without the other.
- Ralph explained that the State and City's involvement in the Eden Hill Farm development was precipitated by the family's decision to sell the farm. The family is allowing them to help shape the future of this important part of Dover. The City and State are working together as partners in the rezoning process, historic preservation, and master planning process.
- Ralph stated that the goals of the Eden Hill Farm development are to preserve open space, the historic buildings, setting and views, to provide additional recreational facilities for area residents, ensure that any development reflects the character of Old Dover, and to preserve the character and quality of life of surrounding communities.
- Ralph explained that a property survey has been completed and for an old parcel this is quite an effort. Currently the State and the City are writing a proposed zoning ordinance to allow for a mixed use neo-traditional development. A more definitive land use plan is being developed in conjunction with this new zoning. This effort will be accomplished during the summer.
- Ralph showed a slide that contained a graphic depicting a very general land use concept plan and indicated that right now, the plan is a "crayon" plan, with a more definitive plan currently under development. The intent is to develop the farm as a mixed-use development containing office, commercial and residential with recreational and open-space areas. The roadway entering the site will extend from Saulsbury Road at North Street, as this is what the Department will require as part of site access. Where and if this roadway connects to adjacent lands and other roadways, is the mission of the West Dover Connector study.
- Ralph explained that ideas for a West Dover Connector have been part of comprehensive and master plans of the City of Dover, Kent County and the Dover/Kent County MPO for a number of years. The state legislature has appropriated funds for the study effort and the planning work has begun, as represented by the formation of the Working Group and the assembly of the project team.

## Getting Organized

- Bob Kramer then introduced Jay Kelley, the DeIDOT Project Manager for the West Dover Connector Study. Additionally, Bob drew Working Group members' attention to the project contact card that was on the table in front of each member. The contact card contains the project website address: <http://www.deldot.gov/static/projects/wdc/index.shtml>. Additionally the card contains Jay Kelley's direct phone number and e-mail address. The card also contains the address, e-mail address and telephone numbers for DeIDOT Public Relations.
- Jay Kelley explained that the consulting team is headed by DMJM+HARRIS, a transportation planning and engineering firm. DMJM+HARRIS is supported by Kramer & Associates, as meeting facilitators and for the public involvement aspects of the study. A.D. Marble provides the team with specialized cultural resource and environmental planning expertise. Remline is on the team as the firm responsible for graphic design and production of community outreach materials. Additionally, A-Tech Engineering is on the team providing surveying and mapping capabilities.
- Jay then drew Working Group members' attention to their project binders. For this meeting, the project binder contains today's meeting agenda, the slides of the PowerPoint presentation, and nine different tabs. At each working group meeting, members will receive material to be placed in their binders. Jay urged Working Group members to remember to bring their binders to each meeting.
- Jay explained that Tab 1 contains information on the Working Group. Tab 2 contains information about the project team. Tab 3 provides the study schedule. Tab 4 contains information gathered in the Listening Tour and comments received at the January 22, 2004 Public Workshop. Tab 5 contains the Draft Project Statement that provides background on the purpose of the West Dover Connector study and the need for the connector roadway. Tab 6 provides information on land use in the study area and vicinity. Tab 7 contains information about the alternatives development and evaluation process. Tab 8 contains draft goals and objectives and Tab 9 contains an "environmental screening" homework assignment for members of the Working Group.
- Jay then turned to a slide that provided a graphic showing the various mechanisms available for the public to provide input to the study and to provide feedback to the project team. The four predominant mechanisms are: contacting Jay, visiting the project website, attending public workshops and contacting DeIDOT Public Relations.
- Jay provided Working Group members with an overview of the study schedule. Jay indicated that Working Group meetings and Public Workshops occur at critical milestones during the technical activities of the project team. The schedule shows that Working Group meetings are expected to occur about every 6 to 8 weeks. The schedule is less definitive after November 2004 and will become more defined as study efforts continue to move forward, agency coordination continues, and public involvement activities occur.
- Jay indicated to Working Group members some important upcoming dates: July 14, 2004 is the next meeting of the Working Group followed by another meeting of the Working Group on September 16, 2004. Presently, the team is looking to hold a Public Workshop in October of 2004.
- Bob Kramer alerted the Working Group members that data collection in the form of field work would begin soon, and that survey crews may be observed in the study area. Bob urged the Working Group to alert their community and colleagues that this work would be occurring.

- Bob Kramer introduced the Working Group guidelines, contained in Tab 1 of the binder, including “How We Treat Each Other”, “How We Make Recommendations”, and “How We Communicate with Those Outside the Group”. Bob requested that members review the guidelines and come to the next meeting with comments.
- Bob then summarized the comments of those interviewed during the Listening Tour, which in addition to all members of the Working Group, included other elected officials, County and municipal staff, members of local interest groups, business owners, and local residents, as well as the comments received at the January 22, 2004 Public Workshop. The comments were organized by issue area to include: the need for and purpose of the road, the location of the road, timing of the road, and neighborhood and community concerns. Bob drew the attention of the Working Group to Tab 4 which contains a list of all persons interviewed in the Listening Tour, a summary of feedback received from the Listening Tour and the Public Workshop and a compilation of all comments received at the Public Workshop.

### **Development Plans and Proposals for the Project Area**

- Bob then indicated to Working Group members that they would be hearing about area development plans from: Jim Galvin, Director, City of Dover Planning and Inspections; Michael Petit de Mange, Director, Kent County Planning Services; Jim Brown, Mayor of Wyoming; and Bob Mooney, Mayor of Camden.
- Jim Galvin explained that there are over 3,000 development parcels on the books in the City of Dover. 2,000 of them are approved and 1,000 are in the approval process. Nottingham Meadows recently received approval at 213 single family units, Enterprise Business Park is growing, and the City is planning a mixture of uses at Eden Hill Farm. Presently, the corporate boundaries of the City of Dover place limitation on the development potential of Dover but there still remain many vacant parcels, underutilized land and redevelopment opportunities. Future growth will generally occur in the north and west regions of the City.
- Michael Petit de Mange indicated that Kent County is looking to provide greater incentives for development to occur within the Kent County growth area. Presently, the greatest incentive is the benefit of public sewer. These development incentives are triggering more development within the growth area than outside of it. Growth in Kent County is happening at a rapid pace. In 2003, about 6,000 lots were approved compared to 1,600 lots in 1996. Michael wondered how the connector roadway would impact land use and development trends. He indicated that most of the growth in Kent County is occurring north of Dover and south in Magnolia and points west. Kent County is also looking to develop a transfer of development rights ordinance in response to concerns about development occurring outside of the growth area.
- Jim Brown explained that Wyoming recently updated its Comprehensive Plan in January 2004. The town is anticipating growth to the west and annexation of land north along New Burton Road including the Methodist Church property. Currently, there are lands in the western part of the town that are in the agricultural preservation district through 2008. Jim stated that truck traffic volumes are an issue in Wyoming.
- Bob Mooney explained that Camden was the fastest growing town in Kent County south of Dover. The development planned in their seven year master plan was realized within three years. There are 1,045 new homes planned with the current population being 783 persons. Bob relayed the concern that Camden does not want to be subservient to the needs of the City of Dover. The town is concerned about connector traffic coming into the Route 10 and Route 13 intersection.

### **Purpose and Need for the West Dover Connector**

- Bob Kramer thanked the members of the working group for sharing their development plans. Bob then indicated that the meeting would turn to a discussion of data that helps document the need for the connector roadway. He introduced Evio Panichi, DMJM+HARRIS's Project Manager, to talk about the Project Statement and introduce Project Team members.
- Evio Panichi explained that the purpose of the project is to identify traffic problems in the study area and determine the best way for a West Dover Connector concept to address some of those problems. Evio drew the Working Group's attention to the Project Statement contained in Tab 5 of the binder, as well as the Project Team information in Tab 2. Evio introduced Erich Hizer of DMJM+HARRIS to talk about existing traffic conditions.
- Erich Hizer explained the results of a license plate survey conducted in the study area which confirms that cut-through traffic is using many east-west routes in the study area to get to destinations north and south of the study area. He further pointed out that existing heavy vehicle traffic percentages on roads in the study area are higher than the ranges that would typically be expected. Erich also explained that under existing conditions failing levels of service occur at numerous intersections in the study area and some movements at other intersections are also experiencing poor levels of service.
- Bob Kramer introduced Marge Quinn of DMJM+HARRIS to talk about estimates of future growth and traffic.
- Marge Quinn presented adopted forecasts for population, households, and employment which show rapid growth in the area in the next decade. She presented future "pipeline" development (i.e., approved land development, land development under review, and land development under construction). She explained that this development will lead to an estimated 5,040 new PM peak hour vehicle trips in the study area. This estimate of PM peak hour trips is equivalent to the number of PM peak hour trips that would be generated if six discount department stores such as Wal-Mart were located in the study area.
- Marge explained that the estimated new trip data from development as well as estimates for background traffic growth was input into the traffic simulation model for the study to forecast the effect at intersections in the study area. In 2015, the modeling results show level of service failures at key intersections and lengthy queues. She demonstrated these findings at the intersections of West Street and North Street, Wyoming Mill Avenue and North Street, and US 13 and Camden-Wyoming Avenue. Marge directed the Working Group to the development map in Tab 6 as the basis for the trip generation data.
- Marge explained the modeling results for intersections in the study area in 2030. Twenty-four out of the twenty-five intersections studied would fail in 2030 and queues would be extensive.
- Bob Kramer summarized the presentation data by reiterating that future household and population growth would be primarily focused to the west of Dover, while future employment growth would be primarily focused within Dover as well as to the north and east of the study area. These conditions cause traffic to have to pass through the study area. Bob then opened the question and comment period.

## **Questions and Comments**

- Bob Mooney, Mayor of Camden, asked whether the employment forecasts included the full range of white and blue collar workers the income levels expected? Marge Quinn and Mayuresh Khare of DMJM+HARRIS replied that the model inputs include a full range of employment types (office employment, retail/commercial employment, industrial employment, etc.) as well as income.
- Connie Holland, Director of the Office of State Planning Coordination, gave her opinion that this project is starting on the right foot in terms of having the stakeholders work together.

- Jack Papen, Farmer and Property Owner, asked how the project will solve all of the traffic problems in the study area? Bob Kramer explained that while there are many traffic concerns in the study area, the focus of this project is to determine whether and how a West Dover Connector can begin to address some of the traffic issues in the study area.
- Steve Cain, President of the Crossgates/Mayfair Homeowner's Association, stated his opinion that most of the new population is likely to come from outside the project area. He indicated that the benefits and quality of life which draw people to the area may be affected by the increased population.
- Juanita Wieczoreck, Executive Director of the Dover/Kent County MPO, asked why the Queen and North Street intersection is not in the list of studied intersections. Erich Hizer responded that the nearby West Street intersection was included and serves as a reference point for the local area.
- Juanita asked whether the study would examine traffic along US 13. Erich responded that the study would account for traffic on US 13 as appropriate.
- Juanita asked whether the technical data behind the findings could be made available. Erich responded that it would be provided to Juanita and others who may request it.
- Jim Galvin explained that few roads cross the river, and cited on-going development pressure on Division Street. He suggested that these issues may warrant expansion of the study area. Bob Kramer responded that these issues would be examined and a determination would be made as to the need to expand the study area.
- Steve Cain asked whether it would be possible to learn which properties might become available for development during the project study. Bob Kramer responded that it would be up to individual property owners to make known their intentions. At present, Eden Hill Farm and potentially the Kesselring properties may be considered "at play."
- Steve Cain asked if there is a need for a West Dover bypass. Mike Simmons responded that a bypass has been considered by DeIDOT for many years. There may be a regional need for a bypass road at some point in the future. The goal of the West Dover Connector project, and the current opportunity, is to focus on immediate local needs, by examining the need for an extension of Saulsbury Road.
- John Whitby, Kent County Motor Sales Company, stated that if this study doesn't result in an extension of Saulsbury Road to US 13, greater traffic problems will result.
- Carl Solberg, Director of Kent County Parks and Recreation, asked about the communication process for consultants seeking private property access. Rob McCleary responded that property owners will be notified in advance by DeIDOT. Field personnel will have identification.
- Juanita Wieczoreck asked how Norfolk-Southern is involved in this study. Bob Kramer responded that DeIDOT has met with Norfolk-Southern and provided some initial input. Although they indicated no interest in being a member of the Working Group, they will continue to be involved as a stakeholder.

## **Study Process**

- Bob Kramer asked Jay Kelley to explain the study process.
- Jay Kelley explained that the project is presently at the very beginning of the process. The public process and Working Group have been established early and will be on-going. The resource agencies are being brought into the study. The study will develop and evaluate alternatives in the context of public, Working Group, and resource agency involvement. DeIDOT will consider all the information developed in the study and, ultimately, will make the decision as to a preferred alternative.

- Bob Kramer summarized Jay's presentation by stating that the resource agencies are required by law to protect the resources under their charge. The agencies must be satisfied that reasonable effort has been taken to avoid or minimize and mitigate adverse impacts. The No-Build condition is a required alternative that will be carried through the process.

#### **Next Meeting Date and Agenda**

- Bob Kramer reminded the Working Group of their homework assignments: review the Working Group Guidelines and Procedures, review the Draft Goals and Objectives, review and provide input on the environmental study area map, and review the Problem Statement.
- The next Working Group meeting will be held on **July 14<sup>th</sup> from 5:30 PM to 8:30 PM at the Modern Maturity Center**, in the **East Longwood Room**. A light dinner will be provided at the meeting. The objectives of the meeting are to: discuss the homework assignments, present natural and built environment information, and work in small groups to begin to formulate conceptual connector road alternatives.