SAFETY ADVISORY AND TRANSPORTATION COMMITTEE
A G E N D A

AUGUST 25, 2014 - 4:00 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

Public comments are welcomed on any item and will be permitted at appropriate times. When possible, please notify the City Clerk (736-7008 or e-mail at CityClerk@dover.de.us) should you wish to be recognized.

AGENDA ADDITIONS/DELETIONS

1. **Proposed Ordinance #2014-21 Amending Chapter 46 - Fire Prevention and Protection, Article I - In General, Section 46-4 - Impact Protection of Natural Gas and LP Gas Devices**
   (Sponsors: Hutchison and Mullaney) *(Staff recommends adoption of the ordinance)*

2. **Prioritization of City of Dover State Capital Transportation Program (CTP) Projects**
   (Staff recommends approval of the recommended priority ranking for the coming year)

3. **Debriefing/Post-Mortem on Firefly Music Festival *(Presentations by the Department of Planning and Inspections and the Dover Police Department)***
   (Committee action not required)

4. **Update - Dover High School Construction**
   (Committee action not required)

5. **Briefing on Delaware Department of Transportation (DelDOT) Projects**
   (Committee action not required on the items listed below)
   - **A. Garrison Oak Connector Road**
   - **B. Construction of Sidewalks within the Walk Zone of the New Dover High School**
   - **C. Route 8/Hazlettville Road Connector**
   - **D. US Route 13 Sidewalk Construction**
   - **E. Crawford Carroll Avenue Extension**
   - **F. Kenton Road Corridor Upgrades**
   - **G. Kings Highway/Route 13 Intersection Improvements**
   - **H. US Route 13 Service Road Corridor**
   - **I. Transportation Improvement District**

6. **Adjournment by 4:50 p.m.**

/tm
S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Committee-Agendas\2014\08-25-2014 SA&T.wpd

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

ACTION FORM

PROCEEDING: Safety Advisory and Transportation Committee
DEPARTMENT OF ORIGIN: Planning & Inspections **DATE SUBMITTED**: August 18, 2014
PREPARED BY: Ann Marie Townshend, AICP, Director of Planning and Community Development/Tim Mullaney, Jr., Fire Marshal
SUBJECT: Ordinance #2014-21 Amending Chapter 46 – Fire Prevention and Protection, Article I – In General, Section 46-4 – Impact Protection of Natural Gas and LP Gas Devices
REFERENCE: Dover Code, Chapter 46 – Fire Prevention and Protection
RELATED PROJECT: N/A
APPROVALS: N/A
EXHIBITS: Draft Ordinance
EXPENDITURE REQUIRED: N/A **AMOUNT BUDGETED**: N/A **FUNDING SOURCE (Dept./Page in CIP & Budget)**: N/A
TIMETABLE: First Reading on September 8, 2014; Final Reading and Adoption on September 22, 2014
RECOMMENDED ACTION: Staff recommends approval of the proposed ordinance.

BACKGROUND AND ANALYSIS

The purpose of the proposed ordinance is to clarify the standards for impact protection surrounding natural gas and liquid propane gas devices. Currently the code does not specify the standards, specifically dimensions and color, for bollards installed to protect natural gas and liquid propane gas devices. The standards in the proposed ordinance are consistent with the direction provided by the Fire Marshal's Office when questioned about impact protection. Formally adopting the standards into code will reduce potential for confusion about requirements.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

That Chapter 46 - Fire Prevention and Protection, Article I - In General, Section 46-4 - Impact Protection of Natural Gas and LP Gas Devices of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Sec. 46-4. Impact protection of natural gas and LP gas devices.

All natural gas and LP gas installations shall be installed per adopted NFPA and International codes, with the following amendments:

(1) *Defined*. The term "impact protection" shall mean any bollards, walls, concrete barriers or other devices, subject to the approval of the fire marshal, used to stop vehicles or equipment in motion.

(2) *When required*. The installation of natural gas and LP gas meters, regulators, valves, and LP gas bottles shall be protected from impact damage by impact protection. Natural gas and LP gas meters, regulators, and valves located inside structures shall have impact protection, except when located in separate protected utility rooms. **The Fire Marshal and/or Chief Building Inspector shall reserve the right to apply this section whenever it is deemed necessary to provide impact protection to address a life or fire hazard.**

~~**(3) *Responsibility*. It shall be the responsibility of the property owner to ensure that natural gas and LP gas meters, regulators, and valves are protected in accordance with these regulations.**~~

(3) *Dimensions of Bollards*. Bollards shall be a minimum of 6 inch diameter filled with concrete. The bollard shall be set into the ground at a depth of at least 36 inches (3ft) embedded in concrete at a minimum of 18 inches surrounding the bollard. The bollards must be a least 48 inches (4ft) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the Fire Marshal and/or Chief Building Inspector. The above dimensions shall serve as the requirement for installation; however the Fire Marshal and/or Chief Building Inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

(4) *Color of Bollards*. Bollards should be of the following colors; yellow, amber or orange. All colors shall be of fluorescent or have a reflective coating. Any deviation of the stated requirements must be approved by the Fire Marshal and/Chief Building Inspector.

(5) *Responsibility*. It shall be the responsibility of the property owner and/or contractor for the new installation to ensure that natural gas and LP gas meters, regulators, and valves are protected in accordance with these regulations.

(~~4~~ **6**) *Compliance period*. All new construction projects shall comply with the provisions of this section. All existing multiple dwellings, schools, nursing homes, hospitals, and day care centers shall be protected in accordance with this section. All other existing structures shall be protected when deemed a life or fire hazard by the fire marshal.

(~~5~~ **7**) *Exemptions*. Single-family homes, including townhouses, duplexes, and manufactured housing, except where natural gas and LP gas devices are located directly in front of head-in parking spaces and driveways, and where the fire marshal deems that impact protection is not necessary, shall be exempt from this section.

ADOPTED: *

Draft

SYNOPSIS

The proposed ordinance clarifies the standards for impact protection surrounding natural gas and liquid propane gas devices. Currently the code does not specify the standards, specifically dimensions and color, for bollards installed to protect natural gas and liquid propane gas devices. The standards in the proposed ordinance are consistent with the direction provided by the Fire Marshal's Office when questioned about impact protection. Formally adopting the standards into code will reduce potential for confusion about requirements.

(SPONSORS: HUTCHISON AND MULLANEY)

Actions History

08/25/2014 - Scheduled for Introduction at Safety Advisory and Transportation Committee

Draft

MEMORANDUM

City of Dover
P.O. Box 475
Dover, Delaware 19903
Phone: 302.736.7010 Fax: 302.736.4217

Date: August 19, 2014

To: Safety Advisory and Transportation Committee

From: Ann Marie Townshend, AICP, Director of Planning & Community Development
Scott D. Koenig, P.E., City Manager

RE: 2014 Transportation Prioritization

Each year, the City Council develops a list of transportation priorities and shares these priorities with the Secretary of Transportation for consideration as the Department of Transportation develops the State's Capital Transportation Plan. We have reviewed the priorities approved in September 2013 by City Council, and we recommend the following priority ranking for the coming year, which is the same as the prior year's ranking.

1. **Garrison Oak Connector Road** – Due to the increased activity and interest in the Garrison Oak Technical Park, the planning and construction of this connection to Delaware Route 1 is increasingly important.

2. **Construction of Sidewalks within the Walk Zone of the New Dover High School** – With the expected opening of the new Dover High School in Fall 2014, the critical sidewalk gaps that were identified in the Dover High Pedestrian Study performed by the Dover/Kent County MPO become a priority. The critical gaps that are of highest priority to the City and most critical in providing safe access to the school are listed below:
    a. Mifflin Road
    b. South Side of Route 8 West of Mifflin Road
    c. Kenton Road (must be coupled with Kenton Road Corridor Upgrades)

3. **Route 8/Hazlettville Road Connector** – This is planned to be a north/south access road that was identified in the Delaware 8 Concept Plan and Operations Study. With the construction of the new Dover High School, the construction of this connection is important to providing access to the school without causing additional burden on other roads in the area.

4. **US Route 13 Sidewalk Construction** – Construction of sidewalks along US 13 continues to be a priority.

5. **Crawford Carroll Avenue Extension** – The extension of Crawford Carroll Avenue south toward the Delaware State University Campus becomes a more critical priority with Delaware

State University's lease of the Sheraton Hotel property. The extension of the Crawford Carroll Avenue will help avoid use of US Route 13 for local trips between the Sheraton property and the Delaware State University Campus.

6. **Kenton Road Corridor Upgrades** – Upgrading Kenton Road, including the addition of sidewalks along the road, continues to be a priority for the City.

7. **Loockerman Street/Forest Street Improvements** – This project has been a priority for the City to help spur redevelopment and improved traffic flow on the west side of Dover. It was initially identified in the West Side Redevelopment study performed in 2001.

8. **Kings Highway/Route 13 Intersection Improvements** – The intersection of Kings Highway, US Route 13, and White Oak road needs improvement to meet an acceptable level of service standard. The current condition of the intersection hinders redevelopment of properties in this vicinity.

9. **US Route 13 Service Road Corridor** – The construction of service roads along US Route 13 is a project that will help to alleviate congestion on US Route 13.

10. **College Road Corridor Upgrades** – This project is intended to upgrade College Road to include sidewalks and other road improvements.

In addition to these projects, the City is also in support of projects to improve the pedestrian and bicycle friendliness of Dover. The Capital City Trail project is currently funded and under construction. This provides a vital link in the City's off-road infrastructure, contributing to transportation, recreation and fitness opportunities. The Dover/Kent County MPO is currently leading the development of bicycle and pedestrian plans for the City of Dover. Following the completion of these documents, the City will be able to offer a prioritization of bicycle and pedestrian projects within the City of Dover.

We look forward to discussing this prioritization with the Committee on August 25th.

MEMORANDUM

Department of Planning & Inspections
P.O. Box 475
Dover, Delaware 19903
Phone: 302.736.7196 Fax: 302.736.4217

Date: August 19, 2014

To: Safety Advisory and Transportation Committee

From: Ann Marie Townshend, AICP

RE: Firefly Music Festival Post Event Report – Department of Planning and Inspections

---

From June 18 through June 22, 2014, Dover International Speedway hosted the third annual Firefly Music Festival. Red Frog Entertainment and Dover International Speedway have agreed to continue the event for ten more years according to the reports in the media. This report is offered as a summary of the Department of Planning and Inspections' planning and operations related to the event and to help identify areas where we need to improve in future years.

Dover International Speedway submitted a site plan and information binder showing the location of stages and tents with a Special Event Permit application in late May. This book had all the specifications for the stages and the occupant loads of the tents. The binder and site plan were reviewed by the Fire Marshal's Office. A growing number this year's activities associated with the Festival were in the unincorporated Kent County (including the event main stage), and the State Fire Marshal received the same information and they reviewed it as well. City staff performed a walk through on Tuesday, June 17th, before the event started. Assembly inspections on stages were not performed by City staff, but were overseen under the authority and management of Dover International Speedway and Red Frog. The information binder included the stage specifications and engineering reports.

The City issued a special event permit for the music festival, but this permit did not address festival hours. This year, the City received numerous complaints from residents about the volume of the music and the late hours during which music was played. This issue will need to be addressed in a code amendment to cover special events.

During the event, the Fire Marshal's Office performed campground checks during the afternoon and evening. On Friday evening, the Fire Marshal found a camping area on the Dover International Speedway property that had not received a camping permit from the City. The camping area did not allow for adequate ingress, egress and access to individual sites. City staff talked to Dover International Speedway personnel who indicated that this was the result of the push to get cars off the road. The situation could not be remedied for this year's event, but all parties agreed that this will not be permitted in the future.

For the most part, the event ran smoothly from the perspective of the Fire Marshal's Office and life safety checks. There was an incident late on Sunday, June 22nd, where someone was burned while lighting a cigarette after spraying bug spray. The paramedics and Fire Marshal responded to this call.

In last year's report, we reported that there was a gap in the *Zoning Ordinance*, as it relates to this event. Staff had hoped to develop an ordinance to address this prior to the 2014 festival but due to staffing constraints was unable to complete this. Based on this year's experience, we will need to complete a code amendment with appropriate public review and input by early 2015 to ensure that the event continues to run smoothly. We have begun work to develop an ordinance that

would address Temporary Outdoor Events. The current outline of a proposed ordinance would address both large and small temporary events, and will incorporate hours, camping, temporary signage, and the many other issues that are not clearly addressed in our current code.

This year, the business licensing relating to vendors at the event was simplified by using the Open Market Operator license. Dover International Speedway was responsible for collecting fees from the vendor, and the business license was paid for by Dover International Speedway based on the number of vendors. While this business license classification yields less revenue, it also requires less staff time, both during normal working hours and as overtime, and it significantly reduces confusion and frustration on the part of Dover International Speedway and the event organizers.

The Planning and Inspections Department continues to have concern over the split nature of the event between jurisdictions. We have expressed to Dover International Speedway that annexation of Lots 8 and 9 (both east of Persimmon Tree Lane/Leipsic Road) would help to eliminate confusion over who is responsible for what areas. The current patchwork nature of the City boundary causes a bit of confusion, specifically as it relates to Fire Marshal jurisdiction.

Special Preparation Instructions & Debriefing/Post-Mortem on Firefly Music Festival

Presented by Chief Paul M. Bernat

Safety Advisory & Transportation Committee Meeting

August 25, 2014



Dover Police Mission Statement During Firefly

To secure and deploy the law enforcement resources necessary to protect and serve the interest of the citizens and City of Dover, while preserving the peace and ensuring that pedestrian and vehicular traffic flow in an orderly and systematic manner during the four days involving the Firefly Music Festival Weekend.

Dover Police Objectives During Firefly

To maintain a professional, courteous presence during all activities associated with the event.

Identify, control and/or remove conditions that could threaten the public safety.

Practice pro-active policing ideas while addressing any criminal activity with the appropriate law enforcement response.

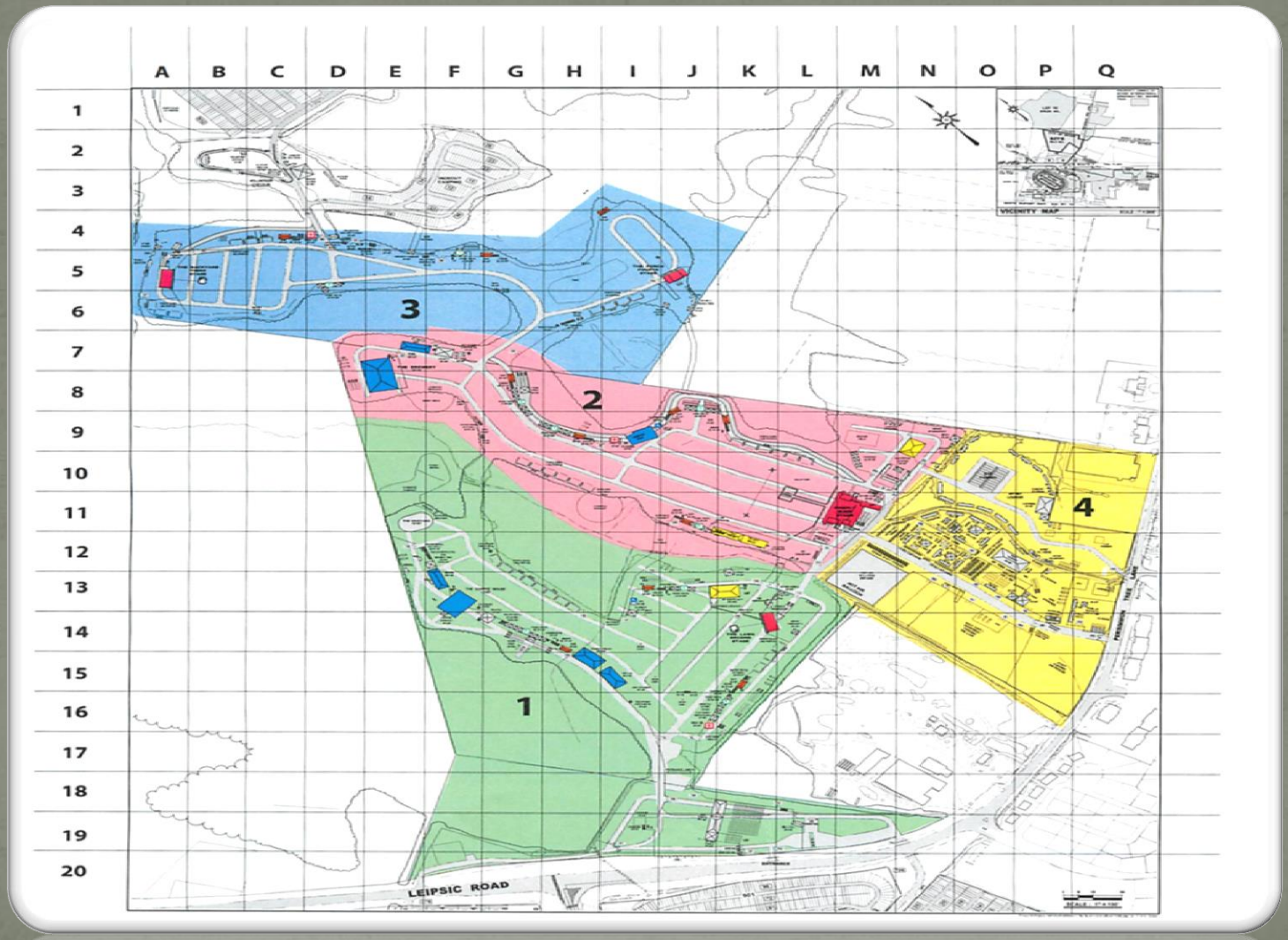
Network with and employ the assistance of other law enforcement agencies as needed to ensure public safety and smooth flow of traffic.

Preparations

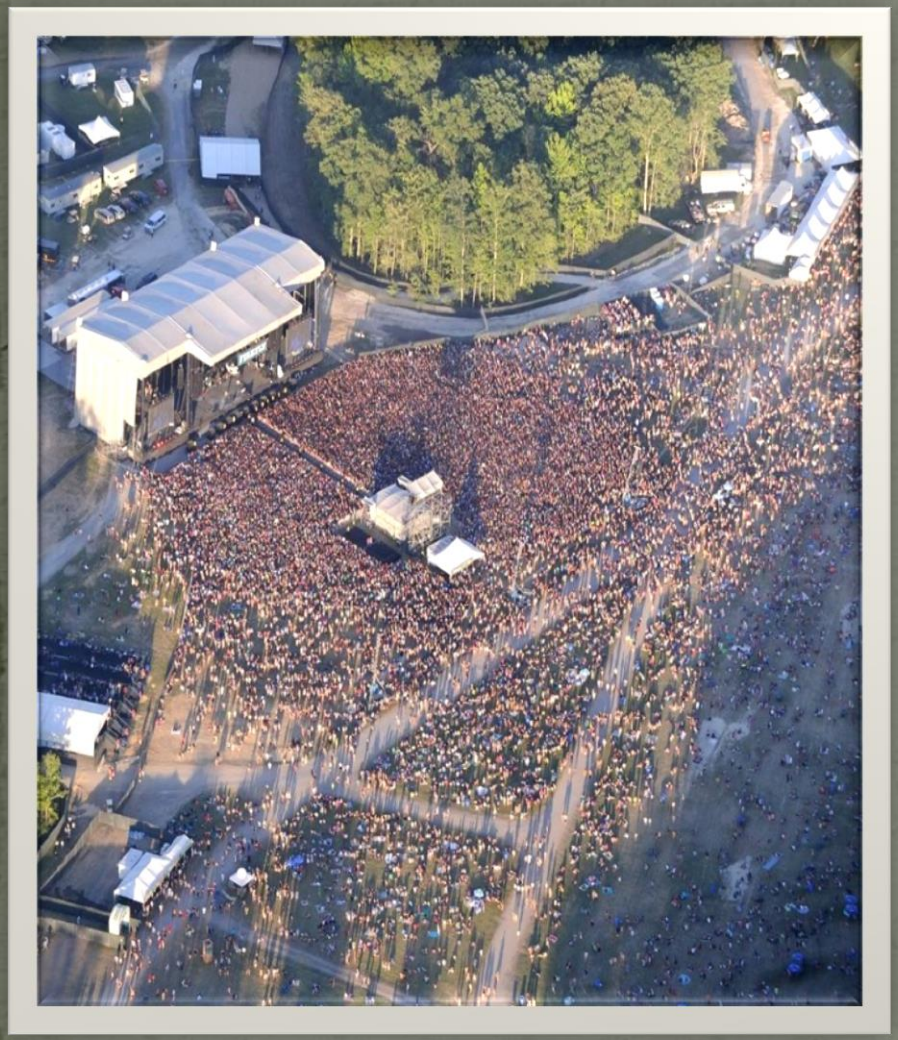
- Elevated Threat Level Instructions
- Reflective Traffic Vest Policy
- Strict Enforcement Actions
- Support Dover Downs Security Operations
- Officer Instructions
- Command Post/Secondary Public Safety Compound
- Communications
- Logistics
- Intelligence


the WOODLANDS
ENTRANCE / EXIT
FIREFLY MAIN STAGE
MERCHANDISE
the PORCH STAGE
the BREWERY
the ARCADE
the MARKET
TOMS
the THICKET
ST. JUDE
the BIG BREAK STAGE
FYE
HAMMOCK HANGOUT
the PATHWAY
HAMMOCK HANGOUT
the BACKYARD STAGE
the FOREST STAGE
HOT AIR BALLOON
the LAWN STAGE
the COFFEEHOUSE
LANDSHARK
MERCHANDISE
ENTRANCE / EXIT
Festival Legend
FOOD
BAR
CAMELBAK WATER REFILL
CHARGING STATION
RESTROOMS
LOCKERS
WIFI HOTSPOT
MEDICAL
ACCESSIBILITY VIEWING AREA
INFORMATION
VIP
SHADE TENT
ATM

GRID MAP


A B C D E F G H I J K L M N O P Q
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
3
2
4
1
LEIPSIC ROAD

FRIDAY AFTERNOON





POLICE AGENCIES INVOLVED:

Dover Police Department - As the primary law enforcement agency, we managed and deployed other law enforcement agencies as needed and retained law enforcement management responsibility for events that occurred in the jurisdiction of the Dover Police Department. We were also utilized to monitor, direct, and control traffic (pedestrian and vehicle) ingress and egress to the event in conjunction with the Delaware State Police, Delaware Department of Transportation and Dover Downs International Speedway and provided law enforcement/security at the venue.

Dover Police Department Drug, Vice, Organized Crime Unit (DVOC) – was utilized to assist with security issues in the venue and the parking areas surrounding the venue. DVOC officers were used to identify any potential drug/crowd related problems. DVOC officers also targeted illegal T-shirt and wristband sales.

Delaware State Police - As the secondary law enforcement agency, they managed, deployed and retained law enforcement management responsibility for events that occurred in their jurisdiction. They were also utilized to monitor, direct, and control traffic (pedestrian and vehicle) ingress and egress to the event in conjunction with the Dover Police Department, Delaware Department of Transportation and Dover Downs International Speedway and provided law enforcement/security at the venue.

Dewey Beach Police Department - was utilized to direct and control traffic ingress and egress for the event as well as patrol the parking lot and camping grounds.

Smyrna Police Department - was utilized to direct and control traffic ingress and egress for the event, patrol the parking lot and camping grounds and the Main Entrance.

Capitol Police Department - was utilized to direct and control traffic ingress and egress for the event as well as patrol the parking lot, festival grounds and camping areas.

Georgetown Police Department – was utilized to conduct security at festival grounds cash house.

Seaford Police Department - was utilized to direct and control traffic ingress and egress for the event as well as patrol the parking lot and camping grounds.

POLICE AGENCIES INVOLVED CONTINUED:

Felton Police Department - was utilized to direct and control traffic ingress and egress for the event as well as patrol the parking lot and camping grounds.

Milford Police Department - was utilized to direct and control traffic ingress and egress for the event as well as patrol the parking lot, festival grounds and camping areas.

Wyoming Police Department - was utilized to direct and control traffic ingress and egress for the event as well as patrol the parking lot and camping grounds.

Camden Police Department - was utilized to direct and control traffic ingress and egress for the event.

Cheswold Police Department - was utilized to direct and control traffic ingress and egress for the event.

Clayton Police Department-was utilized to direct and control traffic ingress and egress for the event.

Dagsboro Police Department-was utilized to direct and control traffic ingress and egress for the event.

Selbyville Police Department-was utilized to direct and control traffic ingress and egress for the event.

Delaware State Police EOD – was utilized to respond to and deal with any suspicious packages or items found or left in and around the grounds of the festival area and as well as Dover Downs property.

Delaware Alcohol Tobacco Enforcement (DATE) – staffed the event and provided uniformed and non-uniformed staff to monitor DATE compliance and assist with the interior event security and U/C operations.

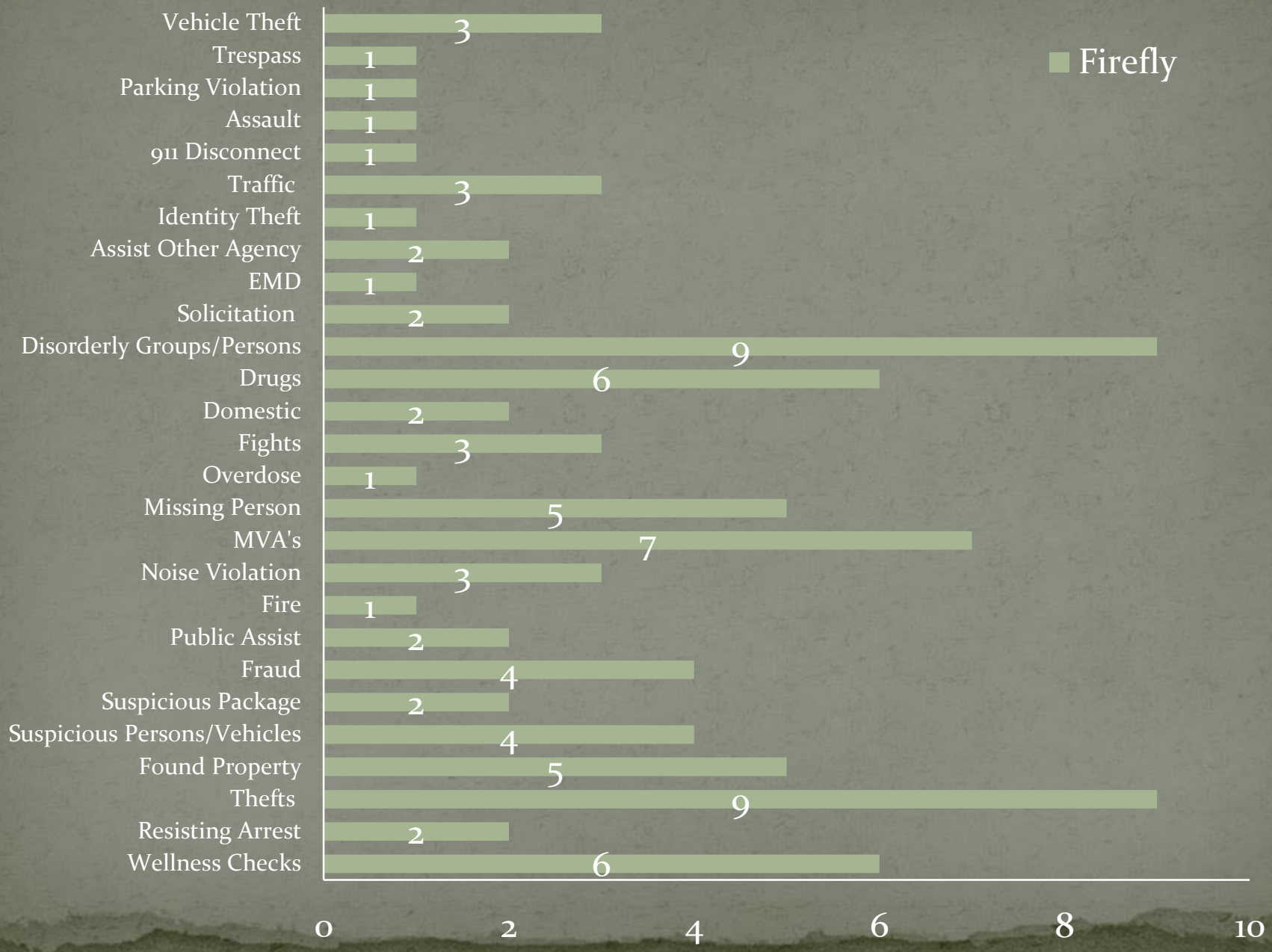
Delaware Joint Terrorism Task Force (JTTF) – was utilized to provide undercover operations dealing with security issues in the parking areas and inside of the venue.

THURSDAY TRAFFIC



Complaints

3,378 Man Hours Were Used Throughout the Six Day Period.



Saturday Evening



ITEMS REQUIRING IMPROVEMENT:

At the conclusion of the Firefly Music Festival, it was determined that there were several issues that needed to be addressed, dealt with, and corrected for the 2015 Firefly Festival. Some of the issues that arose during the weekend which will be addressed in the upcoming meetings are as follows:

Red Frog/ DIS need to hire undercover officers to work the event. The Drug, Vice and Organized Crime Unit was not hired by Red Frog/DIS for 2014. They were present however and arrested three subjects for a total of 10 drug charges and seized LSD, Cocaine, Ecstasy and Oxycodone along with cash proceeds. They also issued 11 DCO's for soliciting without a permit and seized approximately 300 counterfeit T-Shirts. They only scratched the surface by their own admission and requested additional manpower for 2015.

Red Frog/DIS needs to man the toll booths 24 hours a day. A lot of travelers arrived in the overnight hours and backed traffic onto US 13 while waiting for the toll booths to open.

ITEMS REQUIRING IMPROVEMENT CONTINUED:

Red Frog/DIS needs to limit Hub Concerts to FIREFLY ticket holders only. Opening it to the public allowed for local trouble makers to attend and become unruly and disorderly.

Need to hard close Leipsic Road and Persimmon Tree Lane on Thursday morning. The pedestrians overtook the roadway and were intermingled with vehicle traffic creating a serious safety hazard.

Need to establish a well-defined pedestrian cross walk between the main Entrance and Lot 12.

Pedestrian walking areas on Persimmon Tree Lane need to be clearly defined with hard barriers to separate them from Emergency/Event vehicle traffic.

Working Patrol Officers need to be provided with detailed maps to assist them when responding to complaints at the event. Working Patrol Officers request a pre-determined meet location and transportation (i.e. Golf Cart) for Officers responding into the Festival Grounds to assist Extra Duty Officers.

Sunday's reduction in manpower needs to be reviewed prior to 2015 as it left the officers shorthanded.

Need better lighting on the roadways and the bridge to enhance security and prevent a vehicle/pedestrian collision.

Need trash cans placed on the bridge and roadways. Attendees threw a lot of debris on the bridge and roadway which created a walking hazard.

QUESTIONS?

