

**Preliminary Land Use Service (PLUS) Application  
Pre-Update Review Request  
Municipal Comprehensive Plans  
Comprehensive Plan Amendments  
Municipal Ordinances**

**Delaware Office of State Planning Coordination**

122 Martin Luther King Jr. Blvd., South • Dover, DE 19901 • Phone: 302-739-3090 • Fax: 302-739-5661

**All sections related to your project must be completed.** Incomplete applications could lead to delays in scheduling your review. If you need assistance or clarification, please call the State Planning Office at (302) 739-3090.

**REQUESTED REVIEW: Check one**

Comprehensive Plan Pre-Update Review  
**Complete Sections 1 and 3 only**

Comprehensive Plan or Update  
**Complete Sections 1 and 3 only**

Comprehensive Plan Amendment  
**Complete Sections 1 and 2 only**

Municipal Ordinance Review  
**Complete Sections 1 and 2 only**

**Date of most recently certified comprehensive plan:**

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**Link to most recently certified comprehensive plan, if available:**

If a link to the plan is not available, you must submit a copy of your plan with this application for a Pre-Update Review or a Comprehensive Plan Amendment.

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**SECTION 1: MUNICIPAL INFORMATION**

<b>Name of Municipality:</b> Woodside, Delaware	
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**SECTION 2. COMPREHENSIVE PLAN AMENDMENT OR MUNICIPAL  
ORDINANCE DESCRIPTION**

**Please describe the submission.**

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**SECTION 3. CHECKLIST FOR PRE-PLAN-UPDATE REVIEWS,  
COMPREHENSIVE PLANS AND COMPREHENSIVE PLAN  
UPDATES**

Please indicate the section and page number where the following information can be found in the comprehensive plan. For additional details on this checklist, go to the following website: <http://stateplanning.delaware.gov/docs/comprehensive-plan-checklist-guide.pdf>

<b>Comprehensive Plan Requirements for ALL Communities</b>	
<i>Elements of Delaware Code</i>	<i>Page #s / Section</i>
Position on Population Growth	Page 17 / Section 2-2b
Position on Housing Growth	Page 17 / Section 2-2b
Position on Expansion of Boundaries	Page 24 -25 / Section 2-4b
Position on Development of Adjacent Areas	Page 11 / Section 1-3b
Position on Redevelopment Potential	Page 32 / Section 2-9a
Position on Community Character	Page 31-32 / Section 2-8c
Position on the General Use of Land	Page 10 / Section 1-3a
Position on Critical Community Development Issues	Page 29 - Section 2-6i
Position on Key Infrastructure Issues	Page 27 Section 2-5e
Demonstrate coordination with State, County and other Municipalities	Page 25 / Section 2-4b
<b>Additional Elements of the Comprehensive Plan Required for Communities with more than 2,000 persons</b>	
<i>Elements of Delaware Code</i>	<i>Page #s / Section</i>
Description of Physical, Demographic and Economic Conditions	
Policies, Statements, Goals and Planning Components for Public and Private Uses of Land	
Policies, Statements, Goals and Planning Components for Transportation	
Policies, Statements, Goals and Planning Components for Economic Development	
Policies, Statements, Goals and Planning Components for Affordable Housing	
Policies, Statements, Goals and Planning Components for Community Facilities	
Policies, Statements, Goals and Planning Components for Open Space and Recreation	

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Policies, Statements, Goals and Planning Components for Protection of Sensitive Areas	
Policies, Statements, Goals and Planning Components for Community Design	
Policies, Statements, Goals and Planning Components for Adequate Water and Waste Water Systems	
Policies, Statements, Goals and Planning Components for Protection of Historical and Cultural Resources	
Policies, Statements, Goals and Planning Components for Annexation	
Policies, Statements, Goals and Planning Components for other Elements which in the opinion of the community best promotes health, safety prosperity and general public welfare.	
Sourcewater Protection (7 Del. C. § 6083)	
<b>Other Code Requirements Linked to the Comprehensive Plan</b>	
<i>Elements of Delaware Code</i>	<i>Page #s / Section</i>
Municipal Boundaries accurately depicted on maps, and recorded in county if applicable (City / Town Charters). Required for all municipalities.	Pages 45-53 / Section Appendix B

<b>Other elements</b>	
Public Participation	Page 12 / Section 1-4

**Additional comments:** In February 2016, Woodside was notified that it was the only municipality in Delaware that did not have a CLP in progress or in place. An old copy of a CLP from 1985 was found in old town records, but apparently it had never been certified as no state agency was aware of it. In developing this current plan, we have had to upgrade our town charter (now being processed) as there was no process for annexation in it and found that our old zoning ordinances are also outdated. We look forward to working with state agencies to improve our town's services and annexing those properties that desire to be wholly inside our town boundaries.

**Town of Woodside  
Comprehensive Plan**

**May 2018**

**DRAFT**

Prepared by:  
The Town of Woodside  
Town Council & Planning Committee

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**TOWN, COUNTY, AND STATE OFFICIALS**

*Town of Woodside*

**Mayor and Council:** Michael Warren, Mayor  
 Stephanie Holyfield, Treasurer  
 Brenda Richards, Secretary  
 Sharon Ivory, Tax Collector  
 Diane Crom, Council member  
 James Carpenter, Council member  
 Aaron Mantz, Council member

**Planning Commission:** Cheryl Epps  
 Brian Michalski  
 Gary Richards  
 Rene' Valladares

**Town Solicitor:** D. Barrett Edwards IV

*Kent County Commissioners:*

Hon. P. Brooks Banta	Commissioner-President	1 <sup>st</sup> District
Hon. James E. Hosfelt, Jr.	Commissioner	2 <sup>nd</sup> District
Hon. Allan F. Angel	Commissioner	3 <sup>rd</sup> District
Hon. Eric L. Buckson	Commissioner	4 <sup>th</sup> District
Hon. George Jody Sweeney	Commissioner	5 <sup>th</sup> District
Hon. Glen M. Howell	Commissioner	6 <sup>th</sup> District
Hon. Terry L. Pepper	Commissioner – Vice President	At-Large

**County Administrator:** Michael J. Petit de Mange, American Institute of Certified Planner (AICP)

**Director of Planning Services:** Sarah E. Keifer, AICP  
 David Edgell, AICP, Principal Planner

*State of Delaware Officials:*

**Governor:** John Carney

**Lt. Governor:** Bethany Hall-Long

**State Senator:** Colin R. J. Bonini

**State House of Representative:** Lyndon D. Yearick

## **A MUNICIPAL DEVELOPMENT STRATEGY FOR WOODSIDE, DELAWARE**

### **INTRODUCTION**

The Town of Woodside's Comprehensive Plan was developed for a variety of purposes. The town initiated the development of the Plan in January 2017. The comprehensive plan provides a framework for development and annexation for the town, and will be used to update the Woodside Zoning Code and create a Zoning Map for Woodside.

This Comprehensive Plan serves as an official statement about the future of the town. First and foremost, the plan is a unified advisory document to the Council and the Planning Commission on land use and growth issues. It should be used to guide future development decisions, re-zonings, annexations, and capital improvements throughout the town. The Town will use the plan as the basis to establish its zoning code and zoning map.

The plan is also an informational document for the public. Citizens, business people, and government officials can turn to the plan to learn more about Woodside, and its policies for future land use decisions. Potential new residents can use the documents as an informational resource about the town, its characteristics and facilities. This document contains the most current information available on population, transportation, housing, employment and the environment.

And lastly, the Woodside Comprehensive Plan is a legal document. The Delaware Code specifies that ". . . any incorporated municipality under this chapter shall prepare a comprehensive plan for the city or town or portions thereof as the commission deems appropriate." The code further specifies that, "after a comprehensive plan or portion thereof has been adopted by the municipality in accordance with this chapter, the comprehensive plan shall have the force of law and no development shall be permitted except as consistent with the plan." (§ 702, Title 22, Delaware Code)

## CHAPTER 1. BACKGROUND

### 1-1. The Authority to Plan

Delaware law requires that municipalities engage in comprehensive planning activities for the purpose of encouraging “the most appropriate uses of the physical and fiscal resources of the municipality and the coordination of municipal growth, development, and infrastructure investment actions with those of other municipalities, counties and the State....” This plan was written to comply with the requirements of a municipal development strategy as described in the Delaware Code for towns with population of 2,000 or fewer.

The municipal development strategy for small communities (such as Woodside) with fewer than 2,000 people is to be a “document in text and maps, containing, at a minimum, a municipal development strategy setting forth the jurisdiction’s position on population and housing growth within the jurisdiction, expansion of its boundaries, development of adjacent areas, redevelopment potential, community character, and the general uses of land within the community, and critical community development and infrastructure issues.” In addition, the town’s comprehensive planning process must demonstrate coordination with other municipalities, the county, and the state during plan preparation. (22 Del. C. 1953, § 702; 49 Del. Laws, c. 415, § 1.)

State law requires that planning be an ongoing process and that municipalities identify future planning activities. This document is Woodside’s municipal development strategy as required by state law. It is intended to cover a ten-year planning period and be reviewed at least every five years.

**1-2. A Brief Overview of the Community:** Woodside is a small, rural community, with a total area of approximately 0.2 square miles, and consisting of 181 individuals in the 2010 census. Most of the residences consists of single family homes, with some small farms intertwined among them.

This map shows the location of the Town of Woodside in the State of Delaware. Woodside is located in Kent County, just off Route 13 between Harrington and Dover and is located at [39°04'17"N 75°34'06"W](#) (39.0715017, -75.5682584). According to the United States Census Bureau, the town has a total area of 0.2 square miles or 110.55 acres, all of it land.



**1-2b. History of the Town**

**The History of Woodside**

Much of this history of Woodside is excerpted from *Woodside: A Bicentennial Commemorative*, which was published in 1987 by the Woodside Town Council and The Bi-Centennial Committee.

The town of Woodside is a peaceful, typical Delaware community of approximately 181 residents. It has an exciting past, a happy present, and looks forward to a progressive future. The land where the town is located was first taken up by John Rhodes of Sussex County, on warrant from the Court on November 23, 1679. This tract contained 2000 acres, and being inherited by John Rhodes, Jr. was known as "Rhodes Forest".

On May 3, 1725, John Rhodes, Jr. sold this tract of land to Andrew Caldwell of Kent County, and took in exchange for it, parts of tracts of "Bartlett's Lott" and adjacent tracts lying towards the mouths of the St. Jones and Murderkill Creeks. Caldwell then called his land in this locality "The Exchange", and by that name it was known on subsequent deeds. Thus, the village of Woodside is located on a portion of the "Longacre" tract called "Exchange" situated in North Murderkill Hundred about seven miles south of Dover. To this day, this name, "Exchange" is highly visible on one of the buildings of the Caulk dairy farm just west of Woodside.

It is interesting to note that the second highest point of land in Kent County (the highest being at Blanco in extreme northwestern Kent County), is located on "Exchange" and the peninsular divide also makes a north-south division through this farm, placing the Caulk lands in both the Delaware Bay and Chesapeake Bay watersheds.

The town of Woodside, like many of her sister communities, came about as a result of the railroad. However, it must also be noted that the number of farms in the area also had a direct bearing on its development.

Before the advent of the Philadelphia, Wilmington and Baltimore Railroad in 1856, the farmers took their excess produce to Forrest's Landing (now called Lebanon) to be sent by boat to the cities of the north. This meant that the produce was in transit for several days. After 1856, by using the railroad, it was possible to get the produce to consumers in one day. It was during this time that Henry Cowgill surveyed and cut a road through the forest from his farm (Longwood) near Willow Grove to intersect the railroad, which was a distance of five miles.

In August 1864, when the need for another station on the Delaware rail line was apparent, it was through the exertions of Henry Cowgill that the railroad company established a depot and station house at Woodside. Thus, the town was founded. Ezekiel Cowgill was appointed the first railroad and express agent. However, he was soon succeeded in 1867 by his father, Henry Cowgill, who had just established a residence there on a farm. Henry Cowgill continued on this job until his death in 1881.

In 1864, when the station was established, there were only two houses and about eight inhabitants. The first station was built of wood and later moved to become a tenant farm house. The old station was replaced by a station built of brick which stood until rail passenger service was discontinued at Woodside in 1939.

The station was first called Willow Grove Station and then the name soon changed to Fredonia by the Cowgill family, who had purchased a large tract of land there. The town bore this name until July 2, 1869 when the town was renamed "Woodside", after there was confusion with mail from Fredrica and Fredonia. According to Mr. Hyland Burchenal, the town received this name because there was a great amount of wood in the forms of timber and railroad ties piled on a vacant lot to the side of the station – hence, the name of Woodside.

Within a few year after its founding, Woodside had grown considerably. A United States Post Office was established at the train station on July 19, 1867 and Henry Cowgill was named Postmaster.

Woodside, being a farming community, opened its first cannery during the late 1870s. This cannery, which employed six women, was built by sixteen farmers in the area who each paid fifty dollars for its construction. However, those farmers soon sold the small cannery to get their money back. In 1881, there were two canning factories, one which was owned by Samuel H. Derby, who used the trade name of Lily Lake Farm.

The land and farms around Woodside were quite productive with many kinds of fruits and vegetables. Due to this abundance of farm products, mainly peaches and tomatoes, the town grew very rapidly between the years of 1900 and 1930. It was during this time that the town became the center of the peach belt of the peninsula. The Derby factory was passed down through the years until the Green Giant Company bought the old tomato cannery in 1953, where they then processed large quantities of asparagus and peppers for the next 23 years. In 1977, Green Giant sold their cannery to Erdner, Inc., a New Jersey canner who would process green peppers for Green Giant.

The town continued to grow with the first electricity being brought to Woodside in 1908 along with its first public community telephone. On April 4, 1911, the town of Woodside was incorporated by act of the Senate and House of Representatives of the State of Delaware in General Assembly. Boundaries of the town were established and part of what had been called Woodside was now outside the town limits. However, on March 18, 1927, the boundaries were extended to include the land area to the east of the railroad. The town limits have since remained unchanged.

Rail passenger service north and south afforded, at its peak, eight trains a day. There were also several "flyers" or express trains that passed through but did not stop except in very special circumstances. President Woodrow Wilson, during his first term of office (1913-1917) passed through Woodside. Classes at the Woodside School were dismissed and all teachers and students walked to the station to hear the President speak a few words from the platform at the back of the train before it continued on to the next stop.

By 1920, two evaporators and two canneries were in operation. The cars of the Pennsylvania railroad were being loaded with local calves, timber, fruits and vegetables.

In 1925, the State agreed to construct an improved highway near Woodside and to perpetually maintain it. With the advent of the T. Coleman DuPont Highway and other improved roads, the railroad's importance declined, so that by 1939 the railroad station was demolished.

The people who populated Woodside were industrious. Not only did they produce most of their own food, but they also raised broom straw and made brooms to sell. In 1929, there were five stores, one dealer in coal, lime and grain, and one dealer in fertilizers. There was also a grist mill in the area, a blacksmith shop, and a barber shop, all of which served the three hundred inhabitants of Woodside. It can be assumed that the population of three hundred people included those living in the surrounding area, as the 1980 census documents that the highest number of residents ever recorded for Woodside was 248 individuals.

Education was a high priority in Woodside. The first public school in the area for District 71 was Powell's School. This was a one room building which stood across from where Polytech High School now stands. When the need arose for better facilities, the school district levied taxes and had plans submitted by Ben W. Townsend for a new two-story school house in the town of Woodside. In 1886, a school was built for grades one through eight. This school and district continued to function until 1943 when it was consolidated with Caesar Rodney. The building was turned over to the town and is now used as the Woodside Town Hall.

Schools were also provided around Woodside for the black population. The third and last black school of District 154 was constructed in 1922 by the DuPonts and was a one room building in which

grades one through six were taught. The ground for the building had been purchased from Samuel Derby. This school was closed around 1953 and the building used as a dwelling.

The first Methodist meeting house in this area was located one mile south of Woodside. This meeting house was known as Green's Chapel. On May 16, 1787, Christopher Green conveyed one acre of ground to William Virdin, Philip Barratt, James Green and other trustees, for the express purpose of building a preaching house or chapel. Francis Asbury preached there on Tuesday, March 20, 1810. This chapel was in active use until 1856, at which time the congregation decided it would be more convenient to build a church at Canterbury.

Shortly after the founding of Woodside, an interdenominational Sunday school was started and held at the school. It was very successful and the present church site, which was diagonally across the street from the school, was given to the town on June 19, 1889 by Ezekiel Cowgill. In 1889, the cornerstone of the present Methodist Church was laid and the dedication by the Rev. J.S. Willis was planned for June 22, 1890. The cost of the church building, when finished, was about \$2500. More land was donated by W.S. Barger. The first bell was installed in 1896 and was replaced by the present bell in 1920. The church was eventually completely renovated in the 1940s, with the church reopening on the evening of November 4, 1945. The church was added to the National Register of Historic Places in 1996.

Woodside has continued to thrive as a community. It has numerous small businesses, including a sign shop, landscaping business, car repair shop, beauty shop and home day care centers. People love the small town environment with the ability to drive to larger businesses, schools and churches in the vicinity. For the residents and property owners in Woodside, we feel we have the best of both worlds -- rural and city life and we hope to retain that close-knit community feeling for years to come.

**BIBLIOGRAPHY:** All from *Woodside: A Bicentennial Commemorative, 1987*

- Bevans, Wilson Lloyd. History of Delaware: Past and Present, 1929.
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- Grier, Kenneth W. History of the Town of Woodside, Delaware, Unpublished Manuscript, 1908.
- Killen, Salida Barbour. History of Woodside, c. 1925.
- Richards, Mary Barnard. History of Woodside, c. 1967.
- Richards, Michael L. A Woodside History. 1987.
- Scharf, J. Thomas. History of Delaware, Philadelphia, 1888.

**1-2c. Natural Features**

General Environment

Woodside's topography is relatively flat with elevations ranging from 56 to 66 feet above sea level and well suited for farmland. See Map 1 for Aerial View of Woodside.

Floodplains and Wetlands

Woodside is not located in a floodplain. According to the FEMA national Flood Hazard Map, it is labeled as being in a minimal flood hazard zone, designated by Zone X. Even though a portion of the Tidbury Creek extends into a very small portion of Woodside, it is in Zone AE, which indicates less than a 1% annual chance of being a flood hazard. (See Map 2b. National Flood Hazard Layer Map for Woodside). The town of Woodside does not participate in the National Flood Program.

## Soils

According to the 2017 USDA-NRCS Soil Survey for Kent County, 80% of the soils in Woodside belong to the Hambrook series. The remaining 20% consists of Cedartown, Hammonton, Sassafras and Woodstown series. These estimates are based on observations, descriptions and transects of the map unit. Hambrook is a type of sandy loam with a 2 to 5% slope and variations of this soil continue to a depth of approximately 80 inches. It has a moderately high to high capacity layer to transmit water, and is well drained. The runoff class is low and the frequency of ponding and flooding is rare. The depth to the water table is 40 to 72 inches and the available water storage in profile is moderate (about 7.9 inches). All areas are considered prime farmland. See Map 2 for Environmental Features in Woodside plus Map 2c. for the Natural Resources Conservation Service's Soil Survey information.

### **1-3. Existing Land Uses:**

#### ***1-3a. Land within Woodside***

The Town of Woodside has an old Zoning Ordinance and does not appear to have a Zoning Map for managing land use for the town. One purpose for developing a comprehensive plan for the town is to allow the town to develop and improve land use regulations. An Aerial View of Woodside and the Existing Land Use Maps are located in the Map Appendix as Maps 1 and 3, respectively.

The Town has many of the characteristics that are typical of smaller towns in Delaware. Development of the town was greatly influenced by its east-to-west main Street and north-to-south railroad tracks. The rail line was the major reason people settled into this geographic area. Woodside's main street and the railroad tracks intersect near the center of town. Norfolk Southern Corporation now owns the rail line, currently the only line running from Delaware's northern boundary with Pennsylvania to its southern boundary with Maryland. The railroad is used almost exclusively to haul cargo through the state.

A walking survey of the existing land uses within Woodside was conducted in 2017 with assistance from the Office of State Planning Coordination. The predominant land use in town is residential, with agricultural use a close second. Most of the developed residential structures consist of older one and two-story homes. There are also a few residential properties with very large open lots located behind their respective houses.

There are a few institutional land uses located in Woodside, located primarily on Main Street. These uses include the Town Hall, two churches, and the Woodside Post Office. There are scattered commercial and industrial uses throughout the town, most notably a trucking company and landscaping firm on Turkey Point Road; a sign shop and storage unit business on Main Street; and a car repair center on South Street. A limited number of vacant residential lots are interspersed throughout the town as well.

There are agricultural areas interspersed throughout the town – the biggest areas are off Turkey Point Road and the western edge of Main Street. Some residents also utilize part of their properties for agricultural uses.

### **1-3b. Adjacent Land Uses**

Woodside is located in a rural area. The surrounding land uses are primarily residential and agricultural in nature. Residential uses in the form of single-family homes line the roads leading to and from the town, with some of the land still in agricultural production. Fifer Farms lies directly to the north of the town's limits and Loblolly Farms lies directly to the south.

All of the land surrounding Woodside is within the jurisdiction of Kent County. Both the Kent County Comprehensive Plan and the State Strategies for Policies and Spending designate the area in and around Woodside as Investment Level 2 and Level 3 areas (See Map 4 under the Map Appendix section).

According to the *Delaware Strategies for State Policies and Spending*, "Investment Level 2 is described as areas that can be composed of less developed areas in the county that have or will have public water and wastewater services and utilities, areas that are generally adjacent to or near Investment Level 1 Areas, smaller towns and rural villages that should grow consistently with their historic character, and suburban areas with public water, wastewater and utility services. They serve as transition areas between Level 1 and the state's more open, less populated areas. They generally contain a limited variety of housing types, predominately detached single-family dwellings.

Investment Level 3 Areas generally fall into two categories. The first category covers lands that are in the long-term growth plans of counties or municipalities where development is not necessary to accommodate expected population growth during this five-year planning period (or longer). In these instances, development in Investment Level 3 may be least appropriate for new growth and development in the near term. The second category includes lands that are adjacent to or intermingled with fast-growing areas within counties or municipalities that are otherwise categorized as Investment Levels 1 or 2. These lands are most often impacted by environmentally sensitive features, agricultural-preservation issues, or other infrastructure issues. In these instances, development and growth may be appropriate in the near term, but the resources on the site and in the surrounding area should be carefully considered and accommodated by state Agencies and local governments with land-use authority.

Due to the limits of finite financial resources, state infrastructure spending on "hard" or "grey" infrastructure such as roads, sewer, water, and public facilities will generally be directed to Investment Level 1 and 2 areas. The state will consider investing in these types of infrastructure in Investment Level 3 Areas once the Investment Level 1 and 2 Areas are substantially built out, or when the infrastructure or facilities are logical extensions of existing systems and deemed appropriate to serve a particular area."

#### **1-4. Public Participation**

Below are the public comprehensive meetings that have been held.

The first time the need for a Comprehensive Land Plan was discussed at a public town meeting was on February 23, 2016. One of the attendees wanted to know how he could annex in the other half of his property that was outside of the town limits.

At the October 11, 2016 public town meeting, an updated map of the current land use for Woodside was presented to the attendees. Attendees were surprised to find that Woodside only encompassed 0.2 square miles in area and noted where the actual town boundaries were.

The next public town meeting was on February 7, 2017 and an aerial view of Woodside and the current land use map were again presented. Attendees were concerned at how close the town of Camden was to our boundaries and questioned what Camden's plans were for expansion. Residents also commented on the need to update the town ordinances and how they would be enforced.

In April 2017, a community questionnaire was sent out to every person on the tax list and any known renters. A total of 115 questionnaires were sent out with 52 of them filled out and returned – a 45.2% response rate. Out of those 52 responses, 43 (82.6%) were from residents in town.

In June 2017, a public town meeting was held to review the results of the Town Survey.

The vast majority of questionnaire respondents were in favor of maintaining Woodside's small town atmosphere and keeping Woodside and the surrounding area largely the same as it is today. Agricultural and parkland uses were the most popular recommended ideas for future land uses for currently vacant land within the town with new housing for residential use as the second most popular. Commercial and industrial uses were the least popular option.

Opinions on annexation were mixed. The respondents were almost evenly divided when asked if they would like to see Woodside's town limits expanded. The most common answer for why they would want annexation was for the additional tax revenue, which could pay for projects like sidewalks, a community center and extra police presence to monitor for speeding cars. 36% of the respondents had no opinion on whether Woodside should annex new areas of land adjacent to the current town boundaries; 33.3% encouraged development within the current boundaries; and 24% wanted to annex properties already partially inside the town boundary. However, between 36% and 53% of the respondents strongly agreed to the possibility of annexing land into Woodside. The majority of respondents approved the idea of annexing properties that are already partially inside town boundaries.

Over 69% of the respondents stated they would be agreeable to some type of tax increase to cover funding for initiatives to improve Woodside. Twelve and one half percent stated that Woodside should issue a bond or obtain grants. Eighteen percent of the respondents stated they wanted things left as they are now.

The most common areas for concern to improve the town was having more sidewalks, improving the town reputation and image, and safety issues attributed to speeding cars and traffic issues. The lack of police presence, need for sewers, lack of parking along the streets and not having options for cable/internet were areas cited as other concerns but not priorities for the majority of the respondents.

When asked if they would support an effort to contract a town trash service, 54.7% of the respondents said yes; 37.8% said no; and 7.5% did not answer the question.

The majority of the respondents stated that what they liked best about living in Woodside was the small town atmosphere, knowing their neighbors, the quietness, having low crime and low taxes and being close to the city of Dover.

Taken as a whole, responses to Woodside's questionnaire indicated a general desire to leave things as they are, even though some improvements in the town's appearance and safety concerns with speeders and sidewalks were noted as priorities to be dealt with.

In February 2018, a newsletter was sent out to each resident and property owner to notify them that the updated comprehensive land use plan was posted on the town website for their review and would be discussed at the upcoming meeting on March 13, 2018.

On March 13, 2018, a well-attended public town meeting was held. David Edgell, our consultant from the State Planning office was present to answer questions and explain the process and importance of the comprehensive land use plan. The process for annexation was the primary concern of the attendees. Mayor Mike Warren explained that the town council was currently working to update the town charter with the annexation process and the public would be involved whenever plans to annex any property was instituted.

## **1-5. Woodside's Planning Goals and Vision**

The Town of Woodside is a very small community, based on Census 2010, a residential base of 181. Through public participation, the community questionnaire, and the planning committee's research, the following goals and vision were developed for Woodside's future:

### ***1-5a. Planning Goals***

- Preserve and enhance the Town of Woodside's traditional friendly small-town character and quality of life in ways that coordinate with Kent County zoning and growth projection.
- Encourage maintenance and conservation of the town's small-town character and appearance through revision and increased enforcement of property maintenance ordinances for existing and future structures.
- Encourage the redevelopment of vacant homes and parcels within the town boundaries.
- Evaluate and update the town charter to include a process for land annexation.
- Evaluate and update all town ordinances.
- Explore the feasibility of instituting a solid waste removal program within the town.

- Improve the ability of pedestrians to safely move through the town by investigating best methods and practices for enforcing traffic laws, attending to sidewalk repair, as well as exploring the feasibility of installing new sidewalk paths.
- Improve law and order in town by investigating the feasibility of increasing police traffic patrols.
- Partner with local organizations to schedule social activities in town to maintain community spirit and increase civic engagement.
- Encourage annexation of current split town parcels and neighboring or near properties, thus inspiring a slow, but steady growth for the Town of Woodside.
- Revise zoning ordinances and map to provide certainty to land use within the Town of Woodside, protect property values, and encourage proper use of land in the town to support this plan.
- Encourage discussion regarding the potential for future commercial activity in the town.
- Review small parcels of land currently identified as commercially zoned area to determine whether parcels are still practical for commercial activity.
- Coordinate with nearby municipalities, Kent County, and the state to mitigate the impacts of development of surrounding areas on the Town of Woodside, and to promote the preservation of open space when possible.

### ***1-5b. A Vision for Woodside***

Woodside is a small community that will maintain its small town character while allowing for modest growth and development that is consistent with a family-oriented atmosphere and rural surroundings.

## **CHAPTER 2. MUNICIPAL DEVELOPMENT STRATEGY**

### **2-1. Town Governance, Land Use Planning and Regulation Process**

On April 4, 1911, the Town of Woodside was incorporated by act of the Senate and House of Representatives of the State of Delaware in General Assembly. The government of the town, and the exercise of all powers conferred upon it by the Town Charter, which was approved on February 11, 1982, and by the laws of the State of Delaware, is vested in a Town Council composed of a Mayor, Treasurer, Secretary, Tax Collector, and three “non-officer” Council members, all of whom shall be elected at-large by the qualified voters of the Town. The term of office of the Mayor shall be one year and the terms of all other officers shall be two years from the day after their respective elections and until their respective successors shall be duly elected and qualified. At every subsequent annual election, the successors to the officers and council members whose terms have expired shall be chosen to serve for a term of two years, with the exception of the Mayor whose term shall always be one year, the result being that the Treasurer, Secretary, and Tax Collector shall be elected in even numbered years and the non-officer council members shall be elected in odd-numbered years.

To be eligible to run for any office or Council seat in the Town of Woodside, the nominee must be at least twenty-one years of age, and a bona fide domiciliary of the town for at least six months prior to the day of the election. In addition, no person shall be eligible to run for any town office or Council seat unless and until that person has complied with such ordinances governing the nomination of candidates adopted by the Town Council, if any, provided that no such ordinance shall alter the qualifications for office as are set forth in the Town Charter. No person shall be eligible to run for more

than one position on the Council at any election, and no member of Council whose term of office does not expire at the upcoming election may be a candidate for another position on Council in that election unless he or she first resigns from the existing position at least thirty days prior to the date of the election.

Town elections shall be held on the last Saturday in March of each year at the Town Hall or at any other convenient place within the town limits as the Council shall establish by resolution. Every election shall be conducted by an Elections Board consisting of the Mayor, or any other qualified voter in the Mayor's absence, and two other citizens of the town chosen by those legally qualified voters present at the opening of the polls.

The Town Council meets regularly throughout the year and special meetings may be scheduled as needed. Four members of the Council must be present to constitute a quorum for conducting business. The Town has no paid full-time employees and contracts for services necessary for the operations of the town. The Town Council conducts town business and is responsible for issuing building and other project permits, but Kent County is currently responsible for approving new buildings and permits for changes in property use and assisting with other resources as needed to run the town of Woodside. The Town Council must approve projects by a majority vote, once the county has reviewed them.

Woodside is presently without a Zoning Map and has an old Zoning Ordinance; therefore, one of the purposes of this planning effort is to begin the process of adopting some land use regulations for the town, which will include updating the town ordinances and town charter.

### ***2-1a. Recommendations, Town Governance, Land Use Planning and Regulation Process***

- 1. Plan Adoption.** It is recommended that the town adopt this plan and seek certification through the State of Delaware. This plan will serve as a unified advisory document regarding land use and growth issues in Woodside, and as the basis for zoning and land use regulations in the town.
- 2. Develop Land Use Regulations.** In order for the town to have some say in how land is developed and used, it is recommended that the town update and develop zoning or other land use regulations once the plan is adopted. The Zoning Map must be in place within 18 months of plan adoption according to State law. The Town should consider adopting land use regulations that should address coordination with other agencies, permitting, design, and compliance with relevant environmental regulations such as storm water management, Total Maximum Daily Loads (TMDLs), and wetlands protection.
- 3. Develop the capacity to administer Land Use Regulations.** When developing land use regulations for the town, Woodside should address the capacity to administer those regulations in a fair and consistent manner. Due to the fact that the town has only one part-time employee, it is recommended that the town evaluate the feasibility of assistance from another level of government (such as Kent County) or from a private consultant.
- 4. Evaluate governance capabilities.** Currently, Woodside has one part-time paid staff member, who is the tax collector. It is important that the town periodically evaluate the need for other employees or additional contractual services to carry out the town's planning objectives and to continue to provide adequate levels of services for residents

## 2-2. Demographics, Future Population, and Housing Growth

This section outlines data on population, demography, housing and economic conditions in Woodside. Where appropriate, comparisons are also made with Kent County and the State of Delaware.

### 2-2a. Population and Housing

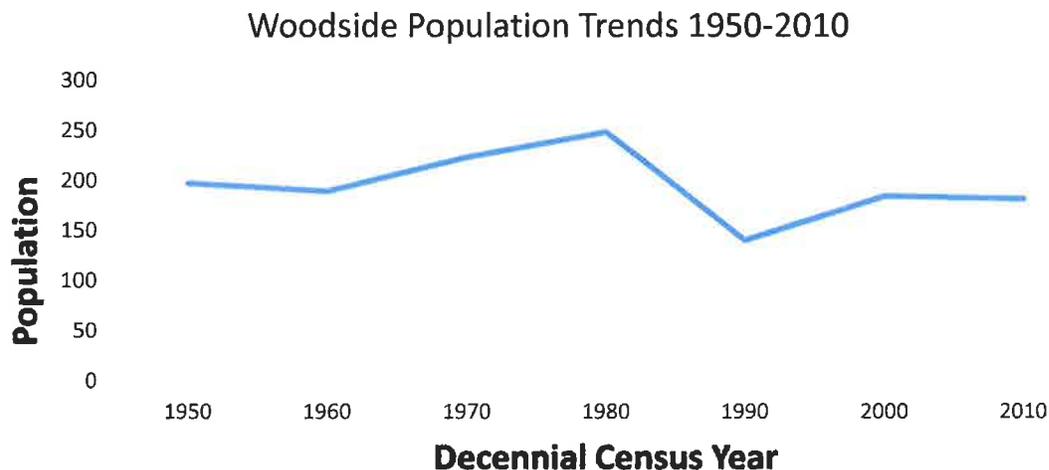
The data used throughout this section comes from the U.S. Census, and the American Community Survey (ACS). Although data collected for the U.S. Census has an extremely low margin of error, data collected for the ACS has a high margin of error especially for a town as small as Woodside.

A review of information collected through the last 60 years from the U.S. Census indicates that from 1950 to 2010 the population in Delaware and Kent County has steadily increased. In comparison, the population of Woodside has fluctuated but generally remained the same.

The 2000 Census reported there were 184 people living in Woodside. The total population for Kent County in 2000 was 126,697 and 783,600 for the State of Delaware. Census 2010 data shows that Woodside's population decreased by 3 individuals to 181, as the state and Kent County continued to grow. During the 2000's the state of Delaware population increased by about 15% to 897,934, while Kent County grew about 28% to 162,310. Woodside had significantly less growth than both the state and Kent County in the 2000's. Woodside's total population in 2010 was 181 which represents a 1.6% decrease. Woodside's 2010 population is 51% male and 49% female.

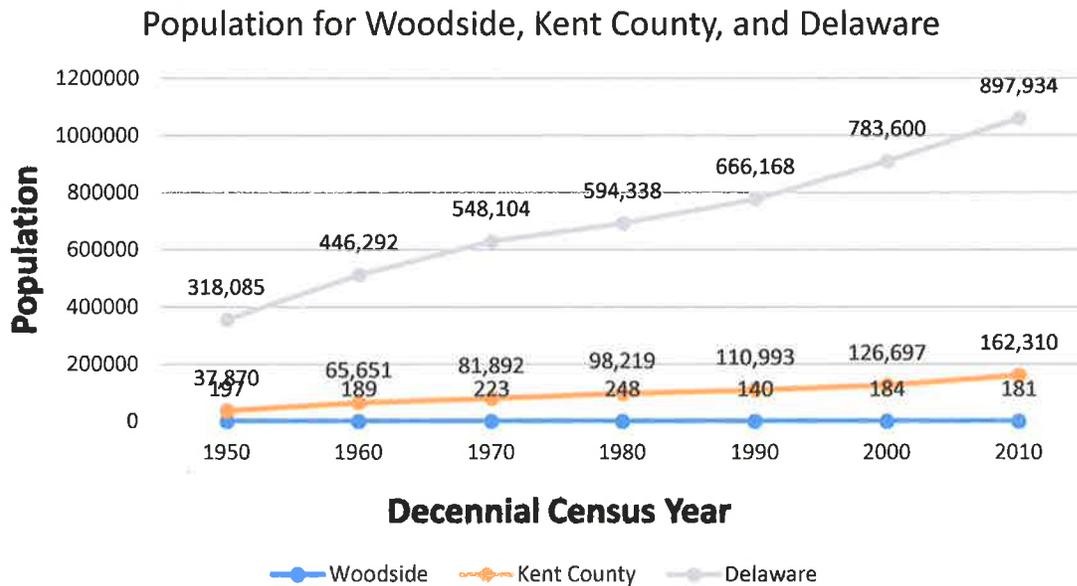
The following charts show the population trends for Woodside, Kent County, and the State. Chart 1 shows the population for Woodside from 1950 to 2010. Chart 2 shows the population trends for Kent County, Woodside, and the State of Delaware during that same time period.

Chart 1



Source: U.S. Census

Chart 2



Source: U.S. Census

**2-2b. Position on Population and Housing Growth**

Given the strong indication from the latest surveys, the residents of Woodside wish to maintain the small town atmosphere including open land for farming and have little inclination for commercial or industrial development. Therefore, the town concludes that it should allow for modest growth in the number of housing units accommodating the range of housing needs from families with young children through seniors living alone. The balance of home ownership and rental opportunities should be available. Woodside wishes to facilitate residents’ ability to maintain and improve their properties through state- or federally-sponsored green initiatives, home improvements including septic and other appropriate efforts. The town will endeavor to maintain and improve public infrastructure i.e. roads, storm water drainage, sidewalks and streetlights to accommodate these efforts.

**2-2c. Racial Composition**

In 2010, Kent County and the State of Delaware showed very similar racial composition. Kent County’s population included 67.8% white, 24% black and 2% other; the State of Delaware’s population included 68.9% white, 21.4% black and 3.4% other. Woodside’s racial composition differed from both the county and the state in 2010, with 93.4% of residents being white.

Census 2010 data indicates that both Kent County and the State of Delaware became more diverse over the past decade. The white population as a percentage of the total population in Kent County decreased from 74% of the total in 2000 to 68% of the total in 2010 while the black population increased from 21% to 24% of the total. Census 2010 data for the State of Delaware indicates that the white population decreased from 75% to 69% of the total while the black population increased from 19% to 21%. Woodside’s racial composition did not change significantly between 2000, and 2010. The white population in Woodside decreased from 96.2% in 2000, to 93.4% in 2010, while the black population rose from 0.5% to 5% between 2000, and 2010.

Table 1 lists the population by racial composition for Woodside, Kent County and Delaware.

**Table 1 Racial Composition of Woodside, Kent County and Delaware**

Race	Woodside		Kent County		Delaware	
	2010	2015	2010	2015	2010	2015
White	92.4%	94.7%	69.7%	67.2%	74.6%	69.4%
Black	0.0%	2.0%	23.0%	24.3%	19.2%	21.6%
Other	7.6%	3.3%	7.3%	8.5%	2.0%	9%

Source: ACS 2015

**2-2d. Age Profile**

Woodside has maintained a marginally older population than the State of Delaware or Kent County. In 2000, school age children (ages 5-19) accounted for 21.2% of the population, and the total child population (ages 0-19) was about 24.5%. Kent County and the State of Delaware both had higher populations of children (31% and 28%, respectively). The 2010 Census indicates that the youth population fell over the past decade in Woodside; currently 17.7% of the population is between the ages of 0-19, and about 14% of the population is school aged children (5-19). Over this same period of time, children as a percentage of population in the State of Delaware (26%) and Kent County (28%) decreased despite fluctuations in the absolute number of children.

The current population of young working aged adults (20–34) comprises a significant proportion of people in Woodside – 15.5%, or 28 individuals. These figures are almost identical to 2000, in which 15.2%, or 28 individuals, were in this age range. There were similar percentages of individuals in this age group in Kent County (20%) and the State (19%) in 2010. Census 2010 indicates that the median age of a resident of Woodside is 46.1 years. This is older than the median age of Kent County (36.6 years) and the State (38.8 years).

**2-2e. Educational Attainment**

The average level of high school education of Woodside’s population age 25 and over is generally equal to Kent County and the State. Woodside’s level of college education is considerably lower than Kent County and the State.

**Table 2. Educational Attainment for Woodside, Kent County and Delaware**

Jurisdiction	High school graduate or higher	Bachelor's Degree or Higher
Woodside	90.8%	7.3%
Kent County	86.4%	22.5%
State of Delaware	88.4%	30.0%

Source: 2015 ACS 5 –year estimates. Please note the data referenced has a significant margin of error.

**2-2f. Housing Stock**

This section describes Woodside’s housing stock. Table 3 compares changes in the number of dwelling units in Woodside, Kent County and the State of Delaware as recorded by the U.S. Census Bureau. From 2000 to 2010, there was a net gain of 6 dwelling units in Woodside, an increase of 8.3%. This was in contrast to the growth rate of housing in Kent County (29%) and that of the State (18%). These changes are consistent with the population trends that were seen in the last two decades. The number of new dwellings in Woodside is constrained by the lack of available land that is suitable for home construction.

**Table 3. Dwelling Units in Woodside, Kent County and Delaware, 2000-2010**

Year	Woodside	Change	Kent County	Change	Delaware	Change
2000	72	***	50,481	***	343,072	***
2010	78	8.3%	65,338	29%	405,885	18%

Source: Census 2000 - 2010

ACS 2015 reported the total housing in Woodside decreased by 1 dwelling from 2000 to 2015, and the percentage of single family detached housing units decreased by 9.6%. Both Kent County and the State experienced increases in the percentage of its housing stock consisting of single-family homes during the fifteen year period. Between 2000 and 2015, Woodside experienced an increase in the number of mobile homes in town (0 to 7 mobile homes). During the same period the percentage of mobile homes making up the total housing stock also decreased in Kent County and the State.

**Table 4. Comparison of dwellings by type in Woodside, Kent County and Delaware, ACS 2015**

Housing Type	Woodside	Kent County	Delaware
1-unit detached	80.3%	64.8%	58.5%
1-unit attached	7%	8.8%	14.6%
2-units	2.8%	1.2%	1.6%
3 or 4 units	0%	1.9%	2.5%
5 to 9 units	0%	2.6%	3.6%
10 to 19 units	0%	4.6%	5.7%
20 or more units	0%	2.5%	4.3%
Mobile Home	9.9%	13.4%	9.0%
Boat, RV, van, etc.	0%	0.1%	0%

Source: 2015 ACS 5 –year estimates. Please note the data referenced has a significant margin of error.

**Table 5. Comparison of dwellings by type in Woodside, Kent County and Delaware, Census 2000**

Housing Type	Woodside	Kent County	Delaware
1-unit detached	89.9%	58.4%	55.9%
1-unit attached	5.1%	8.4%	14.1%
2-units	5.1%	1.9%	2.0%
3 or 4 units	0%	1.9%	2.6%
5 to 9 units	0%	3.1%	3.7%
10 to 19 units	0%	3.8%	5.5%
20 or more units	0%	3.8%	4.9%
Mobile Home	0%	18.6%	11.2%
Boat, RV, van, etc.	0%	0.1%	0.2%

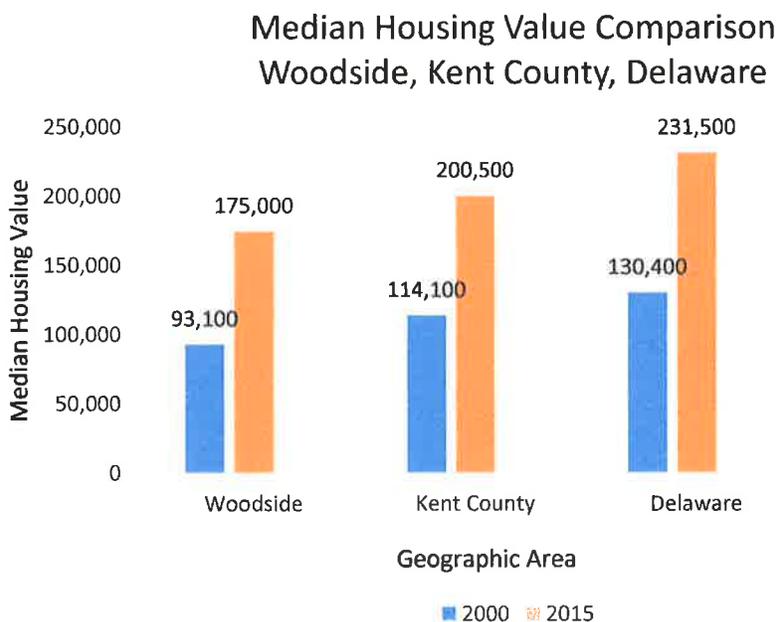
### Age of Housing Stock

Woodside is a community that has retained many of its older structures. The American Community Survey 2010-2014 estimates that 33.8% of Woodside’s housing was built before 1949. The greatest number of homes were built in the 1950s (37.7%) and before 1939 (24.7%). As with all ACS data, please note that these estimates have a high margin of error and may not accurately capture the actual age of structures in town.

### Housing Value

Woodside’s median home value was reported by the 2015 American Community Survey to be \$175,000. This figure was lower than what was reported for Kent County (\$200,500) and the State of Delaware (\$231,500).

**Chart 3** Source: ACS 2015, Census 2000



### Ownership and Vacancy

Table 6 compares the proportion of vacant units, owner-occupied units, and renter occupied units found in Woodside with those in Kent County and the State. As seen from the table, Woodside has slightly higher owner occupied units in housing relative to Kent County and the State of Delaware. However, Woodside reports a vacancy rate lower than the State and Kent County.

**Table 6. Percentage of Vacant and Occupied Housing for Woodside, Kent County, and the State**

Jurisdiction	Vacant	Renter Occupied	Owner Occupied
<b>Woodside</b>	6.4%	20.5%	79.5%
<b>Kent County</b>	7.7%	28.6%	71.4%
<b>Delaware</b>	15.7%	27.9%	72.2%

Source: Census 2010

**2-2g. Economic Profile**

This section discusses selected economic information for Woodside, Kent County, and Delaware. Woodside’s estimated median household income in 2015 was \$50,311, which is 8.5% less than the estimated median income in the County and 16.9% less than the estimated median income in the State.

**Table 7. Selected Income Data for Woodside, Kent County and Delaware, 2011-2015 ACS**

Item	Woodside	Kent County	State of Delaware
Median household income	\$50,313	\$54,976	\$60,509
Mean earnings	\$64,853	\$66,182	\$79,260
Mean social security income	\$17,659	\$18,659	\$19,339
Mean retirement income	\$16,547	\$23,977	\$25,483
Mean public assistance income	\$1,450	\$2,774	\$2,969
% of population below poverty level	26.7%	13.5%	12.0%
% of seniors (65+) below poverty level	53.8%	6.6%	6.8%

Source: 2011-2015 ACS 5 year estimates

Of the 132 residents over the age of 16 estimated to be living in the town by the 2015 ACS, about 59.1% of them were employed according to the 2015 ACS. About 9.1% of the residents over the age of 16 were unemployed at that time. The ACS estimates that roughly 40.9% of the residents 16 and over were not considered part of the labor force.

The overall percentage of people living below the poverty line in Woodside is nearly double that of Kent County, and over double of the State. The 53.8% of seniors in Woodside living below the poverty level is 9 times the amount of seniors in Kent County and the State.

Table 8 shows that workers in Woodside take part in a number of occupations, the most prevalent of which is service occupations (27.3%).

**Table 8. Occupation of Workers 16 years and older, 2015 Estimate**

Occupation	Number	Percentage
Management, business, science and arts occupations	8	12.1%
Service occupations	18	27.3%
Sales and office occupations	15	22.7%
Natural resources, construction and maintenance occupations	12	18.2%
Production, transportation, and material moving occupations	13	19.7%
Total	66	100%

Source: 2015 ACS 5 year estimates. Please note the data referenced has a significant margin of error.

**2-2h. Conclusion**

The population and demographic information derived from the US Census and the American Community Survey may be variable due to the small population size of Woodside. However, when compared to similar data at the County and State levels, some interesting trends do emerge, which serve to illustrate the nature of the town and its residents. The population had generally remained the same

from 1950–2010 and has a marginally older population than both the state and Kent County, with the median age of a resident of Woodside being 46.1 years old. This is older than the median age of Kent County (36.6 years) and the State (38.8 years). The average level of high school education of Woodside’s population age 25 and over is generally equal to Kent County and the State. Woodside’s level of college education is considerably lower than Kent County and the State (7.3% compared to 22.5% and 30% respectively). When it comes to the housing issues, over a third of the housing was built before 1949, (some in the mid-to-late 1800s), which may contribute to the median housing values being significantly lower than either Kent County or the State. However, Woodside has a lower vacancy housing rate than either Kent County or the State, with only 20.5% of the residents being renters. The employment rate for Woodside for those over age 16 is approximately 59.1%, with the most prevalent occupation being in the service industry. It was of concern to note that the overall percentage of people living below the poverty line in Woodside is nearly double that of Kent County, and over double that of the State. The 53.8% of seniors in Woodside living below the poverty level is nine times the number of seniors in Kent County and the State. One of the priorities of the Woodside Town Council should be to find ways to assist seniors who live below the poverty level. This may involve educating them on programs they may be eligible for, such as home improvements, energy subsistence or transportation programs for seniors.

When evaluating the information from these reports, it must be taken into consideration that many of these residents have lived the majority of their lives, if not all of their lives, in this town. Many of the older homes have not been maintained adequately due to financial constraints, which has contributed to lower housing values and the older, larger homes are often harder to sell as they require more upkeep and maintenance.

### **2-3. Future Land Use**

The Town of Woodside contains a limited variety of land uses as described in Section 1-3. While the majority of land uses in the town are residential or agricultural, there are a number of commercial and institutional uses in the town. The future land uses and areas considered for annexation for the Town are shown on Map 6. The following is a description of each land use category, and the policies that will guide the town when implementing land use regulations and future development proposals in each area.

#### **2-3a. Residential Land Uses**

The majority of the town is designated for future residential and agricultural land uses. This generally includes all lands that were found to contain existing single family homes and mobile homes and lands that are currently in agricultural production. It is the intent of the town that these areas will either remain as single family homes, or be developed from agricultural use into housing that is consistent with the character of the town. Here are some general policies that will guide residential land uses in Woodside:

- Preservation and rehabilitation of existing homes in Woodside is encouraged and ordinances should be updated and created in order to encourage and ensure homes are maintained.
- Develop ordinances to encourage the maintenance of existing homes and ordinances on homes having permanent foundations, such as block or slab foundations.

- Encourage development of vacant parcels that will improve and inspire home ownership in the town of Woodside, while preserving the character of Woodside.

### **2-3b. Commercial Land Uses**

The commercial land uses in Woodside are scattered throughout the town. They are generally located along Main Street and Turkey Point Road and are small business enterprises. The intent of the town is to allow and encourage general commercial businesses that are consistent with the nature of a small town. Here are some general policies that will guide commercial land uses in Woodside:

- Existing commercial uses will be allowed to continue to operate.
- Woodside will encourage and promote retail, service, and office uses of a smaller scale that can provide needed goods and services and jobs to the town.
- Woodside will seek to adopt regulations to encourage commercial businesses to comply with the “character of a peaceful rural community” – by using regulatory tools such as conditional use and/or special exception approvals to minimize the negative impacts of parking and traffic and to encourage business practices and property maintenance that reflects the community character.

### **2-3c. Institutional Land Uses**

There are a few institutional uses in town. It is the intent of the town to encourage their continued operation and role in the community by continuing to designate them for future institutional use. These uses include churches, the Woodside Post Office, and the Town Hall, which is frequently used for town meetings and gatherings. Here are some general policies that will guide institutional land uses in Woodside:

- The existing institutional uses will be encouraged to continue their roles in the community, and to be allowed to grow and expand in a reasonable fashion that is consistent with the character of Woodside.
- New institutional uses may be considered in the “Main Street” district, or elsewhere in the town and perhaps regulated as conditional uses in future land use regulations adopted by the town.

### **2-3d. “Cottage Industries”**

The residents of Woodside are resourceful and hardworking people. Many residents operate small businesses out of their homes and properties in town, and it is the intent of the town to allow and encourage this practice throughout Woodside. These are called “cottage industries” and they generally refer to small scale businesses that are conducted by residents or owners of a property. These uses are not mapped, but in fact exist and could exist throughout the town. Here are some general policies that will guide cottage industries in Woodside.

- Cottage industries are encouraged to promote entrepreneurship and self-sufficiency among the residents of Woodside.
- Cottage industries should be regulated by the future land use regulations in Woodside, perhaps as a “conditional use” allowed in all zones.
- When the town is developing the future land use regulations, they should define some parameters that will guide the establishment and operation of cottage industries. The goals of these parameters will be to ensure that cottage industries are compatible with their neighbors but still have the flexibility to operate and flourish economically. These businesses should comply with the character of a peaceful rural community, by not causing parking issues, traffic issues and ensure that their business practices and upkeep reflects the community character.

### ***2-3e. Recommendations, Future Land Use***

1. Follow the Land Use Policies in Section 2-3. The town should follow the land use policies listed in this section when considering any land development application, and when developing the land use regulations.

2. Following the recommended land uses shown on Map 6 as the Future Land Use and Annexation Map, is an integral part of this plan. In practice and use, both the text in this plan (specifically in Section 2-3) and Map 6 should be used in conjunction with one another when making any land use determinations.

### **2-4. Growth and Annexation**

#### ***2-4a. Growth inside Woodside***

There are two very small areas of land that are vacant, with the biggest being 0.25 acre and the other only 4390 square feet (less than 0.20 acre), owned by a company partnership. Both parcels border up to Fifer Farms and are behind other residential parcels located on Main Street in Woodside. Neither parcel has a water or septic supply or an accessible road, which makes it unfeasible for development at this time.

#### ***2-4b. Annexation***

The primary goal of the Woodside annexation plan is to annex parcels that are split by the town and county boundary and to consider annexing properties adjacent or near the town, that are already considered part of the community.

There are four areas where the property owners have already expressed interest in having their split parcels annexed into the town.

- First area: The first area belongs to a property owner who desires to annex his remaining property that is currently in Kent County. His home is located on Main Street in Woodside, but his garage is split between the town of Woodside and Kent County boundaries. This would remain a residential area.

- **Second area:** The second area belongs to a property owner who desires to annex his split property into Woodside. Currently, it is a residential area with a large parcel of land behind it, which could be used for additional residential uses.
- **Third area:** The third area belongs to a property owner who desires annexing her split property into Woodside. Currently, it is a large agricultural area. The plan is to continue the parcel as an agricultural area, with no plans on developing it into anything else.
- **Fourth area:** The fourth area belongs to property owners on Upper King Road, who desire to annex their split property into Woodside. Currently, it is a residential area split between the town of Woodside and Kent County.

In order to proceed with annexation, the town should have appropriate land use regulations in place. In addition, the town must modify the Town Charter which currently has no procedure on how to proceed with annexation. In addition, the town and property owners must properly evaluate the impact of the annexation on town revenues and operations before agreeing to the annexation. Due to the fact that the town currently provides few services and that these parcels are considered generally to be part of the town now, it is assumed that there will not be many negative impacts associated with these annexations, when they occur.

A meeting was held on February 5, 2018 with the Town of Camden officials and two members of the Delaware State Planning Department, to discuss possible overlapping of annexation plans between the two towns. It was found that some of the parcels that Camden had proposed for annexation in 2007 were also parcels being currently considered by Woodside. The attendees reviewed the future annexation plans and Camden officials agreed that those parcels were more acceptable to be taken in by Woodside rather than Camden. Camden agreed to modify their map in their updated comprehensive plan to show those changes.

#### ***2-4c. Recommendations, Growth and Annexation***

- 1. Follow the Annexation Goals in Section 2-4.** Annexation procedures are to be developed for the town Charter and submitted for legal review by the town solicitor and state representatives before any consideration can be made on proceeding with annexation plans.
- 2. Follow the recommended land uses shown on the Future Land Use and Annexation Map,** as this is an integral part of this plan. In practice and use, both the text in this plan (specifically in Section 2-4) and Map 6 should be used in conjunction with one another when considering any annexation request.
- 3. Other recommendations regarding annexation.** Coordination must be made with the town of Camden, which borders the town of Woodside, in consideration of their future land use and annexation plans, so conflicts in annexation plans will be avoided.

## **2-5. Public Utilities and Services**

### **2-5a. Water System**

There is no public water system in the town. Water supply in the town is currently provided by individual wells located on each property. Domestic wells in the area are normally shallow, in the 60-70 foot range and draw from an unconfined aquifer. Nitrate may exceed 10 mg/L as nitrogen in areas affected by agriculture or domestic sewage, and iron may exceed 30 mg/L in some areas of the unconfined aquifer. Delaware Groundwater use is regulated by the Department of Natural Resources and Environmental Control (DNREC) under the terms of the Delaware Environmental Protection Act (7 Delaware Code, chapter 60). The Water Supply Section of DNREC licenses well drillers, issues permits for the construction of all water wells, requires reports on the completion of these wells, and issues allocations for the use of ground and surface water.

During the public participation process and past community meetings, the need for a public water system was addressed but was not one of the top issues of concern.

### **2-5b. Wastewater Treatment System**

There is no public sewer system in Woodside. Wastewater is handled by individual, on-site septic systems. Septic system quality varies throughout town. Some systems are in good repair or have been recently replaced with new systems. Other property owners may in the near future face the possibility of costly repairs and/or replacement of their septic systems due to failing or near-failing conditions. Some property owners, who need to abandon a failing septic system, may have difficulty obtaining a permit for a new septic system due to relatively small lot-sizes or having property that will not pass inspection for a new system. In part, this variation in septic system drives opinion among Woodside's residents regarding the need for a sewer system coming to town. This topic has been discussed repeatedly over the past 20 years and is one topic that frequently comes up in discussion at town meetings. Kent County provides sewer service in areas near Woodside and would be the town's sewer provider if Woodside decided to pursue this service.

### **2-5c. Solid-Waste Disposal**

Refuse collection services are the responsibility of the individual property or home owners. The Town Council is currently evaluating the feasibility and acceptance of contracting with the Kent County Waste Program for solid waste disposal. Obtaining the necessary 65% majority of current property owners is a concern, as the yearly cost of \$312.50 which is added to the yearly tax bill is unaffordable for many of our senior residents and low income families. Additionally, some elderly or disabled residents may not be physically able to haul trash receptacles to the street.

### **2-5d. Storm Water Management**

Storm water management is an issue for many towns, especially historic towns like Woodside that may not have a well-defined storm water management infrastructure. Woodside currently has drainage grates along part of Main Street, which drains into drainage ditches on the left side of Sparkeys Lane, which funnels into a drainage ditch from Sparkeys Lane to Upper King Road. DNREC is responsible for

cleaning out the drainage grates on Main Street and the town council is exploring who is responsible for cleaning out the drainage ditches at the other sites.

**2-5e. *Plan Recommendations, Public Utilities and Services***

- Evaluate the need for a public sewer system. In the future, the town may need to consider the need for town-wide sewer service as current septic systems fail or property owners are unable to install new septic systems. The town would need to coordinate options with Kent County on how best to proceed with financing and installing such a system.
- Determine resources available for solid waste disposal as a means to provide town-wide refuse disposal. This has been addressed by residents and cost is the prohibiting factor for many. DNREC Solid and Hazardous Waste Management group has reached out to the town to evaluate its need and offered to assist in overcoming some of the residents' concerns.
- Work with DNREC on coordinating storm water management, so street flooding and blocked or overgrown drainage ditches can be avoided.

**2-6. *Community Services and Facilities***

**2-6a. *Police***

Police services are provided to Woodside when needed through Troop 3 of the Delaware State Police Department. The State Police provides 24-hour a day services for the town from the State Police Troop Headquarters office located at 3759 South State Street in Camden, DE 19934. They can be contacted at 9-1-1 for emergencies or at (302) 697-4454 for non-emergency services. The town does contract with the state police for additional patrol services for monitoring speeding cars/trucks along Main Street and Upper King Road in Woodside.

**2-6b. *Fire Service***

The Camden-Wyoming Fire Company, which is located at 200 East Camden-Wyoming Avenue in Camden, provides both fire protection and emergency medical service for the residents of Woodside. They can be contacted at 9-1-1 for emergencies or at (302) 697-3201 for non-emergency services, such as obtaining a burn permit. This is one of the 18 volunteer fire companies operating in Kent County and, although each has its own district, they all provide mutual assistance when needed. The Felton Volunteer Fire Company serves as a back-up for the Camden-Wyoming Fire Company, if needed, and can be reached by 9-1-1 for emergencies or at (302) 284-4800 for non-emergency services.

**2-6c. *Emergency Medical Services***

The Kent County Emergency Medical Service provides emergency medical services to the town, with the Camden-Wyoming Fire Company as a back-up. They can be contacted by dialing 9-1-1.

**2-6d. *Education and Library Facilities***

Woodside is in the Caesar Rodney School District and the Polytech School District. The elementary and middle schools available are located in the Caesar Rodney School District and both Caesar Rodney and Polytech provide high school education. Bus transportation is provided to students attending these

schools. There are also numerous faith-based private elementary schools within a short distance from Woodside.

Kent County Public Library is within 3 miles of Woodside, located at 497 South Red Haven Lane in Camden, DE, directly off Route 13. It is open seven days a week.

#### **2-6e. Senior Services**

The town of Woodside has no senior services centers available. There are two centers within a short distance of Woodside: Harvest Years is located at 30 South Street in Camden, DE and the Modern Maturity Center is located at 1121 Forest Avenue in Dover, DE. Both agencies provide transportation to their facilities and provide resources for adult day care, medical care and meals.

The Delaware Transit Corporation, operating as DART First State, is the only public transportation system that operates throughout Delaware. The closest pick-up points are at the Wal-Mart in Camden and at Polytech High School. Paratransit transportation for the disabled and elderly can be contacted at 800-652-DART to provide transportation to medical appointments. DART also provides a Senior Citizen Affordable Taxi service, which can be contacted at 800-652-DART Option #2.

#### **2-6f. Health Care**

There are no health care facilities located within Woodside. The Bay Health Medical Center, located at 640 South State Street in Dover provides health care to Woodside residents, including emergency care. There is an urgent care walk-in clinic called "Got A Doc", located at 379 Wal-Mart Drive in Camden, DE. There is a Walgreen's Pharmacy located within one-half mile of the Woodside town limits on the corner of Route 13 and Walnut Shade Road.

#### **2-6g. Postal Service**

Woodside has had a post office in the town since 1867. The Woodside Post Office is a focal point of the town, where local postings can be placed to announce upcoming town events and meetings. It currently is located in a section of a privately owned house on the corner of Turkey Point Road and Main Street. Currently, the post office is open from 7:30 am to 4:30 pm Monday through Friday with a full service window open only from 12:30 to 4:30 p.m. It is open on Saturdays with a full service window from 7:30 to 11:30 a.m. Many of the residents receive their mail delivery through rental of post office boxes at the local post office. Their mailing address is Woodside, DE by using the zip code of 19980.

As an alternative, Woodside residents can receive mail delivery via the Dover Post Office, which necessitates using a Dover address and zip code of 19904 or can receive their mail through delivery from the Felton Post Office by using a Felton address and the zip code of 19943. Home delivery from either Dover or Felton requires installation and maintenance of a suitable mail box near the road for roadside delivery.

#### **2-6h. Parks and Recreation**

There are no public parks located in Woodside. There is a walking trail located at Polytech High School and Brecknock Park, which is located in Camden. Brecknock Park has biking and walking trails along

with areas for picnics and playgrounds. Residents are interested in having an area slated for a park on some vacant property, but concerns exist on purchasing such a site and the town's ability to maintain it and to pay for liability insurance.

**2-6i. *Plan Recommendations, Community Services and Facilities***

- The feasibility of having a public park in town is not likely, in view of limited vacant space and the liability for the town. However, in the community questionnaire, town residents expressed a need for more community events, so having town events and celebrations located at the Town Hall may be a consideration.
- Partner with local organizations to schedule social activities in town to maintain community spirit and increase civic engagement.
- Partner with local organizations to provide information and resources to seniors, disabled and low income families. This may include weatherization programs, meals-on-wheels, home improvement assistance or low cost home maintenance resources.

**2-7. *Transportation***

**2-7a. *Regional Transportation***

The main routes that serve the town are under the jurisdiction of the State, through the Delaware Department of Transportation (DelDot), which is responsible for street maintenance and snow removal. Route 10A and Route 15, also known as Main Street and part of Walnut Shade Road, runs in an East-West direction and is the primary road through town. Route 15 diverts to a Northerly direction at Dundee Road in Woodside. Route 10A continues west and turns into Henry Cowgill Road and ends at the intersection of Route 10 (Willow Grove Road). Route 10A and Route 15 intersect with Route 13A (Upper King Road), which is the other primary road that runs through town in a North-South direction. See Map 5 for information on the Transportation Network.

**2-7b. *Local Roads***

The Town of Woodside owns one municipal street in town called Fleming Street, which the town is responsible for its upkeep and maintenance. This maintenance is primarily accomplished through the use of Municipal Street Aid Funds. The Town is also responsible for snow removal on this road. Woodside contracts out for snow removal service on an as-needed basis.

**2-7c. *Transit***

The Delaware Transit Corporation, operating as DART First State, is the only public transportation system that operates throughout Delaware. The closest pick-up points are at the Wal-Mart in Camden and at Polytech High School. Paratransit transportation for the disabled and elderly can be contacted at 800-652-DART to provide transportation to medical appointments. DART also provides a Senior Citizen Affordable Taxi service, which can be contacted at 800-652-DART Option #2.

There is a Park and Pool lot located in Canterbury at the Shore Stop at US 13 & Road 31 available for people who participate in a car or vanpool.

**2-7d. Railroad**

The rail line is owned and maintained by Norfolk Southern Railroad and runs from north to south, bisecting Main Street and running parallel to Turkey Point Road. Several trains per day haul freight through the town. Although the railroad has played a major role in Woodside's history, there currently are no stations or other rail facilities in the town.

**2-7e. Transportation Issues**

Traffic speeding through Woodside on Main Street and Upper King Road creates safety concerns for both pedestrian and automobile traffic in town. A variety of options to deal with this issue have been identified and discussed at several town meetings. Through our local state representative, Woodside has obtained a flashing speed warning sign to alert speeders and this has been beneficial. The town has also hired part-time State Police officers to monitor speeders with radar and to issue citations as needed.

Both Route 10A and Route 15 are frequently used as a connection (by commercial tractor trailers) between main corridors (Route 13 and Route 10) and for local deliveries. Living near large farms also involves the transporting of large farming equipment along Main Street. However, parts of Main Street are narrow and at times there is cause for caution when traveling, as there is limited area to maneuver around wide loads.

The town is pursuing the feasibility of providing sidewalks along one side of Main Street, to provide a safe walking area for residents, through the Department of Transportation TAP project funding and to provide a cohesive feel to the town.

Town residents are concerned with the lack of street parking in Woodside. DelDot revamped the lines on Main Street approximately five years ago and posted NO Parking signs along the street. Residents on Fleming Street also voice that there is no space for street parking. Main Street is slated to be repaved in 2018 and the town council plans to coordinate with DelDot to reinstate some street parking along Main Street in the future. In the meantime, people utilize the church parking lot on Main Street when parking space is needed.

**2-7f. Recommendations, Transportation**

When considering current and potential transportation issues, the town will need additional evaluations done with assistance from DelDot before any improvements or changes can be made. Some potential evaluations that the town may consider are:

- Surveillance of traffic and traffic patterns to document and support the town residents' sense of traffic violations.

  - Based on documented surveillance, pursue an enforcement plan.

  - Determine the best method of enforcement; i.e. continue to hire off-duty State Police officers to enforce traffic laws within town limits; contract with other small town's law enforcement.

  - Consider pros and cons of installing additional digital speed limit alert signs along both Main Street and Upper King Road.

Review current approaching speed limit signage and work with Kent County and State government agencies to determine if existing signage is appropriately placed for incoming traffic.

## **2-8. Community Character and Design**

### ***2-8a. Context and Community Character***

The town of Woodside is arranged around the rail line that runs north-to-south, and Main Street that runs east-to-west. The town is located west of Route 13. To the south of Woodside is the town of Felton, to the north is the town of Camden, and to the east is the town of Magnolia. Woodside is very typical of the many “railroad” towns in the western parts of Kent County that grew in association with the rail line in the late 1800s. The town population has remained fairly consistent during the last two decades, and given the strong indication from the latest surveys, the residents of Woodside wish to maintain the small town atmosphere and have little inclination for commercial or industrial growth in the town.

### ***2-8b. Land Use and Design***

While the majority of land uses in the town are residential or agricultural, there are a number of commercial and institutional uses in the town. The town is also surrounded largely by agricultural and open spaces.

The majority of the homes in the town limits are of the single-family, detached variety. They are typically on smaller lots than modern homes. Additionally, a few property parcels are split up, meaning that part of the residence is within the town limits and part is in Kent County. Most homes and buildings along Main Street have small setbacks from the street. There are a few homes in disrepair that needs to be addressed.

The commercial land uses in Woodside are scattered throughout the town. They are generally located along Main Street and Turkey Point Road and are small business enterprises. The intent of the town is to allow and encourage general commercial businesses that are consistent with the nature of a small town.

Currently, Woodside’s land use and zoning ordinances are very outdated, leaving the town somewhat vulnerable to annexation plans of surrounding towns.

### ***2-8c. Recommendations, Community Character***

**Preserve the Small Town Atmosphere:** Woodside should protect its small town feel by encouraging limited annexation of properties to encompass split properties and/or neighboring properties to the current town limits. Additionally, the town must take into consideration a balance between commercial and residential zoned properties.

**Encourage maintenance and conservation of the town’s small-town character and appearance through revision and increased enforcement of property maintenance ordinances for existing and future structures.**

Encourage the redevelopment of vacant homes and parcels within the town's boundaries.

## **2-9. Redevelopment**

### ***2-9a. Redevelopment Potential***

Although the majority of houses in Woodside are fairly well maintained, there are a few residential properties in town that are in extremely poor condition and in need of repair and maintenance. For the benefit of all the town's residents, steps should be taken to redevelop these blighted properties. The redevelopment will improve the aesthetic appeal of the town, and has the potential to improve property values throughout Woodside, thus attracting new residents. The town needs to remain cognizant of property maintenance issues because older homes, which make up much of the housing in Woodside, often have more maintenance issues than newer homes.

### ***2-9b. Recommendations, Redevelopment***

A). Code Enforcement: The town should update and develop code enforcement plans to ensure that housing is properly maintained. It is crucial that the inspections be systematic, fair and consistent in order to be effective. Due to Woodside's size, it is unlikely that a full time enforcement office is needed or could be funded by the town. Woodside should explore other options, such as developing an MOU with Kent County for enforcement of the town ordinances.

B). Assist homeowner with maintenance and repairs. Some homeowners may lack the expertise or resources needed to properly maintain their homes. The following list includes ideas for how the town will become more proactive in assisting residents with repairs and maintenance issues for their homes:

a) Publish and distribute a brochure to all homeowners explaining the Ordinance requirements for maintenance and listing resources for help.

b) Promote and publicize existing state and county resources for repair and redevelopment of housing. Most of these programs are intended to either preserve historic housing or assist low to moderate income citizens.

C). Take steps to redevelop vacant properties. The town may make it a priority to redevelop the few vacant properties that are in the worst condition. These steps might include working with absentee property owners on code enforcement, acquiring properties through condemnation and repairing or demolishing them, or actively seeking new owners who would want to repair or replace the structures. Due to Woodside's size, it would certainly be necessary to solicit assistance from other groups. Potential partners in this sort of effort include the Community Development Block Grant program administered by the County, realtors and developers interested in preservation, or non-profit housing groups.

## **Chapter 3. Implementation**

The Town of Woodside's Comprehensive Land Use Plan represents many months of effort from the CLP Planning Committee, the Woodside Town Council, Woodside residents, as well as many consultations with Kent County and the State of Delaware government representatives. This process has been a learning experience for all the members involved, as we have learned of deficiencies in our

current town charter and ordinances, including the lack of annexation processes to grow our town, and the resources available to assist in moving our town into a more positive direction.

### **3-1. Summary of Recommendations and Actions**

#### **3-1a. Actions to be considered at all times**

- Section 2-1a: It is recommended that the town adopt this plan and seek certification through the State of Delaware. This plan will serve as a unified advisory document regarding land use and growth issues in Woodside, and as the basis for zoning and land use regulations in the town.
- Section 2-3e: Follow the Land Use Policies in Section 2-3. The town should follow the land use policies when listed in this section when considering any land development application, and when developing the land use regulations.
- Section 2-4c: Policies on Annexation are to be developed for the town Charter and submitted for legal review by the town solicitor and state representatives before any consideration can be made on proceeding with annexation plans.
- Section 2-4c: Coordination must be made with the Town of Camden, which borders the Town of Woodside, in consideration of their future land use and annexation plans, so conflicts in annexation plans will be avoided.
- Section 2-8c: Preserve the Small Town Atmosphere: Woodside should protect its small town feel by limiting annexation of properties to encompass split properties and/or neighboring properties to the current town limits. Additionally, the town must take into consideration a balance between commercial and residential zoned properties.

#### **3-1b. Short Term Actions (within 18 months)**

- Section 2-1a: In order for the town to have some say in how land is developed and used, it will update and develop zoning ordinances or other land use regulations once the plan is adopted. The Zoning Map must be in place within 18 months of plan adoption according to State law. The Town should consider adopting land use regulations that address coordination with other agencies, permitting, design, and compliance with relevant environmental regulations such as storm water management, TMDLs, and wetlands protection. This will help in protecting property values and encourage the proper use of land.
- Section 2-1a: When developing the land use regulations for the town, Woodside will address the capacity to administer those regulations in a fair and consistent manner. Due to the fact that the town does not have any employees, it will evaluate the feasibility of obtaining assistance from another level of government (such as Kent County) or from a private consultant.
- Section 2-3d: When the town is developing the future land use regulations, it will define some parameters that will guide the establishment and operation of cottage industries. The goals of these parameters will be to ensure that cottage industries are compatible with their neighbors but still have the flexibility to operate and flourish economically.
- Section 2-5e: Determine resources available for solid waste disposal as a means to provide town wide refuse disposal. This has been addressed by residents and cost is the prohibiting factor for many. DNREC Solid and Hazardous Waste Management group has reached out to the town to evaluate its need and offered to assist in overcoming some of the residents' concerns.

- Section 2-6i: Partner with local organizations to schedule social activities in town to maintain community spirit and increase civic engagement.
- Section 2-7e: Improve the ability of pedestrians to safely move through the town by investigating best methods and practices for enforcing traffic laws, attending to sidewalk repair, as well as exploring the feasibility of installing new sidewalk paths..
- Section 2-9b: Assist homeowners with maintenance and repair. Some homeowners may lack the expertise or resources needed to properly maintain their homes. The following list includes ideas for how the town will be more proactive in assisting residents with repairs and maintenance issues for older homes:
  - a) Explore the feasibility of publishing and distributing a brochure to all homeowners explaining the Ordinance requirements for maintenance and listing resources for help.
  - b) Promote and publicize existing state and county resources for repair and redevelopment of housing. Most of these programs are intended to either preserve historic housing or assist low to moderate income citizens.

**3-1c. Intermediate Term Actions (18 months to 5 years)**

- Section 2-4b: Annex current split town parcels and neighboring or near properties, thus inspiring a slow, but steady growth for the Town of Woodside. The town and property owners must properly evaluate the impact of the annexation on town revenues and operations before agreeing to the annexation.
- Section 2-5e: Evaluate the need for a public sewer system. In the future, the town may need to consider the need for town-wide sewer service as current septic systems fail or property owners are unable to install new septic systems. The town would need to coordinate options with Kent County on how best to proceed with financing and installing such a system.
- Section 2-5e: Work with DNREC on coordinating storm water management, so street flooding and blocked or overgrown drainage ditches can be avoided.
- Section 2-7f: When considering current and potential transportation issues, the town will seek improvements and additional evaluations will be made. Surveillance of traffic and traffic patterns to document and support the town residents' sense of traffic violations will be completed.
- Section 2-7f: Based on documented surveillance, pursue an enforcement plan, after determining the best method of enforcement; i.e. continue to hire off-duty State Police officers to enforce traffic laws within town limits; contract with other small town's law enforcement.
- Section 2-7f: Consider pros and cons of installing additional digital speed limit alert signs along both Main Street and Upper King Road.
- Section 2-7f: Review current approaching speed limit signage and work with Kent County and State government agencies to determine if existing signage is appropriately placed for incoming traffic.
- Section 2-8c: Maintain and conserve the town's small-town character and appearance through revision and increased enforcement of property maintenance ordinances for existing and future structures. The town will update and develop code enforcement plans to ensure that housing is properly maintained. It is crucial that the inspections be systematic, fair and consistent in order to be effective. Due to Woodside's size, it is unlikely that a full time enforcement office is needed or could be funded by the town. Woodside will explore other options, such as developing a MOU with Kent County for enforcement in the town.

**3-1d. Long Term Actions (5 years or more)**

- Coordinate with nearby municipalities, Kent County, and the state to mitigate the impacts of development of surrounding areas on the Town of Woodside, promoting the preservation of open space when possible.
- Take steps to redevelop vacant properties. The town intends to make it a priority to redevelop the few vacant properties that are in the worst condition. These steps might include working with absentee property owners on code enforcement, acquiring properties through condemnation and repairing or demolishing them, or actively seeking new owners who would want to repair or replace the structures. Due to Woodside's size, it would certainly be necessary to solicit assistance from other groups. Potential partners in this sort of effort include the Community Development Block Grant program administered by the County, realtors and developers interested in preservation, or non-profit housing groups.

**3-2. Intergovernmental Coordination**

**3-2a. Intergovernmental Coordination Strategy**

Land development activities occurring within Woodside and on the lands within Kent County's jurisdiction surrounding the town will affect the quality of life of all the people living and working in this area. Therefore, it would be of great benefit to both the town and county to develop a cooperative and open relationship. The town should contact Kent County and initiate discussions on matters for which the town may be interested in receiving assistance from Kent County, such as planning or administrative matters. Likewise, the county may find this enhanced relationship can help keep it informed of matters it may not be aware of occurring within the town.

Additionally, the town should maintain a good dialogue with the Delaware Office of State Planning Coordination (OSPC) and the professional planner the OSPC has designated to assist the town in a variety of issues, including assisting the town in updating its zoning ordinances, identifying appropriate contact persons within state or county departments, identifying funding for programs developed to assist the municipalities in Delaware, and providing direction on alternatives to locating data and information the town may need in its efforts to apply for loans and grants.

Finally, the Town of Woodside should continue to maintain its relationship with the Town of Camden. The towns may find there are services available from Camden or matters in which each municipality can provide mutual assistance.

**3-2b. Intergovernmental Comments and Response**

List any comments received from the State, its agencies or other local governments regarding the draft Woodside Plan. Respond to each comment and specify how the comment was addressed in the plan revisions.

## APPENDIX A

### Woodside Comprehensive Land Use Plan Community Questionnaire April 2017

#### Instructions:

The Town of Woodside is in the process of developing a Comprehensive Land Use Plan that will guide growth and development in the town for the next ten years. Please share your thoughts and opinions with us by completing this survey and returning it to Brenda Richards, Town Secretary in the pre-paid postage envelope. Please return the survey no later than **MAY 10, 2017**.

The results of this survey will be presented at a Town Meeting, which will be announced at a later date.

#### Please Tell Us About Your Household:

Please **circle** the appropriate response. Do not write your name on the form. All responses are confidential, and will not be attributed to any individual.

- 1) I live in the Town of Woodside.      **YES**                      **NO**  
If yes, please answer question 2. If no, please skip to question 3.
  
- 2) I would describe my residence as:  
A mobile home  
An apartment  
A duplex  
A single-family home  
Other \_\_\_\_\_
  
- 3) I own property in Woodside.      **YES**                      **NO**  
If yes, please answer question 4. If no, please answer question 5.
  
- 4) I own property in Woodside and I use it for the following (**circle all that apply**):  
Commercially (for a business)  
Residentially (I live there)  
To rent to someone else for commercial use  
To rent to someone else for residential use  
My property is vacant or is an empty lot
  
- 5) I do not own property in Woodside, however:  
I rent my residence in Woodside  
I rent commercial/industrial space in Woodside

6. Please list your top three areas of interest or concerns pertaining to Woodside.

1.
2.
3.

7. List three things that you like best about living in the Town of Woodside.

1.
2.
3.

8. List three things that you like least about living in the Town of Woodside.

1.
2.
3.

9. The following is a list of potential issues along the main roads in Woodside and the immediate area. Please prioritize the following community features on a scale from 1 to 8, with 1 being the most important to you and 8 being the least important. Please use each number only one time.

Traffic Congestion	
Crime/Safety	
Street Parking	
Preservation of Historic Buildings	
Lack of Sidewalks	
Speeding Cars	
Reputation of Woodside area	
Property Maintenance or Cleanliness	

10. Moving forward on the comprehensive land plan or on some of the initiatives listed may require funding in excess of revenues or available grants. If additional town revenue is needed, which of the following would you consider supporting? Circle all that apply.

A small tax increase

A tax increase necessary to cover cost but limited to a defined period

Establish or increase taxes selectively i.e., high tax rate for commercial zone or home based businesses, etc.)

Issue a Bond

Support NO revenue generating action that increases my taxes; leave things as they are

Other: \_\_\_\_\_

11. Would you consider supporting an effort to contract a town trash service? Kent County provides garbage, recycling and yard waste collection services, which is billed on the property tax bill on June 1<sup>st</sup> for \$255 per year for all three services, or \$223 per year for just garbage and recycling collection.

Circle one. YES NO

12. Would you like to see Woodside's town limits expanded? YES NO

Comments: Why or Why Not?

13. There are some vacant properties within Woodside. How do you feel about the following types of land uses for vacant properties within the existing Woodside boundaries? Please mark your response by using the numbers, 1 to 5, listed below.

Highly Desirable	Desirable	Acceptable	Undesirable	Highly Undesirable
1	2	3	4	5
Residential Uses: New Housing				
Institutional Uses: Churches of any denomination, gov't. buildings, or community service clubs like the Rotary, Elks or Masons?				
Commercial Uses: Food stores, specialty shops, services, etc.				
Industrial Uses: manufacturers and other industry				
Parks and Recreation facilities				
Agricultural Uses: use for farming				
Other Uses				

14. There is a great deal of vacant and agricultural land just outside of Woodside’s boundaries. How should these areas be managed? Insert one number to answer.

<b>Strongly Agree</b>	<b>Agree</b>	<b>No Opinion</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Woodside’s small town atmosphere should be preserved				
The town should seek to annex new areas of land adjacent to the current town boundaries				
Development should be encouraged primarily within the current boundaries				
Annex properties that are already partially inside town boundary				

## APPENDIX A-1

### Woodside Comprehensive Land Use Plan Community Questionnaire Results April 2017

#### Instructions:

The Town of Woodside is in the process of developing a Comprehensive Land Use Plan that will guide growth and development in the town for the next ten years. Please share your thoughts and opinions with us by completing this survey and returning it to Brenda Richards, Town Secretary in the pre-paid postage envelope. Please return the survey no later than **MAY 10, 2017**. – **Final Tally of Responses completed 5/31/2017.**

**We sent out 120 questionnaires and 5 were returned due to incorrect address; however, 52 were received back out of the 115 – 45.2% response rate**

- 1) I live in the Town of Woodside. YES -- 43 =82.6% NO – 9= 17.3%  
If yes, please answer question 2. If no, please skip to question 3.
- 2) I would describe my residence as:  
A mobile home  
An apartment  
A duplex  
A single-family home – 43 responses out of 43
- 3) I own property in Woodside. YES --47 NO -- 5  
If yes, please answer question 4. If no, please answer question 5.
- 4) I own property in Woodside and I use it for the following (circle all that apply):  
Commercially (for a business) – 6 out of 52= 11.5%  
Residentially (I live there) -- 43 out of 52 = 82.6%  
To rent to someone else for commercial use – 0  
To rent to someone else for residential use – 6 out of 52 = 11.5%  
My property is vacant or is an empty lot – 2 out of 52 = 3.8%  
Did not answer – 2 out of 52= 3.8%
- 5) I do not own property in Woodside, however:  
I rent my residence in Woodside  
I rent commercial/industrial space in Woodside  
0 out of 52 answered this question

6. Please list your top three areas of interest or concerns pertaining to Woodside.

- #1 – Speeders on Main St, Upper King and Dundee Roads! 25 responses
- #2 – More sidewalks – 13 responses
- #3 – Traffic issues – 10 responses (speed sign of Upper King, stop signs)
- #4 – Town reputation & Town image– 7
- #5 – Junky yards & unsightly property maintenance – 9
- #6 – Crime – 5
- #6 – Loud noise (traffic & music) – 3
- #7 – Keep large commercial business out of town – 3
- #8 – Farm Animals/loose animals – 3
- #9 – Post Office/Mail Delivery issues – 3
- #10 – Need for more local businesses – 2
- #11 – Lack of parking on Fleming & Main St. – 2
- #12 – Lack of police presence – 2
- #12 – Need sewers -1
- #13 – Need residential zoning & town ordinances -1
- #14 – More information from town council – 1
- #15 – Keeping taxes low - 1
- #16 – Expand town limits – 2
- #17 – Did not answer – 5
- #18 – Illegal burning trash – 2
- #19 – No Cable/Internet options – 1
- #20 – Need Natural Gas Option – 1
- #21 – Need more Growth -1
- #22 – Community Center
- #23 – More Businesses & Supermarket

7. List three things that you like best about living in the Town of Woodside.

- #1 – Small town life/atmosphere – 27
- #2 – Friendly neighbors / know my neighbors– 17
- #3 – Quietness – 14
- #4 – Close to Dover – 9
- #5 – Low Taxes – 8
- #6 – Low Crime – 4
- #7 – Safety – 3
- #8 – Train going through town – 2
- #9 – Personal small town government – 2
- #10 – Own post office – 1
- #11 – Location in State – 1
- #12 – Wildlife – 1
- #13 – Clean town – 1
- #14 – Working street lights – 1
- #15 – Did not answer – 7
- #16 – Not applicable – 1

8. List three things that you like **least** about living in the Town of Woodside.

- #1 – Fast Traffic/Speeders – 17
- #2 – Traffic – 13
- #3 – Noise/loud music -- 5
- #4 -- No sidewalks/safe places to walk – 5
- #5 – Junky yards/unclean neighbors – 5
- #6 - Outdoor burning of trash & construction debris --4
- #7 – No police/constable to enforce rules – 3
- #8 – No local food shops –2
- #9 – Only Comcast available –no service from Xfinity – 3
- #10 – Loose dogs/ barking dogs – 3
- #11 – No sewer system - 2
- #12 – No snow removal or slow removal on Fleming St/Dundee Road
- #13 – No snow plow available
- #14 – Post office issues – no mail delivery on Fleming or between Steeles Ridge and Dundee Roads; some people don't have to pay for PO boxes
- #15 – No sense of community – nobody welcomes newcomers, no  
Community events
- #16 – Farm animals in town
- #17 – Crowded parking on Fleming Street
- #18 – Surrounding areas known as Woodside – affects reputation
- #19 – No town sign
- #20 – Mosquitos
- #21 – No fire department
- #22 – Speeders from auto shop on South Street/Fleming Street
- #23 – People trying to change the town
- #24 – Street lighting limited

9. The following is a list of potential issues along the main roads in Woodside and the immediate area. Please prioritize the following community features on a scale from 1 to 8, with 1 being the most important to you and 8 being the least important. Please use each number only one time.

	1	2	3	4	5	6	7	8
Traffic Congestion	9	7	2	4	7	3	7	10
Crime/Safety	15	7	5	13	3	2	1	4
Street Parking	1	3	6	4	3	3	11	20
Preservation of Historic Bldgs.	4	6	6	2	8	8	6	11
Lack of Sidewalks	3	6	4	7	1	5	8	13
Speeding Cars	32	4	3	3	4	2	1	3
Reputation of Woodside area	7	11	7	5	7	6	5	3
Property Maintenance or Cleanliness	17	7	11	4	4	5	1	2

10. Moving forward on the comprehensive land plan or on some of the initiatives listed may require funding in excess of revenues or available grants. If additional town revenue is needed, which of the following would you consider supporting? Circle all that apply.

A small tax increase -- **18**

A tax increase necessary to cover cost but limited to a defined period -- **22**

Establish or increase taxes selectively i.e., high tax rate for commercial zone or home based businesses, etc.) -- **9**

Issue a Bond -- **7**

Support NO revenue generating action that increases my taxes; leave things as they are -- **13**

Other: **Apply for Grant – 2**

**Did Not Answer -- 2**

11. Would you consider supporting an effort to contract a town trash service? Kent County provides garbage, recycling and yard waste collection services, which is billed on the property tax bill on June 1<sup>st</sup> for \$255 per year for all three services, or \$223 per year for ust garbage and recycling collection. Circle one. **YES - 29 NO – 20 Did Not Answer – 4**

12. Would you like to see Woodside’s town limits expanded? **YES -- 25 NO- 20**

Comments: Why or Why Not? Most answered for additional tax revenue, or
Would help with increased town growth and taxes to bring in more businesses, and ability to pay for projects like sidewalks and community center.

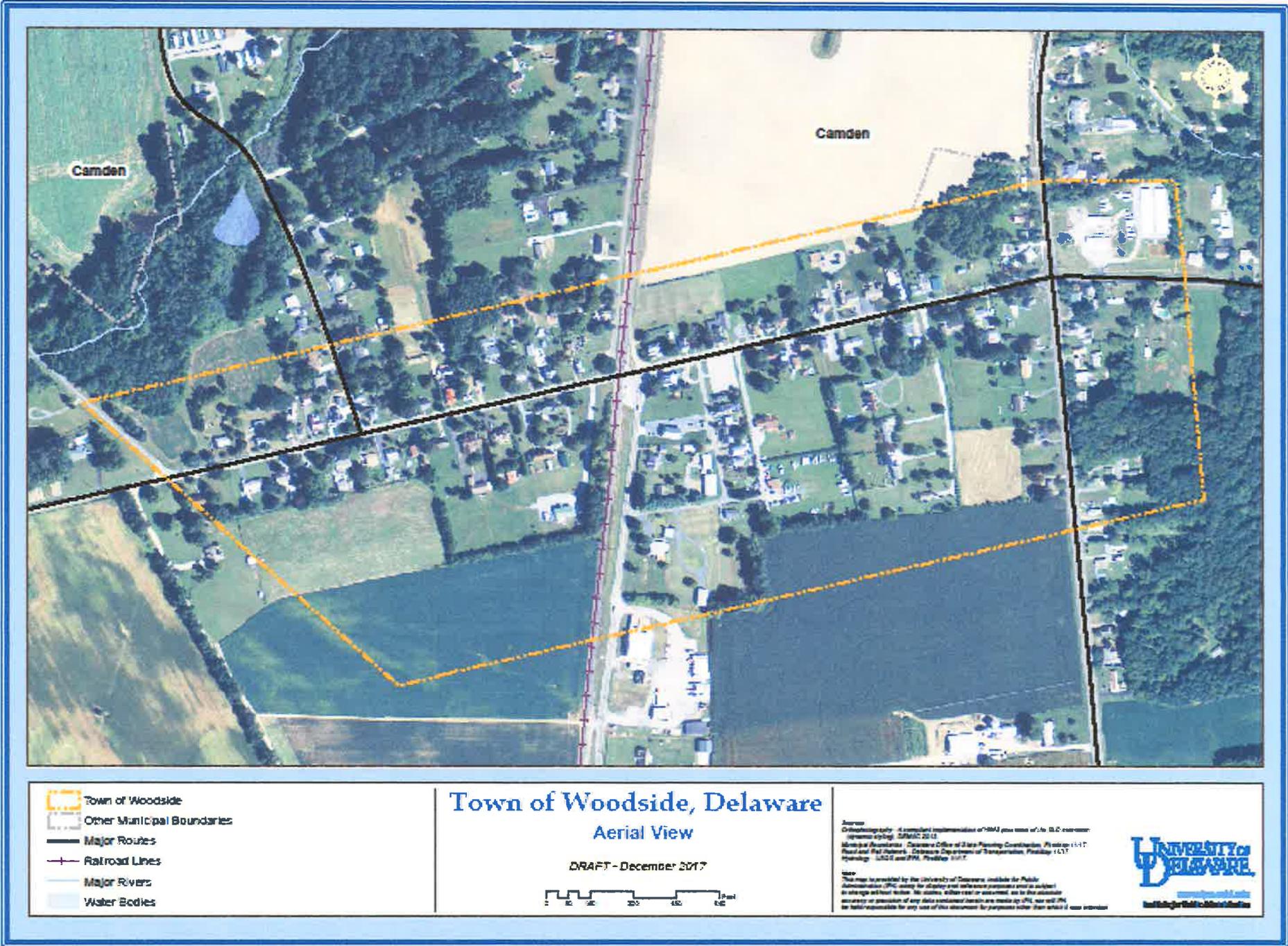
13. There are some vacant properties within Woodside. How do you feel about the following types of land uses for vacant properties within the existing Woodside boundaries? Please mark your response by using the numbers, 1 to 5, listed below.

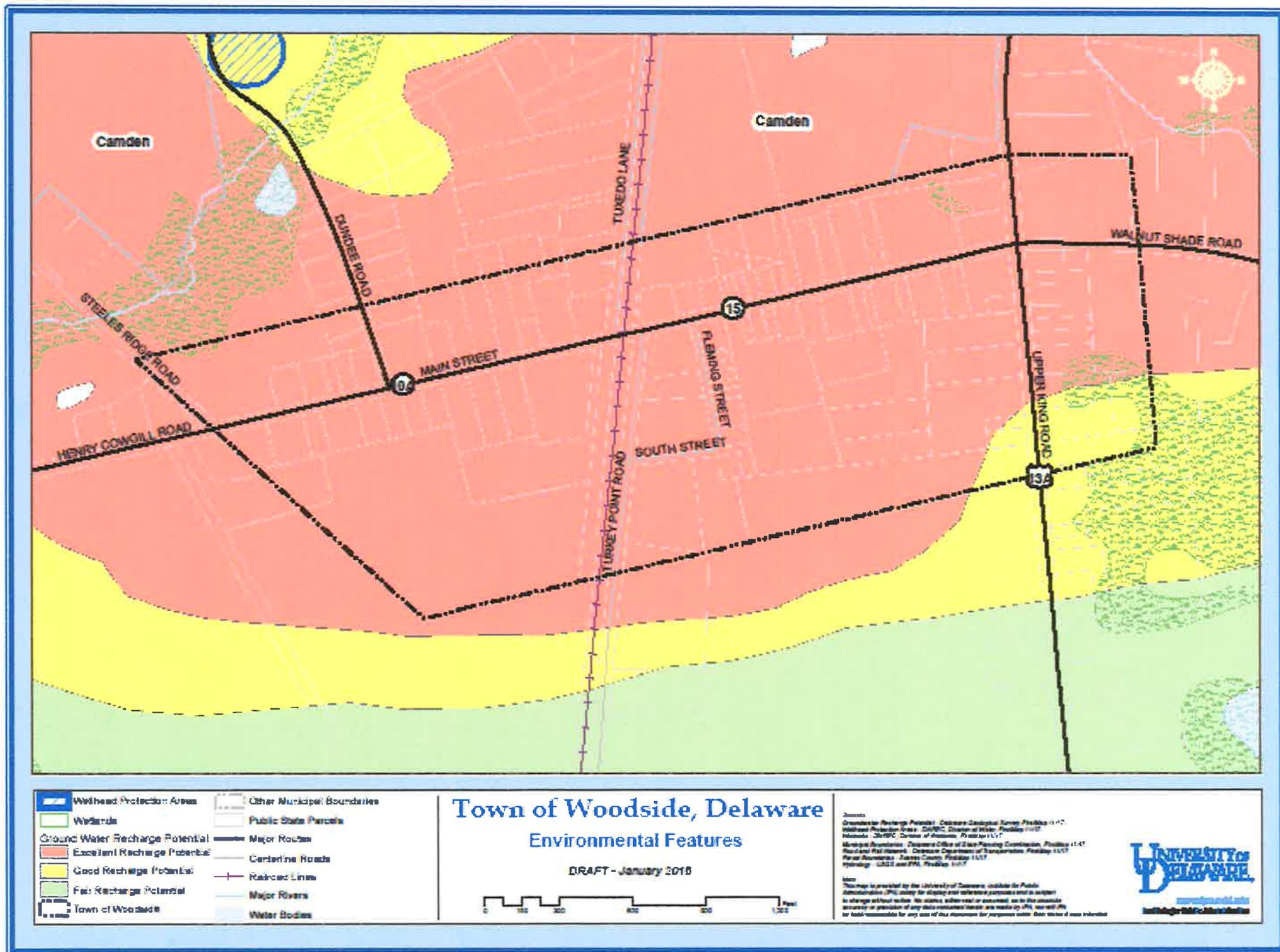
<b>Did Not Answer 4</b>	<b>1 Highly Desirable</b>	<b>2 Desirable</b>	<b>3 Acceptable</b>	<b>4 Undesirable</b>	<b>5 Highly Undesirable</b>
Residential Uses: New Housing	14	7	21	1	6
Institutional Uses: Churches of any denomination, government buildings, or community service clubs like the Rotary, Elks or Masons?	4	10	19	7	8
Commercial Uses: Food stores, specialty shops, services, etc.	8	6	11	9	14
Industrial Uses: manufacturers and other industry	1	3	11	7	26
Parks and Recreation facilities	15	8	19	2	5
Agricultural Uses: use for farming	7	14	16	3	8
Other Uses	2	2	2	0	7

14. There is a great deal of vacant and agricultural land just outside of Woodside's boundaries. How should these areas be managed? Insert one number to answer.

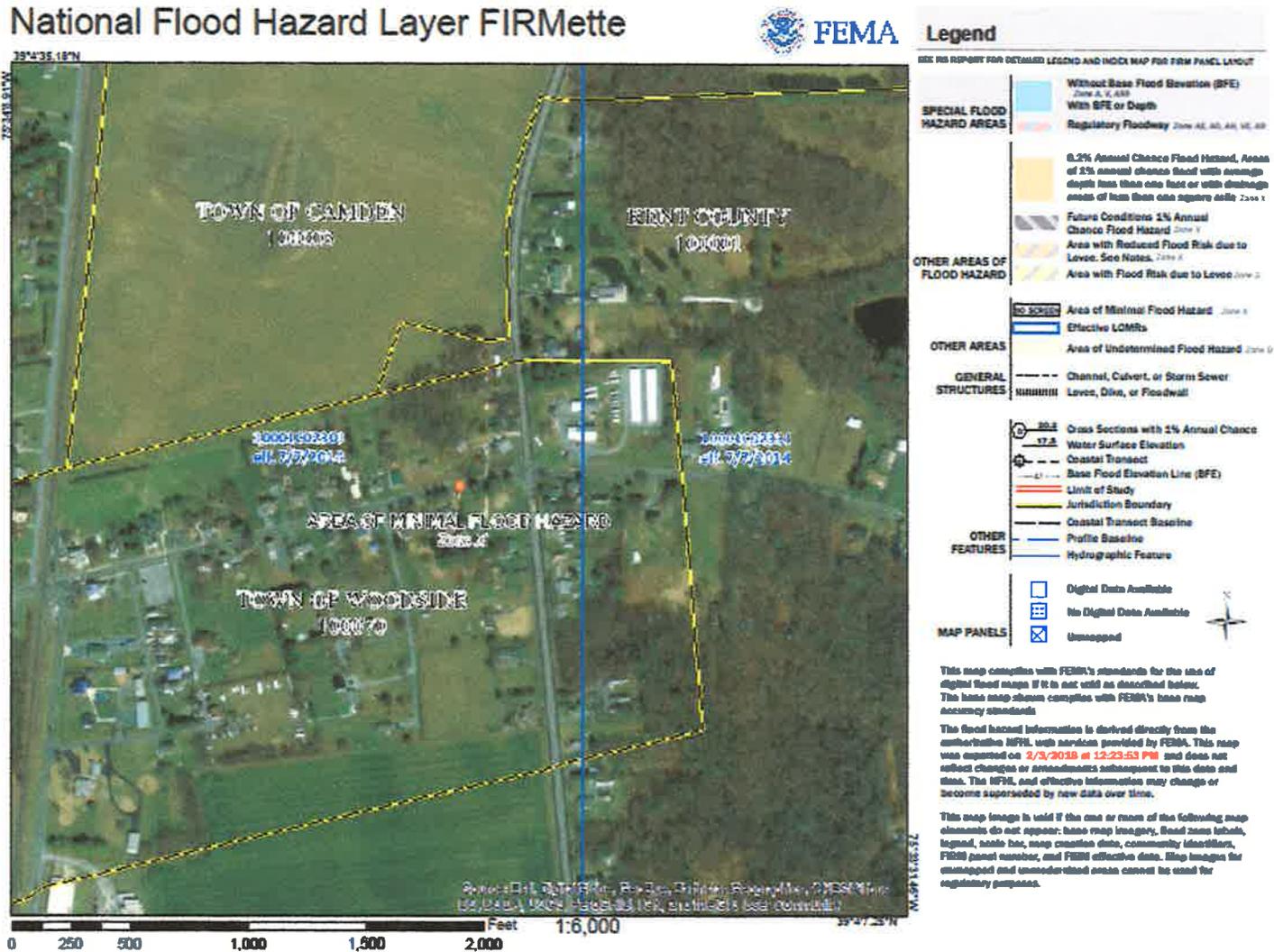
<b>Did NOT Answer 2</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>No Opinion</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Woodside's small town atmosphere should be preserved	25	12	7	1	4
The town should seek to annex new areas of land adjacent to the current town boundaries	10	8	18	4	10
Development should be encouraged primarily within the current boundaries	5	13	17	3	13
Annex properties that are already partially inside town boundary	16	11	12	2	10

APPENDIX B – AREA MAPS





Map 2b. FEMA National Flood Hazard Map – Woodside is an Area of Minimal Flood Hazard (Zone X)



## Map 2c. Soil Survey Map for the Town of Woodside

Map Unit Symbol Map Unit Name Acres in AOI Percent of AOI  
HbB Hambrook sandy loam, 2 to 5 percent slopes

Natural Resources Conservation Service Web Soil Survey

### **Description of Hambrook Setting**

*Landform:* Depressions, knolls, flats, fluviomarine terraces

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Concave, convex, linear

*Across-slope shape:* Concave, convex, linear

### **Typical profile**

*Ap - 0 to 10 inches:* sandy loam

*BE - 10 to 14 inches:* loam

*Bt - 14 to 28 inches:* sandy clay loam

*BC - 28 to 65 inches:* loamy sand

*2Cg - 65 to 80 inches:* silt loam

### **Properties and qualities**

*Slope:* 2 to 5 percent

*Depth to restrictive feature:* More than 80 inches

*Natural drainage class:* Well drained

*Runoff class:* Low

*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.20 to 1.98 in/hr)

*Depth to water table:* About 40 to 72 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Available water storage in profile:* Moderate (about 7.9 inches)

### **Interpretive groups**

*Land capability classification (irrigated):* 2e

*Land capability classification (nonirrigated):* 2e

*Hydrologic Soil Group:* B

*Hydric soil rating:* No

Soil Map—Kent County, Delaware  
(TOWN OF WOODSIDE)



Map Scale: 1:7,500 if printed on A portrait (8.5" x 11") sheet.  
 0 100 200 300 400 500 Feet  
 0 300 700 1100 1500 2100 Meters  
 Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84

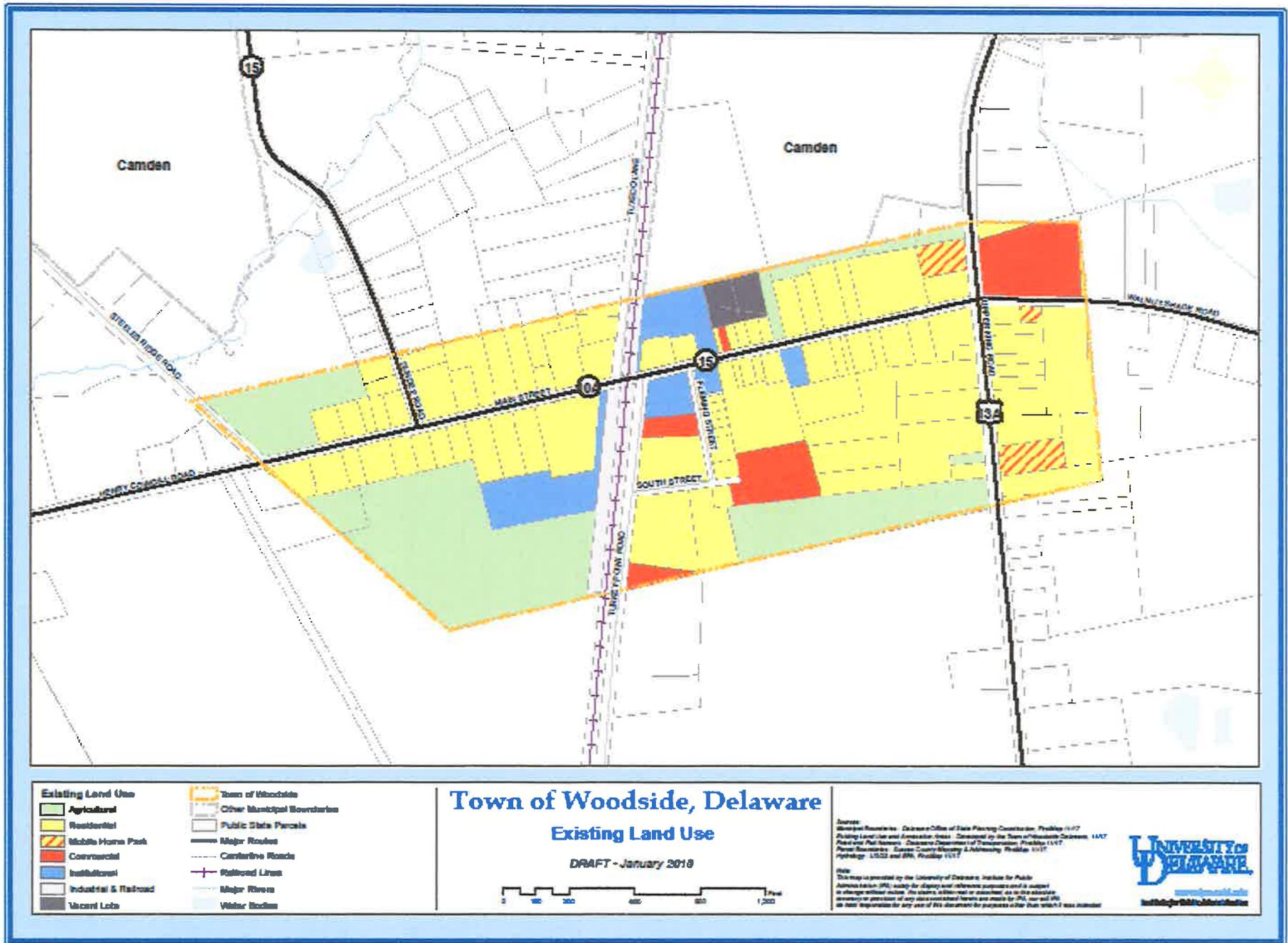


Natural Resources  
Conservation Service

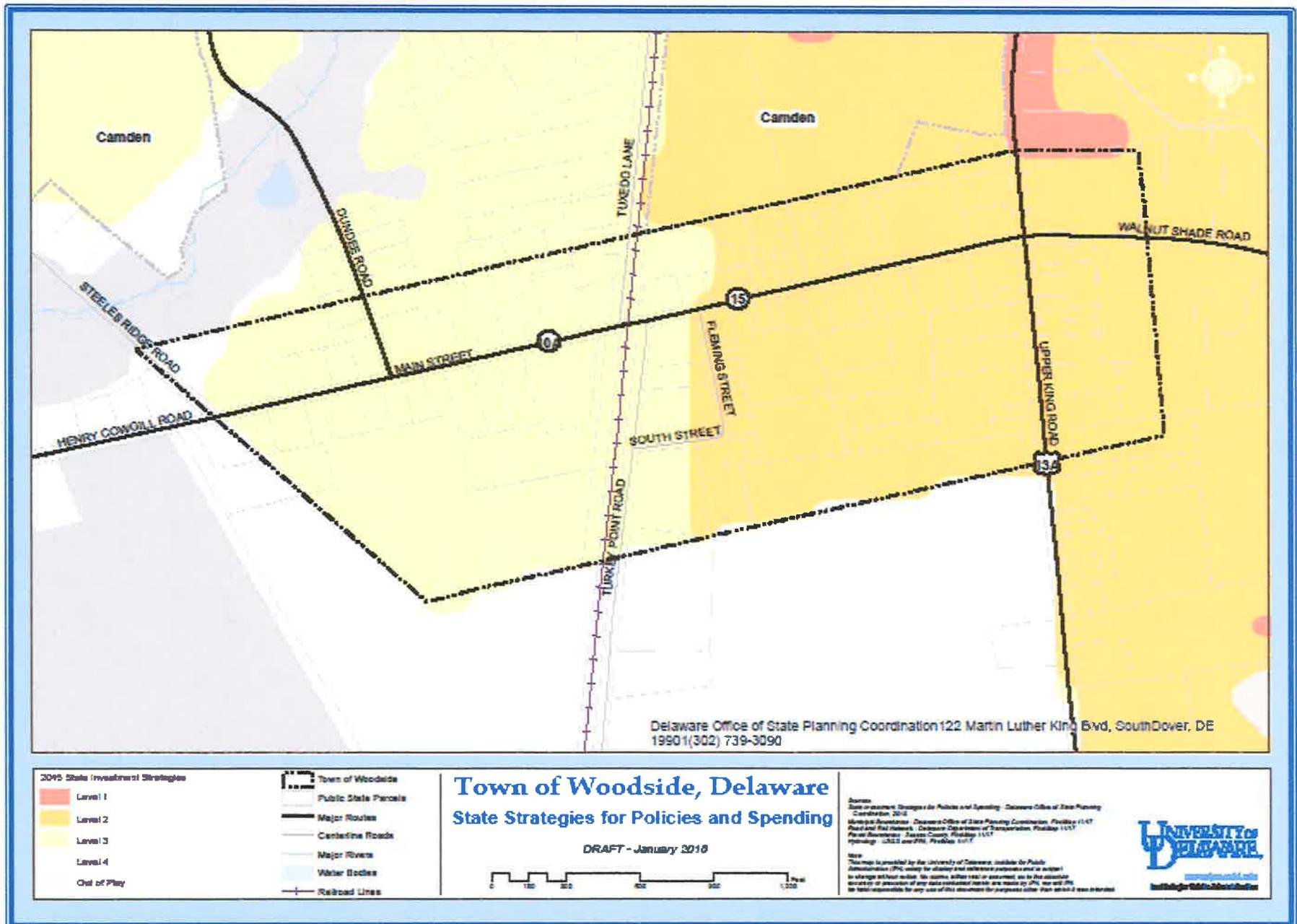
Web Soil Survey  
National Cooperative Soil Survey

2/1/2018  
Page 1 of 3

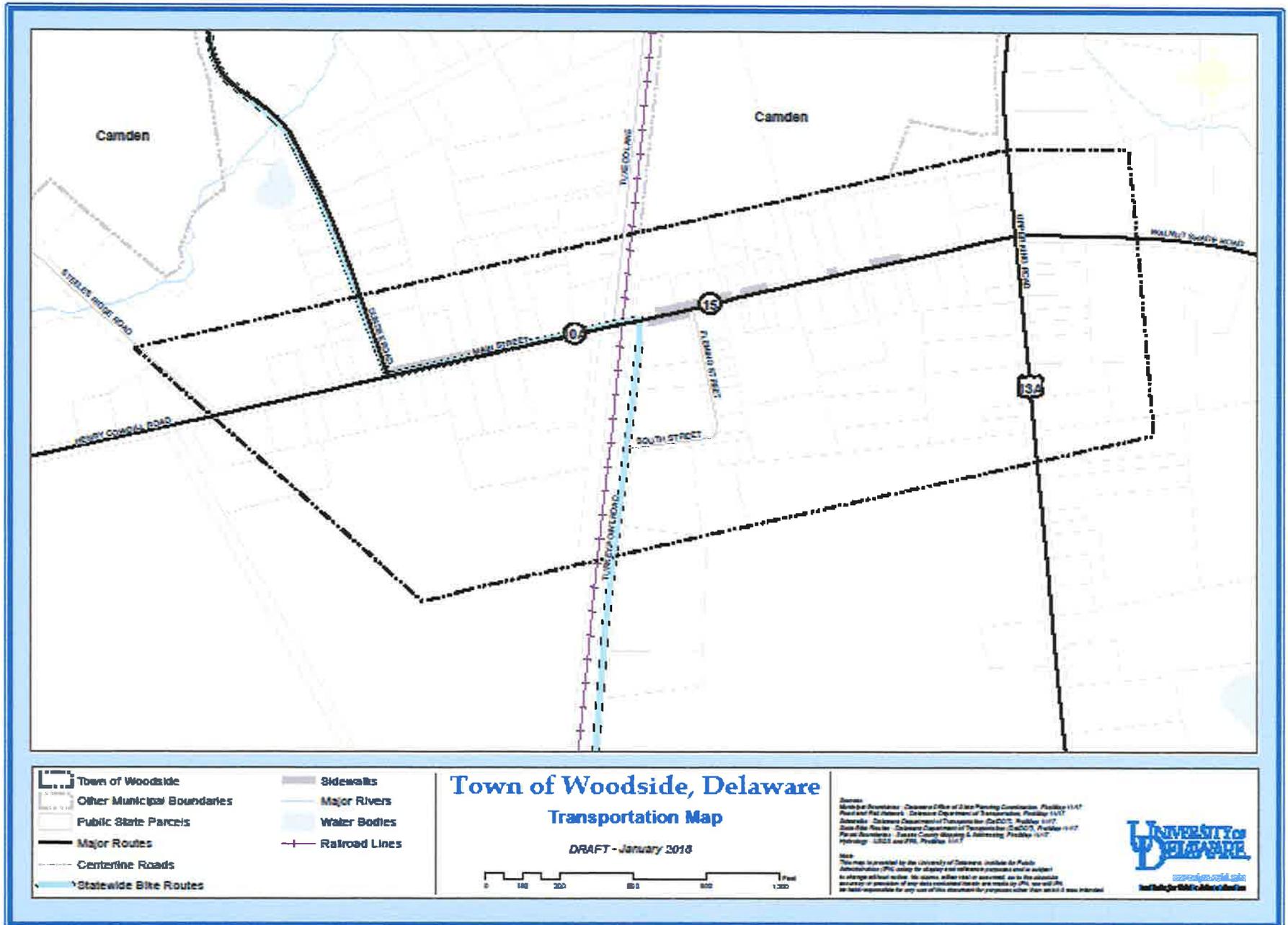
Map 3. Existing Land Use for Woodside



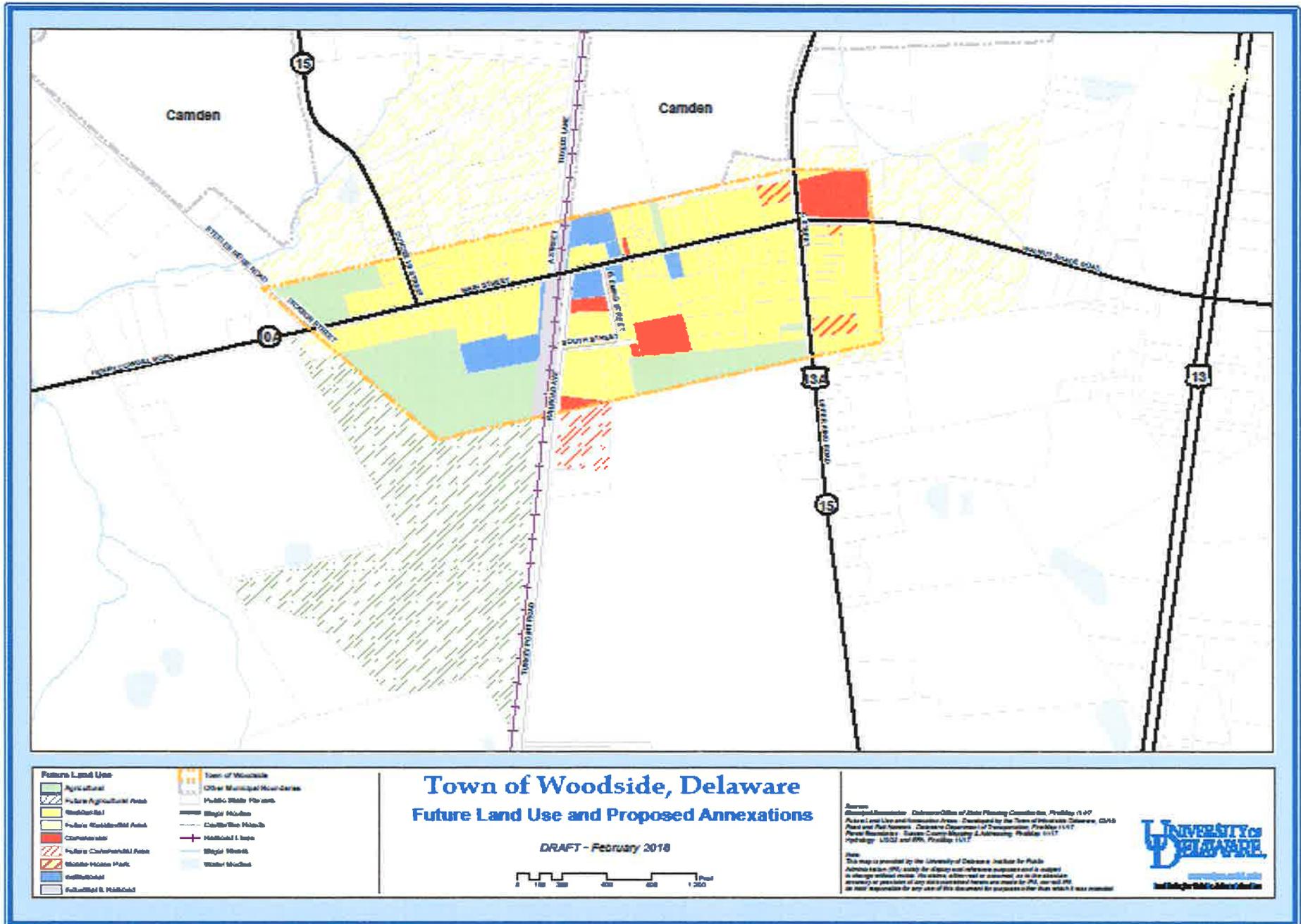
Map 4. State Investment Strategies for Policies and Spending for Woodside, Delaware



Map 5. Transportation Network, Woodside, Delaware



Map 6. Future Land Use and Annexation Plan for Woodside, Delaware



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**Appendix C: Preliminary Land Use Service (PLUS) Letter**

PLUS Letter for PLUS [redacted] from [redacted] to [redacted] dated DATE.