



PLANNING & DEVELOPMENT
CITY OF NEWARK

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July 26, 2018

Mr. Thomas A. Schreier, RLA
Hillcrest Associates
P.O. Box 1180
Hockessin, DE 19707

Dear Mr. Schreier:

The City of Newark's Subdivision Advisory Committee has reviewed the major subdivision plan submitted by Hillcrest Associates, Inc. on behalf of Seth Watts for 209-225 Haines Street.

We have the following comments:

Electric Department

1. Electric Service is available from Haines Street.
2. An open utility easement is required and must be listed on the prints.
3. A suitable location approved by the Electric Department will be required for a padmounted transformer.
4. No trees growing over 18 feet at maturity can be planted near the electric service pole.
5. The Developer must pay all costs for any pole rearrangements needed and all labor and material costs to provide electric service to the building including transformer cost, aerial wires and meters. This cost will be determined at a later date.
6. The Developer installs all underground conduits for high voltage and low voltage cables to City standards.
7. The Developer installs all underground high voltage and low voltage cables to City stands.
8. The developer must dig and backfill all trenches for the underground high voltage and low voltage cables to City standards.

9. Electric meters must be installed in one location near transformer on side of the building (not facing roadway).
10. Developer must pay any costs needed to ensure the new smart meters will talk to the existing system.

Parks and Recreation Department

1. We will require the Developer to pay \$450 per apartment unit for a total of \$10,800 for cash in lieu of land prior to final approval of the construction improvement plan. This is in accordance with Chapter 27, Appendix VI of the Code of the City of Newark, Delaware.
2. The plan calls for two katsura trees. These trees will eventually grow into the overhead lines. Please replace with a smaller street tree that will not grow into the power lines with age.
3. Two honey locust trees are too close to the bio retention area. Please remove the honey locust (GT) trees and replace with smaller landscaping with less invasive roots in those areas.

Police Department

1. The With the exception of what appears to be an increase in student population to that area, the police department has no comment.

Planning and Development Department

Code Enforcement Division

1. Comments based on 2012 IBC;
2. The proposed buildings must meet all applicable Building and Fire Code requirements. Complete architectural, structural, plumbing, HVAC, electrical and fire protection drawings are required for review prior to permits. Building height and area will be determine by the type of construction. Sprinklers are required;
3. The architectural plans will need to match the architectural rendering/elevations submitted for the project. Confirmation that the elevations will match the rendering will need to be done at the time of architectural plan review. Code recommends that draft

floor plans be presented to avoid issues during site plan review;

4. Please consult the 2012 IFC as well as the 2015 Delaware Fire Protection Regulations. Sprinklers, alarms and standpipes will be required for this project. A water flow test for the fire pump will need to be conducted. Final fire hydrant locations will need to be approved. Please label all fire lanes and note that restrictions may be placed on parking in front of the building. Separate curb stoops for fire service and domestic water will be required;
5. The proposed building will need to meet the LEED standards as per 2012 IECC;
6. Site must comply with all Accessibility Standards. Please be sure to review the standards for elevators;
7. Additional information will be needed to ensure the parking area in the building meets the requirements for parking spaces. In addition, the size of the parking spaces may not be reduced because of any potential building columns;
8. Demolition permits will be required for any existing buildings. An environmental survey and report will be required for any building. Any underground tanks will need to be removed by a certified contractor;
9. Pre-construction meeting will be required. Proper protection of site and public required during construction. The sequence of construction to be prepared and submitted by a licensed professional engineer.

Land Use Division

1. Include PR#18-05-02 on all future plans and correspondence
2. Include building height provided (in feet) in Data Column on Drawing No. 1.
3. The plan must add at least 10 bike spaces in compliance with Chapter 27 Appendix II bike facilities requirements
4. Applicant should communicate with Police Department to receive address for proposed building, as well as room numbering designation, and include the address on future submissions.
5. Applicant proposes 47 points with 45 required for certification. The Planning Department suggests that the applicant review the Planning Commission minutes from the 30 Benny/155 South Chapel Project regarding LEED certification.

6. Revise the "Site Plan Approval" table described on sheet 1 of the plan regarding Perimeter Street Setback and Exterior Lot Line Setback variances to include:
 - Setback of building from perimeter street of 10 feet [32-12.(c)(5)a.]
 - Setback of building from exterior lot line of 10.5 feet [32-12.(c)(5)c.]
 - Rear yard variance of 6 feet [32-12.(c)(6)]
 - Side yard variance of 5.5 feet [32-12.(c)(7)b.]
7. Applicant should include a deed restriction that prohibits residents from being able to request Residential Parking Permits or Guest Passes to park on the street in this Residential Parking District.
8. Applicant should include a schematic or rendering that describes how the proposed development will line up with the adjacent buildings on Haines Street.

Public Works and Water Resources Department

SITE:

1. The Sediment and Stormwater Program Project Application Meeting will need to be scheduled with the City's Planning and Design Engineer (Ethan Robinson, Phone: (302)366-7000 Ext. 2108).
2. ADA compliant sidewalks, curb ramps, and parking will be required for the entire project. It is likely that all the sidewalk on the east side of Haines Street will need to be replaced as part of the site improvements.
3. One (1) bicycle parking space shall be provided for every five (5) required off-street parking stalls. The bike racks and rack layout will need to conform to the City of Newark Bicycle Plan and DeIDOT Standard Construction Detail M-4 – "Bike Rack Layout Details".
4. Bicycle racks shall be located in areas visible from adjoining or nearby streets or sidewalks and shall be separated from automobile parking areas by curb barriers. Bicycle parking for the site will need to be revised accordingly.
5. List all utility owners in the Site Data column of Sheet 1.
6. Identify the site benchmark on the plan.
7. The Landscape Plan specifies two Thornless Honey Locusts to be installed directly adjacent to the proposed storm water facility. Large and deep rooting trees should not be installed near the proposed underground stormwater facility that may compromise the structure. These trees should be relocated or replaced with a smaller planting.

8. Revise General Note No.6 to read "Water Resource Protection Area (WRPA)".
9. Add the word "blanket" in front of the word easement in General Note No. 7.
10. Remove the last sentence in General Note No. 18. Individual meter pits will not be required.
11. Revise General Note No. 23 to reference Haines Street not Benny Street.

WATER & SEWER:

1. A hydrant flow test will be required to verify the flow rate and system pressure are consistent with the basis of design. Contact the Public Works and Water Resources Department to schedule a flow test at a cost of \$300 per test.
2. The Developer shall provide a set of water system drawings in accordance with the State Department of Health Drinking Water Standards for their review and approval. A copy of the approval letter (Approval to Construct) shall be provided to the City prior to CIP approval. A copy of the "Approval to Operate" from the Department of Public Health shall be provided to the City prior to CIP approval.
3. Provide the City of Newark with a signed and sealed copy of the Department of Public Health approved water as-built plans within 30 days of DPH approval. Delaware State Pane Coordinates shall be provided for all fittings, valves, bends and hydrants.
4. Projects that generate more than 2000 gallons per day of average sewer flow require a DNREC "Construction of Wastewater Collection and Conveyance Systems" permit. A copy of the approved permit shall be provided to the City prior to CIP approval.
5. Add the following notes to the plan:
 - a. *"The Developer shall paint all existing and proposed fire hydrants associated with this project to reflect the flow capacity and apply 2-inch reflective tape in accordance with the State Fire Code."*
 - b. *"The Developer will be responsible for the installation of additional transmission equipment should the proposed building negatively affect the performance of the City's wireless meter reading system."*
 - c. *"All on-site storm sewer and sanitary sewer is private. On-site manholes shall not have "Newark" anywhere on the lid."*
6. The plans do not accurately reflect the location or layout of utilities along Haines Street. There are two separate storm sewers along each side of Haines Street that convey stormwater south down Haines. Both storm sewers appear to be 30" RCPs.

7. The sanitary sewer runs in between the two storm sewers in Haines Street. Revisit the existing conditions plan. Also, revisit the storm and sanitary sewer inverts.
8. The sewer lateral from #213 Haines Street runs through the existing storm sewer manhole on the east side of Haines Street. When the lateral is abandoned, the developer shall be responsible for removing the lateral from the manhole and repairing the manhole to the satisfaction of the Public Works and Water Resources Director.
9. There is a 6" water main in Haines Street that is not shown on the plans. See attached Utility Exhibit. Please be advised that all information shown on the exhibit shall be verified by a licensed surveyor.
10. The sanitary lateral for #225 Haines Street does not appear to tie-in to the existing sanitary sewer in the road. Show the location of the existing lateral.

STORMWATER:

1. As a redevelopment project, runoff reduction practices shall be employed to achieve a 30% reduction in the effective imperviousness based on the existing conditions.
2. Redevelopment projects that require a detailed Sediment and Stormwater Management Plan require NPDES permit coverage through submittal of a Notice of Intent (NOI). Proof of the NOI submission to DNREC will be required. There is no record of an NOI Project ID for this project. Add the NOI Program ID to the Plan.
3. Has a soil investigation or infiltration testing been conducted on the site to determine if infiltration is an option for stormwater BMPs? The location of infiltration tests shall be provided on the plans.
4. Provide the DNREC Preliminary S&S checklists with report concurrently with any future Major Subdivision Plan submission.

I hope you find this information helpful. Should you have questions or need more information, please do not hesitate to contact me at 366-7000, extension 2040.

Sincerely,



Mary Ellen Gray, AICP
Planning and Development Director

MEG/tf