



**PLANNING & DEVELOPMENT**  
CITY OF NEWARK

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July 22, 2019

Mr. Michael J. Kaszyski, Jr., P.E.  
Senior Project Manager  
Duffield Associates  
5400 Limestone Road  
Wilmington, DE 19808

Dear Mr. Kaszyski:

The City of Newark's Subdivision Advisory Committee has reviewed the revised subdivision plans you submitted on March 12, 2019 for 1501 Casho Mill Road, Tax Parcel 18-030.00-127.

We have the following comments:

Electric Department

1. Electric Service is available from existing pole line from Elkton Road.
2. Developer must provide the load calculation to determine the transformer and cable size.
3. The developer must pay for all costs for onsite material and labor to supply electric service. Cost will be determined after receiving the load calculation. The price is subject to a yearly CPI escalation from the date of council approval.
4. Developer is responsible for trenching, backfilling, installation of 2-4" conduits for all underground high voltage cables.
5. Developer to supply and install City approved underground high voltage primary cable.
6. Developer to supply and install all underground secondary cable and conduits.
7. No trees growing over 18' at maturity can be planted under the aerial power lines on Elkton Road and Casho Mill Road.
8. Developer must pay any cost needed to repair the smart meter system if the buildings

cause any interference.

9. Developer is responsible for parking lot lights.

#### Parks and Recreation Department

1. We will require a listing of all value trees in the construction area, their diameter at breast height (DBH) and their location on the plan, as per Chapter 32, Article XXV Landscape Screening and Treatment Ordinance. This would include a listing of all value trees that are to be removed and their DBH.
2. Along Casho Mill Road 12 CV (Winter King Hawthorn) are shown. Suggest reducing this number to get away from a mono-style planting. Replace 5 Hawthorne with Sourwoods; see plan.
3. At intersection of Casho Mill Road and Elkton Road then going west on Elkton Road call for 7 VA (Accolade Elms). Due to the way the overhead lines come across that corner, change out to 3 Red Jewel Crabapples. These Crabapples will not get into the overhead lines as well as being highly resistant to fire blight and Cedar Apple Rust which is found in this area. Keep the other 4 Elms as shown. See plan.
4. In the island area shown near the intersection of Casho Mill and Elkton Roads within the parking lot area 1 AC (Shadblow) is shown. Suggest changing this to Goldenrain Tree due to the heat of the surrounding asphalt. Goldenrain Tree will handle the heat much better and provide flowering at a time of year when no other tree is in bloom plus great fall color. See plan.
5. There are 2 parking lot island bed areas behind the building on the creek/wood line side of the site. There is 1 GD (Kentucky Coffee Tree) shown in each island area. Coffee Trees need a big area for root development as they are big trees at maturity. I believe that the areas of these islands do not provide enough root area for healthy tree development. Suggest changing out to a more conducive tree in each island.
6. In the rear parking lot area, the plan shows 7 AC (Shadblow) around the outside of the parking lot. Suggest switching out 3 to Bald Cypress as this is a wet area.
7. All trees that are shown to be saved need to have a tree protection zone put in around them. This needs to be noted on the planting plan as well as the detail on the landscape detail sheet.

Police Department

1. No comments at this time.

Planning and Development Department

*Code Enforcement Division*

1. Plan shows 100-year floodplain on the site adjacent to the proposed building, clearly delineate on plan base flood elevation, including the full extent of the area affected and proposed finished floor elevation. Current plan does not clearly identify flood hazard area.
2. This project is subject to the LEED based requirements of the City of Newark amendments to the 2012 International Energy Conservation Code as detailed in Section 7-8 (7) of the Municipal Code.
3. Accessible dwelling units shall be provided in accordance with 2012 International Building Code Section 1107.

*Fire Safety*

1. Note 5 on Sheet 8 of 10 references NFPA Hotel and Restaurant building construction types. Is this accurate?
2. Plan notes Mid Rise Requirements (Note 9 on Sheet 8 of 10) to be met but plan is shown as only 35 feet tall. This should be clarified.
3. There is a hydrant in the back of the building but a water source to feed that hydrant is not shown.
4. FDC Locations to be approved by FM and Fire Chief at CIP.

*Land Use Division*

1. New castle County GIS data shows this parcel as two separate parcels. (18-030.00-127 and 18-030.00-128) The plan does not show any parcel lines dividing the parcels or mention the consolidation of parcels. Please clarify.
2. Plan purpose does not include retail. If the intent is still to include retail it should be noted that Sec. 32-16.1 allows specialty retail stores, but not retail stores. As such, the sale of items such as apparel, accessories, shoes, drugs, and hardware is not allowed, but the

sale of gifts, antiques, flowers, jewelry, newspapers, books, hobbies, stationery, sporting goods, tobacco, leather goods, music, photography supplies, and art supplies is allowed. Prepared food and adult bookstore/entertainment centers are not allowed. Subdivision Agreement should clarify allowed and prohibited retail sales details. It should also be noted that the parking requirements for retail are greater than requirements for office. As such the current plan does not include enough parking for retail uses.

3. Plan must indicate number of bedrooms per apartment.
4. Plan must indicate the effective 1% chance (100-year) flood plain.
5. Plan must indicate location of 34 required bike parking spaces.
6. Building permit plans will need to include apartment addresses approved by the City of Newark Police before approval of building permit.
7. The Plan title needs to be changed from "Major Subdivision and Comprehensive Amendment Plan..." to "Major Subdivision and Comprehensive Development Plan Amendment..."

#### Public Works and Water Resources Department

##### GENERAL SITE:

1. Add the City of Newark project number "17-11-05" to all plan sheets.
2. Include the proposed building address on the Major Subdivision plans. Separate addresses for each unit will be required on the CIP submission
3. Required and proposed bicycle parking counts need to be added to the parking rationale on the Index Sheet.
4. LONOR shall be provided concurrently with any future CIP submission. **(CIP)**
5. Confirm the total site area. The area provided on the plan is inconsistent with New Castle County records for the parcel (18-030.00-127). It appears that an adjacent parcel to the south (18-030.00-128) has been acquired and is being shown as one parcel. Please clarify whether the adjacent lot has been combined into one parcel and which is the correct remaining parcel number.
6. Revise note No. 17 to state "18 feet" not "18 inches"

**WATER & SEWER:**

1. Sanitary Treatment Plant Fee has been calculated as follows. The proposed 48 apartment units (@\$666.67 each = \$32,000.16) plus 22,836 S.F. retail area (@\$0.24/S.F. = \$5,480.64) minus the credit for the 24,279 S.F. building (@\$0.24/S.F. = \$5,826.96) will require a fee of \$31,653.84. STP fee will be required prior to CIP approval. **(CIP)**
2. The following standard notes should be included on Major Subdivision Plan if they are not already:
  - a) "All construction shall be in accordance with the latest City of Newark standards and specifications, building code, and fire code."
  - b) "As-Built Plans and Checklist shall be submitted to the City of Newark prior to issuance of Certificate of Occupancy." *There is a review process for As-built submissions, so it is recommended that the submission be done in advance of expected occupancy to avoid delays.*
  - c) "All handicapped parking stalls, logos, and access aisles shall be marked with blue paint and hatched accordingly."
  - d) "An "Approval to Construct" will be required from the Department of Public Health Office of Drinking Water. A copy of the approved permit shall be furnished to the City prior to CIP approval."
  - e) "An "Approval to Operate" from the Department of Public Health shall be provided to the City prior to the use of any domestic water or issuance of any certificate of occupancy."
  - f) "A DNREC "Construction of Wastewater Collection and Conveyance Systems" permit will be required and shall be furnished to the City prior to CIP approval." *Required for all projects generating more than 2,000 gallons per day average sewer flow.*
  - g) "Individual water meters will be required for each commercial and/or residential unit and shall be located in one or more centrally located meter room(s) as close as possible to where the domestic main enters the building. The meter room(s) shall be readily accessible to the City of Newark. A ¼ turn locking ball valve shall be located immediately on both sides of each meter in a meter bank setup. The developer will be responsible for the cost of the meters. The city will determine the size of the meters in coordination with the developer."
  - h) "All water valves shall be Mueller unless otherwise approved by the City of Newark Public Works and Water Resources Department."
  - i) "Any damage to the City storm sewer, water, or sanitary sewer infrastructure shall be repaired or replaced to the satisfaction of the Public Works and Water Resources Department."
  - j) "The required fire protection flow rate(s) is/are \_\_\_\_\_." *The required flow rate(s) for each buildings sprinkler system shall be determined by the engineer/sprinkler designer and provided with Subdivision Plan submission.*
  - k) "The Developer shall televise any existing sanitary sewer laterals to be re-used and provide a copy of the video to the City for review. The condition will be evaluated to

determine the suitability for reuse." *This note only applies if existing laterals are to be reused. Contact Shawn Gealy, Water and Wastewater Inspector, at (302) 229-1396 a minimum of 48 hours in advance of the CCTV work and provide a digital copy to the Public Works and Water Resources Department.*

- l) "The condition of the existing downstream sanitary manhole, downstream of the buildings lateral will need to be evaluated. If the conditions are unsuitable the manhole will need to be replaced or restored accordingly at the Developers expense."
3. The developer shall investigate the capacity of the existing sanitary sewer system to determine if sufficient capacity exists to handle the anticipated wastewater flows and furnish the report to the city for review and approval. PWR can provide the applicant's engineer with the diurnal curve for dry weather flows for the project area that they will need to adjust their field measurements.
4. If the proposed use of the building includes food preparation such that a grease trap is required, two (2) separate service laterals are required so that flows from kitchens or containing grease or oils flow to the grease trap and not directly to the public sewer. Grease traps should be located outside the building for ease of cleaning and inspection.
5. Indicate the location of the mechanical room on the plans. The length of the water service(s) below the building slab shall not greater than five (5) linear feet.
6. Profiles for any new water and sanitary sewer will be required in the CIP phase. **(CIP)**
7. Any fire hydrants to be salvaged and reused shall be manufactured after 2014 and shall be low lead compliant.
8. The latest version of the City of Newark Water and Wastewater Standards and Specifications is available at <https://newarkde.gov/DocumentCenter/Home/View/464>. Ensure that all water and wastewater design standards are met, and all relevant details shown on the plans correspond to those in the latest release. This includes the replacement of any older details. All relevant water and wastewater details shall be included in the CIP submission. **(CIP)**

#### STORMWATER:

1. While the limit of disturbance (LOD) indicated on the plan is delineated as less than an acre, the site work will more realistically be over an acre. As such, the project would not qualify as a Standard Plan Application and will be handled as a detailed sediment and stormwater plan and shall comply with the latest DNREC Sediment and Stormwater regulations.
2. Redevelopment projects that require a detailed Sediment and Stormwater Management Plan or exceed 1 acre in disturbance also require NPDES permit coverage through

submittal of a Notice of Intent (NOI). Proof of the NOI submission to DNREC will be required.

3. A wetlands report is required to be submitted for major subdivisions involving new and/or additional construction in accordance with Chapter 27, Section VIII of the City Code of Ordinances. If there are no wetlands, a letter certifying no wetland are present will need to be submitted by a wetland scientist or the professional engineer of record.

This Subdivision Plan review is solely based upon the information and details provided in the submitted documents. Additional comments may be generated during any future submission or CIP phases.

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,

A handwritten signature in blue ink that reads "Mary Ellen Gray". The signature is written in a cursive, flowing style.

Mary Ellen Gray  
Planning and Development Director

MEG/tf