



**PLANNING & DEVELOPMENT**  
**CITY OF NEWARK**

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August 23, 2019

Mr. Christopher Duke  
Becker Morgan Group, Inc.  
250 South Main Street  
Newark, DE 19711

Dear Mr. Duke:

The City of Newark's Subdivision Advisory Committee has reviewed the revised major subdivision plan you submitted on behalf of your client for the proposed development of Charlotte's Way at 515 Capitol Trail.

We have the following comments:

Electric Department

1. Electric Service is available from Capitol Trail.
2. An open utility easement is required and must be listed on the prints.
3. DP&L owns the existing pole 10C48. The developer must contact DP&L and get approval to use pole 10C48 to supply electric service to the site. The developer must pay all the cost to use the DP&L pole.
4. A suitable location approved by the Electric Department will be required for a pad-mounted transformer.
5. The developer must pay all costs for electric service infrastructure. The price is subject to a yearly CPI escalation from the date of council approval. Someone must contact the Electric Department with information on transformer location and electric service needs before any costs can be calculated.
6. The developer is responsible for trenching, backfilling, installation of 2-4" conduits for all underground high voltage cables from padmount transformers to pole to City standards.
7. Developer to supply and install underground secondary cables and conduits from

padmount transformer to above-ground pedestals and from above ground pedestals to meter boxes.

8. Electric meters must be individually located on each unit. Adequate space for padmount transformer and above ground pedestals must be supplied and shown on the developers drawing to ensure no conflict with water and sewer lines. Electric utility equipment must be located behind the sidewalk. Concrete sidewalks to front doors must be shown on prints.
9. The developer must pay any cost needed to repair the smart meter system if the buildings cause any interference.
10. The developer must provide a load calculation for each townhouse.
11. Individual electric meters will be required for each unit. The developer will be responsible for the cost of the electric meters.
12. The developer must contact the Electric Department about the meter location.
13. No trees growing over 18 feet at maturity can be planted within 10' of the electrical lines.

#### Parks and Recreation Department

1. No further comments.

#### Police Department

1. No further comments.

#### Planning and Development Department

##### *Code Enforcement Division*

1. The following comments are based on 2012 ICC Codes. All contractors shall be licensed in the City. The proposed buildings must meet all applicable Building and Fire Code requirements. Complete architectural, structural, plumbing, HVAC, electrical and fire protection drawings required for review prior to permits. Building Height and Area will be determined by type of construction;
2. Demolition Permits are required for existing structures. Proper abatement and disposal of any hazardous materials identified in the Environmental Survey to be done by registered abatement contractor. Site must be enclosed with proper barrier during demolition to ensure public safety. Demolition plan and sequence of events to be

prepared and submitted by a licensed professional engineer. Pre- Demolition and Pre-Construction meetings are required;

3. All buildings, uses, and parking to comply with the 2009 ANSI 117.1; Accessibility Standards;
4. Compliance with LEED requirements as adopted by the City will be required;
5. Fire Marshal plan required for review. Comments based on 2012 International Fire Code, 2015 Delaware State Fire Prevention Regulations and the 2015 NFPA Life Safety Code. Complete fire protection plans must be submitted for review. Fire Lanes and Fire Department turn around shall be labeled on the plan. It appears that that the turning radius at the end of the street will not meet the standards to the most stringent piece of equipment within Aetna Hose Hook and Ladder fleet. Fire sprinklers required for all buildings. A fire hydrant shall be added to the main entrance of the complex along with the hydrant that is shown halfway down the street;
6. The applicant should consider designing the side of unit 6 to be the front entrance as to make the unit aesthetically pleasing and in keeping with the general character of the existing housing that fronts Capitol Trail. The front and rear façade of each townhouse unit should use a diversity of materials for aesthetics. As shown the houses lack this diversity and character.

#### *Land Use Division*

1. No further comments.

#### Public Works and Water Resources Department

##### GENERAL SITE:

1. The plans indicate the proposed roads are to be public and dedicated to the City of Newark. Tax revenues from only six (6) homes would not offset the cost to maintain the proposed road, sanitary sewer and water infrastructure for the development. The Department recommends the proposed subdivision road by privately owned and maintained. **(Prior to Planning Commission)**
2. Add the following note, "The proposed subdivision road shall be privately maintained by the maintenance corporation. When the road requires structural or functional restoration, the maintenance corporation may petition property owners to have the road repaired as part of the City's annual street contract with a 51% majority vote by property owners to have the City make the necessary repairs. Each homeowner will be responsible for their proportional share of the road restoration costs for the subdivision. The payment for these improvements may be made over a period of five years from the date of completion, provided at least one-fifth of the total cost is paid each year, and that interest at the rate of 12% per annum shall be charged on the unpaid principal balance and shall be paid concurrently with the principal payments." This

condition should be included in the executed deed for each parcel. **(Subdivision Agreement)**

3. The Applicant has expressed interest in having the City be responsible for refuse collection for the site. A note shall be added to the plan stating, "Any damage to the private road that may result from refuse collection vehicles will be the sole responsibility of the maintenance corporation." **(Subdivision Agreement)**
4. Provide Bike Parking Rationale within the Site Data column. The subdivision plan must demonstrate how the site provides the required number of bike parking spaces. The department strongly encourages the developer to provide additional exterior bike parking. It is likely that these units will be rented by students who are more inclined to store their bicycles outside as opposed to in a garage and furthermore, may have visitors who won't have immediate access to the garages. The bike racks and rack layout will need to conform to the City of Newark Bicycle Plan and DelDOT Standard Construction Detail M-4 – "Bike Rack Layout Details". Include the detail for the rack layout on the plans and ensure the rack and pad shown in plan view conforms to the required layout and spacing. Update the Parking Calculation data column on the Cover Sheet accordingly. **(Add similar language to Subdivision Agreement to require bike racks)**

#### WATER & SEWER:

1. There are various water system details referenced on the plan as "see detail sheet" however there is no detail sheet. Add the appropriate City of Newark details to the plans or remove references. **(Prior to Planning Commission)**
2. Provide size, material, and invert elevations for all proposed and existing sanitary sewer manholes, mains, and laterals. The existing sanitary manholes immediately upstream and downstream from the tie-in location will need to be shown on the plan. **(Prior to Planning Commission)**
3. Domestic Water System Construction Note W-5 references the meters will be installed in each unit. Meters shall be installed in the meter pit as indicated in that same note. Revise accordingly. **(Prior to Planning Commission)**
4. Domestic Water System Construction Notes W-1 refers to a 10"x8" tapping sleeve and valve while the plans show an existing 8" water main and proposed 6" water main for the subdivision. Revise plan and notes to be consistent. **(Prior to Planning Commission)**
5. The proposed water main shall be 8" diameter up to the proposed fire hydrant lead. **(CIP)**
6. The proposed force main is indicated to be 1¼-inch diameter in the Sanitary Sewer Construction Notes however the plans show its as 8-inch diameter. Further, the manhole in the middle of the force main should be eliminated. Revise the plans accordingly. **(Prior to Planning Commission)**
7. The sanitary sewer conveyance system as proposed will not be approved by PWWR. Per the City of Newark Water and Wastewater Standards and Specifications grinder pump stations or low-pressure sewer systems shall be reserved primarily for single-family dwellings.

8. PWWR recommends the developer explore gravity sewer design options. As stated in the previous comment letter there is potential to connect a gravity sewer to the manhole located in the northeast corner of the adjacent Windy Hills Professional building parcel (1801000006). Additionally, that sewer line flows toward the White Clay Creek and connects to a manhole which is due north of the subject parcel's northeast property corner. Per City GIS mapping this manhole is MH01001. **(Prior to Planning Commission)**
9. If the developer is to utilize a low-pressure sewer system (LPSS) individual grinder pumps will be required for each proposed dwelling unit and would be the maintenance responsibility of each property owner. Sewer laterals from each dwelling unit would connect to a LPSS force main header pipe that will convey wastewater to the gravity sewer in Capitol Trail. The sewer lateral from each dwelling would be the maintenance responsibility of the individual property owners while the header pipe would be the maintenance responsibility of the subdivision's homeowner's association. **(This information will be required to be included within the Subdivision Agreement.)**
10. Force main tie-in manhole will be required to be lined with a reinforced epoxy resin lining system as approved by the Public Works Department. Additionally, the force main connection to the manhole will need to be determined as either an inside drop connection or standard connection and the appropriate City of Newark detail (U4 or U5) will need to be provided on the plans. **(CIP)**

#### STORMWATER:

1. All stormwater management reports must be signed, sealed and dated by a DE licensed professional engineer. **(CIP)**
2. The site layout and stormwater BMP location have changed since the geotechnical report was developed. Verify that there are at least two (2) soil borings and one (1) infiltration test performed within the footprint of the proposed infiltration facility. **(CIP)** Update the test pit location map to depict the latest site layout. **(CIP)**
3. The subject parcels are located within the White Clay Creek Watershed. As such, the stormwater management design must comply with Title 7, Chapter 40 Sect. 4003A of DE Code which states post development stormwater runoff volumes must be managed to predeveloped volumes. **(CIP)**
4. Provide a Pre vs Post analysis for the 2, 10, and 100-year storm events in accordance with City Code Ch. 27 Appendix IV Sect. 1(a) 1 a. **(CIP)**
5. Grading at the downslope end of lot 1 will not direct water to the proposed infiltration basin as depicted by the drainage area boundary. Most of the water will flow to the right and off site once as it leaves lot 1. Revise grading to better direct water to the infiltration basin. **(CIP)**
6. Drainage Area boundary between DA1 and DA2 does not accurately follow the proposed grading. Revise grading or DA boundary. **(CIP)**
7. As the entire site drains from Capitol Trail to the rear of the site, which is roughly 300' long a direct entry Tc of 6 minutes seems inaccurate. Provide documentation or narrative to explain why a 6-

minute Tc was used or provide a full Tc path. **(CIP)**

8. To better distribute flow into the proposed stormwater facility and reduce the possibility of scour or erosion within the facility, it is recommended a depressed curb and level spreader is utilized at the downslope end of the proposed road. Conversely, a second curb opening and riprap chute should be placed on the western side of the proposed road's centerline. **(CIP)**
9. Complete the DURMM v2.5 TMDL sheet so that the TMDL loads for the developed site can be determined. **(CIP)**
10. Provide TMDL treatment date by either utilizing the DURMM v2.5 Report or the separate DURMM v2.5 Summary Table\_Rev.1. **(CIP)**

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,



Mary Ellen Gray, AICP  
Planning and Development Director

MEG/tf