



PLANNING & DEVELOPMENT
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7160 · www.newarkde.gov

May 13, 2022

Mr. Christopher R. Locke, Esq.
Lang Development Group
100 Dean Drive
Newark, DE 19711

Dear Mr. Locke:

The City of Newark's Subdivision Advisory Committee is reviewing the major subdivision plan for 532 Old Barksdale Road submitted on February 11, 2022. Following are comments in response to the submission.

Electric Department

1. Electric service is available from Apple Road. The proposed electric service location is not suitable. Pole 25C21 will be used for Electric service. **(Add to Utility Plan notes)**
2. No part of the building can be closer than 12.5 feet to the adjacent utility power lines and poles. **(Include in Subdivision Agreement)**
3. The existing primary aerial lines along Apple Road need to be reconfigured. The developer must pay all the reconfiguration costs. The cost will be calculated during the CIP phase. **(Include in Subdivision Agreement)**
4. The Plans call for removing all overhead primary and secondary on the property, but the single-phase overhead primary feeds a transformer that feeds the barber shop. Service to the barber shop needs to be reconfigured. The developer must pay all the reconfiguration costs. The cost will be calculated during the CIP phase. **(Include in Subdivision Agreement)**
5. The developer must pay all costs for material and labor to install electrical distribution equipment and meters. The total cost will be calculated after receiving the load calculation and electrical single line diagram. The price is subject to a yearly CPI escalation from the date of council approval. **(Include in Subdivision Agreement)**
6. The developer must provide the load calculation and electrical single line diagram. **(CIP Phase)**

7. No trees growing over 18 feet at maturity can be planted within 10' of electric service pole/overhead lines. **(Include in Subdivision Agreement and Add to Landscape Plan)**
8. No trees can be planted near or over the underground electric cables. **(Add to Landscape Plan)**
9. Keep shrubs, fences, and structures 6 ft away in front and 3 ft away from the other sides of the electrical equipment. **(Add to Landscape Plan)**
10. Any oil-filled pad-mounted equipment shall be located a minimum of 10' from combustible buildings, windows, doors, and stairwells. **(Include in Subdivision Agreement and Add to Utility Plan notes)**
11. The developer is responsible for all trenching, backfilling, and installing 2-4" conduits for underground high voltage cables. **(Add to Utility Plan notes, CIP Phase)**
12. The developer is responsible for all trenching, backfilling, and installing conduits and cables for low voltage (secondary) services. **(Add to Utility Plan notes, CIP Phase)**
13. Individual electric meters will be required for each dwelling unit and commercial unit. All meters must be grouped in one location, and keys must be provided to access the electric meter room if meters are inside. The developer will be responsible for the cost of the electric meters. **(Include in Subdivision Agreement and Add to Utility Plan notes)**
14. The developer will be responsible for installing and maintaining parking lot lights. **(Include in Subdivision Agreement and Add to Utility Plan notes)**
15. The developer must pay any costs needed to ensure the new smart meters will talk to the existing system. **(Include in Subdivision Agreement)**
16. The developer agrees to pay up to \$4,000 towards problem interference if the building is found to interfere with the City's smart metering system for electric meters when completed. **(Include in Subdivision Agreement)**

Parks and Recreation Department

1. Submit a value tree mapping of all trees 12" DBH and greater as per Chapter 32, Article XXV – Landscape Screening and Treatment, 32-87(g) General provisions, definitions and tree mapping requirements. This process needs to be completed before any trees are removed.

Police Department

1. Architectural – Eliminate external “blind corners” and recessed entry points.

2. Architectural – Consider eliminating balconies on the northwest side (railroad tracks) of the building to prevent people drinking on balconies and throwing bottles, etc. on the tracks or at passing trains or perhaps provide video surveillance or other method to minimize such activities.
3. Landscaping - There is currently a damaged, inferior fence along the northwest property line bordering the railroad tracks. We request a new and substantial fence along the railroad tracks to prevent any person from trespassing on the railroad tracks. **(Due - prior to issuance of CO)**
4. Landscaping - Any rock material used for landscaping / decorative purposes should be smaller than 1” in size. **(Due - prior to issuance of CO)**
5. Parking - The parking lot and garage should be well lit with no light penetrating outside the property. **(Due - prior to issuance of CO)**
6. Security - Any mechanical and maintenance must be secured, with no public access. **(Due - prior to issuance of CO)**
7. Security - Secured access points for all non-public & residential areas, with security cameras at each secured access point. **(Due - prior to issuance of CO)**
8. Addressing - The address numbers must be of appropriate size for the building and the numbers should be easily identified from the street, to include illumination during the nighttime hours. **(Due - prior to issuance of CO)**

Planning and Development Department

Code Enforcement Division

1. Demolition Permits are required. Proper abatement and disposal of any hazardous materials required by registered contractor.
2. Site and public protection required during demolition and construction.
3. All buildings and all uses to comply with the ANSI 117.1; Accessibility Standards.
4. Complete architectural, structural, plumbing, HVAC, electrical and fire protection drawings required for review prior to permits.
5. Comments based on 2018 ICC Codes.
6. This project is subject to the sustainability requirements of the City of Newark amendments to the 2018 International Energy Conservation Code as detailed in Section 7-8 (7) of the Municipal Code. Submit a plan or narrative describing proposed means of compliance with the building permit application.

Fire Marshal

1. Review is not complete – further comments could follow

Land Use Division

1. Provide elevations as required by Chapter 27, Appendix XIV. **(prior to Planning Commission)** Elevations should include:
 - a. proposed structure showing kind, color, and texture of materials to be used for all sides of the building(s) visible from sidewalks and public areas;
 - b. all existing buildings on the site and existing public utilities visible from public ways;
 - c. front facades of all proposed buildings and the front facades of buildings immediately adjacent to the property; and
 - d. proposed signs, lighting, and related exterior features.
2. Verify that all mechanical equipment and refuse containers with appropriate screening are included on plans. Mechanical equipment (including transformers and meters) not included in approved subdivision plans and added to plans during CIP or Building Permit submissions could be required to go back to Council for approval. **(prior to Planning Commission)**
3. Provide payment of fees for Rezoning, Major Subdivision, Special Use Permit, and Comprehensive Development Plan Amendment (\$13,004.32) **(with next submission)**

Public Works and Water Resources Department

SITE – GENERAL COMMENTS:

1. There were no [Public Works and Water Review fees](#) submitted with the Major Subdivision Plan submission. The following fees shall accompany any future submission:
 - 1.1. Sediment and Stormwater Management Review Fee: 1.33 Acres = (\$875 + \$275(0.33)) = **\$965.75**
 - 1.2. Water and Wastewater Review Fee: **\$1,100.00**
2. Add the project number “22-02-02” to all plan sheets. **(prior to Subdivision approval)**
3. Print the name of the “Authorized Member” who will be signing as the Owner in the Owner’s Certification on the Cover/Index Plan. The approved set will need to be signed as well. **(prior to Subdivision approval)**
4. Make the project benchmark annotation dark (not greyscale) on the Cover Sheet. **(prior to Subdivision approval)**
5. Specify the required and provided ADA parking count in the Parking Rationale. Clarify that the proposed number meets or exceeds the required number. **(prior to Planning**

Commission)

6. Add the following note(s) to the plan. **(prior to Subdivision approval)**
 - 6.1. This plan accurately reflects site conditions and the proposed development is in compliance with the latest Delaware Sediment and Stormwater Regulations and the City of Newark Drainage Code.
 - 6.2. All handicapped parking stalls, logos, and access aisles shall be marked with blue paint and hatched accordingly.
 - 6.3. [Replace existing Note 16, Sheet 3] Any sanitary sewer laterals proposed to be reused shall be visually inspected (televised) by the Developer and approved for re-use by the Public Works and Water Resources Department. 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.
 - 6.4. 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.
 - 6.5. Sprinklers are required in all units and all fire protection systems shall be submitted to the City of Newark Fire Marshal's office for review and permitting prior to issuance of building permit.
 - 6.6. A Blue Card holder will be on site at all times during construction to ensure all sediment and stormwater regulations are adhered to.
 - 6.7. A concrete washout area shall be installed by the contractor and approved by the Public Works and Water Resources Department.
7. Indicate square footage of existing structures on the existing conditions plan. Existing sewer use sanitary flow data indicates the total square footage of the buildings is 5,700 SF. Ensure this is consistent with the annotations added to the buildings. **(prior to Subdivision approval)**
8. Indicate gross floor area (usable space) of the proposed building. **(prior to Subdivision approval)**
9. Provide a designated ADA compliant path from the proposed building to the public right-of-way. **(prior to Planning Commission)**
10. The proposed parking spaces along the back wall of the parking garage have inadequate means of ingress and egress. Consider adding a buffer space or some other means to turnaround at the end of the aisles or reconfiguring the parking stalls. **(prior to Planning Commission)**
11. The limit of disturbance will need to be delineated on the plan. **(CIP)**
12. A DeIDOT Letter of No Objection to Recordation (LONOR) shall be furnished to the Public Works Department prior to CIP approval. It is highly recommended that the developer submits for a LONOR from DeIDOT as soon as possible to prevent any delays in the plan review process (Subdivision Plan and CIP phases). LONOR shall be provided concurrently

with any future CIP submission. **(CIP)**

13. ADA compliant sidewalks, curb ramps, and parking will be required for the entire project site including existing parking areas. **(CIP)**
14. Include the proposed addresses of the units on the plan. Coordinate addressing with Police and Aetna. **(CIP)**
15. Trash pickup is indicated as private. Include the trash enclosure details on the Subdivision Plan. **(prior to Planning Commission)**

WATER & SEWER:

1. A hydrant flow tests will be required to verify the flow rate and system pressure are consistent with the basis of design. Public Works and Water Resources personnel must be present during flow testing to collect flow test results. Please submit an [Application for Fire Flow Test](#) and submit to PWWR. **(prior to Council consideration)**
2. 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. PWWR 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. **(prior to Council consideration)**
3. The condition of the existing downstream sanitary manhole will need to be evaluated. If the conditions are unsuitable the manhole will need to be replaced or restored accordingly at the Developer's expense. **(prior to Council consideration, include in Subdivision Agreement)**
4. Verify that only the southernmost building has sanitary and water service and the two garage buildings do not. All existing sanitary laterals and water services need to be shown on the Existing Conditions/Demolition Plan and annotated as "to be removed" or "to be reused". **(prior to Council consideration)**
5. Specify the size and material of the proposed domestic water and fire service. **(prior to Planning Commission)**
6. There is an existing water service stub between the proposed fire hydrant connection and the proposed domestic and fire service connection. This line should be reused or indicated as to be removed on the Existing Conditions Plan. Update plans accordingly. **(prior to Subdivision approval)**
7. An isolation valve will be required on the water main between the proposed connection to the building and the 12" main parallel to Apple Road to allow the water line to be isolated for maintenance. GIS indicates an existing valve where the 6" main tees into the 12" main on Apple Road, however, it is not shown on the plans. Verify if an existing valve is present or add a proposed valve to the plan. PWWR will verify if the existing valves are

functional. If the valves are not functional, new isolation valves will need to be added for the project. **(prior to Subdivision approval)**

8. Indicate the tapping sleeves and valves at the water main connection. **(CIP)**
9. Indicate the size and material of the existing sanitary (any lines to remain) and proposed sanitary laterals. **(prior to Subdivision approval)**
10. Indicate the existing sanitary cleanout near the proposed tie-in location to be removed. Additionally, further clarify which portions of the existing sanitary sewer are to be removed and which are to remain and be reused. **(prior to Subdivision approval)**
11. Indicate a proposed manhole at the tie-in location. **(prior to Subdivision approval)**
12. Indicate a proposed manhole at the change in sanitary pipe direction currently shown as a proposed cleanout. A more direct sanitary line to the tie-in location could be considered to eliminate the manhole entirely, however, a perpendicular crossing of the water line is required which would require an alternative discharge location from the proposed building. **(prior to Subdivision approval)**
13. Profiles for water and sanitary sewer will be required in the CIP phase along with invert and rim elevations for sanitary sewer. **(CIP)**
14. 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. **(CIP)**

STORMWATER:

1. Provide a completed [Sediment and Stormwater Management Application](#) with the next submission. The application can be found using the embedded link. **(prior to Planning Commission)**
2. A Sediment and Stormwater Program Project Application Meeting was conducted for the project on March 2, 2022. Per the Project Application agreement items, Preliminary Sediment and Stormwater Management plans shall be submitted. The Preliminary Sediment and Stormwater Management Plan submittal must include preliminary plans for the site, as well as the schematic erosion and sediment control plan, with supporting hydrologic and hydraulic calculations necessary for Public Works and Water Resources to determine compliance with the latest Delaware Sediment and Stormwater Regulations (DSSRs). All the required information needed in this step can be found on the [Preliminary Sediment and Stormwater Management Checklist](#) using the embedded link. Submit the completed checklist with the plans. **(prior to Planning Commission)**
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 wetlands are present will need to be submitted by a wetland scientist or the professional engineer of record. **(prior to Planning Commission)**

4. Per City of Newark Code, Chapter 27, Appendix IV, Sect. I(a)(1)a “post-development peak discharge rates for the 2, 10, and 100-year frequency storm events shall not exceed the pre-development peak discharge rates for the 2, 10, and 100-year frequency storm events.”
 - 4.1. Provide 2-year storm event analysis within the SAS-Preliminary Stormwater Management Analysis report. **(prior to Planning Commission)**
5. There are several “Hint” and “Warning” messages within the submitted HydroCAD model. Adjust the model to resolve the issues or explain within the Stormwater Report Narrative why the messages can be ignored. **(prior to Council consideration)**
6. The project is located within the Christina River Watershed. Add the watershed to the Site Data column. **(prior to Subdivision approval)**
7. Profiles for storm sewer will be required in the CIP phase along with invert and rim elevations for storm sewer. **(CIP)**
8. As the proposed disturbance is greater than 1 acre, a Notice of Intent (NOI) must be filed with DNREC. Once an NOI number is obtained include that number within the Standard Sediment and Stormwater Notes on the Sediment and Stormwater Management Plans. **(CIP)**

This Major Subdivision Plan review is solely based upon the information and detail provided in the submitted documents. **Please prepare a written response to all comments and include with your subsequent submission.** Additional comments may be generated during any successive reviews by our departments.

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