



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

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220 South Main Street · Newark, Delaware 19711  
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September 24, 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. All the electric poles along the Haines Street needs to be shown on the print.

Parks and Recreation Department

1. Six-foot fence detail should be included on the landscape plan for the Construction Improvement Plan submission.

Police Department

1. No further comments.

Planning and Development Department

*Code Enforcement Division*

1. Please include a Fire Marshal Plan with the CIP submission.

*Land Use Division*

1. 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. The new address must be added to the subdivision drawing before it is recorded. Room numbering must be provided before approval of the Construction Improvement Plans.

Public Works and Water Resources Department

SITE:

1. Bicycle rack locations have been added to the plans. The orientation/layout of the racks will need to be added in the CIP phase.

WATER & SEWER:

1. 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.
2. 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.
3. 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.
4. There is a sewer lateral that runs through the existing storm sewer manhole on the east side of Haines Street in front of #213 Haines Street. The existing lateral should be shown on the Existing Condition Plan with a continuity break and indicated for removal.
5. Revise General Note 33 on the cover sheet to read, "The sanitary lateral running through the existing storm sewer manhole in front of 213 Haines Street shall be abandoned and removed from the manhole. The developer shall be responsible for the removal of the

lateral and the repair of the existing manhole to the satisfaction of the Public Works and Water Resources Director or their designee.”

STORMWATER:

1. As a redevelopment project, runoff reduction practices shall be employed to achieve a 15% 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. This will be addressed in the CIP phase.

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