



**PLANNING & DEVELOPMENT**  
CITY OF NEWARK

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October 12, 2018

Mr. Mark Ziegler, P.E.  
McBride & Ziegler, Inc.  
2607 Eastburn Center  
Newark, DE 19711

Dear Mr. Ziegler:

The City of Newark's Subdivision Advisory Committee has reviewed the revisions to the amendment of the Martin Honda 1364 Marrows Road major subdivision plan you submitted August 16, 2018.

We have the following comments:

Electric Department

1. Electric Service is available from Marrows Road.
2. Developer must tear down the existing building and have DP&L remove all facilities before the City supply electric service to serve the site.
3. Electric service will be underground from a new pole set on the South side of the new entrance on Marrow's Road. An anchor and guy will be installed on the pole.
4. The developer must provide an open easement and list it on the prints.
5. Developer must pay \$47,114 towards the cost of the transformer, meter, aerial wires and labor needed to supply electric service to the site. The price will be subject to a yearly CPI increase.
6. Developer is responsible for trenching, backfilling, installation of 2-4" conduits for all underground high voltage cables from a new pole to a padmount transformers.
7. Developer to supply and install City approved underground high voltage primary cable

from a new pole to a padmount transformers.

8. Developer to supply and install all underground secondary cable and conduit from padmount transformers to meter box.
9. No trees growing over 18' at maturity can be planted under the aerial power lines on Marrows Road. This should be listed on the print.
10. Developer must pay any cost needed to repair the smart meter system if the buildings cause any interference.
11. Developer is responsible for parking lot lights.

#### Parks and Recreation Department

1. New Landscape Plan for current building configuration will need to be provided during CIP approval process. The current landscape plan is for the previous proposal.

#### Police Department

1. No further comments.

#### Planning and Development Department

##### *Code Enforcement Division*

1. Building comments are based on the 2012 IBC. 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;
2. The LEED standards as per 2012 IECC as well as meeting all of Accessibility Standards (ANSI 117.1) during building permit review;
3. The architectural renderings presented to Council as part of the approval process will need to match what is submitted for a building permit. Code encourages the applicant to meet with us to discuss any architectural issues;
4. Protection of the site and public is required during construction. Both a Pre-demolition and Pre-construction meeting will be required. If applicable, a Hazardous Materials

Report and proper disposal of any hazardous materials will need to be done by an approved registered contractor;

5. A sequence of construction and location of the staging area for construction materials plan must be submitted. Site must be enclosed with approved barrier during demolition and construction to ensure public safety;
6. A Fire Marshal plan will be required for review. Sprinklers are required for the site and the fire protection system will need to be fed by an approved fire main. A fire service will need to be shown on the larger center. All fire lanes and fire department turn arounds need to be labeled. The fire land needs to be extended around entire structure or a continuous loop of access. Turning radius shall meet the standards to the most stringent piece of equipment within the Aetna Hose Hook and Ladder fleet. All fire hydrants must be shown on the plan the locations and approved by Code Enforcement. One hydrant will need to be located within an island on the site.

#### *Land Use Division*

1. Plan should include proposed building height.
2. Applicant should provide building elevations as specified in Chapter 27 – APPENDIX XIV. – DESIGN REVIEW FOR MAJOR SUBDIVISIONS NOT LOCATED DOWNTOWN (c)(1)-(4).

#### Public Works and Water Resources Department

Please consider the Public Works and Water Resources comments to be preliminary. Upon further review the Public Works comments may be revised or amended.

#### GENERAL COMMENTS:

1. The Purpose of Plan note references an inaccurate date for the previously approved subdivision plans for the subject site. Revise the date accordingly.
2. Add the project number “16-01-03” to the plans and revise plan title to indicate this is an “Amendment to the Annexation, Rezoning, Major Subdivision, and Special Use Permit Plan”.
3. Add a Plan Index to the Title/Cover Sheet. Label each plan appropriately (ie. Cover Sheet, Existing Conditions Plan, Proposed Conditions Plan, Signing & Striping Plan).
4. Correct the text conflict on sheet 2 on the northwest corner of the site referencing the existing traffic signal pull box.

5. Indicate the number of bike parking spaces provided in the Parking Calculations on Sheet 1 of 4. One (1) bicycle parking space is required to be provided for every five (5) required off-street parking stalls. A total of 47 bicycle parking spaces are required per code. This is likely excessive for the project and its proposed use and may be reduced through further discussion with Public Works and Water Resources Department.
6. The City still has not seen an approved DeIDOT Entrance Plan or LONOR for the subject site. It is highly recommended that the Developer submit for a "Letter of No Objection to Recordation" (LONOR) from DeIDOT as soon as possible to prevent any delays in the plan review (Subdivision Plan and CIP phases). DeIDOT LONO should be provided concurrently with any future CIP submission and must be furnished to the City prior to CIP approval.
7. ADA compliant sidewalks, curb ramps, and parking will be required for the entire project. Show the locations of handicap curb ramps on the plan.
8. On Sheet 1, there is linework for the "LOD" and hatching for an existing building just above the Legend title that should be part of the Legend below the title.

#### WATER & SEWER:

1. Show proposed fire and domestic water connection to the proposed building that has the carwash. No water connection is currently shown.
2. Show proposed Fire Department Connection locations.
3. Add the following notes to the plan:
  - a. *"The required fire protection flow rate for the building is \_\_\_\_\_."* The required sprinkler flow rate for each building will need to be provided with the Subdivision Plan submission.
  - b. *"The developer will be responsible for the cost of the meters and the meter pits. The City will determine the size of the meters in coordination with the developer. Meter pits shall be Mueller Thermal-Coil meter pits in accordance with the latest City of Newark Water and Wastewater Standards and Specifications."*
  - c. *"The Developer shall pay fees associated with the new water meters prior to issuance of any building permit."*
  - d. *"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 Director."*
  - e. *"Unused water and sewer services shall be terminated at the utility main unless a more suitable location is determined by the PWWR Department during construction."*
  - f. *"All on-site storm sewer and sanitary sewer is private. On-site manholes shall not have "Newark" anywhere on the lid."*

**STORMWATER:**

1. The stormwater management design has changed significantly from the previously approved plan, requiring further review by the department. The SWM review fee for the project is \$1,925 (4.7 acres @ \$250/acre plus \$750). Include an updated Application for Detailed Stormwater Management Plan Review and fee with the next Subdivision Plan submission. Changes to the Limit of Disturbance could change this number.
2. Revise the Limit of Disturbance on the plans to include all proposed work (water tie in on Ogletown Rd and proposed 15" HDPE pipe at northeast corner of property are outside of the line as currently shown) and revise the disturbed area on the plans accordingly.
3. Storm Tech facility outlet structure and manifold are not detailed on the plans. The SWM report indicates the Storm Tech facility will have a 1.25-inch diameter syphon pipe to achieve 48-hour detention of the R<sub>Pv</sub> volume. Any orifice proposed shall be a minimum of 3" in diameter. An overflow syphon outlet will not be approved.
4. Include the R<sub>Pv</sub> storage volume and 1" runoff volume in the table provided in the Stormwater Narrative that includes the outfall invert elevation and water surface elevation.
5. The plans do not indicate the number of SC-740 chambers to be installed for the Storm Tech facility.
6. Pipe size, material, slope, and inverts will be required for all existing and proposed storm sewer piping and tops and inverts of all existing and proposed storm sewer structures will be required to be shown on the Subdivision Plan. The same information will be required for any existing pipes or structures immediately upstream or downstream to any pipe or structure that the proposed system is tied into.
7. Show the location of downspouts and roof leaders on the plans.

This Subdivision Plan review is solely based upon the information and details provided in the submitted documents. Please prepare a written response to all comments and include with your subsequent submission. Additional comments will be generated based on the response to the comments above. Please call to discuss in order to expedite the review. 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.

Mr. Mark Ziegler  
October 12, 2018

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Sincerely,

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

Mary Ellen Gray, AICP  
Planning and Development Director

MEG/tf