



PLANNING & DEVELOPMENT
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
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December 6, 2018

Mr. Alan Hill
Hillcrest Associates
PO Box 1180
Hockessin, DE 19707

Dear Mr. Hill:

The City of Newark's Subdivision Advisory Committee has reviewed the subdivision application for 511 Valley Road you submitted September 7, 2018.

We have the following comments:

Electric Department

1. Electric Service is available from Valley Road.
2. Developer must tear down the building and have DP&L remove all facilities before the City can supply electric service to the site.
3. An open utility easement is required and must be listed on the prints.
4. A suitable location approved by the Electric Department will be required for a padmounted transformers.
5. Someone must contact the Electric Department with information on transformer location and electric service needs before any costs can be calculated. Developer must pay all costs for electric service infrastructure. The price is subject to a yearly CPI escalation from the date of council approval
6. No trees growing over 18 feet at maturity can be planted near the electric service pole on Valley Road.
7. All the electric poles along Valley Road needs to be shown on the print.

8. Individual electric meters will be required for each residential unit and must be shown on the drawing. The developer will be responsible for the cost of the electric meters.
9. Developer must pay any costs needed to ensure the new smart meters will talk to the existing system.

Parks and Recreation Department

1. We would like to see where the underground utilities are being located to help determine if the trees can be planted where indicated on the landscape plan.
2. There are two telephone poles on the site along the Street, sheet #3 indicates they are to remain. If this is the case, the two American yellowwoods will need to be moved back 8-10' further from the Street so they do not get into the power lines when matured. The same will be required of the flowering dogwoods. If there is not enough room to move the dogwoods back they can be moved to the rear of the unit.

Police Department

1. The plans should include the new address of the proposed lots. See the attached address map provided by the Newark Police Department and Aetna.

Planning and Development Department

Code Enforcement Division

1. Building comments are based on the 2012 IBC. The proposed building 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 building shall meet the LEED standards as per 2012 IECC as well as meeting all of Accessibility Standards (ANSI 117.1);
3. The architectural renderings presented to Council as part of the approval process will need to match what is submitted for a building permit;
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. Sprinklers are required for this building and the fire protection system will need to be fed by an approved fire main. All existing and proposed fire hydrants must be shown on the plan.

Land Use Division

1. Plan does not meet minimum lot width requirements and would require a 6.5 foot variance. Variance should be included in Site Plan Approval Data Table.
2. Lot width is indicated incorrectly in Data Column on drawing, Lot width should be measured at the building setback line. Drawing Data Column must be corrected.
3. Rear yard is indicated incorrectly in Data Column on drawing. Planning Department measures the rear yards as 96 ft and 44 ft. Drawing Data Column must be corrected.
4. The Site Plan Approval Outstanding Architectural Design description indicates there is a metal roof. The metal roof not visible in provided drawings. Applicant needs to verify that the description is accurate. Perhaps a perspective drawing might be more helpful.
5. Project Narrative might be stronger if it addressed Sec. 32-98.(b)(1), the extent to which the proposed plan uses energy efficiently and conserves energy resources.
6. Verify building materials are natural as per 32-98.3(a)(3).
7. Provide details on sides and rear as per 98.3(a)(4). Perhaps perspective drawings would be helpful.
8. As these buildings are sharing the same side yards of existing homes that are facing the opposite direction the location and position/screening of utility equipment should be clarified.
9. Provide dimensions of garage to verify adequate for garbage cans and cars.
10. 32-98.3(a)(7) indicates garages should not be the dominant element of the front building façade. Perhaps a color other than bright white, maybe the same color as the stucco façade, might blend better with the stone and help reduce the garage door dominance.
11. Site Plan Approval review warrants a more detailed landscape plan. Plan should include existing landscaping.

12. Provide DeIDOT's comments.
13. Perhaps the sidewalk could be moved back to match the sidewalk on either side of the property. Also, perhaps the dead-end sidewalk on the east end of the property could be improved.
14. Plan does not include evergreen trees as required by 32-98.3(f)(1)a.
15. Plan does not include buffer in rear yard as required by 98.3(f)(1)d. As the rear yard of this property borders the front yard of the neighboring properties this requirement could certainly be relaxed, but some buffer between properties might be warranted in place of the rear 20ft buffer.
16. Future submissions should refer to project number PR#18-09-01.
17. Applicant should clarify dedication of right-of-way comment. Is applicant dedicating land or just right-of-way? Lot lines or note should be clarified.
18. Plan should show structure locations on neighboring properties. This is a Site Plan Approval project and reviewers should be able to evaluate proposed structures in relation to existing structures. Perspective drawings that show proposed structures in relation to existing neighboring structures would be helpful.
19. As the applicant is requesting approval by Site Plan Approval, explanation of distinctiveness and excellence of site arrangement and design, as described in Sec 32-97 (a) should be clearly provided by the applicant. This has been provided by the applicant, but some more detail will be required to verify the design is in conformance with Sec. 32-98.3, particularly the proposed building materials.

Public Works and Water Resources Department

GENERAL COMMENTS:

1. We have received a Water & Wastewater Review fee of \$500.00 and a Sediment & Stormwater Standard Plan Review Fee for \$150.00 which will be processed. Additional fees will be incurred during the Lines and Grades phase of the project. The latest PWWR schedule of fees can be found at <https://newarkde.gov/DocumentCenter/View/8289> and in Chapter 27-10 of the City's Municipal Code of Ordinances.
2. The sidewalk fronting the property will be evaluated for ADA compliance and general condition. Additionally, relocating the sidewalk to the new Right-of-Way may also be recommended. The need for replacement of the sidewalk will be determined in the Lines and Grades phase of the project.

3. Note 23 on the General Development Plan references a refuse collection dumpster. Use of a dumpster seems excessive for this site. If a dumpster is to be used, it will need to be shown on the plans, with an enclosure detailed on the plans.
4. Include demolition annotations on the Existing Conditions Plan including utilities, sidewalks, etc.
5. Add the following note to the General Development Plan, "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".
6. A wetland report or letter shall be furnished to the PWWR Department for review.
7. General Note #9 references the adjacent Right-of-Way which should include both DelDOT and the City of Newark. Valley Rd is a DelDOT road and Kayser Ct is a City road.
8. A DelDOT Email of No Impact (EONI) will be required prior to Lines and Grades approval.
9. A sequence of Construction will need to be provided for the Lines and Grades phase.

WATER & SEWER:

1. Include both existing and proposed water and sewer utilities on the plans. Records indicate an existing $\frac{3}{4}$ " water service and a sewer lateral both connecting to mains on Kayser Ct. Upstream and downstream manholes should be shown for the sanitary sewer.
2. Separate fire service lines and domestic water services for each dwelling should be shown on the plan.
3. If the existing sanitary sewer lateral is to remain and be reused it will need to be televised. An additional lateral will likely need to be run for the dwelling that is not served by the existing lateral.

STORMWATER:

1. Limit of disturbance (LOD) will need to be revised once utilities are added. Revise the LOD to include all sidewalk, pavement, and utility work.
2. Specify the City of Newark as the delegated agency under the Site Data of Sheet 1 of 1 or other appropriate Cover Sheet related to the Sediment and Stormwater Management.
3. As the Delegated Agency, the Department will be handling this project as a Standard Plan Application as there is minimal proposed increase in impervious area and the limit of disturbance will be minimal. The Standard Plan Application and fee has already been submitted and will be issued as part of the Lines and Grades approval process.

4. A Stormwater Pollution Prevention Plan (SWPPP) will need to be provided for the Lines and Grades Plan phase. Add DNREC Standard Details for concrete washout, pollution control, silt fence, and any other appropriate details to 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.

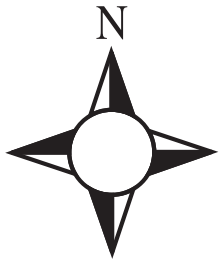
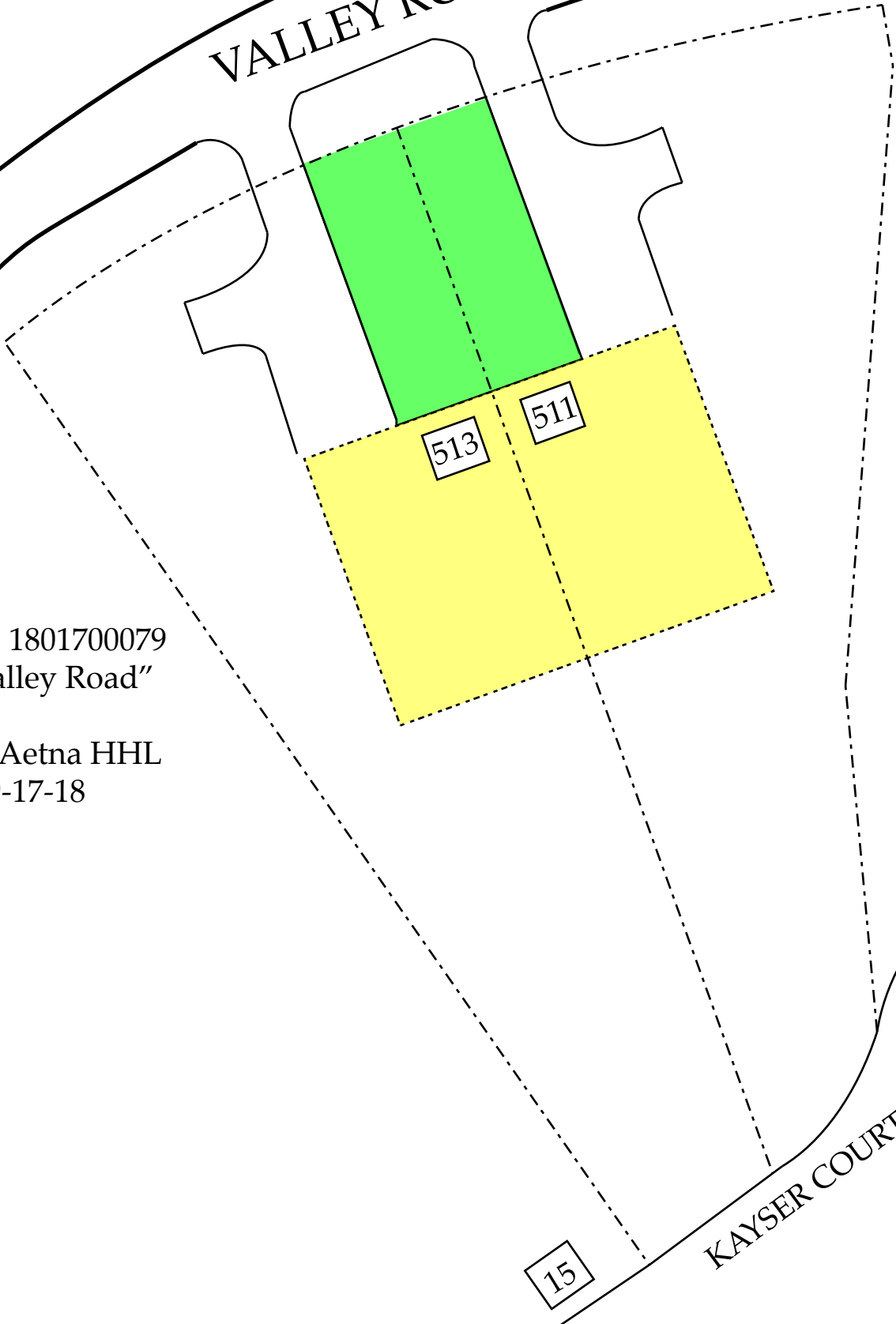
Sincerely,



Mary Ellen Gray, AICP
Planning and Development Director

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VALLEY ROAD



Parcel # 1801700079
"511 Valley Road"

NPD / Aetna HHL
09-17-18

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KAYSER COURT