



PLANNING & DEVELOPMENT
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7160 · www.cityofnewarkde.us

December 21, 2018

Michael J. Hoffman, Esq.
Tarabicos Grosso, LLP
One Corporate Commons
100 West Commons Blvd.
Suite 415
New Castle, DE 19720

Dear Mike,

The City of Newark's Subdivision Advisory Committee has reviewed the major subdivision plan you resubmitted on October 11, 2018 for College Square.

We have the following comments:

Electric Department

1. Electric Service is available from Marrows Road, Wyoming Road and Library Avenue.
2. An open utility easement is required and must be listed on the prints.
3. A suitable location approved by the Electric Department will be required for a padmounted transformers.
4. Developer must supply and install all underground high voltage and low voltage conduits and low voltage cables and contact the Electric Department to ensure low voltage cable will work properly with the padmount transformer connectors.
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.

7. Individual electric meters will be required for each commercial unit. The developer will be responsible for the cost of the electric meters.
8. Developer must provide load calculation for each apartment building. Will apartments be heated with electric or gas?
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 will require the Developer to pay \$450 per apartment unit for a total of \$137,250 for cash in lieu of land prior to final approval of the construction improvement plan. This is in accordance with Chapter 27, Appendix VI of the Code of the City of Newark, Delaware.
2. During the CIP process the landscape plan will need to show the existing trees that are to be removed as well as identifying all trees that are considered value trees over 18" DBH.
3. The concept plant schedule tree selection has a nice variety and a nice list of native trees. We are not recommending Red Oak trees due to bacterial leaf scorch attacking many of the Red Oaks throughout Newark. Please replace the Red Oaks with another native tree, we recommend Yellowwood.

Police Department

No comments at this time

Planning and Development Department

Code Enforcement Division

1. Comments based on 2012 IBC;
2. The proposed buildings must meet all applicable Building and Fire Code requirements. Complete architectural, structural, plumbing, HVAC, electrical and fire protection drawings are required for review prior to permits. Building height and area will be determined by the type of construction. Sprinklers are required;
3. The architectural plans will need to match the architectural rendering/elevations submitted for the project. Confirmation that the elevations will match the rendering will need to be done at the time of architectural plan review. Code recommends that draft

floor plans be presented to avoid issues during site plan review;

4. Please consult the 2012 IFC as well as the 2015 Delaware Fire Protection Regulations. Sprinklers, alarms and standpipes will be required for this project. A water flow test will need to be conducted. Final fire hydrant locations will need to be approved. Please label all fire lanes and note that restrictions may be placed on parking in front of the building. Separate curb stops for fire service and domestic water will be required;
5. The proposed building will need to meet the LEED standards as per 2012 IECC;
6. Site must comply with all Accessibility Standards. Please be sure to review the standards for elevators;
7. Demolition permits will be required for any existing buildings. An environmental survey and report will be required for any building. Any underground tanks will need to be removed by a certified contractor;
8. Pre-construction meeting will be required. Proper protection of site and public required during construction. The sequence of construction to be prepared and submitted by a licensed professional engineer. Please note the staging area for construction materials.

Land Use Division

1. Residential use on the ground floor as well as a drive-in food service in conjunction with an eating establishment is not allowed in the BB zoning district. Variances from these requirements can be sought via the Site Plan Approval process as described in Chapter 32 Article XXVII. Please add these variances to the plan with a Site Plan Approval Data Column which indicates each requested variance along with the code requirement and what the plan provides.
2. A shopping center identification sign may be allowed without regard to size or shape if the sign or signs are approved by the planning commission and council as part of the subdivision approval procedure. The department recommends providing details of monument signs for consideration by Planning Commission and City Council.
3. Add Sec. 32-18(b)(3)h (screen of fast food) to Site Plan Approval Data Column.
4. Add "Special Use Permit" (for apartments in BB zoning district), "Site Plan Approval," and Comprehensive Development Plan Amendment" to drawing title.
5. Applicant will need to provide parking/access easement to allow shared use of parking on all lots across parcel lines.
6. Loading spaces should be calculated using Sec. 32-46(a)(1). Plans seems to designate 13

or 14 loading spaces, but there seems to be plenty of room to designate a couple more along the north side of the site. Loading spaces should be clarified on the drawing and "required loading" calculations corrected in Site Data Column on Drawing Number 1.

7. 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 more detail will be required to verify the design is in conformance with Sec. 32-98.3, particularly the proposed building materials. Further, should the applicant be providing energy conservation as a component of distinctiveness and excellence in design, additional detail needs to be added.

Public Works and Water Resources Department

GENERAL SITE:

1. The Conceptual Perspective drawings show angled parking in the community plaza area and the Plans show parallel parking. Will parking be parallel or angled? **(To be addressed in the CIP phase)**
2. Will the pedestrian refuse island, east of the community plaza be raised (vertical or mountable curb) or flush with the pavement? The fire truck turning radius indicates emergency vehicles will just barely be able to navigate the east entrance of the plaza without mounting the island.
3. A list of all utility owners shall be added to the Index/Cover Sheet as part of the Subdivision Plan submission.
4. Add a sheet index to the plans.
5. Reduce the turning radius at the entrance road just west of the community plaza. 60-foot radii are shown as scaled of the plan. Reducing the intersection curb radius will reduce pedestrian crossing distance, reduce turning speeds of vehicles, and improve visibility between motorists and pedestrians.
6. A DeIDOT Letter of No Objection to Recordation (LONOR) shall be furnished to the Public Works Department prior to CIP approval.
7. Continue coordination with DeIDOT and the City to ensure bike lanes will be implemented on the connector street to tie into the proposed cycle track on Delaware Avenue. **(To be addressed in the CIP phase)**

8. All existing and proposed handicapped parking demarcations, stalls, and building accessible routes shall be made compliant with the Americans with Disabilities Act. **(To be addressed in the CIP phase)**

WATER & SEWER:

1. Existing and proposed tops and inverts of all sanitary structures and pipes will be required to be shown on the CIP plans to determine the feasibility of the proposed system. **(To be addressed in the CIP phase)**
2. A hydrant flow test will be required to verify the flow rate and system pressure are consistent with the basis of design.
3. Additional in-line gate valves should be installed on the water main at the proposed hydrant locations to allow for isolation of segments of the site's water distribution system for future maintenance needs. **(To be addressed in the CIP phase)**
4. Sheet 2 of 9 – The water main appears to run directly into the proposed double catch basin.
5. There is a storm sewer and water main conflict between the existing 42" RCP, proposed 18" storm sewer and existing 8" water main on the south east corner of the site. **(To be addressed in the CIP phase)**
6. Individual water meters will be provided for each commercial space and dwelling unit. The developer will be responsible for the cost of the meters. The city will determine the size of the meters in coordination with the developer.
7. The latest water and wastewater standard details shall be included on future CIP plan submissions. **(To be addressed in the CIP phase)**

STORMWATER:

1. Land disturbances over 20 acres will need to be broken into smaller phases during construction. The phased approach to sediment and stormwater site management can be handled in the CIP phase. **(To be addressed in the CIP phase)**
2. Proposed invert, material, and sizes of piping and structures will be required to determine the feasibility of the proposed stormwater system. **(To be addressed in the CIP phase)**
3. There appears to be some existing stormwater pipes at the south east corner of the existing grocery store that do not connect to anything. Revise the plans as necessary to show where the pipe will connect to the site's storm water infrastructure. **(To be addressed in the CIP phase)**

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,

A handwritten signature in black 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
