



**PLANNING & DEVELOPMENT**  
CITY OF NEWARK

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

August 17, 2018

Roger D. Brickley, PLS  
Clifton L Bakhsh, Jr., Inc.  
4450 Summit Bridge Road  
Middletown, DE 19709

Dear Mr. Brickley:

The City of Newark's Subdivision Advisory Committee has reviewed the minor subdivision plan submitted by Clifton L. Bakhsh, Jr., Inc. on behalf of Frogtown, LLC.

We have the following comments:

Electric Department

1. Electric Service is available from North Street.
2. An open utility easement is required and must be listed on the prints.
3. Developer must pay all costs for electric service infrastructure. The price is subject to a yearly CPI escalation from the date of council approval
4. No trees growing over 18 feet at maturity can be planted near the electric service pole.
5. Individual electric meters will be required for each commercial unit. The developer will be responsible for the cost of the electric meters.
6. 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 townhouse unit for a total of \$1,800 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.

Police Department

1. The only concern with this project is that Kristen's way is a known party location. We regularly respond to large parties with noise violations and litter on the property. The concern is that this will add to that problem in that vicinity.

Planning and Development Department

*Code Enforcement Division*

1. Comments based on 2012 IBC;
2. All new buildings or additions 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. Code recommends that floor plans be submitted for review prior to approval to ensure compliance with the above comments;
3. Separate demolition permits will be required. Proper abatement and disposal of any hazardous materials identified in the Environmental Survey to be done by a registered abatement contractor. Site must be enclosed with proper barrier during demolition to ensure public safety;
4. The proposed units will need to meet the LEED standards;
5. Site must comply with all Accessibility Standards;
6. Fire comments based on 2012 International Fire Code, 2015 Delaware State Fire Prevention Regulations, 2015 NFPA Life Safety Code. Fire Lanes to be marked as per the 2015 Delaware State Fire Prevention Regulations. Water Services shall be provided for each unit to supply fire suppression separate from domestic water with proper shut offs. NFPA 13 D Fire Sprinklers required within each unit the building. Complete fire protection plans must be submitted with application for review;
7. Pre-construction meeting will be required. Please submit sequence of construction and location of staging area for constructions materials. Site must be enclosed with approved barrier during construction to ensure public safety.

*Land Use Division*

1. Submit a Subdivision Application (attached)

Public Works and Water Resources Department

GENERAL COMMENTS:

1. This project will require a Standard Plan Permit for land disturbance. Standard Plan application has been submitted and will be issued as part of the CIP approval process. These PWWR applications and latest fee schedule can be located at the following link:  
  
<http://www.newarkde.gov/503/Forms>
2. Furnish a copy of the BSA Consultants wetland report to the Public Works and Water Resources Department.
3. The City has implemented new fees that will impact this project. The latest schedule of fees can be found in Chapter 27-10 of the City's Municipal Code of Ordinances. Contact PWWR Department to discuss fees related to the CIP process or future construction phases of this project.
4. All sidewalk transitions shall be ADA compliant.
5. The sidewalk fronting the property will be evaluated for ADA compliance and general condition. The need for replacement of the sidewalk will be determined in the CIP phase of the project.
6. Please clarify how site lighting will be handled on the exterior of the proposed apartments.
7. Include demolition annotations on the Existing Conditions Plan including utilities, sidewalks, etc.
8. It is recommended that bicycle parking be provided for visitors as well as tenants of the project. It is also PWWR experience that bicycle parking within a garage is many times blocked by vehicles and trash cans and tenants find them inconvenient. Racks should be provided in a location that is accessible and visible to tenants and visitors at the point of entry. The bike racks and rack layout will need to conform to the City of Newark Bicycle Plan and DelDOT Standard Construction Detail M-4 – "Bike Rack Layout Details". Please include the detail for both the rack and pad layout and ensure the pad shown on the plan conforms to the size and spacing on the detail. The bike pad needs to be installed at a higher elevation than the pavement or separated by a curb.

9. Add the following note to the Utility 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".
10. Remove the radii from the entrance at North Street and reduce the depressed curb accordingly. Emergency vehicle access is sufficient without the additional radii and The City prefers a perpendicular entrance for traffic calming reasons.
11. Specify the extent and type of curb proposed along the access drives and parking areas.
12. The extent of the sidewalk, entrance, and pavement restoration is unclear. Provide distinctly different hatched areas showing where the pavement/concrete will be restored and identify with an annotation on the plan each different method of restoration (i.e. mill and overlay, concrete sidewalk).
13. A copy of the BSA Consultants wetland report shall be furnished to the PWWR Department for review.
14. A sequence of Construction will need to be provided for the Construction Improvement Plan phase.

#### WATER & SEWER:

1. Site Data Note 36 is similar to Note 15 and can be removed. Note 15 should remain.
2. Include both existing and proposed wastewater flows in the Site Data – Sanitary Sewer Data.
3. The inverts and 0.0048 FT/FT slope provided for the 8-inch PVC sewer do not work out. Additionally, the minimum slope for a terminal run is 0.01 FT/FT. Using the inverts shown the slope would be 0.0148 FT/FT. Revise either the slope of the pipe or the inverts accordingly.
4. There are two fire hydrants shown on the plan directly across from the subject site. There is only one hydrant in this location. Revise the plans accordingly.
5. What is the "Ex. Sewer Tee" that is annotated in the middle of North Street?
6. Is the proposed water to be tied-in to the existing water at the 2-inch blowoff? Add an annotation to the plan at the location of the tie-in.
7. The existing water service to be abandoned shall be terminated at the main. Revise the plans and LOD accordingly.

8. Provide the City of Newark with a signed and sealed copy of the DNREC approved sanitary sewer as-built plans within 30 days of DNREC approval. Delaware State Plane coordinates shall be provided for all manholes, lateral connections, and cleanouts. Diameter and depth shall be provided for all manholes and cleanouts.
9. Projects that generate more than 2000 gallons per day average sewer flow (including existing flows if those flows were not covered by a previous permit) require a DNREC "Construction of Wastewater Collection and Conveyance Systems" permit.
10. Separate fire service lines should be shown on the utility plan.
11. A gate valve needs to be added to the proposed water line at the right-of-way on North Street.

**STORMWATER:**

1. Revise the limit of disturbance (LOD) delineation to include all sidewalk, pavement, and existing utility replacement locations along North Street. Update the overall LOD on the plans accordingly.
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 existing stormwater facility will be adequate to treat runoff from the impervious surfaces however there are some deficiencies in the bioretention area that need to be addressed as part of this project. The Department will require the facility be cleared of any overgrowth and weeds, the top layer of mulch be refreshed, all trash be removed, soils tested, and plantings that have not survived be replaced.
4. A Sediment and Stormwater Management Plan will need to be provided for the Construction Improvement Plan phase. Add DNREC Standard Details for concrete washout, pollution control, silt fence, and any other appropriate details to the plans.

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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