



PLANNING & DEVELOPMENT
CITY OF NEWARK

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November 5, 2019

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

Dear Mark:

The City of Newark's Subdivision Advisory Committee has reviewed the minor subdivision plan for 118, 126, and 130 New London Road dated October 17, 2018. (PR#17-01-01) We have the following comments:

Electric Department

1. No further comments at this time.

Parks and Recreation Department

1. As mentioned in the Sketch Plan review, this project will require a Landscape Plan for review. This can possibly be submitted as part of the CIP submission as requested by the applicant in the response letter dated July 3, 2019. But, because this is a site plan approval project, the applicant should be aware that the requirements will be more stringent than a normal minor subdivision and Planning Commission and City Council might have more difficulty in justifying approval of a plan without landscaping details.
2. While this project does have the open space required by Chapter 32, it does not provide the required open area as defined by Chapter 27. The Parks and Recreation Director recommends the Developer pay \$450 per unit for a total of \$2,250 for cash in lieu of open space, but this will need to be approved by City Council. This is in accordance with Chapter 27, Appendix VI of the Code of the City of Newark, Delaware.

Police Department

1. Plan should reflect addresses provided by police. (see attached)

Planning and Development Department

Code Enforcement Division

1. Comments are based on 2012 ICC Codes (as amended). All contractors shall be licensed in the City. The proposed buildings must meet all applicable Building and Fire Code requirements. Complete architectural, structural, plumbing, HVAC, electrical and fire protection drawings shall be submitted with applications for permits.
2. This project is subject to the LEED based requirements of the City of Newark amendments to the 2012 International Energy Conservation Code as detailed in Section 7-8 (7) of the Municipal Code.

Fire Marshal

1. Plan is missing fire service to the 1st unit.
2. Two-hour fire separation will be required between each unit.
3. Units will be sprinklered with a 13D system in each unit as they are not over 3 stories.
4. Fire Lane would be on Ray and New London as stated in previous comments.

Land Use Division

1. Bulk Area Restrictions shown in Plan Data on Dwg. No. 1 should also show the values provided by this plan.
2. Site Plan Approval Data table should only show requirements that require a variance.
3. Site Plan Approval Data table should include a column for "variance required" and show the required variance as applicable.
4. The Open Area value shown in the Site Plan Approval Data table is not correct. In the RM zoning district Open Area is the area that is not buildings. The building coverage is about 22.3%, so the Open Area would be about 77.7%.
5. Per Sec 32-11.(c)(5), building should be set back 30 feet from the line of all perimeter streets and 25 feet from all exterior lot lines. These required variances should be included in the Site plan Approval Data table.
6. While the plan does indicate the number of bedrooms in the new units as requested in

the previous SAC letter, this plan does not indicate the number of bedrooms in the existing units. This information must be added to the plans.

7. Given that this plan is utilizing the Site Plan Approval Code provision, please submit rear and side architectural elevations.

Public Works and Water Resources Department

GENERAL COMMENTS:

1. The limit of disturbance (LOD) must be delineated on the plan.
2. ADA compliant sidewalks and curb ramps will be required for the subdivision entrance and Ray Street intersection. Show ADA curb ramps on the Proposed Conditions Plan.
3. Ensure all pipes and utilities are labeled with the size, type and purpose.
4. The following standard notes should be included on Minor Subdivision Plan:
 - a. "All construction shall be in accordance with the latest City of Newark standards and specifications, building code, and fire code."
 - b. "As-Built Plans and Checklist shall be submitted to the City of Newark prior to issuance of Certificate of Occupancy." *There is a review process for As-built submissions, so it is recommended that the submission be done in advance of expected occupancy to avoid delays.*
 - c. "An "Approval to Construct" will be required from the Department of Public Health Office of Drinking Water. A copy of the approved permit shall be furnished to the City prior to CIP approval."
 - d. "An "Approval to Operate" from the Department of Public Health shall be provided to the City prior to the use of any domestic water or issuance of any certificate of occupancy."
 - e. "A DNREC "Construction of Wastewater Collection and Conveyance Systems" permit will be required and shall be furnished to the City prior to CIP approval." *Required for all projects generating more than 2,000 gallons per day average sewer flow.*
 - f. "A signed and sealed copy of the DNREC approved sanitary sewer as-built plans shall be furnished to the City within 30 days of DNREC approval."
 - g. "The Developer shall pay the Sewage Treatment Plant (STP) fee prior to the issuance of any building permit." *A credit will be given for any existing building that is to be removed.*
 - h. "Individual water meters will be provided for each dwelling and/or commercial unit. 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."

- i. "The Developer shall pay all water meter fees prior to the issuance of any building permit."
- j. "The owner will be responsible for the installation of additional transmission equipment as necessary should the proposed building negatively affect the performance of the City's wireless meter reading system."
- k. "All water valves shall be Mueller unless otherwise approved by the City of Newark Public Works and Water Resources Department."
- l. "All unused water and sewer services shall be terminated at the utility main or at a location determined by the Public Works and Water Resources Department."
- m. "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 Department."
- n. "All on-site storm sewer is private. On-site manholes shall not have "NEWARK" anywhere on the lid."
- o. "The required fire protection flow rate(s) is/are _____." *The required flow rate(s) for each buildings sprinkler system shall be determined by the engineer/sprinkler designer and provided with Subdivision Plan submission.*
- p. "The Developer shall televise any existing sanitary sewer laterals and/or sewer main to be re-used and provide a copy of the video to the City for review. The condition will be evaluated to determine the suitability for reuse." This note only applies if existing laterals are to be reused. Contact Shawn Gealy, Water and Wastewater Inspector, at (302) 229-1396 a minimum of 48 hours in advance of the CCTV work and provide a digital copy to the Public Works and Water Resources Department.

WATER & SEWER:

1. A hydrant flow tests will be required to verify the flow rate and system pressure are consistent with the basis of design. Please submit a fire flow test request to PWWR.
2. All water improvements shall be in accordance with City of Newark standards.
3. It is the City's preference to have the new water main fed from the 16" main located in New London Road. Depending on the results of the hydrant flow test, the department may recommend the 6" water main in Ray Street be connected to the 16" water main in New London Road to ensure adequate fire flow for the new dwelling units.
4. Clearly identify existing water services and sewer laterals to be reused or terminated as part of this project.
5. Add a note stating the required fire protection flow rate for the buildings.

STORMWATER:

1. This project will require a detailed Sediment and Stormwater Management Plan to comply with City Code and the 2019 Delaware Sediment and Stormwater Regulations (DSSR).
 - a. The proposed project is adding a significant amount of impervious to an area without any stormwater management facilities.
2. The applicant must submit a completed Stormwater Assessment Study (SAS) in accordance with DNREC Sediment and Stormwater Program guidance (SAS Checklist) prior to the next Subdivision Plan submittal. Once the SAS is received a Project Application Meeting will be held between PWWR, the project owner and the owner's engineer to discuss the stormwater management approach for the site. Contact the City's Planning and Design Engineer, Mike Falkowski, to schedule the meeting (302-366-7000).
3. A wetlands report is required to be submitted for minor subdivisions involving new and/or additional construction in accordance with Chapter 27, Section VIII of the City Code of Ordinances. If there are no wetlands, a letter certifying no wetland are present will need to be submitted by a wetland scientist or the professional engineer of record.
4. With the next Minor Subdivision Plan submission include a Preliminary Sediment and Stormwater Management submission in accordance with the Preliminary Sediment and Stormwater Plan Review Checklist.
5. The Major Subdivision Plan submittal must include stormwater conveyance piping on the plans.
6. A geotechnical report in accordance with the 2019 DSSR will be required with submittal of the Preliminary Sediment and Stormwater Plans. It is recommended infiltration testing is performed prior to the Project Application Meeting so that a more meaningful conversation can be had regarding potential stormwater management facilities to be used within the subdivision.
7. This project is located within the White Clay Creek Watershed and as such must also comply with State Code Title 7 Sect 4003A. This requires management of any increase in stormwater runoff volume from predeveloped land use conditions.

This Minor Subdivision Plan review is solely based upon the information and detail provided in

the submitted documents. Additional comments may be generated during any successive reviews by our department.

I hope you find this information helpful. **Please provide a written response to all comments with subsequent submissions.** 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 blue ink that reads "Mary Ellen Gray". The signature is written in a cursive style with a long, sweeping underline.

Mary Ellen Gray, AICP
Planning and Development Director

MEG/tf

Ray Street

NEW
LONDON
AV

130
Existing

128-Proposed

126
Existing

122-Proposed

118
Existing



