City of Milford

CITY COUNCIL AGENDA

Monday, April 23, 2018
7:00 P.M.

Joseph Ronnie Rogers Council Chambers
Milford City Hall, 201 South Walnut Street, Milford, Delaware

PUBLIC HEARING

ORDINANCE 2018-05
Milford Commons Partners LLC for a Conditional Use
Allow a Car Detailing Operation
Portion of 7.80+/- acres in an C-3 Zoning District
Property is located at 973 N DuPont Blvd, Milford, Delaware
Present Use: Retail Shopping Center; Proposed Use: Same and Car Detailing Operation.
Tax Map MD-16-174.14-01-03.01

ORDINANCE 2018-06
Liborio Watergate LLC for a Conditional Use
Amendment of a Planned Unit Development and Preliminary Major Subdivision
47.39 +/- acres in an R3 (Garden Apartment and Townhouse) Zoning District
Property is located on the east side of Marshall Street
approximately 650 feet north of the Elks Lodge Road Intersection, Milford, Delaware
Present Use: Townhouses and Vacant Land
Proposed Use: 43 Single Family Units, 48 Duplex Units, 129 Townhouse Units and 80 Apartment Units for a 300-Unit Subdivision
Tax Map 3-30-11.09-029.00; -029.03; -30.00 through -032.00;
3-30-11.09-101.00 through -304.00

ORDINANCE 2018-12
Milford Ponds LLC for a Conditional Use to Amend
Planned Unit Development (Entire Project) and Revised Preliminary Major Subdivision (Phase I Only)
178.03 +/- acres in R1, R2 and R3 Zoning Districts
East side of S DuPont Blvd approximately 5,500 feet south of the Seabury Ave Intersection, Milford, Delaware
Present Use: Vacant Land
Proposed Use: 459 Single Family Units, 0 Duplex Units, 91 Townhouse Units and 150 Apartment Units for a 700-Unit Subdivision
Tax Map 1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00

COUNCIL MEETING

Call to Order - Mayor Bryan Shupe

Invocation

Pledge of Allegiance

Recognition
Proclamation 2018-08/Municipal Clerks Week

Communication & Correspondence

Unfinished Business
DelDOT/Status Update/Transportation Alternative Program/Northeast Front Street Design Concept
Greater Kent Committee Update and Request
City of Milford Strategic Plan:
Vision Statement Selection
Adoption/Resolution 2018-08/Strategic Plan 2018-2023 Ⓟ

New Business
Bid Award/Parks & Recreation/Riverwalk Decking & Upgrading Project
Authorization/General Fund Reserves Transfer to Enforcement and Inspections Demolition
Authorization/Building Permit Surplus Revenues Transfer to Enforcement and Inspections
Contract Services
Revised City Council Committee Structure
Appointment/2018 City of Milford Election Workers
Appointment/2018 City of Milford Ward 1 Clerks

EXECUTIVE SESSION

Motion to Recess into Executive Session
{Pursuant to 29 Del. C. 29 §10004 (b)(4) Collective Bargaining Matters
{Pursuant to 29 Del. C. 29 §10004 (b)(9) Personnel Matters

Return to Open Session
MPD Teamsters Negotiations
Performance Evaluations (Council Appointees)

Adjourn

Ⓟ *Public Comment, up to three minutes per person, will be accepted.*

All items on Public Hearing and Council Agenda are subject to a potential vote.

SUPPORTING DOCUMENTS MUST BE SUBMITTED TO THE CITY CLERK IN ELECTRONIC FORMAT NO LATER THAN ONE WEEK PRIOR TO MEETING; NO PAPER DOCUMENTS WILL BE ACCEPTED OR DISTRIBUTED AFTER PACKET HAS BEEN POSTED ON THE CITY OF MILFORD WEBSITE.

012618 020618 021518 040318 040618 040918 041218 041618 041918 Current Items Removed/Rearranged

*Public Comments Accepted

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THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
Planning, Economic Development,
Enforcement, and Inspections Office
O 302.424.8396 | F 302.424.3559

DATA SHEET FOR NOMAD TRANSPORTATION

Planning Commission Meeting: March 20, 2018

Application Number / Name	:	18-002 / Nomad Transportation
Applicant	:	Damon Stone 714 Marta Drive Dover, DE 19901
Owner	:	Milford Commons Partners, LLC 678 Reisterstown Road Baltimore, MD 21208
Application Type	:	Conditional Use
Present Comprehensive Plan Map Designation	:	Commercial
Present Zoning District	:	C-3 (Highway Commercial District)
Present Use	:	Retail
Proposed Use	:	Car Detailing Operation
Size and Location	:	7.80 +/- acres located along N. Dupont Boulevard known as the Milford Commons Shopping Center. Addressed as 973 N. Dupont Boulevard
Tax Map & Parcel	:	MD-16-174.14-01-03.01-000

ENC: Staff Analysis Report
Exhibit A – Location & Zoning Map
Exhibit B – Site Plan

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STAFF REPORT
January 24, 2018

Application Number / Name	**:**	18-002 / Nomad Transportation
Present Comprehensive Plan Designation	**:**	Commercial
Present Zoning District	**:**	C-3 (Highway Commercial District)
Present Use	**:**	Retail
Proposed Use	**:**	Car Detailing Operation
Tax Map & Parcel	**:**	MD-16-174.14-01-03.01-000
Size and Location	**:**	7.80 +/- acres located along N. Dupont Boulevard known as the Milford Commons Shopping Center. Addressed as 973 N. Dupont Boulevard.

I. BACKGROUND INFORMATION:

- The applicant proposes to use the above mentioned suite within the Milford Commons Shopping Center as a Car Detailing Operation. The suite is approximately 2,800 square feet in area, which was previously used for retail and occupied by an auto glass repair business.

- The operation will utilize a rinseless car washing system, utilizing less than ½ gallon of water per vehicle.

- The existing retail suite has an overhead garage door on the rear of the building which would allow the applicant to clean vehicles inside the building. The workshop area is separated from the retail space by folding doors as shown in the attached pictures.

- Chapter 230-14 (C) states “car repair shops”, “service stations”, and “carwash, all types (staffed, automatic, self-service, etc.)” are conditional uses within the C-3 Highway/Commercial zoning category. Although “Car Detailing Operation” is not specifically listed, staff feels the proposed use is similar to those listed above. In addition, Chapter 230-14 (C)(17) states “business, commercial or industrial uses that do not adversely affect neighboring properties” may be permitted subject to receiving a conditional use permit from the City Council.

II. STAFF ANALYSIS:

Based on the information presented, the City of Milford Code, and the Comprehensive Plan, staff submits the following regarding the request for the Conditional Use:

- Evaluation based on the criteria found under Chapter 230-48 Conditional Uses.

A. The presence of adjoining similar uses.

The property contains and is surrounded by a variety of commercial uses including retail, medical and professional offices, food establishments, etc.

B. An adjoining district in which the use is permitted.

Similar proposed uses are permitted only by conditional use approval within the C-3 Highway Commercial district.

C. There is a need for the use in the area proposed as established by the Comprehensive Plan.

The Comprehensive Plan designates this area as Commercial, which is intended to provide an area with various types of commercial uses, including retail, office, service establishments, etc. The proposed use would best fall under the Commercial land use category.

D. There is sufficient area to screen the conditional use from adjacent different uses.

The proposed use would be completely housed within the commercial building, which would screen the use from adjacent different uses. The use should be limited to inside the building and there should not be excessive vehicular parking on the site.

E. The use will not detract from permitted uses in the district.

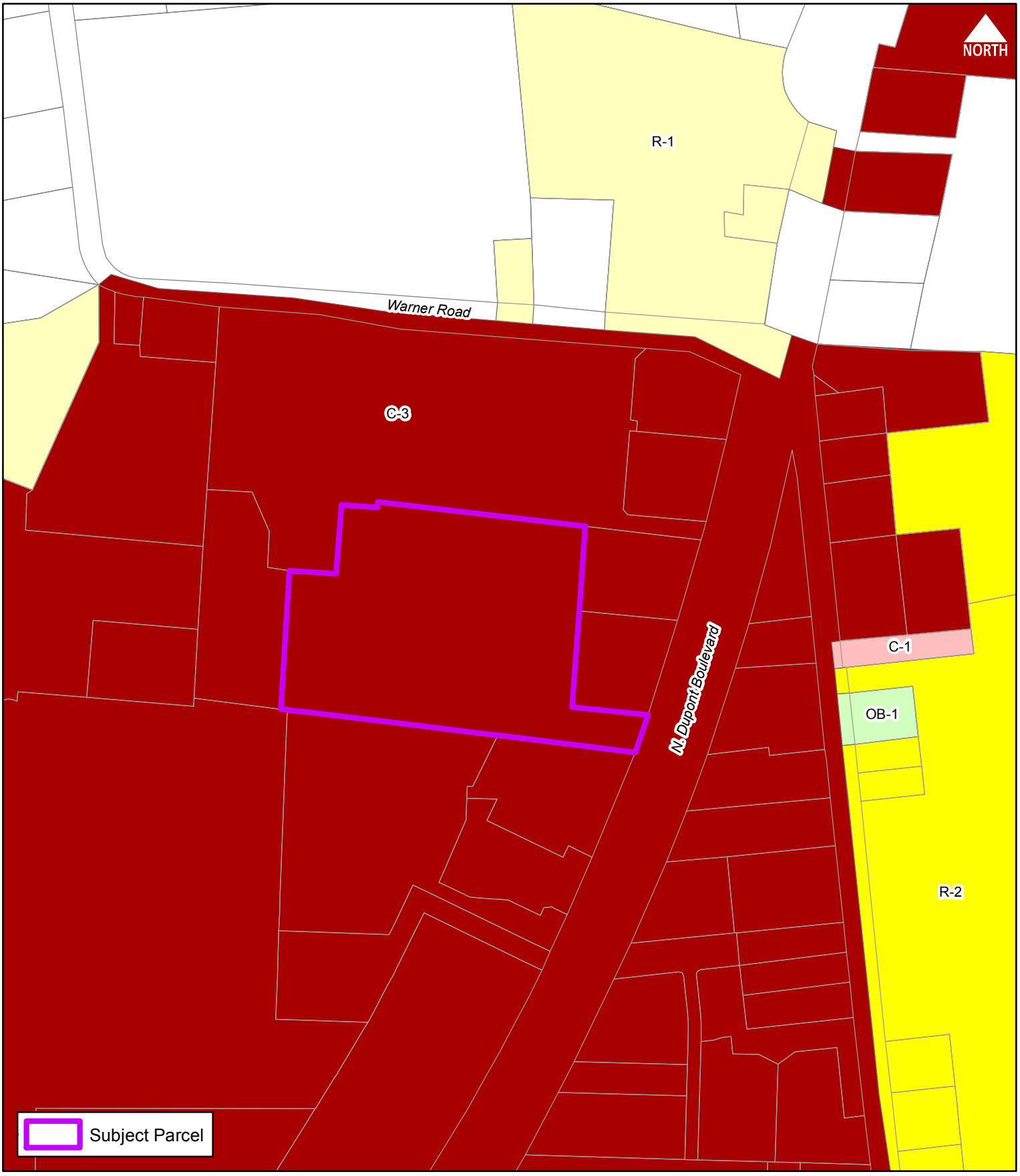
The proposed use should not detract from other permitted uses in the district if the use is completely performed within the building. Vehicles should not be cleaned in the parking lot and excessive number of vehicles should not be stored on the site to reduce impacts on neighboring uses. The City will require approval from the State Fire Marshal to ensure fire safety concerns are addressed to reduce impact on the neighboring uses.

F. Sufficient safeguards, such as traffic control, parking, screening and setbacks, can be implemented to remove potential adverse influences on adjoining uses.

The site is located in an established commercial shopping center that has sufficient traffic control, parking, setbacks and screening. The primary potential adverse impacts can be minimized by requiring the use be performed entirely within the structure.

- If the Planning Commission and City Council elect to approve the applicant's request, staff recommends the following minimum conditions of approval:

    - The applicant must obtain approval from the State Fire Marshal's Office for use and occupancy of the building.
    - The applicant must obtain a building permit from the City of Milford for any interior renovations and commercial signage.
    - All work must be done completely within the building and no detailing or work on vehicles may be permitted in the parking lot or rear loading areas.
    - The applicant may not store excessive amounts of vehicles on the property.



THE CITY of Milford DELAWARE

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0 150 300

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Date: 01/22/18

Filepath: ConditionalUse_NomadTransportation.mxd

Title:

Conditional Use

Nomad Transportation

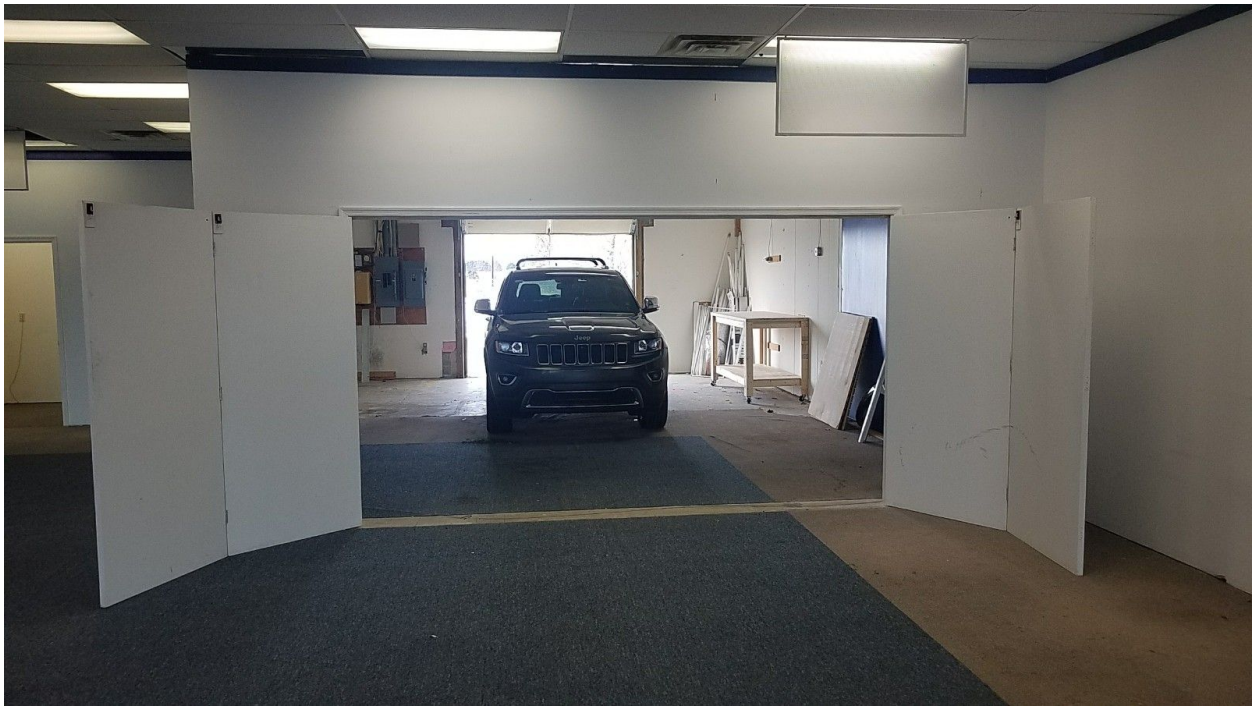
Location & Zoning Map

Conditional Use Application

This proposal is for a low-volume detail and paint reconditioning business located in the Milford Commons Shopping Center, Milford, DE. I have leased an approximately 2800 square-foot retail space, which was previously occupied by an auto glass repair Business. The operation will utilize a rinseless car washing system. This system consists of a spray-on cleaning solution. One small section of the car is sprayed at a time. A wet microfiber towel is then used to clean the pre-sprayed section to remove the dirt. After this process is complete another dry microfiber towel is used to dry the section completing the cleaning process. This process is repeated panel by panel Until the entire vehicle is clean. Less than 1/2 gallon of water is used in a typical wash. The car's interior, glass, and wheels are all clean in a similar fashion. No running water is used in this process. This retail space has an overhead garage door rear entrance which is essential for a detailing business. The workshop area of the retail space can be completely sectioned off from the front retail area. I have included some photos of the rear area of the shopping center. As you will note there is ample parking. These are photos of my personal vehicle. Also included is a photo of everything used in a typical detail. I believe the operation of this business will have a practically zero impact on surrounding businesses and the environment. Thank you for your consideration, sincerely yours Damon S Stone.

NO
LOITERING

Jeep



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§ 230-14. - C-3 Highway Commercial District.

In a C-3 District no building or premises shall be used and no building shall be erected or altered which is arranged, intended or designed to be used except for one or more of the following uses and complying with the requirements so indicated.

A. Purpose. The purpose of the C-3 District is to provide for larger-scale commercial uses that may require large amounts of parking space or have a high traffic impact. These uses generally require locations on major arterial routes and serve both local and regional customers.

B. Permitted uses. Permitted uses for the C-3 District shall be as follows:

(1) Those uses permitted in the C-2 District.

(2) Warehouses.

(3) Large retail outlets.

(4) Indoor storage accessory building.

(5) Fast-food restaurants and drive-in restaurants.

(6) Supermarkets.

(7) Truck and trailer rentals.

(8) Roadside produce market.

(9) Memorial stone shop.

(10) Outdoor commercial recreational facilities, not motorized vehicles.

(11) Swimming club.

(12) Indoor facility for amusement or assembly.

(13) Bus station.

C. Conditional uses subject to special requirements. The following uses are permitted subject to receiving a conditional use permit by the City Council as provided in Article IX of this chapter:

(1) Motels or hotels with a minimum lot size of three acres.

(2) Commercial greenhouse.

(3) Wholesale establishment.

(4) Newspaper publishing or printing establishment.

(5) Contractors', craftsmen's or general service shops, including welding and similar shops.

(6) Laboratory, testing and research.

(7) Car repair shops.

(8) Used car lots.

(9) Telephone central office or television cable central office.

(10) Service station, automobile sales agency, public garage, parking garage or lot, but not including storage of wrecked cars, subject to the following special requirements:

(a) All facilities shall be located and all services shall be conducted on the lot.

(b) All repair work shall be conducted within an entirely enclosed building.

(c) No equipment for the service of gasoline or oil shall be placed closer to any street or property line than 20 feet.

(d) No portion of such structure or its equipment shall be located within 500 feet of the premises of any school, hospital, church or public recreation building.

(e) No service station shall be located within 800 feet of another service station on the same side of the street within the same block.

(f) Any such use shall be permitted only where it is determined that it will not materially interfere with the main pedestrian movement in conjunction with a compact retail area.

(11) Shopping center, subject to site plan review and the following site requirements:

(a) The total shall not be less than one acre.

(b) The site must be served by public water, sewer and electricity.

(c) Stormwater drainage. The facilities shall be provided by the developer to handle the increase in stormwater runoff, and he shall make contributions towards the cost of off-site facilities of the shopping center.

(d) Traffic and parking.

[1] The internal circulation of traffic shall be separated from the external street system, and pedestrian and vehicular traffic shall be separated through traffic control devices and appropriate site design.

[2] Access to state highways shall be controlled by the State Department of Transportation.

[3] The minimum distance between accessways and a residential district shall be 50 feet.

[4] Spacing of accessway.

[a] From adjoining property: 50 feet.

[b] From minor intersections: 50 feet.

[c] From major intersections: 100 to 150 feet.

[5] Five and one-half parking spaces shall be provided per 1,000 feet of leasable area.

[6] Parking lots shall be attractively landscaped as shown on the general site plan.

(e) Setback.

[1] From street right-of-way: 15 feet.

[2] From nonresidential districts: 15 feet.

[3] From residential districts: 100 feet.

(f) Buffering and landscaping.

[1] There shall be a minimum of a ten-foot landscaped buffer along all lot lines. The screening shall be six feet high near residential districts.

[2] Ten percent of the site shall be landscaped and may include features such as pedestrian walking or rest areas and courtyards.

(12) Day-care centers, with site plan required.

(13) Car wash, all types (staffed, automatic, self-service, etc.).

(14) Convenience stores with gas pumps.

(15) Community residential treatment program.

(16) All dwellings other than single-family with a maximum density of 12 units per acre.

(17) Business, commercial or industrial uses that do not adversely affect neighboring properties.

(18) Billboard, subject to the following:

(a) Shall be constructed and maintained in accordance with the Delaware Code, Title 17-Highways, Chapter 11-Regulations of Outdoor Advertising, Subchapter 1-General Provisions.

(19) Aquarium.

D. Area regulations.

(1) Minimum lot area shall be one acre.

(2) Maximum lot coverage shall be 80%.

(3) Minimum lot width shall be as follows: for an interior lot 150 feet and for a corner lot 170 feet.

(4) Height of buildings shall not exceed three stories or 35 feet, with the following exception: a motel, hotel, or aquarium may be erected to a height of over three stories, but not over five stories, and not exceeding 60 feet.

(5) Minimum building setback shall be 30 feet.

(6) Side yards shall be provided as follows: each lot shall have two side yards a minimum of 20 feet with a minimum aggregate width of two side yards of 50 feet.

(7) Minimum rear yard shall be 50 feet.

(8) Parking shall comply with the requirements provided in Article IV of this chapter.

(9) Landscape screening shall comply with the requirements provided in Article V of this chapter.

(10) Signs shall comply with the requirements provided in Article VI of this chapter.

ARTICLE IX - Conditional Uses

§ 230-46. - Purpose.

A. The intent of the conditional use is to maintain a measure of control over uses that have an impact on the entire community. Generally, conditional uses may be desirable in certain locations for the general convenience and welfare. They must use the property in a manner that assures neither an adverse impact upon adjoining properties nor the creation of a public nuisance. In short, because of the nature of the use, it requires sound planning judgment on its location and site arrangement.

B. Conditional use permits may be issued for any of the conditional uses for which a use permit is required by the provisions of this chapter, provided that the City Council shall find that the application is in accordance with the provisions of this chapter after duly advertised hearings held in accordance with the provisions of Article XII.

§ 230-47. - Application and approval procedures.

A. The application for a conditional use shall first be made with the Code Official, who shall then forward the materials to the Planning Commission.

B. The Planning Commission shall study such information and make recommendations to the City Council within 60 days of the Code Official's referral to the Commission after holding a public hearing.

C. The Council shall then act within 60 days of the receipt of the Commission's recommendation to either approve with conditions or deny such use after holding a public hearing. The Council's decision shall be based on the determination that the location of the use is appropriate, it is not in conflict with the Comprehensive Plan and it is consistent with the purpose and intent of this chapter.

§ 230-48. - Criteria for evaluation.

The following criteria shall be used as a guide in evaluating a proposed conditional use:

A. The presence of adjoining similar uses.

B. An adjoining district in which the use is permitted.

C. There is a need for the use in the area proposed as established by the Comprehensive Plan.

D. There is sufficient area to screen the conditional use from adjacent different uses.

E. The use will not detract from permitted uses in the district.

F. Sufficient safeguards, such as traffic control, parking, screening and setbacks, can be implemented to remove potential adverse influences on adjoining uses.

§ 230-49. - Conditions for approval; expiration.

A. In granting any conditional use permit, the City Council may designate such conditions as will, in its opinion, assure that the use will conform to the requirements as stated in § 230-48 and that such use will continue to do so.

B. Construction or operation shall be commenced within one year of the date of issuance or the use permit becomes void.

C. A reapplication for a use permit for the same lot or use shall not be considered by the City Council within a period of 365 days from its last consideration. This provision, however, shall not impair the right of the Council to propose a use permit on its own motion.

D. See fee schedule.

E. If a conditional use permit is granted under the provisions of this article, the City Council shall direct the Code Official to officially notify the applicant, in writing, of all conditions approved by the Council.

F. The approval of a conditional use is valid for one year. Unless permits are obtained or construction or use is substantially underway, all provisions of the conditional use are automatically rescinded. Permits may be revoked by the Council for failure to comply with the stated conditions of approval or applicable regulations.

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

The Planning Commission will hold a Public Hearing regarding the below ordinance on TUESDAY, MARCH 20, 2018 to hear evidence from interested parties and make a recommendation to City Council regarding the ordinance.

The City Council will hold a Public Hearing regarding the below ordinance on MONDAY, APRIL 23, 2018 to hear evidence from interested parties and make a final determination regarding the ordinance.

Both meetings begin at 7:00 p.m. and will take place in the Joseph Ronnie Rogers Council Chambers of Milford City Hall at 201 South Walnut Street, Milford, Delaware at which times, the following ordinance will be considered:

ORDINANCE 2018-05

Milford Commons Partners LLC for a Conditional Use to allow a Car Detailing Operation on a portion of 7.80+/- acres in an C-3 Zoning District. Property is located at 973 N DuPont Blvd, Milford, Delaware. Present Use: Retail Shopping Center; Proposed Use: Same and Car Detailing Operation. Tax Map MD-16-174.14-01-03.01

WHEREAS, the City of Milford Planning Commission considered the ordinance, as described, at a duly noticed Public Hearing on March 20, 2018 and recommended its adoption to City Council; and

WHEREAS, Milford City Council conducted a duly noticed Public Hearing on April 23, 2018 to consider all information presented by City Staff, the Applicant, and written and verbal public testimony; and

WHEREAS, it is deemed reasonable, beneficial, and in the best interest of the City of Milford to allow a Conditional Use to allow a car detailing operation as herein described.

NOW, THEREFORE, the City of Milford hereby ordains as follows:

Section l. Upon the adoption of this ordinance by City Council, Milford Commons Partners LLC is hereby granted a Conditional Use Permit to allow a car detailing operation, in accordance with the application, effective on the date so noted.

Section 2. Construction or operation shall commence within one year of the date of issuance of the permit otherwise the conditional use becomes void.

Section 3. Dates.
Planning Commission Review & Public Hearing: March 20, 2018
City Council Introduction: April 9, 2018
City Council Public Hearing: April 23, 2018
Adoption: April 23, 2018
Effective: May 3, 2018
This ordinance shall take effect and be in force ten days after its adoption.

For additional information, please contact Rob Pierce in the Planning Department at Milford City Hall either by e-mail at RPierce@milford-de.gov or by calling 302.424.8396.

Advertised: Beacon 02/28/18

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DATA SHEET FOR LIBORIO WATERGATE LLC

Planning Commission Meeting: March 20, 2018

City Council Public Hearing: April 23, 2018

Application Number / Name	:	16-014 / Liborio Watergate LLC
Applicant	:	Liborio Watergate LLC 903 N. French Street Wilmington, DE 19801
Owner	:	Same
Application Type	:	Amended Planned Unit Development / Preliminary Major Subdivision
Present Comprehensive Plan Map Designation	:	Moderate Density Residential
Present Zoning District	:	R-3 (Garden Apartment and Townhouse District)
Present Use	:	Planned Unit Development
Proposed Use	:	Planned Unit Development
Size and Location	:	47.39 +/- acres located along the east side of Marshall Street approximately 650 feet north of the Elks Lodge Road intersection.
Tax Map & Parcel	:	PB 121 PG 123 3-30-11.09-030.00 & 031.00

ENC: Staff Analysis Report
Exhibit A – Location & Zoning Map
Exhibit B – Preliminary Site Plan

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STAFF REPORT
February 5, 2018

Application Number / Name	:	16-014 / Watergate Subdivision
Present Comprehensive Plan Designation	:	Moderate Density Residential
Present Zoning District	:	R-3 (Garden Apartment and Townhouse District)
Present Use	:	Planned Unit Development
Proposed Use	:	Planned Unit Development
Tax Map & Parcel	:	PB 121 PG 123 3-30-11.09-030.00 & 031.00
Size and Location	:	47.39 +/- acres located along the east side of Marshall Street approximately 650 feet north of the Elks Lodge Road intersection.

I. BACKGROUND INFORMATION:

- On December 12, 2016, City Council approved the same Conditional Use and Preliminary Major Subdivision for the Planned Unit Development known as Watergate with the following conditions;
    - Adhere to the terms and conditions set forth in the settlement agreement of Milford Mini Storage Inc v Liborio Watergate LLC and the City of Milford as filed with the Court of Chancellery and amend the plan notes to be consistent with this agreement; and,
    - Amend the buffer requirement along the north side of parcel 030.00, between the subdivision and the existing mini storage building, to allow for the installation of a landscape buffer with a height of no more than 3 feet for a depth of 85 feet from the edge of Marshall Street right-of-way.
- The preliminary approvals expired prior to the written extension request from the applicant. The applicant has submitted the final construction plans to the City for review and intends to have final approvals within the next few months.

- Applicant is seeking to modify the Planned Unit Development to include an additional 0.84 +/- acres of land into the subdivision plan and reduce the number of overall units from 303 to 300. Additional changes between the original approval and the proposed conditions are outlined in Section II below.

II. PROPOSED CHANGES:

Number and Type of Units – Below is a breakdown of the number and types of units based on the 2006 approved plans, the 2008 recorded plans and the proposed conditions. The overall number of units will decrease. The applicant proposes to reduce the number of duplexes and single family detached dwelling units and increase the number of mansion apartments and townhome units. The applicant proposes to remove the live-work component in its entirety.

	11/28/2006	6/9/2008	Proposed
Towhouse	127	126	129
Duplex	58	60	48
Single Family	35	34	33
Single Family Court	19	19	10
Mansion Apartments	24	24	80
Live/Work Units	40	40	0
	303	303	300

Open Space – The applicant proposes to slightly increase the amount of open space in the subdivision. The area impacted by the sewer easement will become one large community open space in the center of the subdivision.

	11/28/2006	6/9/2008	Proposed
Open Space	19.07	19.07	19.53
	40.97%	40.97%	41.21%
Density	12.88	12.88	12.41
Total Area	46.54	46.54	47.39

The City Engineer and Planning staff had concerns regarding the proposed one-way streets within the center of the community. The applicant has agreed to make these one-way streets two-way and widen them to a paved width of 24 feet. These streets are adjacent to the proposed community open space.

	11/28/2006	6/9/2008	Proposed
Recknore/Tantara ROW	30	30	40
Road Width	16	16	24

Below are the bulk standards and area requirements that were approved by City Council in 2006. The applicant will be allowed to maintain these less than minimum standards.

		SFD		Duplex		Townhouse		Mansion Apts	
		Required	Provided	Required	Provided	Required	Provided	Required	Provided
	Interior	7500	4000	4000	1700	2000	1200		
Lot Size	Corner	7500	4000	4000	1700	2000	1200		
Frontage		60	40	40	30		20	50	
	Front	30	5	30	5		0		5
	Side	8	5	8	5		0		5
Setbacks	Rear	15	15	15	5		5		5
Lot Coverage		45	44	30	43	60	75	20	61

II. STAFF ANALYSIS:

Based on the information presented, the City of Milford Code and the Comprehensive Plan, staff submits the following regarding the request for an Amendment to a Conditional Use Planned Unit Development approval:

- Evaluation based on "Criteria for Planned Unit Residential Development" as provided in Chapter 230-48.1
    - The original Planned Unit Development was approved in 2006 and the applicant has agreed to make the changes outlined in Section II above to the subdivision layout and design that are beneficial to both the City and the applicant. If City Council decides to deny the application, the owner still has the right to construct the subdivision as previously approved without the proposed enhancements.

- The following comments must be addressed prior to final subdivision approval:
    - Final subdivision approval will require approvals or no objection letters from State Fire Marshal's Office, DelDOT and Sussex Conservation District.
    - Applicant must obtain final approval of engineering plans from the City Engineer.
    - Address additional department and agency comments outlined in Section IV.

IV. AGENCY COMMENTS:

- **Office of State Planning Coordination**
  Contact: David Edgell – 302-739-3090

- **DelDOT Planning, Development Coordination**
  No comments provided.

- **Delaware Health and Social Services – Division of Public Health**
  Contact: William Milliken – 302-741-8646
  No comments provided.

- **Department of Natural Resources and Environmental Control (DNREC), Division of Water, Surface Water Discharges Section (SWDS)**
  Contact: Bryan Ashby – 302-739-9946
  No comments provided.

- **Sussex Conservation District**
  Contact: Jessica Watson
  No comments provided.

- **Delaware State Fire Marshal's Office**
  Contact: Duane Fox – 302-856-5298
  No comments provided.

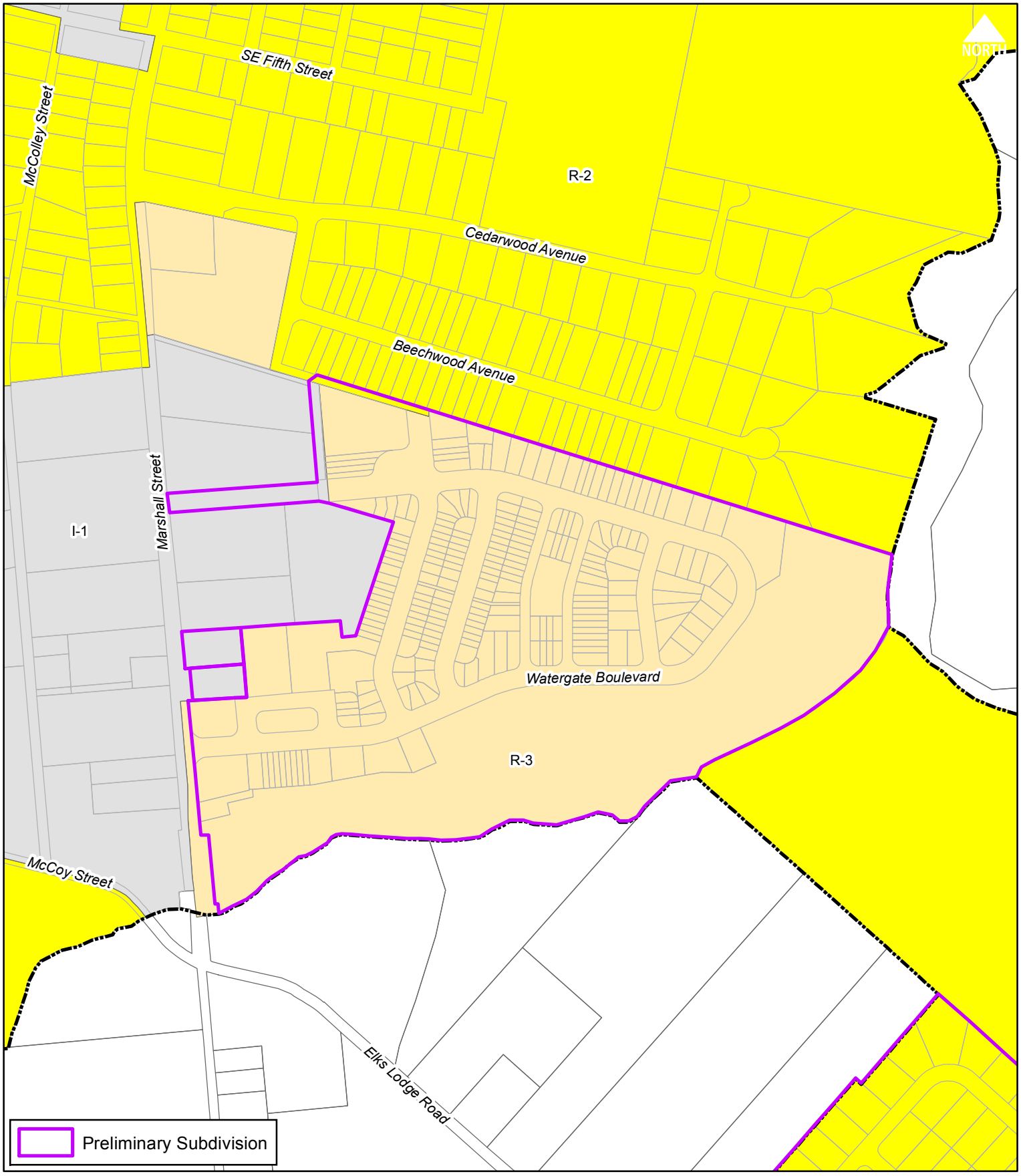
- **Carlisle Fire Company**
  No comments provided.

- **City Engineer**
  Contact: Erik Retzlaff, P.E. – 302-422-1110
  No comments provided.

- **City of Milford Parks and Recreation Department**
  No comments provided.

- **City of Milford Police Department**
  No comments provided.

- **Milford School District**
  No comments provided.



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Filepath: Preliminary_LiborioWatergateLLC.mxd

Title:

Amended Preliminary Conditional Use Subdivision

Liborio Watergate LLC

Location & Zoning Map

PRELIMINARY LAND DEVELOPMENT PLAN

for

WATERGATE AT MILFORD

CEDAR CREEK HUNDRED, CITY OF MILFORD, SUSSEX COUNTY, DELAWARE

GENERAL PROJECT:

1. OWNER: LIBORIO WATERGATE, LLC
C/O: LOU RAMUNNO
903 N. FRENCH ST.
WILMINGTON, DE 19801
PHONE: (3025) 426-0200

2. DEVELOPER: LIBORIO WATERGATE, LLC
C/O: LOU RAMUNNO
903 N. FRENCH ST.
WILMINGTON, DE 19801
PHONE: (3025) 426-0200

3. STATE & FEDERAL WETLANDS DELINEATION: JCM/ECI
100 LAKE DR. SUITE
NEWARK, DE 19702
PHONE: (302) 77-95
FAX: (302) 77-9546
C/O: JAMES McCULLEY

4. CIVIL/SITE ENGINEER: VAN CLEEF ENGINEERING ASSOCIATES
630 CHURCHMANS RD, SUITE 105
NEWARK, DE 19702
PHONE: (302) 368-3184

5. THE TOPOGRAPHIC INFORMATION WAS PROVIDED BY THE DELMARVA SURVEY COMPANY, INC.

6. THE BOUNDARY INFORMATION IS TAKEN FROM A PLAN ENTITLED "AERIAL TOPOGRAPHIC SURVEY/BOUNDARY SURVEY" PREPARED BY THE DELMARVA SURVEY CO. DATED MAY 26, 2005 AND A PLAN ENTITLED "LANDS TO BE CONVEYED TO WESTOVER LAND COMPANY" PREPARED BY CHARLES D. MURPHY ASSOCS., INC. DATED DECEMBER 22, 2006.

7. THE "LIMIT OF WATERS OF THE UNITED STATES, INCLUDING WETLANDS SUBJECT TO THE CORPS OF ENGINEERS REGULATORY PROGRAM" WERE DELINEATED BY JAMES C. McCULLEY IV, ENVIROMENTAL CONSULTANTS INC. AS SHOWN ON A PLAN ENTITLED "AERIAL TOPOGRAPHIC SURVEY/BOUNDARY SURVEY" PREPARED BY JAMES C. McCULLEY IV, ENVIROMENTAL CONSULTANTS INC. DATED MAY 26, 2005.

8. THE PROJECT IS LOCATED AT THE INTERSECTION OF MARSHALL STREET & INDUSTRAIL BLVD. IN CEDAR CREEK HUNDRED, CITY OF MILFORD, SUSSEX COUNTY, DELAWARE.

9. FLOOD ELEVATIONS BASED UPON FLOOD INSURANCE RATE MAP DATED MARCH 16, 2015 (FIRM) NUMBER 10005C0043K.

10. THE PROPERTY SERVED BY THIS PLAN IS REFERENCED ON TAX MAP # 3-30-11.09 PARCEL 29, 29.03, 30, 31, AND 32.

11. LOT 218 TO BE CONVEYED TO MILFORD MINI-STORAGE, INC. 360' E/MARSHALL STREET S/INDUSTRIAL BOULEVARD PARCEL 3-30 11.09 29.09 AS PART OF THIS RECORD PLAN.
CONDITIONS:
THE CITY OF MILFORD SHALL RETAIN EASEMENT RIGHTS ON THIS PARCEL FOR THE PURPOSE OF UTILITY INSTALLATION.

12. LOT 34 TO BE CONVEYED TO MILFORD MINI-STORAGE, INC. 360' E/MARSHALL STREET S/INDUSTRIAL BOULEVARD PARCEL 3-30 11.09 29.07 AS PART OF THIS RECORD PLAN.
CONDITIONS:
MILFORD MINI-STORAGE, INC. SHALL PROVIDE FENCING AND LANDSCAPING ALONG THE PROPERTY LINE. PARCEL SHALL ONLY BE USED FOR ACCESS TO INDUSTRIAL BOULEVARD AND NOT FOR ACCESS TO WATERGATE BOULEVARD NORTH.

GENERAL CONSTRUCTION PLAN NOTES

1. HORIZONTAL DATUM IS BASED ON DELAWARE STATE GRID, NAD83/91, CONTROL MONUMENTS.
BENCHMARK - GPS IRON ROD ELEV. 18.85 (88 DATUM)

2. EXISTING UTILITIES ARE SHOWN IN ACCORDANCE WITH THE BEST AVAILABLE INFORMATION. COMPLETENESS OR CORRECTNESS THEREOF IS NOT GUARANTEED. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE UTILITY COMPANIES INVOLVED IN ORDER TO SECURE THE MOST ACCURATE INFORMATION AVAILABLE AS TO UTILITY LOCATION AND ELEVATION. NO CONSTRUCTION AROUND OR ADJACENT TO UTILITIES SHALL BEGIN WITHOUT NOTIFYING THEIR OWNERS AT LEAST 48 HOURS IN ADVANCE. THE CONTRACTOR SHALL TAKE THE NECESSARY PRECAUTIONS TO PROTECT THE EXISTING UTILITIES AND MAINTAIN UNINTERRUPTED SERVICE AND ANY DAMAGE DONE TO THEM DUE TO HIS/HER NEGLIGENCE SHALL BE IMMEDIATELY AND COMPLETELY REPAIRED AT THE CONTRACTOR'S EXPENSE. TO LOCATE EXISTING UTILITIES IN THE FIELD PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT MISS UTILITY DELMARVA (800-282-8555) A MINIMUM OF THREE (3) CONSECUTIVE WORKING DAYS PRIOR TO ANY EXCAVATION.

3. USE ONLY SUITABLE AND APPROVED GRANULAR MATERIAL FOR BACK FILLING TRENCHES.

4. THE CONTRACTOR SHALL DETERMINE THE LOCATION OF ALL RIGHT-OF-WAY LINES AND PROPERTY LINES TO HIS OWN SATISFACTION. ANY DISTURBED AREAS BEYOND THE RIGHT-OF-WAY OR EASEMENT LINES SHALL BE RESTORED IMMEDIATELY TO THEIR ORIGINAL CONDITION.

5. ALL VALVE CLOSURES AND CUT-INS SHALL BE COORDINATED WITH THE CITY. CITY OFFICIALS WILL CARRY OUT ALL NECESSARY VALVE CLOSURES. CONTRACTOR SHALL COORDINATE ISOLATION OF EXISTING WATER MAINS WITH THE CITY AND NOTIFY AFFECTED RESIDENTS AT LEAST 48 HOURS PRIOR TO CUT-IN.

6. PIPELINE DETECTION TAPE SHALL BE COLOR CODED, APPROPRIATELY LABELED, AND INSTALLED 18 INCHES BELOW THE GROUND SURFACE AND DIRECTLY ABOVE ALL PROPOSED NON-METALLIC WATER MAIN, SEWER MAIN, SEWER LATERALS, AND WATER SERVICES.

7. CONDUCTIVE TRACER WIRE SHALL BE INSTALLED WITH ALL NON-METALLIC WATER PIPE AND SERVICES; AND ALONG ALL SEWER LATERALS AND FORCEMAIN. WIRE SHALL BE SECURED TO THE PIPE AND SHALL BE SECURELY BONDED TOGETHER AT ALL WIRE JOINTS WITH APPROVED WATERTIGHT CONNECTORS. TRACER WIRE SHALL BE ACCESSIBLE AT ALL VALVE BOXES, METER PITS, CLEANOUTS, AND AIR RELEASE VALVES.

8. PRIOR TO ISOLATION AND CUT-IN PROCEDURES, CONTRACTOR SHALL EXCAVATE, LOCATE, AND OBSERVE FUNCTION OF ALL EXISTING VALVES TO ASSIST IN THE SYSTEM ISOLATION.

9. SHOP DRAWINGS FOR ANY ITEM(S) WHICH WILL EVENTUALLY BE TAKEN OVER BY THE CITY SHALL BE SUBMITTED TO THE CITY FOR REVIEW AND APPROVAL PRIOR TO THE INSTALLATION OF THE ITEM(S).

10. ALL SANITARY SEWER MAINS AND FORCEMAINS SHALL HAVE A MINIMUM COVER OF 36 INCHES AND ALL WATER MAINS SHALL HAVE A MINIMUM COVER OF 42 INCHES AS MEASURED FROM THE TOP OF PIPE TO PROPOSED GRADE. SEWER LATERALS SHALL HAVE A MINIMUM DIAMETER OF SIX (6) INCHES AND HAVE A MINIMUM COVER OF 36 INCHES.

11. THERE SHALL BE A MINIMUM HORIZONTAL SEPARATION BETWEEN WATER MAINS AND SANITARY SEWER MAINS AND FORCEMAINS OF 10 FEET, AS MEASURED FROM EDGE OF PIPE TO EDGE OF PIPE. THERE SHALL BE A MINIMUM VERTICAL SEPARATION OF 18 INCHES BETWEEN WATER MAINS AND SANITARY SEWER MAINS OR FORCEMAINS AT CROSSINGS. ONE FULL LENGTH OF WATER PIPE SHALL BE LOCATED SO THAT BOTH JOINTS WILL BE AS FAR FROM THE SEWER AS POSSIBLE AT CROSSINGS.

12. THERE SHALL BE A MINIMUM VERTICAL SEPARATION OF 12 INCHES BETWEEN ANY STORM DRAIN PIPE AND ANY WATER MAIN OR SEWER MAIN. IF 12 INCHES CANNOT BE MAINTAINED, A MINIMUM OF SIX (6) INCHES IS REQUIRED AND PROVISIONS SHALL BE MADE ACCEPTABLE TO THE CITY OF MILFORD FOR PROPERLY ENCASING THE PIPE IN CONCRETE.

13. ALL ROADWAYS ARE TO BE SWEPT FREE OF SEDIMENT ON A DAILY BASIS.

14. THE CONTRACTOR SHALL REMOVE AND IMMEDIATELY REPLACE, RELOCATE, RESET OR RECONSTRUCT ALL OBSTRUCTIONS IN THE WORK AREA, INCLUDING, BUT NOT LIMITED TO, MAILBOXES, SIGNS, LANDSCAPING, LIGHTING, PLANTERS, CULVERTS, DRIVEWAYS, PARKING AREAS, CURBS, GUTTERS, FENCES, OR OTHER NATURAL OR MAN-MADE OBSTRUCTIONS. TRAFFIC CONTROL REGULATORY, WARNING AND INFORMATIONAL SIGNS SHALL REMAIN FUNCTIONAL AND VISIBLE TO THE APPROPRIATE LANES OF TRAFFIC AT ALL TIMES, WITH THEIR RELOCATION KEPT TO A MINIMUM DISTANCE. THE COST SHALL BE INCLUDED IN THE COST OF ITEMS BID.

15. IT IS THE CONTRACTOR'S RESPONSIBILITY TO INSURE THAT PAVING IS INSTALLED TO THE ELEVATIONS SHOWN AND THAT NO PONDING OF WATER WILL OCCUR AFTER PAVING IS COMPLETE.

16. THE STORM DRAINAGE SYSTEM HAS BEEN DESIGNED USING THE CRITERIA OF THE STATE OF DELAWARE DEPARTMENT OF TRANSPORTATION STANDARDS AND REGULATIONS FOR SUBDIVISION STREETS AND STATE HIGHWAY ACCESS, LATEST EDITION.

17. DELAWARE REGULATIONS PROHIBIT THE BURIAL OF CONSTRUCTION DEMOLITION DEBRIS, INCLUDING TREES AND STUMPS ON CONSTRUCTION SITES. ANY SOLID WASTE FOUND DURING THE EXCAVATION FOR STRUCTURES AND UTILITY LINES ON AND OFF SITE MUST BE REMOVED AND PROPERLY DISCARDED. ANY REMEDIAL ACTION REQUIRED IS THE RESPONSIBILITY OF THE OWNER.

18. CONTRACTOR SHALL GRADE, TOPSOIL, SEED AND MULCH ALL DISTURBED AREAS OF CONSTRUCTION, INCLUDING PIPE INSTALLATION OR DITCH CONSTRUCTION. EROSION CONTROL MATTING SHALL BE PROVIDED ON ALL SLOPES GREATER THAN 3:1.

19. A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF DELAWARE SHALL BE RESPONSIBLE FOR PERMANENTLY RE-ESTABLISHING ANY PROPERTY MARKERS OR MONUMENTS DISTURBED DURING CONSTRUCTION. A SURVEY AND METES AND BOUNDS THAT INCLUDES THE RE-ESTABLISHED MARKER(S) OR MONUMENT(S) SHALL BE PRESENTED TO THE PROPERTY OWNER FOR COMPARISON WITH THE ORIGINAL PLAT, FOR VERIFICATION.

20. THE CONTRACTOR WILL BE RESPONSIBLE FOR THE SHORT TERM (DURING CONSTRUCTION) MAINTENANCE OF THE STORMWATER MANAGEMENT AND STORM SEWER SYSTEMS.

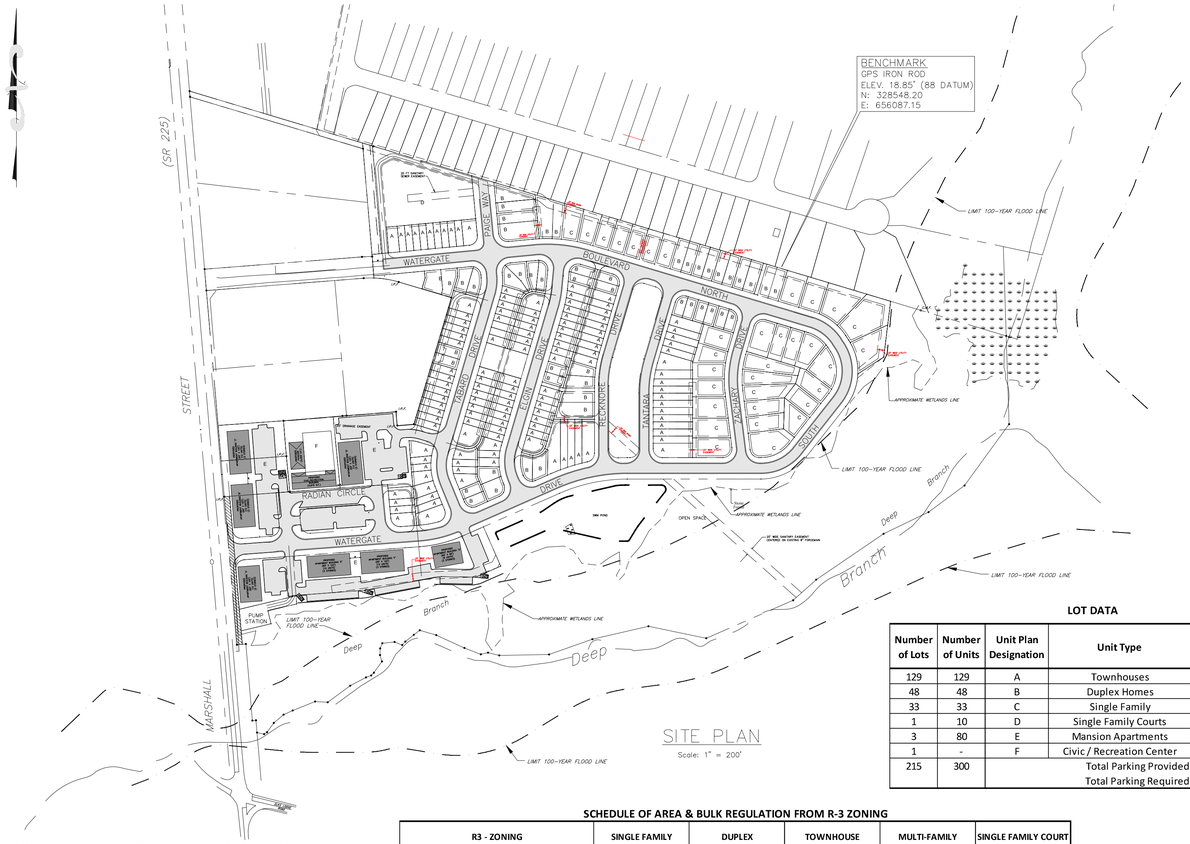
21. THE HOMEOWNERS ASSOCIATION SHALL BE RESPONSIBLE FOR THE OWNERSHIP AND MAINTENANCE OF THE OPEN SPACE AND STORMWATER MANAGEMENT FACILITIES.

22. THE CITY OF MILFORD WILL ASSUME OWNERSHIP AND MAINTENANCE RESPONSIBILITY OF WATER AND SEWER PIPES AND APPURTENANCES INSTALLED WITHIN CITY RIGHT-OF-WAY, AND EASEMENTS DEDICATED TO THE CITY; AND, ALL STORM SEWER PIPES AND CATCH BASINS FULLY WITHIN CITY RIGHT-OF-WAY, AFTER ALL ITEMS HAVE PASSED CITY INSPECTION; AFTER THE CITY HAS RECEIVED AND APPROVED DIGITAL AND HARD COPIES OF THE RECORD DRAWINGS; AFTER THE RIGHTS-OF-WAY HAVE BEEN DEEDED TO THE CITY; AND AFTER ALL THE WATER, SEWER, AND STORM SEWER ITEMS HAVE BEEN TRANSFERRED TO THE CITY BY BILL OF SALE.

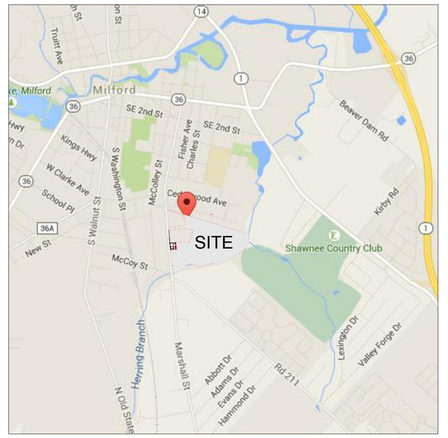
23. SEWER AND WATER CAPACITY ARE NOT GUARANTEED UNTIL BUILDING PERMITS ARE ISSUED, ALL FEES ARE PAID, AND SUITABLE UTILITIES ARE IN PLACE FOR PROPER CONVEYANCE, TREATMENT, AND DISPOSAL.

24. PRELIMINARY APPROVAL FROM PLANNING COMMISSION SHALL BE VOID AFTER ONE (1) YEAR, UNLESS AN EXTENSION IS REQUESTED BY THE OWNER AND APPROVED FOR GOOD CAUSE BY THE PLANNING COMMISSION PRIOR TO THE DATE OF EXPIRATION.

25. THE APPROVAL OF A CONDITIONAL USE IS VALID FOR ONE YEAR. UNLESS PERMITS ARE OBTAINED OR CONSTRUCTION OR USE IS SUBSTANTIALLY UNDERWAY, ALL PROVISIONS OF THE CONDITIONAL USE ARE AUTOMATICALLY RESCINDED.



SITE PLAN
Scale: 1" = 200'



Location Map
Scale: 1" = 2000'

RESIDENTIAL UNIT YIELD CALCULATIONS:

47.39± Ac.	GROSS LOT AREA
15.17± Ac.	LOT AREA IMPACTED BY WETLANDS OR FLOODPLAIN
32.22± Ac.	NET LOT AREA
8.05± Ac.	25% OF NET AREA
24.17± Ac.	*16 UNITS/ACRE* = 386 MAXIMUM UNITS ALLOWED * ALLOWED DENSITY UNDER R-3 ZONING

SITE DATA:

1.	TOTAL AREA:	47.39± Ac.
2.	CURRENT ZONING:	R-3
3.	PROPOSED ZONING:	R-3 WITH PLANNED UNIT RESIDENTIAL DEVELOPMENT OVERLAY (PUD)
4.	PROPOSED USE:	PLANNED UNIT DEVELOPMENT
5.	ELEVATION:	NGVD 88
6.	PUBLIC WATER AND SEWER PROVIDED BY THE CITY OF MILFORD	
7.	AREA OF WATERS OF THE U.S.:	14.39± Ac.
8.	AREA OF EXISTING FOREST:	23.56± Ac.
9.	AREA OF FOREST TO BE REMOVED:	7.45± Ac.
10.	PROPOSED ROADS TO BE DEDICATED AND MAINTAINED BY THE CITY OF MILFORD	
11.	PROPOSED ALLEYS TO BE OWNED AND MAINTAINED BY HOMEOWNERS ASSOCIATION	
12.	ACCESS: SUBDIVISION STREETS	
13.	PONDS SHOWN ARE TO BE UTILIZED FOR STORMWATER MANAGEMENT, ALONG WITH ANY OTHER FACILITIES NEEDED TO MEET THE REQUIREMENTS OF DNREC.	
14.	CURB, SIDEWALK, AND STREET LIGHTING WILL BE PROVIDED WHERE APPROPRIATE.	
15.	PROPOSED DENSITY:	300/24.17 = 12.41 UNITS PER ACRE
16.	ROAD RIGHT-OF-WAY AREA:	8.77± Ac. (18.5%)
17.	ALLEY EASEMENT AREA:	1.26± Ac. (2.7%)
18.	AREA OF STORMWATER MANAGEMENT (SWM) PONDS:	0.51± Ac. (1.1%)
19.	TOTAL AREA OF OPEN SPACE (INCLUDING PONDS, AND WETLANDS): MINIMUM RECREATIONAL OPEN SPACE:	19.53± Ac. (41.21%) 400SF/UNIT X 300 = 2.75 Ac. REQUIRED 1.77 Ac. PROVIDED

CITY OF MILFORD ORDINANCE WAIVER REQUEST (PREVIOUSLY GRANTED):

1. CHAPTER 200 - SUBDIVISION OF LAND

200-6.D(3) - BLOCK WIDTHS SHALL BE NOT LESS THAN 275 FEET OR MORE THAN 450 FEET AND SHALL BE PLANNED TO PROVIDE TWO ROWS OF LOTS
200-6.E(7) - SIDE LOT LINES SHALL BE AT RIGHT ANGLES OR RADIAL TO STREET LINES.

NOTES:
1. THIS SURVEY DOES NOT CERTIFY TO THE LOCATION AND/OR EASEMENTS AND RIGHT-OF-WAYS CROSSING SUBJECT PROPERTY AS NO TITLE SEARCH WAS PROVIDED.

2. THE PROJECT OWNER AND/OR THE HOMEOWNER'S ASSOCIATION WILL BE RESPONSIBLE FOR MAINTENANCE OF THE STORMWATER POND TO INCLUDE INSPECTION FOR DEBRIS AND SEDIMENT ACCUMULATION ON AN ANNUAL BASIS OR AS REQUIRED BY THE SUSSEX CONSERVATION DISTRICT IF A LESS FREQUENT INSPECTION IS REQUESTED.

LOT DATA

Number of Lots	Number of Units	Unit Plan Designation	Unit Type	Off Street Parking (Provided)	Spaces Per Unit (Provided)
129	129	A	Townhouses	194	1.5
48	48	B	Duplex Homes	116	2.4
33	33	C	Single Family	106	3.2
1	10	D	Single Family Courts	26	2.6
3	80	E	Mansion Apartments	221	2.7
1	-	F	Civic / Recreation Center	34	-
215	300		Total Parking Provided	697	2.3/unit
			Total Parking Required	750	2.5/unit

SCHEDULE OF AREA & BULK REGULATION FROM R-3 ZONING

R3 - ZONING	SINGLE FAMILY		DUPLEX		TOWNHOUSE		MULTI-FAMILY		SINGLE FAMILY COURT	
	REQUIRED	PROVIDED	REQUIRED	PROVIDED	REQUIRED	PROVIDED	REQUIRED	PROVIDED	REQUIRED	PROVIDED
TRACT STANDARDS										
TRACT AREA	7,500	N/A	7,500	N/A	1 Ac.	N/A	1 Ac.	N/A	N/A	N/A
REQUIRED MINIMUM OPEN SPACE	N/A	N/A	N/A	N/A	40%	N/A	40%	N/A	N/A	N/A
MAXIMUM Dus PER ACRE	6	N/A	12	N/A	12	N/A	16	N/A	N/A	N/A
MINIMUM LOT STANDARDS										
LOT AREA PER DU (SF)										
INTERIOR	7,500	4,000	3,750	1,700	2,000	1,200	2,500	1,200		4,000
CORNER	7,500								N/A	
STREET FRONTAGE PER DU (LF)	60	40	30	30		20	N/A	N/A	N/A	15
LOT WIDTH AT FRONT BLDG. LINE (FT)	60		60				50		N/A	
SETBACKS										
FRONT YARD (FEET)	30	5	30	5	25	0	12	0	N/A	5
SIDE YARD (FEET)										
ONE	8	5	8	5		0	12	5	N/A	5
INTERIOR					7					
EXTERIOR					30					
SUM OF BOTH	16	10	8	10	N/A	0	24	10	N/A	10
REAR YARD (FEET)*	15	15	15	5		5		5	N/A	5
MAXIMUM BUILDING HEIGHT										
HEIGHT (FEET)	<35	<35	<35	<35	<35	<35	<35	<35	N/A	<35
STORIES	3	3	3	3	3	3	3	3	N/A	3
MAXIMUM BLDG COVERAGE (% OF LOT)	45%	44%	45%	43%	60%	75%	20%	61%	N/A	25%
MINIMUM LOT DEPTH (FEET)		80	100	*60		60		75		80
MAXIMUM UNITS WITH COMMON WALLS	N/A	N/A	2	2	8	11	12	12	N/A	N/A

* INDICATES A VARIANCE FROM R-3 ZONING REGULATIONS
DOES NOT INCLUDE DETACHED GARAGE

26. FINAL APPROVAL FROM THE CITY SHALL BECOME VOID IF THE FINAL RECORD PLAT IS NOT RECORDED WITHIN 90 DAYS OF THE DATE OF PLANNING COMMISSION'S GRANTING OF FINAL APPROVAL. IF CONSTRUCTION OF THE APPROVED IMPROVEMENTS IS NOT SUBSTANTIALLY UNDERTAKEN WITHIN ONE (1) YEAR OF FINAL SITE PLAN APPROVAL, THE SITE PLAN APPROVAL SHALL BE VOID. THE APPLICANT MAY REQUEST A ONE (1) YEAR EXTENSION FROM THE PLANNING COMMISSION FOR GOOD CAUSE.

27. THE APPLICANT IS RESPONSIBLE TO ENSURE THAT ALL CITY AND/OR AGENCY CONSTRUCTION PERMIT APPLICATIONS HAVE BEEN COMPLETED, SUBMITTED, AND ALL APPLICABLE FEES HAVE BEEN PAID PRIOR TO COMMENCING CONSTRUCTION. THE CITY SHALL NOT BE HELD RESPONSIBLE FOR AN ANTICIPATED CONSTRUCTION START DATE THAT IS NOT MET DUE TO THE APPLICANT OR HIS/HER CONTRACTOR NOT HAVING MET THE CONSTRUCTION PERMITTING REQUIREMENTS.

28. AS A CONDITION OF THE APPROVAL OF THE CONSTRUCTION DRAWINGS, AND PRIOR TO THE START OF CONSTRUCTION, THE APPLICANT MAY BE REQUIRED TO ENTER INTO A FORMAL PUBLIC WORKS AGREEMENT WITH THE CITY AND TO POST A COMPLETION GUARANTY FOR ANY IMPROVEMENTS WHICH WILL EVENTUALLY BE TAKEN OVER BY THE CITY. THE GUARANTY SHALL BE IN AN AMOUNT EQUAL TO 150% OF THE COST OF THE IMPROVEMENTS AS ESTIMATED OR APPROVED BY THE CITY ENGINEER. THE GUARANTY SHALL BE IN THE FORM OF A BOND OR FUNDS DEPOSITED IN AN ESCROW ACCOUNT. THE PUBLIC WORKS AGREEMENT AND THE GUARANTY SHALL BE REVIEWED AND APPROVED BY THE CITY SOLICITOR. THE COMPLETION GUARANTEE SHALL NOT BE RELEASED UNTIL A MAINTENANCE BOND IN THE AMOUNT OF 10% OF THE IMPROVEMENTS HAS BEEN SUBMITTED.

29. A MAINTENANCE BOND IN THE AMOUNT OF 10% OF THE AMOUNT OF THE COMPLETION GUARANTY PRIOR TO FINAL ACCEPTANCE OF THE IMPROVEMENTS AND RELEASE OF THE COMPLETION GUARANTY. THE MAINTENANCE PERIOD SHALL BE A MINIMUM OF ONE YEAR. AN AGREEMENT REVIEWED AND APPROVED BY THE CITY SOLICITOR SHALL ACCOMPANY THE BOND AND SHALL DESCRIBE THE TERMS OF THE BOND.

30. UPON COMPLETION AND PRIOR TO THE RELEASE OF THE DEVELOPER'S COMPLETION GUARANTEE, THE DEVELOPER SHALL PROVIDE THE TOWN ENGINEER A DRAFT PAPER SET OF DETAILED RECORD PLANS (PLAN VIEW AND PROFILE SHEETS). RECORD PLAN INFORMATION SHALL INCLUDE SURVEYED AS-BUILT ELEVATIONS AND HORIZONTAL LOCATIONS OF ALL PROPERTY MONUMENTS/MARKERS; SEWER MANHOLE RIMS, PIPES SIZES & INVERTS' PUMP STATIONS' FORCE MAINS (INVERTS EVERY 50 FEET), CLEANOUTS, AIR RELEASE VALVES, AND GREASE TRAPS; ALL WATER VALVES, HYDRANTS, VAULTS, METER PITS, AND CURB STOPS; ALL STORM SEWER CATCH BASINS, MANHOLE RIMS, PIPE SIZES & INVERTS, AND ANY OTHER ITEM WHICH WILL BE TAKEN OVER BY THE TOWN. RECORD INFORMATION SHALL BE PLACED ON THE APPROPRIATE APPROVED DRAWINGS. ORIGINAL DESIGN ELEVATION AND/OR DISTANCE INFORMATION SHALL BE STRUCK THROUGH WITH A FINE LINE AND THE RECORD INFORMATION SHALL BE INSERTED NEXT TO IT. WHEN THE DRAFT SET OF DRAWINGS HAS BEEN APPROVED BY THE CITY, THREE (3) FINAL PAPER COPIES SHALL BE SUBMITTED, SIGNED AND SEALED BY THE OWNER'S ENGINEER. A CD SHALL ALSO BE PROVIDED WITH DIGITAL RECORD INFORMATION IN AUTOCAD FORMAT (VERSION 2010 OR LATER). THE DIGITAL INFORMATION SHALL BE ON DELAWARE STATE PLANE, NAD 83 HORIZONTAL CONTROL AND NAVD88 VERTICAL CONTROL.

31. THE CONTRACTOR SHALL NOTIFY THE CITY A MINIMUM OF TWO WEEKS PRIOR TO THE START OF CONSTRUCTION AND SCHEDULE A PRE-CONSTRUCTION MEETING. THE SITE CONTRACTOR AND THE OWNER, OR HIS/HER REPRESENTATIVE SHALL BE IN ATTENDANCE.
CITY OF MILFORD (302) 422-6616

32. THIS PLOT SUPERCEDES PB 121 PG 23 AND PB 111 PG 72.

33. ON-STREET PARKING IS PROHIBITED ON PAVED STREETS WITH A WIDTH LESS THEN 28 FEET.

SHEET LIST TABLE	
SHEET NUMBER	SHEET TITLE
RP1	COVER SHEET
RP2	OVERALL SITE
RP3	SITE PLAN
RP4	SITE PLAN
RP5	SITE PLAN
RP6	SITE PLAN
RP7	LINE AND CURVE TABLES

City Engineer Approval

CONSTRUCTION IMPROVEMENTS PLANS HAVE BEEN REVIEWED AND ARE FOUND TO BE IN GENERAL CONFORMANCE WITH THE TOWN OF GEORGETOWN CONSTRUCTION STANDARDS AND SPECIFICATIONS FOR WATER, SEWER AND STREETS. THE OWNER AND HIS ENGINEER AND/OR SURVEYOR ASSUME ALL RESPONSIBILITY FOR DESIGN AND ACCURACY OF INFORMATION SHOWN HEREON.

SIGNATURE:_____ DATE:_____
RANDY DUPLECHAIN, P.E.

City of Milford Approval

CITY MANAGER:_____ DATE:_____
ERIC NORENBERG

Certification of Plan Approval:

APPROVED (DATE) _____

BY (CITY MANAGER) _____
FOR DEPARTMENT OF LAND USE OF THE CITY OF MILFORD.

APPROVED (DATE) _____

BY (COUNCIL PRESIDENT) _____
FOR DEPARTMENT OF LAND USE OF THE CITY OF MILFORD.

RECORDED _____ IN THE OFFICE OF THE RECORDER OF DEEDS IN AND FOR SUSSEX COUNTY, STATE OF DELAWARE;
MICROFILM NUMBER _____ .

Engineer's Certification:

I, SCOTT E. LOBDELL, HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL ENGINEER WITH A BACKGROUND IN CIVIL ENGINEERING IN THE STATE OF DELAWARE AND THAT ALL OF THE INFORMATION ON THIS PLAN IS TRUE AND CORRECT TO THE ACCURACY REQUIRED BY ACCEPTED SURVEYING STANDARDS AND PRACTICES AND BY THE CITY OF MILFORD DEVELOPMENT CODE.

_____
SCOTT E. LOBDELL, PROFESSIONAL ENGINEER NO. 12260 DATE

Certificate of Ownership:

I, LOU RAMUNNO, HEREBY CERTIFY THAT LIBORIO WATERGATE, LLC IS THE OWNER OF THE PROPERTY WHICH IS SUBJECT OF THIS PLAN AND THAT THE LAND USE ACTION PROPOSED BY THIS PLAN IS MADE AT MY DIRECTION AND THAT I AUTHORIZE THIS PLAN TO BE RECORDED IN ACCORDANCE WITH THE REGULATIONS OF CITY OF MILFORD DEVELOPMENT CODE.

_____
LOU RAMUNNO DATE

PLAN NOTES

NO.	REVISION	DATE
1	Per Planning Dep. rev. letter dated 6/13/16	6/2016
2	Per Planning Dep. rev. letter dated 9/7/16	10/2016

Know what's below. Call before you dig.

MISS UTILITY of DELMARVA
BEFORE YOU DIG CALL 1-800-282-8555 (DE & MD)
WWW.MISSUTILITYDELMARVA.COM
PROTECT YOURSELF, GIVE TWO WORKING DAYS NOTICE

PLAN NOTATION
ONLY THOSE PLANS WHICH CONTAIN AN IMPRESSED SEAL OR A RED INK SEAL OF THE RESPONSIBLE PROFESSIONAL SHALL BE CONSIDERED VALID. THIS PLAN HAS BEEN SPECIFICALLY PREPARED FOR THE OWNER DESIGNATED HEREON. ANY MODIFICATION, REVISION, DUPLICATION OR USE WITHOUT THE WRITTEN CONSENT OF VAN CLEEF ENGINEERING ASSOCIATES IS PROHIBITED. RELIANCE ON THIS PLAN FOR ANY PURPOSE OTHER THAN THAT WHICH IS INTENDED SHALL BE AT THE SOLE DISCRETION AND LIABILITY OF THE APPLICABLE PARTY.

BY: _____
SCOTT E. LOBDELL DATE
DELAWARE PROFESSIONAL ENGINEER NO. 12260

OFFICES THROUGHOUT NJ, EASTERN PA, AND DE
Van Cleef ENGINEERING ASSOCIATES
Consulting Civil Engineering
Environmental Engineering
Municipal Engineering
Land Surveying
Professional Planning
Landscape Architecture
630 CHURCHMANS ROAD, SUITE 105, NEWARK, DE 19702
EMAIL: NORTHERNDE@VCEA.ORG WEB: WWW.VCEA.ORG
PHONE (302) 368-3184 FAX (302) 368-7195

GRAPHIC SCALE
200 0 100 200 400 800
(IN FEET)
1 inch = 200 ft.

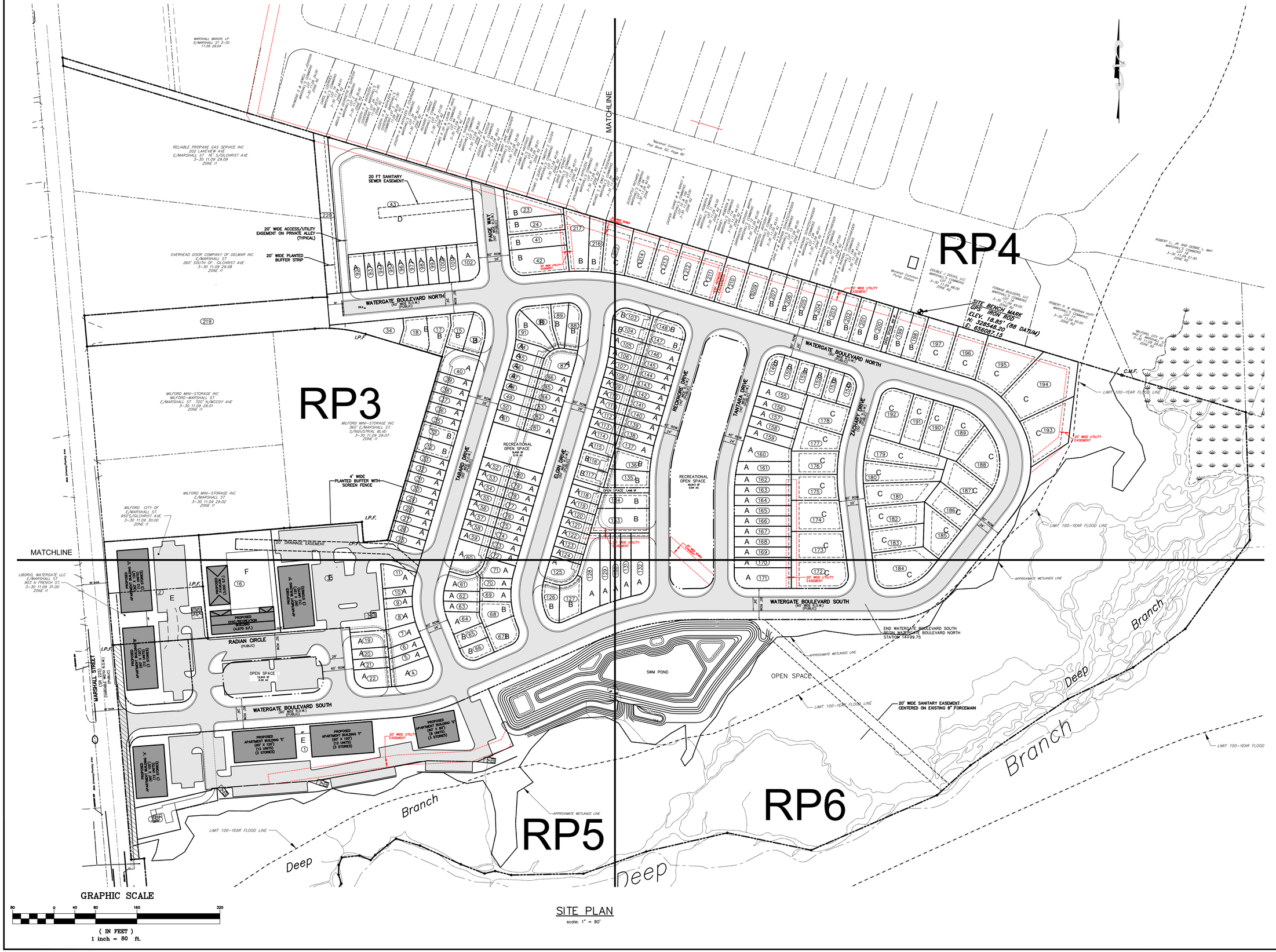
PROJECT: 1301MLD	DESIGNED BY: S.E.L.
DATE: 5/9/2016	DRAWN BY: E.P.C.
SCALE: AS NOTED	CHECKED BY: S.E.L.

WATERGATE AT MILFORD
FOR
LIBORIO WATERGATE, LLC
TAX MAP 3-30-11.09, PARCELS 29, 29.03, 30, 31, 32
SITUATED IN
CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

TITLE
COVER

RECORD PLAN

SHEET NUMBER
RP1



GRAPHIC SCALE

80 0 40 80 160 320

(IN FEET)
1 inch = 80 ft.

SITE PLAN
scale: 1" = 80'

PLAN NOTES

NO.	REVISION	DATE
1	Per Planning Dep. rev. letter dated 6/13/16	6/2016

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MISS UTILITY of DELMARVA

BEFORE YOU DIG CALL 1-800-282-8555 (DE & MD)
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BY: _____

SCOTT E. LOBDELL DATE
DELAWARE PROFESSIONAL ENGINEER NO. 12260

OFFICES THROUGHOUT NJ, EASTERN PA, AND DE

Van Cleef ENGINEERING ASSOCIATES

Consulting Civil Engineering
Environmental Engineering
Municipal Engineering

Land Surveying
Professional Planning
Landscape Architecture

630 CHURCHMANS ROAD, SUITE 105, NEWARK, DE 19702
EMAIL: NORTHERNDE@VCEA.ORG WEB: WWW.VCEA.ORG
PHONE (302) 368-3184 FAX (302) 368-7195

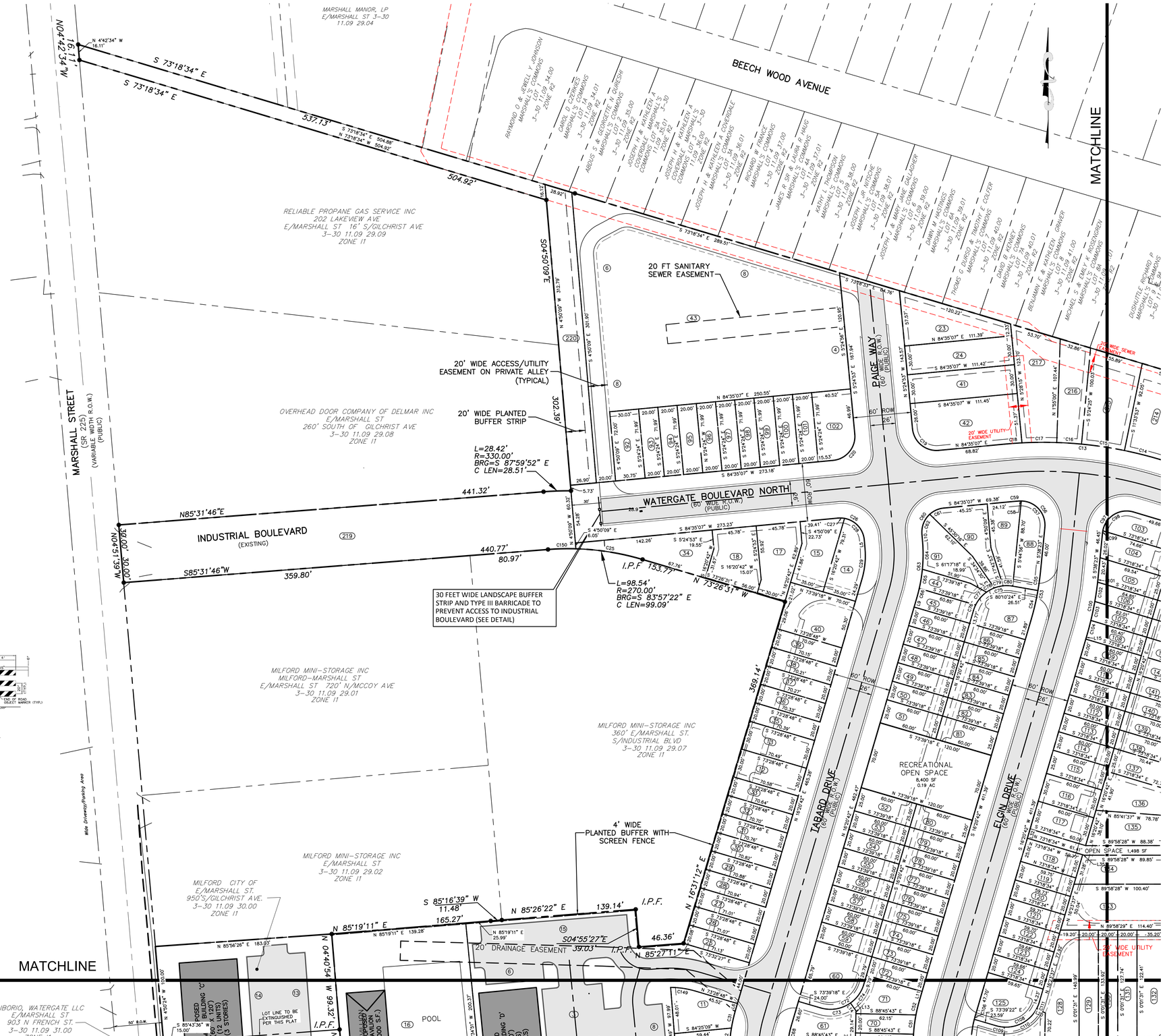
PROJECT: 1301MLD	DESIGNED BY: S.E.L.
DATE: 5/9/2016	DRAWN BY: E.P.C.
SCALE: AS NOTED	CHECKED BY: S.E.L.

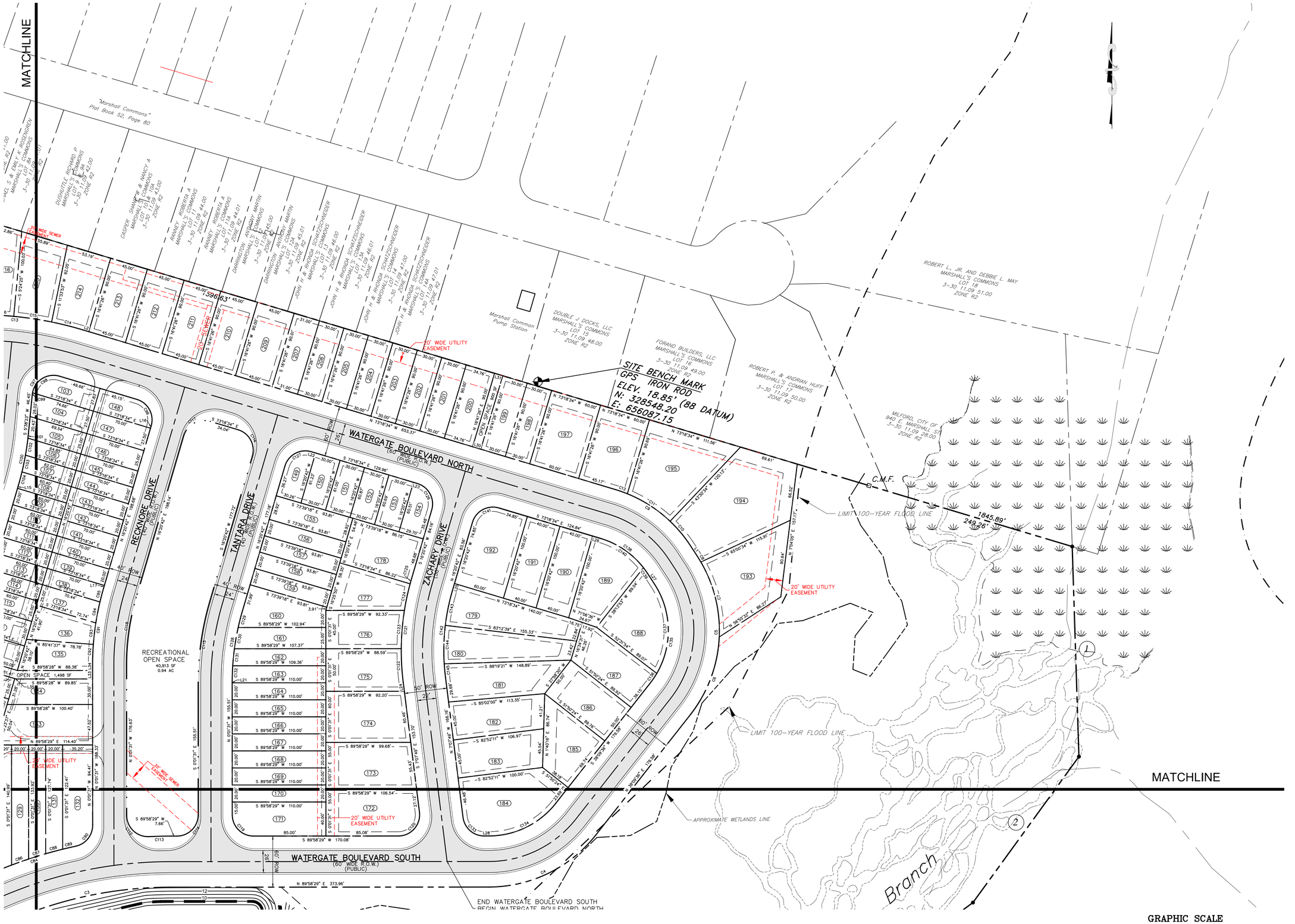
WATERGATE AT MILFORD
FOR
LIBORIO WATERGATE, LLC
TAX MAP 3-30-11.09, PARCELS 29, 29.03, 30, 31, 32
SITUATED IN
CITY OF MILFORD
KENT COUNTY, DELAWARE

TITLE
OVERALL SITE

RECORD PLAN

SHEET NUMBER
RP2


MARSHALL STREET
(SR 225)
(VARIABLE WIDTH R.O.W.)
(PUBLIC)
N04°42'34"W 611.34'
N 4°42'34" W 16.11'
S 73°18'34" E
537.13'
S 73°18'34" E 504.88'
N 73°18'34" W 504.92'
504.92'
MARSHALL MANOR, LP
E/MARSHALL ST 3-30
11.09 29.04
BEECH WOOD AVENUE
MATCHLINE
RAYMOND O. & JEWELL Y. JOHNSON
MARSHALL'S LOT 1 COMMONS
3-30 11.09 34.00
ZONE R2
CAROL D. FOWLKES
MARSHALL'S LOT 1A COMMONS
3-30 11.09 34.01
ZONE R2
ABDUS S. & GEORGETTE N. QURESHY
MARSHALL'S LOT 2 COMMONS
3-30 11.09 35.00
ZONE R2
JOSEPH H. & KATHLEEN A. COVERDALE
COMMON'S LOT 35.01
ZONE R2
JOSEPH H. & KATHLEEN A. COVERDALE
COMMON'S LOT 36.00
ZONE R2
JOSEPH H. & KATHLEEN A. COVERDALE
MARSHALL'S LOT 34 COMMONS
3-30 11.09 36.00
ZONE R2
RICHARD W. PRINCE
MARSHALL'S LOT 3 COMMONS
3-30 11.09 37.00
ZONE R2
JAMES R. SR. & LAURA K. HAUS
MARSHALL'S LOT 4 COMMONS
3-30 11.09 37.01
ZONE R2
KATHY L. THOMPSON
MARSHALL'S LOT 5 COMMONS
3-30 11.09 38.00
ZONE R2
JOSEPH T. JR. WITCHIE
MARSHALL'S LOT 6A COMMONS
3-30 11.09 38.01
ZONE R2
JOSEPH J. & MARY JANE GALLAGHER
MARSHALL'S LOT 6 COMMONS
3-30 11.09 39.00
ZONE R2
DANNY M. & HASTINGS
MARSHALL'S LOT 6B COMMONS
3-30 11.09 39.01
ZONE R2
THOMAS G. DURSO & TIMOTHY E. COLFER
MARSHALL'S LOT 7 COMMONS
3-30 11.09 40.00
ZONE R2
DAVID B. KENNEY
MARSHALL'S LOT 8 COMMONS
3-30 11.09 40.01
ZONE R2
BENJAMIN E. & KATHLEEN L. GRAVER
MARSHALL'S LOT 9 COMMONS
3-30 11.09 41.00
ZONE R2
MICHAEL S. & EMILY K. ROSENBERGER
MARSHALL'S LOT 10 COMMONS
3-30 11.09 42.01
ZONE R2
DUSHUTTE, RICHARD P.
MARSHALL'S LOT 11 COMMONS
3-30 11.09 43.00
RELIABLE PROPANE GAS SERVICE INC
202 LAKEVIEW AVE.
E/MARSHALL ST 16' S/GILCHRIST AVE
3-30 11.09 29.09
ZONE I1
S04°50'39"E 369.14'
S 73°18'34" E 289.57'
S 73°18'34" E 84.76'
20 FT SANITARY
SEWER EASEMENT
20' WIDE ACCESS/UTILITY
EASEMENT ON PRIVATE ALLEY
(TYPICAL)
PAIGE WAY
(50' WIDE R.O.W.)
(PUBLIC)
60' ROW
26'
20' WIDE SEWER EASEMENT
20' WIDE UTILITY EASEMENT
OVERHEAD DOOR COMPANY OF DELMAR INC
E/MARSHALL ST
260' SOUTH OF GILCHRIST AVE
3-30 11.09 29.08
ZONE I1
20' WIDE PLANTED
BUFFER STRIP
L=28.42'
R=330.00'
BRG=S 87°59'52" E
C LEN=28.51'
441.32'
N85°31'46"E
WATERGATE BOULEVARD NORTH
(50' WIDE R.O.W.)
(PUBLIC)
INDUSTRIAL BOULEVARD
(EXISTING)
N04°42'34"W 30.00'
440.77'
80.97'
S85°31'46"W
359.80'
I.P.F
153.77'
L=98.54'
R=270.00'
BRG=S 83°57'22" E
C LEN=99.09'
N 73°26'31" W
30 FEET WIDE LANDSCAPE BUFFER
STRIP AND TYPE III BARRICADE TO
PREVENT ACCESS TO INDUSTRIAL
BOULEVARD (SEE DETAIL)
MILFORD MINI-STORAGE INC
MILFORD-MARSHALL ST
E/MARSHALL ST 720' N/MCCOY AVE
3-30 11.09 29.01
ZONE I1
MILFORD MINI-STORAGE INC
360' E/MARSHALL ST.
S/INDUSTRIAL BLVD
3-30 11.09 29.07
ZONE I1
MILFORD MINI-STORAGE INC
E/MARSHALL ST
3-30 11.09 29.02
ZONE I1
MILFORD CITY OF
E/MARSHALL ST.
950'S/GILCHRIST AVE.
3-30 11.09 30.00
ZONE I1
4' WIDE
PLANTED BUFFER WITH
SCREEN FENCE
TABARD DRIVE
(50' WIDE R.O.W.)
(PUBLIC)
ELGIN DRIVE
(50' WIDE R.O.W.)
(PUBLIC)
RECREATIONAL
OPEN SPACE
0.19 AC
OPEN SPACE 1,498 SF
OPEN SPACE 8,400 SF
0.19 AC
N 16°31'12" E
369.14'
S 85°16'39" W
11.48'
165.27'
N 85°26'22" E
139.14'
I.P.F.
N 85°19'11" E
N 85°19'11" E 139.28'
N 85°19'11" E
25.99'
S04°55'27"E
46.36'
I.P.F.
N 85°27'11" E
20' DRAINAGE EASEMENT
39.03'
N 85°56'26" E 183.03'
N 04°40'54" W 99.32'
I.P.F.
LOT LINE TO BE
EXTINGUISHED
PER THIS PLAT
POOL
MATCHLINE
LIBORIO, WATERGATE LLC
E/MARSHALL ST.
903 N FRENCH ST.
3-30 11.09 31.00
ZONE I1
S 85°43'36" W
15.00'
50' R.O.W.
N 04°40'54" W 100.00'
S 89°58'28" W 89.85'
S 89°58'28" W 100.40'
N 89°58'29" E 114.40'
20' WIDE UTILITY
EASEMENT
S 89°58'28" W 88.38'
N 85°41'37" W 78.78'
S 73°18'34" E 72.44'
S 73°18'34" E 68.54'
S 73°18'34" E 74.66'
S 73°18'34" E 74.66'
S 73°18'34" E 74.66



PLAN NOTES

NO.	REVISION	DATE
1	Per Planning Dep. rev. letter dated 6/13/16	6/2016
2	Per Planning Dep. rev. letter dated 9/7/16	10/2016

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BY: _____
SCOTT E. LOBDELL DATE
DELAWARE PROFESSIONAL ENGINEER NO. 12260

OFFICES THROUGHOUT NJ, EASTERN PA, AND DE
Van Cleef ENGINEERING ASSOCIATES
Consulting Civil Engineering
Environmental Engineering
Municipal Engineering
Land Surveying
Professional Planning
Landscape Architecture
630 CHURCHMANS ROAD, SUITE 105, NEWARK, DE 19702
EMAIL: NORTHERNDE@VCEA.ORG WEB: WWW.VCEA.ORG
PHONE (302) 368-3164 FAX (302) 368-7195

PROJECT:	1301MLD	DESIGNED BY:	S.E.L.
DATE:	5/9/2016	DRAWN BY:	E.P.C.
SCALE:	AS NOTED	CHECKED BY:	S.E.L.

WATERGATE AT MILFORD
FOR
LIBORIO WATERGATE, LLC
TAX MAP 3-30-11.09, PARCELS 29, 29.03, 30, 31, 32
SITUATED IN
CITY OF MILFORD
KENT COUNTY, DELAWARE

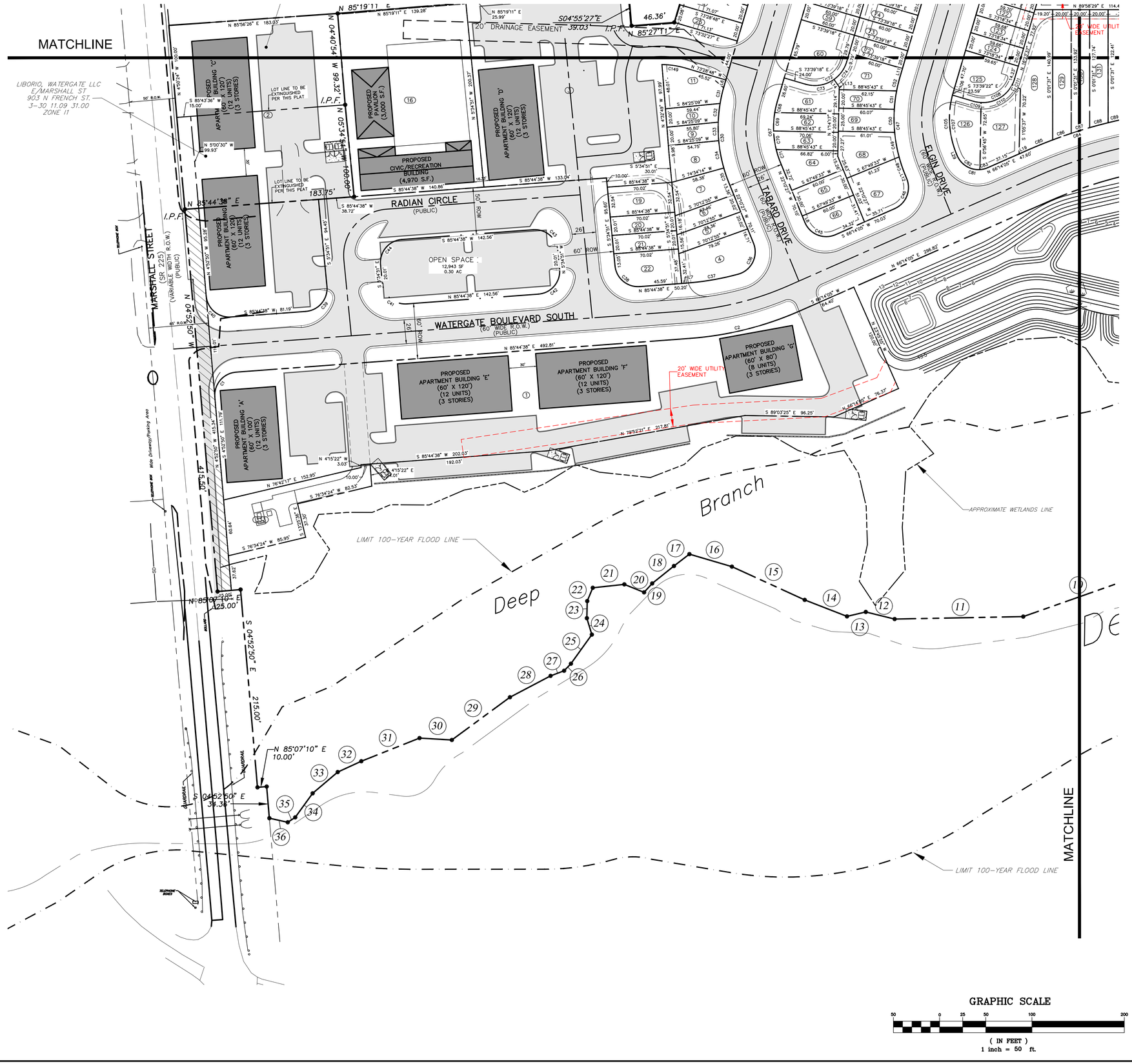
TITLE
RECORD PLAN

RECORD PLAN

SHEET NUMBER
RP4

BOUNDARY LINE TABLE

LINE	BEARING	DISTANCE
1	S 01°49'55" E	246.86'
2	S 35°58'52" W	211.89'
3	S 53°33'35" W	125.00'
4	S 64°12'46" W	139.60'
5	S 55°44'01" W	227.71'
6	S 48°12'36" W	86.55'
7	S 66°23'24" W	264.85'
8	N 78°19'22" W	165.20'
9	S 77°01'38" W	160.69'
10	S 70°35'00" W	128.40'
11	S 88°54'08" W	139.28'
12	N 76°09'01" W	32.21'
13	S 76°45'16" W	20.86'
14	N 68°44'00" W	49.15'
15	N 65°25'43" W	86.68'
16	N 73°35'35" W	47.93'
17	S 52°24'46" W	21.14'
18	S 51°17'41" W	30.16'
19	S 42°18'35" W	13.07'
20	N 67°57'56" W	23.05'
21	S 83°51'00" W	34.38'
22	S 22°34'02" W	15.65'
23	S 01°18'46" W	18.49'
24	S 17°02'36" E	18.59'
25	S 35°41'33" W	38.87'
26	S 44°08'12" W	10.57'
27	S 69°18'08" W	15.68'
28	S 62°13'27" W	49.76'
29	S 53°39'11" W	78.05'
30	N 86°36'49" W	35.03'
31	S 68°17'37" W	67.85'
32	S 65°19'30" W	28.13'
33	S 49°38'49" W	35.55'
34	S 36°01'32" W	32.15'
35	S 56°24'29" W	9.68'
36	N 77°22'38" W	20.41'



PLAN NOTES

NO.	REVISION	DATE
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BY: _____
SCOTT E. LOBDELL DATE
DELAWARE PROFESSIONAL ENGINEER NO. 12260

OFFICES THROUGHOUT NJ, EASTERN PA, AND DE
Van Cleef ENGINEERING ASSOCIATES
Consulting Civil Engineering
Environmental Engineering
Municipal Engineering
Land Surveying
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PHONE (302) 368-3184 FAX (302) 368-7195

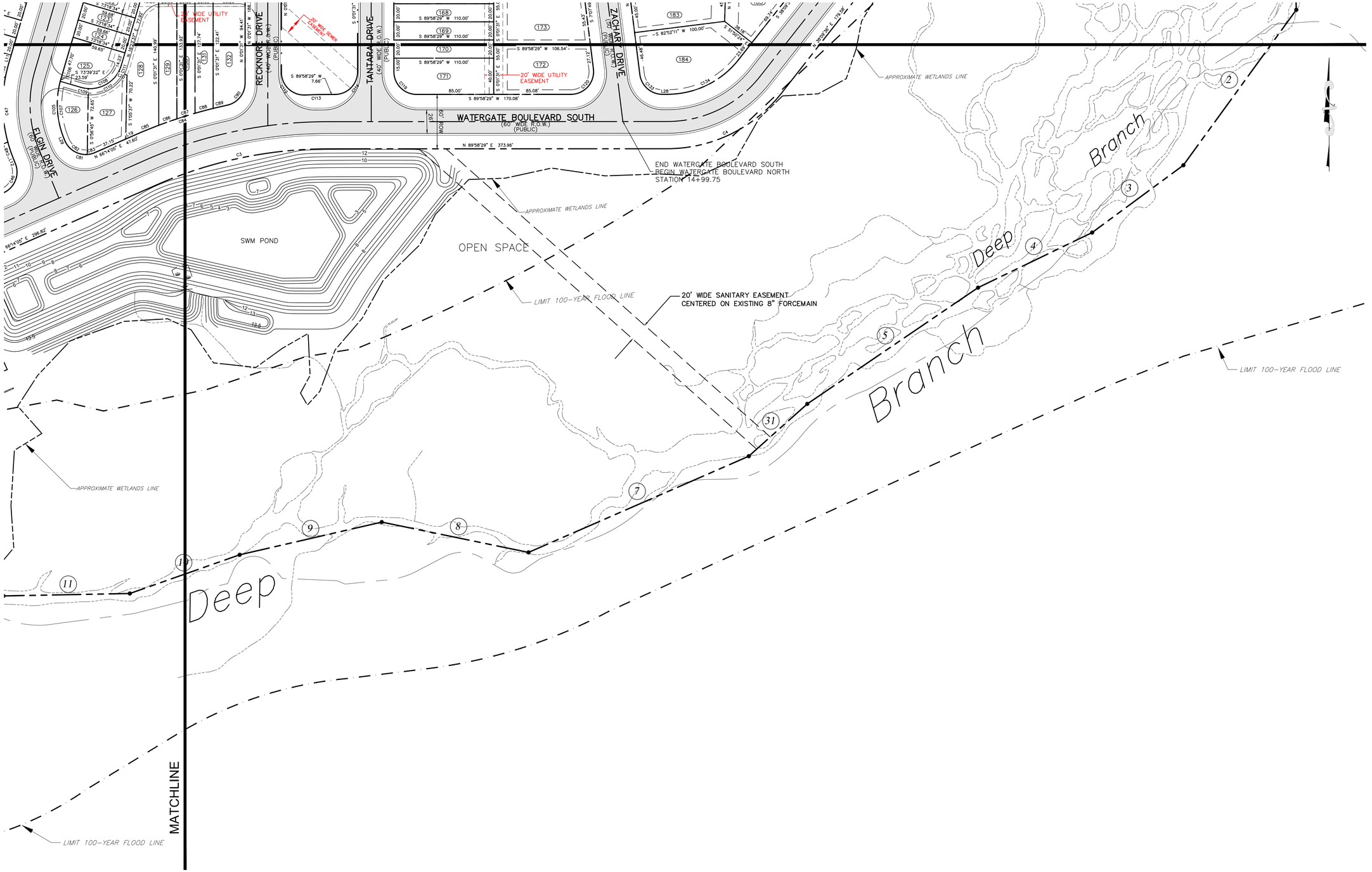
PROJECT: 1301MLD	DESIGNED BY: S.E.L.
DATE: 5/9/2016	DRAWN BY: E.P.C.
SCALE: AS NOTED	CHECKED BY: S.E.L.

WATERGATE AT MILFORD
FOR
LIBORIO WATERGATE, LLC
TAX MAP 3-30-11.09, PARCELS 29, 29.03, 30, 31, 32
SITUATED IN
CITY OF MILFORD
KENT COUNTY, DELAWARE

TITLE
RECORD PLAN

RECORD PLAN

SHEET NUMBER RP5



GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

PLAN NOTES

NO.	REVISION	DATE
1	Per Planning Dep. rev. letter dated 6/13/16	6/2016
2	Per Planning Dep. rev. letter dated 9/7/16	10/2016

MISS UTILITY
OF
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BY: _____
SCOTT E. LOBDELL DATE
DELAWARE PROFESSIONAL ENGINEER NO. 12260

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PROJECT: 1301MLD	DESIGNED BY: S.E.L.
DATE: 5/9/2016	DRAWN BY: E.P.C.
SCALE: AS NOTED	CHECKED BY: S.E.L.

WATERGATE AT MILFORD
FOR
LIBORIO WATERGATE, LLC
TAX MAP 3-30-11.09, PARCELS 29, 29.03, 30, 31, 32
SITUATED IN
CITY OF MILFORD
KENT COUNTY, DELAWARE

TITLE
RECORD PLAN

RECORD PLAN

SHEET NUMBER
RP6

PARCEL LINE TABLE

LINE NO.	LENGTH	BEARING
L1	14.81'	S 33°04'28" E
L2	7.44'	S 73°18'34" E
L5	9.10'	N 4°50'09" W
L6	6.69'	N 16°20'42" E
L7	4.61'	N 85°44'38" E
L8	7.37'	S 22°10'27" E
L9	10.08'	S 16°20'42" W
L10	7.41'	S 4°50'09" E
L11	9.50'	N 16°20'42" E
L12	5.26'	N 22°10'27" W
L13	2.87'	S 1°14'17" W
L14	10.00'	N 35°09'18" W
L15	3.69'	S 16°20'42" W
L16	2.99'	N 16°20'42" E
L17	3.20'	N 16°20'42" E
L18	27.72'	S 16°20'42" W
L19	10.45'	N 66°14'05" E
L20	10.00'	S 62°27'07" E
L21	0.51'	S 0°01'31" E
L22	5.11'	N 73°18'34" W
L23	4.85'	N 73°18'34" W
L24	10.69'	N 7°07'49" W
L25	8.71'	S 16°20'42" W
L26	9.98'	N 73°18'34" W
L27	14.81'	N 33°04'28" W
L28	5.44'	N 89°58'29" E
L29	2.20'	N 22°10'27" W
L30	10.00'	S 73°18'34" E
L31	10.00'	N 73°18'34" W
L32	10.00'	N 16°20'42" E
L33	10.00'	S 0°01'31" E
L34	6.40'	N 0°01'31" W
L35	1.64'	S 73°18'34" E

PARCEL CURVE TABLE

CURVE NO.	RADIUS	LENGTH	DELTA	CHORD LENGTH	CHORD DIRECTION
C1	25.00'	39.54'	90°37'27"	35.55'	S 40°25'54" W
C2	360.00'	122.58'	19°30'33"	121.99'	N 75°59'22" E
C3	470.00'	194.74'	23°44'24"	193.35'	N 78°06'17" E
C4	160.00'	144.69'	51°48'53"	139.81'	N 64°04'03" E
C5	160.00'	198.92'	71°14'05"	186.36'	N 2°32'34" E
C6	160.00'	99.09'	35°29'02"	97.51'	N 20°25'05" E
C7	160.00'	91.94'	32°55'26"	90.68'	S 13°47'09" E
C8	160.00'	7.89'	2°49'36"	7.89'	S 31°39'40" E
C9	160.00'	112.36'	40°14'05"	110.06'	N 53°11'31" W
C10	160.00'	37.46'	13°24'57"	37.38'	S 39°46'57" E
C11	160.00'	60.04'	21°30'00"	59.69'	S 57°14'26" E
C12	160.00'	14.85'	5°19'08"	14.85'	S 70°39'00" E
C13	420.00'	162.04'	22°06'19"	161.04'	N 84°21'43" W
C14	420.00'	37.58'	5°07'33"	37.56'	S 75°52'21" E
C18	420.00'	17.68'	2°24'44"	17.68'	N 85°47'29" E
C19	25.00'	39.27'	90°00'00"	35.36'	S 50°24'53" E
C20	25.00'	39.27'	89°59'45"	35.36'	S 39°35'07" W
C25	270.00'	70.18'	14°53'35"	69.98'	S 80°53'18" E
C26	25.00'	39.52'	90°34'44"	35.53'	N 50°07'31" W
C27	25.00'	6.83'	15°39'11"	6.81'	N 87°35'17" W
C28	25.00'	32.69'	74°55'33"	30.41'	N 42°17'55" W
C29	85.00'	31.42'	21°10'51"	31.24'	N 5°45'17" E
C30	160.00'	107.57'	38°31'09"	105.55'	N 2°54'52" W
C31	160.00'	19.47'	6°58'14"	19.45'	N 12°51'35" E
C32	160.00'	20.41'	7°18'31"	20.40'	N 5°43'13" E
C33	160.00'	20.06'	7°11'05"	20.05'	N 1°31'35" W
C34	160.00'	30.16'	10°47'55"	30.11'	N 10°31'05" W
C35	160.00'	17.47'	6°15'24"	17.46'	N 19°02'44" W
C36	25.00'	42.30'	96°56'33"	37.43'	N 26°17'50" E
C37	300.00'	57.47'	10°58'32"	57.38'	N 80°15'22" E
C38	25.00'	38.69'	88°40'30"	34.94'	S 49°55'07" E
C39	25.00'	39.85'	91°19'30"	35.76'	S 40°04'53" W
C40	25.00'	39.00'	89°22'32"	35.16'	N 49°34'06" W
C41	25.00'	38.69'	88°40'30"	34.94'	S 49°55'07" E
C42	25.00'	39.85'	91°19'30"	35.76'	N 40°04'53" E
C43	25.00'	38.69'	88°40'30"	34.94'	N 49°55'07" W
C44	25.00'	39.85'	91°19'30"	35.76'	S 40°04'53" W
C45	25.00'	39.96'	91°35'28"	35.84'	S 67°58'11" E
C46	25.00'	38.58'	88°24'32"	34.86'	N 22°01'49" E
C47	160.00'	107.57'	38°31'09"	105.55'	N 2°54'52" W
C48	160.00'	19.84'	7°06'21"	19.83'	N 18°37'16" W
C49	160.00'	27.03'	9°40'47"	27.00'	N 10°13'42" W
C50	160.00'	25.04'	8°58'04"	25.02'	N 0°54'16" W
C51	160.00'	20.12'	7°12'20"	20.11'	N 7°10'56" E
C52	160.00'	15.53'	5°33'36"	15.52'	N 13°33'54" E
C53	270.00'	50.45'	10°42'19"	50.37'	N 10°59'33" E
C54	270.00'	30.72'	6°31'06"	30.70'	N 13°05'09" E
C55	270.00'	19.73'	4°11'13"	19.73'	N 7°44'00" E
C56	25.00'	43.46'	99°36'04"	38.19'	N 44°09'39" W
C57	25.00'	41.27'	94°34'26"	36.74'	N 41°38'50" W
C58	25.00'	2.19'	5°01'38"	2.19'	S 88°33'08" W
C59	360.00'	9.13'	1°27'12"	9.13'	S 85°18'43" W
C60	25.00'	39.02'	89°25'16"	35.18'	S 39°52'29" W
C61	25.00'	16.13'	36°58'03"	15.85'	S 66°06'05" W
C62	25.00'	22.89'	52°27'13"	22.10'	S 21°23'28" W
C63	160.00'	59.15'	21°10'51"	58.81'	S 5°45'17" W
C64	160.00'	29.06'	10°24'17"	29.02'	S 0°22'00" W
C65	160.00'	20.17'	7°13'23"	20.16'	S 9°10'50" W
C66	160.00'	9.92'	3°33'11"	9.92'	S 14°34'07" W
C67	100.00'	67.23'	38°31'09"	65.97'	S 2°54'52" E
C68	100.00'	12.24'	7°00'51"	12.23'	S 12°50'17" W
C69	100.00'	20.05'	11°29'17"	20.02'	S 3°35'13" W
C70	100.00'	20.30'	11°37'43"	20.26'	S 7°58'17" E
C71	100.00'	14.64'	8°23'18"	14.63'	S 17°58'48" E
C72	36.00'	56.55'	90°00'00"	50.91'	N 61°20'42" E
C73	36.00'	32.36'	51°30'00"	31.28'	S 80°35'42" W
C74	36.00'	24.19'	38°30'00"	23.74'	S 35°35'42" W
C75	36.00'	52.45'	83°28'54"	47.93'	S 58°05'09" W
C76	36.00'	6.27'	9°58'21"	6.26'	N 21°19'53" E
C77	36.00'	17.61'	28°01'57"	17.44'	N 40°20'01" E
C78	36.00'	9.20'	14°38'08"	9.17'	N 61°40'04" E
C79	36.00'	9.40'	14°57'16"	9.37'	N 76°28'12" E
C80	36.00'	9.98'	15°52'46"	9.95'	S 88°06'47" E
C81	25.00'	39.96'	91°35'28"	35.84'	S 67°58'11" E
C82	25.00'	31.23'	71°34'40"	29.24'	N 57°57'47" W

PARCEL CURVE TABLE

CURVE NO.	RADIUS	LENGTH	DELTA	CHORD LENGTH	CHORD DIRECTION
C83	25.00'	8.73'	20°00'48"	8.69'	N 76°14'29" E
C84	530.00'	107.67'	11°38'22"	107.48'	N 72°03'16" E
C85	530.00'	28.97'	3°07'56"	28.97'	N 67°48'03" E
C86	530.00'	21.21'	2°17'36"	21.21'	N 70°30'49" E
C87	530.00'	20.94'	2°15'48"	20.93'	N 72°47'31" E
C88	530.00'	20.70'	2°14'16"	20.70'	N 75°02'32" E
C89	530.00'	15.85'	1°42'47"	15.85'	N 77°01'04" E
C90	25.00'	33.99'	77°53'58"	31.43'	N 38°55'28" E
C91	320.50'	91.57'	16°22'13"	91.26'	N 8°09'36" E
C93	320.50'	25.40'	4°32'28"	25.40'	N 6°34'37" E
C94	320.50'	25.13'	4°29'30"	25.12'	N 11°05'36" E
C95	320.50'	16.81'	3°00'21"	16.81'	N 14°50'32" E
C96	25.00'	39.12'	89°39'16"	35.25'	N 28°28'56" W
C97	25.00'	44.09'	101°03'03"	38.60'	S 56°09'55" W
C98	25.00'	42.11'	96°30'34"	37.31'	S 58°26'09" W
C99	25.00'	1.98'	4°32'29"	1.98'	S 7°54'38" W
C100	330.00'	61.66'	10°42'19"	61.57'	S 10°59'33" W
C101	330.00'	5.04'	0°52'30"	5.04'	S 6°04'38" W
C102	330.00'	20.22'	3°30'39"	20.22'	S 8°16'12" W
C103	330.00'	20.08'	3°29'09"	20.07'	S 11°46'06" W
C104	330.00'	16.32'	2°50'02"	16.32'	S 14°55'41" W
C105	100.00'	67.23'	38°31'09"	65.97'	S 2°54'52" E
C106	100.00'	2.86'	1°38'14"	2.86'	S 15°31'35" W
C107	100.00'	64.37'	36°52'55"	63.27'	N 3°43'59" W
C108	36.00'	56.52'	89°57'01"	50.89'	N 61°22'08" E
C109	36.00'	8.43'	13°25'26"	8.42'	S 80°22'04" E
C110	36.00'	40.99'	65°14'25"	38.81'	S 60°18'00" W
C111	36.00'	7.09'	11°17'10"	7.08'	S 22°02'12" W
C112	25.00'	40.46'	92°43'14"	36.18'	N 46°23'08" W
C113	530.00'	25.17'	2°43'14"	25.16'	S 88°36'52" W
C114	25.00'	39.27'	90°00'00"	35.36'	S 44°58'29" W
C115	338.00'	96.57'	16°22'13"	96.24'	S 8°09'36" W
C116	25.00'	39.12'	89°39'16"	35.25'	S 28°28'56" E
C117	25.00'	39.42'	90°20'44"	35.46'	N 61°31'04" E
C118	280.50'	80.14'	16°22'13"	79.87'	N 8°09'36" E
C119	25.00'	39.27'	90°00'00"	35.36'	S 45°01'31" E
C120	25.00'	42.37'	97°06'18"	37.48'	N 41°25'20" E
C121	300.00'	122.92'	23°28'31"	122.06'	N 4°36'27" E
C122	300.00'	39.49'	7°32'30"	39.46'	N 3°21'34" W
C123	300.00'	45.20'	8°37'56"	45.16'	N 4°43'39" E
C124	300.00'	31.91'	6°05'38"	31.89'	N 12°05'26" E
C125	300.00'	6.32'	1°12'27"	6.32'	N 15°44'29" E
C126	25.00'	39.12'	89°39'16"	35.25'	N 28°28'56" W
C127	25.00'	39.42'	90°20'44"	35.46'	S 61°31'04" W
C128	298.00'	85.14'	16°22'13"	84.85'	S 8°09'36" W
C129	298.00'	20.13'	3°52'16"	20.13'	S 14°24'34" W
C130	298.00'	25.40'	4°52'59"	25.39'	S 10°01'56" W
C131	298.00'	20.10'	3°51'54"	20.10'	S 5°39'29" W
C132	298.00'	19.51'	3°45'03"	19.51'	S 1°51'01" W
C133	25.00'	36.17'	82°53'42"	33.10'	S 48°34'40" E
C134	100.00'	90.43'	51°48'53"	87.38'	N 64°04'03" E
C135	100.00'	124.33'	71°14'05"	116.47'	S 2°32'34" W
C136	100.00'	13.89'	7°57'33"	13.88'	N 34°10'50" E
C137	100.00'	110.44'	63°16'32"	104.91'	N 1°26'12" W
C138	100.00'	70.22'	40°14'05"	68.79'	S 53°11'31" E
C139	100.00'	8.41'	4°48'57"	8.40'	N 35°28'57" W
C140	100.00'	61.82'	35°25'09"	60.84'	N 55°35'59" W
C141	25.00'	39.42'	90°20'44"	35.46'	S 61°31'04" W
C142	250.00'	102.43'	23°28'31"	101.72'	N 4°36'27" E
C143	250.00'	41.70'	9°33'21"	41.65'	S 11°34'02" W
C144	250.00'	45.25'	10°22'11"	45.18'	S 1°36'15" W
C145	250.00'	15.49'	3°32'59"	15.49'	S 5°21'20" E
C149	91.00'	25.90'	16°18'30"	25.81'	N 81°38'03" W
C150	270.00'	28.91'	6°08'08"	28.90'	N 88°35'50" E

LOT AREA TABLE

LOT NO.	AREA (SF)	AREA (AC)
1	79,495	1.82
2	50,462	1.16
3	44,178	1.01
4	3,210	0.07
5	1,526	0.04
6	1,408	0.03
7	2,076	0.05
8	1,959	0.04
9	1,101	0.03
10	1,148	0.03
11	2,448	0.06
12	2,116	0.05
13	2,113	0.05
14	2,414	0.06
15	2,664	0.06
16	28,066	0.64
17	2,963	0.07
18	3,036	0.07
19	2,278	0.05
20	1,400	0.03
21	1,400	0.03
22	2,497	0.06
23	3,893	0.09
24	3,342	0.08
25	1,425	0.03
26	1,421	0.03
27	1,419	0.03
28	1,418	0.03
29	1,417	0.03
30	1,416	0.03
31	1,415	0.03
32	1,413	0.03
33	1,412	0.03
34	3,579	0.08
35	1,407	0.03
36	1,406	0.03
37	1,405	0.03
38	1,404	0.03
39	1,402	0.03
40	3,515	0.08
41	3,343	0.08
42	5,553	0.13
43	48,760	1.12
44	1,273	0.03
45	1,202	0.03
46	1,200	0.03
47	1,200	0.03
48	1,200	0.03
49	1,200	0.03
50	1,200	0.03
51	1,500	0.03
52	1,500	0.03
53	1,200	0.03
54	1,200	0.03
55	1,200	0.03
56	1,200	0.03
57	1,200	0.03
58	1,200	0.03
59	1,200	0.03
60	3,669	0.08
61	2,164	0.05
62	1,400	0.03
63	1,376	0.03
64	2,089	0.05
65	1,800	0.04
66	1,792	0.04
67	2,894	0.07
68	2,486	0.06
69	1,505	0.03
70	1,218	0.03
71	2,081	0.05
72	1,200	0.03
73	1,200	0.03
74	1,200	0.03
75	1,200	0.03

LOT AREA TABLE

LOT NO.	AREA (SF)	AREA (AC)
76	1,200	0.03
77	1,200	0.03
78	1,200	0.03
79	1,200	0.03
80	1,500	0.03
81	1,500	0.03
82	1,200	0.03
83	1,200	0.03
84	1,200	0.03
85	1,200	0.03
86	1,200	0.03
87	2,729	0.06
88	2,292	0.05
89	2,175	0.05
90	2,716	0.06
91	2,732	0.06
92	2,188	0.05
93	1,440	0.03
94	1,440	0.03
95	1,440	0.03
96	1,440	0.03
97	1,440	0.03
98	1,440	0.03
99	1,440	0.03
100	1,440	0.03
101	1,440	0.03
102	2,783	0.06
103	1,946	0.04
104	1,984	0.05
105	1,679	0.04
106	1,266	0.03
107	1,222	0.03
108	1,202	0.03
109	1,200	0.03
110	1,200	0.03
111	1,200	0.03
112	1,200	0.03
113	1,200	0.03
114	1,200	0.03
115	1,500	0.03
117	1,800	0.04
119	1,195	0.03
121	1,194	0.03
122	1,194	0.03
123	1,193	0.03
124	1,193	0.03
125	2,726	0.06
126	2,218	0.05
127	3,060	0.07
128	4,942	0.11
129	2,748	0.06
130	2,615	0.06
131	2,500	0.06
132	4,088	0.09
133	5,104	0.12
135	2,814	0.06
136	2,519	0.06
137	1,786	0.04
138	1,402	0.03
139	1,400	0.03
140	1,400	0.03
141	1,400	0.03
142	1,400	0.03
143	1,400	0.03
144	1,400	0.03
145	1,400	0.03
146	1,750	0.04
147	1,925	0.04
148	1,816	0.04
149	1,720	0.04
150	1,834	0.04
151	1,829	0.04
152	1,823	0.04
153	1,818	0.04
154	1,662	0.04

LOT AREA TABLE

LOT NO.	AREA (SF)	AREA (AC)
155	2,713	0.06
156	1,876	0.04
157	1,876	0.04
158	1,876	0.04
159	1,876	0.04
160	3,669	0.08
161	2,633	0.06
162	2,170	0.05
163	2,196	0.05
164	2,200	0.05
165	2,200	0.05
166	2,200	0.05
167	2,200	0.05
168	2,200	0.05
169	2,200	0.05
170	2,200	0.05
171	4,266	0.10
172	5,870	0.13
173	5,671	0.13
174	5,757	0.13
175	4,489	0.10
176	4,045	0.09
177	3,946	0.09
178	4,716	0.11
179	5,764	0.13
180	5,181	0.12
181	5,433	0.12
182	4,727	0.11
183	4,657	0.11
184	7,431	0.17
185	4,461	0.10
186	4,492	0.10
187	4,861	0.11
188	5,678	0.13
189	5,133	0.12
190	4,000	0.09
191	4,000	0.09
192	5,864	0.13
193	7,746	0.18
194	11,704	0.27
195	8,469	0.19
196	5,403	0.12
197	5,400	0.12
199	2,700	0.06
200	3,129	0.07
201	2,700	0.06
202	2,700	0.06
205	2,700	0.06
206	2,700	0.06
207	2,790	0.06
209	4,050	0.09
210	4,050	0.09
211	4,050	0.09
212	4,050	0.09
213	4,050	0.09
214	4,445	0.10
215	4,791	0.11
216	2,988	0.07
217	5,001	0.11
219	28,183	0.65
220	8,268	0.19
333	6,788	0.16

PLAN NOTES

NO.	REVISION	DATE
1	Per Planning Dep. rev. letter dated 6/13/16	6/2016

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PLAN NOTATION
ONLY THOSE PLANS WHICH CONTAIN AN IMPRESSED SEAL OR A RED INK SEAL OF THE RESPONSIBLE PROFESSIONAL SHALL BE CONSIDERED VALID. THIS PLAN HAS BEEN SPECIFICALLY PREPARED FOR THE OWNER DESIGNATED HEREON. ANY MODIFICATION, REVISION, DUPLICATION OR USE WITHOUT THE WRITTEN CONSENT OF VAN CLEEF ENGINEERING ASSOCIATES IS PROHIBITED. RELIANCE ON THIS PLAN FOR ANY PURPOSE OTHER THAN THAT WHICH IS INTENDED SHALL BE AT THE SOLE DISCRETION AND LIABILITY OF THE APPLICABLE PARTY.

BY: _____
SCOTT E. LOBDELL DATE
DELAWARE PROFESSIONAL ENGINEER NO. 12260

OFFICES THROUGHOUT NJ, EASTERN PA, AND DE
Van Cleef ENGINEERING ASSOCIATES
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Environmental Engineering
Municipal Engineering
Land Surveying
Professional Planning
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EMAIL: NORTHERNDE@VCEA.ORG WEB: WWW.VCEA.ORG
PHONE (302) 368-3164 FAX (302) 368-7195

PROJECT: 1301MLD	DESIGNED BY: S.E.L.
DATE: 5/9/2016	DRAWN BY: E.P.C.
SCALE: AS NOTED	CHECKED BY: S.E.L.

WATERGATE AT MILFORD
FOR
LIBORIO WATERGATE, LLC
TAX MAP 3-30-11.09, PARCELS 29, 29.03, 30, 31, 32
SITUATED IN
CITY OF MILFORD
KENT COUNTY, DELAWARE

TITLE
LINE AND CURVE TABLES

RECORD PLAN

SHEET NUMBER
RP7

CITY OF MILFORD
PLANNING COMMISSION
Minutes of Meeting
November 15, 2016

The regular monthly meeting of the Milford Planning Commission was held in the Joseph Ronnie Rogers Council Chambers at Milford City Hall, 201 South Walnut Street, Milford, DE on Tuesday, November 15, 2016.

PRESIDING: Marvin Sharp
IN ATTENDANCE: Ed Holloway, Rae Mims, Andrew Fulton, Raymond Lynch, Michael Boyle
Also: City Solicitor David Rutt, Planning & Economic Activities Coordinator Rob Pierce, Deputy City Clerk Christine Crouch

Chairman Sharp called the meeting to order at 7:24 pm noting the absence of Ms. Pletcher

APPROVAL OF MINUTES
The minutes from the October 2016 Planning Commission were approved unanimously as presented.

UNFINISHED BUSINESS

NEW BUSINESS

Planning Coordinator Pierce read the public hearing procedure as follows:
The procedure of the public hearing at each Planning Commission meeting shall be as follows:
a) The Chair calls the public hearing to order.
b) The Chair calls on the City Planner or designee to read or explain the City's public hearing procedure.
c) The Chair identifies the application by name and number.
d) The Chair calls for the City Planner or designee to establish the hearing has been advertised as required by law and provides explanation of the application.
e) The Chair calls for the applicant or their representative to present the application.
f) The Chair accepts testimony from all those who favor the application.
g) The Chair accepts testimony from all those who oppose the application.
h) The Chair accepts testimony from all those who neither in favor nor opposed to the application, but wish to provide relevant information.
i) During the receipt of testimony, individual Commissioners may interrupt the person speaking from time to time in order to ask questions of clarification, provided he/she receives permission from the Chair. Others may also wish to do so and will be given that opportunity after first receiving recognition from the Chair.
j) Not more than one person may speak at a time.
k) When everyone has had an opportunity to speak, the Chair declares the public hearing on the application closed.

l) The Commissioners discuss the application based on the merits presented and the Chair will call for a motion.

City of Milford; Project 16-013
Change of Zone
Marshall Street
Tax Map 3-30-11.09-030.00
Current Zoning I1 (Limited Industrial), Proposed Zoning: R3 (Garden Apartment & Townhouse District)
Recommendation/Ordinance 2016-21

Liborio Watergate LLC; Project 16-013
Change of Zone
643 Marshall Street
Tax Map 3-30-11.09-031.00
Current Zoning I1 (Limited Industrial), Proposed Zoning: R3 (Garden Apartment & Townhouse District)
Recommendation/Ordinance 2016-22

Planning Coordinator Pierce will be discussing the first and second items on the agenda at the same time, however separate motions are required.

He referred to the staff report included in the packet which read as follows:

Background information:
On November 27, 2006, City Council granted Final Subdivision approval to Lyndalia Land Company for the Watergate Planned Unit Development. The subdivision proposed 303 total units, with a mixture of single family detached, semi-detached, townhouses, multi-family, live-work units and a community facility.

In 2012, the property was sold to Liborio Watergate LLC.

In 2015, Liborio Watergate LLC granted permission for the City of Milford to construct a new sanitary sewer force main through proposed lots 130-137 as part of capacity upgrades to the Shawnee Acres Pump Station. As a result, the owner agreed to relocate these proposed units to other areas in the subdivision and rerecord the subdivision plan.

In the spring of 2015, while reviewing the inventory of vacant city-owned land, it was determined that the City owned a parcel adjacent to the Watergate subdivision along Marshall Street. The City contacted the owner of Watergate to see if there was any interest in purchasing the land from the City for the appraised value. The City and Liborio Watergate LLC agreed to terms and entered into a sales agreement contingent upon a change of zone and subdivision approvals.

The applicant proposed to incorporate these parcels into the overall Watergate project.

Staff recommendation:
Based on the information presented, the City of Milford Code, and the Comprehensive Plan, staff submits the following regarding the request to amend the Zoning Map:

The property is surrounded by industrial and residential zoning districts. The properties to the north and east are zoned I-1 (Limited Industrial District). The properties to the east and south are zoned R-3 (Garden Apartment and Townhouse District).

When combined with the adjacent Watergate subdivision plan, the proposed change of zone meets all area regulations outlined in Chapter 230-11 – R-3 Garden Apartment and Townhouse District.

The proposed rezoning meets the conditions for approval based on the following:

The new zoning classification conforms to the Comprehensive Plan for the City of Milford in relation to land use and intensity of nonresidential buildings and location.

The subject parcels are designated moderate density residential on the 2008 Comprehensive Plan Future Land Use maps. An R-3 (Garden Apartment & Townhouse District) zoning designation is a suitable zoning category within the moderate density residential future land use. The current I-1 limited industrial zoning is not in conformance with the Comprehensive Plan future land use maps.

Transportation facilities, water and sewerage systems, storm drainage systems, schools and fire suppression facilities adequate to serve the proposed use are either in existence or programmed for construction.

The subject parcels will be accessed through the internal roadways for the Watergate subdivision. Structures on these parcels will be connected to the existing water, sewer and electric infrastructure within the Watergate subdivision. The land development plan will require no objection letters or approval letters from the Sussex Conservation District, DelDOT and the State Fire Marshal's Office.

There is compatibility between the uses of the property as reclassified and the surrounding land uses, so as to promote the health, safety and welfare of present and future residents of the county.

The subject parcels are adjacent to an approved Planned Unit Development with a mixture of single family detached, semi-detached, townhouse and multi-family structures. The subject parcels are also adjacent to an existing storage facility and soil, mulch and stone depot.

Chairman Sharp called for public comments.

Scott Lobdell with Van Cleef Engineering on behalf of the applicant commended Mr. Pierce on his comments and added no additional comments other than the two parcels being incorporated into Watergate will allow the developer to make up some units that were lost when correcting some questionable construction of utilities.

Hearing no additional comments, Chairman Sharp closed the public hearing.

Mr. Fulton asked if since the city and Liborio entered into a sales agreement the change of zone had pretty much already been decided. Planning Coordinator Pierce replied no. If the change of zone and amendment to the conditional use are not approved the agreement becomes void.

Mr. Fulton questioned where the units in question are located. Planning Coordinator Pierce indicated their location on a map projected overhead, but explained more details about this will be reviewed during the next public hearing. This is for the changes of zone only.

Mr. Fulton made a motion to recommend approval of Ordinance 2016-21, seconded by Mr. Lynch. Motion carried unanimously following a poll of the commission.

ORDINANCE 2016-21
Change of Zone/Lands belonging to City of Milford
Tax Parcel 3-30-11.09-030.00
.42 +/- Acres
Current Zone I1/Proposed Zone R3

AN ORDINANCE OF THE CITY OF MILFORD, DELAWARE to amend the zoning map of the City of Milford by rezoning .42 +/- acres of real property from I1 to R3 on Marshall Street, Milford, Delaware. Present Use: Vacant. Proposed Use: Watergate subdivision. Tax Map and Parcel: 3-30-11.09-030.00.

WHEREAS, the City of Milford Planning Commission will consider the change of zone application at a Public Hearing on November 15, 2016; and

WHEREAS, Milford City Council will hold a Public Hearing on December 12, 2016 to allow for public comment and further review of the ordinance; and

WHEREAS, it is deemed in the best interest of the City of Milford to allow a change of zone as herein described.

NOW, THEREFORE, the City of Milford hereby ordains as follows:

Upon the adoption of this ordinance, tax map and parcels 3-30-11.09-030.00, owned by City of Milford located on Marshall Street, is hereby zoned R3.

Dates:
Planning Commission Review & Public Hearing: November 15, 2016
City Council Introduction: November 28, 2016
City Council Public Hearing: December 12, 2016
Adoption: December 12, 2016
Effective: December 22, 2016
This ordinance shall take effect and be in force ten days after its adoption.

For additional information, please contact Rob Pierce in the Planning Department at Milford City Hall either by e-mail at RPierce@milford-de.gov or by calling 302-424-3712.

Advertised: Beacon 102616

Mr. Fulton made a motion to recommend approval of Ordinance 2016-22, seconded by Mr. Holloway. Motion carried unanimously following a poll of the commission.

ORDINANCE 2016-22
Change of Zone/Lands belonging to Liborio Watergate LLC
Tax Parcel 3-30-11.09-031.00
.42 +/- Acres
Current Zone I1/Proposed Zone R3

AN ORDINANCE OF THE CITY OF MILFORD, DELAWARE to amend the zoning map of the City of Milford by rezoning .42 +/- acres of real property from I1 to R3 at 643 Marshall Street, Milford, Delaware. Present Use: Vacant. Proposed Use: Watergate subdivision. Tax Map and Parcel: 3-30-11.09-031.00.

WHEREAS, the City of Milford Planning Commission will consider the change of zone application at a Public Hearing on November 15, 2016; and

WHEREAS, Milford City Council will hold a Public Hearing on December 12, 2016 to allow for public comment and further review of the ordinance; and

WHEREAS, it is deemed in the best interest of the City of Milford to allow a change of zone as herein described.

NOW, THEREFORE, the City of Milford hereby ordains as follows:

Upon the adoption of this ordinance, tax map and parcels 3-30-11.09-031.00, owned by Liborio Watergate LLC located at 643 Marshall Street, is hereby zoned R3.

Dates:
Planning Commission Review & Public Hearing: November 15, 2016
City Council Introduction: November 28, 2016
City Council Public Hearing: December 12, 2016
Adoption: December 12, 2016
Effective: December 22, 2016
This ordinance shall take effect and be in force ten days after its adoption.

For additional information, please contact Rob Pierce in the Planning Department at Milford City Hall either by e-mail at RPierce@milford-de.gov or by calling 302-424-3712.

Advertised: Beacon 102616

Liborio Watergate LLC; Project 16-014
Amended Conditional Use (Planned Unit Development) and Preliminary Major Subdivision
Marshall Street
Tax Map 3-30-11.09-029.00; -029.03; -30.00 through -032.00; 3-30-11.09-101.00 through -304.00
Zoning R3 (Garden Apartment & Townhouse District)
Recommendation/Ordinance 2016-23

Planning Coordinator Pierce referred to the staff report included in the packet which read as follows:

Background information:
On November 27, 2006, City Council granted Final Subdivision approval to Lyndalia Land Company for the Watergate Planned Unit Development. The subdivision proposed 303 total units, with a mixture of single family detached, semi-detached, townhouses, multi-family, live-work units and a community facility.

In 2012, the property was sold to Liborio Watergate LLC.

In 2015, Liborio Watergate LLC granted permission for the City of Milford to construct a new sanitary sewer force main through proposed lots 130-137 as part of capacity upgrades to the Shawnee Acres Pump Station. As a result, the owner agreed to relocate these proposed units to other areas in the subdivision and rerecord the subdivision plan.

In the spring of 2015, while reviewing the inventory of vacant city-owned land, it was determined that the City owned a parcel adjacent to the Watergate subdivision along Marshall Street. The City contacted the owner of Watergate to see if they would be interested in purchasing the land from the City for the appraised value. The City and Liborio Watergate LLC agreed to terms and entered into a sales agreement contingent upon a change of zone and subdivision approvals.

Applicant is seeking to modify the Planned Unit Development to include an additional 0.84 +/- acres of land into the subdivision plan and reduce the number of overall units from 303 to 300. Additional changes between the original approval and the proposed conditions are outlined in Section II below.

Proposed changes:
Number and Type of Units – Below is a breakdown of the number and types of units based on the 2006 approved plans, the 2008 recorded plans and the proposed conditions. The overall number of units will decrease. The applicant proposes to reduce the number of duplexes and single family detached dwelling units and increase the number of mansion apartments and townhome units. The applicant proposes to remove the live-work component in its entirety.

	11/28/2006	6/9/2008	Proposed
Townhouse	127	126	129
Duplex	58	60	48

Single Family	35	34	33
Single Family Court	19	19	10
Mansion Apartments	24	24	80
Live/Work Units	40	40	0
	303	303	300

Open Space – The applicant proposes to slightly increase the amount of open space in the subdivision. The area impacted by the sewer easement will become one large community open space in the center of the subdivision.

	11/28/2006	6/9/2008	Proposed
Open Space	19.07	19.07	19.53
	40.97%	40.97%	41.21%
Density	12.88	12.88	12.41
Total Area	46.54	46.54	47.39

The City Engineer and Planning staff had concerns regarding the proposed one-way streets within the center of the community. The applicant has agreed to make these one-way streets two-way and widen them to a paved width of 24 feet. These streets are adjacent to the proposed community open space.

	11/28/2006	6/9/2008	Proposed
Recknore/Tantara ROW	30	30	40
Road Width	16	16	24

Below are the bulk standards and area requirements that were approved by City Council in 2006. The applicant will be allowed to maintain these less than minimum standards.

		SFD		Duplex		Townhouse		Mansion Apts	
		*R	*P	*R	*P	*R	*P	*R	*P
Lot Size	Interior	7500	4000	4000	1700	2000	1200		
	Corner	7500	4000	4000	1700	2000	1200		
Frontage		60	40	40	30		20	50	
Setbacks	Front	30	5	30	5		0		5
	Side	8	5	8	5		0		5
	Rear	15	15	15	5		5		5
Lot Coverage		45	44	30	43	60	75	20	61

*R = Required
*P = Provided

Staff analysis:

Based on the information presented, the City of Milford Code and the Comprehensive Plan, staff submits the following regarding the request for an Amendment to a Conditional Use Planned Unit Development approval:

Evaluation based on "Criteria for Planned Unit Residential Development" as provided in Chapter 230-48.1

- The original Planned Unit Development was approved in 2006 and the applicant has agreed to make the changes outlined in Section II above to the subdivision layout and design that are beneficial to both the City and the applicant. If City Council decides to deny the application, the owner still has the right to construct the subdivision as previously approved without the proposed enhancements.

The following comments must be addressed prior to final site plan approval:

- Final Site Plan approval will require approvals or no objection letters from State Fire Marshal's Office, DelDOT and Sussex Conservation District.
- Applicant must obtain final approval of engineering plans from the Public Works Department.
- Address additional department and agency comments outlined in Section IV.

In addition, Planning Coordinator Pierce will require an extension of the right of way in front of parcel -030.00 and -031.00 to accommodate a sidewalk or multi modal path.

There are other issues that have been ongoing for a while now with this subdivision that are identified on the title sheet of the plans. There have been terms, due a settlement, drafted by the Court of Chancellery between neighboring properties over some property disputes and the city is involved in that. Planning Coordinator Pierce's recommendation is to make the preliminary approval of this subdivision and amendment to the conditional use conditional to the terms and conditions of the settlement agreement of Milford Mini Storage Inc v Liborio Watergate LLC and the City of Milford.

As mentioned in the packet, there are additional comments from the planning department that were minor in nature that will be carried over to the final approval along with comments from the engineering consultant.

A lot of the apartment units will be moved out to the front area now. They were townhouses before. There is a relocation of units in the center open space. There was minor re-alignment of units in one area and added a few more townhouses and eliminated an unnecessary semi-circle. The units abutting neighboring homes remain untouched and will be single family next to single family and duplex next to duplex.

There were some other general alignment changes to the lots that were accommodated through this but it was more tweaking and making them more perpendicular to the right of way.

Mr. Boyle referred to item 11 on the comment sheet sent to the engineering firm and asked about the right of way on Radian Circle. Planning Coordinator Pierce explained a section of Radian Circle, as shown on the plans submitted, would be on private property and they would have to

maintain the paving. Mr. Boyle confirmed Radian Circle was constructed to city standards and these streets will eventually be dedicated to the city for maintenance, but not alleys, which will be privately owned.

Mr. Scott Lobdell with Van Cleef Engineering, on behalf of the applicant, stated the right of way on Radian Circle will be resolved by accommodating Mr. Pierce's request. Any other outstanding issues noted by Mr. Pierce will also be resolved as well, prior to applying for final approval.

In a meeting with the neighboring property owner, Mr. Wiley, presented some requests and the developer has agreed to those requests pending the city's approval.

First, to prevent his site's visibility from being blocked, Mr. Wiley has asked for the first 85' of landscaping from the road back to be limited to 3' tall. The applicant has agreed to this request so long as the City is ok with this being noted on the plan.

Second, the access road identified on the plans as Watergate Blvd North, formerly known as Industrial Blvd, was to be closed off and barriers at the end. According to Planning Coordinator Pierce, the City would work with the applicant and owners to see if DelDOT would be amicable to leaving the road open. As part of the settlement agreement, per Mr. Lobdell, Mr. Wiley is requesting access from his property (parcel -029.07) to Watergate Blvd North.

Mr. Boyle noted there does not seem to be a lot of parking in the townhome areas and asked if the streets are wide enough for on street parking. Mr. Lobdell confirmed there are two spaces per unit provided for in the plan. Based on the lot design, some of those spaces will need to be via a garage space. If on street parking is needed, it will only be permitted on one side of the street because the streets are too narrow to allow parking on both sides. 750 parking spaces are required and 697 have been provided.

When asked if all the units in this subdivision will be rentals, Mr. Lou Ramuno of Liborio Watergate LLC stated right now what is constructed is rental but the goal is to eventually sell all units, except the apartments, when the market improves.

Chairman Sharp called for public comments.

Mr. John Pardee of Baird, Mandalas, Brockstedt LLC spoke on behalf of his client, Mr. Joe Wiley who owns Milford Mini Storage and Milford Rent All. His client was in opposition with this plan however they met with Mr. Ramuno and Mr. Lobdell prior to the hearing and based on changes they are willing to make to the plans, Mr. Pardee's client is now in favor of the project.

Those changes to the plan include:

1. Change Note 11 on the title page of the plan to read "Lot 218 to be conveyed to Milford Rent All…" The change is from Milford Mini Storage.

2. Note 12 on the title page of the plan, second sentence under Conditions reads "Parcel shall only be used for access to Industrial Blvd and not for access to Watergate Blvd North". Mr. Pardee's client would like to have that sentence be revised in some fashion to reflect that the parcel (lot 34) would be able to have access to Industrial Blvd and just a portion of Watergate Blvd North. He is agreeable with one direction access only from Watergate subdivision to Mr. Wiley's property in order to prevent traffic from entering into the subdivision and enable residents of Watergate subdivision to gain access to the mini storage site.

3. On parcels currently identified as -030.00 and -031.00, 85' from the right of way to the rear of the parcel the landscaping have a height limitation of 3' tall in order to prevent blocking visibility to Mr. Wiley's businesses.

Hearing no further public comments, Chairman Sharp closed the public hearing.

Ms. Mims made a motion to recommend approval of Ordinance 2016-23, seconded by Mr. Holloway.

Mr. Fulton questioned the requests from the neighboring property owner and whether those should be made part of the approval. Solicitor Rutt felt they should be conditions of approval.

Ms. Pletcher arrived at 8:16 pm.

Ms. Mims amended her motion to recommend approval of Ordinance 2016-23 subject to:
-Pursuant to terms and conditions of legal action pending in Chancellery Court;
-Amend the buffer requirement to 3' on the north side of parcel -030.00 with an 85 depth;
-Amend Note 12 regarding access to parcel 34 pending details and agreement between the neighboring property owner and requester as well as right of way be eliminated by the requester; and
-Amend Note 11 on the title page of the plan to read "Lot 218 to be conveyed to Milford Rent All…".

Mr. Fulton seconded Ms. Mims motion. Motion carried unanimously with Ms. Pletcher abstaining because she just arrived as the motion was being made.

Ordinance 2016-23

Liborio Watergate LLC for a Conditional Use for an amended Planned Unit Development and a Preliminary Major Subdivision of 47.39 +/- acres in an R3 (Garden Apartment and Townhouse) Zoning District. Property is located on the east side of Marshall Street approximately 650 feet north of the Elks Lodge Road intersection, Milford, Delaware. Present Use: Townhouses and Vacant Land; Proposed Use: 43 Single Family units, 48 Duplex units, 129 Townhouse units, 80 Apartment units for a total of 300 unit subdivision. Tax Map 3-30-11.09-029.00; -029.03; -30.00 through -032.00; 3-30-11.09-101.00 through -304.00.

WHEREAS, the City of Milford Planning Commission will consider the conditional use application at a Public Hearing on November 15, 2016; and

WHEREAS, Milford City Council will hold a Public Hearing on December 12, 2016 to allow for public comment and further review of the ordinance; and

WHEREAS, it is deemed in the best interest of the City of Milford to allow a Conditional Use for an amended Planned Unit Development and a Preliminary Major Subdivision as herein described.

NOW, THEREFORE, the City of Milford hereby ordains as follows:

Section l. Upon the adoption of this ordinance, Liborio Watergate LLC is hereby granted a Conditional Use Permit to allow an amended Planned Unit Subdivision and a Preliminary Major Subdivision to be known as Watergate in accordance with the application, approved plans and any conditions set forth at the Public Hearings.

Section 2. Construction or operation shall commence within one year of the date of issuance of the permit otherwise the conditional use becomes void.

Section 3. Dates.
Planning Commission Review & Public Hearing: November 15, 2016
City Council Introduction: November 28, 2016
City Council Public Hearing: December 12, 2016
Adoption: December 12, 2016
Effective: December 22, 2016
This ordinance shall take effect and be in force ten days after its adoption.

For additional information, please contact Rob Pierce in the Planning Department at Milford City Hall either by e-mail at RPierce@milford-de.gov or by calling 302-424-3712.

Advertised: Beacon 102616

ADJOURN

With no further business, the meeting adjourned at 8:18 pm.

Respectfully submitted,

Christine R. Crouch, CMC
Deputy City Clerk

MILFORD CITY COUNCIL
MINUTES OF MEETING
December 12, 2016

Milford City Council held a Public Hearing on Monday, December 12, 2016 in the Joseph Ronnie Rogers Council Chambers at Milford City Hall, 201 South Walnut Street, Milford, Delaware.

PRESIDING:	Mayor Bryan W. Shupe
IN ATTENDANCE:	Councilmembers Arthur Campbell, Lisa Ingram Peel, James Burk, Owen Brooks Jr., Douglas Morrow, James Starling Sr. and Katrina Wilson
	City Manager Eric Norenberg, Police Chief Kenneth Brown and City Clerk Terri Hudson
COUNSEL:	City Solicitor David Rutt, Esquire

Mayor Shupe called the Public Hearing to order at 7:00 p.m.

City Planning Coordinator Rob Pierce was also present.

ADOPTION/ORDINANCE 2016-21

Change of Zone/Lands belonging to City of Milford
Tax Parcel 3-30-11.09-030.00
.42 +/- Acres
Current Zone I1/Proposed Zone R3 Zoning District
East side of Marshall Street approximately 850 feet north of Elks Lodge Road intersection
Present Use: Vacant. Proposed Use: Watergate Subdivision

ADOPTION/ORDINANCE 2016-22

Change of Zone/Lands belonging to Liborio Watergate LLC
Tax Parcel 3-30-11.09-031.00
.42 +/- Acres
Current Zone I1/Proposed Zone R3 Zoning District
643 Marshall Street
Present Use: Vacant. Proposed Use: Watergate Subdivision

ADOPTION/ORDINANCE 2016-23

Liborio Watergate LLC for a Conditional Use
Amended Planned Unit Development and Preliminary Major Subdivision
Tax Map 3-30-11.09-029.00; -029.03-30.00 through -032.00; 3-30-11.09-101.00 through -304.00.
47.39 +/- acres in an R3 (Garden Apartment and Townhouse) Zoning District
East side of Marshall Street approximately 650 feet north of Elks Lodge Road Intersection
Present Use: Townhouses and Vacant Land
Proposed Use: 43 Single Family units, 48 Duplex units, 129 Townhouse units,
80 Apartment Units for Total of 300 Unit Subdivision

Mr. Pierce explained that he will talk about all three items on the agenda at the same time because it all relates to the Watergate Subdivision project.

He noted that the parcels are located along Marshall Street north of the Elks Lodge Road intersection. They are currently zoned I-1 and the request is to downzone to R3.

Because the Comprehensive Plan designation is moderate density residential, the applications would bring the land into compliance. Currently both parcels are vacant and the plan is to incorporate them into the existing planned unit development (PUD) known as the Watergate Subdivision.

Of the two parcels proposed for the change of zone, one parcel is owned by the City of Milford and the other is owned by Liborio Watergate LLC.

The Planning Coordinator recalled the final approval of the PUD was granted by Council to Lyndalia Land Company in November 2006. The subdivision proposed 303 total units with a mixture of single family detached, semi detached, townhouses, multi-family and live/work units in a community facility. In 2012, the property was sold to Liborio Watergate. In 2015, Liborio Watergate granted permission for the City to construct a new sanitary sewer forcemain thru a portion of the lots in the center of the community as part of the Shawnee Acres capacity upgrades. The owner agreed to relocate those units which, according to Mr. Pierce, is being handled in the next application.

In the spring of 2015, it was determined the City owned a parcel adjacent to Watergate. The City contacted the owner who expressed an interest in purchasing the property. An appraisal was then done and Liborio and the City of Milford agreed to the terms of the appraised value which is reason that parcel is proposed to be rezoned.

Mr. Pierce then referenced an analysis of the adjacent uses. This community is surrounded by industrial residential zoning districts. Properties to the north and west are zoned I-1 and those east and south are zoned R-3. When combined with the Watergate Subdivision, the proposed change of zone meets the area regulations outlined in Section 230-11 of the City of Milford Code.

The application was reviewed by the Planning Commission at their November meeting who recommended approval by a unanimous vote.

There being no questions of City Council, Mayor Shupe asked the applicant for comments.

Scott Lobdell of Van Cleef Engineering spoke on behalf of the applicant. He stated that the City Planning Coordinator covered the items from their perspective. The rezoning of the two parcels help fix some subdivision issues that were found through the redesign process. He feels Council will have a better understanding of the need for the change of zone once the next matter is discussed.

The Planning Coordinator continued by referencing the next staff analysis report for the amended PUD/Conditional Use application. He explained the applicant is seeking a modified PUD which would include the two parcels for an additional .84 acres. This would essentially reduce the number of overall units in the subdivision from 303 to 300. The proposed conditions are outlined in the staff report.

Mr. Pierce also referenced the breakdown in the number of types of units based on the 2006 approved plans and the overall decrease. The applicant proposes to reduce the number of duplexes and single family detached units and increase the number of mansion apartments and townhouse units.

The applicant also proposes to remove the live-work component that was included in the original application.

Also proposed is a slight increase of open space in the subdivision which is impacted by the installation of the sewer easement through the cluster of townhouses. They have been relocated which will result in a large community open space in the center of the subdivision.

In addition, to accommodate another twelve-townhouse unit, there was a redesign of a semi-circle with a handful of townhouses to create a more traditional appearance.

Most of the units lost in the central location are being relocated to the front of the community which include the two

parcels under consideration for rezoning and originally planned for townhouses.

Some of the irregularly shaped duplex and clustered lots that created non-perpendicular property lines and caused odd building envelopes on some of the lots, will be squared off and cause fewer challenges for the developer.

The City Engineer and Planning staff had concerns regarding the proposed one-way streets within the center of the community. The applicant has agreed to change the one-way streets to two-way streets and widen them to a width of 24 feet. These streets are also adjacent to the proposed community open space.

Mr. Pierce further explained that many of the standard requirements, set by the Planning Commission over ten years ago, does not meet the current code due to a number of waivers, including lot widths, sizes and setbacks. That will remain and should Council decide to deny the application, the owner still has the right to construct the units as was previously approved, without the proposed enhancements.

Councilman Mergner asked if the developer will be required to install sidewalks and will there be any frontage or beautification buffer to separate the unit from the street. For example, he asked if some trees or some other form of landscaping be used for separation; the Planning Coordinator explained that DelDOT took some land off the front of the existing property which was the area the live-work units were planned. He anticipates an extension of the sidewalk will be required to the northern end of the right-of-way.

Mr. Pierce confirmed the City did not require any plantings in the front on the Marshall Street side.

He reported that the owner of Milford Mini Storage has requested the screening be at least 85 feet from the right-of-way to prevent obstruction of their property by vehicles headed north on Marshall Street. He believes that will bring it back more toward the edge of the parking lot.

When questioned about sidewalks, Mr. Pierce stated that DelDOT will review the amended plan. Because they were requiring sidewalks in the previous plan, he believes that will not be changed. In addition, the City can require the extension of sidewalks to be reconnected back into Marshall Street.

Councilwoman Wilson recalled that sidewalks were required in the City and asked if that has changed; Mr. Pierce explained this facility is along a state right-of-way so DelDOT has to approve the plan. If they were installing a multi-modal sidewalk, it would need to be consistent though he will make sure it gets installed.

Mr. Mergner expressed concern there will be rear yards abutting Marshall Street which is a heavily-traveled road. Added is the sidewalk that will be used by pedestrians and appears to be in the rear yard of the two units.

Mr. Pierce pointed out the two existing buildings that have no screening. He then referenced some changes which have created a little more open space when compared to the original plan.

Because the approved plan has been on the books for several years, Ms. Wilson asked if it would be grandfathered in based on the old regulations.

Mr. Pierce noted that the Planning Commission recommended approval of the application by unanimous vote, with conditions, though one member abstained due to arriving late and not being privy to the entire presentation.

The recommended conditions that would apply prior to final subdivision and plan recordation are as follows:

* Pursuant to final terms and conditions of settlement agreement related to pending legal action in Chancellery Court between the applicant and neighboring property in which the City of Milford is also named;
* Amend Note 12 regarding access to parcel 34 pending details and agreement between the neighboring property owners;
* Amend Note 11 on the title page of the plan to read "Lot 218 to be conveyed to Milford Rental Incorporated…"
* Amend the buffer requirement to 3' on the north side of parcel -030.00 with an 85 depth off Marshall Street.

When asked about the time span of the litigation, Mr. Pierce explained it started with the original owner in 2006.

Mr. Lobdell readdressed Council stating that the area of the original plan is where the parking is shown, That was initially a small portion of open space with a proposed city right-of-way. The Planning Commission also discussed eliminating it. Because it is now parking, they are going to take the right of way off and make it part of the apartment lots otherwise the parking lot would have been the City's responsibility. They wanted to eliminate that responsibility and remove the right-of-way line.

He also pointed out that with the exception of the one lot and the widening of the two lanes, the subdivision layout is basically the same in regard to the right-of-way of the streets, pond location, etc. They tried to minimize the impact of what was originally recorded but tried to fix some of the issues that Mr. Pierce alluded to.

They hoped to make a better product than what was initially proposed.

Councilman Mergner referred to his earlier comment regarding the three units on Marshall and asked if there are any plans to separate the rear yards of those units with possibly a fence or something similar. Mr. Lobdell said they are not at that point which would be included in the landscaping plan.

He deferred to the owner who was in attendance and asked if there were any issues with adding a fence or landscaping to the area on Marshall Street.

Owner Lee Ramunno then stated that he has no problem with putting something there though he prefers a fence because landscaping is an ongoing problem.

Mr. Ramunno reiterated that the City of Milford wanted to put a very large sewer line through the development which was not for Watergates' benefit. By doing that, it eliminated some of the units. The City then suggested making the entire area open space and they agreed to that even though they would lose some units.

The purpose of trying to refigure the layout and agreeing to purchase the land the City sold them was to get as many units as were originally planned. They are making up for the loss by having apartment units compared to townhouses though apartment units are not as valuable.

He wanted City Council to understand this is a request of the City of Milford because of the need for the sewer line. The City also asked to have the streets widened and they agreed to that as well.

Mr. Ramunno emphasized they are both trying to make the project better and believes this will make that happen.

City Solicitor Rutt advised that City Council is addressing the change of zone at this time. The developer will still have to come back with the site plans and design. He would assume this is a preliminary sketch plan though other approvals will be needed on many of the items being discussed.

City Planning Coordinator Pierce explained that this process gives the developer their marching orders to provide a final design. Any other items Council wants should be included as a conditional in the motion. When they come back for the finals, all agency approvals will be required and any Planning Commission and City Council concerns will be addressed.

Mayor Shupe then opened the floor to anyone who wished to speak in favor of the application.

Attorney John Paradee from the firm of Baird, Mandalas and Brockstedt then spoke on behalf of his client, Joseph Wiley of Milford Mini Storage Incorporated and Milford Rental Incorporated. He commented that both properties are to the north adjacent to the area being modified.

He explained that his client was initially in opposition of the plan; however, they met prior to the hearing and based on the changes and that discussion, Mr. Paradee's client is now in favor of the project and believes it is a better plan provided

a couple issues of concern are addressed.

Mr. Paradee stated there is a settlement agreement in place for the litigation previously mentioned and the City of Milford has signed it along with Mr. Wiley. Mr. Ramunno has indicated he will sign it when and if the plan is approved. The settlement agreement will require Mr. Ramunno to convey some excess lands to his client as part of the settlement, which will not be defined until this plan is approved. If the plan is approved, the litigation will be resolved and all parties satisfied.

He noted there were three technical comments that have been incorporated in the Planning Commission's recommendation of approval as stated below:

1. Change Note 11 on the title page of the plan to read "Lot 218 to be conveyed to Milford Rent All Inc…" The change is from Milford Mini Storage Incorporated (Planning Commission Page 10 of 11 11.15.16)
2. Note 12 on the title page of the plan, second sentence under Conditions reads "Parcel shall only be used for access to Industrial Blvd and not for access to Watergate Blvd North". Mr. Paradee's client would like to have that sentence be revised in some fashion to reflect that the parcel (lot 34) would be able to have access to Industrial Blvd and just a portion of Watergate Blvd North. He is agreeable with one direction access only from Watergate subdivision to Mr. Wiley's property in order to prevent traffic from entering into the subdivision and enable residents of Watergate subdivision to gain access to the mini storage site.
3. On parcels currently identified as -030.00 and -031.00, 85' from the right of way to the rear of the parcel, the landscaping have a height limitation of 3' tall in order to prevent blocking visibility to Mr. Wiley's businesses.

No one else wished to speak in favor of the application.

Mayor Shupe then asked if anyone wished to speak in opposition of the plan.

Dirk Gleysteen of 426 South Walnut Street, Milford, then stated that he owns the business at 640 Marshall Street, directly across from the parcels being rezoned. He wanted to go on record being against the application. In looking at the plan, what is being discussed is only what is occurring on the east side of the street and nothing on the west side. The west side is all commercial and his business makes a lot of noise. His employees will be entering an OSHA Mandated Hearing Conservation Program in the next couple of weeks. There is no heat in the building. As a result, in the summer, the doors are wide open and there is a lot of noise coming out of the plant. They are growing and have acquired a lot more equipment.

Mr. Gleysteen noted that in particular, they have acquired a new grinder that grinds up big chunks of raw plastic and makes a tremendous amount of noise. He thinks the zoning changes in Ordinance 2016-21 and 22 from industrial to residential is a big mistake because some type of buffer is needed for the quality of living that people will expect in this development and they will not like this type of noise.

Likewise, he does not think it is a good idea to replace the live-work structures with multi-family structures for the same reasons. He thinks that a substantial buffer is needed between the commercial/industrial use which will create noise and his company is a good example.

Paul Warnell, owner of Mill Pond Properties, noted that Mr. Gleysteen is one of their tenants. He reiterates Mr. Gleysteen's concern noting that this has been an industrial neighborhood for thirty plus years. They have had noise complaints from other neighbors and this is a case where a residential area is being built up against them which will generate noise complaints if this is approved. That will result in some unhappy tenants and potentially result in having to restrict their ability to do business.

There being no additional persons who wished to speak, Mayor Shupe closed the public comment portion of the hearing.

Council had no additional comments.

Solicitor Rutt noted there are three separate applications; a vote is needed on each application and a reason provided for the vote.

Councilwoman Wilson moved to adopt Ordinance 2016-21, seconded by Councilman Morrow. Motion carried by the following unanimous vote:

Councilman Mergner votes in favor of the application based on recommendation of the Planning Commission.

Councilman Campbell stated he also agrees with the recommendation of the Planning Commission and votes yes.

Councilwoman Peel stated she is in favor of the application and agrees with the recommendation of the Planning Commission.

Councilman Burk said he votes yes for the reasons already stated.

Councilman Brooks votes yes for Planning and Zoning.

Councilman Morrow also votes yes and agrees with the Planning Commission in addition to this being an improvement to the previously approved plan already in place.

Councilman Starling votes yes and agrees with the recommendation of the Planning Commission.

Councilwoman Wilson votes yes based on the recommendation of the Planning Commission considering this has been an approved plan since 2006 when it was originally initiated.

Councilwoman Wilson then moved to adopt Ordinance 2016-22, seconded by Councilman Morrow. Motion carried by the following unanimous roll vote:

Councilman Mergner states he is in favor of the change of zone based on the Planning Commission's comments and recommendation.

Councilman Campbell stated that he agrees with Councilman Mergner's reasons and votes yes.

Councilwoman Peel votes yes and is in agreement the Planning Commission.

Councilman Burk votes yes based on the recommendation of the Planning Commission.

Councilman Brooks votes yes based on Planning and Zoning.

Councilman Morrow votes yes and agrees with the recommendation of the Planning Commission.

Councilman Starling votes yes based on the Planning Commission recommendation.

Councilwoman Wilson votes yes based on the Planning Commission recommendation and the original plans approved in 2006.

Solicitor Rutt then pointed out that any motion made on Ordinance 2016-23 should take into consideration the conditions that were recommended by the Planning Commission should council agree to adopt the ordinance and also reference the conditions presented by Mr. Paradee.

Councilwoman Wilson moved to adopt Ordinance 2016-23 based on the recommendations as stated by the legal counsel, seconded by Councilwoman Peel. Motion carried by the following unanimous roll call vote:

Councilman Mergner votes yes based on the recommendations and conditions set by the Planning Commission.

Councilman Campbell votes yes based on the resolution of the litigation.

Councilwoman Peel stated she is in favor of the ordinance based on the facts she has heard tonight.

Councilman Burk votes yes based on the recommendation of the Planning Commission and the conditions.

Councilman Brooks votes yes based on the Planning Commission.

Councilman Morrow votes yes based on the recommendations of the Planning Commission and believes this is a better overall plan than what was approved in 2006.

Councilman Starling votes yes based on the Planning Commission's recommendations.

Councilwoman Wilson votes yes based on the Planning Commissions' recommendation and conditions as were stated.

There being no further business, Councilman Burk moved to adjourn the Public Hearing, seconded by Councilman Brooks. Motion carried.

The Public Hearing adjourned at 7:39 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

Chapter 200 - SUBDIVISION OF LAND

§ 200-1. - Purpose.

These regulations are adopted in order to promote and protect the public health, safety, convenience and general welfare; ensure the orderly growth and development of the City, the conservation, protection and proper use of land and adequate provision for housing, recreation, circulation, utilities and services; and safeguard the City from undue future expenditure for the maintenance of streets and public spaces.

§ 200-2. - Title.

These regulations shall be known and may be cited as the "City of Milford, Delaware, Land Subdivision Regulations."

§ 200-3. - Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ALLEY — A service roadway providing a secondary means of public access to abutting property and not intended for general traffic circulation.

COMMISSION — The Planning Commission of the City of Milford, Delaware.

OPEN SPACE — Areas of land within residential subdivisions or developments including planned unit developments that are available to all residents and or the public and which have the purpose to provide active and/or passive recreational opportunities, maintain land in a predominantly undeveloped and natural state including lands used for:

(1) Community gardens;

(2) Promotion of conservation and protection of wildlife;

(3) Perpetual conservation easements;

(4) Parks, plazas, walkways, sidewalks and trails;

(5) Buffers or forested areas; or

(6) For recreational uses as defined herein.

Open space shall not include areas of land for the following unless otherwise approved by Council:

(1) Wetlands or stormwater management facilities;

(2) Drainage easements;

(3) Flagpole areas;

(4) Medians (unless designed as a park);

(5) Signage areas;

(6) Landscaping in parking areas;

(7) Predominantly impervious surfaces such as streets and parking lots;

(8) Required front, side, or rear yards;

(9) Any land included within designated lot lines; or

(10) Utility facilities for uses such as sewer, water, gas or electric.

PLAT — The final drawing on which the subdivision plan is presented to the City Council for approval and which is submitted to the County Recorder of Deeds for recording.

PROPERTY OWNERS' ASSOCIATION — An association established by the subdivider as a non-stock corporation to provide for the perpetual maintenance of the common property in the subdivision.

RECREATIONAL USE — Areas of land within residential subdivisions or developments including planned unit developments which have the purpose to provide active recreational opportunities that are available to all residents of the community and/or the public including lands used for:

(1) Indoor club houses;

(2) Swimming pools and pool houses;

(3) Tennis courts;

(4) Basketball courts;

(5) Athletic fields;

(6) Picnic areas with tables;

(7) Ponds for recreational use (boat, fishing or swimming);

(8) Playgrounds; and

(9) Bike or multi-model trails.

RIGHT-OF-WAY — A strip of land acquired by reservation, dedication, forced dedication, prescription, or condemnation and intended to be occupied by a road, crosswalk, railroad, electric transmission lines, gas pipelines, and water line, sanitary storm sewer, and other similar uses.

ROADWAY — The paved portion of the street primarily used for vehicular traffic.

A. ARTERIAL STREET and HIGHWAY — A street primarily used for fast and/or heavy traffic.

B. COLLECTOR STREET — A street carrying traffic from minor streets to arterial streets and highways, including the principal traffic and entrance streets of a residential development.

C. MINOR STREET — A street primarily used for access to the abutting properties.

D. MARGINAL ACCESS STREET — A minor street paralleling and adjacent to an arterial street or highway and providing access to abutting properties and protection from through traffic.

E. DEAD-END STREET or CUL-DE-SAC — A street closed at one end and having only one connection with any other street.

F. HALF STREET — A street paralleling the boundary of a subdivision and lying partly in an abutting tract.

STANDARD SPECIFICATIONS FOR INSTALLATION OF UTILITY CONSTRUCTION PROJECTS AND SUBDIVISION PAVEMENT DESIGN — The current specifications regulating subdivision design and construction as adopted by the City.

STREET — All land between property lines, whether designated as a street, highway, throughway, thoroughfare, avenue, boulevard, road, parkway, right-of-way lane, place, court or any similar term.

SUBDIVIDER — Any person, firm, corporation, partnership or association or duly authorized agent who or which shall apply to the Commission for approval of the layout of any subdivision.

SUBDIVISION — The division or redivision of any tract of land into two or more lots or parcels for immediate or future sale or for building development.

SUBDIVISION, MINOR — Any subdivision fronting on an existing street, not involving any new street or road, not involving the extension of any municipal water or wastewater mains, not adversely affecting the development of the remainder of the parcel or adjoining property, and not in conflict with any provision or portion of the development plan, Official Map, Chapter 230, Zoning, or this chapter; limited to four lots.

SUPERBLOCK — An oversize residential block wherein private open spaces, closed to automobile traffic, are provided for the common use of all residents in the block.

§ 200-4. - Application procedure.

A. Preliminary approval.

(1) A preliminary plan and documents, as specified by the Planning Department, shall be prepared by the subdivider and submitted in accordance with the submission schedule as determined by the City Planner, along with the appropriate fees, as specified in § 230-57.

(2) The Development Advisory Committee (DAC) shall review the application and plan. Comments from the DAC must be addressed via either submitting revised plans and/or necessary documents or via a narrative submitted to the City Planner. Upon confirmation by the City Planner that all DAC issues have been addressed satisfactorily, the application will then be scheduled to be heard by the Planning Commission.

(3) The Planning Commission shall review the application and provide either a recommendation of preliminary approval with or without conditions, a recommendation of denial, or table the application. Upon a recommendation of approval with or without conditions or recommendation of denial, the application shall be scheduled to be heard by the City Council.

(4) City Council shall grant preliminarily approval of the application with or without conditions, deny the application, or table the application.

(5) Preliminary approval from City Council shall be void after one year, unless an extension is requested by the owner and approved by City Council prior to the expiration.

B. Final approval.

(1) A final plat and documents, as specified by the Planning Department, shall be prepared by the subdivider and submitted in accordance with the submission schedule as determined by City Planner, along with the appropriate fees, as specified in § 230-57.

(2) The Development Advisory Committee shall review the application and plan. Comments from the DAC must be addressed via either submitting revised plans and/or necessary documents or via a narrative submitted to the City Planner. The final plan shall also be reviewed by the City Planner for confirmation that the application is designed in accordance with all subdivision, zoning and other land use regulations of the City. The final plan shall also be reviewed by the City Engineer for confirmation that the application is designed in accordance with the construction standards and specifications of the City. Upon confirmation by the City Planner and City Engineer that all issues have been addressed satisfactorily, the application will be scheduled to be heard by the Planning Commission.

(3) The Planning Commission shall review the application and provide either a recommendation of final approval with or without conditions, a recommendation of denial, or table the application. Upon a recommendation of approval with or without conditions, or recommendation of denial, the application shall be scheduled to be heard by City Council.

(4) City Council shall approve the application with or without conditions, deny the application, or table the application.

(5) Within 90 days of final approval from City Council, the subdivider shall record the plat at the County Recorder of Deeds office and provide the City Planner a receipt of the recordation including the deed book and page number. Prior to recording the plat, five copies of the plat must

be submitted to the City Planner for stamping and signing. Four sets will be returned to the subdivider.

(6) Upon recordation of the plat, the subdivider shall provide the Land Data Manager of the City a mylar copy of the plat including the deed book and page printed thereon.

(7) Failure to record the approved plat within one year from the date of City Council approval shall void the final approval. In order to obtain final approval after it has been voided, the subdivider must make application for final approval again.

(8) Failure to record the approved plat in more than one year from the date of City Council approval shall void the preliminary approval and final approval. In order to obtain preliminary and final approval after they have been voided, the subdivider must make application for and receive preliminary approval, then make application for and receive final approval.

§ 200-5. - General requirements and design standards.

The following shall be deemed to be minimum requirements and may be varied or waived by the Commission only under circumstances set forth in § 200-6:

A. Streets.

(1) The layout, character, extent, width, grade and location of proposed streets shall be established with due regard to:

(a) Public convenience and safety.

(b) Proposed uses of the land to be served by said streets.

(c) Proper relation and connection with and continuation and projection of streets in the adjacent areas, whether these streets are existing or proposed in another subdivision in a neighborhood plan, in the development plan or in the Official Map, as approved or adopted by the Commission.

(d) Topography and other land features.

(2) The layout of proposed streets shall furthermore be arranged in a manner acceptable to the Commission and City Council.

(3) Minor streets shall be laid out so as to discourage their use by through traffic.

(4) Where a subdivision abuts or contains an existing or proposed arterial street, limited-access highway or railroad, the City Council may require marginal access or service streets, reverse frontage with screen planting contained in a nonaccess reservation along the rear property line and deep lots with rear service alleys or other treatment, such as parks, which may be necessary for the protection of residential properties and for separation of through and local traffic, with due regard for the requirements of future approach grades and grade separations.

(5) Where a tract of land is subdivided into lots substantially larger than the minimum size required in the zoning district in which a subdivision is located, the Commission may require that streets and lots be laid out so as to permit future resubdivision in accordance with the requirements of this chapter.

(6) Reserve strips controlling access to streets shall be prohibited except where the control and disposal of land comprising such strips has been placed in the governing body under conditions approved by the City Council such as provided in Subsection A(4) above.

(7) Certain proposed streets may be required to be extended to the boundary line of the subdivision to provide access to tracts which may be subdivided in the future. Wherever necessary, when a street is carried to the boundary line of the subdivision, the City Council may require a temporary turnaround improved to the satisfaction of the City Engineer and of the size specified in Subsection A(16) below at the stub end.

(8) The creation of dead-end or loop streets and superblocks will be encouraged wherever the City Council finds that such layout will not interfere with traffic convenience and safety. The City Council shall determine the number of connections of streets in the proposed subdivision with existing streets. At least two such connections shall be provided, except where a proposed subdivision only contains one dead-end street.

(9) Street jogs shall be prohibited. Street intersections, where center lines do not meet, shall have center-line offsets of 150 feet or more.

(10) A tangent at least 100 feet long shall be introduced between reverse curves on arterial and collector streets and may be required on all other streets.

(11) Street right-of-way lines deflecting from each other at any point shall be connected with a curve, the radius of which for the inner right-of-way lines shall not be less than 750 feet on arterial streets, 300 feet on collector streets and 100 feet on minor streets. The outer right-of-way line shall be parallel to said inner right-of-way line.

(12) Streets shall be laid out so as to intersect as nearly as possible at right angles. The inner right-of-way line of a street intersecting another street at an angle of less than 90° shall be tangent to and follow a curve with a minimum radius of 150 feet centered on the nearest right-of-way line of the intersecting street. The outer right-of-way line shall be parallel to said inner right-of-way line.

(13) Street right-of-way lines at intersections shall be connected with a curve, the radius of which shall be 25 feet.

(14) Right-of-way widths.

(a) Street right-of-way widths shall be as shown on the Official Map or development plan, and, if not shown thereon, said widths for the various street types between face of curb or edge of road shall not be less than as follows:

Street Type (feet)	Right-of-Way Roadway (feet)	
Arterial	80 to 110	As required by DelDOT
Collector	60	28
Minor, for townhouses and apartments	60	30
Minor, for other residences	50	25
Dead-end	50	22
Marginal access	30	16
*Alley	20	12

Note:
* If utilities are present in an alley, the City reserves the right to modify the minimum right-of-way and roadway widths.

(b) Subdivisions utilizing open swale drainage shall have a ten-foot drainage easement along the front of each property to accommodate the back slope of the drainage swales.

(15) Half streets shall be prohibited except where essential to the reasonable development of a subdivision in conformity with the requirements of this chapter and where the Commission finds that it shall be practicable to require the dedication of the other half when the abutting property is subdivided. Wherever an approved half street shall be adjacent to a subdivision, the other half of the street shall be platted within said subdivision.

(16) Dead-end streets, designed to be so permanently, shall not be longer than 400 feet and shall be provided at the closed end with a turnaround having an outside roadway diameter of 76 feet and a street right-of-way diameter of 100 feet.

(17) Street names.

(a) Street names shall be selected so as not to duplicate or be confused with the names of existing streets. Street names shall be subject to the approval of the Commission. It is recommended that all new streets shall be named in the following manner:

General direction	Long	Short (under 1,000 feet)
North and south	Streets	Places
East and west	Avenues	Courts
Diagonal	Roads	Ways
Curving	Drives	Lanes or Circles

(b) Arterial streets shall be named "boulevards."

(18) Street grades shall not exceed 5%.

(19) Street grades shall be not less than 0.5% wherever feasible.

(20) Changes in street grades shall be connected by vertical curves of suitable length.

(21) The width of streets adjacent to areas designed, proposed or zoned for nonresidential use shall be increased by such amount as may be deemed necessary by the Commission to assure the free flow of through traffic without interference by parked or parking cars and to provide adequate and safe parking space.

(22) All required roads shall be constructed in accordance with the standard specifications as issued by the City Engineer.

B. Sidewalks and curbs.

(1) Sidewalks shall be required in all subdivisions on both sides of the street. Sidewalks shall have the following widths:

(a) In residential subdivisions: four feet unless otherwise specified.

(b) In commercial and industrial subdivisions: from the curb to property lines unless otherwise specified.

(2) Curbs or drainage swales conveying stormwater shall be required in all subdivisions.

(3) All required sidewalks shall be constructed in accordance with standard specifications as issued by the City Engineer.

C. Easements. Where a subdivision is traversed by a watercourse, drainageway, channel, pipe or stream, there shall be provided a stormwater easement or drainage right-of-way of such width as will be adequate for the purpose, in accordance with requirements specified by the City Engineer. Parallel streets or parkways may be required in relation thereto.

D. Blocks.

(1) The lengths, widths and shapes of blocks shall be determined with due regard to:

(a) The provision of building sites suitable to the needs of the type of use contemplated.

(b) Zoning requirements as to lot sizes and dimensions.

(c) The control, safety and convenience of pedestrian and vehicular traffic.

(d) The characteristics of topography.

(2) Block length shall not exceed 1,200 feet.

(3) Block widths shall be not less than 275 feet nor more than 450 feet and shall be planned to provide two rows of lots.

(4) Pedestrian walkways other than in streets may be required where deemed essential to provide for circulation or access to schools, playgrounds, shopping centers, transportation and other community facilities. Said walkways shall be not less than four feet wide.

(5) Alleys shall be provided if required by the City Engineer.

E. Lots.

(1) Lot width, depth, shape and orientation and the building setback lines shall be appropriate for the location of the subdivision, for the type of development and for the use contemplated.

(2) Lot sizes shall conform to the requirements of Chapter 230, Zoning.

(3) Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to comply with the off-street parking and loading requirements contained in Chapter 230, Zoning.

(4) Corner lots shall have sufficient width to provide an adequate building site within all the yard requirements. Corner lots shall have two front yard setbacks fronting each street, one side yard setback, and one rear yard setback.

(5) All lots in a subdivision shall have frontage on a public street.

(6) Double-frontage lots shall be avoided. Reverse-frontage lots shall be provided where necessary for protection of residential properties from through traffic and adverse nonresidential uses, for separation of through and local traffic and to overcome difficulties of topography or other specific conditions. Screen planting and a fence or wall shall be provided along the rear property line within an easement 10 feet or more in width, across which there shall be no right of access.

(7) Side lot lines shall be at right angles or radial to street lines.

(8) No lots shall be platted on land subject to flooding for residential or any other use where danger to life or property or an aggravation of flood hazard may result. Such land should be set aside for uses which would not be endangered by periodic or occasional inundations.

(9) No lots shall be platted within 25 feet of land under the jurisdiction of the U.S. Army Corps of Engineers.

F. Parks, playgrounds, open spaces, school sites and natural features.

(1) Parks and playgrounds. Where a proposed park or playground is located in whole or in part in a subdivision, the Commission may require the dedication or reservation of such area within the subdivision, in those cases in which the Commission deems such requirements to be reasonable.

(2) Open spaces. Where deemed essential by the Commission and City Planner, upon consideration of the particular type of development proposed in the subdivision, and especially in large-scale developments, the Commission or City Planner may require the dedication or reservation of sites of a character, extent and location suitable to the needs created by such development for playgrounds or parks. The Commission shall not require that more than 10% of the gross area of the open space of the subdivision to be so dedicated or reserved unless otherwise specified by the Zoning Code.[2] In case of a conflict, the requirement of the Zoning Code prevails. The Commission shall give due credit for the provision of open spaces reserved for the common use of all property owners within the proposed subdivision by covenants in the deeds. Generally, the minimum area of contiguous open space acceptable for dedication for public use shall be at least three acres and preferably five acres. Open spaces with a lesser area may be approved by the Commission whenever it deems that the difference between the area offered and three acres may be made up in connection with the future subdivision of adjacent land or added to an existing recreation area.

(3) School sites or sites for other public uses. The Commission may also require a subdivider to set aside such area as it may deem to be required for a school or other public use. Upon failure of the proper authorities to purchase such site within one year after the date of the approval of the plat, the subdivider, upon application to the Commission and approval of such application, shall be relieved of the responsibility of reserving such land for public purposes.

(4) Preservation of natural features. The Commission may require the preservation of all natural features which add value to residential developments and to the community, such as large trees or groves, watercourses and historic spots and similar irreplaceable assets. In no case shall a tree over 12 inches in diameter measured three feet from the base be removed without prior approval by the City Arborist.

G. General grading. No final slope on the property shall exceed the normal angle of repose of the soil of said slope as determined by the City Engineer, except where said slope consists of a natural rock formation or is supported by a retaining wall or equivalent of a design acceptable to the City Engineer.

H. Improvements.

(1) In major subdivisions the following improvements are required:

(a) Paved streets.

(b) Street signs.

(c) Curbs and gutters, or roadside swales. Curbs shall be required as per standard specifications to stabilize intersections, entrances, and parking areas, and where they are necessary for the conveyance of stormwater and protecting road surfaces and driveway surfaces from vehicular traffic.

(d) Sidewalks.

(e) Streetlighting.

(f) Shade trees. Shade trees 150 feet on center each side of the road shall be located so as not to interfere with utilities or sidewalks and shall be of the types recommended by the City Arborist.

(g) Topsoil protection. No topsoil shall be removed from the site or used as spoil. Topsoil moved during the course of construction shall be redistributed so as to provide at least six inches of cover to all areas of the subdivision and shall be stabilized by seeding or planting.

(h) Monuments. Monuments shall be of the type, size and shape required by the City Engineer.

(i) Water mains, culverts, storm sewers and sanitary sewers.

[1] All water installations shall be looped; all sewer and storm sewer systems shall be extended at minimum slope, maximum depth, and connected with an approved method and shall be adequate to handle all present and probable future development.

[2] All of the above-listed improvements shall be subject to inspection and approval by the City Engineer, who shall be notified by the subdivider at least 24 hours prior to the start of construction. No underground installation shall be covered until inspected and approved.

[3] Utility easements shall be required to be granted and recorded by the subdivider to allow extension of utilities to neighboring properties.

(j) Swales. Conveyance of stormwater is permitted by open drainage systems where appropriate for environmental and engineering integrity and design. Such systems shall be separated from the edge of road to the top of bank by a minimum five-foot shoulder. The depth of such systems shall not exceed two feet below crown of road. The side slope shall be a maximum of 4:1. The bottom of the system shall have a minimum width of two feet. The system slope shall be such that the maximum velocity does not exceed two feet per second. The system has to be designed in such a way as to incorporate driveway and crossroad drainage pipes; such systems shall be restored with topsoil and sod. Temporary check dams shall be placed in intervals not to exceed 300 feet.

(k) Headwalls. Storm drainage pipes which are part of an open swale drainage system shall be terminated with a headwall in accordance with standard specifications.

(2) The developer shall complete all utilities and street improvements not specifically waived by the Commission in accordance with standard specifications as issued by the City Engineer and with any additional requirements specified by the Commission. Construction drawings shall be submitted in a form satisfactory to the City Engineer.

(3) When the Commission or the City Engineer, due to planning considerations extraneous to the subdivision, requires a standard of improvements higher than that which is sufficient to serve the subdivision, the amount of the bond to be posted shall be deemed to be satisfactory if it adequately covers the cost of improvements which would be normally required.

(4) The developer shall pay the review and inspection fees as set forth in Chapter 230, Zoning, § 230-57, Planning, Zoning and Engineering Fees. The cost for each segment or phase of the development shall be paid prior to commencement of utility construction.

§ 200-6. - Variances and waivers.

Applicants may request, at the time of application submission, the varying or waiving of requirements of Chapter 200, and the Planning Commission may, at its discretion, recommend to City Council the varying or waiving of said requirements and request conditions that substantially secure the objectives of the requirements so waived. Upon the findings of the City Council that, due to special conditions peculiar to a subdivision or a site, certain requirements of these regulations are inappropriate or that strict compliance with said requirements may cause extraordinary and unnecessary hardships, the City Council may vary or waive said requirements, provided that such variance or waiver shall not be detrimental to the public health, safety or general welfare or have the effect of nullifying the intent and purpose of the Official Map, Chapter 230, Zoning, the Development Plan or this chapter. In varying or waiving certain requirements, the City

Council may specify such conditions at will, in its judgment, secure substantially the objectives of the requirements so varied or waived.

§ 230-11. - R-3 Garden Apartment and Townhouse District.

In an R-3 District no building or premises shall be used and no building shall be erected or altered which is arranged, intended or designed to be used except for one or more of the following uses and complying with the requirements so indicated.

A. Purpose. The purpose of the R-3 District is to provide for the orderly development of existing and proposed medium- to high-density residential areas where adequate public facilities exist. The district will permit development of garden-type apartments as well as townhouses that will yield high densities in selected areas, multifamily dwellings and a variety of housing types.

B. Permitted uses. Permitted uses for the R-3 District shall be as follows:

(1) All uses permitted in an R-2 District and subject to its area regulations, unless otherwise indicated in this section as provided below:

(a) Single-family and two-family dwellings shall be subject to the following area regulations:

[1] Minimum lot area shall be 7,500 square feet.

[2] Maximum building coverage shall be 45%.

[3] Minimum lot width shall be 60 feet.

[4] Height of buildings shall not exceed three stories or 35 feet.

[5] Minimum building setback line shall be 30 feet.

[6] Side yards shall be provided as follows: each lot shall have at least two side yards eight feet in width, except semidetached structures, which shall have at least one side yard per lot eight feet in width.

[7] Minimum rear yard setback shall be 15 feet. For corner lots the rear yard setback may be reduced 20% in depth to allow for skewing of a residential dwelling on the lot.

[8] Decks, subject to the following requirements:

[a] The deck cannot be located in the front yard.

[b] A minimum distance of 10 feet must be maintained from the deck to the rear property line.

(2) Garden or low-rise apartments, subject to site plan review and the following requirements:

(a) The number of dwelling units per acre shall not exceed 16.

(b) Building coverage shall be a maximum of 20% for any lot developed for garden apartments.

(c) The maximum number of dwelling units per building shall be 12.

(d) Distance between buildings or groups of buildings shall be as follows: each building or group of buildings shall be at least 25 feet from any other building or group of buildings.

(e) Minimum lot width on any public street shall be at least 50 feet.

(f) Minimum lot size shall be one acre for garden apartment properties or complexes, with a minimum of 2,500 square feet of lot area for each dwelling unit.

(g) A minimum of 400 square feet per unit shall be designated as open space subject to the following recreational use requirements in Subsection B(2)(h) herein.

(h) Recreational use requirement. 50% of the required open space shall be set aside for recreational uses. This requirement only applies to subdivisions or developments with 15 or more lots or units.

(3) Townhouses or row dwellings, subject to site plan review and the following requirements:

(a) The number of dwelling units per group shall not exceed eight nor be fewer than three.

(b) The number of dwelling units per acre shall not exceed 12.

(c) Maximum building coverage shall be 60%.

(d) No group of townhouses shall be closer than 60 feet as to facing walls and 30 feet as to end walls from any other group of such dwellings nor closer than 60 feet from any boundary line of a designated townhouse area of which the group is a part.

(e) There shall be within any contiguous group of townhouses at least three different architectural plans having substantially different designs and building materials. In addition, no more than three continuous townhouses shall have the same front setback, and the variations in front setback shall be at least four feet.

(f) The minimum width of any side yard abutting a street, driveway or parking area within the townhouse area shall not be less than 30 feet.

(g) Height of buildings shall not exceed three stories or 35 feet.

(h) Alleys in the rear of townhouse groups are required for access to units by owners and to facilitate City services, trash collection, meter reading and parking.

(i) Minimum lot size shall be one acre for townhouse projects or complexes, with a minimum of 2,000 square feet of lot area for each dwelling unit.

(j) A minimum of 400 square feet per unit shall be designated as open space subject to the recreational use requirements in Subsection B(3)(k) herein.

(k) Recreational use requirement. 50% of the required open space shall be set aside for recreational uses. This requirement only applies to subdivisions or developments with 15 or more lots or units. [2]

C. Conditional uses subject to special regulations. The following uses may be permitted with the approval of a conditional use permit by the Milford City Council in accordance with the provisions of Article IX of this chapter:

(1) Rooming or boarding houses.

(2) Business offices for administrative purposes only.

(3) Professional offices (nonresident).

(4) Medical clinics.

(5) Sanatoriums or nursing homes.

(6) Mobile home parks, subject to conformance with the following requirements and subject to site plan review:

(a) The total area to be developed as a mobile home park shall be at least 20 acres.

(b) The maximum density shall not exceed eight units per acre.

(c) Mobile home parks with more than 25 units shall provide at least 5,000 square feet or 400 square feet per lot of open space. At least 10% of the open space shall be developed as a recreational area.

(d) Landscape screening shall be required along all property lines. The screening shall be accomplished with an evergreen hedge, shrubs or trees. The screen shall be located not less than five feet from the property line.

(e) Common sidewalks four feet in width shall be required where pedestrian traffic is located. Individual sidewalks 2 1/2 feet wide shall connect each mobile home unit to the common walk.

(f) Off-street parking shall be provided on the basis of two spaces per lot. All parking areas shall be located not more than 400 feet from the mobile home unit. There shall be no on-street parking.

(g) Signs.

[1] An identification sign may be set up at the park entrance. This sign may be illuminated and shall have a street setback of 15 feet. It may have a maximum height of 20 feet and may not exceed 20 square feet of area on either side.

[2] Unilluminated traffic direction signs may also be erected. These signs shall have a street and property setback of 15 feet. They shall be no more than four square feet in area or two feet in height.

(h) Streets shall be required from abutting public streets to individual lots. The streets shall be designed to minimize congestion and traffic hazards and must be built to the street and storm drainage specifications of Chapter 200, Subdivision of Land, of this Code. No more than two streets shall intersect at one point.

(i) Minimum requirements for mobile home lots.

[1] Lot area shall be 5,000 square feet per mobile home.

[2] Width shall be 40 feet.

[3] Public street setback shall be 50 feet.

[4] Mobile home park setback shall be 35 feet.

[5] Mobile home street or parking area setback shall be 30 feet.

[6] Distance from other mobile homes and buildings shall be 25 feet.

[7] One patio shall be required per unit, 10 feet by 40 feet paved.

[8] Landscaping shall be one tree per lot.

[9] Mobile homes must meet the requirements of the Federal Manufacturer Housing Construction and Safety Standard Act of 1974.

[10] The entire lot occupied by a mobile home park shall be maintained in single ownership throughout the entire life of the mobile home park.

(7) Art or specialty shops/galleries. The following items shall be reviewed for conformance during the site plan review hearing by the Planning Commission:

(a) The residence shall remain as the predominant feature of the site.

(b) The shop or gallery shall occupy only 40% of the residence.

(c) Public parking shall be available, with the determination of said parking requirements being made by the Planning Commission during the site plan review hearing. These determinations and recommendations must be done in conjunction with any state regulations concerning traffic control within the given site area.

(d) The Fire Marshal review must be applied for and recommendations made by the agency must be presented two weeks prior to the hearing date. All requests or recommendations shall be adhered to.

(8) Planned unit residential development.

ARTICLE IV - Off-Street Parking and Loading

§ 230-20. - General provisions.

A. Establishment of off-street parking area. The establishment of any off-street parking area having a capacity of four or more automobiles shall be subject to the approval of the Code Official and further subject to the following requirements. It shall:

(1) Have a buffer strip at least five feet wide between it and any adjacent residential lot.

(2) Be attractively landscaped and screened from neighboring residential lots.

(3) Not extend into any required front yard areas, except for the driveways.

(4) Be used solely for the periodic parking of private passenger (noncommercial) vehicles.

B. Parking space size. Parking space sizes shall be in accordance with § 230-21.

C. Parking spaces in driveways. Driveways shall be considered as constituting off-street parking space for one-family detached, semidetached or townhouse dwellings in residential districts, provided that sufficient space is available in such driveways to meet the requirements of this section.

D. Location of parking spaces. All parking spaces shall be set back 15 feet from any street line. Parking spaces shall be located so that no spaces are a greater distance than 600 feet from the building or use to which they are assigned, provided that this requirement shall not apply to parking spaces for auditoriums, stadiums, assembly halls, gymnasiums and other places of assembly or industrial, wholesaling and manufacturing establishments.

E. Parking spaces assigned to more than one use. Parking spaces for separate buildings or uses in all zoning districts may be combined in a single lot, provided that the number of parking spaces in the lot shall equal the sum of the parking spaces required for each building and use, except that the parking spaces required for places of assembly may include parking spaces assigned to other uses, provided that the place of assembly shall not be used at a time when the other uses are carried on.

F. No off-street parking required in the C-2 Central Business District. No on-site, off-street parking shall be required in the C-2 District for newly constructed establishments or existing structures. Existing municipal parking facilities shall provide the necessary parking areas for downtown shoppers. The location of the municipal parking lots are:

(1) North Walnut Street and Northeast Front Street.

(2) Park Avenue and Northeast Front Street and Denney Row.

(3) Park Avenue and North Washington Street.

(4) Southeast Front Street between South Walnut Street and Church Street.

(5) Southeast Front Street and South Washington Street.

G. Parking lot and garage maintenance. Ground cover, shrubs, trees and landscape screening shall be located and maintained so as not to interfere with vehicular and pedestrian traffic on the property or with sight clearance and exits.

H. Fractional spaces. When the application of a unit of measurement for parking space or loading space to a particular use or structure results in a fractional space, any fraction under 1/2 shall be disregarded and fractions of 1/2 or over shall be counted as one parking space or loading space.

I. Boat, trailer, bus and van parking. In any residential district, no house trailer, camper, boat trailer, bus or boat shall be parked in the front yard. Parking is allowed in the side or rear yards five feet from the property line if it does not take up space normally occupied by an automobile. All vehicles requiring a trailer for transportation must be stored on a registered trailer.

J. Points of ingress and egress. When the parking garage buffer strip is adjacent to any public street upon which the lot has frontage, the fifteen-foot buffer strip which extends for the full frontage of the lot may be interrupted only at points of ingress and egress. Only one accessway shall be permitted for each 100 feet of frontage upon a public road. Such accessway shall be not less than 25 feet and not more than 32 feet in width. No two accessways on the same lot shall be placed within 75 feet of each other.

§ 230-21. - Parking and loading standards.

A. Design standards (general).

(1) Parking spaces and aisle ways shall be designed in accordance with the following dimensional standards:

Parking Angle	Stall Width (feet)	Aisle Way to Curb (feet)	Aisle Way Width
90º	9	18	As required by State Fire Marshal
60º	9	20	As required by State Fire Marshal
45º	9	18	As required by State Fire Marshal
Parallel	10	20	As required by State Fire Marshal

(2) All spaces reserved for handicapped accessibility shall conform to the requirements set forth by the federal standards provided by the ADA (Americans with Disabilities Act).

(3) All parking spaces for use in conjunction with public parking lots, garages, storage areas operated on a commercial basis and parking areas accessory to multifamily, commercial, industrial and office uses shall be appropriately paved and striped.

(4) Exceptions to the design standards shall be permitted as follows.

B. Use standards. All uses permitted in this chapter shall be subject to the following minimum off-street parking requirements in addition to any special requirements as indicated in each zoning district.

Types and Uses	Required Off-Street Parking Spaces
Retail stores and shops, all types, supermarkets, retail food stores and undertakers	1 per 200 square feet of floor area used or designed for sales on the ground floor, plus 1 per 300 square feet of floor area used or designed for sales on all other floors, plus 1 for each 2 employees

New and used car and boat sales, mobile dwelling unit sales, truck and trailer sales, outdoor equipment and machinery sales, commercial nurseries and auctions	4 per salesperson, plus 1 per per 2 employees during the period of greatest employment
Personal service establishments, laundromats and dry cleaning	1 per 200 square feet of gross floor area
Banks and other financial institutions	1 per 200 square feet of gross floor area, plus 1 for each employee
Business, governmental and professional offices	1 per 100 square feet of gross floor area
Medical and dental offices or clinics **[Amended 7-14-1997]**	From 1 per 100 square feet gross floor space for medical and dental offices or clinics to 1 per 150 square feet of gross floor area for medical and dental offices or clinics
Hospitals	1 for each bed of planned patient capacity, plus 1 per 3 employees or the shift of greatest employment
Sanatorium or nursing home	1 for every 4 beds
Churches and other places of worship	1 per 5 seats
Indoor and commercial outdoor recreation	1 for each 150 square feet of gross floor, building or ground area devoted to such use or 1 per 4 seats of facilities available for patron use, whichever is applicable to the facility
Restaurants, taverns and similar uses	1 per 3 seating accommodations, plus 1 per 2 employees on the shift of greatest employment
Dwelling, one-family detached, semidetached or mobile home	2 1/2 per dwelling unit
Dwelling, townhouse, garden apartment or multifamily dwelling	2 1/2 per dwelling unit

Rooming and boarding house or converted unit	1 per rented unit
Museum, art gallery and similar use	1 per 4 seats in rooms for public assembly or for each 150 square feet of gross floor area for use by the public, whichever is greater, plus 1 for each 2 employees on the shift of greatest employment
Public library	1 per 400 square feet of gross floor area for public use, plus 1 per 2 employees on the shift of greatest employment
Fire station	25
Auditorium, stadium, assembly hall, gymnasium, theater (excluding drive-in) and community or recreation center	1 per 4 fixed seats in the largest assembly room area or for each 40 square feet of floor area available for the accommodation of movable seats in the largest assembly room, or 1 per 150 square feet of gross floor area, whichever is applicable to the facility
Social club and fraternal, social service, union and civic organization building	1 per adult attendant, plus 1 per 100 square feet gross floor area devoted to such uses
Public or private school	3 per room used for administrative offices, plus 1 per room used for class instruction, plus 1 for each 5 seats in the auditorium and other places of assembly or facility available to the public
Industrial, manufacturing or wholesaling establishment	1 per 2 employees on the shift of the greatest employment, plus 1 per 200 square feet of floor area devoted to sales
Hotel and motel	1 for each guest room plus 1 for each 3 employees

(1) Reduction in the required number of off street parking spaces in the case of developments such as shopping centers or other commercial developments required to provide more than 50 off-street parking space.

The developer must set aside space to accommodate 100% of the area necessary to provide the parking requirements established by this Ordinance, but, upon the request of the developer, if agreed by the City of Milford, the developer may be permitted to set aside space to accommodate 100% of the area necessary to provide the parking requirements established by this chapter but not be required to construct more than 80% of the required parking spaces. In the event the

developer is permitted to construct fewer than the required parking spaces, the remainder of the parking area set aside must be kept free of all construction and be planted and maintained as a grassy area and designated as Future Parking Space. The City of Milford may require construction of the remaining parking spaces at any time by the then owner of the premises upon giving the owner not less than six months' advance written notice. In the event of the granting of the waiver herein described, the fact of the grant as well as the requirement that the owner maintain the space set aside as a level grass area and that the City of Milford has reserved the right to require construction of the remaining parking spaces upon six months' notice to the owner of the site must be reflected in a note appearing on the subdivision or site development plans recorded.

C. Loading spaces.

(1) No building or structure shall be erected in any district for the uses listed below unless loading space for the accommodation of trucks is provided on the premises in accordance with the following requirements:

(a) For retail stores, markets, wholesale and jobbing establishments and storage warehouses, the number of berths based on the gross floor area devoted to such use shall be as follows:

[1] Five thousand to 7,999 square feet of floor area: one berth.

[2] Eight thousand to 19,999 square feet of floor area: two berths.

[3] Each additional 20,000 square feet or major fraction thereof up to a maximum of 60,000 square feet of floor area: one additional berth.

(b) For hotels and motels, the number of berths based on the gross floor area devoted to such uses shall be as follows:

[1] Eight thousand to 20,000 square feet of floor area: one berth.

[2] Each additional 50,000 square feet or major fraction thereof up to a maximum of 120,000 square feet of floor area: one additional berth.

(c) Each manufacturing, office research and industrial establishment with a total of 3,500 square feet or more of gross floor area devoted to manufacturing, research and/or industrial uses shall provide loading space adequate to accommodate the normal demands for loading and unloading incidental to the type of use proposed on the premises.

(2) Loading spaces shall not be allowed in any front yard of any property.

ARTICLE V - Landscape Screening

§ 230-22. - District requirements.

A. Residential districts.

(1) In any R-1, R-2 or R-3 District a landscape screen and/or fence or wall a minimum of six feet in height shall be planted and/or erected to separate any permitted nonresidential use from any existing residential use on a contiguous lot. Such landscape screen and/or fence or wall may extend into the lot setback, side yard and rear yard.

(2) In any R-3 District, for any lot developed for garden apartments or townhouses, a landscape screen and/or fence or wall a minimum of six feet in height shall be planted or erected to separate any contiguous lot developed as a single-family detached or semidetached residential dwelling on any contiguous lot zoned R-1 or R-2. Such landscape screen and/or fence or wall may extend into the lot setback, side yard and rear yard.

B. Commercial districts. In any C-1, C-2 or C-3 District a fifteen-foot buffer area shall be provided within which a landscape screen and/or fence or wall a minimum of six feet in height shall be planted or erected to separate any permitted use from any contiguous lot zoned R-1, R-2 or R-3 or any contiguous

lot developed or approved for development for any residential use. Such landscape screen may extend into the lot setback, side yard or rear yard.

C. Institutional, Industrial and Office Building/Complex Districts: H-1, I-1, I-2, OB-1 and OC-1.[4]

(1) Each use established in these districts shall set aside at least 20 feet in width immediately adjacent to any street upon which the lot has frontage, and extending for the full frontage of the lot, for purposes of providing for proper site distance and buffering from the public road. Within such area, the owner shall establish and maintain a planting of grass and/or horticultural ground cover. Other landscape materials may be incorporated, provided that there is no obstruction to vision, other than a tree trunk, in the area between two and seven feet above ground level. No use shall be made of this buffer area other than for a single driveway to provide access to the use for each 100 feet of frontage upon a public road. Such driveway shall not exceed 32 feet in width.

(2) Parking areas may be located in any hard area but shall not be closer than 15 feet to any street line or property line.

D. Limited Industrial District. At the boundary line between an I-1 District and any R-1, R-2 or R-3 District or any lot developed or approved for development for residential use, there shall be a fifty-foot buffer area which shall include a landscape screen and/or fence or wall a minimum of six feet in height. Such landscape screen may extend into the lot setback, side yard or rear yard.[5]

§ 230-23. - Maintenance.

It shall be the responsibility of the property owner of record or his delegated representative(s) to properly maintain and care for any landscape plan planted or erected.

§ 230-48.1. - Criteria for planned unit residential development.

A. Permitted uses. Uses, accessory uses and signs permitted in any residential district shall be permitted in accordance with the additional requirement and provisions of the article.

B. Minimum requirements, area and width. In a planned unit residential development, minimum lot area and width may be less than that required by the district regulations, except that no single-family lot shall be less than 4,000 square feet in area nor less than 40 feet in width. The width of the lot shall be between lot lines at the front building setback line as determined by the Planning Commission.

C. Density. A planned unit residential development is not intended to increase density, but to allow flexibility in the design of the number of dwelling units permitted. If a parcel or parcels have more than one zoning classification, the total permitted density may be located throughout the parcel or parcels. The total permitted density shall be determined by dividing the net development area by the minimum lot area per dwelling unit required by the zoning district in which the land is located. Net development area shall be determined by subtracting 25% of the gross area. Gross area shall not include any wetlands, floodway or similar area not suitable for building as determined by the Planning Commission.

D. Other requirements. Off-street parking, parking beneath buildings, front, side and rear setbacks, landscaping and buffering, lot coverage, number of units per building and building separation shall be as determined by the Planning Commission. Maximum height shall not exceed 48 feet and four stories maximum.

E. A planned unit residential development shall be subject to the same review procedures as for a major subdivision as provided in Chapter 200, Subdivision of Land.

F. Neighborhood commercial.

(1) Permitted neighborhood commercial uses. The following neighborhood commercial uses are permitted in a planned unit development:

(a) Retail goods and services.

(b) Child-care center (care for fewer than 24 children).

(c) Food services (grocery/convenience: cafe, coffee shop, but no facility with fuel distribution).

(d) Medical and dental offices, clinics, and laboratories.

(e) Professional and administrative offices.

(f) Repair services, conducted entirely within the building. (Auto repair and similar uses are not permitted.)

(g) Mixed use building (residential, including rentals, with other permitted use).

(h) Laundromats or dry cleaners.

(i) Art, music, or photography studio.

(j) Personnel service (barbershop, salons, video rental, fitness center and similar uses).

(k) Allowable uses (e.g., swimming pools, clubhouse and associated sport and exercise areas, tennis courts).

(2) Floor area standards. Up to 25% of the total acreage within the planned unit development may be available for nonresidential uses including neighborhood commercial, nursing home and hospice care, professional and small business office use, similar uses, but excluding areas reserved for clubhouse, pool, HOA offices and other development amenities. For neighborhood commercial, the maximum interior floor area shall not exceed 6,500 square feet total for any one use on one neighborhood commercial site without a variance.

(3) Hours of operation. Except for the swimming pool, clubhouse and associated sport or exercise areas, neighborhood commercial land uses shall be limited to the following hours of operation 6:00 a.m. to 9:00 p.m.

(4) Storage. Except for plants and garden supplies, overnight storage is not permitted.

(5) Parking. Parking spaces for the commercial space shall be determined in accordance with the overall planned unit development submission but in no event shall be less than 50% of the spaces required for standard commercial space.

(6) Control. Ownership of the land and buildings comprising the commercial space may be by individuals, corporations or partnership either in fee simple or as a condominium with limited common area control and shall be subject to the rules and regulations contained in the commercial area tenants association and covenants and restrictions. All commercial tenants shall pay dues and assessments to said association for management and upkeep of the common areas.

(7) Density. The overall density otherwise permitted under planned unit development shall be reduced at the rate of one dwelling unit per 3,000 square feet of commercial floor space.

G. A minimum of 400 square feet per unit shall be designated as open space subject to the recreational use. Recreational use requirement - 50% of the required open space shall be set aside for recreational use.

NOTICE OF PUBLIC HEARINGS
PLANNING COMMISSION PUBLIC HEARING: MARCH 20, 2018
CITY COUNCIL PUBLIC HEARING: APRIL 23, 2018

NOTICE IS HEREBY GIVEN the Planning Commission of the City of Milford will hold a Public Hearing on Tuesday, March 20, 2018 at 7:00 p.m. or as soon thereafter as possible.

A FINAL PUBLIC HEARING is scheduled on Monday, April 23, 2018 at 7:00 p.m. before Milford City Council. Following the hearing, the ordinance may be adopted, with or without amendments.

Ordinance 2018-06

Liborio Watergate LLC for a Conditional Use
Amendment of a Planned Unit Development and Preliminary Major Subdivision
47.39 +/- acres in an R3 (Garden Apartment and Townhouse) Zoning District
Property is located on the east side of Marshall Street
approximately 650 feet north of the Elks Lodge Road Intersection, Milford, Delaware.
Present Use: Townhouses and Vacant Land
Proposed Use: 43 Single Family Units, 48 Duplex Units, 129 Townhouse Units and 80 Apartment Units for a 300-Unit Subdivision.
Tax Map 3-30-11.09-029.00; -029.03; -30.00 through -032.00;
3-30-11.09-101.00 through -304.00.

WHEREAS, the City of Milford Planning Commission will consider the conditional use application at a Public Hearing on March 20, 2018; and

WHEREAS, Milford City Council will hold a Public Hearing on April 23, 2018 to allow for public comment and further review of the ordinance; and

WHEREAS, it is deemed in the best interest of the City of Milford to allow a Conditional Use for an amended Planned Unit Development and a Preliminary Major Subdivision as herein described.

NOW, THEREFORE, the City of Milford hereby ordains as follows:

Section l. Upon the adoption of this ordinance, Liborio Watergate LLC is hereby granted a Conditional Use Permit to allow an amended Planned Unit Subdivision and a Preliminary Major Subdivision to be known as Watergate in accordance with the application, approved plans and any conditions set forth at the Public Hearings.

Section 2. Construction or operation shall commence within one year of the date of issuance of the permit otherwise the conditional use becomes void.

Section 3. Dates.
Planning Commission Review & Public Hearing: March 20, 2018
City Council Introduction: April 9, 2018
City Council Public Hearing: April 23, 2018
Projected Adoption Date: April 23, 2018

This ordinance shall take effect and be in force ten days after its adoption.

For additional information, please contact Rob Pierce in the Planning Department at Milford City Hall either by e-mail at RPierce@milford-de.gov or by calling 302-422-1111.

Advertised: Beacon 021418

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THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
Planning, Economic Development,
Enforcement, and Inspections Office
O 302.424.8396 | F 302.424.3559

DATA SHEET FOR MILFORD PONDS

Development Advisory Committee: February 21, 2018

Planning Commission Meeting: March 20, 2018

Application Number / Name	:	18-004 / Milford Ponds
Applicant	:	Milford Ponds, LLC 179 Rehoboth Avenue, Suite 1081 Rehoboth Beach, DE 19971
Owner	:	Same
Application Type	:	Revised Preliminary Major Subdivision/PUD
Comprehensive Plan Designation	:	Low Density Residential
Zoning District	:	R-1, R-2 & R-3 with PUD
Present Use	:	Planned Unit Development
Proposed Use	:	Planned Unit Development
Area and Location	:	178.025 +/- acres located along the east side of Route 113 5,500 feet south of the Seabury Avenue intersection known as the Milford Ponds subdivision
Property Identification Numbers	:	1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00

ENC: Staff Analysis Report
Exhibit A - Location & Zoning Map
Preliminary Major Subdivision Plans

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THE CITY of Milford DELAWARE

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STAFF ANALYSIS REPORT
February 20, 2018

Application Number / Name	:	18-004 / Milford Ponds
Application Type	:	Revised Preliminary Major Subdivision/PUD
Comprehensive Plan Designation	:	Low Density Residential
Zoning District	:	R-1, R-2, & R-3 with PUD
Present Use	:	Planned Unit Development
Proposed Use	:	Planned Unit Development
Property Identification Numbers	:	1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00
Area and Location	:	178.025 +/- acres located along the east side of Route 113 5,500 feet south of the Seabury Avenue intersection known as the Milford Ponds subdivision

I. BACKGROUND INFORMATION:

- On July 12, 2004, City Council approved the annexation of four parcels with varying zoning designations including R-1, R-2 and R-3.
- Preliminary Major Subdivision approval and conditional use approval was granted by City Council on September 27, 2004 for a total of 722 units, including 150 condominiums, 228 townhouses and 344 single family detached units.
- Final Major Subdivision approval was granted by City Council on June 5, 2006 for Phase I only. Phase II received Final Major Subdivision approval from City Council on April 28, 2008. The Final Site Plan for the clubhouse received approval from the Planning Commission on March 18, 2008
- Portions of Phase I have been constructed, including a roads, curbing, sewer, water, electric and stormwater improvements.

- The applicant has requested to amend the Planned Unit Development by reducing the overall number of townhouse units in Phase I and replacing them with single-family detached product. In addition, the applicant has made changes to the street configuration in some of the areas that were formerly designed for townhouse units by eliminating dead-ends and providing cul-de-sacs. In addition, the applicant has agreed to connect Quilters Lane with W. Heirloom Way to eliminate another dead-end and has redesigned Quince Way and Nanticoke Way to eliminate two other potential dead-ends.

- The revised PUD will include 459 single family detached units, 91 townhouse units and 150 multi-family units.

- The applicant is seeking approval to record Phase I of the Milford Ponds PUD project, as shown on the provided record plan drawings, to include 364 single family detached dwellings and the proposed clubhouse open space parcel. The clubhouse site plan will be submitted at a later date for approval. Phase II is already recorded and will not be modified as part of this application.

- The development provides two major open space areas, including a resort clubhouse, walking trail and central park area with a proposed pavilion.

II. STAFF ANALYSIS:

Based on the information presented, the City of Milford Code and the Comprehensive Plan, staff submits the following regarding the request for a revised Preliminary Major Subdivision/PUD approval:

- Evaluation based on "Criteria for Planned Unit Residential Development" as provided in Chapter 230-48.1

Permitted Uses. Uses, accessory uses and signs permitted in any residential district shall be permitted in accordance with the additional requirement and provisions of the article.

The proposed single-family detached, townhouse and multi-family housing uses are permitted within the City's residential districts and meet this requirement.

Minimum requirements, area and width. In a planned unit residential development, minimum lot area and width may be less than that required by the district regulations, except that no single-family lot shall be less than 4,000 square feet in area nor less than 40 feet in width. The width of the lot shall be between lot lines at the front building setback line as determined by the Planning Commission.

Under the R-3 zoning designation, the minimum lot size required for a townhouse is 2,400 square feet and there is no minimum lot width requirement. The minimum lot size for garden apartment projects is one (1) acre with a minimum of 2,500 square feet of lot area for each unit.

The minimum lot area provided for single family detached lots within the development is 5,000 square feet, with a minimum lot width of 50 feet. The minimum lot area provided for townhouse lots is within the development is 2,400 square feet, with a minimum lot width of 24 feet. The garden apartment parcel is approximately 11.14 acres in area with an average of 3,370 square feet for each unit.

Density. A planned unit residential development is not intended to increase density, but to allow flexibility in the design of the number of dwelling units permitted. If a parcel or parcels have more than one zoning classification, the total permitted density may be located throughout the parcel or parcels. The total permitted density shall be determined by dividing the net development area by the minimum lot area per dwelling unit required by the zoning district in which the land is located. Net development

area shall be determined by subtracting 25% of the gross area. Gross area shall not include any wetlands, floodway or similar area not suitable for building as determined by the Planning Commission.

The PUD Master Plan Data Column computes the PUD Density calculation based on the above criteria. The total land area with the varying zoning categories allows for up to 1,015 total residential units in the subdivision, which would be a density of 7.99 units/acre within the Net Developable Area. The applicant has provided a total of 700 residential units, which would be 5.51 units/acre within the Net Developable Area.

Other requirements. Off-street parking, parking beneath buildings, front, side and rear setbacks, landscaping and buffering, lot coverage, number of units per building and building separation shall be as determined by the Planning Commission. Maximum height shall not exceed 48 feet and four stories maximum.

The applicant is seeking the following deviations from Chapter 230 and Chapter 200 which are to be approved by the Planning Commission;

- Front, side and rear setback requirements.
- Pavement and right-of-way width.
- Maximum number of units per multi-family building.
- Maximum fence height.
- Maximum lot coverage.

These were previously granted and the applicant has agreed to simplify some of the setback requirements based on Planning Department comments.

Neighborhood Commercial.

No neighborhood commercial is proposed.

A minimum of 400 square feet per unit shall be designated as open space subject to the recreational use. Recreational use requirement – 50% of the required open space shall be set aside for recreation use.

With a total of 700 dwelling units, the project requires 8.03 acres of open space of which 4.015 acres must be designated recreational open space. The development provides 27.16 acres of open space of which 7.023 acres are designated as recreational open space. The recreational open space includes walking paths, a pavilion and a community clubhouse.

- The following comments must be addressed prior to final major subdivision approval;
    - Final Major Subdivision Plan approval will require approvals or no objection letters from DelDOT, State Fire Marshal's Office, Sussex Conservation District, DNREC and DHSS;
    - Applicant must address remaining Preliminary Major Subdivision review comments (copy of which is included in the packet);
    - Applicant must obtain final approval of engineering plans from the City Engineer; and
    - Address additional department and agency comments outlined in Section III.

III. AGENCY & DEPARTMENT COMMENTS:

- **Office of State Planning Coordination**
  Contact: David Edgell – 302-739-3090

- **DelDOT**
  Contact: Derek Sapp – 302-760-4803
  No comments provided.

- **Delaware Health and Social Services – Division of Public Health**
  Contact: William J. Milliken, Jr. – 302-741-8646
  No comments provided.

- **Department of Natural Resources and Environmental Control (DNREC), Division of Water, Surface Water Discharges Section (SWDS)**
  Contact: Bryan Ashby – 302-739-9946
  No comments provided.

- **Sussex Conservation District**
  Contact: Jessica Watson – 302-856-2105
  No comments provided.

- **Delaware State Fire Marshal's Office**
  Contact: Duane T. Fox – 302-856-5298
  See attached comments.

- **Carlisle Fire Company**
  No comments provided.

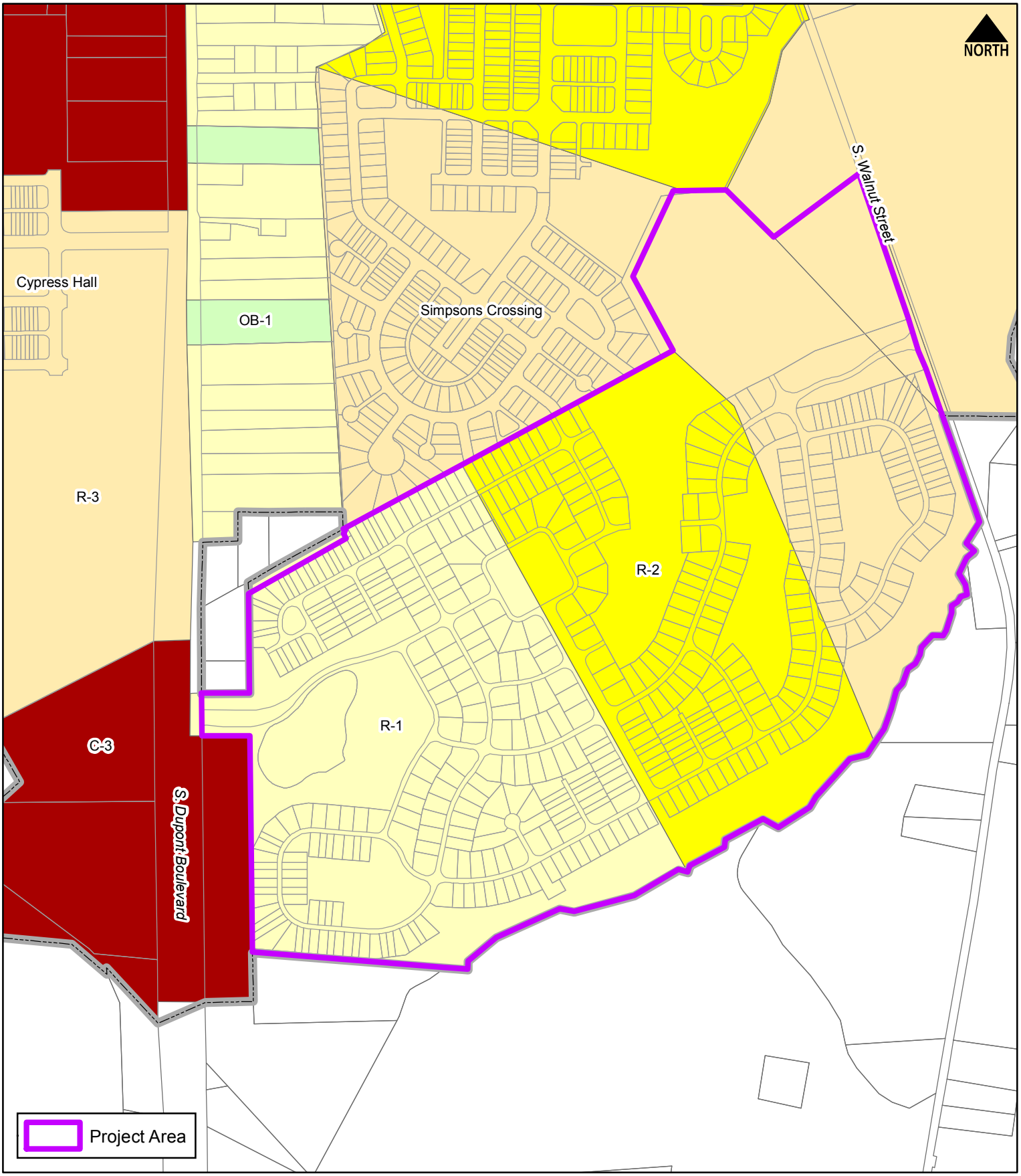
- **City Engineer**
  Contact: Erik Retzlaff, P.E. – 302-422-1110
  See attached Preliminary Major Subdivision review comments.

- **City of Milford Public Works Department**
  Contact: Mark Whitfield – 302-422-1110

- **City of Milford Parks and Recreation Department**
  No comments provided.

- **City of Milford Police Department**
  No comments provided.

- **Milford School District**
  No comments provided.



THE CITY of Milford DELAWARE

Scale: 0 300 600 Feet

Drawn by: WRP

Date: 02/16/18

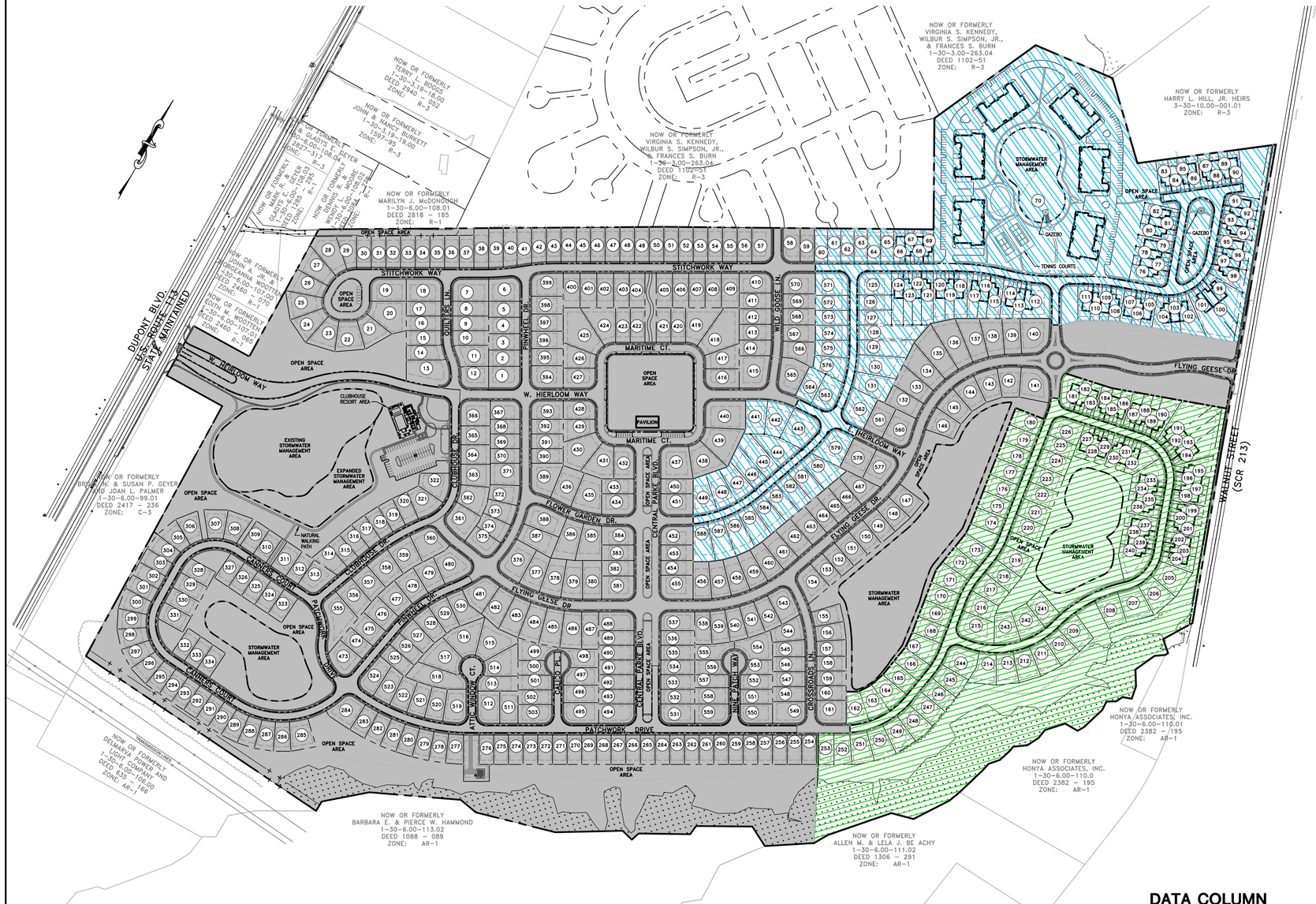
Filepath: PreliminaryMajorSub_MilfordPonds.mxd

Title:

Preliminary Major Subdivision/PUD

Milford Ponds

Location & Zoning Map



PHASE 1

PHASE 2

PHASE 3

PROPOSED PUD REQUIREMENTS

A. SINGLE FAMILY DWELLING UNITS:

-MINIMUM LOT SIZE:	5,000 SQUARE FEET
-MINIMUM LOT WIDTH:	50 FEET
-MINIMUM LOT DEPTH:	100 FEET
-MINIMUM FRONT YARD:	18 FEET FROM RIGHT-OF-WAY TO GARAGE DOOR, AND 15 FEET FROM RIGHT-OF-WAY TO FRONT PORCH OR NON-GARAGE BUILDING FOUNDATION. (ALLOW 5 FOOT ENCROACHMENT FOR FRONT STOOP OR STEPS.)
-MINIMUM SIDE YARD:	10' TOTAL SETBACK MINIMUM 5' ON EACH SIDE
-MINIMUM REAR YARD:	15 FEET
-OFF STREET PARKING:	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE. TANDEM SPACE TO BEGIN AT THE RIGHT-OF-WAY LINE.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 35 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS.
-MAXIMUM LOT COVERAGE:	60% OF LOT AREA
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE

B. TOWN HOUSE UNITS: (INCLUDES 2 THRU 8 UNIT SINGLE FAMILY ATTACHED BUILDINGS)

-MINIMUM LOT SIZE:	2,400 SQUARE FEET
-MINIMUM LOT WIDTH:	24 FEET
-MINIMUM LOT DEPTH:	100 FEET
-MINIMUM FRONT YARD:	18 FEET FROM RIGHT-OF-WAY TO GARAGE DOOR, AND 15 FEET FROM RIGHT-OF-WAY TO FRONT PORCH OR NON-GARAGE BUILDING FOUNDATION. (ALLOW 5 FOOT ENCROACHMENT FOR FRONT STOOP OR STEPS.)
-MINIMUM SIDE YARD FOR END UNITS:	7.0 FEET MEASURED FROM RIGHT-OF-WAY TO FOUNDATION WALL. (ALLOW SIDE YARD ENCROACHMENTS OF 3 FEET FOR CHIMNEYS, BAY WINDOWS, STOOPS, ETC.)
-MINIMUM BUILDING SEPARATION:	14 FEET FROM CLOSEST POINT OF FOUNDATION WALL TO CLOSEST POINT OF FOUNDATION WALL OF ADJACENT BUILDING.
-MINIMUM REAR YARD:	15 FEET
-OFF STREET PARKING	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE. TANDEM SPACE TO BEGIN AT RIGHT-OF-WAY LINE.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 35 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS.
-MAXIMUM LOT COVERAGE:	75% OF LOT AREA
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE.
-TOWNHOUSE ACCESS:	REAR ALLEYS WILL NOT BE REQUIRED

C. MULTI-FAMILY BUILDINGS:

-MINIMUM FRONT SETBACK:	18 FEET FROM A PUBLIC STREET, 5 FEET FROM A PRIVATE DRIVE ISLE FOR RESIDENTIAL STRUCTURES AND 0 FEET FROM A PRIVATE DRIVE AISLE FOR FREE STANDING GARAGE.
-MINIMUM BUILDING SEPARATION:	20 FEET FROM CLOSEST POINT OF FOUNDATION WALL TO CLOSEST POINT OF FOUNDATION WALL OF ADJACENT BUILDING.
-MINIMUM REAR YARD:	20 FEET
-OFF STREET PARKING:	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE.
-MAXIMUM BUILDING HEIGHT:	4 STORIES AND 50 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE

D. CLUBHOUSE FACILITY:

-MINIMUM FRONT YARD:	18 FEET FROM A PUBLIC STREET
-MINIMUM SIDE YARD:	20 FEET FROM A PUBLIC STREET
-MINIMUM REAR YARD:	30 FEET FROM A PUBLIC STREET
-MINIMUM LOT AREA:	1.0 ACRES
-OFF STREET PARKING:	1 SPACE FOR EACH 250 SQUARE FEET OF GROSS FLOOR AREA.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 40 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS, AND 60 FEET MEASURED TO THE TOP OF ANY SPECIAL ARCHITECTURAL FEATURES (STEEPLES, TOWERS, SILOS, ETC.)
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE

E. SIGNS:

SITE SIGNS:	SITE SIGNS SHALL MEET THE REQUIREMENTS OF CHAPTER 230 ARTICLE VI SIGNS WITH THE CLARIFICATION THAT THE MINIMUM SIZE OF THE PERMANENT SUBDIVISION SIGN SHALL INCORPORATE THE SIGN FACE ONLY AND SHALL NOT INCLUDE THE ASSOCIATED MONUMENTAL STRUCTURE TO WHICH IT IS AFFIXED

DATA COLUMN

TAX MAP ID:	1-30-6.00-108.00 1-30-3.00-264 & 264.01
EXISTING ZONING:	R-1, R-2, R-3, W/PUD
PROPOSED USE:	R-1, R-2, R-3, W/PUD
TOTAL SITE AREA:	178.03 AC.±
PHASE 1:	119.19 AC.±
PHASE 2:	28.06 AC.±
PHASE 3:	30.78 AC.±
GROSS AREA:	R-1 = 71.02 AC, R-2 = 50.19 AC, R-3 = 47.82 AC
NET DEVELOPMENT AREA:	R-1 = 53.27 AC, R-2 = 38.19 AC, R-3 = 35.86 AC
MAX DENSITY ALLOWED:	R-1 = 4, R-2 = 6, R-3 = 16
UNITS ALLOWED:	R-1 = 213(53.27 x 4), R-2 = 229(38.19 x 6), R-3 = 573(35.86 x 16)
TOTAL NUMBER OF UNITS ALLOWED:	1015
TOTAL NUMBER OF UNITS PROVIDED:	700
PHASE 1 TOTAL:	364
SINGLE FAMILY DWELLING:	364
PHASE 2 TOTAL:	92
SINGLE FAMILY DWELLING:	54
TOWN HOUSE:	38
PHASE 3 TOTAL:	244
SINGLE FAMILY DWELLING:	41
TOWN HOUSE:	53
MULTI-FAMILY BUILDING:	6 X 25 UNITS
BUILDING CONSTRUCTION TYPE:	MASONARY & TIMBER
COMMUNITY BUILDING SIZE:	±40'x ±95'
COMMUNITY BUILDING LOCATION:	CORNER OF W. HEIRLOOM WAY & CLUBHOUSE DR.
TOTAL PROPOSED RIGHT-OF-WAY:	19.88 AC.±
PHASE 1:	15.31 AC.±
PHASE 2:	1.99 AC.±
PHASE 3:	2.58 AC.±
TOTAL AREA OF LOTS:	106.77 AC.±
PHASE 1:	65.44 AC.±
PHASE 2:	14.66 AC.±
PHASE 3:	26.67 AC.±
REQUIRED OPEN SPACE:	(TOTAL SITE AREA x 25%) = 44.51 AC.±
REQUIRED RECREATIONAL AREA:	(OPEN SPACE x 50%) = 22.25 AC.±
TOTAL WETLANDS:	8.31 Ac.±
TOTAL STORMWATER:	13.86 Ac.±
OPEN SPACE AREA:	27.16 Ac.±
FUTURE CLUBHOUSE RESORT AREA:	8.45 Ac.±
TOTAL OPEN SPACE PROVIDED:	57.79 AC.±
RECREATIONAL AREA PROVIDED:	30.00 AC.±
PHASE 1:	
AVERAGE DENSITY OF LOTS:	3.07 UNITS/ACRE
MINIMUM LOT SIZE:	5,772 SQ.FT.±
MAXIMUM LOT SIZE:	15,858 SQ.FT.±
AVERAGE LOT SIZE:	7,789 SQ.FT.±
PHASE 2:	
AVERAGE DENSITY OF LOTS:	3.28 UNITS/ACRE
MINIMUM LOT SIZE:	3,904 SQ.FT.±
MAXIMUM LOT SIZE:	11,847 SQ.FT.±
AVERAGE LOT SIZE:	6,937 SQ.FT.±
PHASE 3:	
AVERAGE DENSITY OF LOTS:	7.93 UNITS/ACRE
MINIMUM LOT SIZE:	3,904 SQ.FT.±
MAXIMUM LOT SIZE:	506,113 SQ.FT.±
AVERAGE LOT SIZE:	5,369 SQ.FT.±
TOTAL WOODLAND PRESERVATION:	10.45 Ac.±
MAXIMUM IMPERVIOUS COVERAGE:	35%
PROPOSED SEWER:	CITY OF MILFORD
PROPOSED WATER:	CITY OF MILFORD
ELECTRIC SERVICE:	CITY OF MILFORD
SCHOOL DISTRICT:	MILFORD
FIRE DEPARTMENT:	MILFORD
VERTICAL DATUM:	NAVD 88
HORIZONTAL DATUM:	NAD 83
NUMBER OF MONUMENTS FOUND:	14
NUMBER OF MONUMENTS SET:	12

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MASTER PLAN

MILFORD PONDS

CEDAR CREEK HUNDRED, CITY OF MILFORD

SUSSEX COUNTY, DELAWARE

Revisions:

Date: JANUARY 2018
Scale: 1"=200'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: M1

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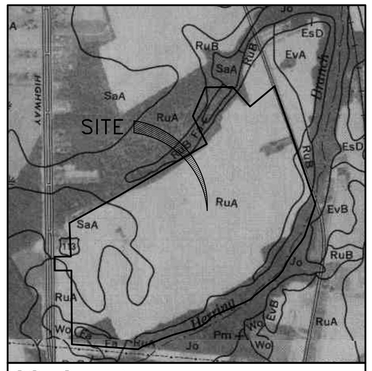
MILFORD PONDS

PHASE 1 - RECORD PLAN

CITY OF MILFORD, SUSSEX COUNTY, DELAWARE

DBF PROJECT NO. 2875A001 JANUARY, 2018

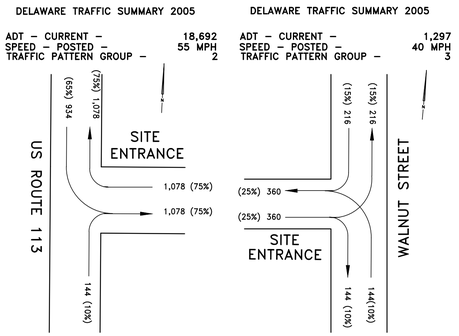


SOILS MAP SCALE: 1"=1000'

N.W.I. MAP SCALE: 1"=1000'

DELAWARE TRAFFIC SUMMARY 2005
ADT – CURRENT – 18,692
SPEED – POSTED – 55 MPH
TRAFFIC PATTERN GROUP – 2

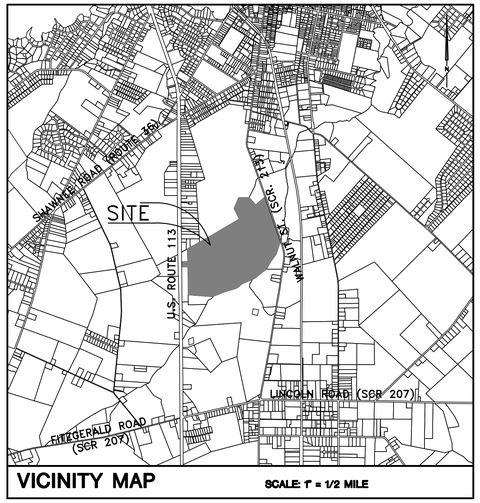
DELAWARE TRAFFIC SUMMARY 2005
ADT – CURRENT – 1,297
SPEED – POSTED – 40 MPH
TRAFFIC PATTERN GROUP – 3



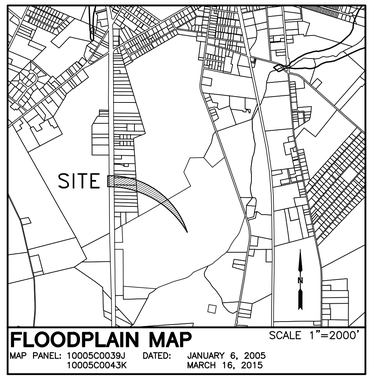
TRAFFIC DIAGRAM
NO SCALE

DESIGN TYPE OF DEV.	ITE CODE	UNITS	ADT
SENIOR ADULT HOUSING-DETACHED	251	341	1,536
SENIOR ADULT HOUSING-ATTACHED	252	385	1,340
TOTAL		726	2,876

NOTE: TRIP DISTRIBUTION DERIVED FROM TRAFFIC IMPACT STUDY TRIP GENERATION IS BASED ON THE 7TH EDITION OF THE ITE TRIP GENERATION REPORT 7TH EDITION



VICINITY MAP SCALE: 1" = 1/2 MILE



FLOODPLAIN MAP SCALE 1"=2000'
MAP PANEL: 10005C0039J DATED: JANUARY 6, 2005
10005C0043K MARCH 16, 2015

LEGEND:
- = BOUNDARY LINE
- = RIGHT-OF-WAY
- = LOT LINE
- = BUILDING SETB ACK
- (8) = LOT DELINEATION
- 10 = EXISTING TOPOGRAPHIC LINE
- = EXISTING VEGETATION LINE
- = WETLANDS BOUNDARY

INDEX OF DRAWINGS:

R0 TITLE SHEET
R1 KEY MAP
R2 PRELIMINARY SUBDIVISION
R3 PRELIMINARY SUBDIVISION
R4 PRELIMINARY SUBDIVISION
R5 PRELIMINARY SUBDIVISION
R6 PRELIMINARY SUBDIVISION
R7 PRELIMINARY SUBDIVISION
R8 PRELIMINARY SUBDIVISION
R9 LINE & CURVE TABLES

GENERAL NOTES

1. THE SUSSEX CONSERVATION DISTRICT RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE INSPECTION.
2. "THE SUSSEX CONSERVATION DISTRICT RESERVES THE RIGHT TO ADD, MODIFY, OR DELETE ANY EROSION AND SEDIMENT CONTROL MEASURES AS THEY DEEM NECESSARY."
3. THIS SITE IS NOT IMPACTED BY THE 100 YEAR FLOOD PLAIN AS DELINEATED ON FEMA MAP PANEL# 10005C0039J DATED 01/06/2005 AND 10005C0043K DATED 03/16/2015
4. WETLANDS DELINEATION PERFORMED BY ENVIRONMENTAL RESOURCES, INC. 38173 DUPONT BLVD. SELBYVILLE, DE 19975
5. ACCESS TO ALL LOTS FROM INTERNAL STREETS ONLY.
6. NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED FOR ANY LOT WITHIN THIS DEVELOPMENT UNTIL ALL REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED, CONSTRUCTED OR PLACED FOR THE LOT WHICH THE CERTIFICATE OF OCCUPANCY IS TO BE ISSUED IN A MANNER ACCEPTABLE TO THE CITY AND THE STATE, OR UNTIL THE DEVELOPER FILES A PERFORMANCE BOND OF OTHER GUARANTEE WITH THE CITY FOR ANY UNCOMPLETED PUBLIC OR PRIVATE STREET OR OTHER IMPROVEMENT.
7. NO CERTIFICATE OF OCCUPANCY SHALL BE ISSUED UNTIL A PROJECT, OR THE CURRENT PHASE OF A PROJECT, HAS BEEN PARTIALLY ACCEPTED BY THE CITY, AND UNTIL A MAINTENANCE BOND HAS BEEN SUBMITTED.
8. ALL FIRE LANES, FIRE HYDRANTS, EXITS, STANDPIPES, AND SPRINKLER CONNECTIONS WILL BE MARKED IN ACCORDANCE WITH STATE FIRE MARSHAL REGULATIONS.
9. THIS PROPERTY IS LOCATED IN THE VICINITY OF LAND USED PRIMARILY FOR AGRICULTURAL PURPOSES ON WHICH NORMAL AGRICULTURAL USES AND ACTIVITIES HAVE BEEN AFFORDED THE HIGHEST PRIORITY USE STATUS. IT CAN BE ANTICIPATED THAT AGRICULTURAL USES AND ACTIVITIES MAY NOW OR IN THE future INVOLVE NOISE, DUST, MANURE, AND OTHER ODORS, THE USE OF AGRICULTURAL CHEMICALS, AND NIGHTTIME FARM OPERATIONS. THE USE AND THE ENJOYMENT OF THIS PROPERTY IS EXPRESSLY CONDITIONED ON ACCEPTANCE OF ANY ANNOYANCE OR INCONVENIENCE WHICH MAY RESULT FROM SUCH NORMAL AGRICULTURAL USES OR ACTIVITIES.
10. SUBDIVISION STREETS CONSTRUCTED WITHIN THE LIMITS OF THE RIGHT-OF-WAY DEDICATED TO PUBLIC USE SHOWN ON THIS PLAN ARE TO BE MAINTAINED BY THE CITY OF MILFORD FOLLOWING THE COMPLETION OF THE STREETS BY THE DEVELOPER TO THE SATISFACTION OF THE CITY. THE CITY ASSUMES NO MAINTENANCE RESPONSIBILITIES WITHIN THE DEDICATED STREET RIGHT-OF-WAY UNTIL THE STREETS HAVE BEEN ACCEPTED BY THE CITY.
11. PROPOSED OPEN SPACE TO BE OWNED AND MAINTAINED BY THE COMMUNITY HOMEOWNERS ASSOCIATION.
12. THE OWNER UNDERSTANDS THAT THE TRACT OF LAND DEPICTED HEREON IS IMPACTED BY WETLANDS REGULATED BY THE ARMY CORPS OF ENGINEERS AND IS ADVISED TO CONTACT THE ARMY CORPS OF ENGINEERS FOR INFORMATION AND GUIDANCE IN REGARD TO JURISDICTIONAL DETERMINATIONS AND FEDERAL PERMITS PRIOR TO THE START OF CONSTRUCTION.
13. ALL REQUIRED LANDSCAPE BUFFERS SHALL BE PLANTED AND ALL ACTIVE RECREATION AMENITIES INSTALLED PRIOR TO ISSUANCE OF 50% OF THE CERTIFICATES OF OCCUPANCY, AND MAINTAINED BY THE DEVELOPER UNTIL 75% OF THE CERTIFICATES OF OCCUPANCY HAVE BEEN ISSUED. THE LANDSCAPE BUFFER AREA AND ANY OTHER LANDSCAPE PLAN DEPICTED ON THE RECORD PLAN SHALL BE MAINTAINED IN PERPETUITY BY THE HOMEOWNERS' ASSOCIATION OR MAINTENANCE CORPORATION.THESE DEED RESTRICTIONS SHALL RUN WITH THE LAND AND MAY NOT BE VACATED BY THE HOMEOWNERS' ASSOCIATION OR THE MAINTENANCE CORPORATION.
14. THE DEVELOPER WILL BE RESPONSIBLE FOR MAINTENANCE OF SEDIMENT & STORMWATER CONTROLS DURING CONSTRUCTION AND FOR LONG TERM MAINTENANCE OF STORMWATER CONTROLS UNTIL CONSTRUCTION IS COMPLETE. AT THE TIME, RESPONSIBILITY FOR LONG TERM MAINTENANCE OF STORMWATER CONTROLS SHALL BE ASSUMED BY THE HOMEOWNER'S ASSOCIATION. IF A HOMEOWNER'S ASSOCIATION IS NOT FORMED THEN THE OWNER IS TO PROVIDE LONG TERM MAINTENANCE FOR THE SITE.
15. FOR ANY NEW SUBDIVISION DEVELOPMENT LOCATED IN WHOLE OR PART WITHIN 50 FEET OF THE BOUNDARY OF AN AGRICULTURAL PRESERVATION DISTRICT, NO IMPROVEMENT REQUIRING AN OCCUPANCY APPROVAL SHALL BE CONSTRUCTED WITHIN 50 FEET OF THE BOUNDARY OF THE AGRICULTURAL PRESERVATION DISTRICT.
16. ALL MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. MATERIALS AND WORKMANSHIP SHALL CONFORM TO ALL STATE OF DELAWARE, SUSSEX COUNTY, AND CITY OF MILFORD STANDARDS AND SPECIFICATIONS.
17. DELAWARE REGULATIONS PROHIBIT THE BURIAL OF CONSTRUCTION AND DEMOLITION DEBRIS, INCLUDING TREES AND STUMPS, ON CONSTRUCTION SITES. ANY SOLID WASTE FOUND DURING EXCAVATION FOR STRUCTURES AND UTILITY LINES, ON AND OFF SITE, MUST BE REMOVED AND PROPERLY DISCARDED. ANY REMEDIAL ACTION REQUIRED IS THE RESPONSIBILITY OF THE DEVELOPER/OWNER.
18. DRAWINGS DO NOT INCLUDE THE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. ALL CONSTRUCTION MUST BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, AS AMENDED, AND ALL RULES AND REGULATIONS THERETO APPURTENANT.
19. THE DEVELOPER WILL BE RESPONSIBLE FOR THE MAINTENANCE OF THE ONSITE STORMWATER MANAGEMENT FACILITIES DURING DEVELOPMENT & THE HOMEOWNER'S ASSOCIATION WILL BE RESPONSIBLE FOR ALL MAINTENANCE FOLLOWING THE COMPLETION OF DEVELOPMENT.
20. THERE ARE WETLANDS LOCATED ON THIS SITE.
21. DEVELOPER SHALL INSTALL ONSITE LIGHTING TO ILLUMINATE STREETS, PARKING AREAS, AND WALKWAYS, IN ACCORDANCE WITH CITY REGULATIONS.
22. PROPERTY OWNERS OWN AND MAINTAIN THE SIDEWALKS DIRECTLY IN-FRONT OF THEIR PROPERTY. SIDEWALKS ALONG OR IN OPEN SPACES SHALL BE MAINTAINED BY THE HOME OWNERS ASSOCIATION.
23. ALL CONSTRUCTION AND MATERIALS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE DELAWARE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION DATED AUGUST 2001 AND ANY ADDENDA THERETO.
24. ALL DISTURBED AREAS WITHIN THE STATE RIGHT-OF-WAY, BUT NOT IN THE PAVEMENT, SHALL BE TOP SOILED (6" MINIMUM), FERTILIZED, AND SEEDED.
25. A 24-HOUR (MINIMUM) NOTICE SHALL BE GIVEN TO DELDOT'S PUBLIC WORKS ENGINEER PRIOR TO STARTING ENTRANCE CONSTRUCTION.
26. MISS UTILITY OF DELMARVA SHALL BE NOTIFIED THREE CONSECUTIVE WORKING DAYS PRIOR TO EXCAVATION, AT 1-800-282-8555
27. ALL SIGNING AND MAINTENANCE OF TRAFFIC IS THE CONTRACTOR'S RESPONSIBILITY AND SHALL FOLLOW THE GUIDELINES SHOWN IN "TRAFFIC CONTROL FOR STREETS AND HIGHWAY CONSTRUCTION, MAINTENANCE, UTILITY AND EMERGENCY OPERATIONS" (LATEST EDITION).
28. DESIGN, FABRICATION AND INSTALLATION OF ALL PERMANENT SIGNING SHALL BE AS OUTLINED IN THE "GUIDE FOR FABRICATION AND INSTALLATION OF TRAFFIC CONTROL DEVICES."
29. FOR FINAL PERMANENT PAVEMENT MARKINGS, EPOXY RESIN PAINT SHALL BE REQUIRED FOR LONG LINE STRIPING AND THERMO WILL BE REQUIRED FOR SHORT LINE STRIPING, I.E. SYMBOLS/LEGENDS
30. EXISTING UTILITIES ARE SHOWN IN ACCORDANCE WITH THE BEST AVAILABLE INFORMATION. COMPLETESS OR CORRECTNESS THEREOF IS NOT GUARANTEED. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE UTILITY COMPANIES INVOLVED IN ORDER TO SECURE THE MOST ACCURATE INFORMATION AVAILABLE AS TO UTILITY LOCATION AND ELEVATION. NO CONSTRUCTION AROUND OR ADJACENT TO UTILITIES SHALL BEGIN WITHOUT NOTIFYING THEIR OWNERS AT LEAST 48-HOURS IN ADVANCE. THE CONTRACTOR SHALL TAKE THE NECESSARY PRECAUTIONS TO PROTECT THE EXISTING UTILITIES AND MAINTAIN UNINTERRUPTED SERVICE AND ANY DAMAGE DONE TO THEM DUE TO HIS/HER NEGLIGENCE SHALL BE IMMEDIATELY AND COMPLETELY REPAIRED AT THE CONTRACTORS EXPENSE. TO LOCATE EXISTING UTILITIES IN THE FIELD PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT MISS UTILITY OF DELMARVA (SEE NOTE #28).
31. ALL TRAFFIC CONTROL DEVICES SHALL BE IN NEW OR REFURBISHED CONDITION, SHALL COMPLY WITH THE TRAFFIC CONTROL MANUAL, AND SHALL BE NCHRP – 350 APPROVED AND SHALL BE APPROVED BY THE ENGINEER PRIOR TO INSTALLATION. TRAFFIC CONTROL DEVICES SHALL BE MAINTAINED IN GOOD CONDITION FOR DURATION OF USE.
32. ALL ENTRANCES SHALL CONFORM TO DELDOT'S STANDARDS AND REGULATIONS FOR SUBDIVISION STREETS AND STATE HIGHWAY ACCESS AND SHALL BE SUBJECT TO ITS APPROVAL.
33. BREAKAWAY POSTS SHALL BE USED WHEN INSTALLING ALL SIGNS.
34. SOURCE WATER PROTECTION AREA EXISTS ON-SITE.

THE PROPERTY AS SHOWN HEREON DOES CONTAIN STATE OR FEDERALLY REGULATED SECTION 10 WETLANDS. BASED ON NWI AND DNREC WETLAND MAPS.

THE PROPERTY IS IMPACTED BY STREAMS, DITCHES, PONDS, OR LAKES.

RESIDUAL ROAD FRONTAGE : U.S. 113 – 200'±
RESIDUAL ROAD FRONTAGE : COUNTY ROAD 213 – 1780'±

EXISTING STRUCTURES LOCATED ON SITE
EXISTING EASEMENTS LOCATED ON SITE

PROPOSED PUD REQUIREMENTS

A. SINGLE FAMILY DWELLING UNITS:

-MINIMUM LOT SIZE:	5,000 SQUARE FEET
-MINIMUM LOT WIDTH:	50 FEET
-MINIMUM LOT DEPTH:	100 FEET
-MINIMUM FRONT YARD:	18 FEET FROM RIGHT-OF-WAY TO GARAGE DOOR, AND 15 FEET FROM RIGHT-OF-WAY TO FRONT PORCH OR NON-GARAGE BUILDING FOUNDATION. (ALLOW 5 FOOT ENCROACHMENT FOR FRONT STOOP OR STEPS.)
-MINIMUM SIDE YARD:	LOT < 60' WIDE = 10' TOTAL SETBACK LOT > 60' WIDE = 14' TOTAL SETBACK MINIMUM 3' ON EACH SIDE
-MINIMUM REAR YARD:	15 FEET
-OFF STREET PARKING:	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE. TANDEM SPACE TO BEGIN AT THE RIGHT-OF-WAY LINE.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 35 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS.
-MAXIMUM LOT COVERAGE:	60% OF LOT AREA
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE

B. TOWN HOUSE UNITS: (INCLUDES 2 THRU 8 UNIT SINGLE FAMILY ATTACHED BUILDINGS)

-MINIMUM LOT SIZE:	2,400 SQUARE FEET
-MINIMUM LOT WIDTH:	24 FEET
-MINIMUM LOT DEPTH:	100 FEET
-MINIMUM FRONT YARD:	18 FEET FROM RIGHT-OF-WAY TO GARAGE DOOR, AND 15 FEET FROM RIGHT-OF-WAY TO FRONT PORCH OR NON-GARAGE BUILDING FOUNDATION. (ALLOW 5 FOOT ENCROACHMENT FOR FRONT STOOP OR STEPS.)
-MINIMUM SIDE YARD FOR END UNITS:	7.0 FEET MEASURED FROM RIGHT-OF-WAY TO FOUNDATION WALL. (ALLOW SIDE YARD ENCROACHMENTS OF 3 FEET FOR CHIMNEYS, BAY WINDOWS, STOOPS, ETC.)
-MINIMUM BUILDING SEPARATION:	14 FEET FROM CLOSEST POINT OF FOUNDATION WALL TO CLOSEST POINT OF FOUNDATION WALL OF ADJACENT BUILDING.
-MINIMUM REAR YARD:	15 FEET
-OFF STREET PARKING	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE. TANDEM SPACE TO BEGIN AT RIGHT-OF-WAY LINE.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 35 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS.
-MAXIMUM LOT COVERAGE:	75% OF LOT AREA
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE.
-TOWNHOUSE ACCESS:	REAR ALLEYS WILL NOT BE REQUIRED

C. MULTI-FAMILY BUILDINGS:

-MINIMUM FRONT SETBACK:	18 FEET FROM A PUBLIC STREET, 5 FEET FROM A PRIVATE DRIVE ISLE FOR RESIDENTIAL STRUCTURES AND 0 FEET FROM A PRIVATE DRIVE AISLE FOR FREE STANDING GARAGE.
-MINIMUM BUILDING SEPARATION:	20 FEET FROM CLOSEST POINT OF FOUNDATION WALL TO CLOSEST POINT OF FOUNDATION WALL OF ADJACENT BUILDING.
-MINIMUM REAR YARD:	20 FEET
-OFF STREET PARKING:	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE.
-MAXIMUM BUILDING HEIGHT:	4 STORIES AND 50 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE

D. CLUBHOUSE FACILITY:

-MINIMUM FRONT YARD:	18 FEET FROM A PUBLIC STREET
-MINIMUM SIDE YARD:	20 FEET FROM A PUBLIC STREET
-MINIMUM REAR YARD:	30 FEET FROM A PUBLIC STREET
-MINIMUM LOT AREA:	1.0 ACRES
-OFF STREET PARKING:	1 SPACE FOR EACH 250 SQUARE FEET OF GROSS FLOOR AREA.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 40 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS, AND 60 FEET MEASURED TO THE TOP OF ANY SPECIAL ARCHITECTURAL FEATURES (STEEPLES, TOWERS, SILOS, ETC.)
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE

E. SIGNS:

SITE SIGNS:	SITE SIGNS SHALL MEET THE REQUIREMENTS OF CHAPTER 230 ARTICLE VI SIGNS WITH THE CLARIFICATION THAT THE MINIMUM SIZE OF THE PERMANENT SUBDIVISION SIGN SHALL INCORPORATE THE SIGN FACE ONLY AND SHALL NOT INCLUDE THE ASSOCIATED MONUMENTAL STRUCTURE TO WHICH IT IS AFFIXED

DATA COLUMN

TAX MAP ID:	1-30-6.00-108.00 1-30-3.00-264 & 264.01
EXISTING ZONING:	R-1, R-2, R-3, W/PUD
PROPOSED USE:	R-1, R-2, R-3, W/PUD
TOTAL SITE AREA:	178.03 AC.±
PHASE 1:	119.19 AC.±
PHASE 2:	28.06 AC.±
PHASE 3:	30.78 AC.±
GROSS AREA:	R-1 = 71.02 AC, R-2 = 50.19 AC, R-3 = 47.82 AC
NET DEVELOPMENT AREA:	R-1 = 53.27 AC, R-2 = 38.19 AC, R-3 = 35.86 AC
MAX DENSITY ALLOWED:	R-1 = 4, R-2 = 6, R-3 = 16
UNITS ALLOWED:	R-1 = 213(53.27 x 4), R-2 = 229(38.19 x 6), R-3 = 573(35.86 x 16)
TOTAL NUMBER OF UNITS ALLOWED:	1015
TOTAL NUMBER OF UNITS PROVIDED:	700
PHASE 1 TOTAL:	364
SINGLE FAMILY DWELLING:	364
PHASE 2 TOTAL:	92
SINGLE FAMILY DWELLING:	54
TOWN HOUSE:	38
PHASE 3 TOTAL:	244
SINGLE FAMILY DWELLING:	41
TOWN HOUSE:	53
MULTI-FAMILY BUILDING:	6 X 25 UNITS
BUILDING CONSTRUCTION TYPE:	MASONARY & TIMBER
COMMUNITY BUILDING SIZE:	±40'X ±95'
COMMUNITY BUILDING LOCATION:	CORNER OF W. HEIRLOOM WAY & CLUBHOUSE DR.
TOTAL PROPOSED RIGHT-OF-WAY:	19.88 AC.±
PHASE 1:	15.31 AC.±
PHASE 2:	1.99 AC.±
PHASE 3:	2.58 AC.±
TOTAL AREA OF LOTS:	106.77 AC.±
PHASE 1:	65.44 AC.±
PHASE 2:	14.66 AC.±
PHASE 3:	26.67 AC.±
REQUIRED OPEN SPACE:	(TOTAL SITE AREA x 25%) = 44.51 AC.±
REQUIRED RECREATIONAL AREA:	(OPEN SPACE x 50%) = 22.25 AC.±
TOTAL WETLANDS:	8.31 Ac.±
TOTAL STORMWATER:	13.86 Ac.±
OPEN SPACE AREA:	27.16 Ac.±
FUTURE CLUBHOUSE RESORT AREA:	8.45 Ac.±
TOTAL OPEN SPACE PROVIDED:	57.79 AC.±
RECREATIONAL AREA PROVIDED:	30.00 AC.±
PHASE 1:	
AVERAGE DENSITY OF LOTS:	3.07 UNITS/ACRE
MINIMUM LOT SIZE:	5,772 SQ.FT.±
MAXIMUM LOT SIZE:	15,858 SQ.FT.±
AVERAGE LOT SIZE:	7,789 SQ.FT.±
TOTAL WOODLAND PRESERVATION:	10.45 Ac.±
MAXIMUM IMPERVIOUS COVERAGE:	35%
PROPOSED SEWER:	CITY OF MILFORD
PROPOSED WATER:	CITY OF MILFORD
ELECTRIC SERVICE:	CITY OF MILFORD
SCHOOL DISTRICT:	MILFORD
FIRE DEPARTMENT:	MILFORD
VERTICAL DATUM:	NAVD 88
HORIZONTAL DATUM:	NAD 83
NUMBER OF MONUMENTS FOUND:	14
NUMBER OF MONUMENTS SET:	12

OWNERS CERTIFICATION

I, MILFORD PONDS, LLC, HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED ON THIS PLAN, THAT THE PLAN WAS MADE AT MY DIRECTION, THAT ALL STREETS SHOWN HEREON AND NOT HERETOFORE DEDICATED ARE HEREBY DEDICATED TO THE PUBLIC USE AND THAT ALL PROPOSED MONUNENTS AND MARKERS SHOWN HEREON WILL BE SET AT THE LOCATION INDICATED, AND THAT I ACKNOWLEDGE THE SAME TO BE MY ACT AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

DATE:_____ SIGNATURE_____

JOEL SENS
MILFORD PONDS, LLC
MANAGING PARTNER

ENGINEERS CERTIFICATION

I, RING W. LARDNER HEREBY CERTIFY THAT I AM A REGISTERED ENGINEER IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

DATE:_____ SIGNATURE _____

RING W. LARDNER, P.E.

CITY MANAGER – ERIC NORENBERG

DATE: _____ SIGNATURE: _____

CITY ENGINEER – ERIK RETZLAFF

DATE: _____ SIGNATURE: _____

DAVIS, BOWEN & FRIEDEL, INC.
ARCHITECTS ENGINEERS SURVEYORS
SALISBURY, MARYLAND (410) 543-9091
MILFORD, DELAWARE (302) 424-1441
EASTON, MARYLAND (410) 770-4744

OWNER/DEVELOPER:
MILFORD PONDS, LLC
179 REHOBOTH AVENUE, SUITE 1081
REHOBOTH BEACH, DE 19971

ENGINEER/SURVEYOR:
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19963
(302) 424-1441

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NOTE:
PHASE 1
ORIGINAL PLAN – 247 SINGLE FAMILY HOMES
144 TOWNHOUSES
391 TOTAL

PHASE 1
PROPOSED PLAN – 364 SINGLE FAMILY HOMES

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EASTON, MARYLAND (410) 770-4744

KEY MAP

MILFORD PONDS
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JANUARY 2018
Scale:	1"=200'
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	R1

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NOTES:
1. SEE DWG No. R9 FOR CURVE TABLE & LINE TABLE
2. ALL SIDEWALKS IN THE SUBDIVISION ARE 4' WIDE UNLESS OTHERWISE NOTED.

0' 50' 100' 150'

DUPONT BLVD.
U.S. ROUTE 113
STATE MAINTAINED

ROUTE 113

NOW OR FORMERLY
JOHN A. JR. & GEORGEANNA WOOTTEN
1-30-6.00-107.00
DEED 2460 – 070
ZONE: AR-1

NOW OR FORMERLY
EDITH M. WOOTTEN
1-30-6.00-107.01
DEED 2460 – 065
ZONE: AR-1

NOW OR FORMERLY
BRUCE N. & SUSAN P. GEYER
AND JOAN L. PALMER
1-30-6.00-99.01
DEED 2417 – 236
ZONE: C3

OPEN SPACE AREA (A) 10014 SF 0.230 AC
OPEN SPACE AREA (F) 91709SF 2.105AC
OPEN SPACE AREA (G) 13928 SF 0.320 AC

STITCHWORK WAY (DEDICATED TO PUBLIC USE, CITY MAINTAINED)
W. HEIRLOOM WAY (DEDICATED TO PUBLIC USE, CITY MAINTAINED)
CLUBHOUSE DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)
FLYING GEESE DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)
PINWHEEL DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

POND #1 STORMWATER MANAGEMENT AREA 147,211 S.F. 3.38 AC.±
POND #1 EXPANSION STORMWATER MANAGEMENT AREA 54,378 S.F. 1.25 AC.±
FUTURE SITE OF RESORT CLUBHOUSE 220,868 S.F. 5.07 AC.±

MAINTENANCE SET ASIDE AREA (2400 SF)

MEDIAN TO BE MAINTAINED BY HOA

MATCH LINE DRAWING NUMBER R3
MATCH LINE DRAWING NUMBER R5

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OCEAN CITY, MARYLAND (410) 524-5141
EASTON, MARYLAND (410) 770-4744

PRELIMINARY SUBDIVISION

MILFORD PONDS
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date: JANUARY 2018
Scale: 1"=50'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: R2

MATCH LINE DRAWING NUMBER R8

MATCH LINE DRAWING NUMBER R2

MATCH LINE DRAWING NUMBER R4

MATCH LINE DRAWING NUMBER R6

RESIDUAL LANDS OF
1-30-3.00-264.00
1,340,779 S.F.
30.78 AC.±
(PHASE 3)

STITCHWORK WAY
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

MARITIME COURT
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

W. HEIRLOOM WAY
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

E. HEIRLOOM WAY
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

WILD GOOSE LANE
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

CENTERBURY DARKE BOULEVARD
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

FLOWER GARDEN DRIVE
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

FLYING GEESE DRIVE
(DEDICATED TO PUBLIC USE, CITY MAINTAINED)

PAVILION

OPEN SPACE AREA (B) 85056 SF 1.953 AC

OPEN SPACE AREA (C) 7311 SF 0.168 AC

OPEN SPACE AREA (D) 7823 SF 0.180 AC

OPEN SPACE AREA (K) 259959 SF 5.968 AC

POND #3 STORMWATER MANAGEMENT AREA 190,583.0 S.F. 4.38 Ac.±

BOUNDARY LINE TO BE ABANDON PER THIS PLAT

MEDIANS MAINTAINED BY THE HOA

NOTE:
SEE DWG No. R9 FOR
CURVE TABLE & LINE TABLE

0' 50' 100' 150'

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OCEAN CITY, MARYLAND (410) 289-9641
EASTON, MARYLAND (410) 770-4744

PRELIMINARY SUBDIVISION

MILFORD PONDS
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date: JANUARY 2018
Scale: 1"=50'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: R3

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MATCH LINE DRAWING NUMBER R8

RESIDUAL LANDS OF
1-30-3.00-264.00
1,340,779 S.F.
30.78 AC.±
(PHASE 3)

RESIDUAL LANDS OF
1-30-3.00-264.01
1,222,413 s.f.
28.06 AC±
(PHASE 2)

N 60°56'31" E (TOTAL) 342.50'
79.86' 64.37' 112.16'

S 60°56'31" W 120.17'

S 71°01'01" W 463.49'

S 71°01'01" W 412.46'

S 18°58'59" E 1,104.22'

S 18°58'59" E 737.82'

N 33°37'09" W 134.64'

S 33°37'09" E 134.64'

S 33°37'09" E 45.30'

S 58°06'59" W (TOTAL) 94.43'

N 64°18'10" E (TOTAL) 56.95'

S 54°16'10" E 171.20'

S 43°21'58" W 59.26'

S 59°59'47" W 60.02'

S 72°01'19" W 112.45'

S 28°06'17" W 59.19'

S 24°49'57" E 112.49'

S 18°39'51" W 174.12'

S 65°21'13" W N 60°56'31" E 52.84'

S 58°31'37" W N 60°56'31" E 52.84'

S 78°24'57" W 10.82'

S 51°53'03" W 63.68'

N 59°05'15" E 54.33'

N 51°53'03" E 29.13'

S 76°42'41" W 19.35'

S 18°58'59" E 45.08'

S 18°58'59" E 616.95'

N 18°58'59" W 616.95'

10' DRAINAGE EASEMENT

18' UTILITY EASEMENT

PATCHWORK DRIVE (PRIVATE STREET TO BE CITY MAINTAINED)

FLYING GEESE DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

60' R.O.W.

R.O.W. VARIES

26.00' R.O.W.

32' R.O.W.

137 11049 SF 0.254 AC
138 9489 SF 0.218 AC
139 8261 SF 0.190 AC
140 12906 SF 0.296 AC
141 12251 SF 0.281 AC
142 8342 SF 0.192 AC
143 8318 SF 0.191 AC
144 8307 SF 0.191 AC

(L) OPEN SPACE AREA 3,019 SF 0.069 AC

(M) OPEN SPACE AREA 67335 SF 1.546 AC

(N) OPEN SPACE AREA 46914 SF 1.077 AC

(O) OPEN SPACE AREA 681 SF 0.016 AC

POND #3 STORMWATER MANAGEMENT AREA 190,583.0 S.F. 4.38 Ac.±

POND #4 STORMWATER MANAGEMENT AREA 85,831.5 S.F. 1.97 Ac.±

MAINTENANCE SET ASIDE AREA (1,435 SF)

MAINTENANCE SET ASIDE AREA (1085 SF)

BOUNDARY LINE TO BE ABANDON PER THIS PLAT

WALNUT STREET (SCR 213)

SOURCE WATER PROTECTION EXCELLENT RECHARGE AREA

MATCH LINE DRAWING NUMBER R3

MATCH LINE DRAWING NUMBER R7

NOTE:
SEE DWG No. R9 FOR
CURVE TABLE & LINE TABLE

0' 50' 100' 150'

DAVIS, BOWEN & FRIEDEL, INC.
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MILFORD, DELAWARE (302) 424-1441
EASTON, MARYLAND (410) 770-4744

PRELIMINARY SUBDIVISION

MILFORD PONDS
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date: JANUARY 2018
Scale: 1"=50'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: R4

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MATCH LINE DRAWING NUMBER R2

MATCH LINE DRAWING NUMBER R6

SOURCE WATER PROTECTION EXCELLENT RECHARGE AREA

S 00°27'53" E (TOTAL) 1009.47'

502.67'

N 89°51'53" W 87.62'

CANNERS COURT (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

PATCHWORK DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

CLUBHOUSE DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

PINWHEEL DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

PINWHEEL DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

FLYING GEESE DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

ATTIC WINDOW COURT (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

OPEN SPACE AREA 164,805 S.F. 3.783 AC.±

POND #2 STORMWATER AREA MANAGEMENT 70,452.2 S.F. 1.62 AC.±

MAINTENANCE SET ASIDE AREA (1200 SF)

OPEN SPACE AREA 458906 S.F. 10.535 Ac.±

18' UTILITY EASEMENT

30' DRAINAGE EASEMENT

10' DRAINAGE EASEMENT

EASEMENT TO BE ABANDONED

PUMP STATION LOT 11,099.3 S.F. 0.27 Ac.±

BOUNDARY LINE TO BE ABANDON PER THIS PLAT

WETLAND AREA

NOW OR FORMERLY DELMARVA POWER AND LIGHT COMPANY 1-30-6.00-106.00 DEED 635 - 166 ZONE: AR-1

TRANSMISSION LINES

612.06'

S 85°09'34" E

370.79'

N 50°06'23" E

172.06'

N 65°38'44" E

324.60'

S 19°14'31" E

69.62'

N 74°55'32" E

NOW OR FORMERLY BARBARA E. & PIERCE W. HAMMOND 1-30-6.00-113.02 DEED 1088 - 089 ZONE: AR-1

NOTE:
SEE DWG No. R9 FOR CURVE TABLE & LINE TABLE

0' 50' 100' 150'

DAVIS, BOWEN & FRIEDEL, INC.
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EASTON, MARYLAND (410) 770-4744

PRELIMINARY SUBDIVISION

MILFORD PONDS

CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JANUARY 2018
Scale:	1"=50'
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	R5

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MATCH LINE DRAWING NUMBER R3

MATCH LINE DRAWING NUMBER R5

MATCH LINE DRAWING NUMBER R7

(PHASE 3)

CENTRAL PARKE BOULEVARD (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

FLYING GEESE DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

CALICO PLACE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

PATCHWORK DRIVE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

CROSSROADS LANE (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

PINE PATCH WAY (DEDICATED TO PUBLIC USE, CITY MAINTAINED)

OPEN SPACE AREA (E) 2.213 SF 0.280 AC

OPEN SPACE AREA (J) 458906 S.F. 10.535 Ac.±

MEDIANS MAINTAINED BY THE HOA

MAINTENANCE SET ASIDE AREA (2405 SF)

POND #3 STORMWATER MANAGEMENT AREA 190,583.0 S.F. 4.38 Ac.±

BOUNDARY LINE TO BE ABANDON PER THIS PLAT

BOUNDARY LINE TO BE ABANDON PER THIS PLAT

EASEMENT TO BE ABANDONED

RESIDUAL LANDS OF
1-30-3.00-264.01
1,222,413 S.F.
28.06 AC±
(PHASE 2)

WETLAND AREA

SOURCE WATER PROTECTION EXCELLENT RECHARGE AREA

NOW OR FORMERLY
ALLEN M. & LEILA J. BE ACHY
1-30-6.00-111.02
DEED 1306 - 291
ZONE: AR-1

NOTE:
SEE DWG No. R9 FOR CURVE TABLE & LINE TABLE

0' 50' 100' 150'

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OCEAN CITY, MARYLAND (410) 289-9641
EASTON, MARYLAND (410) 770-4744

PRELIMINARY SUBDIVISION

MILFORD PONDS
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date: JANUARY 2018
Scale: 1"=50'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: R6

MATCH LINE DRAWING NUMBER R4

MATCH LINE DRAWING NUMBER R6

RESIDUAL LANDS OF
1-30-3.00-264.01
1,222,413 S.F.
28.06 AC±
(PHASE 2)

POND #4
STORMWATER
MANAGEMENT AREA
85,851.5 S.F.
1.97 Ac.±

10' DRAINAGE EASEMENT

30' DRAINAGE EASEMENT

NORTH OLD STATE ROAD
U.S. ROUTE 113

S 19°28'23" E

N 32°15'39" E 118.00'

L27

L26

L25 N25°33'03"E 83.26'

L24

L23

L22

L21

L20

L19 N17°45'19"E 88.62'

L18

L17

L16

L15

L14

L13

L12

L11

L10

L9

S 29°12" E 112.85'

NOW OR FORMERLY
HONYA ASSOCIATES, INC.
1-30-6.00-110.01
DEED 2382 - 195
ZONE: AR-1

NOW OR FORMERLY
HONYA ASSOCIATES, INC.
1-30-6.00-110.0
DEED 2382 - 195
ZONE: AR-1

SOURCE WATER PROTECTION
EXCELLENT RECHARGE AREA

NOTE:
SEE DWG No. R9 FOR
CURVE TABLE & LINE TABLE

0' 50' 100' 150'

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PRELIMINARY SUBDIVISION

MILFORD PONDS

CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JANUARY 2018
Scale:	1"=50'
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	R7

NOW OR FORMERLY
VIRGINIA S. KENNEDY,
WILBUR S. SIMPSON, JR.,
& FRANCES S. BURN
1-30-3.00-263.04
DEED 1102-51
ZONE: AR-1

N 84°11'04" E 296.63'

N 25°08'45" E 442.71'

N 45°18'57" W 313.82'

N 28°38'49" W 392.85'

RESIDUAL LANDS OF
1-30-3.00-264.00
1,340,779 s.f.
30.78 AC.±
(PHASE 3)

NOW OR FORMERLY
HARRY L. HILL, JR. HEIRS
3-30-10.00-001.01
ZONE: R3

S 45°53' W
191.40'

S 21°53' W
247.50'

N 53°17'41" E 495.29'

NORTH OLD STATE ROAD
U.S. ROUTE 113

70

81 82 83 84 85 86 87 88 89 90 91 92 93

NOTE:
SEE DWG No. R9 FOR
CURVE TABLE & LINE TABLE

0' 50' 100' 150'

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PRELIMINARY SUBDIVISION

MILFORD PONDS
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date: JANUARY 2018
Scale: 1"=50'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: R8

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	5.63'	164.00'	1°58'06"	S 01°12'41" E	5.63'
C2	20.61'	314.00'	3°45'37"	S 87°01'32" E	20.60'
C3	8.26'	136.00'	3°28'40"	N 83°24'23" W	8.25'
C4	26.66'	764.00'	1°59'58"	S 21°40'12" W	26.66'
C5	50.39'	764.00'	3°46'44"	S 28°19'26" W	50.38'
C6	50.35'	764.00'	3°46'34"	S 35°50'39" W	50.34'
C7	50.20'	764.00'	3°45'53"	S 24°33'08" W	50.19'
C8	49.91'	764.00'	3°44'34"	S 32°05'05" W	49.90'
C9	14.19'	164.00'	4°57'26"	S 82°40'00" E	14.18'
C10	47.39'	164.00'	16°33'29"	S 08°03'26" W	47.23'
C11	48.38'	314.00'	8°49'43"	N 60°39'45" E	48.34'
C12	48.14'	314.00'	8°47'00"	N 77°58'17" E	48.09'
C13	48.03'	314.00'	8°45'53"	N 86°42'44" E	47.99'
C14	6.60'	164.00'	2°18'19"	N 86°17'53" W	6.60'
C15	46.42'	314.00'	8°28'11"	N 69°18'41" E	46.37'
C16	44.02'	164.00'	15°22'39"	S 41°32'18" E	43.88'
C17	44.41'	164.00'	15°30'52"	S 26°05'32" E	44.27'
C18	17.96'	136.00'	7°33'57"	S 88°55'42" E	17.95'
C19	44.30'	164.00'	15°28'33"	S 56°57'54" E	44.16'
C20	44.32'	164.00'	15°29'07"	S 72°26'44" E	44.19'
C21	46.20'	164.00'	16°08'22"	S 10°15'55" E	46.04'
C22	40.50'	164.00'	14°08'59"	S 23°24'20" W	40.40'
C23	47.14'	136.00'	19°51'39"	N 09°42'11" E	46.91'
C24	44.44'	164.00'	15°31'33"	S 38°14'36" W	44.30'
C25	47.14'	136.00'	19°51'39"	N 10°09'27" W	46.91'
C26	51.35'	164.00'	17°56'21"	S 61°58'15" W	51.14'
C27	46.40'	164.00'	16°12'40"	S 79°02'45" W	46.25'
C28	64.75'	314.00'	11°48'55"	N 50°20'26" E	64.64'
C29	81.79'	136.00'	34°27'06"	S 11°49'47" E	80.56'
C30	28.32'	764.00'	2°07'26"	S 38°47'39" W	28.32'
C31	81.79'	136.00'	34°27'26"	S 22°37'39" W	80.56'
C32	47.45'	36.00'	75°31'21"	S 58°25'53" W	44.09'
C33	3.83'	164.00'	1°20'17"	N 84°28'35" W	3.83'
C34	61.33'	486.00'	7°13'48"	N 14°49'11" E	61.29'
C35	71.80'	486.00'	8°27'53"	N 22°40'02" E	71.74'
C36	73.45'	486.00'	8°39'35"	N 31°13'46" E	73.38'
C37	36.45'	486.00'	4°17'48"	N 37°42'28" E	36.44'
C38	25.63'	414.00'	3°32'51"	N 38°04'56" E	25.63'
C39	30.70'	36.00'	48°51'38"	N 04°37'40" W	29.78'
C40	12.99'	40.00'	18°36'23"	N 10°29'57" E	12.93'
C41	34.00'	514.00'	3°47'24"	S 13°05'59" W	33.99'
C42	66.68'	514.00'	7°25'57"	S 26°08'36" W	66.63'
C43	66.68'	514.00'	7°25'57"	S 33°34'33" W	66.63'
C44	66.68'	514.00'	7°25'57"	S 18°42'39" W	66.63'
C45	3.38'	516.00'	0°22'33"	N 61°07'47" E	3.38'
C46	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C47	56.55'	36.00'	90°00'00"	S 74°03'29" E	50.91'
C48	60.31'	516.00'	6°41'50"	N 84°47'52" E	60.28'
C49	60.43'	516.00'	6°42'38"	N 78°05'38" E	60.40'
C50	60.43'	516.00'	6°42'38"	N 71°23'00" E	60.40'
C51	73.31'	736.00'	5°42'24"	N 23°31'25" E	73.28'
C52	60.43'	516.00'	6°42'38"	N 64°40'23" E	60.40'
C53	93.91'	736.00'	7°18'39"	N 30°01'56" E	93.85'
C54	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C55	62.11'	516.00'	6°53'49"	S 88°24'18" E	62.08'
C56	57.99'	36.00'	92°17'38"	S 57°21'06" W	51.92'
C57	78.85'	136.00'	33°13'12"	N 59°53'29" W	77.75'
C58	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C59	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C60	41.04'	40.00'	58°46'52"	N 28°11'40" W	39.26'
C61	64.99'	736.00'	5°03'39"	N 36°13'02" E	64.96'
C62	47.23'	36.00'	75°09'56"	N 76°19'46" E	43.91'
C63	69.48'	316.00'	12°35'54"	S 72°23'13" E	69.34'
C64	73.72'	414.00'	10°12'07"	N 31°12'27" E	73.62'
C65	46.19'	36.00'	73°31'02"	N 62°51'55" E	43.09'
C66	41.25'	516.00'	4°34'49"	S 82°39'59" E	41.24'
C67	49.55'	40.00'	70°58'07"	S 18°26'39" E	46.44'
C68	32.92'	40.00'	47°08'57"	N 81°09'35" W	32.00'
C69	40.65'	40.00'	58°13'32"	S 46°09'10" W	38.92'
C70	66.12'	386.00'	9°48'53"	S 34°56'56" W	66.04'
C71	23.00'	514.00'	2°33'51"	S 38°34'27" W	23.00'
C72	25.94'	316.00'	4°42'12"	S 81°02'16" E	25.93'
C73	59.36'	764.00'	4°27'06"	S 81°09'48" E	59.35'
C74	68.47'	36.00'	108°58'45"	S 24°26'53" E	58.61'
C75	58.29'	136.00'	24°33'28"	N 31°00'09" W	57.85'
C76	103.41'	164.00'	36°07'43"	N 36°47'16" W	101.71'
C77	47.45'	36.00'	75°31'21"	N 17°05'28" W	44.09'
C78	52.01'	689.00'	4°19'31"	N 86°37'36" E	52.00'
C79	52.01'	689.00'	4°19'31"	S 89°02'53" E	52.00'
C80	52.01'	689.00'	4°19'31"	N 82°18'05" E	52.00'
C81	52.01'	689.00'	4°19'31"	N 77°58'34" E	52.00'
C82	52.01'	689.00'	4°19'31"	N 73°39'04" E	52.00'
C83	52.01'	689.00'	4°19'31"	N 69°19'33" E	52.00'
C84	52.01'	689.00'	4°19'31"	N 65°00'02" E	52.00'
C85	66.63'	661.00'	5°46'32"	S 83°53'58" W	66.60'
C86	66.74'	661.00'	5°47'07"	S 78°07'08" W	66.72'
C87	66.74'	661.00'	5°47'07"	S 72°20'01" W	66.72'
C88	66.86'	661.00'	5°47'43"	S 89°41'06" W	66.83'
C89	26.21'	661.00'	2°16'20"	N 86°16'53" W	26.21'
C90	60.54'	36.00'	96°21'00"	N 36°58'13" W	53.65'
C91	59.02'	36.00'	93°55'35"	S 17°54'18" W	52.63'
C92	52.75'	661.00'	4°34'22"	S 67°09'16" W	52.74'
C93	75.49'	314.00'	13°46'30"	N 24°57'19" E	75.31'
C94	48.25'	36.00'	76°47'13"	N 56°27'40" E	44.72'
C95	20.93'	689.00'	1°44'24"	S 86°00'55" E	20.92'
C96	16.75'	40.00'	23°59'25"	S 65°55'25" E	16.63'
C97	30.70'	36.00'	48°51'38"	S 53°29'18" E	29.78'
C98	31.16'	463.27'	3°51'14"	N 30°59'06" W	31.15'
C99	52.03'	463.27'	6°26'04"	N 36°07'46" W	52.00'
C100	52.03'	463.27'	6°26'04"	N 42°33'50" W	52.00'
C101	8.87'	286.00'	1°46'34"	S 60°03'14" W	8.87'
C102	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C103	39.45'	435.27'	5°11'36"	S 31°39'17" E	39.44'
C104	34.79'	516.00'	3°51'45"	N 59°00'38" E	34.78'
C105	52.47'	516.00'	5°49'35"	N 42°30'48" E	52.45'
C106	52.47'	516.00'	5°49'35"	N 36°41'13" E	52.45'
C107	52.47'	516.00'	5°49'35"	N 48°20'23" E	52.45'
C108	52.47'	516.00'	5°49'35"	N 54°09'58" E	52.45'
C109	93.03'	435.27'	12°14'47"	S 40°22'28" E	92.86'
C110	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C111	56.55'	36.00'	90°00'00"	N 15°56'31" E	50.91'
C112	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C113	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C114	45.25'	516.00'	5°01'29"	N 31°15'41" E	45.24'
C115	58.71'	36.00'	93°26'01"	N 75°27'57" E	52.41'
C116	86.00'	435.27'	11°19'11"	S 52°09'27" E	85.86'
C117	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C118	56.46'	6984.05'	0°27'47"	N 20°12'10" E	56.46'
C119	57.87'	6984.05'	0°28'29"	N 20°40'18" E	57.87'
C120	50.75'	6984.05'	0°24'59"	N 22°10'05" E	50.75'
C121	11.84'	516.00'	1°18'53"	N 21°43'08" E	11.84'
C122	64.03'	6984.05'	0°31'31"	N 21°41'50" E	64.03'
C123	64.04'	6984.05'	0°31'31"	N 21°10'19" E	64.04'
C124	60.01'	516.00'	6°39'49"	N 11°03'58" E	59.98'
C125	88.91'	334.00'	15°15'06"	N 28°06'17" E	88.65'
C126	88.95'	334.00'	15°15'35"	N 02°31'38" W	88.69'
C127	89.02'	334.00'	15°16'17"	N 43°21'58" E	88.76'
C128	77.54'	334.00'	13°18'04"	N 57°39'08" E	77.36'
C129	89.63'	334.00'	15°22'34"	N 12°47'26" E	89.37'
C130	83.74'	463.27'	10°21'22"	N 54°22'17" W	83.62'
C131	49.72'	36.00'	79°07'45"	N 19°59'06" W	45.86'
C132	47.73'	6984.05'	0°23'30"	N 19°46'32" E	47.73'
C133	19.56'	186.00'	6°01'30"	S 20°59'29" E	19.55'
C134	37.49'	47.00'	45°42'09"	N 87°09'15" E	36.50'
C135	9.24'	55.00'	9°37'48"	S 74°48'35" E	9.23'
C136	37.86'	47.00'	46°09'17"	S 56°32'50" E	36.85'
C137	30.73'	186.00'	9°27'55"	S 28°44'14" E	30.69'
C138	60.01'	516.00'	6°39'49"	N 17°43'47" E	59.98'
C139	53.00'	7016.00'	0°25'58"	S 21°34'20" W	53.00'
C140	53.00'	7016.00'	0°25'58"	S 22°00'18" W	53.00'
C141	53.01'	7016.00'	0°25'58"	S 21°08'21" W	53.01'
C142	70.83'	484.00'	8°23'07"	S 34°53'01" W	70.77'
C143	11.09'	366.00'	1°44'08"	S 17°14'55" W	11.09'
C144	43.04'	484.00'	5°05'42"	S 58°23'40" W	43.03'
C145	18.95'	7016.00'	0°09'17"	S 22°17'55" W	18.95'
C146	74.54'	484.00'	8°49'28"	S 17°57'50" W	74.47'
C147	23.85'	484.00'	2°49'23"	S 20°53'39" W	23.84'
C148	43.76'	7016.00'	0°21'26"	S 19°39'41" W	43.76'
C149	56.55'	36.00'	90°00'00"	N 15°56'31" E	50.91'
C150	33.39'	414.00'	4°37'16"	N 58°37'53" E	33.38'
C151	58.47'	366.00'	9°09'10"	S 01°44'42" E	58.40'
C152	66.29'	7016.00'	0°32'29"	S 20°39'08" W	66.29'
C153	66.29'	7016.00'	0°32'29"	S 20°06'39" W	66.29'
C154	57.01'	366.00'	8°55'30"	S 07°17'37" W	56.95'
C155	57.01'	366.00'	8°55'30"	S 51°56'06" W	56.95'
C156	82.59'	484.00'	9°46'39"	S 08°39'47" W	82.49'
C157	60.74'	36.00'	96°39'56"	S 44°33'30" E	53.79'
C158	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C159	34.71'	484.00'	4°06'32"	S 11°36'39" E	34.70'
C160	60.74'	36.00'	96°39'56"	S 38°46'34" W	53.79'
C161	46.91'	366.00'	7°20'38"	S 09°59'36" E	46.88'

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C162	57.01'	366.00'	8°55'30"	S 42°59'37" W	56.95'
C163	57.01'	366.00'	8°55'30"	S 16°13'07" W	56.95'
C164	9.02'	55.00'	9°23'30"	S 16°48'45" W	9.01'
C165	37.73'	47.00'	45°59'59"	S 35°07'00" W	36.73'
C166	37.86'	47.00'	46°09'17"	S 01°34'09" E	36.85'
C167	57.01'	366.00'	8°55'30"	S 34°04'07" W	56.95'
C168	57.01'	366.00'	8°55'30"	S 25°08'37" W	56.95'
C169	33.39'	414.00'	4°37'16"	N 63°15'08" E	33.38'
C170	56.55'	36.00'	90°00'00"	S 74°03'29" E	50.91'
C171	79.35'	484.00'	9°23'35"	S 84°25'28" W	79.26'
C172	79.35'	484.00'	9°23'35"	S 75°01'53" W	79.26'
C173	79.35'	484.00'	9°23'35"	S 65°38'18" W	79.26'
C174	59.32'	414.00'	8°12'34"	S 04°11'44" W	59.27'
C175	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C176	62.51'	414.00'	8°39'02"	N 69°53'17" E	62.45'
C177	62.05'	414.00'	8°35'12"	N 78°30'24" E	61.99'
C178	45.71'	414.00'	6°19'32"	N 11°30'47" W	45.68'
C179	58.50'	36.00'	93°06'17"	N 31°52'36" E	52.27'
C180	68.98'	386.00'	10°14'19"	N 83°32'53" E	68.89'
C181	42.40'	414.00'	5°52'02"	N 85°44'02" E	42.38'
C182	69.39'	484.00'	8°12'52"	N 86°46'19" W	69.33'
C183	59.85'	36.00'	95°16'32"	N 35°02'07" W	53.19'
C184	92.02'	414.00'	12°44'06"	N 06°13'36" E	91.83'
C185	18.76'	64.00'	16°47'30"	S 37°27'14" E	18.69'
C186	56.55'	36.00'	90°00'00"	S 74°03'29" E	50.91'
C187	56.55'	36.00'	90°00'00"	N 15°56'31" E	50.91'
C188	4.12'	64.00'	3°41'06"	N 62°47'04" E	4.12'
C189	56.55'	36.00'	90°00'00"	S 74°03'29" E	50.91'
C190	56.55'	36.00'	90°00'00"	N 15°56'31" E	50.91'
C191	33.40'	386.00'	4°57'25"	S 63°25'13" W	33.38'
C192	38.23'	64.00'	34°13'44"	N 81°44'29" E	37.67'
C193	37.23'	386.00'	5°31'37"	S 85°54'14" W	37.22'
C194	41.75'	414.00'	5°46'41"	S 85°46'42" W	41.73'
C195	47.67'	414.00'	6°35'50"	S 79°35'27" W	47.64'
C196	50.20'	36.00'	79°53'54"	N 63°45'31" W	46.23'
C197	116.16'	386.00'	17°14'30"	S 74°31'11" W	115.72'
C198	39.42'	64.00'	35°17'40"	S 63°29'49" E	38.80'
C199	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C200	33.40'	386.00'	4°57'25"	S 58°27'48" W	33.38'
C201	42.44'	64.00'	37°59'25"	N 33°44'50" E	41.66'
C202	45.95'	64.00'	41°08'01"	N 05°48'53" W	44.97'
C203	56.55'	36.00'	90°00'00"	N 15°56'31" E	50.91'
C204	9.16'	64.00'	8°11'58"	N 56°50'32" E	9.15'
C205	2.99'	64.00'	2°40'36"	N 27°43'11" W	2.99'
C206	56.55'	36.00'	90°00'00"	N 15°56'31" E	50.91'
C207	55.70'	686.00'	4°39'09"	S 25°11'09" E	55.69'
C208	0.01'	64.00'	0°00'16"	S 60°56'31" W	0.01'
C209	21.97'	714.00'	1°45'46"	N 28°10'37" W	21.97'
C210	23.41'	64.00'	20°57'38"	S 18°34'41" E	23.28'
C211	56.80'	714.00'	4°33'28"	N 25°01'00" W	56.78'
C212	21.68'	64.00'	19°24'26"	N 38°45'43" W	21.57'
C213	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C214	56.55'	36.00'	90°00'00"	S 74°03'29" E	50.91'
C215	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C216	56.55'	36.00'	90°00'00"	N 15°56'31" E	50.91'
C217	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C218	53.37'	36.00'	84°56'08"	N 13°24'34" E	48.61'
C219	60.64'	686.00'	5°03'52"	N 58°24'34" E	60.62'
C220	36.56'	64.00'	32°43'33"	S 44°34'45" W	36.06'
C221	39.82'	316.00'	7°13'09"	S 80°24'43" W	39.79'
C222	51.42'	36.00'	81°50'02"	N 62°16'51" W	47.16'
C223	17.12'	714.00'	1°22'26"	N 22°03'03" W	17.12'
C224	39.42'	64.00'	35°17'38"	S 78°35'36" W	38.80'
C225	51.71'	36.00'	82°18'21"	S 19°47'20" W	47.38'
C226	17.91'	686.00'	1°29'44"	S 22°06'42" E	17.91'
C227	40.56'	64.00'	36°18'50"	S 10°03'33" W	39.89'
C228	39.42'	64.00'	35°17'40"	N 66°06'46" W	38.80'
C229	18.51'	686.00'	1°32'46"	S 28°17'06" E	18.51'
C230	4.20'	114.00'	2°06'35"	S 59°57'24" W	4.20'
C231	32.69'	114.00'	16°25'51"	S 50°41'11" W	32.58'
C232	33.83'	714.00'	2°42'54"	S 59°35'04" W	33.83'
C233	52.20'	714.00'	4°11'19"	S 56°07'58" W	52.18'
C234	48.97'	800.19'	3°30'23"	S 54°27'13" W	48.96'
C235	33.61'	714.00'	2°41'48"	S 52°41'24" W	33.60'
C236	18.98'	800.19'	1°21'31"	S 52°01'16" W	18.97'
C237	52.08'	800.19'	3°43'44"	S 58°04'16" W	52.07'
C238	15.03'	800.19'	1°04'33"	S 60°28'25" W	15.03'
C239	32.30'	64.00'	28°55'13"	S 63°08'11" E	31.96'
C240	56.55'	36.00'	90°00'00"	N 74°03'29" W	50.91'
C241	34.37'	64.00'	30°46'05"	S 33°17'32" E	33.96'
C242	19.71'	64.01'	17°38'22"	S 09°05'17" E	19.63'
C243	41.97'	114.00'	21°05'42"	S 10°07'11" W	41.74'
C244	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C245	43.38'	114.00'	21°48'13"	S 31°34'09" W	43.12'
C246	37.63'	64.00'	33°41'29"	N 85°33'28" E	37.09'
C247	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C248	81.22'	828.19'	5°37'09"	N 57°26'50" E	81.19'
C249	60.52'	36.00'	96°19'15"	S 77°13'07" E	53.64'
C250	56.59'	36.00'	90°04'11"	N 15°58'36" E	50.94'
C251	11.15'	828.18'	0°46'18"	N 60°37'34" E	11.15'
C252	56.50'	36.00'	89°55'49"	S 74°01'24" E	50.88'
C253	56.59'	36.00'	90°04'11"	N 15°58'36" E	50.94'
C254	59.86'	164.00'	20°54'51"	S 15°04'13" E	59.53'
C255	10.11'	164.00'	3°31'51"	N 27°17'34" W	10.10'
C256	72.60'	386.00'	10°46'33"	S 21°36'13" E	72.49'
C257	73.84'	386.00'	10°57'38"	S 00°15'44" W	73.73'
C258	74.09'	386.00'	10°59'51"	S 10°43'00" E	73.98'
C259	56.55'	36.00'	90°00'00"	S 74°03'29" E	50.91'
C260	57.78'	36.00'	91°57'31"	N 16°55'16" E	51.77'
C261	8.68'	64.00'	7°46'12"	N 64°49'37" E	8.67'
C262	37.77'	1106.00'	1°57'24"	N 61°55'12" E	37.77'
C263	56.33'	36.00'	89°39'23"	S 57°32'05" W	50.76'
C264	72.12'	796.00'	5°11'29"	N 80°13'58" W	72.10'
C265	46.92'	386.00'	6°57'51"	S 09°13'28" W	46.89'
C266	13.92'	386.00'	2°04'00"	S 28°01'29" E	13.92'
C267	7.79'	796.00'	0°33'39"	N 83°06'32" W	7.79'
C268	76.60'	284.00'	15°27'11"	N 75°39'46" W	76.36'
C269	51.17'	36.00'	81°26'34"	N 27°12'54" W	46.97'
C270	51.86'	164.00'	18°07'10"	N 04°26'48" E	51.65'
C271	70.83'	484.00'	8°23'07"	S 26°29'54" W	70.77'
C272	70.83'	484.00'	8°23'07"	S 43°16'08" W	70.77'
C273	70.83'	484.00'	8°23'07"	S 51°39'15" W	70.77'
C274	0.51'	86.00'	0°20'28"	N 00°35'53" W	0.51'
C275	53.14'	86.00'	35°24'02"	N 17°16'21" E	52.29'
C276	72.87'	36.00'	115°58'08"	S 87°02'34" E	61.05'
C277	56.55'	36.00'	90°00'00"	S 15°56'31" W	50.91'
C278	74.21'	36.00'	118°06'14"	N 60°00'22" E	61.75'
C279	39.27'	25.00'	90°00'00"	S 74°03'29" E	35.36'
C280	39.27'	25.00'	90°00'00"	S 15°56'31" W	35.36'
C281	39.27'	25.00'	90°00'00"	N 74°03'29" W	35.36'
C282	39.27'	25.00'	90°00'00"	N 15°56'31" E	35.36'
C283	14.18'	27.33'	29°43'20"	S 75°19'21" E	14.02'
C284	245.65'	299.00'	47°04'24"	S 66°14'10" W	238.80'
C285	296.89'	486.00'	35°00'06"	S 60°11'55" W	292.30'
C286	49.46'	1074.00'	2°38'18"	N 76°22'49" E	49.45'
C287	15.01'	27.33'	31°28'05"	N 73°59'42" E	14.82'
C288	279.30'	301.00'	53°09'57"	N 63°11'24" E	269.39'
C289	325.61'	454.00'	41°05'33"	S 57°09'11" W	318.67'
C290	188.53'	1106.00'	9°46'00"	N 72°48'58" E	188.30'
C291	52.16'	36.00'	83°00'33"	S 70°33'46" E	47.71'
C292	69.00'	314.00'	12°35'25"	N 38°08'16" E	68.86'
C293	157.66'	136.00'	66°25'19"	N 51°56'04" W	148.98'
C294	164.39'	164.00'	57°25'52"	N 47°26'21" W	157.59'
C295	62.25'	36.00'	99°04'44"	N 26°36'55" W	54.78'
C296	359.05'	286.00'	71°55'50"	N 58°53'22" E	335.93'
C297	146.17'	136.00'	61°34'47"	S 50°52'40" E	139.23'
C298	160.59'	136.00'	67°39'19"	N 53°27'40" E	151.42'
C299	50.27'	16.00'	180°00'00"	N 60°56'31" E	32.00'
C300	50.27'	16.00'	180°00'00"	S 60°56'31" W	32.00'
C301	50.27'	16.00'	180°00'00"	N 60°56'31" E	32.00'
C302	50.27'	16.00'	180°00'00"	S 60°56'31" W	32.00'
C303	50.27'	16.00'	180°00'00"	S 60°56'31" W	32.00'
C304	50.27'	16.00'	180°00'00"	S 60°56'31" W	32.00'
C305	27.59'	463.27'	3°24'44"	N 47°29'14" W	27.58'
C306	192.72'	516.00'	21°23'59"	S 02°57'56" E	191.60'
C307	20.45'	334.00'	3°30'30"	N 11°54'40" W	20.45'
C308	37.46'	47.00'	45°40'07"	S 01°19'10" E	36.48'
C309	9.18'	55.00'	9°33'56"	N 16°43'56" E	9.17'
C310	36.57'	47.00'	44°34'51"	N 34°14'23" E	35.65'
C311	86.61'	284.00'	17°28'27"	N 69°40'44" E	86.28'
C312	146.33'	316.00'	26°31'54"	S 65°09'00" W	145.02'
C313	128.69'	297.00'	24°49'37"	S 64°17'52" W	127.69'
C314	30.11'	303.00'	5°41'40"	N 73°51'51" E	30.10'
C315	39.27'	25.00'	90°00'01"	N 63°58'59" W	35.36'
C316	39.27'	25.00'	90°00'00"	S 26°01'01" W	35.36'
C317	63.09'	303.00'	11°55'46"	N 65°03'08" E	62.97'
C318	38.09'	303.00'	7°12'12"	S 55°29'09" W	38.07'
C319	131.51'	284.00'	26°31'54"	N 65°09'00" E	130.34'
C320	96.37'	316.00'	17°28'27"	S 69°40'44" W	96.00'
C321	36.57'	47.00'	44°34'51"	N 87°38'38" E	35.65'
C322	9.18'	55.00'	9°33'32"	S 74°50'43" E	9.17'

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C323	37.86'	47.00'	46°09'17"	N 56°32'50" W	36.85'
C324	43.99'	14.00'	180°00'56"	S 00°13'38" E	28.00'
C325	25.13'	8.00'	180°00'00"	N 18°58'57" W	16.00'
C326	25.13'	8.00'	180°00'04"	N 18°58'58" W	16.00'
C327	129.70'	284.00'	26°10'02"	N 74°01'31" E	128.58'
C328	17.03'	316.00'	3°05'15"	S 85°33'55" W	17.03'
C329	33.19'	186.00'	10°13'23"	N 12°52'00" W	33.14'
C330	20.02'	164.00'	6°59'42"	S 49°30'13" W	20.01'
C331	12.34'	286.00'	2°28'19"	S 67°55'47" W	12.34'
C332	23.28'	314.00'	4°14'53"	N 58°49'04" E	23.28'
C333	15.45'	164.00'	5°23'52"	S 89°51'02" W	15.44'
C334	14.56'	36.00'	23°10'42"	N 40°38'50" W	14.46'
C335	16.14'	36.00'	25°40'56"	N 65°04'39" W	16.00'
C336	43.12'	40.00'	61°45'54"	S 47°02'10" E	41.06'
C337	53.82'	40.00'	77°05'44"	N 22°23'39" E	49.85'
C338	19.50'	40.00'	111°52'43"	N 62°07'08" W	67.05'
C339	17.44'	40.00'	24°58'54"	N 07°18'41" E	17.30'
C340	30.70'	36.00'	48°51'38"	N 04°37'40" W	29.78'
C341	12.52'	36.00'	19°55'59"	N 39°01'19" E	12.46'
C342	18.18'	36.00'	28°55'59"	N 63°27'08" W	17.99'
C343	41.18'	40.00'	58°59'16"	S 48°25'29" E	39.39'
C344	55.76'	40.00'	79°52'21"	N 21°00'20" E	51.35'
C345	55.76'	40.00'	79°52'21"	N 79°07'19" W	51.35'
C346	41.18'	40.00'	58°59'16"	S 09°41'30" E	39.39'
C347	18.18'	36.00'	28°55'59"	S 05°20'09" E	17.99'
C348	12.52'	36.00'	19°55'59"	N 19°05'40" W	12.46'
C349	18.03'	64.00'	16°08'26"	S 52°52'18" W	17.97'
C350	39.29'	64.00'	35°10'34"	S 27°12'48" W	38.68'
C351	43.88'	64.00'	39°16'03"	S 10°00'42" E	43.03'
C352	120.42'	1074.00'	6°25'26"	S 71°50'57" W	120.35'
C353	61.38'	36.00'	97°41'43"	S 19°47'22" W	54.21'
C354	56.10'	150.00'	21°25'57"	S 35°46'14" W	55.77'
C355	40.70'	178.00'	13°06'06"	S 43°56'03" E	40.61'
C356	25.86'	178.00'	8°19'31"	S 33°13'15" E	25.84'
C357	32.50'	150.00'	12°24'55"	N 35°15'57" W	32.44'
C358	23.59'	150.00'	9°00'42"	N 45°58'45" W	23.57'
C359	37.42'	178.00'	12°02'37"	N 44°27'48" W	37.35'
C360	29.15'	178.00'	9°22'59"	N 33°44'59" W	29.12'
C361	55.20'	36.00'	87°50'50"	N 72°58'54" W	49.95'
C362	40.35'	1074.00'	2°09'10"	S 62°01'06" W	40.35'

LINE	BEARING	DISTANCE
L1	S 29°03'29" E	15.33'
L2	S 29°03'29" E	33.97'
L3	N 01°54'28" E	39.11'
L4	S 75°04'09" E	45.28'
L5	S 18°37'11" W	32.52'
L6	S 07°25'50" W	35.73'
L7	N 30°42'10" E	56.55'
L8	S 21°29'35" W	45.05'
L9	N 13°36'32" E	32.30'
L10	S 43°41'39" W	41.84'
L11	S 18°34'52" W	46.92'
L12	N 10°34'32" E	19.34'
L13	S 54°25'00" E	51.14'
L14	S 27°54'47" W	47.33'
L15	S 09°35'35" W	34.89'
L16	S 42°58'33" W	76.02'
L17	S 88°51'15" E	50.74'
L18	S 30°54'31" W	26.75'
L19	S 03°00'55" E	32.86'
L20	N 59°38'18" E	34.50'
L21	S 27°19'36" W	26.67'
L22	N 70°41'53" E	33.44'
L23	S 09°58'45" E	46.81'
L24	S 31°12'39" E	59.31'
L25	N 55°23'17" E	38.64'
L26	S

CITY HALL
201 South Walnut Street
Milford, DE 19963
www.cityofmilford.com

THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
Planning, Economic Development,
Enforcement, and Inspections Office
O 302.424.8396 | F 302.424.3559

February 2, 2018

Ring Lardner, P.E.
Davis, Bowen & Friedel
1 Park Avenue
Milford, DE 19963

RE: Application Number: 17-XXX
Application Name: Milford Ponds
Application Type: Preliminary Subdivision & Conditional Use (PUD)
Tax Parcel Number(s): PB 107 PG 257, PB 121 PG 180

Mr. Lardner,

The City of Milford has reviewed the above referenced revised Preliminary Major Subdivision & Conditional Use (PUD) known as Milford Ponds and provide the following comments;

PAGE NO.	COMMENT NO.	PROJECT REVIEW COMMENTS
		Conditional Use (PUD)
M1	1	Proposed PUD Requirements: The City requests that the applicant simplify the setbacks, providing only a front, side and rear setback and removing the variations for lot sizes. Setbacks should be shown on the record plans. The current setbacks shown on the record plans do not match what is currently in the Proposed PUD Requirements due to the variations.
	2	Proposed PUD Requirements: Provide the area requirements from the City Code for each dwelling type so that the Planning Commission and City Council can see the deviations from the Code.
	3	Data Column: add w/PUD to the existing zoning statement.
	4	Data Column: The City counts 365 total single family dwellings in Phase I
	5	Data Column: The City counts 35 single family dwellings in Phase III and 59 townhouse units in Phase III. Also, please note that the City Code allows a maximum of 12 units per multifamily building. The plan indicates 25 units in each of the 6 multifamily buildings. Please note this deviation in the Proposed PUD Requirements column.
	6	Data Column: Indicate City of Milford electric service.
	7	The white areas do not appear in the legend as part of any of the proposed phases, please include these in Phase I in the legend.
	8	The lot layout is missing 335-354, 468-472, and 504-510. Please renumber the

		subdivision to minimize changes but eliminate gaps in the lot number series. Do not provide lot numbers for each of the multifamily buildings in Phase III. Just label this parcel as future multifamily parcel.
	9	Include the parcel lines for the Simpsons Crossing subdivision to ensure the subdivision street interconnections match. We want to ensure the pavement widths and sidewalk improvements match along this corridor in both neighborhoods.
	10	Utilize the below link to verify the zoning category and parcel numbers of the adjacent parcels. The zoning categories appear to be incorrect for most of the parcels. Parcel nof owned by Harry Hill has the incorrect parcel number. http://milfordde.maps.arcgis.com/apps/webappviewer/index.html?id=c68d3f2b51ee46faa5278567a8ad513c
	11	Provide more detail related to the community building on the master plan, including the approximately location and size of the building. Update the building information in the data column.
	12	Include a walking path around stormwater management pond near the clubhouse area. Connect the walking path to the sidewalk along Canners Court between lots 307 and 308.
	13	Connect Quilters Lane to W. Heirloom Way and add a lot south of Lot 11 and south of Lot 12 (see attached sketch). The City believes this provides a better layout than what is currently approved.
	14	Eliminate the two dead ends along Quince Way and Naticoke Way by eliminating Lots 19, 20, 23 & 24 and creating more of a circle with two new angled lots (see attached sketch). The City believes this provides a better layout than what is currently approved. This change along with the one noted above does not result in losing any buildable lots.
	15	Remove the stormwater maintenance set aside areas from the master plan.
	16	Label all open space parcels.
	17	Show the proposed landscaping for the subdivision open space areas.
		Preliminary Major Subdivision – Record Plan – Phase I
General	1	Address comments above for Sheet M1.
	2	Delineate the Source Water Protection area (excellent recharge area) on the record plans and label the wetland areas.
R6	3	Near Lot 252, there is a label indicating “boundary line to be abandon per this plat”. Should this be included?
	4	Lots 555, 535, and 499 appear to be impacted by a proposed easement through the lot. The water line and associated easement should be relocated to eliminate the impact on the proposed building envelope.
	5	Move the label “Dedicated to Public Use City Maintained” from the open space areas along Central Parke Boulevard and place the labels in the actual paved area to avoid any confusion of who is to maintain the medians/open space areas.
	6	Final approval will require approvals or no objection letters from DelDOT, SCD, DHSS, DNREC, Fire Marshal and the City Engineer.
	7	Provide written responses with your resubmission.

Please revise and resubmit for review. These comments must be addressed or acknowledged before the application can be scheduled for Planning Commission review. Feel free to contact me at 302-424-8396 should you have any questions.

Sincerely,

William R. Pierce II

Rob Pierce
Coordinator of Planning &
Economic Development Activities

cc: Erik Retzlaff, P.E. – City Engineer

DAVIS BOWEN & FRIEDEL, INC.

ARCHITECTS ENGINEERS SURVEYORS

Michael R. Wigley, AIA, LEED AP
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA
Jason P. Loar, P.E.
Ring W. Lardner, P.E.

February 16, 2018

Rob Pierce
City of Milford
Planning Department
201 South Walnut Street
Milford, DE 19963

RE: Application Number: 17-XXX
Application Name: Milford Ponds
Application Type: Preliminary Subdivision & Conditional Use (PUD)
DBF # 2875A001

Mr. Pierce,

We received your comment letter for the above referenced project dated February 2, 2018, and offer the following responses:

Conditional Use (PUD)

M1

1. Proposed PUD Requirements: The City requests that the applicant simplify the setbacks, providing only a front, side and rear setback and removing the variations for lot sizes. Setbacks should be shown on the record plans. The current setbacks shown on the record plans do not match what is currently in the Proposed PUD Requirements due to the variations.

   The setbacks have been simplified. The setbacks are shown on the title sheet of the record plans.

2. Proposed PUD Requirements: Provide the area requirements from the City Code for each dwelling type so that the Planning Commission and City Council can see the deviations from the Code.

   A separate exhibit demonstrating the deviations from code will be provided for final approval.

3. Data Column: add w/PUD to the existing zoning statement.

   The existing zoning statement has been revised as requested.

4. Data Column: The City counts 365 total single-family dwellings in Phase I

We recounted utilizing a counting system in AutoCAD and still totaled 364 single-family dwellings in Phase I.

5. Data Column: The City counts 35 single family dwellings in Phase III and 59 townhouse units in Phase III. Also, please note that the City Code allows a maximum of 12 units per multifamily building. The plan indicates 25 units in each of the 6 multifamily buildings. Please note this deviation in the Proposed PUD Requirements column.

   Lots 60-65 are single-family dwellings, this was just a layering issue. The number of units shown was correct. A separate exhibit demonstrating the deviations from code will be provided for final approval.

6. Data Column: Indicate City of Milford electric service.

   City of Milford is now indicated as the electric service in the data column.

7. The white areas do not appear in the legend as part of any of the proposed phases, please include these in Phase I in the legend.

   The white areas are now included in the Phase I hatch.

8. The lot layout is missing 335-354, 468-472, and 504-510. Please renumber the subdivision to minimize changes but eliminate gaps in the lot number series. Do not provide lot numbers for each of the multifamily buildings in Phase III. Just label this parcel as future multifamily parcel.

   These lots were intentionally left out to retain the lot numbering of the lots currently under contract and to keep the numbers sequential. The lot numbers on the multifamily buildings have been removed and as a result lots 71-75 have been skipped as well.

9. Include the parcel lines for the Simpsons Crossing subdivision to ensure the subdivision street interconnections match. We want to ensure the pavement widths and sidewalk improvements match along this corridor in both neighborhoods.

   The parcel lines for Simpsons Crossing have been added to the plan.

10. Utilize the below link to verify the zoning category and parcel numbers of the adjacent parcels. The zoning categories appear to be incorrect for most of the parcels. Parcel nof owned by Harry Hill has the incorrect parcel number. http://milfordde.maps.arcgis.com/apps/webappviewer/index.html?id=c68d3f2b51ee46faa5278567a8ad513c

The link provided requires a username and password to access. The parcel numbers and zoning categories have been revised based on the best available information.

11. Provide more detail related to the community building on the master plan, including the approximately location and size of the building. Update the building information in the data column.

    The community building is now shown on the master plan and the building information has been updated in the data column.

12. Include a walking path around stormwater management pond near the clubhouse area. Connect the walking path to the sidewalk along Canners Court between lots 307 and 308.

    A natural walking path has been added as requested, but it connects to Canners Court between lots 310 and 311.

13. Connect Quilters Lane to W. Heirloom Way and add a lot south of Lot 11 and south of Lot 12 (see attached sketch). The City believes this provides a better layout than what is currently approved.

    The plan has been revised as requested.

14. Eliminate the two dead ends along Quince Way and Nanticoke Way by eliminating Lots 19, 20, 23 & 24 and creating more of a circle with two new angled lots (see attached sketch). The City believes this provides a better layout than what is currently approved. This change along with the one noted above does not result in losing any buildable lots.

    The plan has been revised as requested.

15. Remove the stormwater maintenance set aside areas from the master plan.

    The stormwater maintenance set aside areas are no longer shown on the master plan.

16. Label all open space parcels.

    All open space areas are now labeled.

17. Show the proposed landscaping for the subdivision open space areas.

    The proposed landscaping will be provided for final approval.

General

1. Address comments above for Sheet M1.

   The comments have been addressed for sheet M1.

2. Delineate the Source Water Protection area (excellent recharge area) on the record plans and label the wetland areas.

   The Source Water Protection area has been delineated and wetland areas have been labeled.

3. Near Lot 252, there is a label indicating "boundary line to be abandon per this plat". Should this be included?

   The boundary line should be included as it is still contested.

4. Lots 555, 535, and 499 appear to be impacted by a proposed easement through the lot. The water line and associated easement should be relocated to eliminate the impact on the proposed building envelope.

   We plan to relocate the water lines in these locations and the associated easement is noted to be abandoned.

5. Move the label "Dedicated to Public Use City Maintained" from the open space areas along Central Parke Boulevard and place the labels in the actual paved area to avoid any confusion of who is to maintain the medians/open space areas.

   The notes have been relocated as requested.

6. Final approval will require approvals or no objection letters from DelDOT, SCD, DHSS, DNREC, Fire Marshal and the City Engineer.

   Letters of no objection will be provided for final approval.

Should you have any questions or need additional information, please call.

Sincerely,
Davis, Bowen & Friedel, Inc.

Timothy M. Metzner, R.L.A.
Associate

City of Milford, Delaware
Development Advisory Committee

Comment Sheet

****

DATE OF REVIEW: February 8, 2018

REVIEWING AGENCY: **Delaware State Fire Marshal's Office, Sussex Office**

INDIVIDUAL REVIEWERS: **Duane T. Fox, CFPS, CFPE, CFI, Asst. Chief Technical Services**
Dennett E. Pridgeon, CFPS, CFPE, CFI, Sr. Fire Protection Specialist
Jefferson L. Cerri, CFI, Sr. Fire Protection Specialist
Joseph Moran, CFI, Sr. Fire Protection Specialist
Desiree B. McCall, Fire Protection Specialist

AGENCY PHONE NUMBERS: **302-856-5298, Fax: 302-856-5800**

RE: MILFORD PONDS (18-XXX)

The reasons and conditions applied to this project and their sources are itemized below:

****

At the time of formal submittal, the applicant shall provide; completed application, fee, and three sets of plans depicting the following in accordance with the Delaware State Fire Prevention Regulation (DSFPR):

a. **Fire Protection Water Requirements**:
- Water distribution system capable of delivering at least 1000 gpm for 1-hour duration, at 20-psi residual pressure is required. Fire hydrants with 800 feet spacing on centers. (Apartment and Townhouses)
- Where a water distribution system is proposed for single-family dwellings it shall be capable of delivering at least 500 gpm for 1-hour duration, at 20-psi residual pressure. Fire hydrants with 1000 feet spacing on centers are required. (One & Two- Family Dwelling)
- Where a water distribution system is proposed for the site, the infrastructure for fire protection water shall be provided, including the size of water mains for fire hydrants and sprinkler systems.

b. **Fire Protection Features:**
- All structures over 10,000 sqft aggregate will require automatic sprinkler protection installed.
- Buildings greater than 10,000 sqft, 3-stories or more, over 35 feet, or classified as High Hazard, are required to meet fire lane marking requirements.
- Show Fire Department Connection location (Must be within 300 feet of fire hydrant), and detail as shown in the DSFPR.

- Show Fire Lanes and Sign Detail as shown in DSFPR
- For townhouse buildings, provide a section / detail and the UL design number of the 2-hour fire rated separation wall on the Site plan.

c. **Accessibility**
- All premises, which the fire department may be called upon to protect in case of fire, and which are not readily accessible from public roads, shall be provided with suitable gates and access roads, and fire lanes so that all buildings on the premises are accessible to fire apparatus. This means that the access road to the subdivision from S duPont Blvd and S Walnut St must be constructed so fire department apparatus may negotiate it.
- Fire department access shall be provided in such a manner so that fire apparatus will be able to locate within 100 ft. of the front door.
- Any dead end road more than 300 feet in length shall be provided with a turn-around or cul-de-sac arranged such that fire apparatus will be able to turn around by making not more than one backing maneuver. The minimum paved radius of the cul-de-sac shall be 38 feet. The dimensions of the cul-de-sac or turn-around shall be shown on the final plans. Also, please be advised that parking is prohibited in the cul-de-sac or turn around.
- The use of speed bumps or other methods of traffic speed reduction must be in accordance with Department of Transportation requirements.
- The local Fire Chief, prior to any submission to our Agency, shall approve in writing the use of gates that limit fire department access into and out of the development or property.

d. **Gas Piping and System Information:**
- Provide type of fuel proposed, and show locations of bulk containers on plan.

e. **Required Notes**:
- Provide a note on the final plans submitted for review to read " All fire lanes, fire hydrants, and fire department connections shall be marked in accordance with the Delaware State Fire Prevention Regulations"
- Proposed Use
- Alpha or Numerical Labels for each building/unit for sites with multiple buildings/units
- Square footage of each structure (Total of all Floors)
- National Fire Protection Association (NFPA) Construction Type
- Maximum Height of Buildings (including number of stories)
- Townhouse 2-hr separation wall details shall be shown on site plans
- Note indicating if building is to be sprinklered
- Name of Water Provider
- Letter from Water Provider approving the system layout
- Provide Lock Box Note (as detailed in DSFPR) if Building is to be sprinklered
- Provide Road Names, even for County Roads

Preliminary meetings with fire protection specialists are encouraged prior to formal submittal. Please call for appointment. Applications and brochures can be downloaded from our website: www.statefiremarshal.delaware.gov, technical services link, plan review, applications or brochures.

THIS DOCUMENT IS INFORMATIONAL ONLY, AND DOES NOT CONSTITUTE ANY TYPE OF APPROVAL FROM THE DELAWARE STATE FIRE MARSHAL'S OFFICE

NOTICE OF PUBLIC HEARINGS
PLANNING COMMISSION PUBLIC HEARING: MARCH 20, 2018
CITY COUNCIL PUBLIC HEARING: APRIL 23, 2018

The City of Milford Planning Commission will hold a Public Hearing on **Tuesday, March 20, 2018** at 7:00 pm to hear evidence from interested parties and make a recommendation to City Council regarding the ordinance. The City of Milford City Council will hold a Public Hearing on **Monday, April 23, 2018** at 7:00 pm to hear evidence from interested parties and make a final determination regarding the ordinance.

All Public Hearings are held in the Joseph Ronnie Rogers Council Chambers, Milford City Hall, 201 South Walnut Street, Milford, Delaware.

ORDINANCE 2018-12

Milford Ponds LLC for a Conditional Use to Amend the Planned Unit Development (Entire Project) and Revised Preliminary Major Subdivision (Phase I Only)
that includes 178.03 +/- acres in R1, R2 and R3 Zoning Districts;
Located on east side of S DuPont Blvd approximately 5,500 feet south of the Seabury Ave Intersection, Milford, Delaware.
Present Use: Vacant Land
Proposed Use: 459 Single Family Units, 0 Duplex Units, 91 Townhouse Units and 150 Apartment Units for a 700-Unit Subdivision;
Tax Map 1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00

WHEREAS, the City of Milford Planning Commission considered the ordinance, as described, at a duly noticed Public Hearing on March 20, 2018 and recommended its adoption to City Council; and

WHEREAS, Milford City Council conducted a duly noticed Public Hearing on April 23, 2018 to consider all information presented by City Staff, the Applicant, and written and verbal public testimony; and

WHEREAS, it is deemed reasonable, beneficial, and in the best interest of the City of Milford to allow a Conditional Use that amends a previously-approved Planned Unit Development as herein described.

NOW, THEREFORE, the City of Milford hereby ordains as follows:

Section l. Upon the adoption of this ordinance by City Council, Milford Ponds LLC is hereby granted a Conditional Use Permit to amend the original Planned Unit Development, in accordance with the application, effective on the date so noted.

Section 2. Construction or operation shall commence within one year of the date of issuance of the permit otherwise the conditional use becomes void.

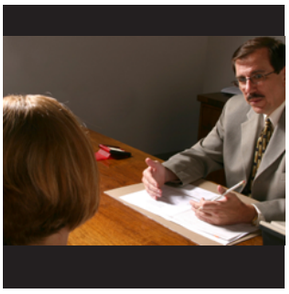
Section 3. Dates.
Planning Commission Review & Public Hearing: March 20, 2018
City Council Introduction: April 9, 2018
City Council Public Hearing: April 23, 2018
Projected Adoption: April 23, 2018
Projected Effective: May 3, 2018

For additional information, please contact Rob Pierce in the Planning Department at Milford City Hall either by e-mail at RPierce@milford-de.gov or by calling 302.424.8396.

Advertised: Beacon 02/28/18

MUNICIPAL CLERKS WEEK

May 6 - 12, 2018



Although it is one of the oldest positions in local government, few people realize the vital services Municipal and Deputy Clerks perform for their community. Primarily, they act as the cornerstone of their council. Do you know what your Municipal Clerk does for your Community? Here's just a few of the many duties your Municipal Clerk may do:

- Maintains the official council minutes, ordinance books, records and documents.
- Indexes all official actions of council.
- Issues licenses and permits.
- Processes contracts and agreements.
- Keepers of community history and vital records.
- Receives, distributes and files correspondence from citizens and other governmental agencies.
- Administers elections, registration and voting. It takes Municipal Clerks months to organize and prepare this key element in the democratic process which must be done correctly for the whole system to work!
- Acts as a key liaison between local government and its citizens.
- Handles significant financial responsibilities including preparation of tax rolls, special assessments and budgets.
- Provides central services such as personnel, purchasing, etc.

One of local government's deep-rooted titles is the Municipal Clerk, and their duties have expanded over the years. Today, modern technology assists them with their increasing responsibilities. IIMC provides the tools to be sure your Municipal and Deputy Clerks can properly operate new computer applications, are current regarding the latest records management techniques and other relevant information, and they may return to the classroom to increase their knowledge of these issues, to learn new material and sharpen old skills- all in order to give you the best service possible!

IIMC has sponsored Municipal Clerks Week since 1969. In 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a Proclamation officially declaring Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government. During this week, Municipal Clerks throughout the world will host open houses and tours of the Municipal Clerk's office, visit local schools and participate in other various events.

Ask your Clerk about it today!

City of Milford

PROCLAMATION
2018-08
Municipal Clerks Week

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

Whereas, The Office of the Municipal Clerk is the oldest among public servants; and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other level; and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community; and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations; and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Bryan W. Shupe, Mayor of the City of Milford, do recognize the week of May 6 through May 12, 2018 as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk Teresa Hudson and Deputy City Clerk Christine Crouch and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed hereto this 23rd day of April 2018.

Mayor Bryan W. Shupe

Attest:

City Clerk Teresa K. Hudson

SCAT

Town of Bethany Beach
Town of Bethel
Town of Blades
Town of Bridgeville
Town of Dagsboro
Town of Delmar
Town of Dewey Beach
Town of Ellendale
Town of Fenwick Island
Town of Frankford
Town of Georgetown
Town of Greenwood
Town of Henlopen Acres
Town of Laurel
City of Lewes
City of Milford
Town of Millsboro
Town of Millville
Town of Milton
Town of Ocean View
City of Rehoboth Beach
City of Seaford
Town of Selbyville
Town of Slaughter Beach
Town of South Bethany
Sussex County Council

Sussex County Association of Towns

20 W Fourth Street, Blades, Delaware 19973

S.C.A.T. Dinner for Wednesday, May 2, 2018

LOCATION: Lewes Yacht Club
2701 Cedar Street
Lewes, DE 19958

TIME: 6:00 pm - Social (cash bar)
6:30 pm - Dinner

HOST: City of Lewes

SPEAKER: Kevin Burdette with KNB Associates re: Senior Transportation Program

COST: $38.00 per person

MENU: Chicken Cordon Bleu
Grilled Salmon with Dill Sauce
Garlic Mashed Potatoes
Roasted Vegetable Medley
Rolls/Butter
Assorted Desserts
Coffee and Tea

PLEASE RSVP TO CHRISTINE NO LATER THAN 04/23/18

For those bringing guests, please mail and make checks payable to:
City of Lewes
Mail to: City of Lewes
PO Box 227
114 E Third Street
Lewes, Delaware 19958

MILFORD SLAUGHTER NECK BRANCH

National Association for the Advancement of Colored People
P. O. Box 811 Milford, DE 19963
Phone: 302-422-2587 or 302-398-4695
March 16, 2018

Milford City Council,
P. O. Box 159
Milford, DE 19963

Attn: Terri Hudson

The Milford Slaughter Neck Branch of the NAACP will host our annual Freedom Fund Awards Banquet. This event will be held 4pm, on Saturday, May 19, 2018 at the Milford Senior Center 10 West Walnut Street, Milford, DE 19963.

The NAACP, ***the oldest civil rights organization***, is built on the collective courage of people all races, nationalities and faiths united in one premise, that all men and women are created equal. The NAACP has led the fight for civil rights and social justice from the community to national boardrooms.

We invite you to help us celebrate with your attendance and support for this event to be a success. You may support by purchasing tickets or advertising in our souvenir booklet and promoting the affair to your affiliations. Please keep in mind the importance of this event and its significance to our community when considering your participation.

Please return the attached form as soon as possible via email to Pandoria Ayers@ pandoriasangel@msn.com.

The deadline for all Ads is **April 16, 2018.** All Ads must be **CAMERA READY**, we cannot accept Ads that are written. Your Ad must be as you would like to see it in the souvenir booklet. Please see attachment for detail.
Please contact Rev. Jeanel Starling @ or Mr. Jesse Sauls @ 302-398-4695 should you need more information. Thank you, your support of the Milford-Slaughter Neck Branch NAACP is greatly appreciated.
Thank You

Rev. Jean Wylie, President
Rev. Jeanel Starling, Banquet Chairperson

NAACP Milford Slaughter Neck Branch

P.O. Box 811 Milford, DE 19963 Phone: 302- 422-9749

FREEDOM FUND ORDER FORM

Name (Company/Individual) _____ _____

Address _____

E-mail _____Phone #_____

Please reserve _____ Adult Tickets @ $35.00 each _____Youth Tickets @ $10.00 each

Total Amount for Tickets $_____

ADS: Please attach legible copy and mail to the address above or you may send you Ad via Email: Pandoria Ayers at pandoriasangel@msn.com

_____ Outside Back Cover	$100.00	_____ Inside Back Cover	$100.00
_____Full Page	$45.00	_____ Half Page	$35.00
____ Quarter Page	$25.00	_____ Patrons (couples)	$2.00
____ Patrons (singles)	$1.00		

Total for Tickets, Ads and Patrons $_____

NAACP Milford Slaughter Neck Branch

P.O. Box 811 Milford, DE 19963 Phone: 302- 422-9749

FREEDOM FUND ORDER FORM

PLEASE PRINT PATRONS NAMES:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Deadline for all Ads and Patrons is April 16, 2108.

Thank you for your support.

The Delaware Municipal Electric Corporation

Board of Directors

cordially invites you to their

2018 Annual

Joint Council Briefing

PRESENTERS

Patrick E. McCullar
President & CEO, DEMEC
"Electric Industry Environment"

Dawn Lund
VP of Utility Financial Solutions, LLC
"Rate Design Philosophy in the Current Environment"

Tuesday, May 22nd, 2018

4:00pm to 7:00pm

(Dinner to be provided)

Dover Downs Hotel & Conference Center
Ballroom A
1131 North DuPont Highway
Dover, Delaware 19901

R.S.V.P. to Kendra by May 10th, 2018 at (302) 653-2733 or kfriel@demecinc.net

DELAWARE LEAGUE OF LOCAL GOVERNMENTS

P.O. BOX 484, DOVER, DE 19903-0484
Phone: 302-678-0991 Fax: 302-678-4777 Email: cfluft@udel.edu

President Jermaine Hatton *Executive Director Carl F. Luft*

April 16, 2018

Honorable Members of the Delaware General Assembly
Joint Bond Committee:

The Delaware League of Local Governments respectfully requests the General Assembly increase the Municipal Street Aid allocation in the Bond Bill from $5 million to $6 million. This will restore funding for MSA to its 2009 level.

Municipal Street Aid was originally established to be adjusted based on a portion of gas tax revenues collected. These adjustments have never been made on an annual basis. The MSA total is and has been approved at a flat level each year. It is distributed to each municipality based on population and street miles.

Municipal Street Aid is the most important State funding program with direct benefits to all incorporated cities and towns. It provides a great opportunity to share resources and reduce the burden on DelDOT to handle some of the smaller local street services. Municipal Street Aid puts more contractors to work locally, spreads road improvements up and down the State benefiting all taxpayers, and services streets that impact local residents most.

MSA funds are used to replace deteriorated infrastructure, improve existing facilities, and maintain services for the safety of the traveling public. Examples include street repaving and rehabilitation, sidewalks, ADA ramps, curb repairs, signage, street lighting, utility repairs, public parking paving, drainage improvements, street sweeping, snow removal, and maintenance of traffic signals. The costs of all these services and capital investments increase annually, leaving local taxpayers to foot the bills.

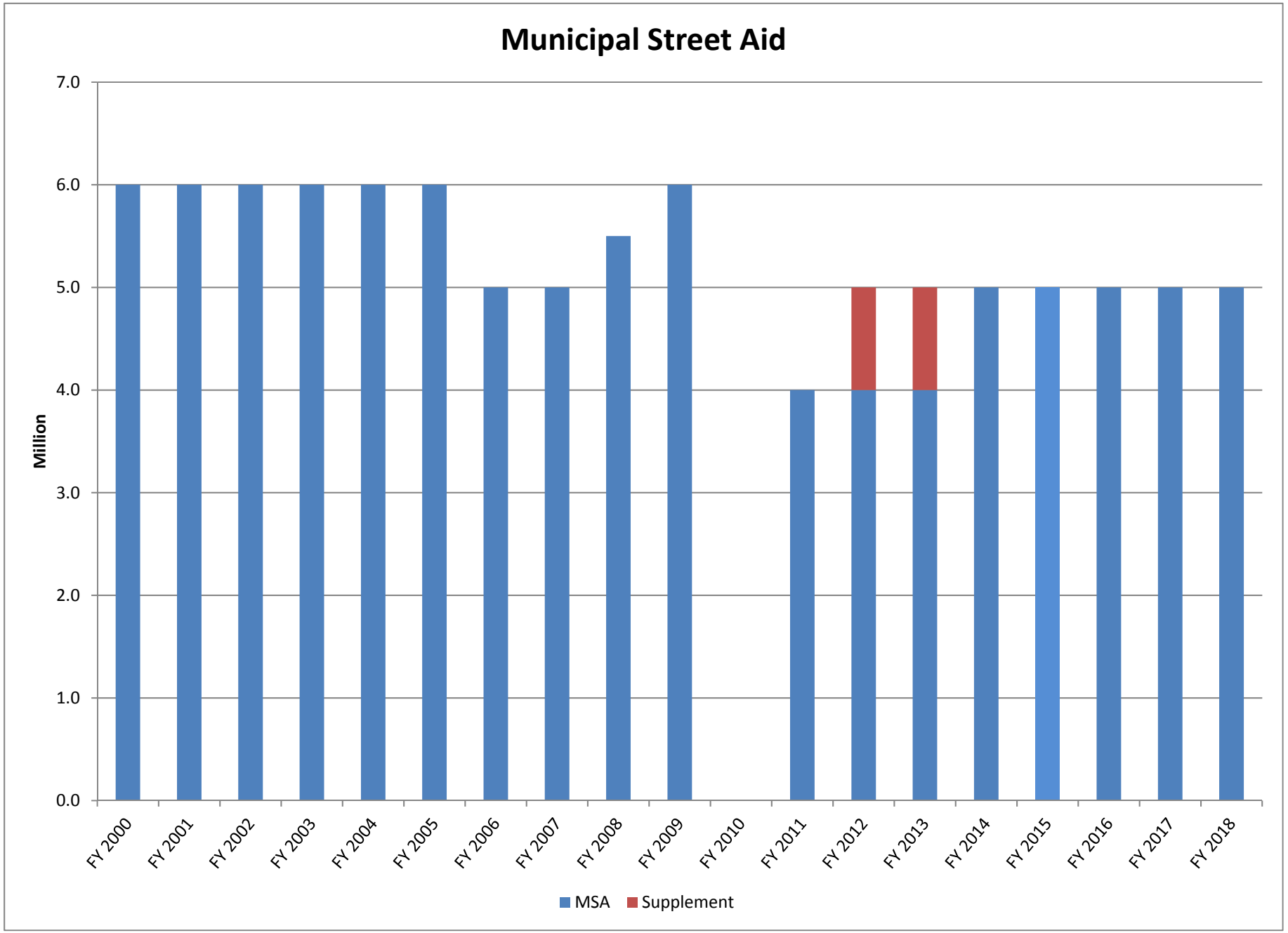
The fifty-seven incorporated cities and towns of Delaware, through their organization the League of Local Governments, respectfully request that the appropriation for Municipal Street Aid be fully funded at the level of $6 million per year.

Thank you for your consideration.

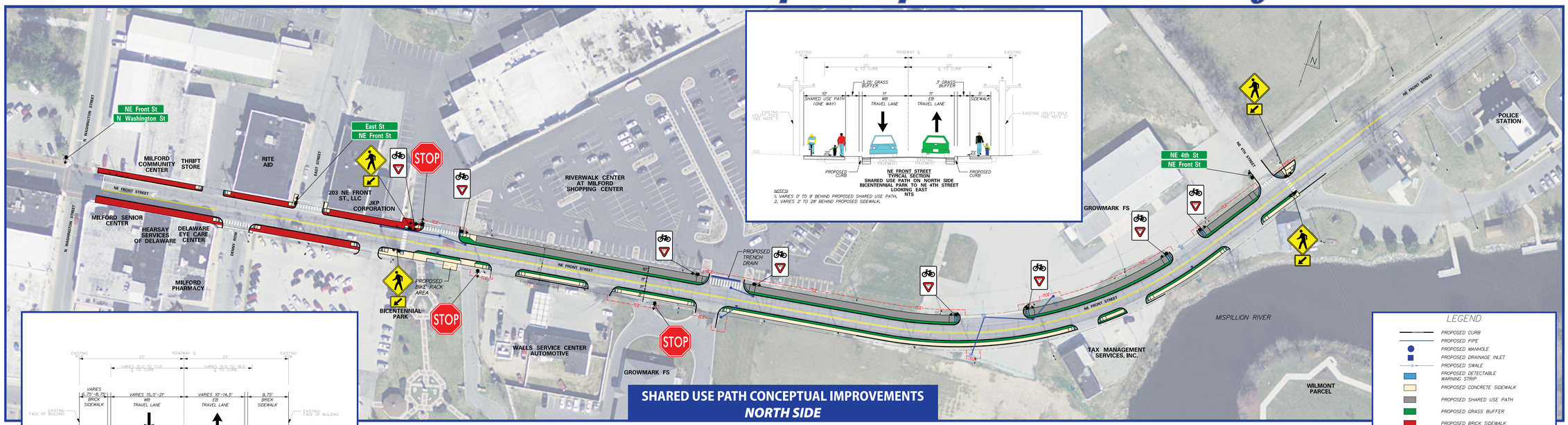
Sincerely,

Carl F. Luft

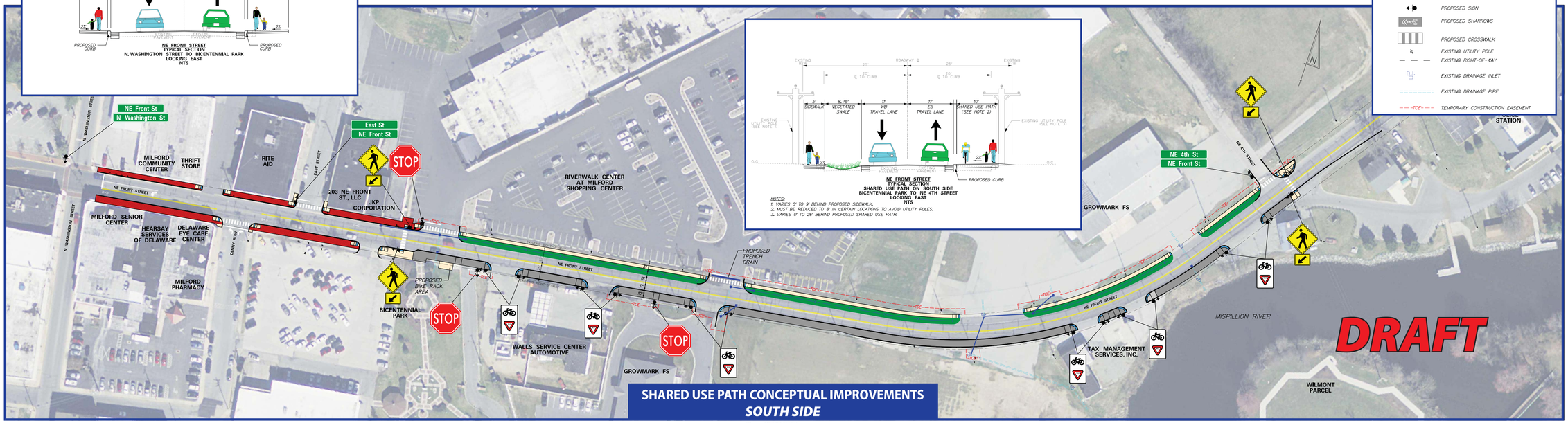
Carl F. Luft
Executive Director, DLLG


Municipal Street Aid
7.0
6.0
5.0
4.0
3.0
2.0
1.0
0.0
Million
FY 2000
FY 2001
FY 2002
FY 2003
FY 2004
FY 2005
FY 2006
FY 2007
FY 2008
FY 2009
FY 2010
FY 2011
FY 2012
FY 2013
FY 2014
FY 2015
FY 2016
FY 2017
FY 2018
MSA
Supplement

N.E. Front Street Streetscape Improvements - Milford



SHARED USE PATH CONCEPTUAL IMPROVEMENTS
NORTH SIDE



SHARED USE PATH CONCEPTUAL IMPROVEMENTS
SOUTH SIDE

DelDOT

THE CITY OF Milford DELAWARE

McCORMICK TAYLOR

Greater Kent Committee

Draft Vision Statements:

As a reminder, there were three draft Vision statements for the Strategic Plan that were discussed during the last meeting about the Plan:

1. Small town feel, big time opportunities
2. Small town feel, with big time opportunities for a diverse community
3. A diverse, collaborative community with a small town feel and big-time opportunities

Vision Statement #3 is shown in the plan, but City Council is asked to make a final decision as part of the approval of the plan please.

Press Play: Vision 2023

Strategic Plan for the City of Milford, Delaware

THE CITY of Milford DELAWARE

UNIVERSITY OF DELAWARE | IPA Institute for Public Administration

Press Play: Vision 2023

Strategic Plan for the City of Milford, Delaware

prepared by the Institute for Public Administration, University of Delaware | www.ipa.udel.edu

CITY HALL
FIRE DEPT.
CONNECTION

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City Manager Letter to Residents and Employees

Our Strategic Plan is the culmination of months of work by many partners. It will help guide the City of Milford for years to come. Many residents, community members, business persons, and City staff contributed their ideas, goals, and strategies for achieving a collective vision for the future of Milford.

I hope our community will stay connected with this plan and the City as we implement it to achieve our collective vision.

Since 2016, when the goal for developing this plan was first established, our Mayor and City Councilmembers have been involved in all stages of the process. I sincerely appreciate their dedication and support of this plan.

I am proud of the important work our management team and City employees do each and every day to serve our residents, community members, and the business community. With this plan as a roadmap, staff and I will continue to help our elected officials shape a future for Milford we can all be proud of. We are committed to regularly reporting on our progress and linking this plan to employee performance and budgetary decision making.

Finally, let me extend my appreciation to Leann Moore and Fran Fletcher of the University of Delaware's Institute for Public Administration (IPA) and to ICMA Local Government Management Fellow, Evan Miller, for facilitating and guiding the process and working with elected officials, community members, and staff to create this plan.

Sincerely,

Eric Norenberg
City Manager

Milford City Council Profile

Arthur J. Campbell
Ward One
2 Years of Service
acampbell@milford-de.gov

Christopher H. Mergner
Ward One
4 Years of Service
cmergner@milford-de.gov

James F. Burk
Ward Two
3 Years of Service
JBurk@milford-de.gov

Lisa Ingram Peel
Ward Two
3 Years of Service
lpeel@milford-de.gov

Owen S. Brooks J.
Ward Three
36 Years of Service
obrooks@milford-de.gov

Douglas E. Morrow Sr., Vice Mayor
Ward Three
29 Years of Service
dmorrow@milford-de.gov

James O. Starling Sr.
Ward Four
19 Years of Service
jstarling@milford-de.gov

Katrina E. Wilson
Ward Four
24 Years of Service
kwilson@milford-de.gov

To contact your elected official via telephone, please call City Hall at (302) 422-1111. For updated contact information for current elected officials, please access the City Website at www.cityofmilford.com/175/Member-Information.

Executive Summary

In September 2016, the City of Milford embarked on a strategic planning effort. This planning process culminated in the Spring of 2018 with the findings published in this report. The following pages are the result of deliberate and collaborative efforts to understand the needs and concerns of all its citizens.

The Strategic Plan strives to create an organizational framework that will be used to drive effective decision-making for City Council and City management through the next five years. This framework lays the foundation for allocating financial and staffing resources, as well as proactively managing natural and environment resources, in order for the City of Milford to thrive and grow.

This plan also includes new vision, mission and values statements, which serve as the decision-making foundation for the City's employees, management, and leadership. This plan aligns with previous municipal planning documents and unites them into a solid structure for managing change, growth, and development.

Though a deliberate community-engagement process, Milford's residents identified **five priority areas**, which are essential for continually improving the City and meeting the needs of residents, businesses, and other stakeholders:

1. **Public Safety and Preparedness**
2. **Economic Health and Development**
3. **Mobility and Infrastructure**
4. **Neighborhoods and Community Services**
5. **Fiscal Responsibility and Public Engagement**

This plan outlines the City's **goals** in each of the priority areas, how the City's departments will implement action plans to meet these community goals, as well as sets a timeframe for achievement.

The Planning Process

Our Strategic Plan is a road map to guide the City of Milford's planning, staffing, and fiscal decisions over the next five years.

Over the course of the last two years, the Milford City Council and City staff have worked with the Institute for Public Administration (IPA) at the University of Delaware to develop a better, more comprehensive understanding of the City's current capacity (strengths, weakness, opportunities, and threats) to develop forward-thinking vision, mission, and value statements.

City Councilmembers participated in individual interviews with an IPA facilitator between August 8–19, 2016. These interviews garnered each Councilmember's views of the City's strengths, weaknesses, threats, and opportunities. Then, at a day-long retreat on September 17, 2016, the City Council had a group discussion about these opinions. This discussion led into a goal-setting exercise, in which Councilmembers were encouraged to set short, 1–2 year goals and long 5–10 year goals for the City.

During this discussion, Councilmembers identified ten priority areas:

1. **Economic Growth & Development**
2. **Encourage & Manage Growth**
3. **Fiscal Policies**
4. **Capital Improvements & Infrastructure Planning**
5. **Public Safety**
6. **Transportation**
7. **Code Enforcement**
8. **Public Works**
9. **Connectivity for the Entire City**
10. **Human Resources Management**

These priorities informed the questions and areas of focus during the community engagement portion of the strategic planning process. A variety of methods were used when garnering resident and stakeholder input. Community engagement outreach included conducting a National Citizen Survey of residents in the summer of 2017, 18 Community Conversations during November and December of 2017, and the opportunity for residents and stakeholders to submit comments online.

Based on the information gathered, City Council met again in February of 2018 to develop vision, mission, and values statements for the City.

- A **vision** is a general statement that presents a timeless, inspirational view for the ideal future of our City.
- A **mission** is a statement of the purpose of the City; it's reason for existing.
- **Value statements** outline the City's core principals, used the create a positive image among residents, employees, and stakeholders.

City of Milford

Vision

A diverse, collaborative community, with a small town feel and big time opportunities.

Mission

To provide proactive, responsive services and fulfill the needs of its diverse community by using innovative and sustainable methods.

Value Statements

Open and Honest Communication

Effectively and clearly communicate ideas, information, and expectations between team members and to our community in a responsible, transparent manner.

Reliability

Ensure and provide consistent, quality services that residents and customers can depend on.

Respect for Diversity and Equity

Foster and support a culture that values the rich heritage of the City and experiences of our community members, while providing services impartially and fairly to all.

Stewards of Our Resources

Make the best use of resources, in the short- and long-term.

Commitment to Excellence

Tackle objectives quickly and positively, going above and beyond basic requirements, to create a service-oriented culture through teamwork and collaboration.

City Profile

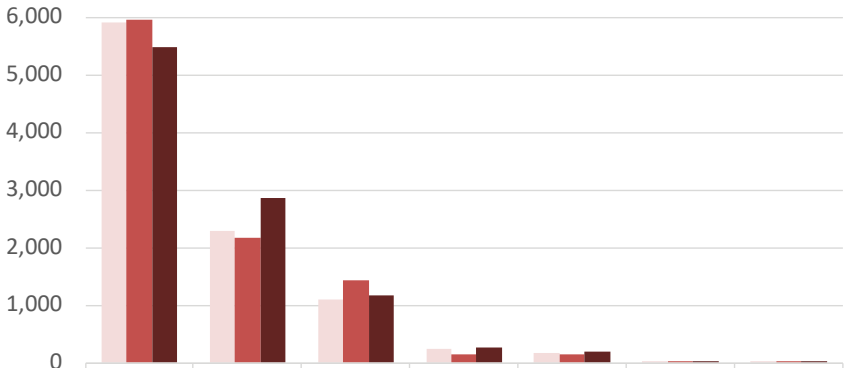
With 10,979 residents, the City of Milford is a diverse community, spanning 9.86 square miles between Kent and Sussex Counties. Over the past decade, Milford has experienced consistent growth in both its population and economy.

Milford is proud of the fact that it has one of the fastest growing populations in the State of Delaware. Based upon some of the latest data available, Milford boasted a nearly 15% rate of growth between 2010 and 2016 and subsequently had a 3.56% growth in employment between 2014 and 2015.

Population

Between 2013 and 2015, Black, Hispanic, Multiracial, Asian, and Native ethnic groups all showed growth (see Figure 1). The median age in Milford is 38; almost two years younger than that of the median age in the State of Delaware (39.7).

Figure 1. Milford Race/Ethnic Distribution: 2013–2015

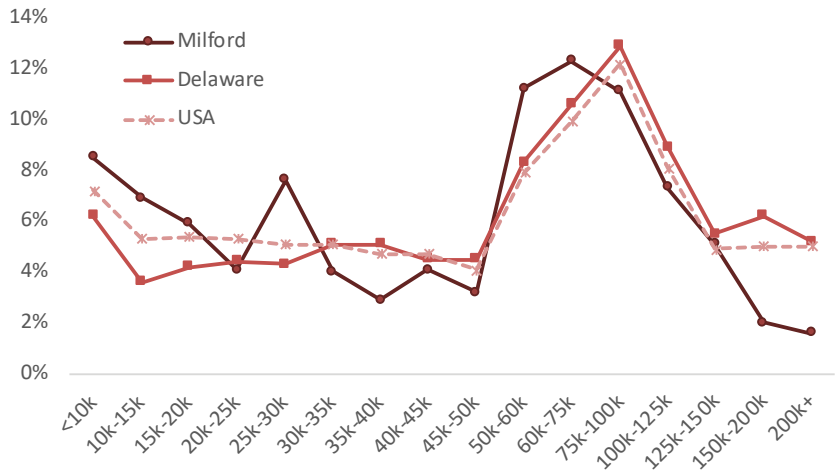


	White	Black	Hispanic	Multiracial	Asian	Native	Other
2013	5913	2285	1086	242	166	21	20
2014	5950	2165	1430	155	146	28	8
2015	5482	2850	1163	267	186	34	11

Economy

The median household income in Milford is $15,887 lower than the state average and $10,407 lower than the national average (see Figure 2). Between 2014 and 2015, there was a 4.2% decline in Milford's homeownership rate. This is lower than the state and national average for homeownership. As of 2015, 47.7% of the households in the City of Milford pay below $800 in taxes. This is lower than both the state and national averages.

Figure 2. Median Income: 2013–2015



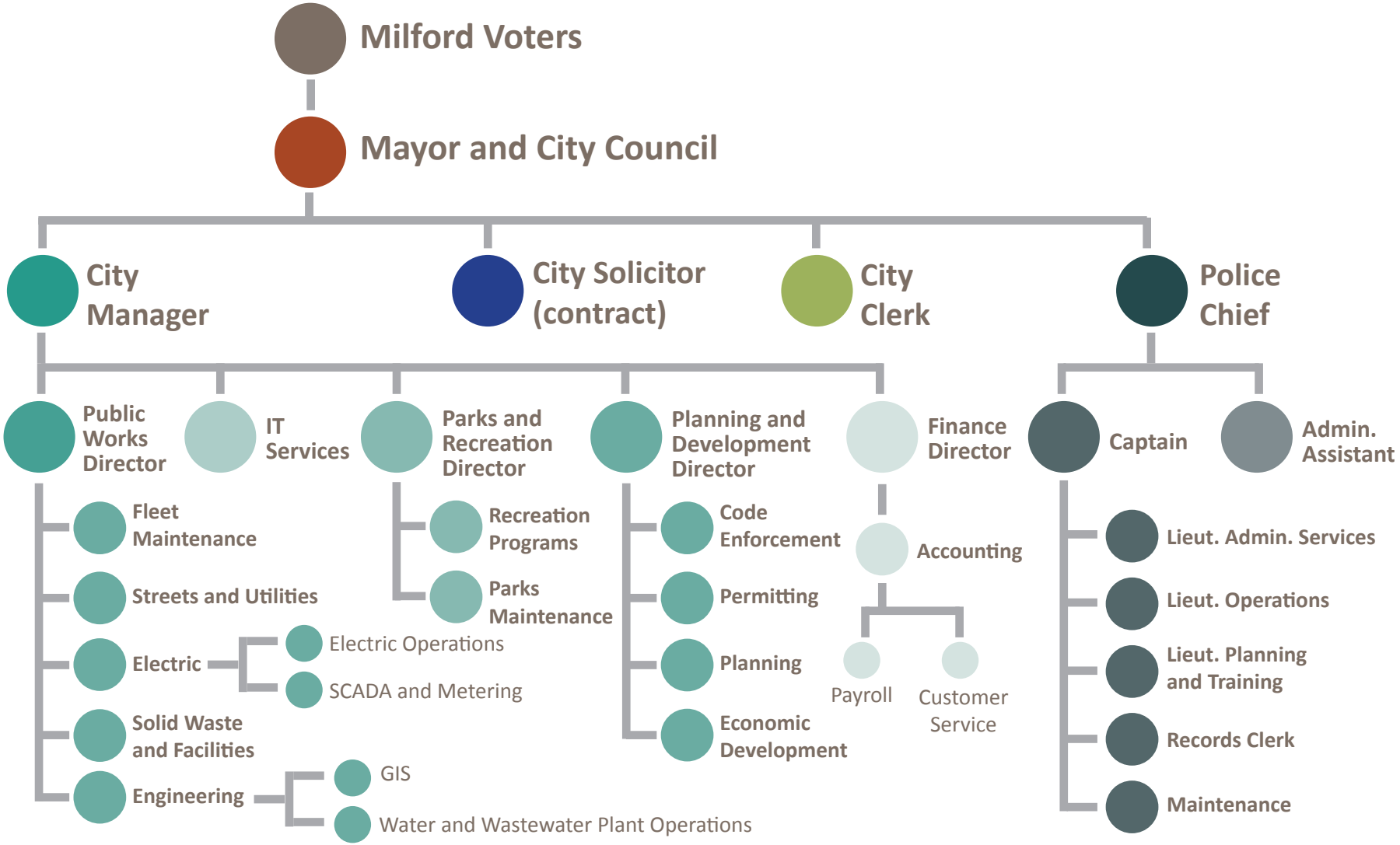
Government Structure

The City of Milford follows a council-manager form of government that combines the strong leadership of elected officials with the strong managerial experience of an appointed manager. In a council-manager government, Councilmembers are the leaders and policy makers elected by the residents of Milford to represent the four wards and to concentrate on policy issues that are responsive to citizens' needs and wishes. The City Council directly oversees the Chief of Police and the City Clerk. A City Manager is appointed by the Council to carry out policy and ensure that the entire community is being served. Below is an organizational chart depicting the council-manager form of government in the City of Milford, as well as an overview of each City Department, it's responsibilities, and contact information.

Directory for City Departments

Department	Phone Number	Location	How Can We Help?
City Hall	302-422-1111	201 South Walnut St.	Mayor, City Manager, and City Clerk offices, city voter registration
Customer Service	302-422-6616	119 South Walnut St.	Utility and tax billing, set up/disconnect service, schedule bulk pick up, property assessment
Electric Utility	302-422-1110	180 Vickers Dr.	Power outages, street lights
Parks & Recreation	302-422-1104	207 Franklin St.	Parks and recreation
Planning	302-424-8396	201 South Walnut St.	Building permits, inspections, code enforcement
Police	302-422-8081	400 NE Front St.	Police
Streets & Solid Waste	302-422-1110	180 Vickers Dr.	Street drains, refuse collection
Water & Wastewater	302-422-1110	180 Vickers Dr.	Water leaks, sewer back up

Organizational Chart



Where Are We Now?

In order to establish a thoughtful, achievable, and forward-thinking Strategic Plan, it is important to understand where the City of Milford is coming from and what is happening currently.

Existing Plans

The City has commissioned and produced several plans that take into account many of the community's concerns and priorities. Relevant components and recommendations suggested in these past plans, including the *Bicycle and Pedestrian Master Plan*, *Milford Rivertown Rebirth Plan 2025*, and the *2018 Comprehensive Plan*, are outlined here.

Bicycle and Pedestrian Master Plan

In 2010, the City's *Bicycle and Pedestrian Master Plan* was published in order to incorporate bicycle and pedestrian infrastructure into the City's future planning. This plan demonstrates how to gradually and effectively **link** residential areas to **activity centers**. This **linkage** allows for residents and visitors to easily move about the City without the need for motorized transportation.

Some of the key recommendations in the *Bicycle and Pedestrian Master Plan* are to:

- Make pedestrian safety and mobility the first priority in activity centers.
- Provide safe access across roads with attention to design of crosswalks.
- Provide pedestrian and bike linkages between neighborhoods, as well as between neighborhoods, schools, parks, and recreational facilities.
- Provide bike parking, such as bike racks, at activity centers.

Refer to the Glossary for an explanation of key terms that a blue and bold through this plan.

Milford Rivertown Rebirth Plan 2025

In 2015, the *Milford Rivertown Rebirth Plan 2025*, or "Downtown Master Plan," was published. This Plan is a visual and graphic representation of the goals for **Milford's downtown**.
The Rebirth Plan divides downtown into "**Downtown West**," **Downtown Core**," and "**Downtown East**," and makes specific recommendations for each of these areas.

In Downtown East, the Rebirth Plan recommends:

- Building an amphitheater and/or outdoor festival space.
- Building a pedestrian bridge.
- Making the Historic Milford Shipyard a tourist destination.

In Downtown Core, the Rebirth Plan recommends:

- Reusing the old bank building for **mixed-use** purposes.
- Including an **Art Town** splash pad.
- Including more parking on the south side away from the river.

In Downtown West, the Rebirth Plan recommends:

- Reusing the fire house for mixed-use or recreational purposes.
- Revitalizing the **gateway** into town, beautifying this entry way.
- Enhancing and beautifying the street spaces with curb extensions, ornamental lighting, and better signage.

2018 Comprehensive Plan

The 2018 Comprehensive Plan is a deep dive into the process for determining the community's goals and aspirations in terms of the community's growth and development. This Plan makes recommendations to developing the City's transportation, utilities, land use, economy, and housing. Some of the Comprehensive Plan's specific recommendations are to:

- Enable the safe and efficient mobility of residents, using all methods of travel (i.e., biking, walking, driving), via a safe and interconnected transportation system.
- Plan for and provide adequate utilities and services to accommodate the planned growth in Milford.
- Encourage the preservation of areas along all streams, lakes, and ponds by enhancing **buffer areas** around bodies of water.
- Encourage the inclusion of connected, accessible parks and open spaces in new development.
- Broaden Milford's economic activity beyond Monday to Friday, nine to five, by encouraging businesses, activities, and festivals that will help develop Milford's identity as a great place to work, live, and have fun.
- Encourage a balanced range of housing types and home-ownership opportunities for existing and future residents.

Community Engagement

Community input and involvement is always a priority. In preparation for drafting this plan, the City of Milford utilized a series of engagement techniques with community members and stakeholders.

National Citizen Survey

The **National Citizen Survey** is a collaborative effort between the National Research Center Inc. (NRC), the National League of Cities (NLC), and the International City/County Management Association (ICMA). The survey utilizes a standardized process that combines high-quality research methods with a database of comparable data to help cities and towns understand their residents' opinions, satisfaction, and concerns through a questionnaire survey.

In the summer of 2017, the City of Milford contracted with NCS to conduct a resident survey to capture opinions within three community pillars: Community Characteristics, Governance, and Participation.

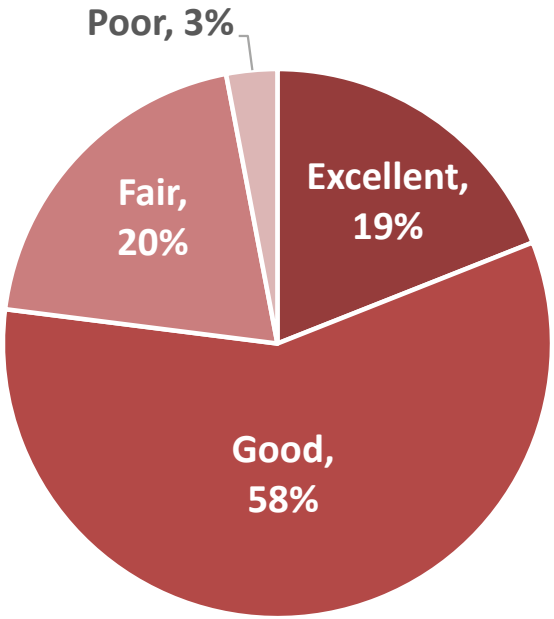
These pillars were assessed across eight central community facets:

1. **Safety:** Protection from danger or risk (e.g., public safety, personal security and welfare, emergency preparedness)
2. **Economy:** Maintenance of a diverse economy (e.g., vibrant downtown, cost of living)
3. **Natural Environment:** Resources and features native to a community (e.g., open spaces, water, air)
4. **Building Environment:** Design, construction, and management of the human-made space in which people live, work, and recreate on a day-to-day basis, including the buildings, streetscapes, parks, etc.
5. **Mobility:** Accessibility of a community by motorized and non-motorized modes of transportation (e.g., ease of travel, traffic flow, walking)

6. **Recreation and Wellness:** Recreation, healthy lifestyles, preventative and curative health care, supportive services (e.g., fitness opportunities, recreation centers)
7. **Education and Enrichment:** Learning, enrichment, and workforce readiness for children, youth, and adults
8. **Community Engagement:** Quality and frequency of social interactions (e.g., civic groups, volunteering)

The survey was sent to a representative sample of 1,435 Milford residents across all four wards. Of these surveys sent, 411 were returned resulting in a response rate of 29%.

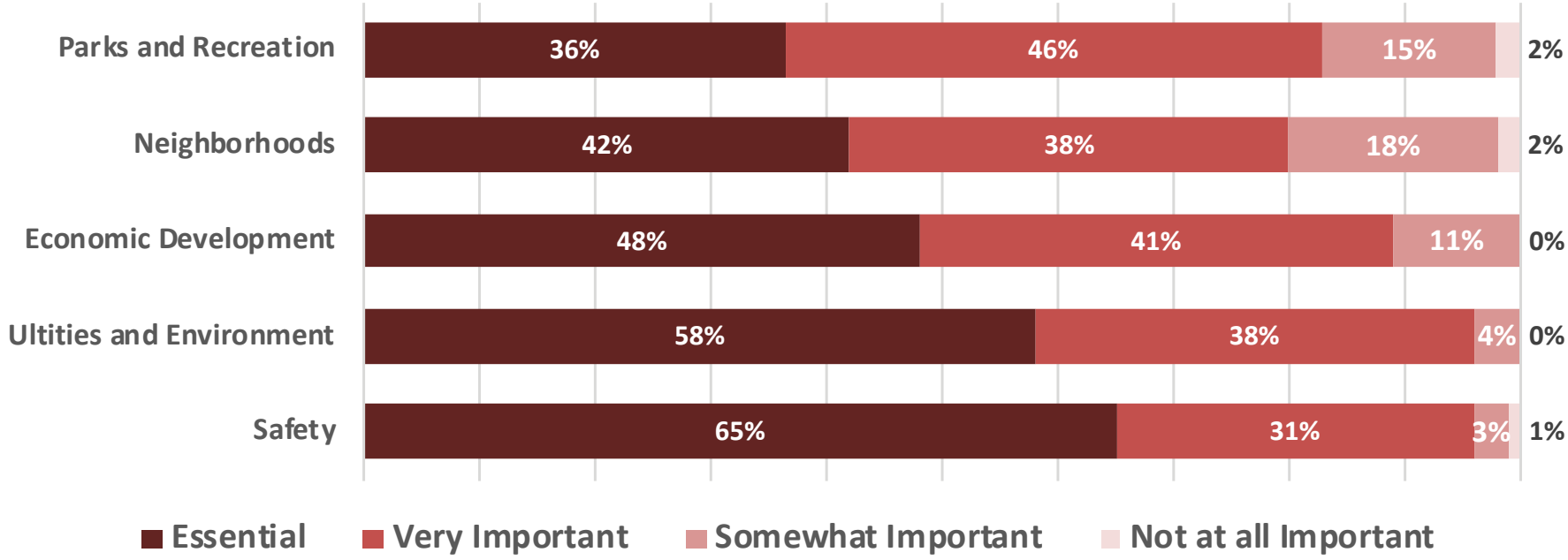
Figure 3: Overall Quality of Life



Based on this representative sample and in comparison to other cities of similar size:

- Residents in Milford enjoy a high quality of life. Three quarters of residents rated their quality of life as "excellent" or "good."
- Safety is a priority for the community.
  - 96% of respondents indicated that it was "essential" or "very important" for the community to focus on ensuring the police force is well-trained and has the necessary equipment, staff, resources, and facilities.
- Residents emphasized the value and importance of a healthy economy.
  - Overall, Milford's economic ratings are similar to those in other communities in the United States.
  - However, fewer Milford residents gave high marks to Milford as a place to visit.
  - Less than half of respondents reported positively about the economic health of the community. This included shopping and employment opportunities, cost of living, as well as the vibrancy of downtown.
- Milford residents rated recreational and enrichment opportunities, as well as K–12 education lower than residents of other jurisdictions.

Figure 4: Importance of Focus Areas



- Milford residents rated adult educational opportunities significantly lower than residents in other communities.

- While on par with nationwide rating, code enforcement received the lowest marks from Milford residents.
  - 39% rated code enforcement as "excellent" or "good."

The full survey results are included in three separate documents, the *Community Livability Report* (Appendix A) and the *Dashboard Summary of Findings* (Appendix B). These are also available online.

Community Conversations

A **Community Conversation** is guided discussion conducted with a small but diverse group of participants to gather more information on resident and stakeholder views and opinions. A form of qualitative research, these "conversations" consisted of a closed-ended "voting" exercise and a facilitated discussion.

In collaboration with the Institute for Public Administration (IPA), the City of Milford worked to develop more in-depth questions,

which targeted the major priority areas and concerns revealed through the NCS results. The Community Conversations' questions were segmented into five priority areas, which mirrored the NCS "community facets:"

1. Safety: Public Safety, personal security and welfare, emergency preparedness
2. Economic Health & Vitality: Maintenance of a diverse economy (downtown, cost of living, employment)
3. Neighborhoods & Built/Natural Environment: Maintenance and design of open spaces, construction and management of buildings/housing, streetscapes, and parks
4. Mobility: Accessibility of the community, ease of travel, traffic flow, walking, and biking
5. Recreation & Wellness: Availability of supportive services that promote healthy lifestyles

Upon arrival, participants were asked to use stickers to "vote" on 28 closed-ended questions in five priority areas. A full list of these closed-ended, "voting" questions can be found in Appendix C.

After "voting," participants were guided through a facilitated discussion where participants were asked open-ended questions about their perceptions, opinions, beliefs, and attitudes in each of the priority areas outlined above. Questions were asked in an interactive, group setting where participants were free to either answer aloud or were given the opportunity to submit written responses. During this process, responses were captured by a note taker. A full list of these open-ended, discussion-based questions can be found in Appendix C.

IPA and City staff members facilitated 19 Community Conversations in November and December of 2017:

- Music School of Delaware, Oct. 19, 2017
- Milford Senior Center, Nov. 1, 2017
- DMI Small Business/Entrepreneurs, Nov. 6, 2017
- City of Milford Employees, Nov. 6, 2017 (2)
- Ward Two, Nov. 6, 2017
- Milford School District (Administrators and Key Staff), Nov. 9, 2017
- Ward Three, Nov. 15, 2017
- Reformation Lutheran Church, Nov. 16, 2017
- Large Employer Executives, Nov. 27, 2017
- St. John the Apostle Church, Nov. 28, 2017
- Police Department, Nov. 28, 2017 and Nov. 30, 2017
- Chamber of Commerce, Nov. 29, 2017
- Non-Profit Organizations, Nov. 30, 2017
- Ward One, Nov. 30, 2017
- Haitian Community, Dec. 3, 2017
- City Public Works Employees, Dec. 4, 2017
- Ward Four, Dec. 5, 2017

The full notes from each Community Conversation are available on the City's website.

Based on the 18 Community Conversations, residents and stakeholders are most interested in seeing the City work toward:

- Better connectivity between residential areas/neighborhoods and downtown.
    - Residents and stakeholders suggested more sidewalk connectivity, bike paths, and an inner city transportation bus loop.
- Increasing the overall feeling and perception of safety throughout the City, not just downtown.
    - Residents and stakeholders suggested better lighting, less "loitering" through increased Parks & Recreation activities for young adults and adults, and more visible police patrols (biking or walking).
- Making Milford a more attractive place to visit and live.
    - Residents and stakeholders suggested increasing the variety in the housing market, better and more proactive code enforcement, as well as more recreational opportunities for people of all ages.
    - Residents and stakeholder would like to see a more vibrant downtown, which includes beautifying the gateways and building facades, bringing more businesses to Milford, and improving accessibility through pedestrian walkways and/or bike paths.
- More engagement and exchange of information about current plans and events, as well as a better way to request information from the City.
    - Residents and stakeholders suggested a notification system for events, the ability to request trainings or practice for emergency events and more question-and-answer or open forums with City officials, outside of City Council meetings.

Discussions with Council Members, Department Heads, and Staff

After the Community Conversations, IPA staff members met with City Council, City management staff, and Department Heads to present the themes. Based on these results, Department Heads were able to refer to past plans' recommendations, as well as discuss items that they are already working to address.

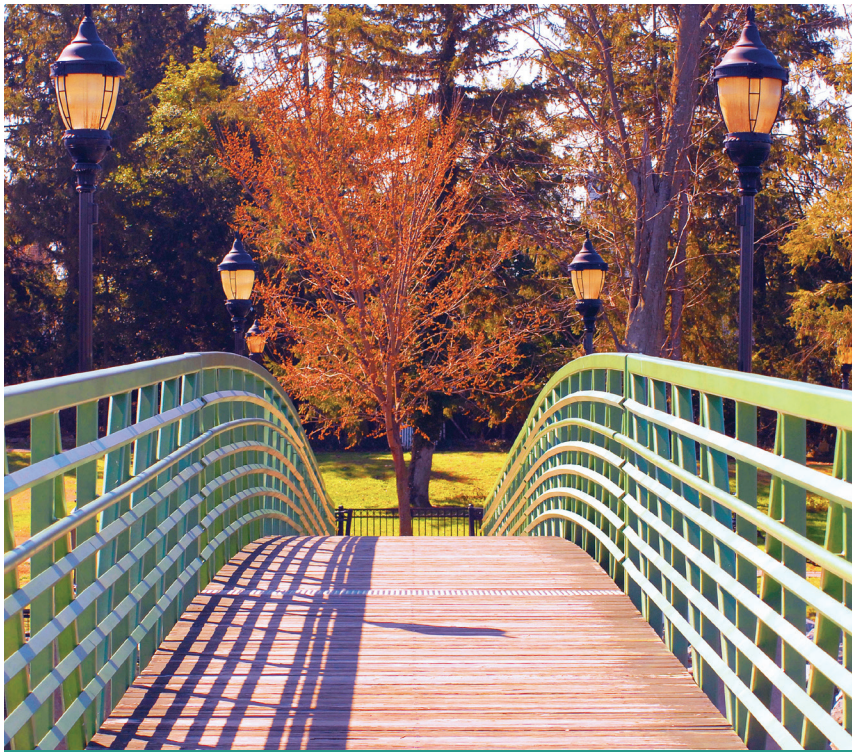
Combining the feedback from the National Citizens Survey and Community Conversations with the expertise of Department Heads, Council, and past plan recommendations, staff members worked to outline specific goals and objectives for each of the Strategic Plan priority areas. The culmination of this effort is outlined in the next section of this Plan, entitled "Looking Forward," as well as in Appendix D.

Looking Forward

In order to successfully move the City toward its vision and effectively address the needs and concerns of our residents and stakeholders, there needed to be specific and measurable goals.

City officials have worked to establish five **priority areas**, all of which are defined on the next page. One of these priority areas, "Fiscal Responsibility & Community Engagement," is overarching. While it has its own associated goals, it also has become a part of the action items for each of the other four priority areas.

Each priority area is comprised of a **framework**. The framework for each priority includes goals, objectives, and strategies for their achievement. Additionally, specific action items, success metrics, a timeline, and community partners are developed by the appropriate Department Heads for each strategy. The following pages outline the framework for each priority area, which will be used during implementation. These details can also be found in Appendix D. The Appendix chart will be regularly updated (at least twice annually) and made available online.



Priority Areas

1. **Fiscal Responsibility & Community Engagement**
2. **Public Safety & Preparedness**
   Being proactive and well-prepared with regard to the safety of community members.
3. **Economic Health & Development**
   Attracting and retaining businesses, vibrant downtown and beyond, communication of DDD and other incentives, and encourage job opportunities.
4. **Mobility & Infrastructure**
   Maintaining connected sidewalks, roads, utilities, public transportation, walking, biking, and gateways throughout the City.
5. **Neighborhoods & Community Service**
   Code enforcement, housing, parks and indoor/ outdoor recreation that meets the needs of residents, businesses, and stakeholders.

Framework

Priority Areas
Topics that are of utmost importance to City officials, residents, and other stakeholders.

Goal
An overall object, aim, or desire to be achieved or reached.

Objective
Outlines the "what" for each goal; specifies the process for achieving the goal.

Strategy
Outlines the "how" of each objective; a plan of action or policy designed to achieve the objective.

Action Item
An event, task, or activity, that outlines a specific step in the process of achieving a goal.

Success Metric
The mechanism by which the City will measure whether or not a goal is being achieved.

Partners
The people, agencies, and organizations that could help accomplish each action item.

Public Safety & Preparedness

Public safety and emergency preparedness was the top priority of residents in the National Citizen Survey, as well as in the Community Conversations. Safety also plays a role in fostering economic growth and bringing new residents to Milford.

GOAL Efficiently Utilize All Police Resources

(i.e., staff time, personnel, training, and technology)

→ Objective 1

Evaluate and regularly monitor the Milford Police Department's (MPD) workload, including patterns of calls for service, number of reports/crimes committed, and staff time.

Strategies

> Analyze existing data to understand what emergencies take place, where, and when.

> Identify new tools, technology, and analytics to assist in establishing patterns and make predictions about crime in the City.

> Utilize current and new technology to help collect and analyze data that could aid in establishing shift schedules and better understanding adequate staffing levels.

→ Objective 2

Prepare MPD for future CALEA accreditation by researching standards/expectations.

Strategy

> Work with the Commission and other accredited Municipal Police Departments to understand the accreditation process.

GOAL Reduce Crime

→ Objective 1

Make a meaningful reduction in violent crime in the City of Milford.

Strategies

> Identify the most common types of violent crime in the City of Milford.

> Create a plan of action for each of the most common types of crime.

→ Objective 2

Continue to monitor national and state trends to target and reduce illicit drugs in the City of Milford.

Strategy

> Partner with statewide agencies that have state-specific data on illicit drug use to identify the types of drugs being used and how they are obtained.

GOAL Establish and Maintain Strong and Beneficial Police-Community Relations

→ Objective 1

Create a reciprocal and trusting relationship between Milford residents and police officers through consistently proactive, responsive, and visible policing throughout the City.

Strategies

> Increase visibility of police through more walking patrols, biking patrols, and overall presence.

> Conduct a regular community satisfaction survey to ascertain the community's current feelings about the Police Department.

> Fund and hire more police officers.

> Prioritize and fund specialized training for officers.

> Continue to identify strategies for additional citizen involvement and interaction with the Police Department.

GOAL Utilize Effective, Proactive Emergency Preparedness and Public Safety Strategies

→ Objective 1

Work with the Carlisle Fire Company on evaluating the use of new technology for communication.

Strategy

> Identify new technologies that could help limit the use of the fire siren.

→ Objective 2

Proactively plan for emergency events (i.e., storms, active shooter, etc.) through regular meetings between all City departments and State, regional and local agencies to ensure plans are up-to-date and compatible.

Strategies

> Update existing and adopt new City of Milford Emergency Plans, which are compatible with statewide initiatives and plans.

> Ensure excellent internal emergency management coordination of executive leadership, personnel, resources, and communications.

> Educate community about current plans and when plans are adopted or updated.

→ Objective 3

On a regular basis offer and make available preventative training for emergency events (i.e., storms, active shooter, etc.).

Strategies

> Provide training opportunities for the community upon requests.

> Offer community-wide emergency planning events.

→ Objective 4

Replace the current Police Station with a safe and modern facility to serve community needs.

Strategies

> Establish a Planning Task Force.

> Develop a public engagement strategy.

> Create a Concept Plan and present to voters through a referendum.

Economic Health & Development

The economic health and development of the City of Milford was another top priority for residents in the NCS. It was equally as important during the community conversations.

GOAL Enable Growth of Existing Businesses

→ Objective 1

Foster economic activity that will grow the local employment by 4% over the next 5 years.

Strategy

> Partner to provide and advertise job training opportunities so the Milford workforce is ready for the future.

→ Objective 2

Work with the existing business community in order to develop strategies which foster economic growth for the employers, residents, and visitors.

Strategy

> Conduct needs assessments of current businesses to identify growth opportunities.

> Develop resources for marketing and promoting businesses.

GOAL Foster the Establishment of New Businesses

→ Objective 1

Identify opportunities for growth and development of new businesses in Milford by promoting advantages and opportunities in Milford, and leveraging state assistance.

Strategies

> Create a new industrial park in the City.

> Annually review the process by which new businesses move to Milford, in order to develop more user-friendly services.

> Continue to provide current incentives for businesses of all sizes.

→ Objective 2

Ensure City ordinances and procedures support new and expanding businesses in order to promote business success in the City of Milford.

Strategies

> Conduct a business satisfaction survey following completion of interactions with the City.

> Ensure that all business-related organizations and City departments are knowledgeable about development processes for new or expanding businesses through communication and training of City Staff and coordination with partner organizations.

GOAL Meet the Commercial Needs of Residents, Businesses and Visitors

→ Objective 1

> Develop a more vibrant downtown, in order to bring more visitors to Milford and promote community pride.

Strategy

> Implement the Rivertown Rebirth Plan.

Mobility & Infrastructure

GOAL Proactively Maintain Our Streets

→ Objective 1

Maintain City streets so that 80% are always in "Fair," "Satisfactory" or "Good" condition.

Strategies

> Fund street rehabilitation so that all streets rated "Poor," "Very Poor" or "Serious" condition are completed over the next 5 years.

> Regularly update the Pavement Condition Report

> Proactively repair and repave City streets after making necessary utility and sidewalk improvements/repairs.

GOAL Proactively Maintain Our Utility Infrastructure

(i.e., electric, water and wastewater systems)

→ Objective 1

> Continue to identify and utilize new technology to improve the efficiency and effectiveness of utility services.

Strategy

> Use SCADA, AMI, and other Smart technology to monitor our electric, water and wastewater systems.

→ Objective 2

Evaluate current condition and put plans in place to maintain or replace City utility infrastructure.

Strategies

> Conduct regular preventative maintenance.

> Establish an inventory of existing utility infrastructure and grade that system on an "Excellent" to "Serious" condition scale.

> Address inflow and infiltration into the wastewater system.

> Address older portions of the City without cleanouts and/or house traps on service lines.

> Address illegal connections to sanitary sewer system.

> Eliminate lead "goose neck" water services.

> Institute proactive replacement program based on the inventory system.

GOAL Address Future Growth by Proactively Making Improvements to Infrastructure

→ Objective 1

Meet annually with the City Manager, City Planner, and Council to project and evaluate wastewater demands required for future growth.

Strategy

> Sewer: Install force main from SE Pump Station to Kent County Pump Station (evaluate other potential areas that would be in addition to this system such as areas East and West of Route 1 from the Mispillion River, South.)

→ Objective 2

Meet annually with the City Manager, City Planner, and Council to project and evaluate electricity demands required for future growth.

Strategies

> Consider the installation of an additional substation.

> Consider other ways the City can generate electricity and reduce demand through efficient use.

→ Objective 3

Meet annually with City Manager, City Planner, and Council to project and evaluate water demands required for future growth.

Strategies

> Evaluate storage demands for water in NW business park and other portions of the City.

> Ensure SE wells are producing what is necessary for future growth.

GOAL Continue to Develop a Multi-Modal, Pedestrian-Friendly Framework Throughout the City

→ Objective 1

Include “Complete Streets” best practices as a part of all projected new street or repaving projects.

Strategy

> Address deficiencies and maintenance issues in the City’s bicycle network.

→ Objective 2

Implement the sidewalk maintenance/replacement program

Strategy

> Regularly inspect the sidewalks on a 5-year cycle to notify and work with property owners on necessary repairs and/or replacement.

→ Objective 3

Improve existing transportation options and accessibility by evaluating the number of routes, the frequency of routes, where stops are and where they should be.

Strategy

> Work with DART to improve transportation accessibility within the City and to provide access to key destinations such as the new Bayhealth Sussex Campus and Nationwide Campus.

GOAL Improve Traffic Management Throughout the City

→ Objective 1

Work with agency partners to ensure that the safety of pedestrians and drivers are improved.

Strategies

> Pursue, in coordination with DelDOT, the creation of a Transportation Improvement District for areas subject to the updated Southeast Master Plan.

> Perform an Engineering Traffic Study within the City.

> Evaluate truck traffic downtown and feasibility of maneuvers at downtown intersections.

> Improve accessibility to and from the East and West portions of the City.

Neighborhoods & Community Services

GOAL Preserve and Enhance the Property Values and Quality of our Neighborhoods

→ Objective 1

Ensure properties are safe, attractive, and well-maintained through improved code compliance.

Strategies

> Implement more proactive code enforcement throughout the City through additional enforcement and revised standards.

> Establish proactive information sharing and outreach regarding code requirements to landlords, tenants, and homeowners.

→ Objective 2

Enhance the City's identity through well-maintained green spaces and parks.

Strategies

> Establish a beautification and maintenance program for streetscapes and gateways.

> Maintain and appropriately redevelop the current, 200-acres of open space to provide for diverse outdoor recreational activities.

→ Objective 3

During future neighborhood planning and zoning, ensure the inclusion of sufficient open space in and near neighborhoods.

Strategies

> Connect neighborhoods through biking and walking paths that do not use state highways.

> Establish a planning priority that all new neighborhoods have a minimum requirement for open space and sidewalks, and trails to connect with other parts of Milford.

GOAL Encourage a Balanced Range of Housing Types and Home-Ownership Opportunities for Existing and Future Residents

→ Objective 1

Ensure a variety of housing options in varying affordability ranges are available throughout the City, in order to encourage residents of all socioeconomic backgrounds to reside in the City.

Strategies

> Ensure zoning ordinance provides for variety and flexibility in housing options.

> Identify ways to bring in more affordable housing options.

GOAL Promote a Healthy Community with Recreational Activities Provided by the City and Community Partners

→ Objective 1

Provide residents with more recreation options by partnering with local private and nonprofit agencies in the area.

Strategies

> Partner with external organizations to gain access to more outdoor and indoor facilities for adult and child sports leagues.

> Create a Parks and Recreation Advisory Board consisting of residents to advise City Council.

→ Objective 2

Actively promote current recreational opportunities offered by the City and partners.

Strategies

> Collaborate and partner with recreational and wellness service providers to identify needs and wants for seniors and persons with disabilities and connect them to existing partners.

> Advertise current children's programming.

→ Objective 3

Create more City-sponsored recreational opportunities for adults.

Strategy

> Establish an adult sports league.

GOAL Bring More Tourism to Milford.

→ Objective 1

Actively promote the variety of ecotourism opportunities in Milford, in order to bring in more visitors and provide residents with more recreational options.

Strategies

> Continue to hold festivals and establish new events that highlight Milford.

> Advertise on print, radio, social media, other Delaware park webpages, etc.

→ Objective 2

Develop more river-based activities, in order to bring in more visitors and provide residents with more recreational options.

Fiscal Responsibility & Public Engagement

The goals under this section are also part of overarching goals in each of the priority areas. In other words, it is important that when implementing the strategies in each of the other areas, that City officials keep in mind the following.

GOAL Operate in an Efficient and Responsible Manner

→ Objective 1

Keep community members informed and engaged in the City's activities, programs, and services.

Strategies

> Translate City communications for the public into Spanish and Haitian Creole.

> In collaboration with the Milford School District, consider jointly hiring a multilingual Public Information Officer and Communication Specialist.

> Establish an internal Communications Team to coordinate internal and external communications about the City of Milford.

→ Objective 2

Manage resources wisely and sustainably by maintaining appropriate fund balances and reserves.

Strategies

> Achieve a structurally balanced budget through diverse revenue sources, smart financial management, comprehensive forecasting, and results-oriented and efficient services.

> Implement and maintain a Five-Year Capital Improvement Plan.

> Achieve and maintain fiscally-sound balances and reserves for all of the City's various funds.

> Ensure Solid Waste, Water, and Wastewater utilities are properly funded and that rates are fairly and appropriately set by conducting cost of service studies.

> Identify ways to deal with the high demand for electricity when the cost is at its highest peak, both in the short-term and long-term.

GOAL Review and Update the Strategic Plan

→ Objective 1

Ensure the Strategic Plan is reviewed and updated every 3–5 years to identify accomplishments and establish new priorities, goals, and objectives.

Strategies

> Complete another resident survey in 2019 and 2021.

> Meet with Department Heads quarterly to review status on goals and objectives previously established. Report semiannually to the City Council and the public.

> Host Community Conversations and aim for even more community participation than previously.

Community Partners

Organizations that contributed to the creation of the strategic plan.

Assemblée Chrétienne de la Famille de Delaware, Inc.
Baltimore Aircoil Company
Bayhealth
Carlisle Fire Company
Chamber of Commerce for Greater Milford
Davis, Bowen & Friedel, Inc. (DBF)
DART First State
Delaware Department of Transportation (DelDOT)
Delaware Emergency Management Agency (DEMA)
Delaware Hospice, Inc.
Delaware Technical Community College
Downtown Milford, Inc. (DMI)
Greater Milford Boys & Girls Club
Kent-Sussex Industries, Inc. (KSI)
Milford Housing Development Corporation
Milford School District
Milford Senior Center
The Music School of Delaware: Milford Branch
Perdue
Reformation Lutheran Church
St. John the Apostle Church

Community Conversations Participants

Participants who agreed to be listed in this plan.

Pat Abel, Ward 2
Jennifer Anderson
Jennifer Antonik
Matt Babbitt
Brian Baer, Ward 3
Barbara Studer Baer, Ward 3
Ken Behrans, Ward 3
Ruth Behrans
Paul Bowman
Jan Broulik, Ward 2
Jen Byerly, Ward 2
Rich Byerly
Rick Carmean
Rita Cartright, Ward 4
Cheryl Clendaniel, Ward 1 and 4
Sara Croce
Dan Dond, Ward 4
Loretta Edmondson, Ward 2
Mitch Edmondson, Ward 2
Steve Ellingsworth
Ron Evans
Paige Evers
Eric Evers
Tod Van Eyken
Bruce Fenerstein
Lisa Fitzgerald, Ward 2
Franklin Fountain, Ward 4
Suzannah Frederick, Ward 2
Patrica G
Mary Galligan
Sharon Hepford, Ward 1
Walt Hepford, Ward 1
David Herron, Ward 4
Alicia Hollis
Trevor Horsey
Keith Johnson
Teresa Johnson, Ward 4
Anne Kling, Ward 1
Judy Lynch, Ward 1
Ray Lynch, Ward 1
Keith Markowitz
Joan Marks
Scott Marks
Stephanie McDonough, Ward 2
Dot McKain
Lucy Mehl
Valerie Miller
Joanne M. Milton
Ben Muldrow, Ward 2
Christie Murphy
Charles Nordberg
Leonard Ott
Milly Pedersen, Ward 1
Patti Persia, Ward 2
Joey Phillips, Ward 2
David Pickrell, Ward 2
Rob Pierce
Sara Pletcher, Ward 2
Leona Raffio, Ward 4
Val Randolph, Ward 1
Alice Rausch
Lang Redden, Ward 2
Marcia Reed, Ward 2
Peggy Reilly, Ward 1
Bryan Rice
Pastor Andrew Scott
Ed Simon, Ward 1
Robin Smith
Eugenia Sparks
Glen Stevenson
Judy Struck, Ward 2
Dean Tatman, Ward 2
Stephanie Tatman
Don Vaughon
Dean Walston
Paul W. Western
Trish D. Western
Mark Whitfield
Renate Wiley, Ward 2
Joe Wiley, Ward 2
Eric Williams, Ward 2
R. Darrell P. Wilson, Ward 4
Frank Wisniewski, Ward 1
Craig Zychal, Ward 2
Nadia Zychal, Ward 2

Glossary

Action Item
An event, task, or activity, which outlines a specific step in the process of achieving a goal.

Activity Center
Any place where people gather, such as shopping centers, downtown, schools, recreations centers, the Riverwalk, Library, etc.

Art Town
Refers to the variety of galleries, ships, and performance spaces in the downtown area.

Buffer Areas
A zone that lies between two or more areas. In the case of land use, these are typically used to prevent erosion or overpopulation.

Community Conversation
Discussion-based gatherings of residents and stakeholders, which were held in order to gather more information about community needs, opinions, and concerns.

Downtown (Milford's)
Divided into "Downtown West," Downtown Core," and "Downtown East," Milford's downtown consists of the area between Silver Lake and Goat Island. This area consists of all streets and businesses between Causey Avenue, Southeast Front Street, and Northeast Front Street, with an opportunity for development on N. Walnut Street.

Downtown Core
Encompasses from Warren's Furniture Property to the Historic Milford Shipyard.

Downtown East
Encompasses from Bicentennial Park to Goat Island.

Downtown West
Encompasses from Silver Lake to the Gateway Arch.

Gateway
Refers to the main thorough-fairs into and out of the City, especially on either end of Northeast Front Street and Route 113.

Goal
An overall object, aim, or desire to be achieved or reached.

Glossary, cont.

Link(age)	An infrastructure facility, such as a paved shoulder, sidewalk, or recreational path, that provides a clearly defined way for a bicyclist or pedestrian to get from one destination to the next, without undue conflict with motorists.
Mixed Use	Refers to utilizing a single space for multiple purposes, such as second floor apartments with first floor retail or restaurant space.
National Citizens' Survey	A community's data-based examination of residents' needs and perspectives.
Objective	Outlines the "what" for each goal; specifying more information about the process for achieving the goal.
Priority Areas	Topics that are of upmost importance to City officials, residents, and other stakeholders.
Strategy	Outlines the "how" of each objective; a plan of action or policy designed to achieve the overall aim.
Success Metric	The mechanism by which the City will measure whether or not a goal is being achieved.

THE NCS™
The National Citizen Survey™

Milford, DE

Community Livability Report

DRAFT
2017

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ICMA
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Charter Members
AAPOR Transparency Initiative
AMERICAN ASSOCIATION FOR PUBLIC OPINION RESEARCH

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The NCS™ is presented by NRC in collaboration with ICMA.

NRC is a charter member of the AAPOR Transparency Initiative, providing clear disclosure of our sound and ethical survey research practices.

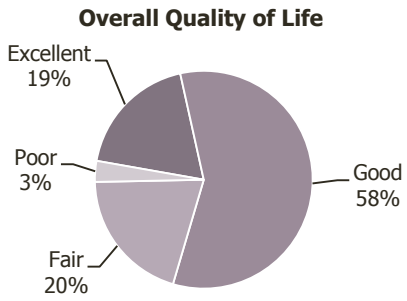
About

The National Citizen Survey™ (The NCS) report is about the "livability" of Milford. The phrase "livable community" is used here to evoke a place that is not simply habitable, but that is desirable. It is not only where people do live, but where they want to live.

Great communities are partnerships of the government, private sector, community-based organizations and residents, all geographically connected. The NCS captures residents' opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement).

The Community Livability Report provides the opinions of a representative sample of 411 residents of the City of Milford. The margin of error around any reported percentage is 5% for all respondents. The full description of methods used to garner these opinions can be found in the *Technical Appendices* provided under separate cover.

Quality of Life in Milford

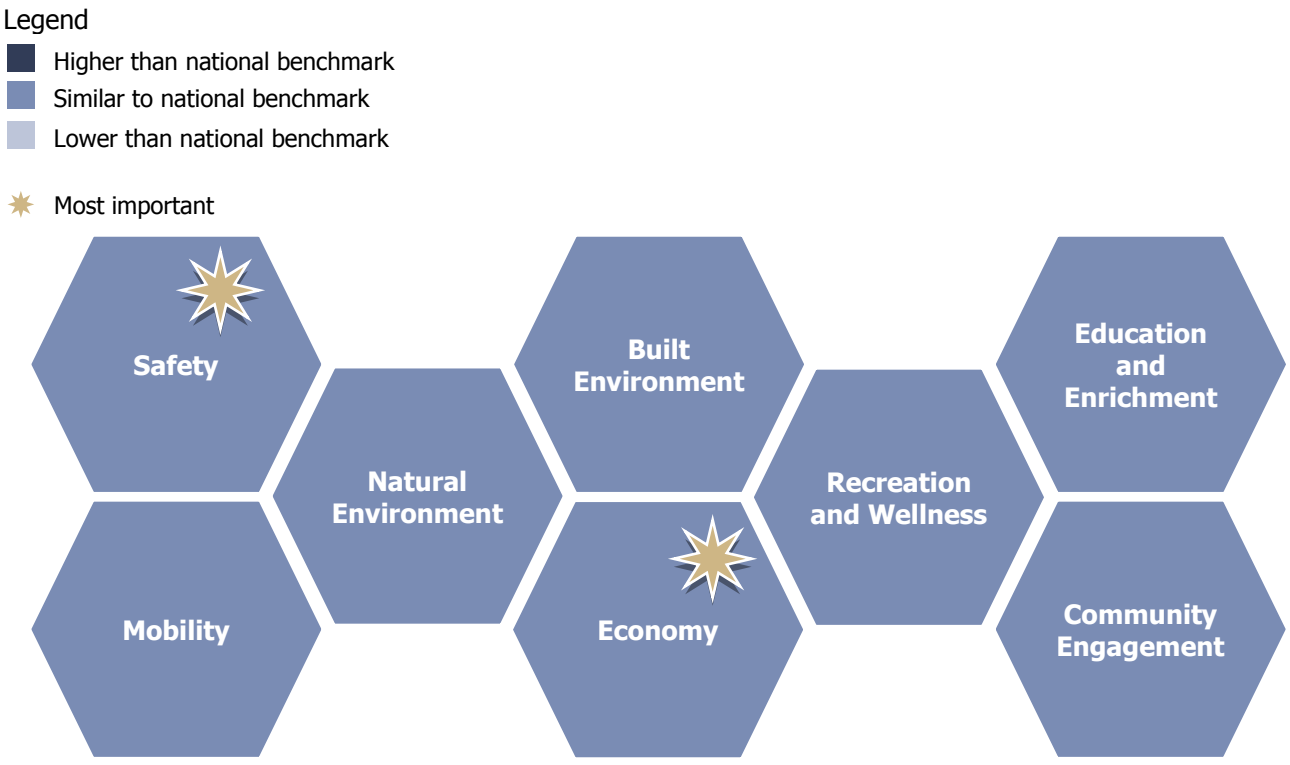


A majority of residents rated the quality of life in Milford as excellent or good. This rating was similar to the national benchmark comparison (see Appendix B of the *Technical Appendices* provided under separate cover).

Shown below are the eight facets of community. The color of each community facet summarizes how residents rated it across the three sections of the survey that represent the pillars of a community – Community Characteristics, Governance and Participation. When most ratings across the three pillars were higher than the benchmark, the color for that facet is the darkest shade; when most ratings were lower than the benchmark, the color is the lightest shade. A mix of ratings (higher and lower than the benchmark) results in a color between the extremes.

In addition to a summary of ratings, the image below includes one or more stars to indicate which community facets were the most important focus areas for the community. Residents identified Safety and Economy as priorities for the Milford community in the coming two years. This overview of the key aspects of community quality provides a quick summary of where residents see exceptionally strong performance and where performance offers the greatest opportunity for improvement. Linking quality to importance offers community members and leaders a view into the characteristics of the community that matter most and that seem to be working best.

Details that support these findings are contained in the remainder of this Livability Report, starting with the ratings for Community Characteristics, Governance and Participation and ending with results for Milford's unique questions.



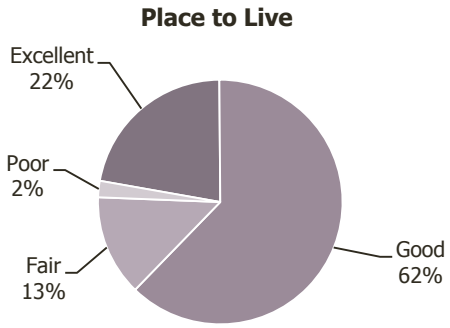
Community Characteristics

What makes a community livable, attractive and a place where people want to be?

Overall quality of community life represents the natural ambience, services and amenities that make for an attractive community. How residents rate their overall quality of life is an indicator of the overall health of a community. In the case of Milford, 84% rated the City as an excellent or good place to live. Respondents' ratings of Milford as a place to live were similar to ratings in other communities across the nation.

In addition to rating the City as a place to live, respondents rated several aspects of community quality including Milford as a place to raise children and to retire, their neighborhood as a place to live, the overall image or reputation of Milford and its overall appearance. A majority of respondents gave high marks to each aspect and these ratings were similar to ratings in comparison communities.

Delving deeper into Community Characteristics, survey respondents rated over 40 features of the community within the eight facets of Community Livability. At least 6 in 10 respondents rated all aspects of Safety and Natural Environment positively, with comparisons similar to the benchmark. Ratings of Mobility tended to be positive and similar to the benchmark; however, ratings for traffic flow were higher than the benchmark. Fewer Milford residents gave high marks to Milford as a place to visit or recreational opportunities than residents from other communities. Within Education and Enrichment, three of the six facets were lower than the national benchmark and three were similar. Survey respondents rated education and enrichment opportunities, adult education and K-12 education lower than residents in other jurisdictions.



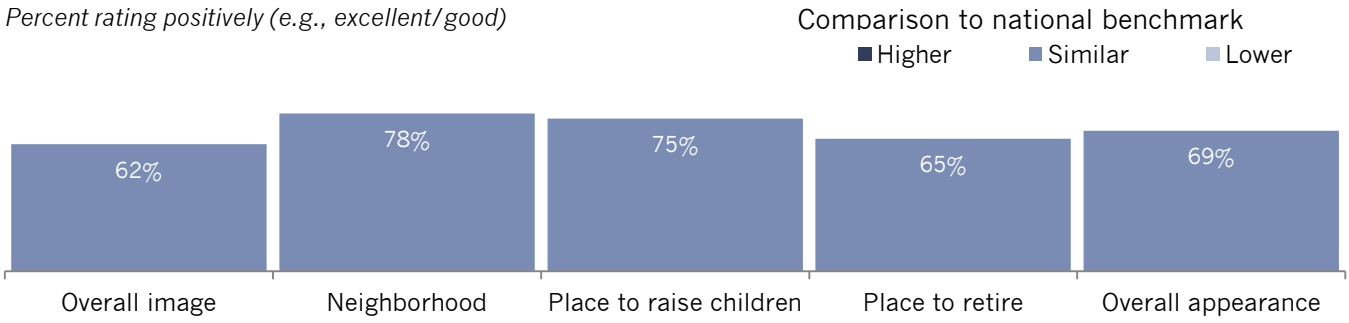
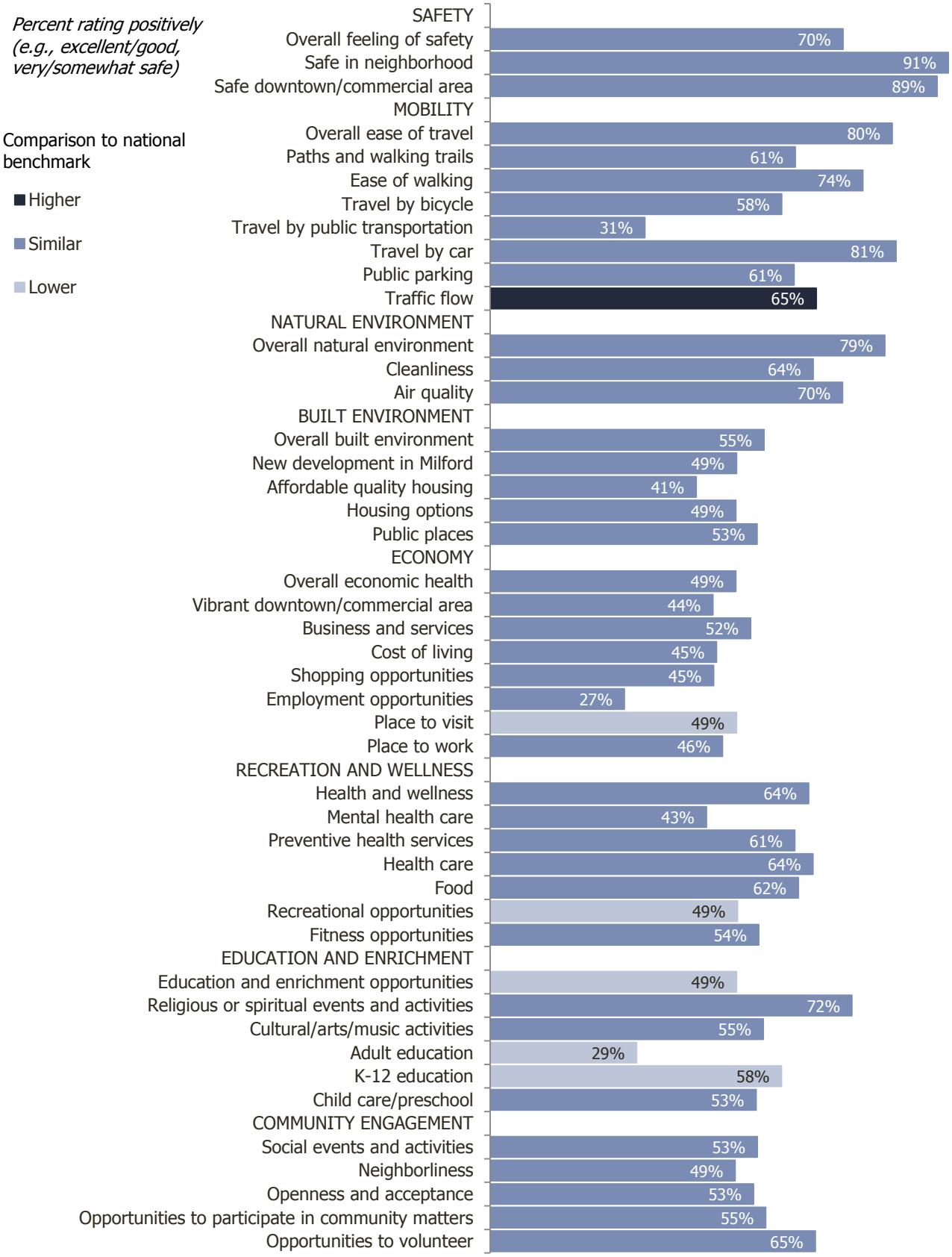


Figure 1: Aspects of Community Characteristics



Governance

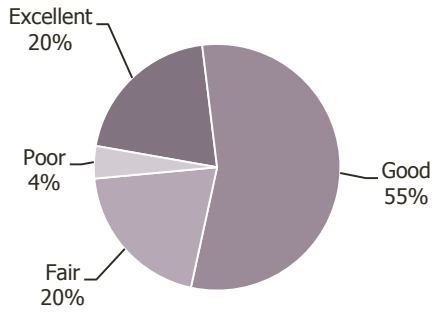
How well does the government of Milford meet the needs and expectations of its residents?

The overall quality of the services provided by Milford as well as the manner in which these services are provided is a key component of how residents rate their quality of life. About three-quarters of respondents positively rated the overall quality of services provided by the City while only about one-third positively rated the Federal Government. Despite the disparity, both ratings were similar to the national benchmarks.

Survey respondents also rated various aspects of Milford's leadership and governance. About half of Milford residents or more gave high marks to each aspect and all ratings were similar to ratings in comparison communities.

Respondents evaluated over 30 individual services and amenities available in Milford. Residents rated all but one aspect of Governance similarly to the national benchmarks; ratings for drinking water were lower than ratings observed across the nation. Code enforcement received the lowest marks from residents (39% excellent or good); while fire services received the highest marks (96% excellent or good).

Overall Quality of City Services



Percent rating positively (e.g., excellent/good)

Comparison to national benchmark

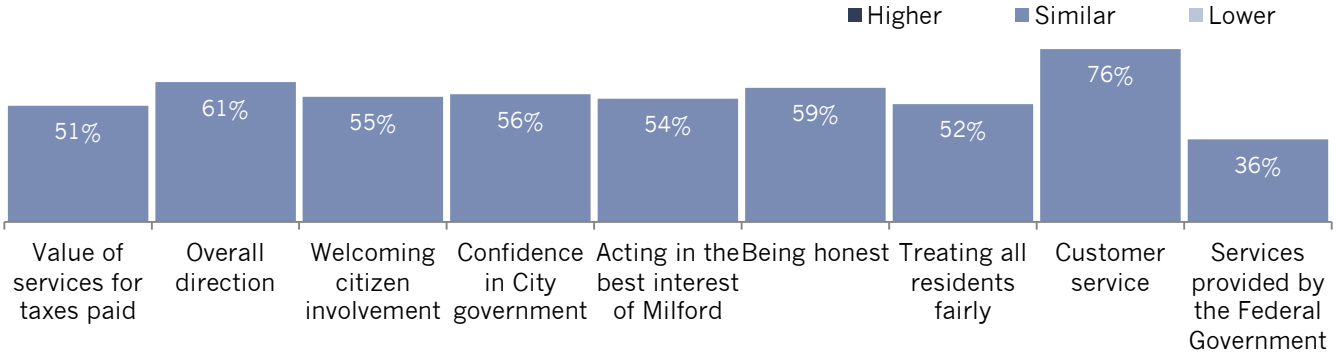
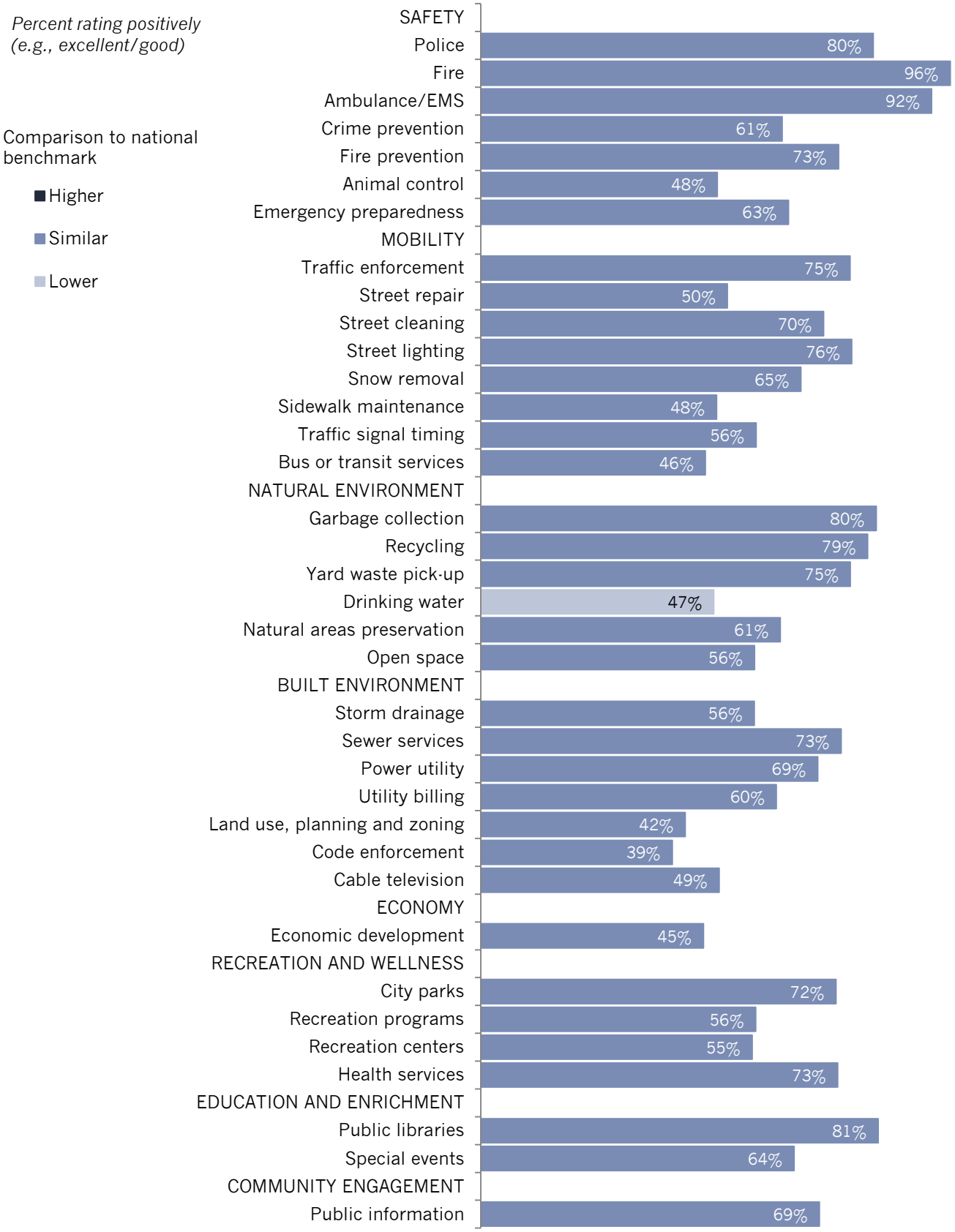


Figure 2: Aspects of Governance



Participation

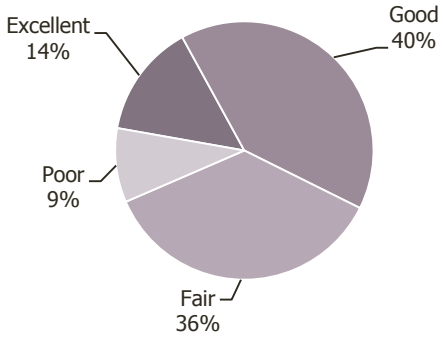
Are the residents of Milford connected to the community and each other?

An engaged community harnesses its most valuable resource, its residents. The connections and trust among residents, government, businesses and other organizations help to create a sense of community, a shared sense of membership, belonging and history. About half of the survey respondents gave high marks to the sense of community in Milford; this rating was similar to the benchmark. About 4 in 5 residents were likely to remain in Milford and would recommend living in Milford and about half had contacted a City employee in the last 12 months.

The survey included over 30 activities and behaviors for which respondents indicated how often they participated in or performed each, if at all. Overall, rates of participation tended to be similar to those observed in other communities.

Residents participated most in activities related to the Natural Environment, Recreation and Wellness and Safety; for the most part at least half of residents reported participating in these types activities. Milford residents were neighborly, often visiting or doing favors for each other. Fewer Milford residents reported that they had used public transportation than residents in other communities across the nation. Further, fewer residents had not observed a code violation in Milford compared to national reported rates.

Sense of Community



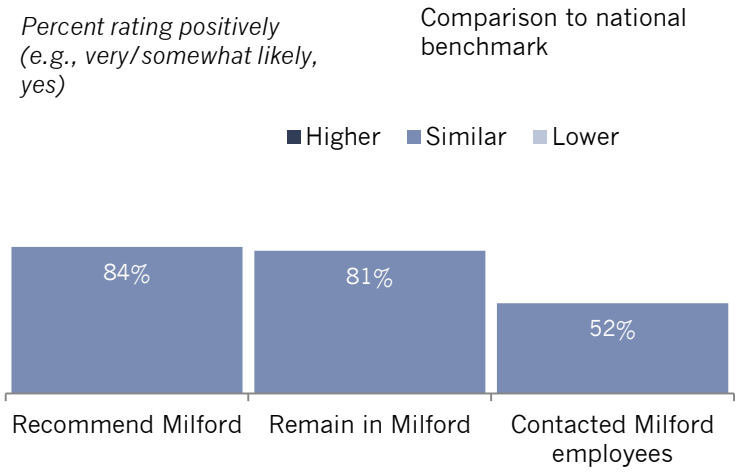
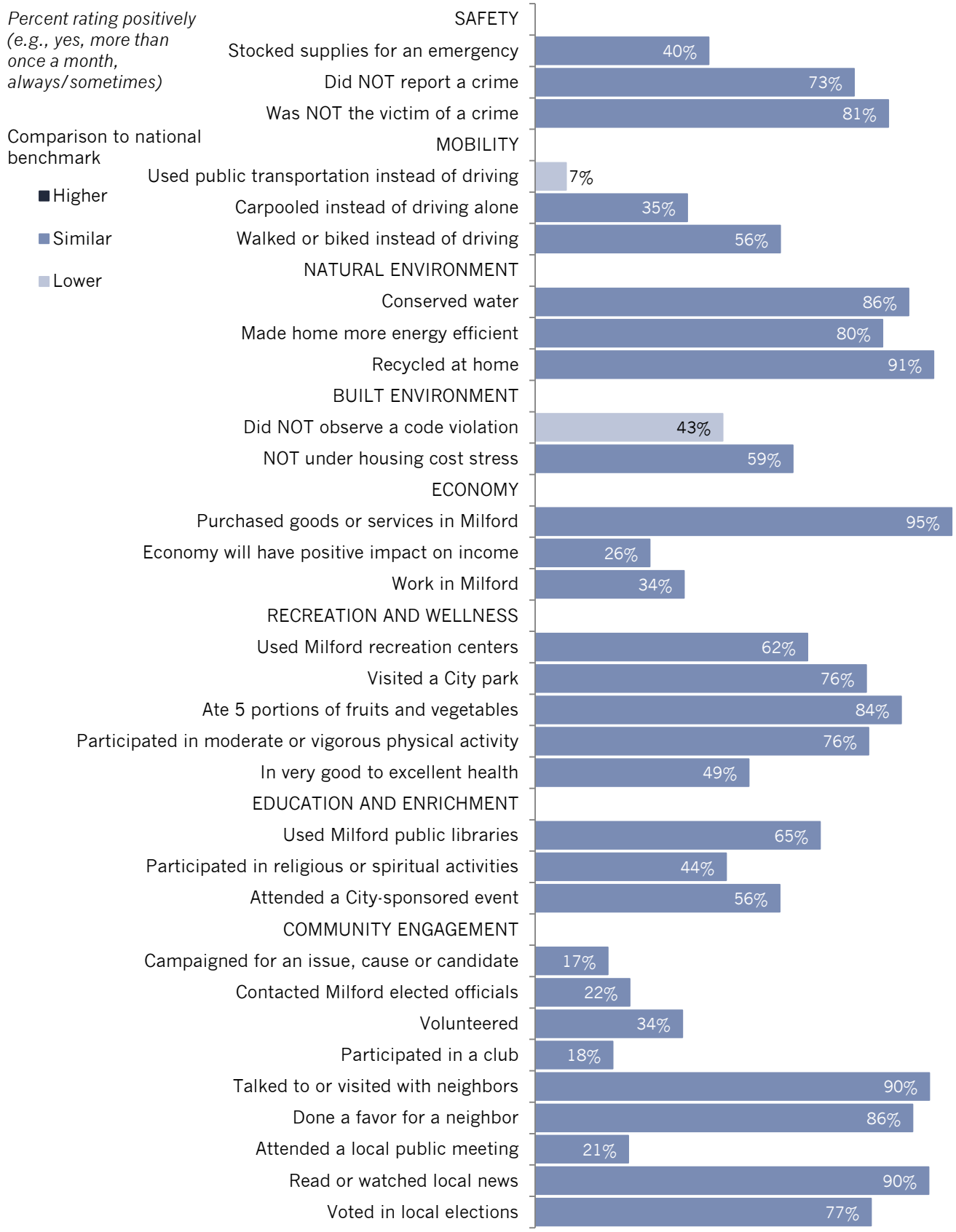


Figure 3: Aspects of Participation



Special Topics

The City of Milford included four custom questions of special interest on The NCS about City focus areas and downtown businesses. The first question asked residents to rate the importance of five potential focus areas. Each focus area was rated as essential or very important by at least 4 in 5 respondents. A majority of survey respondents viewed as essential Safety (ensuring the police force is well-trained and has the necessary equipment, staff, resources and facilities) and Utilities and Environment (e.g., ensuring reliable, sufficient safe water and electric resources, efficient utility use and implementing sustainable practices) . A follow-up question sought residents' support or opposition for additional financial resources for each of the focus areas; more than 4 in 5 residents indicated support for each area. About 7 in 10 strongly supported additional financial resources for Safety and about 6 in 10 strongly supported additional financial resources for Utilities and Environment.

Figure 4: City Focus Areas

Please rate how important, if at all, it is for the City of Milford to prioritize each of the following potential focus areas over the next five years:

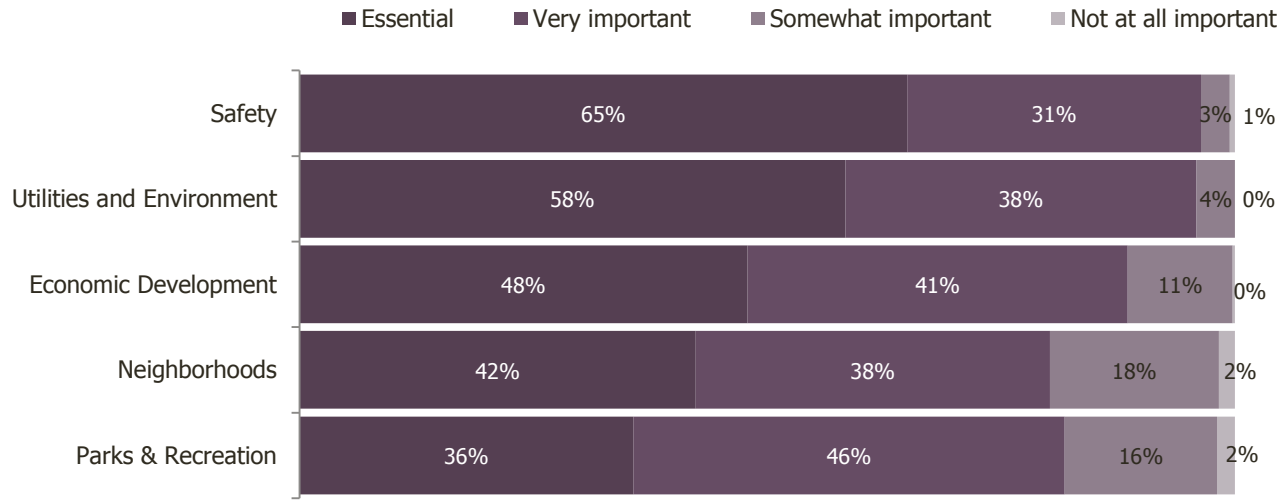
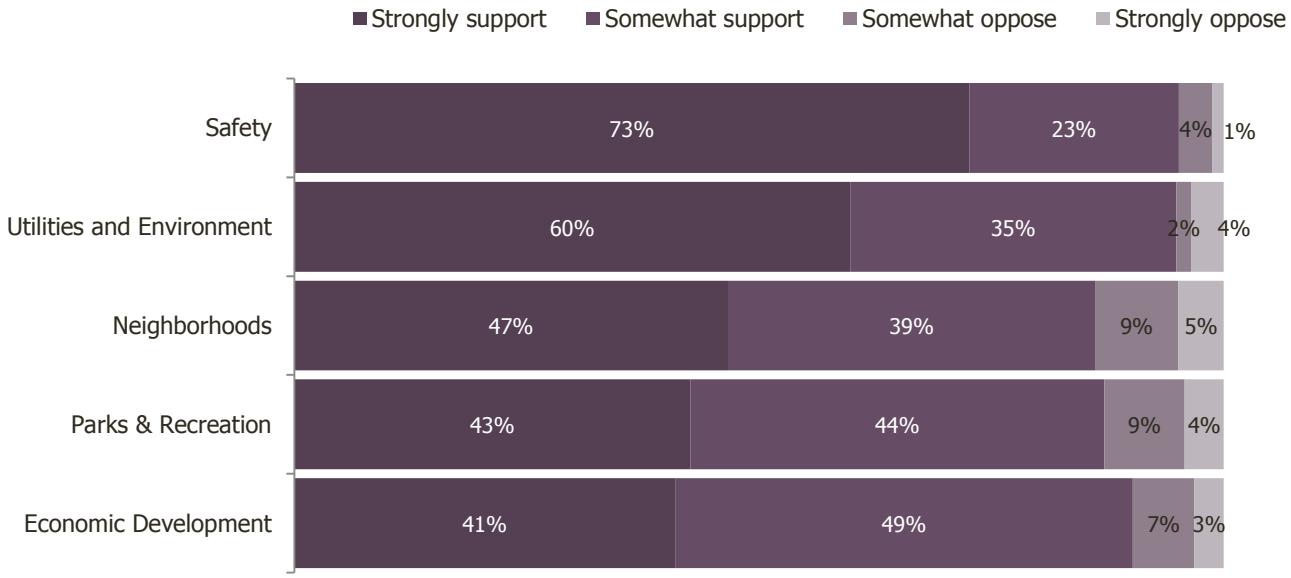


Figure 5: Additional Financial Resources for Focus Areas

How much do you support or oppose additional financial resources for each of the following areas?



The next questions had to do with Downtown Milford businesses. Residents were asked about their level of participation in "3rd Thursday" events and activities. About half of the respondents were not aware of 3rd Thursday. About 3 in 10 were aware of 3rd Thursday, but had not attended. The remaining 2 in 10 had attended 3rd Thursday at least once in the last 12 months. One final question asked respondents how likely they would be to frequent Downtown Milford businesses on different weekend days or evenings if hours were to be expanded. About half indicated that they would be at least somewhat likely to frequent Downtown businesses if hours were expanded on any of the days/times listed. Residents were most likely to frequent businesses if hours were extended on Saturday afternoons or evenings (with 77% saying they were likely) followed by Friday evenings (68% likely).

Figure 6: 3rd Thursday Awareness and Attendance

Many Milford businesses stay open for extended hours on the 3rd Thursday of each month. Please select the option that comes closest to your level of 3rd Thursday events and activities in Downtown Milford in the last 12 months.

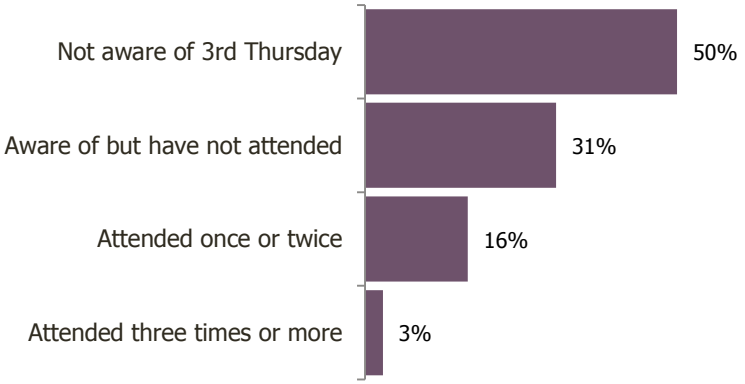
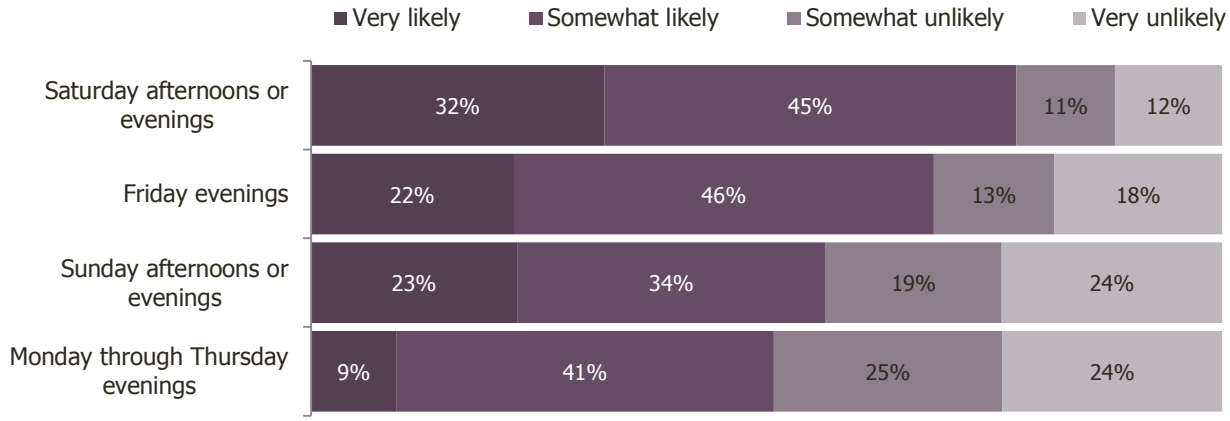


Figure 7: Expanding Business Hours in Downtown Milford

Downtown Milford businesses could consider expanding their normal hours (most businesses are currently open on weekdays with limited evening and/or weekend hours). How likely, if at all, would you be to frequent Downtown Milford businesses at the following times?



Conclusions

Residents in Milford enjoy a high quality of life.

About three-quarters of residents rated their quality of life as excellent or good and even more would recommend living in Milford to someone who asks and remain in the community themselves in the coming five years. About 7 in 10 respondents gave high marks to Milford as a place to live, their neighborhood as a place to live and Milford as a place to raise children. Almost all aspects of community quality were positive and similar to the benchmark.

Safety is a priority for the community.

Residents identified Safety as an important facet on which the City to focus in the coming two years. In response to an additional question about community priorities, almost all (96%) indicated that it was essential or very important for the community to focus on Safety (ensuring the police force is well-trained and has the necessary equipment, staff, resources and facilities) in the coming five years. A similar proportion also supported additional financial resources being given to Safety. About one half or more of respondents tended to assess Safety services positively, providing ratings that were similar to the benchmark.

Residents value Economy and emphasize its importance.

In addition to Safety, residents would like the City to focus on aspects of the Economy in the coming two years. Overall, Milford's economic ratings were similar to those in other communities across the U.S., though ratings for Milford as a place to visit were lower than the national benchmark. About half of respondents felt the overall economic health in Milford was excellent or good and almost all residents supported the local economy by making purchases within the City. At least 4 in 5 respondents thought it was essential or very important for Economic Development (e.g., support for retaining/expanding businesses, attracting new businesses, workforce development, etc.) to be priorities for the City and supported additional financial resources for this support.

THE NCS™
The National Citizen Survey™

Milford, DE

Dashboard Summary of Findings

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Summary

The National Citizen Survey™ (The NCS™) is a collaborative effort between National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA). The survey and its administration are standardized to assure high quality research methods and directly comparable results across The NCS communities. The NCS captures residents' opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement). This report summarizes Milford's performance in the eight facets of community livability with the "General" rating as a summary of results from the overarching questions not shown within any of the eight facets. The "Overall" represents the community pillar in its entirety (the eight facets and general).

By summarizing resident ratings across the eight facets and three pillars of a livable community, a picture of Milford's community livability emerges. Below, the color of each community facet summarizes how residents rated each of the pillars that support it – Community Characteristics, Governance and Participation. When most ratings were higher than the benchmark, the color is the darkest shade; when most ratings were lower than the benchmark, the color is the lightest shade. A mix of ratings (higher and lower than the benchmark) results in a color between the extremes.

Broadly, ratings about the community's characteristics across all pillars of community livability tended to be positive and similar to the benchmark.

Figure 1: Dashboard Summary

	Community Characteristics			Governance			Participation		
	Higher	Similar	Lower	Higher	Similar	Lower	Higher	Similar	Lower
Overall	1	46	5	0	45	1	0	33	2
General	0	7	0	0	3	0	0	3	0
Safety	0	3	0	0	7	0	0	3	0
Mobility	1	7	0	0	8	0	0	2	1
Natural Environment	0	3	0	0	5	1	0	3	0
Built Environment	0	5	0	0	7	0	0	1	1
Economy	0	7	1	0	1	0	0	3	0
Recreation and Wellness	0	6	1	0	4	0	0	5	0
Education and Enrichment	0	3	3	0	2	0	0	3	0
Community Engagement	0	5	0	0	8	0	0	10	0

Legend	
	Higher
	Similar
	Lower

Figure 2: Detailed Dashboard

	Community Characteristics	Benchmark	Percent positive	Governance	Benchmark	Percent positive	Participation	Benchmark	Percent positive
General	Overall appearance	↔	69%	Customer service	↔	76%	Recommend Milford	↔	84%
	Overall quality of life	↔	77%	Services provided by Milford	↔	76%	Remain in Milford	↔	81%
	Place to retire	↔	65%	Services provided by the Federal Government	↔	36%	Contacted Milford employees	↔	52%
	Place to raise children	↔	75%						
	Place to live	↔	84%						
	Neighborhood	↔	78%						
	Overall image	↔	62%						
Safety	Overall feeling of safety	↔	70%	Police	↔	80%	Was NOT the victim of a crime	↔	81%
	Safe in neighborhood	↔	91%	Crime prevention	↔	61%	Did NOT report a crime	↔	73%
	Safe downtown area	↔	89%	Fire	↔	96%	Stocked supplies for an emergency	↔	40%
				Fire prevention	↔	73%			
				Ambulance/EMS	↔	92%			
				Emergency preparedness	↔	63%			
				Animal control	↔	48%			
Mobility	Traffic flow	↑	65%	Traffic enforcement	↔	75%	Carpooled instead of driving alone	↔	35%
	Travel by car	↔	81%	Street repair	↔	50%	Walked or biked instead of driving	↔	56%
	Travel by bicycle	↔	58%	Street cleaning	↔	70%	Used public transportation instead of driving	↓	7%
	Ease of walking	↔	74%	Street lighting	↔	76%			
	Travel by public transportation	↔	31%	Snow removal	↔	65%			
	Overall ease of travel	↔	80%	Sidewalk maintenance	↔	48%			
	Public parking	↔	61%	Traffic signal timing	↔	56%			
	Paths and walking trails	↔	61%	Bus or transit services	↔	46%			
Natural Environment	Overall natural environment	↔	79%	Garbage collection	↔	80%	Recycled at home	↔	91%
	Air quality	↔	70%	Recycling	↔	79%	Conserved water	↔	86%
	Cleanliness	↔	64%	Yard waste pick-up	↔	75%	Made home more energy efficient	↔	80%
				Drinking water	↓	47%			
				Open space	↔	56%			
				Natural areas preservation	↔	61%			
Built Environment	New development in Milford	↔	49%	Sewer services	↔	73%	NOT experiencing housing cost stress	↔	59%
	Affordable quality housing	↔	41%	Storm drainage	↔	56%	Did NOT observe a code violation	↓	43%
	Housing options	↔	49%	Power utility	↔	69%			
	Overall built environment	↔	55%	Utility billing	↔	60%			
	Public places	↔	53%	Land use, planning and zoning	↔	42%			
				Code enforcement	↔	39%			
				Cable television	↔	49%			

Legend

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower * Not available

	Community Characteristics	Benchmark	Percent positive	Governance	Benchmark	Percent positive	Participation	Benchmark	Percent positive
Economy	Overall economic health	↔	49%	Economic development	↔	45%	Economy will have positive impact on income	↔	26%
	Shopping opportunities	↔	45%				Purchased goods or services in Milford	↔	95%
	Employment opportunities	↔	27%				Work in Milford	↔	34%
	Place to visit	↓	49%						
	Cost of living	↔	45%						
	Vibrant downtown/commercial area	↔	44%						
	Place to work	↔	46%						
	Business and services	↔	52%						
Recreation and Wellness	Fitness opportunities	↔	54%	City parks	↔	72%	In very good to excellent health	↔	49%
	Recreational opportunities	↓	49%	Recreation centers	↔	55%	Used Milford recreation centers	↔	62%
	Health care	↔	64%	Recreation programs	↔	56%	Visited a City park	↔	76%
	Food	↔	62%	Health services	↔	73%	Ate 5 portions of fruits and vegetables	↔	84%
	Mental health care	↔	43%				Participated in moderate or vigorous physical activity	↔	76%
	Health and wellness	↔	64%						
	Preventive health services	↔	61%						
Education and Enrichment	K-12 education	↓	58%	Public libraries	↔	81%	Used Milford public libraries	↔	65%
	Cultural/arts/music activities	↔	55%	Special events	↔	64%	Participated in religious or spiritual activities	↔	44%
	Child care/preschool	↔	53%				Attended a City-sponsored event	↔	56%
	Religious or spiritual events and activities	↔	72%						
	Adult education	↓↓	29%						
	Overall education and enrichment	↓	49%						
Community Engagement	Opportunities to participate in community matters	↔	55%	Public information	↔	69%	Sense of community	↔	55%
	Opportunities to volunteer	↔	65%	Overall direction	↔	61%	Voted in local elections	↔	77%
	Openness and acceptance	↔	53%	Value of services for taxes paid	↔	51%	Talked to or visited with neighbors	↔	90%
	Social events and activities	↔	53%	Welcoming citizen involvement	↔	55%	Attended a local public meeting	↔	21%
	Neighborliness	↔	49%	Confidence in City government	↔	56%	Volunteered	↔	34%
				Acting in the best interest of Milford	↔	54%	Participated in a club	↔	18%
				Being honest	↔	59%	Campaigned for an issue, cause or candidate	↔	17%
				Treating all residents fairly	↔	52%	Contacted Milford elected officials	↔	22%
							Read or watched local news	↔	90%
							Done a favor for a neighbor	↔	86%

Legend

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower * Not available

Community Conversations Questions

The following questions were used during guided discussions to gather information on resident and stakeholder views and opinions.

Safety: Public safety, personal security and welfare, emergency preparedness

Flip Chart Questions

- How important a priority should emergency preparedness planning be over the next 5 years? (emergency preparedness planning includes preparing for major storm events, sea-level rise, flooding, electric outages, as well as educating the public about the City's plans for these events)
  - 1- Essential
  - 2- Very Important
  - 3- Somewhat Important
  - 4- Not Important at all
- Do you believe the City of Milford is prepared for emergencies related to future weather events? [y/n/ not sure]
- Would you support a tax or fee increase for additional police officers? [y/n]
- Would you support a tax or fee increase for additional police officer training, equipment or other law enforcement resources? [y/n]
- Would you support a tax increase to replace the old police station so it meets current needs and safety standards? [y/n]

Open-ended Questions

- How should the City of Milford focus on the overall feeling of your neighborhood and Milford's downtown in the coming two years?
- How can greater "emergency preparedness" be achieved?
- Do you have any other thoughts related to safety?

Economic Health & Vitality: Maintenance of a diverse economy (downtown, cost of living, employment)

Flip Chart Questions

- Are you concerned about the future of employment opportunities for yourself within the City of Milford? [y/n]
- Are you concerned about the future of employment opportunities for others within the City of Milford? [y/n]
- What types of employment opportunities do you feel are missing from Milford?
  - Administrative
  - Retail
  - Technology
  - Trade/industrial
  - Professional
  - Nothing is missing
  - Other
- Would you support a tax or fee increase to better promote business opportunities that will create jobs in Milford? [y/n]
- Currently, the City offers economic development incentives in the form of fee waivers and short-term tax exemptions under certain circumstances to promote job growth and capital investment in the community.
- Would you support a tax increase to generate more resources be used for Economic Development? [y/n]

Open-ended Questions

- Keeping in mind that the City of Milford has limited control over certain aspects of the local and Delaware economy, we want to know your thoughts on the following questions. If your ideas or concerns are out of our control, we may share concerns with state and/or local representatives. What aspects of economic health are most important to you?
  - (potential prompting options: more businesses downtown, more jobs in the downtown development district, better housing market, more business startups)
- What, if any, job training opportunities are you interested in or that someone you know would be interested in?
- What, if any, goods/services can you not find in Milford, that you would like to be able to buy here?
- In your opinion, what would make Milford a more attractive place to visit?
- In your opinion, what would make Milford a more attractive place to live?
- Do you have any other thoughts related to economic health/ vitality?

Neighborhoods & Built/Natural Environment: Maintenance and design of open spaces, construction and management of buildings/ housing, streetscapes, and parks

Flip Chart Questions

- Do you see code enforcement concerns in your neighborhood? [y/n]
- Do you feel comfortable reporting Code Enforcement concerns? [y/n]
- What range for cost of housing do you believe is the most affordable for Milford residents?
  - (RENTAL: less than $500, $500-$800, $800-$1000, $1000-$1300, $1300+)
  - (BUYING: less than $100,000, $100,000-$150,000, $150,000-$200,000, $200,000-$250,000, $250,000-300,000, $300,000-350,000, $350,000-$400,000, $400,000+)
- Is there enough variety in the types of housing available (i.e., rental and owned; single family, townhome, apartment, etc.)? [y/n]
- Would you support a tax increase to create or enhance neighborhood parks? [y/n]
- Would you support a tax increase for maintenance or expansion of open spaces? [y/n]

Open-ended Questions

- What do you think are the most pressing "code enforcement" issues to be addressed by the City of Milford?
- Do you feel there are barriers or challenges to reporting code violations?
- The City of Milford has a variety of housing options available. Do you have suggestions for additions or changes in what is available to rent or own?
- Do you have concerns regarding the quality of any utilities or other services provided by the City of Milford? If so, please describe?
- Do you have any other thoughts related to neighborhoods?

Mobility: Accessibility of the community, ease of travel, traffic flow, walking, and biking

Flip Chart Questions

- The City of Milford has met with DART to discuss improving local bus services. This could include connecting employment and retail centers with neighborhoods and other key destinations. Would you use public transportation (i.e., bus routes) if it was available? [y/n]
- If improvements to the bikeability and walkability within the City were made, would you be more likely to bike and/or walk? [y/n]

- Would you support a tax increase for upkeep of existing City streets and sidewalks? [y/n]
- Would you support a tax increase to add City sidewalks or pathways to connect neighborhoods? [y/n]
- Would you support a tax increase to introduce a trolley on weekends? [y/n]

Open-ended Questions

- In your opinion, how could the City of Milford make it easier to move around the City?
    - FOLLOW-UP: Is there anything in particular that the City of Milford would need to address in order to accomplish this?
- Do you have any other thoughts do you have regarding the mobility?
- Are there any areas of the City that could benefit from more public transportation options?

Recreation & Wellness: Availability of supportive services that promote healthy lifestyles

Flip Chart Questions

- Do you feel that the City of Milford's Parks & Recreation Department offers enough recreational opportunities for children? [y/n]
- Do you feel that the City of Milford's Parks & Recreation Department offers enough recreational opportunities for adults? [y/n]
- In addition to recreational opportunities provided by the City, do you feel there are other sufficient private or non-profit recreational opportunities available in the community? [y/n]
- Are recreational opportunities easily available / convenient to you? [y/n]
- Would you support a tax increase for adult recreation? [y/n]
- Would you support a tax increase for a community recreation center space? [y/n]

Open-ended Questions

- What, if any, types of recreational opportunities for children would you like to see more of?
- The City of Milford offered a variety of adult sports league programs in the past; but they were discontinued due to a variety of concerns. What, if any, types of recreational opportunities for adults would you like to see offered in the future?
- Do you have any other thoughts regarding the recreation/ wellness opportunities in Milford?

Participation & Community Engagement

Wrap-up Discussion Question

- The City wants this Strategic Plan and its outcomes to support the needs and priorities of entire community; what suggestions do you have for the City to connect with all segments of community now and in the future?

prepared by the Institute for Public Administration, University of Delaware | www.ipa.udel.edu

April 2018

City of Milford

RESOLUTION 2018-08

WHEREAS, the City of Milford, in conjunction with the University of Delaware Institute for Public Administration, began preparing a five-year strategic plan to promote an inclusive community, increase accountability and transparency, and establish a clear and unified direction which will guide future decisions; and

WHEREAS, the University of Delaware mailed community surveys to residents in the summer of 2017; and

WHEREAS, the City and the University of Delaware held nineteen Community Conversations with staff and members of the community; and

WHEREAS, Community Conversations provide an opportunity for community members and staff to shape Milford's future by sharing personal perspectives and input on key topics such as quality of life, services, transportation, land use, and economic health; and

WHEREAS, based on the information gathered in the survey and Community Conversations, the City drafted a Strategic Plan to address four major topics to include the City's current status, future planning, how to get to the future and how to measure the progress; and

WHEREAS, the Draft Strategic Plan was presented to City Council on March 12, 2018; and

WHEREAS, the Final Strategic Plan was presented to City Council on April 23, 2018.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Milford during a regular session of Council, by a favorable majority vote, hereby accepts the 2018-2023 Strategic Plan as presented.

BE IT FURTHER RESOLVED, that the City Council of the City of Milford commends all those persons who participated in the development of the Strategic Plan for their dedication and commitment to the future of the City of Milford.

_____
Mayor Bryan W. Shupe

Attest: _____
City Clerk Teresa K. Hudson

Adopted: April 23, 2018

LANDSCAPE ARCHITECTURAL SERVICES, L.L.C.

Matthew T. Spong, R.L.A., ASLA
Trisha Sawicki, ASLA

City of Milford
201 South Walnut Street
Milford, DE l9963
Attn: Mr. Eric Norenberg, City Manager April 18, 2018

RE : Mispillion Greenway Upgrades ORPT #17 -235-t
Bid Award Analysis & Recommendation

Dear Eric,

Advertisement for bids of this project were placed in the Delaware State News Public Notices and run on 3/19/2018 and 3/26/2018 , (4) Contractors requested the contract documents . On 3/20/2018 there was a non-mandatory, pre-bid meeting, it was held at the City of Milford Parks Department Building. Bids were due Tuesday April 3,2018 at 11:00 AM at The City Hall Council Room.

The bid price solicited from contractors was requested as follows:

Base Bid: To Include:
Demolition, power-washing and replacing approximately 9,400 sq. ft. of wood decking with 2X6 Polymer Lumber and approximately 2,000 ln. ft. of Polymer caps.
Plus Add Alternates -1-6 as described in the Bid Documents (Please see the Bid Opening Summary sheet attached .)

The following bids were received:

1) **Kent Construction Co. Inc.** Smyrna ,DE

Base Bid $ 473,605.00. Add alternates 1-6 $59, 926.54.

Total Base Bid and Add Alternates **$ 529,531.59**

2) **Gerardi Construction**, Inc. Felton ,DE

Base Bid $ 211,517.33 Add alternates 1-6 $82,564.74

Total Base Bid and Add Alternates **$ 294, 082.07**

3) Norman Johnson Builders ,LLC Ocean View DE

Base Bid $ 258,810.00 Add alternates 1-6 $54,000.

Total Base Bid and Add Alternates **$ 312,810.**

After discussion with the Parks & Recreation Director, review of the unit price lists verification of materials, etc. I recommend award the contract to the low bidder **Gerardi Construction, Inc.. Foer the base bid and all 6 add alternates. For a total contract amount of $ 294,082.07**

NOTE: Our estimate for construction of this phase for the base bid was

Note this cost is in line with our probable cost estimate for the Construction base bid of 2-27-18 Letter for $214,840) plus $24,775 in fees for an estimated total of $239,615

With Best Regards,

Matthew T. Spong, R.L.A., A.S.L.A., Principal
X.C. Mr. Brad Dennehy Director, Milford, Parks & Recreation
Ms. Terry Hudson, City Clerk, City of Milford,

P.O. Box 293, Dover, DE l9903 phone: 302-284-4578 fax: 302-284-0301
e-mail: matt@las-llc.net website: www.las-llc.net

Bid Opening Summary – Sheet 1 of 1
Mispillion Greenway Boardwalk, Decking & Railing Upgrades: ORPT #17-235-T
April 3, 2018 11:00 am

Name	Add #		Sub List	Non Coll	Bid Bond	Base Bid	Add Alternate						Total
	1	2					#1	#2	#3	#4	#5	#6	
Kent Construction 2 Big Oak Road Smyrna DE l9977	X	X	X	X	X	473,605.00	12,596.32	22,448.96	17,999.50	44,992.48	14,999.25	5,890.08	**$529,531.59**
Gerardi Construction 404 Jarrells Rd. Felton, DE l9943	X	X	X	X	X	211,517.33	8,547.00	13,356.00	12,516.00	30,348.00	7,748.94	10,048.80	**$294,082.07**
Norman Johnson Builders 38218 Yacht Basin Rd. Ocean View DE l9970	X	X	X	X	X	258,810.00	8,000.00	8,000.00	9,000.00	18,000.00	6,000.00	5,000.00	**$312,810.00**

Milford Parks & Recreation Department

LANDSCAPE ARCHITECTURAL SERVICES, L.L.C.
LAND, SITE & PARK PLANNING • WETLANDS SCIENCES

PARKS & RECREATION DEPARTMENT
207 Franklin Street
Milford, DE 19963

PHONE 302.422.1104
FAX 302.422.0409
www.cityofmilford.com

MEMO

TO: Mayor and Council

CC: Eric Norenberg
City Manager

FR: Brad Dennehy
Dir. Parks & Recreation

DA: April 18, 2018

RE: Award for Riverwalk decking and railing upgrades.

Mayor and Council,

The Parks and Recreation Department with the assistance of our design professional recently bid out the work to be done on the Riverwalk. This includes removing all the sections of decking and replacing with composite deck boards, new caps on the guardrails, and pressure washing the exposed wooden areas. Also all of the pedestrian bridges will have deck boards removed and replaced as needed, and a section of railing will be sand blasted and painted. The recommendation is to award the contract to the low bidder Geradi Construction, in the amount of $294,082.07. Funding for this project is as follows:

- $150,000 of previously approved capital funds.
- $75,000 of grant money from Outdoor Recreation, Parks and Trails (DNREC).
- $69,000 from four local Legislators (Senator Simpson, Representatives Kenton, Postles and Wilson have committed verbally to this project with agreements to follow).

As always, if you require further information please don't hesitate to contact me.

Thank you.

CITY HALL
201 South Walnut Street
Milford, DE 19963
www.cityofmilford.com

THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
Planning, Economic Development,
Enforcement, and Inspections Office
O 302.424.8396 | F 302.424.3559

TO: Mayor and City Council

FROM: Rob Pierce, Planning & Development Director

CC: Eric Norenberg, City Manager
Jeff Portman, Finance Director

DATE: April 23, 2018

RE: Demolition – 112 SE Front Street

The Planning Department requests an appropriation of $23,000 from General Fund Reserves to the Enforcement and Inspections Department *Demolition* budget item (101-1045-429.68-10) to cover expenses associated with the demolition of 112 SE Front Street. Three written quotes were obtained from contractors with Clark's General Contractors, Inc. being the lowest bid.

The single-family dwelling unit was condemned in May 2014 and subsequent notices were sent to the property owners in 2015 and 2017. The most recent notice in 2017 provided the owners with four options; (1) arrange the demolition privately; (2) repair the building to code and postpone demolition; (3) appeal the determination; or (4) take no action and the City will demolish the structure. The owners have not appealed the order to demolish writing nor have they signed a restoration agreement to repair the structure. At this time, the Department is moving forward with the demolition process.

Since 2006, sixteen (16) violation notices have been issued to this property owner for various code enforcement issues including weeds and tall grass, exterior structure, abandoned vehicles, rubbish and garbage and condemnation – unfit for human occupancy. Utilities have been inactive since 2014.

A lien will be placed on the property for expenses associated with the demolition.

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THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
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Enforcement, and Inspections Office
O 302.424.8396 | F 302.424.3559

TO: Mayor and City Council

FROM: Rob Pierce, Planning & Development Director

CC: Eric Norenberg, City Manager
Jeff Portman, Finance Director

DATE: April 23, 2018

RE: Transfer of Funds from Surplus Building Permit Revenue to Enforcement & Inspections

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The Planning Department requests a transfer from surplus FY2018 *Building Permit Revenue* in the amount of $60,000.00 to *Contract Services* (101-1045-429.30-10) to cover building permit review and building inspection contract services through June 30, 2018. The City budgeted $80,000.00 in building permit revenue for FY2018 and have collected more than $160,000.00 through the end of March 2018.

OFFICE OF THE CITY MANAGER
201 South Walnut Street
Milford, DE 19963
www.cityofmilford.com

THE CITY of Milford DELAWARE

ERIC NORENBERG, ICMA-CM
City Hall 302.422.1111
Direct 302.424.8394
ENorenberg@milford-de.gov

April 17, 2018

TO: Mayor and City Councilmembers

FROM: Eric Norenberg

SUBJECT: Draft City Council Committee Restructuring

Purpose and Background

Recently, it was suggested that a standing schedule for City Council Committees be instituted, with meetings that are held on Monday's prior to City Council meetings whenever possible. For Councilmembers and for staff, this would create a predictable schedule for meeting dates and a routine for submission of materials, etc.

Discussion

In order to accomplish a predictable schedule for Committee meetings that are held on Monday's prior to City Council meetings, the best solution appears to be reducing the number of Council Committees to simplify scheduling and enable a regular schedule so that projects, ordinances, etc. are not delayed.

One option is to combine the Public Works and Finance Committees and the Community Affairs and Economic Development Committees, while leaving the Police Committee and Annexation Committee to stand on their own. (The Parks and Recreation Committee could lapse due to the creation of the Parks and Recreation Advisory Board.) Each Committee would still have three members, so each City Councilmember would only need to serve on one or two committees.

Here is the draft new structure:

General Committee Structure - Each committee shall consist of three members of the Council (unless otherwise dictated by the Charter or Codified Ordinances). Committee members shall be appointed by the Mayor, with the concurrence of the City Council, at the first regular meeting of the Council following any regular City election or as soon thereafter as is practicable. The Mayor should strive to include as many City Councilmembers as possible across the committees and to appoint a different City Councilmember to Chair each committee. The Chair of each committee shall be responsible to the Council for the function of the committee. The Mayor and other Councilmembers are welcome to attend and participate in the meetings of any committee. However, only Committee Members shall be permitted to vote on those items before the commitee. The City Manager or designee shall attend all committee meetings, unless excused. Two committees may meet together in joint session when topics cross the scope of both committees. Regularly scheduled meetings may be cancelled if there are insufficient agenda items to warrant meeting.

Annexation Committee

Purpose: Once the Planning Director deems an application for annexation is complete, the Mayor shall appoint a Committee composed of not less than three of the elected members of the City Council and one member of the City Planning Commission to investigate the possibility of annexation. Not later than

ninety (90) days following referral by the City Council, the Committee shall submit a written report containing its findings and conclusions to the Mayor and City Council of Milford. The report so submitted shall include the advantages and disadvantages of the proposed annexation, both to the City of Milford and to the territory proposed to be annexed and shall contain the recommendation of the Committee whether or not to proceed with the proposed annexation and the reasons therefore. (Meets as needed)

Community and Economic Development Committee

Purpose: The Community and Economic Development Affairs Committee shall provide policy guidance to the City Council on matters pertaining to economic development, including economic development activities to attract new businesses to Milford, to retain and expand current business, to support small and local business/entrepreneurism, and to facilitate workforce development. The Committee shall also monitor the status of the Greater Milford Industrial Park and Independence Commons, monitor the status of the Economic Development Fund and recommend changes to ordinances or programs to enhance economic development efforts. It also, provides policy guidance to City Council on issues related community development, including: neighborhoods, housing, homelessness, code compliance, historic preservation, and planning, zoning and development processes including site plan, permitting and inspections, public transit, walkability and bikeability, infrastructure planning. The Committee shall have a standing meeting at 5:30 before the first City Council meeting of odd numbered months.

Finance and Public Works Committee

Purpose: The Finance and Public Works Committee shall advise the Council on policy matters relating to the City's fiscal health, debts service, development and implementation of innovations, government efficiency (including energy efficiency) best practices, and use of new technology. The Committee shall also provide policy guidance to the Council regarding the financing, maintenance, operation and improvement of the public utilities (electric, water, wastewater and solid waste) serving the City of Milford, both privately and municipally-owned, as well as energy and water conservation and related sustainability initiatives. The Committee shall provide policy guidance to the Council regarding the streets and transportation network. The Committee shall have a standing meeting at 5:30 before the first City Council meeting of even numbered months.

Police Committee

Purpose: The Police Committee shall provide policy guidance to the City Council on issues related to the operations and facilities of Milford Police Department, emergency preparedness and homeland security. The Committee shall have a standing meeting at 5:30 before the second City Council meeting of even numbered months.

Conclusion

If the City Council supports this new structure, it is recommended that it be approved so that the scheduling of meetings and planning can get underway. The new Mayor will then be able to make Committee assignments in May.

CITY HALL
201 South Walnut Street
Milford, DE 19963

THE CITY of Milford DELAWARE

OFFICE OF THE CITY CLERK
O 302.422.1111 | F 302.424.3558
www.cityofmilford.com

ANNUAL ELECTION
APRIL 28, 2018

Ward I and Mayor

CONTACT INFORMATION

Board of Election			
Name	Responsibility	Address	Phone
Karen Boone	Chief Election Officer/Inspector	402 NE Fourth St	[redacted]
Joanne Leuthauser	Board of Election	509 Ashley Way	
Katrina White	Board of Election	203 Allen Way	
Election Officers			
Carlene Wilson	Absentee Ballot Judge-Machines	11 Nelson St	[redacted]
Kayla Boone	Absentee Ballot Judge-Machines	402 NE Fourth St	
	Absentee Ballot Judge-Machines		
Antoinette Sauls	Ward 1 Clerk-Check In	2 E Thrush Dr	[redacted]
	Ward 1 Clerk-Check In		
Patricia Bailey	Mayor Clerk-Check In	999 S DuPont Blvd	[redacted]
Donna Merchant	Mayor Clerk-Check In	108 Franklin St	
Terri Hudson	Staff		[redacted]
Christine Crouch	Staff		
Tommy Henderson	Staff		

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