Milford City Hall Council Chambers 201 South Walnut Street Milford DE 19963

CITY COUNCIL AGENDA
September 11, 2023

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops will be held in the Council Chambers at City Hall. Attendees are welcome to participate virtually as well. Public Comments are encouraged on the agenda items designated with a ℗. Virtual attendees may alert the City Clerk that they wish to speak by submitting their name, address, and agenda item via the Zoom Q&A function or by using the Raise Your Hand function during the meeting. Those attending in person may comment when the floor is opened for that purpose.
All written public comments received prior to the meeting will be read into the record.

This meeting is available for viewing by the public by accessing the following link:
https://zoom.us/j/99156131279
or
http://www.cityofmilford.com/553/Watch-Public-Meetings

Members of the public may also dial in by phone using the following number:
Call 301 715 8592 Webinar ID: 991 5613 1279

6:00 PM
15-Minute Public Comment Period*

Virtual attendees must register prior to start time of meeting by calling 302-422-1111 Extension 1300 or 1303, or by sending an email to cityclerk@milford-de.gov and providing your name, address, phone number, and item name and/or description you wish to comment on.
Persons in attendance that wish to speak must sign up prior to the start of the Council Meeting.

Call to Order – Mayor Arthur J. Campbell

Invocation

Pledge of Allegiance

Roll Call

Approval of Previous Minutes

Recognition
- Introduction/New City Employees
- Proclamation/2023 18/Suicide Prevent Awareness Month Sept 2023
- Proclamation/2023 19/National Preparedness Month Sept 2023

Staff Reports
- Police Department
- City Clerk
- City Manager
- Public Works

Electric
Planning & Zoning
Parks & Recreation
Human Resources
Economic Development & Community Engagement
Information Technology
Finance

Communications & Correspondence

Unfinished Business

Authorization/Change Orders/Memorial Park Playground [1]

New Business

Authorization/Tyler Technology/ERP Software Update

Adoption/Resolution 2023-19/Revision to Independence Commons Deed Covenants, Conditions and Restrictions ℗

Introduction/ Ordinance 2023-33
Preliminary Conditional Use Site Plan Application of Helmick Milford – Fast Food
1.024 +/- acres of land located at the southwest
corner of Warner Road and US Route 113
Comprehensive Plan Designation: Commercial
Zoning District: C-3 (Highway Commercial District)
Present use: Vacant Proposed Use: Fast Food Restaurant & Drive-in Restaurant
Tax Parcel: MD-16-174.14-01-03.02

Introduction/Ordinance 2023-34
Preliminary Conditional Use Site Plan Application of Milford School District/Milford Middle School
23.97 +/- acres of land located on the
south side of Lakeview Avenue, approximately 875 feet east of the Route 113 Intersection
Address: 512 Lakeview Avenue
Comprehensive Plan Designation: Low Density Residential
Zoning District: R-1 (Single-Family Residential District)
Present and Proposed Use: Public School
Tax Parcel: 1-30-3.07-138.00 & 138.01

Introduction/Ordinance 2023-35
Conditional Use Application of Food Bank of Delaware
11.5 +/- acres of land
West Side of Delaware Veterans Boulevard within the Independence Commons Business Park
Address: 102 Delaware Veterans Boulevard
Comprehensive Plan Designation: Commercial
Zoning District: OC-1 (Office Complex District)
Present and Proposed Use: Charitable and Philanthropic Organization
Tax Parcel: MD-16-173.00-01-02.08

Introduction/Ordinance 2023-36
Conditional Use Application of James Purcell
0.31 +/- acres
South Side of Kings Highway between South Walnut Street and Polk Avenue
Address: 102 Kings Highway
Comprehensive Plan Designation: Low Density Residential

Zoning District: R-1 (Single-Family Residential District)
Present Use: Single-Family Dwelling
Proposed Use: Single Family Dwelling with Accessory Dwelling Unit
Tax Parcel: 1-30-3.08-063.00

Introduction/Ordinance 2023-37
Legal Owner Mispillion Realty LLC for a Change of Zone from
R-1 (Single-Family Residential District) to C-3 (Highway Commercial)
on 1.73 +/- acres of land located along the east side of S. Dupont Boulevard approximately 235 feet north of the Donovan Street Intersection
Address: 839 South DuPont Boulevard, Milford, DE
Present Use Single-family Detached Dwelling & Vacant Lot;
Proposed Use Single-family Detached Dwelling
Tax Map & Parcels 1-30-3.15-014.00 & 1-30-3.15-015.00

Executive Session

Legal-
Pursuant to 29 Del. C. §10004(b)(4) Strategy sessions, including those involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation

Property Sale/Lease-
Pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property

Potential Vote:
MPD Dispatcher Collective Bargaining Agreement
Potential Land Purchase by City

Adjournment

All items on the Council Meeting Agenda are subject to a potential vote.

ALL 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, DISTRIBUTED, OR PRESENTED AT MEETING ONCE PACKET HAS BEEN POSTED ON THE CITY OF MILFORD WEBSITE. ANY MATERIALS UTILIZED DURING THE MEETING SHALL BE FROM THE COUNCIL PACKET AND REFERENCED BY PRESENTER USING AUDIO AND VISUAL MEANS TO ENSURE VIRTUAL PARTICIPATION BY ALL IN ATTENDANCE.

**Time Limit is three minutes per speaker, not to exceed a total of fifteen minutes for all speakers prior to start of meeting/workshop.*
℗ Designated Items only; Public Comment, up to three minutes per person will be accepted.

080423 082423 082823 083023

[1] 090623 Late Addition by P&R Director/Sensitive Matter

090823 Item Removed



CITY OF MILFORD
COUNCIL WORKSHOP MINUTES
June 5, 2023

The City Council of the City of Milford convened in a Workshop Session on Monday, June 5, 2023, beginning at 6:04 p.m.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilmembers Daniel Marabello, Mike Boyle, Andrew Fulton, Todd Culotta, Brian Baer, Nirmala Samaroo and Jason James Sr.

STAFF: City Manager Mark Whitfield, Police Chief Cecelia Ashe, and Deputy City Clerk Katrina White

COUNSEL: Solicitor David Rutt, Esquire

ABSENT: Councilmember Katrina Wilson

PUBLIC COMMENT PERIOD

No one signed up or was in attendance to speak during this time. The session concluded as a result.

Proposed City of Milford FY24 Budget Wrap-Up

Mayor Campbell opened the workshop for discussion.

Finance Director Lou Vitola stated that tonight Council will be discussing the FY24 budget recap. The questions asked during the three budget workshops are included in the packet, along with the responses, along with some additional tables and charts for support.

Two of the biggest changes in the FY24 budget is a handful of rate increases that have been ongoing. Water, sewer, and solid waste are in year four of a five-year progressive increase to match cost to service recommendations. After three years of electric increases, a new service study was completed for electric.

There is also a one penny increase in property taxes to defray a reduction of realty transfer taxes (RTT) that have been historically used for police operations. The budget also includes the first half of the debt service attributable to the new police station.

An additional dollar is also recommended for the monthly solid waste fee because of cost escalations that outstrip what was projected at the time of the cost-of-service study. Though that appears to be a lot collectively, comparing the City of Milford to its sister cities in public power provided by in DEMEC, as well as most of the cities in Kent and Sussex Counties, Milford is the third lowest in electric compared to eleven other towns. But when all fees are added up, including water, sewer, and solid waste, leapfrogging Seaford puts Milford fourth in municipal services. However, that is before other cities and towns implement their FY24 increases with regard to electric, water, sewer, solid waste, and property taxes.

Director Vitola also clarified that the recent personnel comparison that was provided to Council was done on a budget-to-budget basis and not a week-to-week or month-to-month. Therefore, it may not add up or tell the story and the reason they presented the numbers in the packet.

He continued by explaining the reasons for the increases in full-time employees (FTE), and the impact of inflation.

Director Vitola and City Accountant Sandra Peck reviewed the budget line by line and found very minor changes were needed. What is being presented is very similar to what was seen last week during the budget hearings.

With the increases, it was determined that property taxes would increase $5.81, water 53 cents, sewer $2.00, electric $1.21 and trash is $2.20 on the average home ($147,600 assessment) for an overall total of $11.75 per month or $141.00 per year.

Councilman James then spoke about the referendum that was passed by 60% of the voters that is impacting property taxes. That is a self-imposed increase by the taxpayers. The is year three of five of the one cent tax increase that was implemented for the beautification efforts, reduce the RTT transfer to police and instead use that for capital expenditures, which supports the general fund. Two of the enterprise funds were part of a previous rate study that is ongoing and not new increases this fiscal year. However, the electric increase is part of a newer rate study.

When asked if the tax increase of 4.725 cents will be duplicated again next year as part of the successful referendum, Finance Director Vitola said it will be very close, but not quite that high. One reason is to expect to close on the slightly more than half of the police bond issue this year or $8.5 million versus $8 million next year. Secondly, because there should not be an increase in assessment values next year the increase should not be as high.

Councilman Fulton emphasized the City Clerk has requested an additional employee though that was not discussed in detail as the other new positions that had been approved. He is unsure that should be included in the budget because Council did not approve it.

It was confirmed that funding is in the budget, but Councilman Fulton pointed out it is in it only at the City Clerk's request and not Council's approval. He added that it could be earmarked but to say it is locked in is not correct.

City Manager Whitfield explained that in the past, when a new position is requested, it is added and referred to the horticulturist also included in the budget. One the budget has been approved, that is authorization to move forward with the position. Councilman Fulton confirmed that includes all the positions even though there was no vote on this with very little discussion.

According to Councilmember Fulton, there were other discussions about things that were to be presented to council and nothing on this has been presented.

Councilmember Fulton explained the job scope had ballooned over the years due to lack of support. Now there is more support taking place in the city government that could reduce the workload. Plus, there are other effective means to automate some of the update processes, which would further reduce that workload. To bring another person on with 28% of their salary is a lot of money to invest in a position he does not think is a full-time job.

Councilmember James feels this deserves more scrutiny and one of the things he continues to press on are the functions that were being performed by the city clerk's office and should instead be under the city manager's administrative assistant.

He is very interested in having some comments with our IT Department to help understand what technological opportunities are available to help the city clerk's office perform their duties including minutes and agenda building. This is not just about the current staff but about the continuity of business for the city according to Councilman James. This has nothing to do with individuals but the systems and processes that best fit the needs of the citizens when all of us are gone.

Councilmember Fulton agreed emphasizing this could be construed as a single point failure.

Mayor Campbell's opinions are that previous city managers had no assistants which is the reason why the city clerk has assumed a lot of those jobs. Now that the city manager has an administrative assistant, it should be transferred over to his assistant.

Councilmember James recalled that at one point in time there was a third person, and asked if that person was fully utilized or just during busy times. Was that person needed and would that person be needed now that there is an administrative assistant to the city manager.

When asked if it was determined by a study or a want, Councilmember Fulton said he understood it as a want and not the result of a study, and the city of 'there used to be three'.

Deputy City Clerk White then talked about the third person, noting that when Carlene Wilson retired, she was hired as the third person. The duties she was given were city clerk type duties. When she left and went to the planning department, the third person position was never filled again.

She confirmed there were always three people in that department until Ms. White transferred to the planning department by choice.

Deputy City Clerk White also verified that there was enough work to keep three people busy and there is still enough work for a third person. It was also noted that with three people, there was a much greater chance that the front desk was always covered.

Councilmember James agrees with the necessity of that person when someone comes in for service, and for a long time, that face was Christine Crouch as the Deputy City Clerk.

Councilman James does not want to do something that is not needed and when Christine was there, he is unsure if the clerk's office was overburdened.

Councilmember Culotta said to argue this point, the two resources we have now, both Katrina and Terri, are saying the position is needed. As an executive body, Council needs to look to their resources to get those recommendations.

Mayor Campbell said he brought in a high school student to help with those records a few summers ago. Councilmember Fulton said that is another option. Deputy City Clerk White informed Council that did not work out and the person was incapable of performing the job.

Councilmember Fulton asked why IT couldn't perform some of the record management digitizing duties instead; Councilmember Marabello explained it is a process and that the records must be reviewed and categorized, with some items discarded. The person overseeing that work must have some records knowledge. Deputy City Clerk White added that it must adhere to the records retention schedule and the regulations of State Archives, adding that the retention schedule is very different for each department. .

Councilmember Boyle then asked if we have someone who actively manages FTEs for the city or should Council just look at it when an employee is needed; City Manager Whitfield said the staffing study was done a couple of years ago, and there are also regular comparisons done in terms of population to FTE's and workload compared to what is being done. For example, Milford's water department is doing a lot more things in terms of workload when compared to Milton's water department.

He pulled up the staff study that was done because of this and the recommendations were to review and assess city administration needs against existing roles for skill sets and capabilities, and to re-examine the support for an open administrative assistant role to determine whether technology would be a more effective solution. Examples, voice recognition, software possibilities in meeting minute creation, scanning and indexing systems for records management retention.

The City Manager said it recommended replacing the open administration position and instead that he would hire an assistant city manager type role and instead consider expanding ICMA fellow positions to a full-time position. Also, the development of a supervisory academy, which has already been done.

Also, an RFP is currently open for selection and implementation of a new ERP system.

He stated those were the recommendations that came out of the staffing study for administration.

Councilmember Boyle pointed out a lot of improvements have been made in technology and because it has been several years, another study might want to be considered. City Manager Whitfield said we are getting to that point, or at least he wants to update the current one.

The last time there was not one completed for the police department, and he recommends that be done this time.

Councilmember James thinks it could help with turnover as well.

Councilmember Boyle pointed out this conversation is about the request in the City Clerk's office, and while it has been there, sometimes it was filled and sometimes it wasn't. Parks and Recreation also has a request for a new position. He does not question that need, but he wonders if the process of the FTE approach is used where such a position would be examined.

City Manager Whitfield said that is done with all the positions and was done with the arborist position. One of the things that we want to make sure of is the goal of having an arborist position was to eliminate the need for vegetation management by the electric department. If that's not occurring, then we need to re-examine what that position is doing and what the functionality of the position is. The horticulturist position is one that came from Council's wanting to do more things for our front door, meaning managing those areas when people come into our town.

The City Manager said he had this position in his previous employment, and it had a tremendous impact on the community. If Council wants that impact, the position is fitting. Councilmember Boyle said he is not questioning the need if that is what Council wants. He wants to know who is handling the entire process and whether these positions are really being looked at and how they are reviewed.

City Manager Whitfield said that would be an HR function and he and Jamesha would handle. Councilmember Boyle confirmed that is who would look at it and report to Council.

Councilmember Fulton noted that 91% of the budget is for personnel costs. Mayor Campbell shared the electric department is hurting. City Manager Whitfield agreed, announcing that two more employees left. Councilmember Culotta pointed out that is a very competitive business.

He said he somewhat understands, but this is to the point where the recommendation should be considered. He does not want to upset the apple cart but if we are going to rely on the justification for a job, and a manager comes to Council and says this is what they need, and Council wants to know the return on it, or end result or goal. He agrees that the City Clerk, the Chief, and the City Manager should be presenting their budgets. After which, Council reviews them under the umbrella of finance.

Councilmember James disagreed stating that finance compiles the numbers, but each already presents their budget.

Councilmember Boyle said this position was presented and talked about. Councilmember Fulton said if there were three city clerks, would they all go to professional development; Councilmember James said those are things that need to be discussed. Because then that does not mean another person is going to solve the problem. Councilmember Fulton said right---that is what he is saying.

Councilmember James said we need to ask the question---should it be a full-time person or should it be a contractual person. He does not know the answer and is only throwing it out there.

Councilmember Culotta added that in that scenario, if you do not know the answer, he would leave it up to his department head who is responsible for their business unit.

Councilmember James said he understands the persuasion and hears it.

Councilmember Marabello said the Deputy City Clerk was just asked if three people are needed, and her answer was yes, and the City Clerk said there is a need. And the question is do we believe what they said, and do we have enough information and he does not know. As far as three people going to training, two could go and one could stay here. Councilmember James said that is not allowed in his job.

Deputy City Clerk White added that is where the part-time employees are beneficial. Both Rose Kibler and Carlene Wilson would fill in during that time. But a temp cannot be brought in for this position because it requires someone with experience as a clerk to do the work and to do it correctly. Having someone come and sit at the front desk is one thing. Anyone can do that. But to cover if the City Clerk is out sick, or if she is out at an appointment or something similar, the other two part-time employees can fill in out front but are unable to get into the meat of the work a city clerk does. That is why this position is needed and hiring a person who has experience in city clerk duties that can help that department with the overload can only be done by someone who is familiar with or has experience in this type of work.

That is the difference between just having a temp come and fill in at the front as opposed to having a third person that can do this type of work and restaff the city clerk department back to what it always has been.

Councilmember James said that regardless of whether Council says this position remains in the budget or not should be a separate conversation. He doesn't think the conversation is proper tonight about how that office functions and who is covering what and when, and what services are being offered or what is being fulfilled.

Councilman Culotta recommends that be done before the budget is adopted. Councilmember James said he does not know about that. Councilman Culotta said if those here that have a problem with that request then a conversation needs to occur before the budget is approved.

Councilmember James said Councilmember Culotta missed his point and even if there are three people, Council needs to have a conversation about what happens in that office and what occurs when everyone is out of the office, which is a separate conversation from tonight.

When asked if he is referring to a management function, Councilmember James said it is, but it is still up to Council whether the citizens have what they need from that office. Though Council doesn't manage it, they better know well what is happening in it.

Councilmember Boyle pointed out that the request is not for just a body, but for a trained professional administrator and they are not easy to find, especially in city government.

He confirmed those positions are in the budget as it stands and suggested approving the budget but holding off on authorizing it be filled. Councilman Baer asked the Deputy City Clerk if she thought it was possible to have someone from Customer Service sit in when both clerks are aware because those employees know how the city works.

Deputy City Clerk White said that would probably affect customer service by taking them away from their duties and their staff. She believes that Council is considering two separate things. This position would provide another deputy city clerk which is completely different than having someone that can just come in and sit at the front. We already have two ladies that can handle that, plus answer the questions, and answer the phones.

She thinks this is a separate need than that. She stressed this would be another person that would have experience in clerk duties that can help do the things that are needed to get done.

Councilmember James said we are not talking about long term absences of coverage he hopes. Deputy City Clerk White said there are two people that can cover while the clerks are away at their conference.

Because the HR person is not present, Councilman James asked the City Manager about other cities the same size as Milford and bigger, and if he knows what their city clerk office staffing may be and if there is a three-person team in city clerk offices like Middletown, Dover, Smyrna, and Seaford. He added that perhaps the Deputy City Clerk could shed some light as well.

According to the City Manager, Middletown eliminated their city clerk position altogether. And Smyrna only has one person, but they are also talking about divesting. He is not advocating that and thinks it could be a big mistake and Dover he believes has two or three only.

Mayor Campbell said that Wilmington only has two, Dover only has two and all other towns have one.

Councilmember James said he is trying to do some mental math based on population and demands on the office. City Manager Whitfield said it could depend on the number of meetings, because some municipalities have a lot more meetings than Milford, but some have less. Taking into consideration the number of meetings a city clerk must handle. He is willing to check that out and will have Jamesha do that survey. Councilmember Fulton said he likes that.

Councilmember James like that too and is just curious because he does not know what we are comparing to.

Councilmember Fulton would like to see the job descriptions for their city clerks and their deputy city clerks and compare them to ours. That is how he would really know if it was based on different job functions and scope, if a) our city clerk staff is past, to the point where we would have to grow larger than Wilmington though that seems to him like a far stretch.

Councilmember Boyle does not think they can just base it on the number of people, but instead how happy Council is with the way your city administration is being run, and how we are serving the residents. Just because we have one or two more does not mean it is good or bad. It's something Council must make a decision on and evaluate the effectiveness of the administration. We try and run with the number of people we need. If you want surge capability, then you hire extra people to do nothing. But when the leaders of the departments are telling you, this is what we need to do the operation, he agrees we need to pay a great deal of attention to it as Councilman Culotta said.

Councilmember James said we are definitely paying attention to it and that is why Council is having this discussion.

Councilmember Boyle said we have the position, it is in the budget, it has been calculated and believes there is a need to approve the budget. Just don't authorize the fill until we're happy and comfortable with having the third person.

Councilmember James agrees that Council needs to be happy with it.

Councilmember Fulton said that is exactly why he started the discussion.

Councilmember James instructed the City Manager that when he, or whoever looks at this, though it could be the clerk's office, also include how they employ technology.

The City Manager said that what is so cumbersome here is that we are so fractionalized in terms of our departments. We have a small city hall with a small staff, a small finance department with a small staff, and a small customer service department. If we had one building with one receptionist, but if you think about it, we have three or four different receptionists needed for each one of our buildings.

Councilmember James said thinking about that, if we need someone to be a receptionist, then we should hire a receptionist. Then that person is the receptionist for the entire building which would move away the burden of that office. That allows the professional staff to do the professional things instead of trying to man a desk.

According to the City Manager, that would come at a much less cost than hiring another city clerk.

Councilmember Culotta said that is a good point. Council needs to consider we are adding neighborhoods and developments at a pretty good pace. Much faster than in the past and we need to scale for that. And that includes the police and city staff. Employees have to sit somewhere and work somewhere. We are segmented and we have people downtown, we have people here, and we have people on the Airport Road. He agrees having a consolidated city center would be more efficient. It does not have to be a whole new building but should be more accessible to all our residents. Just because we have property out on the highway, doesn't mean that is where it should be. Most people cannot get to that location without the means.

Councilman Fulton pointed out we are getting ready to spend a lot of money at this location too.

The City Manager said he is willing to leave the new position in the budget for now, but the authorization for the additional staff needs to come back before Council and Councilman Fulton agreed with him.

The City Manager confirmed that the Finance Director could leave, and Councilmember James said that the budget process gets better and better and more refined each year. He thinks it was enhanced even more this year, and City Manager Whitfield thanked Council and added that Lou deserves a lot of the credit.

Councilmember Boyle pointed out that since the first year he was here, a conversation such as this would have never come up because Council didn't know, didn't have the information and now they are able to drill down to the onesies and twosies, but now Council makes some good decisions based on what the city really needs and what they want for the city.

He thanked Finance Director Vitola and the City Manager.

Finance Director Vitola said he must give all the credit to the City Manager and to Sandra Peck for handling the millions of requests that have been thrown her way while she works on the ERP simultaneously, which allows him to scramble in finance, but they will do their best.

DDD Expansion

Planning Director Rob Pierce read the following letter into the record:

In November 2022, the State of Delaware, Office of State Planning Coordination (OSPC) issued Updated Downtown Development District (DDD) program guidelines which increased the local district acreage for municipalities with populations between 9,000 and 30,000 persons from 185 acres to 200 acres.

The City of Milford DDD area currently includes 184.89 +/- acres of land; therefore, the City has the opportunity to expand the DDD area by 15 acres. Areas adjacent to the District were analyzed for low-income populations, high vacancy rates, available vacant land, property maintenance violations and blighted structures. Enclosed are exhibits showing properties adjacent to the DDD area and building permits issued since 2017, code violations issued since 2017, rental properties and vacant land for your review. After analyzing the above exhibits, staff has prepared two extension options for consideration.

Expansion Option # 1 includes approximately 15.0 +/- acres of land centered on S. Washington Street generally between SE Second Street and Ball Park Lane. The expansion area would also include portions of SE Third Street, SE Fourth Street, Montgomery Street and Franklin Street. This area was considered for Milford's 2019 DDD expansion review, for which City Council ultimately chose fifteen acres adjacent to the northwest portion of the district boundary. The proposed area contains seventy-six tax parcels and primarily consists of single-family detached and semi-detached dwellings on land zoned a combination of R-1 Residential District and C-1 Neighborhood Commercial.
The area contains two vacant lots and eleven registered rental properties. Over the past six years, fifty-two properties have been cited for code violations and the City has issued twenty-six building permits.

Expansion Option #2 includes approximately 14.66 +/- acres of land and is intended to incorporate the God's Way Thrift Store property on Maple Avenue and portions of NW Front Street between Truitt Avenue and Maple Avenue. This option

also includes a portion of Option #1 along S. Washington Street between SE Second Street and SE Fourth Street. The God's Way property was identified in the City's Rivertown Rebirth Master Plan as an opportunity for a mixed-use redevelopment project. The proposed area contains sixty-three tax parcels and contains a mixture of single-family detached dwellings and commercial businesses. Properties are zoned R-3 Garden Apartment and Townhouse District and C-2 Central Business District. The area contains four vacant parcels and ten registered rental properties. Over the past six years, thirty-six properties have been cited for code violations and the City has issued nineteen building permits.

The third option is not to make an expansion and hold off until there is a greater need in another area.

Staff is seeking a recommendation from City Council on which area should be submitted to the Cabinet Committee on State Planning Issues (CCSPI) for expansion consideration. Once a decision is made by the CCSPI, the boundary amendment would need to be approved by City Council by resolution, which would more than likely occur in August.

Planner Pierce confirmed that option one has 76 properties that are all residential and option two primarily contains the God's Way Store and is zoned commercial.

Option one is preferred by Councilman Culotta because of the need in that area. He also likes option because it includes a good chuck of South Washington Street, as well as a gateway into the city from Northwest Front Street. While he likes infill as was done in ward four, he feels the real intent of the DDD is the rehabilitation of properties

The incentives of the DDD program were reviewed by Planner Pierce at the request of Council.

Properties that have taken advantage of the DDD program can be accessed through a mapping link found in the Planning Department's monthly report.

Because of the comfort level with either of the two submissions, he will forward to the State and return to Council with a resolution finalizing the expansion.

Rental Permit Ordinance/Waiver Amendment

Planner Pierce then talked about Chapter 180 entitled Residential Rental Operating License and a proposed amendment to allow a waiver from the rental license requirement for properties where there is a relationship between the landlord and the tenant.

This was the result of a handful of property owners who did not want to comply with the current regulations because an elderly parent or a child was staying in the home and no rent was being paid.

Residents living in these units were very uncomfortable with the inspections and believed it was inappropriate in their situation.

He referenced the following new definitions that would be added if the chapter was amended:

DIRECTLY RELATED TO THE OWNER – Any person who is related by blood, adoption, or marriage (i.e., "in-laws") to the following degrees of kinship: husband, wife, father, mother, son, daughter, brother, sister, grandfather, grandmother, grandson, granddaughter, uncle, aunt, niece, nephew.

OWNER – Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian or personal representative of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

Other minor amendments are proposed that would align with the waiver of the license requirement.

There was some concern expressed with Councilman Culotta noting the intent of the rental license was to clean up and improve properties and make the rentals safer. A discussion followed about the pros and cons of the rental license program.

It was agreed the city's normal rental process does not appear to be burdensome, and proof of the relationship within the family is going to be difficult.

Planner Pierce explained that he mirrored the Town of Smyrna's code, so it has been tested.

When asked if it would be possible to consider the relationship exemption without it being written into the code, the alternative, according to Planner Pierce, is to still define the owner, strike out from landlord 'another person to occupy rental unit', strike out the 'for money or other consideration', because other consideration can be vague. He thinks the statement previously made that a person cannot own and occupy two structures at the same time, though theoretically one could be a vacation home.

Council again expressed concern that this seem to muddy the water because there are so many scenarios that need to be considered.

Solicitor Rutt then referenced Sussex County's Special Use Exemptions. They allow temporary and conditional permits for a period not to exceed 5 years, the period to be determined by the Board of Adjustment. One is use of a manufactured home as a single-family dwelling in any district to meet an emergency or hardship situation when not approved administratively by the director. Such permit shall not exceed two years. The director may, without requiring an application for a special use, exemption. grant an extension for an emergency or hardship situation, that was previously approved by the County Board of Adjustment. Upon receipt of an affidavit from a doctor stating that the emergency or hardship situation still exists and can be granted annually.

He shared that will allow the planning director to approve a two-year exemption on a unit for an emergency or hardship situation. Typically, that is where you have an ill relative or someone that has special needs that might have a need to have a family relationship close by. If it is more than two years, it must go to the Board of Adjustment, then it can be renewed each year by the planning director though an affidavit from a doctor must be provided that the hardship situation still exists.

Council could make the rule for what is a hardship.

Planner Pierce summarized that Council's desire is to provide some relief from the fee, but no relief from the inspection.

It was confirmed that the code requires a $50 annual registration per unit. If the unit fails more than twice, there is a second $50 fee for the reinspection.

City Gateway Design

Parks and Recreation Director Brad Dennehy has been working with Chad Carter from Becker Morgan Group on this project. A rendering of the gateway sign was displayed.

Director Dennehy presented the various designs. The four key areas selected were the Route 1/113 split, North Rehoboth Boulevard/Walnut Street (the point), South Rehoboth Boulevard/SE Front, and Old Shawnee Road/Kings Highway/US Route 113.

Both the Parks and Recreation Advisory Board and the Tree Preservation Advisory Council were very pleased when presented with the renderings. Both bodies advocated the use of native plants and plants that were drought resistant and low maintenance.

The plan will be presented to DelDOT for their approval. The city would be responsible for the plantings and perpetual maintenance.

He asked Council to provide any comments as he moves forward.

Councilmember Fulton prefers the signs be placed at the actual entrances into Milford and not halfway into Milford. The City Manager then talked about the difficulty getting approval from DelDOT.

Councilmember Fulton stated he does not like the location of Old Shawnee Road and Kings Highway and prefers it be moved to the entrances on the Sussex County side of Milford.

Councilmember Marabello pointed out that the beautification enhances the city, and each location does not need a sign if that would help. He also talked about the possibility of installing an irrigation at these locations. Mr. Dennehy is testing some irrigation at the recreational fields though any irrigation remains dependent on the availability of a water source.

City Hall Plaza

Director Deneny then presented the rendering of the redevelopment of the front of City Hall which will become the City Hall Plaza. He pointed out that City Hall is an attractive building but is currently hidden with existing landscaping. The plan is to open the front of city hall, leave the two existing holly trees, but remove all other trees and shrubbery.

It would be replaced with a brick entranceway on either side, closed to vehicular traffic but with removable bollards for emergency vehicles if needed.

Three flagpoles would be added as well, for use with the US flag, Delaware flag, and city flag.

The cost is $350,000 which includes design and installation. Director Dennehy has applied for bond bill funding for the project.

He noted this is not in the CIP plan for funding.

City Strategic Plan

A rough draft of the plan is included in the packet. It is under review by department heads for any last-minute updates. He asked Council to submit any comments to him via email.

There being no further business, the Workshop Session of Council concluded at 8:05 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

CITY OF MILFORD
COUNCIL MEETING MINUTES
June 12, 2023

The City Council of the City of Milford met in Regular Session on Monday, June 12, 2023, in the Joseph Ronnie Rogers Council Chambers at Milford City Hall, 201 South Walnut Street, Milford, Delaware.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilmembers Daniel Marabello, Mike Boyle, Andrew Fulton, Todd Culotta, Nirmala Samaroo, Brian Baer, Jason James Sr. and Katrina Wilson

STAFF: City Manager Mark Whitfield, Police Chief Cecilia Ashe, and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops are being held in the Council Chambers at City Hall, with attendees also participating virtually.

PUBLIC COMMENT PERIOD PRIOR TO MEETING

Michelle Peters of 611 South Washington Street spoke about the city establishing a site where one could use their first amendment rights as far as signage or speaking. She found the rules after signs were removed by city personnel and noticed this rule was missing. See attached letter that will be emailed to all Councilmembers.

No one else had registered to speak and the public comment period was closed.

CALL TO ORDER

Mayor Campbell called the meeting to order prior to the unofficial Public Comment Session period at 6:08 p.m.

INVOCATION AND PLEDGE

The innovation was given by Councilmember Wilson, followed by the Pledge of Allegiance.

ROLL CALL

Councilmembers Samaroo and Wilson were absent.

APPROVAL OF PREVIOUS MINUTES

With one minor correction, Councilmember Boyle moved to approve the minutes of the April 19, 2023 Council Workshop and the April 24 Council Meeting, seconded by Councilmember Culotta. Motion carried.

PUBLIC HEARING/PUBLIC COMMENTS/ORDINANCE DETERMINATION

ORDINANCE 2023-21

An Ordinance of the City of Milford Granting to Petroleum Equipment Incorporated, Its Successors and Assigns, the Nonexclusive Right, Privilege, Authority and Franchise to Distribute Propane Gas to Construct, Operate and Maintain in, along,

and upon Public Places, Associated Mains, Valves, Manholes, Meters, and Connections for the Purpose of Distributing Propane Gas to Cypress Hall Phase I Subdivision

City Engineer James Puddicombe reviewed the ordinance stating that this is a franchise agreement for a propane gas system in Cyprus Hall, a new development by the transfer station, just north and opposite of Milford Ponds.

This is necessary to allow Petroleum Equipment Incorporated to serve gas and includes a propane tank field on their property with gas extended through the development. This aligns with other agreements including Eastern Shore and Chesapeake Gas.

The floor was open to public comment. No one responded and the public comment session was closed.

Councilmember Fulton moved to adopt Ordinance 2023-21, seconded by Councilmember Wilson. Motion carried with no one opposed.

RECOGNITION

Proclamation 2023-11/Economic Development Week May 8-12, 2023

NOW, THEREFORE, I, Arthur J. Campbell, Mayor of the City of Milford, Delaware, DO HEREBY PROCLAIM the week of May 21 to May 27, 2023 as "EMERGENCY MEDICAL SERVICES WEEK" by ensuring the contributions of our EMS Professionals in safeguarding the health, safety and well-being of our community are fully celebrated and recognized by their employers, the public and policymakers.

STAFF REPORTS

Department heads provided highlights of the following monthly reports, included in the Council packet: Electric Director Tony Chipola was on vacation and unavailable for oral review.

Police - Chief Cecilia Ashe

Councilmember Boyle moved to accept the monthly Police Report, seconded by Councilmember Wilson. Motion carried.

City Clerk - City Clerk Terri Hudson

Councilmember Boyle moved to accept the monthly City Clerk Report, seconded by Councilmember Baer.

City Manager - City Manager Mark Whitfield
Public Works - Director Mike Svaby
Planning & Zoning - Director Rob Pierce
Parks & Recreation - Director Brad Dennehy
Human Resources - Director Jamesha Williams
Economic Development & Community Engagement - Administrator Sara Bluhm
Information Technology - Director Bill Pettigrew
Finance - Director Lou Vitola

Councilmember Boyle moved to accept the City Manager reports, seconded by Councilmember Wilson. Motion carried.

COMMUNICATIONS & CORRESPONDENCE

National Night Out

Chief Ashe reminded Council of National Night Out on August 1st in Bicentennial Park and starting at 6:00 pm.

Brightway Commons Thank You

City Clerk Hudson read a thank you card from Curtis Griffith who expressed his appreciation to his Councilmembers for their assistance in getting his ceiling repaired.

Delaware League of Local Government Meeting

Also announced was the last meeting before the summer break this Thursday at Maple Dale Country Club.

Milford Police Department Officer

The City Clerk also thanked Chief Ashe for allowing Senior Corporal Miles Kosiorowski to attend her grandson's graduation from kindergarten, adding that her six-year-old grandson loved that he was there.

Juneteenth Celebration

Councilmember Wilson talked about the upcoming celebration on June 19th in Bicentennial Park and the amount of support received.

Third Ward

Councilmember Baer reported that he recently contacted Seawatch Staff who handled the odor issues.

Constituents have also suggested keeping the two-way traffic on Southwest Front Street, in lieu of restricting half of the street to one way as was previously done.

UNFINISHED BUSINESS

Adoption/Resolution 2023-09/FY 2024 Operating & Capital Plan

Finance Director Vitola reviewed the proposed budget for FY24, noting that for the fourth month in a row, Milford has the second lowest electric rate among suppliers in the State of Delaware.

Adding the tax rate, water, sewer, solid waste, and electric, Milford is the third overall lowest in the state compared to all other municipalities in the state. Including the $1 solid waste increase, would drop to the fourth lowest.

Councilman James pointed out that Council thoroughly vetted each item requested in the new budget. This was the most thoroughly examined budget since he has been on City Council, noting the amount of work done by Councilmembers.

He thanked the City Manager and Finance Director for their assistance.

Councilmember Fulton thanked Finance Director Vitola and his employees noting they are providing a better product every year and how they now better understand what is being asked to spend money on.

The floor was open to public comment.

John Cabrero of 7676 Calico Place, Milford Ponds, noted that the budget is somewhat daunting to look at initially, but if Council has done all this work, it needs to be added to the newsletter. There is no information about all the projects that are ongoing and the residents only see increases and he suggests publicizing what is being done with their taxes and fees.

No one else wished to comment.

Councilmember James moved to adopt Resolution 2023-09, adopting the 2023-2024 Budget and Capital Program and authorizing an increase in Real Property Taxes, seconded by Councilmember Fulton:

RESOLUTION 2023-09
ADOPTING THE CITY OF MILFORD FISCAL YEAR 2023-2024 BUDGET & CAPITAL PROGRAM
AND AUTHORIZING AN INCREASE IN REAL PROPERTY TAXES

WHEREAS, the operating and capital budgets of the City of Milford for the Fiscal Year 2023-2024 were prepared and submitted to the City Council by the City Manager in accordance with Article VI 'Financial Procedures' of the City Charter; and

WHEREAS, the City Council was presented with the proposed budget following a comprehensive study and review while meeting in public sessions on May 22, 2023, May 23, 2023, May 24, 2023, and June 5, 2023; and

WHEREAS, this budget includes a property tax increase to pay for the overage of general fund operating expenses above what is presently received in real property tax revenues; and

WHEREAS, it is the responsibility and duty of the City Administrative and Finance Staff and Mayor and City Council to ensure the budget is balanced with future revenues equal to or greater than current expenditures/expenses; and

WHEREAS, a proposed increase in the property tax rate of $0.01 per $100 of assessed property is required in the FY24 budget to offset an equivalent amount of realty transfer tax receipts; and

WHEREAS, a proposed increase in the property tax rate of $0.04325 per $100 of assessed property is required in the FY24 budget to support costs associated with the referendum to construct the police headquarters facility; and

WHEREAS, in the opinion of the City Council, the budget accurately, as possible, reflects the city's anticipated revenues and expenditures for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MILFORD, that the City of Milford's Operating Budget for Departments shown under General Fund as Administration, Planning, Finance, Information Technology, Police, Streets Division, Parks and Recreation, City Clerks and Council; and the Water, Sewer, Solid Waste and Electric Divisions was adopted and approved as the budget of the City of Milford for Fiscal Year 2023-2024 in the following amounts:

Operations and Maintenance - $51,538,760 Debt Service - $1,392,718
Capital Program - $6,622,562 Total Expenditures - $59,554,040
Real Estate Tax Assessment - $0.546 per $100 of assessed value

Motion carried.

Acceptance/Downtown Streetscape Projects

Planning Director Pierce again reviewed the history of the project from the memo included in the Council packet and included the hiring of KCI in October 2022. He also noted that Lisa of KCI Technologies is online to answer any question.

A discussion about the change to four way stops followed with varying opinions.

Councilmember Baer emphasized that the preference among most residents is to keep two-way traffic on Southwest Front Street. However, Planner Pierce said if that continues, there will be no ability to have on-street parking on the street.

Councilmember Culotta recalled the public workshops where the public could comment on the plan, but recommended an official public hearing be scheduled before it is adopted.

Planner Pierce reported there was good attendance at the workshop and the plans were generally well received, and he provided a summary at Council's last workshop.

City Clerk Hudson recommended suggested a formal notice be sent to those who signed up for alert messages, as well as post on the city website and social media sites.

Councilmember Wilson moved to postpone action on this item until after public comment is taken at the June 26th Council Meeting, seconded by Councilmember Baer. Motion carried.

Public Works Director Mike Svaby shared the real reason Southwest Front Street was changed to two-way was to allow the overweight vehicles to not have to use the bridge that has some safety issues. That bridge work has been postponed until FY26 and any decisions should be made before that occurs.

Authorization/Contract Extension/First State Inspection/PZ Department

Since 2017, the Planning Department has used First State Inspection Agency for residential and commercial building plan review and inspection services since 2017. The City has renewed contracts annually with FSIA for on-call services to assist our Building Code Official during employee vacation days, leaves of absence and/or increases in building permit activity. A copy of the current contract and fee schedule for the FY23 period is included in the packet for review.

Councilmember Boyle moved to authorize the FY24 contract with First State Inspection Agency for the Planning Department's on-call residential and commercial building plan review and inspection services, seconded by Councilmember Fulton. Motion carried.

NEW BUSINESS

Authorization/Motorola Agreement/Communications System and Services

Item previously approved. No action needed.

Bid Award/2nd & Marshall Streets Intersection/Signal Evaluation

Public Works Director Mike Svaby then spoke about the evaluation of the signaling system at Southeast Second and Marshall Street, and whether it could be converted to a four-way stop, similar to what was done downtown on Walnut Street. Should it determine the signals are no longer needed, Century Engineering would put together a packet with a recommendation to change the intersection to a four-way stop, as a one-year trial.

He is proposing an award of $53,900 to Century Engineering/Kleinfelder for this work.

When asked the reason for these changes, Director Svaby explained that the city has been planning to turn these signals back over to DelDOT, which was mutually agreed and would prevent the city from continuing to maintain and repair those signatures. DelDOT would then introduce these signals to the Transportation Management Center to have control of their operation.

The process begins with an evaluation of traffic and accident history at the intersection, and determining if the if the warrant for signals are met, based on the evaluation.

According to City Manager Whitfield, if the signal is still warranted, DelDOT will require the city to do an upgrade of that system before DelDOT takes over the maintenance, at an expenditure of around $250,000, compared to this $53,000 cost.

Councilmember Boyle moved to authorize the $53,900 proposal to Century Engineering/Kleinfelder to evaluate the intersection located at Southeast Second and Marshall Street Intersection, for efficiency and operability, for a four-way flashing signal, with fund available in electric reserves, as approved in the budget, seconded by Councilmember Culotta. Motion carried.

Authorization/MOU Amendment/Carlisle Fire Company

City Manager Whitfield reported that in the fiscal 23 budget, was an additional $65,000 for Carlisle to pay for additional EMT/Firefighters who would be located at the station to aid in the company's response times.

The MOU is included in the packet with requirements and reporting outlined.

In addition, the residency incentive for fiscal 23 to be paid by the City to volunteer firefighters who own and occupy residences within the city, a refund of up to $1,000 of city property tax, also based on several conditions.

An addendum will be created to the 2020 Carlisle Fire Company Ag4reement to address these items.

Councilmember Fulton moved to ratify the amendment to the Memorandum of Understanding with Carlisle Fire Company, seconded by Councilmember James. Motion carried.

Adoption/Resolution 2023-10/Schedules Board of Revision & Appeal Hearing

City Clerk Hudson explained this is one of the steps in our annual property tax process and allows property owners to appeal their assessments. Appellants must apply before Friday, July 14, 2023, with the hearing to be held on Monday, July 24, 2023 before the regular meeting of Council.

She noted that in most cases the City Assessor resolves any issues in advance of the hearing.

The floor was open to public comment. No one replied and the comment session was closed.

Councilmember Fulton moved to adopt Resolution 2023-10, seconded by Councilmember Baer:

RESOLUTION 2023-10
Schedules Board of Revision & Appeal Hearing

WHEREAS, the provisions of Article VII, Section 7.05 of the Charter of the City of Milford state that Council shall cause a copy of the General Assessment, as adjusted, to be posted in two public places in the City of Milford and there to remain for the space of ten days for public information; and

WHEREAS, attached to said copies shall be notice of the day, hour, and place that Council will sit as a Board of Revision and Appeal for said General Assessment.

NOW, THEREFORE, BE IT RESOLVED, that on Monday, July 24, 2023 at 6:00 p.m., the City Council of the City of Milford will sit as a Board of Revision and Appeal for the 2023-2024 General Assessment.

IN WITNESS WHEREOF, I hereunto set my hand and caused the Seal of the City of Milford to be affixed this 12th day of June 2023.

Motion carried.

The following ordinances were introduced by Mayor Campbell:

Introduction/Ordinance 2023-22
Application of 1st State Self Storage OZ, LLC
on behalf of Milford Self Storage, LLC for a Revised Preliminary Conditional Use
9.0 +/- acres of land located along the east side of S. Dupont Boulevard
approximately 350 feet south of the Route 14 intersection
Comprehensive Plan Designation: Commercial
Zoning District: C-3 (Highway/Commercial District)
Present use: Vacant Proposed Use: Self Storage
Tax Parcel: MD-16-183.09-01-58.00

Introduction/Ordinance 2023-23
Application of Napa Valley Investments, LLC
for a Preliminary Conditional Use

2.0 +/- acres of land located along the south
side of Mullet Run Street and the north side of Vickers Drive
Comprehensive Plan Designation: Commercial
Zoning District: BP (Business Park District)
Present use: Vacant Proposed Use: Flex Office/Warehouse
Tax Parcel: MD-16-173.00-01-03.14

Introduction/Ordinance 2023-24
Application of Milford Ponds – Phase III for a Final Major Subdivision
178.03 +/- acres located along the east side of Route 113,
5,500 feet south of the Seabury Avenue intersection known as the Milford Ponds Subdivision
Comprehensive Plan Designation: Moderate Density Residential
Zoning District: R-1, R-2 & R-3 with PUD
Present use: Planned Unit Development Proposed Use: Planned Unit Development
Tax Parcel: 1-30-3.00-264.01, 1-30-3.00-558.00, 1-30-6.00-600.00 thru 691.00

All applications will be before the Planning Commission on June 20th and will return to City Council for a final public hearing and determination on June 26, 2023.

EXECUTIVE SESSION

Councilmember Boyle moved to go into Executive Session reference the below statutes, seconded by Councilmember Baer:

Pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property

Pursuant to 29 Del. C. §10004(b)(9) Personnel matters in which the names, competency and abilities of individual employees or students are discussed

Motion carried.

Mayor Campbell recessed the Council Meeting at 7:46 pm for the purposes as are permitted by the Delaware Freedom of Information Act.

At 9:06 p.m., Councilmember Fulton moved to return to Open Session, seconded by Councilmember Culotta. Motion carried.

Land Acquisition

Councilmember Fulton moved that the City Solicitor to further investigate land acquisition as discussed, seconded by Councilmember Boyle. Motion carried.

ADJOURNMENT

Councilmember Fulton moved to adjourn the meeting, seconded by Councilmember Culotta. Motion carried.

The Council Meeting adjourned at 9:08 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

June 9, 2023

To Whom It May Concern:

The free speech afforded to all American citizens in the 1st Amendment of the US Constitution has been ruled by the Supreme Court to apply to states and communities through the Due Process Clause of the 14th Amendment.

The following are the rules around free speech for it to have Constitutional protection:

1. The speech must be about public policy

2. The speech can be express or symbolic (banners, signs, t-shirts)

3. The speech must be delivered in a public forum

4. The speech must meet time, place, and manner restrictions

In Milford, DE there has been no place designated as a *public forum* that can be used by citizens to express positions on public policy. While there are place and manner restrictions regarding signs, these restrictions limit the forum to one's private property. For those persons who do not own their home or a place of business, there is no way to express public policy concerns.

It would be very helpful if Milford could select part of a park or some other public property for signs regarding public policy so that the free speech afforded every American could be a reality here. Restrictions could be imposed such as:

1. The number of days signs would be allowed or removed; rules regarding litter

2. Special times for actual speeches or peaceful demonstrations

3. Special events for tables for literature restricted to certain days and times

If a committee of the City Council (including the city attorney) could meet regarding Constitutionally protected free speech in Milford, and proposed rules could be presented to the public for comment, a period of trial regarding these approved rules could be instituted to flesh out any issues of concern regarding public order.

Assuming a reasonable *public forum* can be found, all residents of Milford will then be included in one of the fundamental rights of our nation.

Michelle Peters
611 S. Washington
302-422-0971 (h)
302-242-0963 (c)
mpeters611@yahoo.com

Mount Rushmore National Memorial

THE CITY of Milford DELAWARE

PROCLAMATION 2022-18

Suicide Prevention Awareness Month

WHEREAS, September is Suicide Prevention Awareness Month – a time to raise awareness of this stigmatized, and often taboo topic; and

WHEREAS, we use this month to shift public perception, spread hope, and share vital information to people affected by suicide; and

WHEREAS, after years of advocacy and preparation, 988 is now available nationwide as the new number to contact for mental health, substance use and suicide crises - a simple, easy-to-remember way for people to get help, regardless of where they live; and

WHEREAS, Suicide is the 2nd leading cause of death among people aged 10 to 34 with more than 48,0000 people dying by suicide annually in the United States; and

WHEREAS, The City of Milford publicly places its full support behind those who work in the field of mental health, education, and law enforcement; and

WHEREAS, Suicide has now become the number one killer of police officers in the United States and today is more than triple that of officers fatally injured in the line of duty, according to All H.E.L.P., a nonprofit group that is educating police departments and advocating for benefits for officers suffering from post-traumatic stress; and

WHEREAS, Suicide rates among active-duty military members are presently at an all-time high since recordkeeping began after 9/11, with some branches of the Armed Forces experiencing the highest rate of suicides since before World War II; and

WHEREAS, Suicidal thoughts, much like mental health conditions, can affect anyone regardless of age, gender, or background and are often the result of an untreated mental health condition; and

WHEREAS, Suicidal thoughts, although common, should not be considered normal and often indicate more serious issues; and

WHEREAS, while suicide prevention is important to address year-round, Suicide Prevention Awareness Month provides a dedicated time to come together with collective passion and strength to address this difficult topic because just one conversation can change a life.

NOW, THEREFORE, I, Arthur J. Campbell, Mayor of the City of Milford, do hereby proclaim September 2023 as
Suicide Prevention Awareness Month in the City of Milford
and ask our citizens to recognize that taking care of ourselves and others includes taking care of mental health; and

I FURTHER encourage all residents to take the time to check-in with family, friends, neighbors, and coworkers regularly and to communicate their appreciation for their existence by any gesture they deem appropriate--a simple phone call, message, handshake, or hug can go a long way towards helping someone realize that Suicide is not the answer.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Milford to be affixed this 11th day of September 2023.

_____
Mayor Arthur Campbell

Attest_____
City Clerk Teresa K. Hudson

THE CITY of Milford DELAWARE

PROCLAMATION 2023-19

NATIONAL PREPAREDNESS MONTH

Whereas, the State of Delaware enjoys a richly diverse population with an abundance of natural, economic, cultural, and historical resources; and

Whereas, Delaware faces threats from many natural and human-made disasters such as flooding, hurricanes, tornadoes, power outages, droughts, fires, severe storms, changing climate, public health crises, and other diseases - that can threaten the public safety and general welfare; and

Whereas, Delaware benefits from a strong partnership of State, County, and Municipal Governments who work closely with the private sector and volunteer agencies to help communities prepare, protect; support, and recover from both anticipated and unforeseen disasters and emergencies; and

Whereas, the Delaware Emergency Management Agency reminds all citizens to "make a plan, build a kit, and stay informed" and that being prepared increases the ability to survive and recover after an emergency and also lessens the physical, emotional and financial impact.

NOW, Therefore, BE IT PROCLAIMED, that I, Arthur J. Campbell, by virtue of the authority vested in me as Mayor of the City of Milford, Delaware, do hereby proclaim September 2023 as

PREPAREDNESS MONTH in the CITY OF MILFORD

and urge all Milford residents, businesses, and other property owners to increase their readiness and resilience against natural and human threats, and realize they are a critical part of the State's preparedness and emergency response team.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed hereto this 11th day of September 2023.

_____
Mayor Arthur J. Campbell

Attest: _____
City Clerk Teresa K. Hudson

OFFICE OF THE CHIEF OF POLICE

CECILIA E. ASHE
cecilia.ashe@cj.state.de.us

THE CITY of Milford DELAWARE

400 NE Front Street

Milford Delaware 19963
302.422.8081 Fax 302.424.2330

TO: Mayor and Members of City Council

FROM: Chief Cecilia E. Ashe

DATE: September 5, 2023

RE: Activity Report/Aug2023

Chief and Police Command Staff:

Throughout the month of August, participated in numerous conference calls, virtual meetings and in-person meetings including City Council and Workshop meetings, bi-weekly City Manager's meeting with Department Heads, and PD Staff meetings. Mayor & Council are provided weekly updates on major incidents and activities within MPD throughout the month to ensure they stay informed of all activities.

MPD Activity for August:

- Chief Ashe as the co-chair with James Puddicombe work on first meeting with stakeholders on federal grant Vision Zero & Project Discussion.
- Chief and Command Staff attended training "Starting from the Top: Reducing Organizational Stress for Command Staff.
- Officer of the Quarter – Cpl. Cheyenne Rivera was named Officer of the quarter for his amazing leadership and community engagement throughout the quarter.
- Chief along with City Manager and Director of Human Resources conducted contract negotiations with Teamsters – Union for Dispatchers.
- Chief attended a conference in Bolder Colorado on Problem Oriented Police Seminar with the focus on Homelessness Issues and Possible Solutions being used across the country to address the problem.
- Chief Ashe and Jenna Haines were asked to present at a conference in September on the successes of the Behavioral Health Unit "RIT-Alternative Responses Conversation".
- Jenna Haines conducted an overview at the Public Safety Committee Meeting on the Behavioral Health Unit.

MPD Activity for August (cont.):

- Chief Ashe attended FJC Steering Committee Meeting.
- Chief Ashe along with all command staff attend the Delaware meeting on Faith & Blue Weekend.
- Chief Ashe was requested to sit on the Governor's Delaware Statewide Group Violence Intervention Executive Team.
- Chief Ashe conducted Quarterly meeting with Paul Thornburg/Teamsters for Rank and File.
- Chief Ashe along with Jenna Haines attended the Law Enforcement Behavioral Health Responses Program Grant through the Criminal Justice Council for potential Technical Assistance & Funding.
- Chief Ashe, City Manager and Director of Human Resources attended the first round of Teamsters Mediation with Dispatchers Union in reference to current contract.

Community Engagement:

- Chief met with representatives from Milford Armory Community & Service Center Tour while also getting in a quick game of basketball with the youth that were attending the training camp at the Armory.
- Milford Night Out which had great turn out from the community and vendors supporting the event. K9 Mason & Raven performed a demo for the Milford Night out Event for the numerous citizens & visitors who attended. Numerous informative content was demonstrated and talked about and trading cards were handed out to the public throughout the night.
- K9 Mason and K9 Raven performed a demo for the Greenwood Night Out. A large crowd gathered for a meet and greet and to watch a basic obedience and criminal apprehension demo. At the conclusion of the demo trading cards were handed out to the public.
- K9 Mason and K9 Raven performed a demo for Felton Night Out. A large crowd gathered for a meet and greet and to watch a basic obedience and criminal apprehension demo. At the conclusion of the demo trading cards were handed out to the public.
- Cops & Bobbers Event where the police department hosted numerous families and kids alike to learn how to fish in the great Mispillion River.
- Bayhealth Publicity Photo to promote Bayhealth commitment to Milford area health and wellness initiative– Avenue Church

Community Engagement (cont.):

- Coffee w/Cops – Dolce (New Location on RT 113).

- K9 Mason performed a demo for a 16-year-old runaway who had no family and was being placed into DFS custody. She showed interest in K9 Mason so he was introduced to her which she greatly appreciated during this tough time for her.

- K9 Raven performed a demo for TLC Learning Center. The demo consisted of criminal apprehension and obedience on and off leash, which the children loved and trading cards were handed out at the end of the demo.

- Chief Ashe met with staff from the Milford Library and took a tour of the facility.

- K9 Raven performed a brief demo during the first MHS Football Game of the year. A number of young children were present and trading card were handed out to the public.

Emergency Preparedness:

- SLEAF Application Submitted – Handcuffs, Flashlights, machine for Evidence Unit.

- Chief Ashe along with command staff began conducting interviews of new recruits to fill three current vacant positions within the Police Department.
- Mobile CAD Live Launched- This is new technology that provides officers with the ability to see calls for service in their vehicles in real time, as they are being entered by dispatchers. It also provides better situational awareness for officers responding to call to provide information in real time. One of the goals is also to reduce response times for officers as now they can see the calls as they are coming in and don't have to wait in some cases to being dispatched.

Training and Professional Development:

- Mike Smith with the City of Milford IT Department organized an introductory training for our new mobile version of Computer Aided Dispatch. 13 officers attended the initial training session held at the Milford Police Department.

- Sgt. Maloney attended the weeklong Internal Affairs training hosted by the FBI Law Enforcement Executive Development Association at the Dover Police Department.

- Sgt. Stanton and Sgt. Brittingham attended a weeklong Command Leadership training hosted by the FBI Law Enforcement Executive Development Association at the Dover Police

Department. This is part of a 3-part training series in which the officers will earn the prestigious FBI LEEDA Trilogy award.

Police Headquarters:

- Met with AXON to discuss layout of Interview Room Cameras, which were funded in this year's CIP Budget.
- Chief and staff throughout the month met with Bill and Mike from City IT to discuss layout of Net Carrier Phone System.
- Chief Ashe and Captain Wells attended PD Project Update meetings.
- Planet Fitness is donating installation of black matting in the gym cost saving of approximately $1,500.00. Thank you Planet Fitness for their support of Milford PD.
- Anticipated date for completion is approximately late October moving in first part of November.

Social Media/Public Information Update:

Public Information / Social Media Stats for August are as follows:

Our Nextdoor post reached 1418 people during the month. Nextdoor reaches 2694 households in 15 neighborhoods according to statistics provided by the website. Our Facebook page has 13,503 followers. Posts during the month reached 41,110 people. On Twitter our Tweets made 2082 impressions and our followers are at 1428. Our Instagram account has 1861 followers and posts during the month reached 1314 users. Below is a news items that received attention during the month from an area media outlet.

Milford Police and city discuss behavioral health | News | wrde.com

Behavioral Health Unit for Month of August:

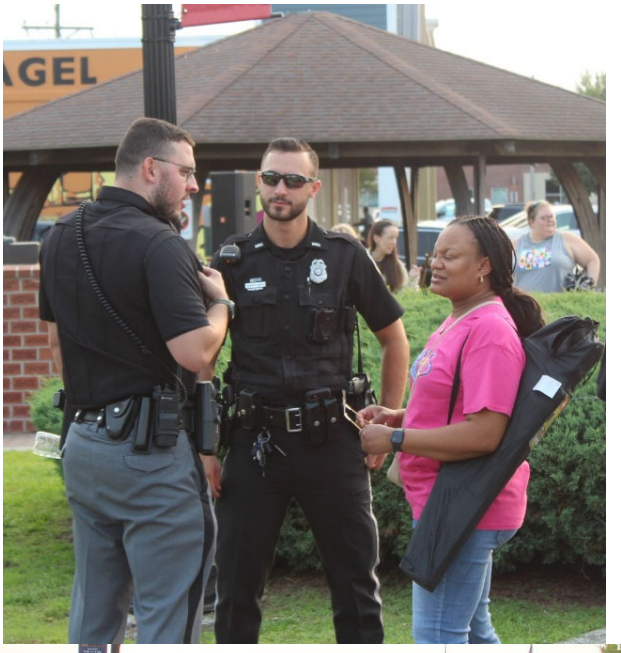
Milford Police Department - August 2023 BHU Statistics
Jenna Haines, LCSW, MSW, DE-CMHS
Gregory Bisset, LCSW, C-AADC
Danielle Blackwell, LMSW

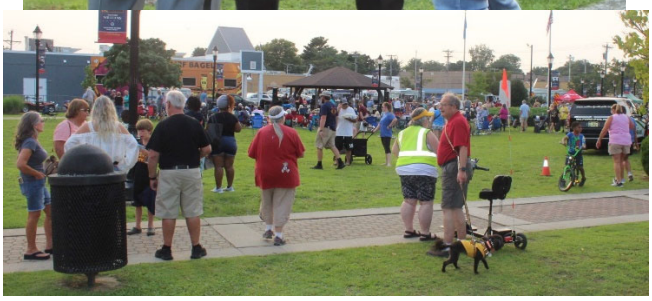
Dates	Hours Worked	Meetings Attended/Hosted	Trainings Attended	# of NEW Contacts	New Contact Notes	# of Diversions from Arrest	# of Diversions from ER	# of Follow-Up's
August 1-August 6, 2023	**49**	1. Rural Subcommittee Meeting 2. MPD National Night Out	1. Increasing Our Trauma Responsivity as Supervisors	**7**	**Referrals to Services:** Assist Other Agency 10-81 Check the Welfare Missing Person	**1**	**3**	**7**
August 7-August 13, 2023	**35.5**	1. Opioid System of Care Meeting 2. Meeting w/ RTI 3. Milford Public Library Narcan Event	1. Improving The Outcomes of Antidepressant Pharmacotherapy For Older Adults	**4**	**Referrals to Services:** Check the Welfare Public Assistance Domestic	**0**	**0**	**5**
August 14-August 20, 2023	**47**	1. Statewide Behavioral Health Stakeholders Meeting 2. City of Milford Council Meeting 3. Salisbury University Meeting	1. Exploring Alternatives to Guardianship for Older Adults	**5**	**Referrals to Services:** Domestic Violence Public Assistance Domestic	**1**	**1**	**7**
August 21-August 27, 2023	**61**	1. Delaware Housing Authority Meeting 2. Criminal Justice Council Future Funding Meeting	1. Is Our Organization Really Trauma Informed?: Reflections and Questions for Invested Agencies	**8**	**Referrals to Services:** Public Assistance 10-81 Domestic	**1**	**2**	**5**
August 28-August 31, 2023	**8**	N/A JH on Vacation	N/A	**2**	**Referrals to Services:** Public Assistance Homeless Resources	**0**	**0**	**1**
Totals:	**200.5**			**26**		**3**	**6**	**25**
Overall Totals:								

<u>Highlights in the Month of August</u>:

Milford Night Out

Had local fire companies, Sussex County EMS, Milford Public Works, DATE, Office of Highway Safety, Crime Stoppers, other local and state organizations in attendance. Music was provided by the Funsters. Had Grottos Pizza and Greenwood Chicken. Had approximately 1500 in attendance











COPS & Bobbers

First event of its kind in Milford. Had approximately 30 people in attendance.



Coffee with Cops – Dolce
NE 10th Street Location



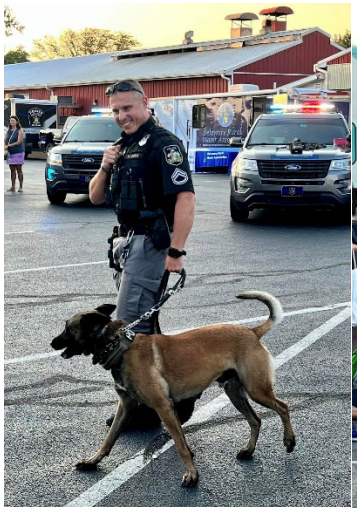
Officer of the Quarter – Cpl. Cheyenne Rivera
(April 1, 2023 – June 30, 2023)



The police department received homemade cards of appreciation and a gift card from Ms. Davies 2022-2023 2nd Grade Class from Banneker Elementary School. (August 22)



K9 Demo – Greenwood Night Out





Town of Felton End of Summer Beach Bash



OFFICE of the City Clerk
201 South Walnut Street
Milford, DE 19963

THE CITY of Milford DELAWARE

Teresa K. Hudson, MMC
O 302.422.1111 | F 302.424.3558
www.cityofmilford.com

DATE: September 1, 2023

TO: Mayor and Members of City Council

FROM: City Clerk Terri Hudson

RE: August 2023

The month of August has been extremely busy, and I cannot believe that September has arrived without much warning while hot temperature and high humidity continues.

Many days were spent investigating the official terms of office for the City's Planning Commission, Board of Adjustment, Tree Preservation and Advisory Council, and Parks and Recreation Advisory Board. Council and Planning Commission minutes were researched back to the early 2000's. Those terms were then traced to 2023. The biggest culprit was the overwhelming number of partial terms that most people filled when first appointed to each board, and the confusion related to those expiration dates.

I am very confident that the correct dates have now been tied to our current members.

We have had a great response to the SCAT dinner hosted by Milford at Benvenuto's on September 6th. As of this date, ninety-nine attendees plan to attend.

Katrina continues to work remotely, though she was able to squeeze in a few days of much-needed vacation during the month.

She did participate in a training class through the New England Municipal Clerks Institute Association, as well as attended a virtual meeting with the President of the International Association of Municipal Clerks.

Special event applications for fall events continue to arrive. We can all look forward to some big events in September---including the Riverwalk Freedom Festival and the Ladybug Festival. The majority are annual events and with the organizer familiar with the process, the application in many cases has been submitted well in advance of the event.

A complete list can be seen below:

Ongoing and upcoming events received to date:

Permit #	Organization	Event Name	Event Date
2023 27	DMI	Holiday Stroll & Christmas Market	12/2/2023
2023 32	Mispillion Art League	Run for the Arts	11/04/2023
2023 16	American Foundation for Suicide Prevention	Out of Darkness Walk	10/14/2023
2023 15	Jesus Love Temple	J.L.T Block Party	10/7/2023
2023 32	Mispillion Art League	The 2023 Big Draw Festival	10/7/2023
2023 31	St John the Apostle Church	30th Annual Oktoberfest & 5K	10/6/23 - 10/7/23
2023 34	DMI	Ladybug Festival	09/30/2023
2023 35	Milford High School	Homecoming Parade	09/29/2023
2023 28	Milford Wellness Village	Village Fest	09/22/2023
2023 36	Chamber of Commerce	Riverwalk Freedom Festival	09/16/2023
2023 30	Mispillion Gateway LLC Fur Baby	First Responders Touch A Truck	9/9/2023
2023 11	Downtown Milford Inc	Riverwalk Farmers Market	May-October 2023

Monthly Activities

- ❑ Assisted multiple Delaware Municipalities with policy, procedural and related items
- ❑ Record requests/Assistance from City Departments (6)
- ❑ FOIA Requests to Date (75)
- ❑ Coordinate FOIA issues with other Departments to ensure compliance
- ❑ Created/revised/reloaded 08/14 Council Meeting Agenda (5)
- ❑ Created/revised/reloaded 08/14 Council Meeting Packet (9)
- ❑ Created/revised/reloaded 08/14 Public Safety Committee Meeting Agenda (4)
- ❑ Created/revised/reloaded 08/14 Public Safety Committee Meeting Packet (5)
- ❑ Created/revised/reloaded 08/23 Council Workshop Agenda (4)
- ❑ Created/revised/reloaded 08/23 Council Workshop Packet (8)
- ❑ Created/revised/reloaded 08/28 Council Meeting Agenda (8)
- ❑ Created/revised/reloaded 08/28 Council Meeting Packet (11)
- ❑ Executive Sessions Year to Date (17)
- ❑ Created/revised/reloaded Planning Commission Notices (0) NO Meeting
- ❑ Created/revised/reloaded Planning Commission Agenda (0) NO Meeting
- ❑ Created/revised/reloaded Board of Adjustment Notices (1)
- ❑ Created/revised/reloaded Board of Adjustment Agenda (1)
- ❑ Created/revised/reloaded P & R Advisory Board Agenda (0) Meeting Canceled

- ❑ Created/revised/reloaded P & R Advisory Board Packet (0) Meeting Canceled
- ❑ Created/revised/reloaded Tree Preservation Advisory Council Agenda (0)
- ❑ Created/revised/reloaded Tree Preservation Advisory Council Packet (0)
- ❑ Created/revised/reloaded Milford Community Cemetery Board Agenda (0)
- ❑ Created/revised/reloaded Milford Community Cemetery Board Packet (0)
- ❑ Provided Notary Public Services (12)
- ❑ Transcribed and proofread Minutes from City Council Meetings (5)
- ❑ Transcribed and Proofread Minutes from Board of Adjustment (1)
- ❑ Transcribed and proofread Minutes from Planning Commission (0)
- ❑ Transcribed and proofread Minutes from P & R Advisory Board (0)
- ❑ Transcribed and Proofread Minutes from Milford Community Cemetery Board (0)
- ❑ Transcribed and Proofread Minutes from Tree Preservation & Advisory Council (0)
- ❑ Proclamations Created Year to Date (22)
- ❑ Resolutions Created Year to Date (19)
- ❑ Special Event Permits Requested to Date (36)

MARK A. WHITFIELD, CITY MANAGER
201 South Walnut Street
Milford, DE 19963

THE CITY of Milford DELAWARE

PHONE 302.422.1111
FAX 302.424.3553
www.cityofmilford.com

To: City Council and Mayor
From: Mark A. Whitfield, City Manager
Subject: August 2023 Monthly Report
Date: September 7, 2023

- We discovered an issue regarding how emergency call outs are handled. The scenario was that we had a weekend electric outage, which prompted a significant number of calls to come into the dispatch center. Typically, after the first 5 – 10 calls, dispatchers will tell folks they are aware of the outage, and the electric crew is on their way to repair. However, in this case, there was a secondary outage at a completely different location, that did not get relayed to the crew. Various staff met this past week to discuss ways to keep this from happening in the future. The other issue for dispatchers is they phone lines are tied up with the same outage information, which may prevent actual emergencies from being handled. Staff is looking at both phone solutions as well as technical solutions that may resolve these problems in the future.
- We finalized the 2023-2027 Strategic Plan.
- I attended the annual DEMEC board retreat.
- Various staff met to review the Capital Improvement Plan, including updates on each of the projects.
- Jamesha and I worked with our labor attorney in putting together information for the union mediation.
- The NE 4th Street sidewalk dispute between the City and Zach Contracting has been resolved. Zach agreed to replace the sidewalk at their cost.
- Tony Chipola and I along with Scott Lynch with DEMEC met with 2 large scale battery companies regarding the placement of batteries at the solar station on Route 14. Both companies stated that we had an excellent scenario for a commercial battery application. The batteries could be used for peak shaving during high demand periods and would also take excess power during the shoulder months when we produce more electricity than we can use. This was an initial meeting, so more to come.
- I met with Lou regarding the ERP system.
- I met with Kathy Lock and Mayor Bob Wood of Slaughter Beach regarding potential funds available for dredging Delaware rivers. Both Slaughter Beach and Milford have an interest in the dredging of the Mispillion River for numerous reasons. Kathy is setting up at meeting with John Kane who is from Delaware and was appointed by Senator Carper as a Senior Advisor to the Environmental and Public Works Committee. The Committee oversees a number of appropriations for the Corp of Engineer's projects. We are hopeful to gain interest from our Delaware contingent in Washington to obtain funds for the dredging of the Mispillion.
- Sara, Bill, Mike, Tony and I met regarding the account set up for the EV charging station.
- Councilmen Culotta and James, as well as numerous staff participated in "City Hall Selfie Day".

- Valerie, Sara and I continue to work on the upcoming DLLG dinner invitation and planning. Invitation should go out at the end of the month.
- Valerie continues to work on updating the CIP report and schedule.
- I attended the monthly Executive Committee meeting of the Greater Milford Chamber of Commerce
- The Chief and I discussed a plan for hiring additional new officers to fill current vacancies as well as potential near-term vacancies.
- Jamesha Williams, at my request, has been assisting DEMEC in the search for an HR Director.
- Sidewalk letters were mailed out this month. Upon receiving several complaints regarding the original estimated cost and the actual cost, staff reviewed both letters (the letter sent recently, and the original letter sent January 2022). The quoted estimated cost in the January 2022 letter used prices that were from the previous sidewalk project done in 2020. The invoices sent out recently had costs that were nearly 35% more than the original letter sent out, which was noted by several individuals. Had current bid prices been used for the estimated cost in the original letter, residents could have had a better comparator number in deciding to repair the sidewalk on their own, or have the city complete the work. Because of the low price in the original letter, most people left work for the city to compete. This seemed very unfair, and for that reason, we decided to honor the original prices quoted in the January 2022 letter and take the difference from RTT. The price for this year's sidewalk replacement is the same price as those who replaced sidewalks in 2020. New invoices and letters explaining what happened will be mailed out. Moving forward, I instructed the public works staff to have current bid prices prior to quoting estimated costs to residents in the original sidewalk repair notice. We did have five people who have already paid their 2023 sidewalk invoices, and we will be providing those folks a refund.
- I met with Drew Boyce of Century Engineering regarding the Wilkins Road overpass the RTE 1 local connector road in that area.
- Rob, Sara and I met with Becker Morgan Group and Emory Hill regarding the Milford Corporate Center. We are still going through the review process with DELDOT the Kent County Conservation District. Right now, we are on target for a January bid award for infrastructure construction and a start of construction in March/April 2024.
- Brad Dennehy and I met with Rep Shupe and representatives from American Ninja Warriors regarding their desire to construct a ninja playground in Milford.
- Thursday was our intern Rachel's last day. She and I met with her instructors for the intern class today. Rachel not only helped us out immensely, but she stated in the interview how fortunate she was to work with the City and how much she learned about local government.
- Kevin Gaboriault, the new accountant in Finance started in August.
- Our GIS system is back up and running. The system was down for a couple of weeks due to a corrupt file. Our IT staff worked with ESRI to repair the file and get the system back up.
- Chief Ashe, Jamesha and I met with the Teamsters (Dispatchers) in a mediation session.
- Valerie and I assisted with the interviews of the DLLG Executive Director. The interviews were conducted by the DLLG Executive Committee in the Training Room at City Hall.
- I met with the Carlisle Fire company on several issues.
- Tony and I met with a company that provides emergency call-out services for electric utilities.
- Street crews continue to utilize two different chemicals for the cleanup of hydraulic fluid in several developments left by one of our refuse trucks.

PUBLIC WORKS FACILITY
180 Vickers Drive
Milford, DE 19963
www.cityofmilford.com

THE CITY of Milford DELAWARE

Anthony J. Chipola III, Electric Director
PHONE 302.422.1110, Ext 1137
achipola@milford-de.gov

To: Mayor and City Council
From: Anthony Chipola, Electric Director
Subject: August 2023 Electric Dept Staff Report
Date: September 11, 2023

Director's Office

- Attended DEMEC Board Retreat
- Participated in Capital Project Update Meeting
- Continued interviews for Arborist
- Met w/ several vendors regarding Energy Storage Solutions
- Held Project Status Update Mtg w/ DRG RE: Field Asset Collection
- Held discussion w/ various department heads to review implementation of EV Chargers and Identify Roles / Responsibilities
- Onsite Utility Mtgs w/ DELDOT
    - NE Front St TAP Project
    - New Wharf Rd Project
- Attended 2023 Smart Utility Summit
- Participated in Governors Energy Advisory Council (GEAC) Grid Modernization Working Group
- Participated in monthly AMI support call with AMP
- Participated in Emergency Spare Transformer Discussions
    - Held at DEMEC Facilities w/ other Member Utility Representatives
    - Reviewed Potential Program for shared use
- Participated in Communications and Call out discussion with City Mgr, Directors and PD
- Completed Annual Substation Battery Testing and Preventative Maintenance

Electric Lines

- Provided Technical Support to DRG for Field Audits
- Continued construction activities for New Business
- Field Audits and supervision of Asplundh crews performing tree trimming
- Developed various estimates for new developments
- Responded to various outages

Technical Services and Engineering

- Installed Substation Entry Alarms
- Developing Camera Layout for Substation Yards
- Created RTU Diagrams
- Served as Liaison for Battery Testing Crew
- Participated in AMI monthly support call
- Met with various contractors to specify metering equipment and advise on installation.
- Completed Displays for SCADA
- Processed multiple applications for solar panel interconnections

Electric Department -August 2023	August 2022	August 2023	FY23 YTD *(07/01/22-08/31/22)*	**FY24 YTD *(07/01/23-08/31/23)***
Electric Division				
Trouble Service Call	24	15	41	43
Work Orders Completed	45	53	75	95
Outages	9	7	15	20
LED Street Lights Replaced	10	2	12	9
New Service Install	3	9	6	14
Poles Replaced	12	2	13	3
After Hours Calls	12	15	22	29
Trees Cut (Days)	12	Asplundh	12	Asplundh
Technical Services Division				
New Electric Service Installed/Meter Set	31	20	60	23
New Water Service Installed/Meter Set	5	8	8	14
Electric Meter Replacement	10	6	19	10
Water Meter Replacement	71	40	122	56
Work Orders Completed	683	779	1,325	1,397
After Hours Calls	3	3	7	3

7 outages; 2 birds, 2 trees, 2 equipment failure, and 1 auto accident

PUBLIC WORKS FACILITY
180 Vickers Drive
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, AICP - Planning Director

DATE: September 1, 2023

RE: August 2023 – Planning Department Staff Report

- During the first eight months of the 2023 calendar year, the City issued 78 new residential construction permits and three building permits for 72 new multi-family residential units. The total construction investment in Milford through the end of August based on issued building permits was $59,751,811.
- The City of Milford has seen 173 projects with a committed investment of over $33.0 million within the Downtown Development District (DDD) area since September 2016 (based on permit valuations from submitted applications). The State of Delaware has committed or awarded over $3.6 million in grant funds for both large and small commercial and residential projects in Milford. The City has waived over $960,00 in permit fees and taxes associated with these projects in accordance with Chapter 19 Economic Development and Redevelopment and DDD program guidelines (click the below link to see project locations).
  https://milfordde.maps.arcgis.com/apps/MapSeries/index.html?appid=ab3ecb0d8cbc44d884b7c3063f75125c
- The Planning Commission will review six land use applications at the September meeting. These include a change of zone for Lands of Mispillion Realty, LLC, an accessory dwelling unit for Lands of James Purcell, a Preliminary Conditional Use Site Plan review for Helmick Milford, LLC, a Comprehensive Sign Plan for the Food Bank, a Preliminary Conditional Use Site Plan review for the Milford Middle School property and a Preliminary Site Plan review for the Westwood Amenity Area.
- The Board of Adjustment will not meet during the month of September.
- The City received a minor subdivision application for William Allen Property Management, LLC and provided review comments to the applicant.
- The City received a final site plan submission for the Lab at Seascape, provided plan review comments, received a resubmission and is currently reviewing the plans.
- The City received a resubmission for the Westwood final major subdivision application and is currently reviewing the plans.
- The City received a resubmission for the Riverwalk Villas preliminary major subdivision application and is currently reviewing the plans.
- The City received a resubmission of the Westwood Amenity Area preliminary site plan application and placed the item on the September Planning Commission agenda for review.
- The City received a submission for the NAPA Valley Investments final site plan application and is currently reviewing the plans.
- The City received a submission for the Milford Ponds – Phase IV final site plan application and is currently reviewing the plans.

- The City received a resubmission of the 84 Lumber preliminary site plan application and is currently reviewing the plans.
- Staff attended the weekly ERP Project update meetings.
- Planning Department staff attended 52 hours of ERP Implementation. Department resources will be committed to additional sessions over the next ten months.
- Attended monthly Milford Corporate Center project update meeting.
- Attended bi-monthly Dover/Kent County Metropolitan Planning Organization meeting.
- Met with the University of Delaware Institute for Public Administration, Sara Bluhm and James Puddicombe regarding grant assistance for proposed transportation projects in the City's 5 year CIP.
- Attended a kick-off meeting with DelDOT for the design and construction of a shared use path along NW Front Street from Maple Street to US113 and along US113 from the Milford Plaza Shopping Center to Buccaneer Boulevard and the Milford School District property.
- Attended DART Reimagined Combined EAC and TAC meeting to review proposed changes to DART services across the State.
- Attended a DelDOT public workshop regarding the proposed FY25 to FY30 Capital Transportation Program. The CTP outlines the funding of transportation projects across the State of Delaware for the next six years.
- Staff is in the beginning stages of preparing for a Downtown Development District renewal application submission. Our current designation expires in 2026 and the State has provided an application for current districts to renew their designations for another 5 years. The renewal would extend our designation until 2031. We can submit a renewal request towards the end of August 2023.
- Staff continue to work towards implementing the goals and objects of the 2018 Comprehensive Plan, SE Master Plan, Downtown Development District (DDD) application, Rivertown Rebirth Master Plan and Strategic Plan (see below links).
    - **2018 Comprehensive Plan & SE Master Plan (Click Here to View)**
    - **Downtown Development District Plan (Click Here to View)**
    - **Rivertown Rebirth Master Plan (Click Here to View)**
    - **Strategic Plan – Press Play: Vision 2023 (Click Here to View)**

Case Activity:

	Total
New Cases	31
Closed Cases	47
Open Cases at Start of Period	515
Open Cases at End of Period	502

*187 open cases are for tall grass, which stay open the entire growing season.

Violation Activity:

New Violations Cited	Total
Abandoned Vehicle	1
Dangerous Tree	0
Furniture Violation	3
Generic Violation	1
Property Maintenance Violation	3
Rubbish & Garbage	2
Weeds & Grass	21
Zoning Use Violation	0
Total	31

Rental Licenses Issued: 9
Vendor Licenses Issued: 1
Contractors Licenses Issued: 18
Business Licenses Issued: 2

Building Permits Issued:

Permits Issued by Type	Count
Commercial Demolition	1
Commercial Foundation	0
Commercial Building Permit	14
Construction Trailer	0
Residential Demolition	2
Residential Building New Construction	0
Residential Renovation/Accessory	11
Roof/Siding Permit	9
Sign Permit	7
Solar Panel Permit	1
Utility Permit	5
Total	50

Inspections Performed:

Inspections Performed by Type	Count
Footer	24
Foundation	28
Framing	45
Insulation	16
Final	30
Residential Rental	23
Total	166

PARKS & RECREATION DEPARTMENT
207 Franklin Street
Milford, DE 19963

PHONE 302.422.1104
FAX 302.422.0409
www.cityofmilford.com

TO: Mayor and City Council

FROM: Brad Dennehy-Parks and Recreation Director

DATE: 09/06/23

RE: August 2023 – Parks and Recreation Staff Report

Parks

- Park staff continued to do weekly trash runs in the downtown of municipal trash and recycling cans.
- Staff continued to cut grass at all City maintained facilities.
- Continued to irrigate the soccer fields at Tony Silicato Memorial Park.
- Staff assisted with MPD night out August 1st by preparing the park ahead time, and day of logistics with tables, chairs, water hose and trash barrels. Post event crews removed all the accumulated trash.
- Staff performed maintenance on Goat Island including control of poison Ivy, cutting back overgrown brush along the trails, removing the remains of the old fence, which was recently replaced, and removal of a large hornet's nest.
- Crews cleaned up the area behind the Police Department in preparation for their fishing tournament. Several trees were limbed up and the entire shoreline was weed whacked to grant better access to the river for the kids fishing.
- Watering of flowers downtown continued by our seasonal help.
- At a request from the Electric Department crews removed vegetation from several electric poles so they could be inspected.
- Park Superintendent attended the "Freedom Festival" meeting, and the monthly safety meeting. Preparations for the Freedom festival continue.
- Staff continue to monitor the seeclickfix app and address issues which arise.
- New basketball nets were installed on the riverside basketball courts.
- Routine maintenance was conducted on the Can-Do playground.
- All mowing equipment was serviced by staff at the end of the month.

Recreation

- **Summer Basketball Camp**
    - August 7th – 10th This new camp finished up a few weeks ago. The kids had a great experience and learned a lot about the sport of basketball. Players left the camp with giveaways and two were awarded a basketball for being the top shot of their respective age group.

- **Summer Pickleball Camp/Clinic**
    - Pickleball Camp and Clinic exposed newcomers to the sport of pickleball. A lot of excitement has been generated surrounding the sport in the community.

- **Summer Kickball League**
    - Our summer youth Kickball league finished up two weeks ago. Participants and families had a great time playing some backyard kickball. We encourage anyone who is interested to sign-up for our adult league this fall.

- **Summer Fun Club**
    - Summer Fun Club capped off camp with their annual carnival. This program experienced its most successful year yet nearly tripling attendance. Kids got the chance to enjoy their summer whilst exploring the activities our home state has to offer.

- **Fall Programs**
    - All fall youth programs are approaching maximum capacity with fall field hockey already surpassing its cap. New programs in adult kickball and pickleball are still open for registration.

Other

- Two interviews were held for the open arborist position. This position currently remains open.
- Director and the Recreation staff met with the new management of the Greater Boys and Girls Club to review the existing contract and discuss gym use for up-and-coming programming.
- Director and the City Manager met with Representative Shupe and playground designers to discuss the possibility of a new type of “Ninja Warrior” playground.
- New steel doors were installed at the Parks and Recreation Maintenance Building, this was a CIP item. Following the installation of doors, a key card system will also be installed for greater security.
- Have secured a contractor who is coordinating repair for the floating kayak dock. Currently waiting on his proposal for the cost of the repairs.
- Design consultant continued efforts on Sharp property park. Preliminary designs for the entrance way, parking lot and trails have been created. The next item will to be design the entrance way and parking lot.
- Plans for the Gateways into Milford are currently being reviewed by Del.DOT.
- Pickleball courts are nearing completion. Striping of courts and parking lots will occur soon. As soon as this occurs the posts and nets will be installed, and the courts will be open.
- The new playground has been delayed due to additional sitework needing to occur. A solution has been obtained and a change order is required to move this project to completion (item on the agenda).

















Milford
PARKS&RECREATION
play • connect • grow

FALL SPORTS



REGISTER ONLINE:

https://bit.ly/COMPRRegister

302.422.1104 X 2



ACTIVITIES:

ADULT KICKBALL
FIELD HOCKEY
PICKLEBALL
TENNIS
SOCCER

START DATE:

SEPT. 6
SEPT. 10
SEPT. 11
SEPT. 11
SEPT. 12



Milford
PARKS&RECREATION
play • connect • grow

ADULT CO-ED KICKBALL LEAGUE

SEPT. 6-NOV. 8

MONDAYS OR WEDNESDAYS

6 P.M. TILL 10 P.M.

REGISTER ONLINE:

https://bit.ly/COMPRRegister

302.422.1104 X 2

MARVEL SQUARE
207 FRANKLIN ST.
MILFORD

REGISTRATION
$120

8-10 PLAYERS PER TEAM
MUST BE OVER 18

HUMAN RESOURCES
10 SE Second Street
Milford, DE 19963

THE CITY of Milford DELAWARE

PHONE 302.424.5142
FAX 302.424.5932
www.cityofmilford.com

TO: Mayor and City Council

FROM Jamesha C. Williams, MBA, MSL- Human Resources Director

DATE: September 6, 2023

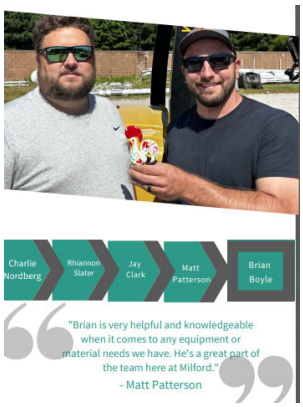
RE: August 2023 –Human Resources Department Staff Report

- Onboarded new hire for the following position:
  Accountant-1 employee
- Interviews were conducted for the position of Arborist/Urban Forestry Coordinator.
- Attended Teamsters Police Dispatchers Mediation
- Kick-Off began for the HR Management and Payroll Solutions modules for Tyler Munis.
- New AFLAC Benefits (Accident, Critical Illness, and Cancer) offered for City of Milford employees.
- City employees donated 68 backpacks to the Greater Milford Boys & Girls Club for their Back-to-School Give-A-Way.



- **<u>Current Job Openings as of September 6, 2023:</u>**
- Arborist/Urban Forestry Coordinator-1 opening
- Electric Line Technician, First Class, or Second Class-3 openings
- Police Dispatcher-2 openings
- Police Officer-3 openings
- Public Works Equipment Operator-Streets & Utilities-1 opening
- Public Works Equipment Operator II-Solid Waste-1 opening
- Cash Operations Clerk II-1 opening
- Code Enforcement Official II-1 Opening

- **Rooster Recipient: Brian Boyle, Warehouse Coordinator**



- **Retirement: Robert Masten, effective October 1, 2023. 21 Years, 6 months of Service**



- **Promotions: Katrina White, Senior Deputy Clerk, July 1, 2023, and Jose Perez, Water & Wastewater Technician II, August 13, 2023.**





- **Excellence Award Winner: Faith Argo, Accounts Payable Coordinator**



Other Excellence Award Nominees: Sandra Peck, Accountant and Joan Swain, Cash Operations Clerk II

- **Certification Earned: Rhiannon Slater, Public Works Operations Supervisor, ASSE International Backflow Prevention Program Administrator Certification.**



- **Employee Spotlight, Joan Swain, Cash Operations Clerk II**



Joan has been a dedicated City of Milford employee for 18 years. She continues to embrace the City's growth and change, especially with new software implementation. Joan greets customers at our downtown location with a genuine smile. - Suzannah Frederick, Cash Operations & Revenue Supervisor.

CITY HALL
201 South Walnut Street
Milford, DE 19963
www.cityofmilford.com

THE CITY of Milford DELAWARE

Economic Development, Public Information,
and Community Engagement Office
O: 302-725-2068

To: City Council and Mayor
From: Sara Bluhm, Economic Development & Community Engagement Administrator
Subject: August Monthly Report
Date: September 6, 2023

Economic Development

- Met with Angel Jarvis, Sole Remedy (downtown merchant) owner, to discuss business resources - marketing, ribbon cuttings, partnerships, etc.
- Assisted EDGE grant winner, Studio B, in locating a Milford storefront
- Attended Dolce (downtown location) ribbon cutting
- Met with a DDD investor about other needs and opportunities in the District
- Met with EDGE grant winner, Salt Fitness, to discuss DDD opportunities
- Processed settlement paperwork for 3 of the 6 under contract business park lots (see included map)
- Received signed listing agreement with The Moving Experience for remaining business park lot
- Attended Sole Remedy ribbon cutting

Community Engagement

- Attended Delaware Arts Alliance Community Engagement Launch Event planned for Milford at the Library Amphitheater and participated in their focus group discussions
- Toured and connected Opera Delaware with Causey Mansion and Benvenuto to create opera events for the Milford community
- Posted City Hall Selfie with participating staff on all social media channels
- Presented a Milford overview at MSD new teacher orientation
- Attended VillageFest Committee meeting

Meetings/Trainings

- Attended August Leadership Delaware sessions; themes - Business, Banking, and Building; introduced Chris Baker (George & Lynch)
- Reviewed the city phone auto attendant with city staff to create a streamlined system; will use AI to record the new script
- Attended MillSummit 2023 virtually – sessions included creative economy, arts & leadership, and intergenerational workplace
- Discussed APPA SEP Program application with Electric Director and DEMEC representative
- Met with Delmarva Digital to explore website redesign possibilities
- Met with VEIC for monthly EV feasibility study status meeting
- Met with BMG regarding Milford Corporate Center planning 2x – drafted letter to DelDOT secretary regarding TIS results
- Participated in weekly streets update meeting with PW Dept; invited DelDOT and MSD to also participate
- Met with DEMEC representative to discuss Apogee software
- Reviewed EV charger requirements for setup with Electric Director and other dept heads
- Reviewed SeeClickFix delays with Public Works staff

- Began meeting with UD GAP team to develop USDOT Reconnecting Communities & Neighborhoods grant application for Airport Rd. shared use path
- Attended monthly DMI Economic Vitality meeting
- Met internally to review Key Account training
- Attended and spoke at the Dover Leadership Delaware Candidate Reception
- Met with CivicPlus to review website and begin redesign process
- Met internally to discuss updated sidewalk invoice letters
- Met with Conor Nally to discuss Leadership Delaware 2024 application process
- Attended Rock the Boat with Leadership Delaware
- Completed third of three Key Account trainings at DEMEC; will complete Customer Action Plan (CAP) to earn certification
- Reviewed Facebook procedures with Town of Houston, who's looking into creating a page

Social Media/Website

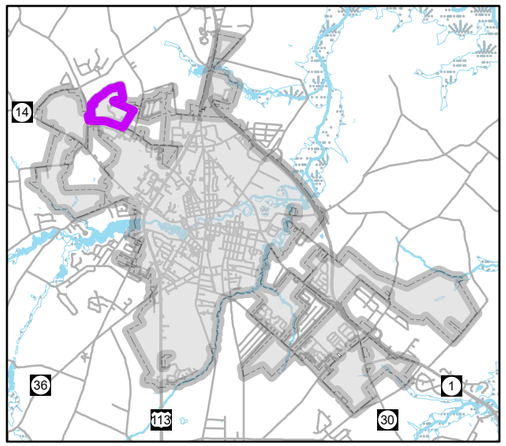
- August 2023 Insights:
    - City of Milford Facebook: 98 new likes (total: 4,383); 409,684 reached (367,166 last month); 3,771 page visits (3,908 last month)
    - Parks & Rec Facebook: 28 new likes (total: 3,486); 6,145 reached (12,693 last month); 1,115 page visits (1,743 last month)
    - Instagram: 24 new likes (total: 1,252); 1,322 accounts reached (1,010 last month); 125 profile visits (83 last month)
    - Twitter: 4 tweets, 947 impressions, 1,366 followers
    - ChatBot: 85 self-service resolutions; 58.2% self-service resolution rate; $425 cost savings
    - MyMilford: 44 issues created; 36 issues closed; Average Days to Close: 3.6

Email Campaigns

- August utility newsletter to full database (customers and business license holders) (5,401): 30% open

Press Releases

- Public Comments Encouraged, City of Milford Council to Adopt 2023-2028 Strategic Plan (8/16/23)



City of Milford
Independence Commons

2023 Available Land

Exhibit A

Tax Parcels

0 237.5 475 Feet

Date: 5/16/2023 User Name: RPierce

SOLD

SOLD

Lot 4
11.52 Acres
SOLD

Delaware Veterans Blvd

Lot 3
7.51 Acres
SOLD

Lot 12
1.83 Acres
$125,000
UNDER CONTRACT

Lot 11
1.0 Acres
$100,000
UNDER CONTRACT

Lot 10
1.0 Acres
$100,000
SOLD

Lot 9
1.0 Acres
$100,000
SOLD

Lot 8
1.0 Acres
SOLD

Lot 7
1.0 Acres
SOLD

Lot 6
1.16 Acres
SOLD

Lot 5
1.0 Acres
SOLD

W. Liberty Way

Canterbury Road

Lot 13b
2.02 Acres
$200,000

Lot 14
1.42 Acres
SOLD

Lot 15
1.0 Acres
SOLD

Lot 16
3.0 Acres
$270,000
SOLD

Lot 17
3.05 Acres
SOLD

Airport Road

E. Liberty Way

UNDER CONTRACT

Lot 18
1.69 Acres
$100,000

Lot 2
3.97 Acres
SOLD

Lot 1
4.77 Acres
SOLD

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

THE CITY of Milford DELAWARE

River Town • Art Town • Home Town

Vol. III • Issue 9

Tax Bills Due Sept. 29

All city real estate tax bills were mailed in mid-August. The 2024 tax bills include a 10.8% increase over the 2023 tax rate. 8.8% of the tax increase (or $0.04325) will be used to make debt payments on the first of two loans used to fund the new police building. The police building and the related tax increases were approved by residents in a January 2021 referendum. A similar tax increase will also occur next September when payments of the second loan come due. The remaining 2.0% of the tax increase will be used reduce the city's reliance on Realty Transfer Taxes (RTT). Due to the unreliability and fluctuation of RTT income, Council voted to increase the tax assessment $0.01 each year for five years to make up for the RTT loss to the operating budget. This year's adjustment is the third of five planned adjustments. Questions can be directed to Customer Service at 302.422.6616.

September Festivals

Mark your calendar for three September community festivals: the 22nd Annual Riverwalk Freedom Festival on Saturday, Sept. 16, the 2nd Annual Milford Wellness Village Village Fest on Friday, Sept. 22, and the 4th Annual Milford Ladybug Music Festival on Saturday, Sept. 30 (rain date: Oct. 1). Street closings are planned for all events.

Join the Milford High School PTA

Milford High School is forming a new Parent-Teacher Association (PTA) to foster greater family involvement and support higher student achievement through event planning and fundraising initiatives. Parents, students, and all community members are invited to be a part of this impactful journey. Interested in joining or want to learn more? Reach out to Grace Parfitt at graceparfitt@gmail.com. She'll conduct a survey and determine the best date for the first interest meeting. Help make a positive difference in the lives of Milford students and contribute to a stronger community!

City Council Round-up: August

At the August 14 City Council meeting, Council heard department reports and an update on the 2023-2028 Strategic Plan. They also voted to expand the DDD area and awarded two bids to KCI Technologies for the design and construction administration of the downtown streetscape projects. At the August 28 meeting, Council voted to update code language, adopted the 2023-2028 Strategic Plan, and authorized matching funds for an ORPT grant to develop a 19 acre park on S. Rehoboth Blvd. All public meetings can be viewed live or recorded online at the City of Milford website at www.cityofmilford.com/553/Watch-Public-Meetings.

Strategic Plan Adoption

Milford City Council adopted a final draft of the 2023-2028 Strategic Plan at the Monday, August 28 City Council Meeting. The public is invited to view the final plan online at https://bit.ly/COM2328plan.

We Need You: Arts Survey

The Delaware Arts Alliance and its stakeholders are embarking on an effort to produce a shared vision and some advocacy tools for advancing Delaware's creative economy. Delaware's "Creative Economy and Cultural Tourism Recovery and Growth Plan" will be the first project of its type in the nation and will include a unified vision and actionable policy agenda for growing the creative economy at the state, county, and city/town levels. This survey is to hear from creatives and artists, companies from the cultural and creative industries in Delaware, and patrons of the arts.

Recycle in Delaware

Want to know where to recycle in Delaware? Use the QR code to the right to learn more!

MyMilford Recap

The City of Milford launched the MyMilford app in mid-February 2022. We provided an update in August 2022 (6 month check-in) with intention to provide an annual update thereafter. The MyMilford app is the fastest, easiest way to submit non-emergency requests! Please download the app to your smartphone or submit a request at www.cityofmilford.com/535/MyMilford

August 2022 - August 2023

644 Requests Created

615 Requests Closed

Average Acknowledgment Time: **1.5 days**

Average Time to Close a Request: **8 days**

Top 5 Request Categories

excludes Community Clean-Up Volunteer Sign-up, Drive 25 Sign Order & Other

- **200 Requests** Trash or Recycling
- **37 Requests** Property Maintenance
- **17 Requests** Weeds/Tall Grass
- **24 Requests** Street Light Issue
- **16 Requests** Traffic or Street Sign Issue

Do you have what it takes

to be a public servant?

Join the City of Milford for a career that matters!
Now hiring the following positions:

Electric Line Technician, First Class, Second Class, Third Class, or Ground Technician (3 openings)
Salary Range: 66,435.20-97,260.80

Arborist/Urban Forestry Coordinator
$56,123.93

Public Works Equipment Operator-Streets
$46,383.42

Cash Operations Clerk II
$38,333.40

Code Enforcement Official II
$56,123.93

Apply Online @ www.cityofmilford.com

Employee Spotlight



Joan Swain
Cash Operations Clerk II

1. How long have you worked for the City of Milford? I have worked for the City of Milford for 19 years.
2. Have you always worked in this role? My first role in 2004 was Account Clerk Cashier which has evolved over the years.
3. What is your favorite thing about working for the City? The City of Milford is a good job opportunity which has some great co-workers and customers in the community which help to make the workday enjoyable.
4. What do you enjoy doing in your free time? In my free time I enjoy reading, spending time with family, pets, & hiking at Bushkill Falls.

"Joan has been a dedicated City of Milford employee for 18 years. She continues to embrace the City's growth and change, especially with new software implementation. Joan greets customers at our downtown location with a genuine smile."

- Suzannah Frederick, Cash Operations & Revenue Supervisor

Drive25 sign registration open

The City of Milford KEEP KIDS ALIVE DRIVE 25® campaign is accepting Spring sign orders. Residents who live on a 25-mph road within city limits can apply through MyMilford (https://cityofmilford.com/535/MyMilford) for a branded yard sign to be placed in their yard. Detailed ordering instructions can be found online or call 302.725.2068.





Support the 2023 Milford Community Parade!
"The Great Outdoors"

Milford's longest running family tradition marches on Walnut Street!

Keep the tradition alive. Your sponsorship of $20, $40, $50 or more will help defray the cost associated with the Milford Community Parade. And now you can include your sponsorship in a **separate check** when you mail in your electric bill. If you missed out last year, this can be your year to be included. You may also contribute at https://milfordparade.eventbrite.com

Here's how you can help us reach our goal of $10,000 in sponsorships: Just write a check in the amount of your sponsorship to Milford Community Parades, Inc. and include the check in your electric bill with the bottom portion of this flyer. The City of Milford will forward your contribution to the Milford Parade Committee. Then join us on Walnut Street, Wednesday, October 18, 2023 at 6:30pm for "The Great Outdoors". We are on Facebook at Milford Parade for fun facts and updates. Download an entry form at www.milfordparade.com. Thank you for your continued support.

YES! Keep the tradition alive---
Please accept my __$20 __$40 __$50 __**$100 Campaign****
****RECEIVE A YARD SIGN FOR YOUR YARD OR WINDOW!**



Sponsorship on behalf of

_____

individual name / family name / company name

_____

street address

_____

city/state/zip check #

Please return this bottom portion and separate check with your electric bill.

INFORMATION TECHNOLOGY
201 South Walnut Street
Milford, DE 19963
www.cityofmilford.com

THE CITY of Milford DELAWARE

City Hall 302.422.1098
www.cityofmilford.com

Date: September 11th 2023

To: Mayor and City Council

From: Bill Pettigrew

Re: September 2023 Information Technology Department Staff Report

---

Cybersecurity

Our firewall company completed the analyses of our network and made some recommendations that IT agrees with, we will be enacting them in the months to come. Next month is Cybersecurity awareness month and we will be reminding city employees of best security practices. We met with Advantech the company implementing physical security at the new police department and are waiting on a quote to best secure IT's physical areas.

Microsoft Windows Licenses

Council approved last month of updating Milford's Microsoft licenses, that process is almost complete, and with the upgraded license we will get a more secure environment and save money with the new vendor.

IT's Role in the ERP Project

We have been diving further into detail of modules and are looking into replacing 3rd party applications with Tyler modules for better integration, most of these changes should be cost neutral.

Riverwalk Public Wi-Fi

With Comcast, and a few other vendors not able to do this project we feel we will need to definitely go to RFI to move forward.

Document Management

We are still exploring options for a city wide document management system, the conversion of the IBM based Optiview files is still being explored, as support is minimal in these systems.

Central Square's Naviline Cloud Hosting

The Naviline Cloud hosting is moving forward with weekly status updates.

FINANCE DEPARTMENT
10 SE Second Street
Milford, DE 19963

PHONE 302.424.5140
FAX 302.424.5932
www.cityofmilford.com

To: Mayor and City Council
From: Louis C. Vitola, Finance Director
Date: September 7, 2023
Re: August 2023 Finance Department Staff Report

- Monthly Financial Reporting
  - The Finance Report for the month ended July 31, 2023 was presented to City Council
- Staffing
  - The City's new Accountant, Kevin Gaboriault, was introduced to City Council on August 28, 2023 after joining the Finance team on the 22nd
  - Recruitment was initiated early in August for the open cash operations positions; interviews are being scheduled for September
- Training and Improvement Efforts
  - Training efforts related to the Tyler ERP core financial module continued following the July 3, 2023 go-live date, while customer service logged 32 hours on cash receipts and other modules
  - The customer service team was closed on August 16, 2023 to permit the entire team to engage in the third and final session to achieve the APPA[1] Customer Service Certificate
  - Suzannah Frederick participated in the third and final APPA Key Accounts Program session and will achieve certification with the submission of an Action Plan that meets Program requirements
- Police Facility Project Financing
  - USDA Officials continue to participate in weekly project update meetings when available
  - Construction activity – financial summary:

Police Facility Project: Budget & Payment Activity	Approved Budget	Incurred thru 8/31/23	Less: Retainage & Unpaid	Paid as of 8/31/23
Construction & CM: Total Bid Awards	$ 13,650,954	$ 10,871,534	$ (733,840)	$ 10,137,694
Plus (Less) Proposed Change Orders	313,375	-	-	-
Subtotal: Construction & CM Contracts	$ 13,964,328	$ 10,871,534	$ (733,840)	$ 10,137,694
Other Project Expenses & Contingencies				
Design / Architect (BMG)	$ 826,138	$ 812,333	$ (14,660)	$ 797,673
Builder's Contingency	520,062	-	-	-
Owner's Contingency	589,472	515,388	(329,985)	185,403
Owner's FFE ($350k) / Tech ($150k)	600,000	-	-	-
Subtotal: Pre/Post-Construction & Contingencies	$ 2,535,672	$ 1,327,721	$ (344,645)	$ 983,076
Grand Total Project Budget	$ 16,500,000	$ 12,199,255	$ (1,078,485)	$ 11,120,770

- FY22 Audit
  - The FY22 audit process has been delayed from the outset as a result of the extended FY21 process
  - The lead auditor and I met in July to discuss the path forward and pre-audit deliverables
  - The audit firm and I are drafting a condensed audit schedule and internal preparation is underway
- Billing & Customer Service Department
  - Staff executed the FY24 property tax billing on August 14; September 30 falls on a Saturday this year, so property tax *bills will be due (not postmarked, but received) by close of business on September 29*
  - Customer Service worked with Public Works Staff to revise the Sidewalk notices to honor the initial estimate and to provide the same level of detail for the actual charges as the estimated charges
  - Past Due Property Tax Statistics for **Current** and Prior Years will resume in November

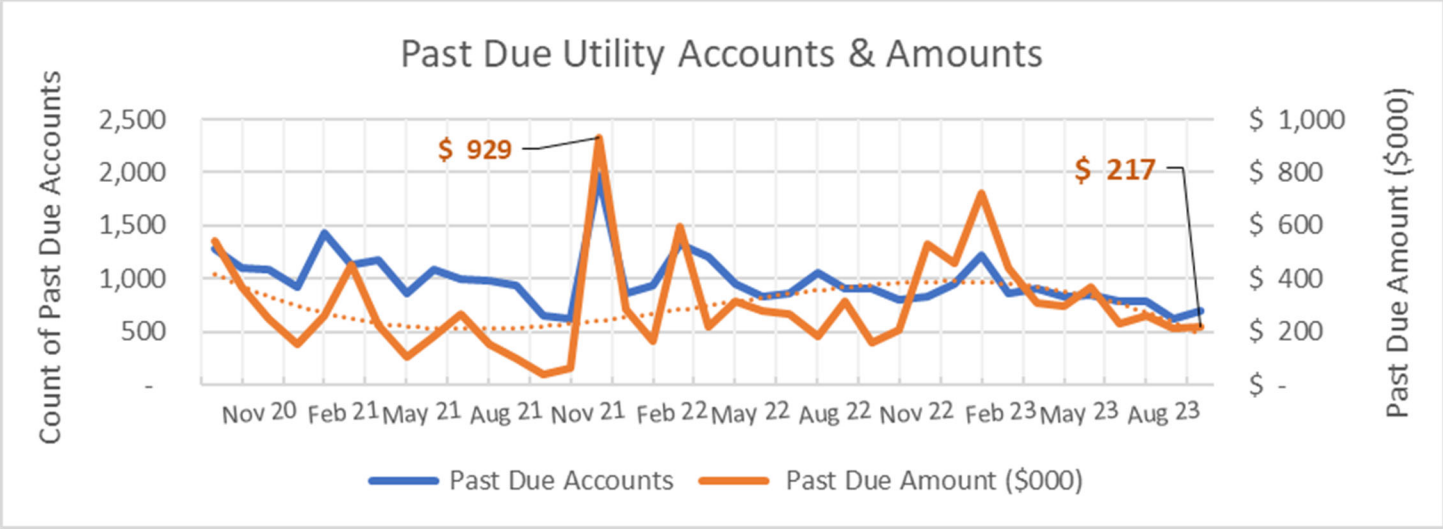
[1] American Public Power Association (APPA) Customer Service Certificate Program: Strategies for Successful Customer Service Operations (Part 3 of 3) hosted by DEMEC at no cost to the City of Milford

FINANCE DEPARTMENT
10 SE Second Street
Milford, DE 19963

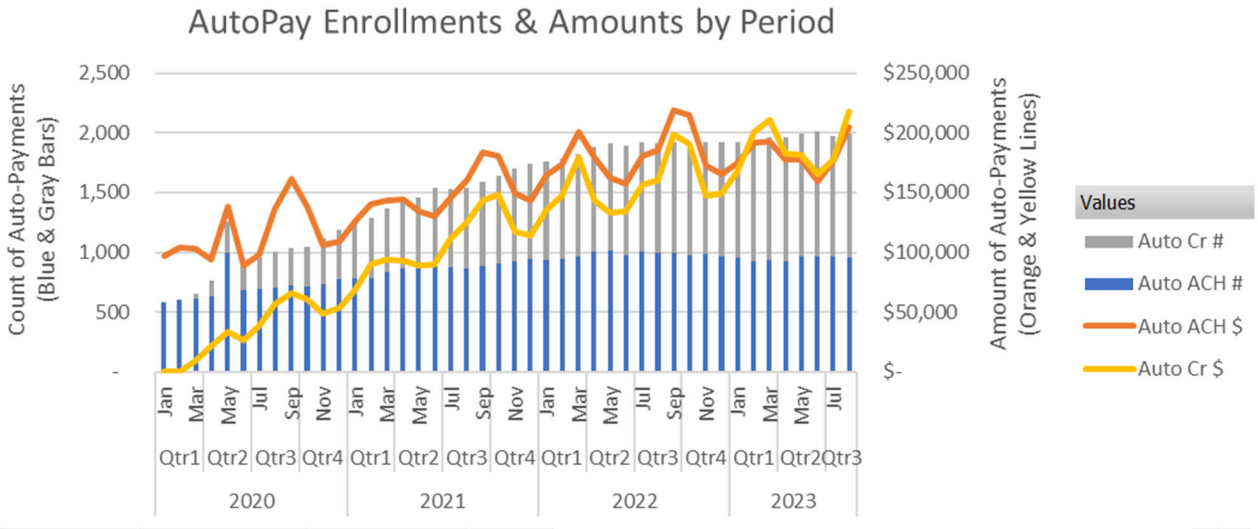
THE CITY of Milford DELAWARE

PHONE 302.424.5140
FAX 302.424.5932
www.cityofmilford.com

- Billing & Customer Service Department, Continued
  - Past due utility balances improved since last month across all but one category



  - August results are favorable compared to both the average and last August in terms of the number of customers with past due balances outstanding; the past due dollar amount is lower than the average but higher than last August
    - The accounts with any amount past due (blue line) are 30% and 23% below the long-term average and last August, respectively
    - The dollar amount past due (orange line) is 28% below the long-term average but 39% higher than last August's trailing 20-month low
  - The graph below exhibits the number and dollar amount of automatic payments by type and period from 2020 through August 31, 2023
    - The auto-payment count is 1.0% ahead of July's tally, while dollar volume is up almost 20% versus last month, from $354k to a high of $423k, driven by both ACH and auto-credit transactions
    - The auto-payment count is 4.2% higher this Augut than last, and dollar volume is almost $77k (22%) higher than last August



NOTIFICATON TEMPLATE

Dear Neighbor:

(WTF) What to Ferment Meadery LLC has on 8/28/23 applied with the Alcoholic
Name of Applicant — Date application was submitted to the OABCC

Beverage Control Commissioner for Farm Winery License
Type of license, patio if requested, variances if requested

for a premises located at 27 S. Walnut St. Unit 101 Milford, DE
Street address of the premises, including city

Persons who are against this application should provide written notice of their objections to the Commissioner. For the Commissioner to be required to hold a hearing to consider additional input from persons against this application, the Commissioner must receive one or more documents containing a total of at least 10 signatures of residents or property owners located within 1 mile of the premises or in any incorporated areas located within 1 mile of the premises. The signatures of residents or property owners must also include the mailing address for the property and the email address (if one exists) for the resident or property owner.

Protest(s) must be received by the Commissioner's office on or before 9/27/23 .The protests can be emailed to
Date at least 30 days after the application is filed

oabcchearingexhibits@delaware.gov, or delivered or mailed to: OABCC, Carvel State Office Building, 820 North French Street, 3rd Floor, Wilmington, DE 19801. Failure to file such a protest may result in the Commissioner considering the application without further notice, input, or hearing. If you have questions regarding this matter, please contact the Commissioner's Office.

BALICK & BALICK
ATTORNEYS

Adam Balick
Melony Anderson
Michael Collins Smith
Renae P. Pagano

Sidney Balick
Founder

August 29, 2023

Dear Neighbor:

Front 9, LLC has on August 28, 2023 applied with the Alcoholic Beverage Control Commissioner for a Restaurant Liquor License with a Sunday Sales and Patio Permit along with an External Speaker Variance for a premises located at 104 Silicato Parkway, Milford, DE 19963. Persons who are against this application should provide written notice of their objections to the Commissioner. For the Commissioner to be required to hold a hearing to consider additional input from persons against this application, the Commissioner must receive one or more documents containing a total of at least 10 signatures of residents or property owners located within 1 mile of the premises or in any incorporated areas located within 1 mile of the premises. The signatures of residents or property owners must also include the mailing address for the property and the email address (if one exists) for the resident or property owner.

Protest(s) must be received by the Commissioner's office on or before September 28, 2023. The protests can be emailed to oabcchearingexhibits@delaware.gov, or delivered or mailed to: OABCC, Carvel State Office Building, 820 North French Street, 3rd Floor, Wilmington, DE 19801. Failure to file such a protest may result in the Commissioner considering the application without further notice, input, or hearing. If you have questions regarding this matter, please contact the Commissioner's Office.

Very truly yours,

Adam Balick

AB/kh

The Delaware Municipal Electric Corporation
Board of Directors cordially invites you to their

2023 Annual Dinner

5:00 - 8:00 P.M.

Bally's Dover Casino Resort

1131 N. DuPont Hwy, Dover, DE 19901

WED., SEPTEMBER

20th

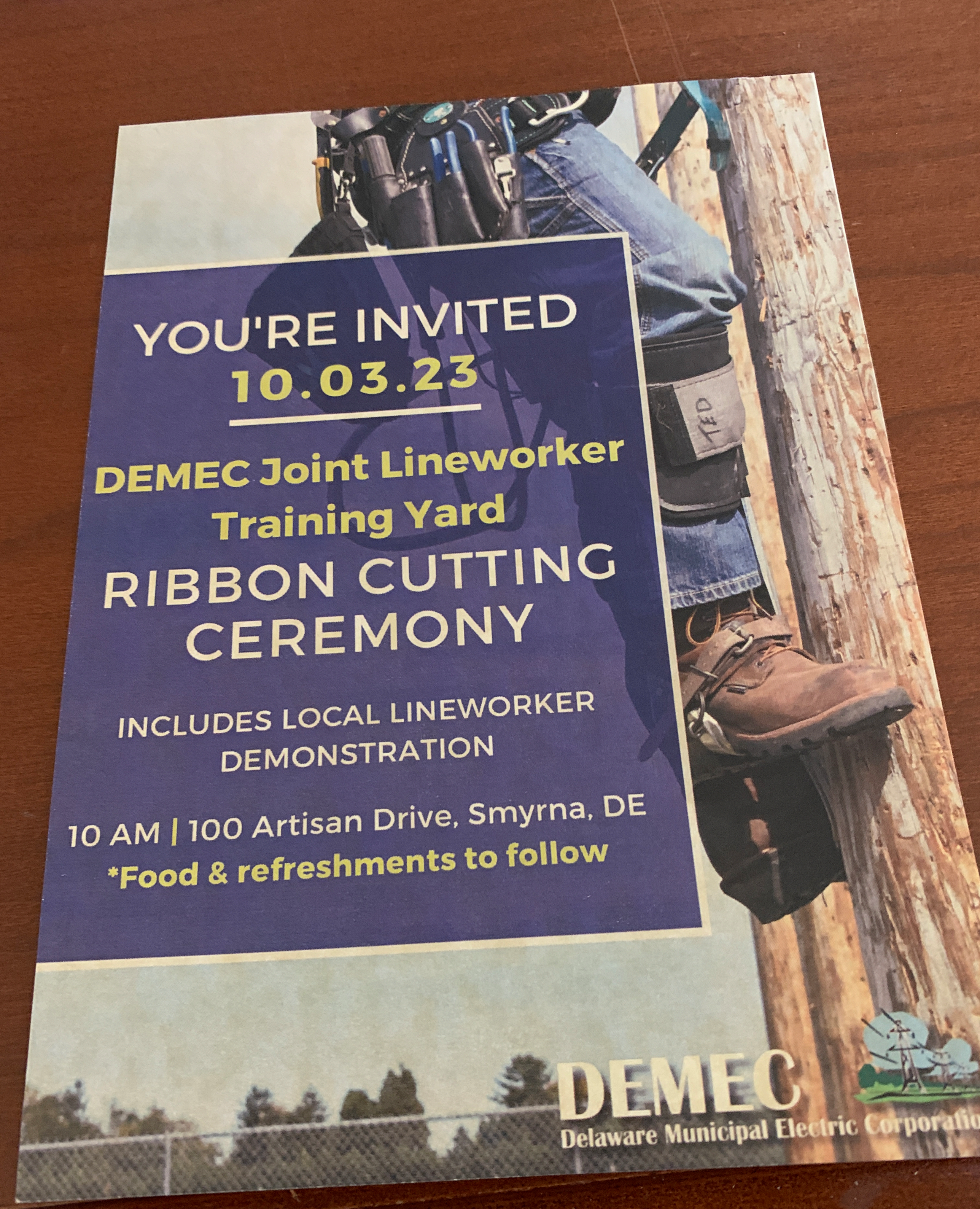
2023



RSVP REQUIRED

To register for this free event:

- Scan the QR code on the back
- Call (302) 653-2733 and ask for Kendra
- Email trainingandevents@demecinc.net


YOU'RE INVITED
10.03.23
DEMEC Joint Lineworker
Training Yard
RIBBON CUTTING
CEREMONY
INCLUDES LOCAL LINEWORKER
DEMONSTRATION
10 AM | 100 Artisan Drive, Smyrna, DE
*Food & refreshments to follow
DEMEC
Delaware Municipal Electric Corporatio

PARKS & RECREATION DEPARTMENT
207 Franklin Street
Milford, DE 19963

PHONE 302.422.1104
FAX 302.422.0409
www.cityofmilford.com

TO: Mayor and City Council

FROM: Brad Dennehy-Parks and Recreation Director

DATE: September 6, 2023.

RE: Change orders #002 and #003 for Memorial Park playground

Dear Mayor and Council,

During construction of the playground, the installation of catch basins and additional grading beyond the initial design were identified as requirements for proper drainage. Further, the construction of a retaining wall was recommended to improve safety in the climbing arch area of the playground.

I have worked with the contractor to develop a scope of work to address these issues based on input from the original design firm, which acknowledges the improvements must be put in place. The City Engineer reviewed the site and likewise agrees that these items should be addressed.

Change order #002 in the amount of $36,000 is quoted for the retaining wall construction. Change order #003 in the amount of $28,000 addresses the additional drainage requirements.

RTT funding is available to support the additional cost of the change orders up to the estimated total of $64,000. Upon approval, the Contractor will address these issues and we can move toward completion of this project.

RECOMMENDATION:
Staff recommend that City Council authorize the acceptance of Gateway Construction, Inc. Change Orders #2 and #3 in a combined amount not to exceed $64,000 to remediate the adverse field conditions emerging during construction funded with Realty Transfer Tax Reserves.

Gateway Construction Inc.
498 Sudlersville Road
Clayton, DE 19938
(302)-653-4400
gwc2001@gmail.com

ADDRESS
The City of Milford

ESTIMATE # CHANGE ORDER #002
DATE 08/02/2023

PROJECT ADDRESS
Milford Memorial Park

DESCRIPTION	AMOUNT
SCOPE OF WORK: Retaining wall for Skeleton Ship and Climbing Arch area *Please refer to the attached drawing Excavate to install stone footers Regrade from Cedar Alley to proposed walls *Approximate height of wall to be 5' at center of wall and step down at ends as necessary to promote positive drainage away from climbing arch and skeleton ship play area *Wall will mimic 45's like playground border	36,000.00

NOTES:

*Based on prevailing wages

*Product data attached for review

TERMS AND CONDITIONS:
Any alteration or deviation from above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon stiles, accidents or delays beyond our control. Please fax, e-mail or mail the signed quote to the address above. Payments to be made as follows: Our terms are net due as billed. A finance charge of 5% per month will be added to all balances over 30 days. You will promise to pay all costs of collection including court costs and reasonable attorney fee's. All legal proceedings to be held in the State of Delaware.

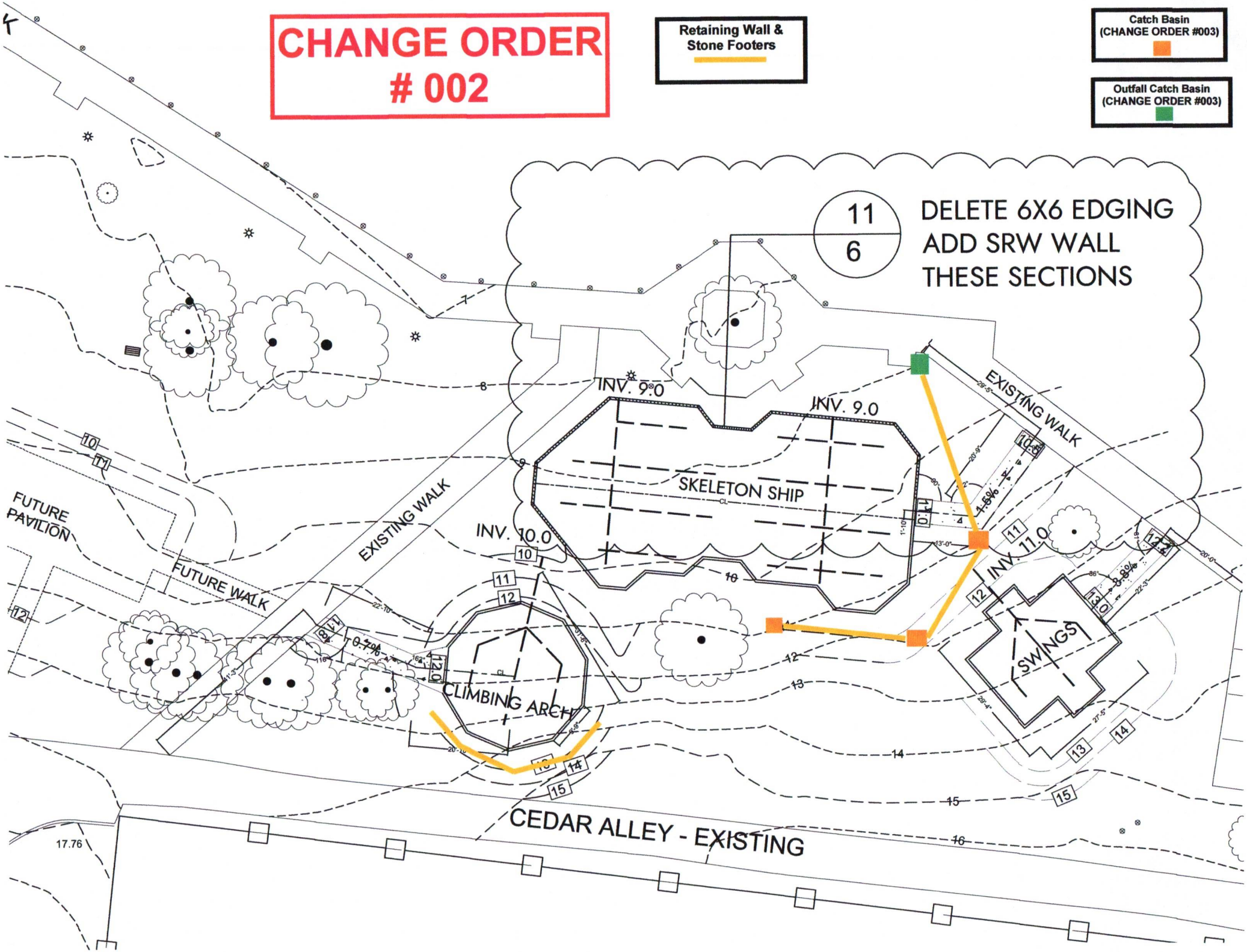
TOTAL **$36,000.00**

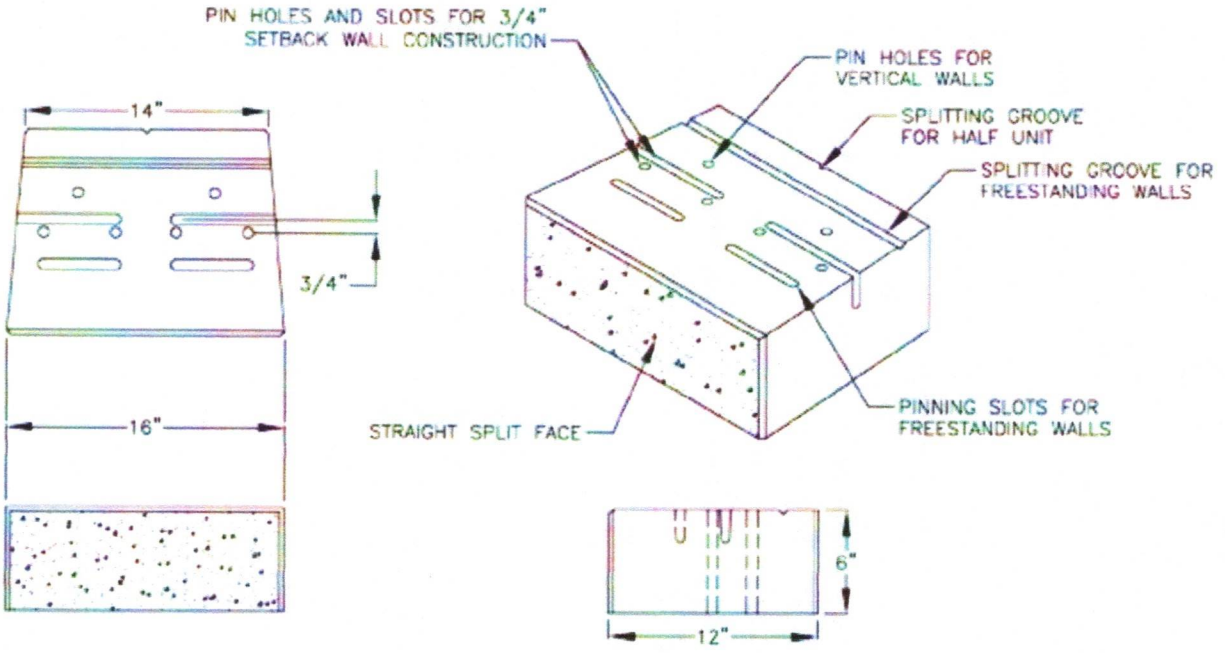
Please acknowledge that we do not accept debit or credit cards.

Accepted By

Accepted Date

Please acknowledge that we do not accept debit or credit cards.


CHANGE ORDER
002
Retaining Wall & Stone Footers
Catch Basin (CHANGE ORDER #003)
Outfall Catch Basin (CHANGE ORDER #003)
11
6
DELETE 6X6 EDGING
ADD SRW WALL
THESE SECTIONS
INV. 9.0
INV. 9.0
SKELETON SHIP
EXISTING WALK
INV. 10.0
EXISTING WALK
FUTURE PAVILION
FUTURE WALK
INV. 11.0
SWINGS
CLIMBING ARCH
CEDAR ALLEY - EXISTING
17.76



VERSA-LOK UNIT

UNIT DIMENSIONS

SCALE: NONE

THESE PRELIMINARY DETAILS ARE INTENDED AS AN AID IN DESIGNING ATTRACTIVE, DURABLE RETAINING WALLS WITH VERSA-LOK UNITS. FINAL DETERMINATION OF THE SUITABILITY OF ANY INFORMATION OR MATERIAL FOR THE USE CONTEMPLATED, AND ITS MANNER OF USE, IS THE SOLE RESPONSIBILITY OF THE USER. A FINAL PROJECT SPECIFIC DESIGN SHOULD BE PREPARED BY A QUALIFIED, LICENSED, PROFESSIONAL ENGINEER.

VERSA-LOK®
Retaining Wall Systems
(800)770-4525 fax(651)770-4389
6348 Hwy36 Ste1. Oakdale,MN 55128
Solid Solutions.™

VERSA-LOK STANDARD DETAILS

STANDARD UNIT

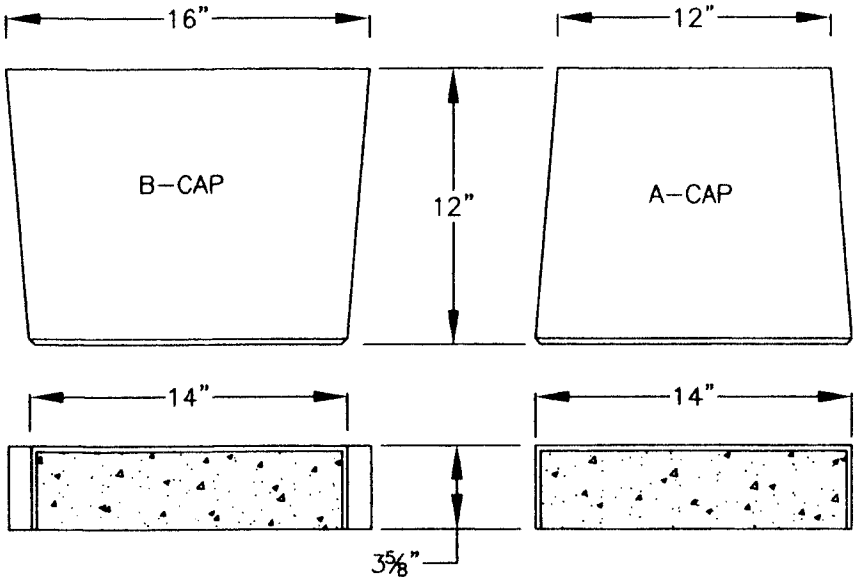
SCALE: 1 1/2"=1'

DRAWN BY: PPS

REVISED BY:

DATE: 10/2007

DWG. NO. vlok standard unit



VERSA–LOK CAP UNITS

UNIT DIMENSIONS

SCALE: NONE

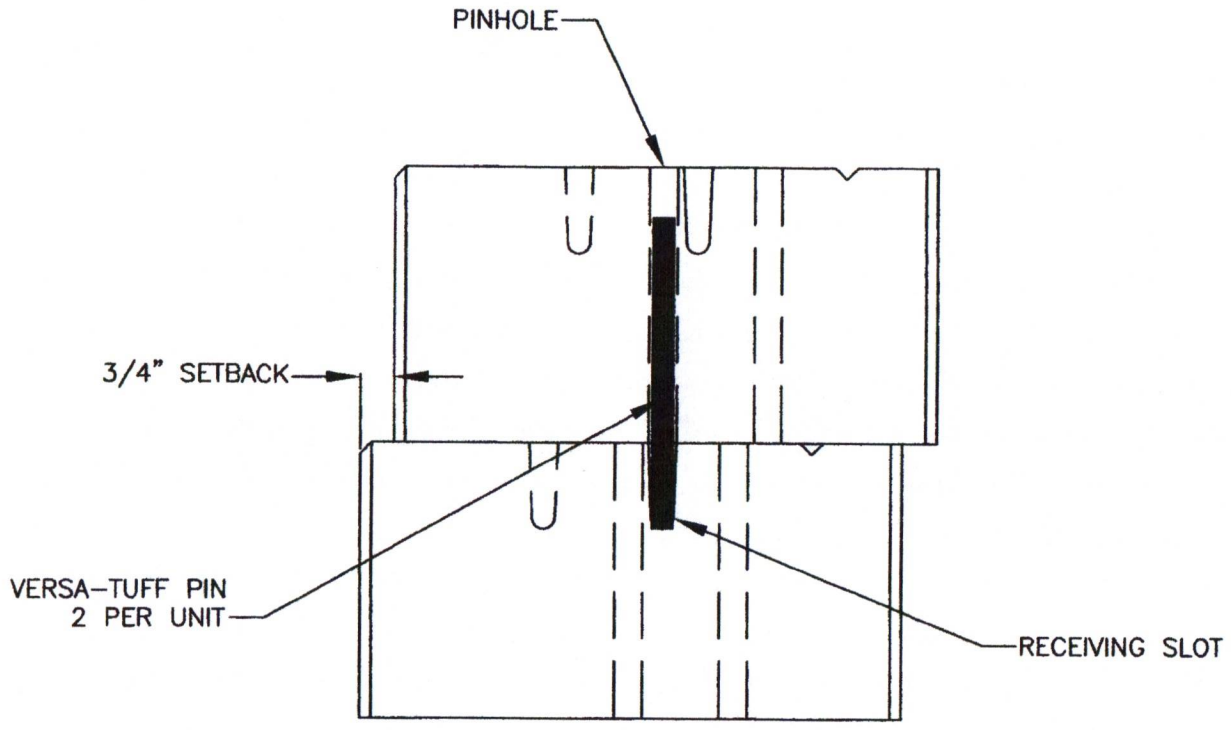
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Solid Solutions.™

VERSA–LOK STANDARD DETAILS

CAP UNITS

SCALE: 1 1/2"=1'
DRAWN BY: PPS
CHECKED BY:
DATE: 10/2007
SHEET NO.: cbnd cap units



PINNING DETAIL

CROSS SECTION

SCALE: NONE

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VERSA-LOK STANDARD DETAILS

PINNING

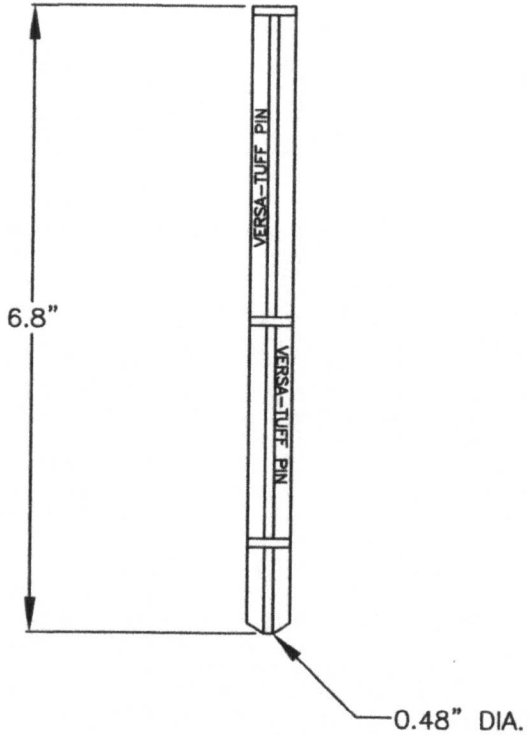
SCALE: 3"=1'

DRAWN BY: PPS

CHECKED BY:

DATE: 10/2007

DWG. NO. vlsd pinning



VERSA-TUFF PIN

PIN DIMENSIONS
SCALE: NONE

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(800)770-4525 fax(651)770-4089
6348 Hwy36 Ste1, Oakdale,MN 55128
Solid Solutions.™

VERSA-LOK STANDARD DETAILS

PIN

SCALE:	6"=1'
DRAWN BY:	PPS
CHECKED BY:	
DATE:	10/2007
DWG. NO.	std pin

Gateway Construction Inc.
498 Sudlersville Road
Clayton, DE 19938
(302)-653-4400
gwc2001@gmail.com

ADDRESS
The City of Milford

ESTIMATE # CHANGE ORDER #003
DATE 08/02/2023

PROJECT ADDRESS
CHANGE ORDER #003

DESCRIPTION	AMOUNT
SCOPE OF WORK:	28,000.00

Install 4 total Catch Basins with metal grates, 95' of 6" HDPE and concrete (bagged) at playground area for positive drainage and haul away the extra dirt
*Please refer to the attached drawing

Catch Basin Details:
* (3) 12" Inlet Catch Basins Inlet NDS1200

* (1) 24" Outlet Catch Basin Outlet ND2 2400

*4 metal grates to match each proposed Catch Basin

NOTES:
*Based on prevailing wages

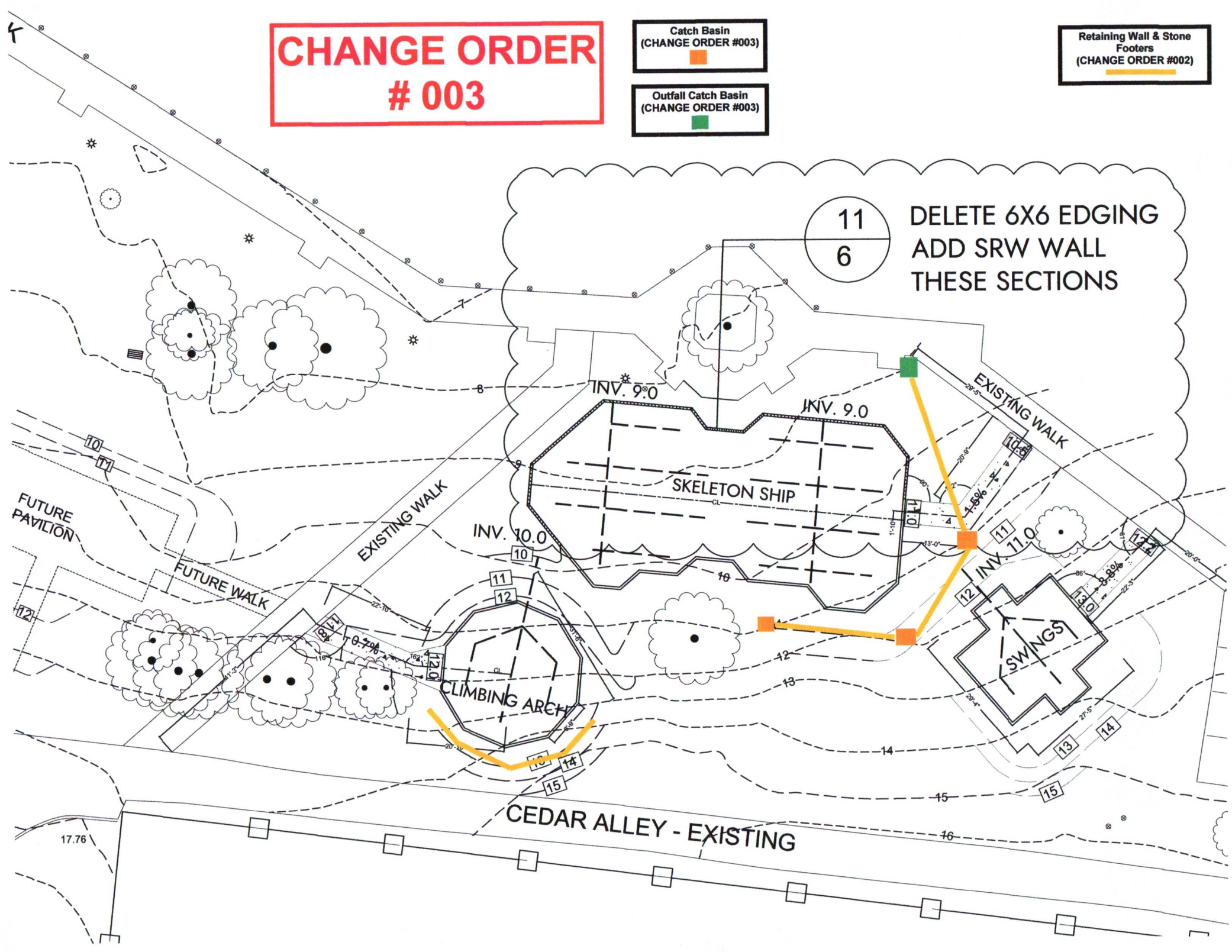
TERMS AND CONDITIONS:
Any alteration or deviation from above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon stiles, accidents or delays beyond our control. Please fax, e-mail or mail the signed quote to the address above. Payments to be made as follows: Our terms are net due as billed. A finance charge of 5% per month will be added to all balances over 30 days. You will promise to pay all costs of collection including court costs and reasonable attorney fee's. All legal proceedings to be held in the State of Delaware.

TOTAL **$28,000.00**

Accepted By

Accepted Date

Please acknowledge that we do not accept debit or credit cards.


CHANGE ORDER
003
Catch Basin
(CHANGE ORDER #003)
Outfall Catch Basin
(CHANGE ORDER #003)
Retaining Wall & Stone
Footers
(CHANGE ORDER #002)
11
6
DELETE 6X6 EDGING
ADD SRW WALL
THESE SECTIONS
INV. 9.0
INV. 9.0
SKELETON SHIP
EXISTING WALK
EXISTING WALK
INV. 10.0
INV. 11.0
FUTURE
PAVILION
FUTURE WALK
CLIMBING ARCH
SWINGS
CEDAR ALLEY - EXISTING
17.76

PUBLIC WORKS FACILITY
180 Vickers Drive
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 Director

CC: Mark Whitfield, City Manager
Bill Pettigrew, IT Director
Lou Vitola, Finance Director

DATE: September 11, 2023

RE: Tyler Technologies Software Agreement Addendum #3
Business Management Suite
Community Development Suite (additional licenses)

EXECUTIVE SUMMARY

The Tyler ERP Project Management Team recommend that Council authorize an Amendment to the Software as a Service (SaaS) Agreement with Tyler Technologies, Inc. (Tyler). The amendment permits the addition of ten (10) licenses for the Community Development Suite totaling $55,380 over 3.25 years and the addition of the Business Management Suite under Enterprise Permitting & Licensing at a total cost of $84,692.25 over 3.25 years. The gross increase of $140,072 is partially offset by one-time savings ($11,180) and 3.25 years of annual maintenance costs ($10,634) related to the movement from the existing business license module to the recommended solution for a net increase of $118,258 related to Addendum #3.

BACKGROUND

Finance and Administration staff issued RFP 2020-12 for an Enterprise Resource Planning (ERP) System Selection on December 8, 2020. Tyler was selected, and the contract covering the implementation and a five-year maintenance horizon was approved by Council on August 9, 2021 (enclosed). The City subsequently hired a Project Management Firm, Brandywine Technologies (the PM), to lead the project and serve as liaison between Tyler and the City.

On July 22, 2022, City Council authorized addendum #1 to the SaaS Agreement in the amount of $45,356 over five years for the inventory management module.

On March 13, 2023, City Council authorized addendum #2 to the SaaS Agreement in the amount of $64,173.75 over 3.75 years for the eReviews and Workforce Mobile services.

Additional needs have been identified as we continue to implement portions of the ERP project. The project management team was involved in the discussions pertaining to the addition of the Business Management Suite and additional licenses within the Community Development Suite. The Tyler quotation and contract amendments are enclosed for your review.

IDENTIFICATION OF NEEDS

The original Tyler contract included five (5) licenses for the Community Development Suite, which are used for code enforcement, planning & engineering, building permit reviews and building/utility inspections. After reviewing the module's functionality with Planning, Public Works and Electric personnel, a need for ten (10) additional licenses was identified across the three departments.

The Enterprise Permitting & Licensing (EPL) Module for Tyler includes the Community Development Suite and the Business Management Suite. The original Tyler contract included only the implementation of the Community Development Suite within EPL. Business licenses were to be implemented through the Munis Business License module which is not fully integrated with the Community Development Suite where building permits and rental inspection functions are housed.

PRICING AND FUNDING

The annual maintenance cost for ten (10) additional Community Development Suite licenses would be $17,040 per year over the remaining 3.25 years of the initial contract for a total of $55,380. There are no one-time costs associated with the additional licenses.

The one-time cost of the Business License Management Suite implementation services total $41,750. The annual maintenance costs total $13,213 per year over the remaining 3.25 years of the initial contract for a total of $42,942.25

Similar to the previous contract addenda, no additional funding is required at this time because the existing CIP items covering the base ERP Implementation (FY23 CIP) and the first two addenda (FY24 CIP) are sufficient to meet the one-time costs associated with this amendment throughout FY24. The out years of the project will carry the incremental contract costs arising from this third addendum. While no additional funding is required at this time, the approval of Addendum #3 will result in higher total costs than the existing plan. The revised comprehensive ERP project cost will be reflected in the FY2025-29 CIP document and presented for Council approval in the FY25 operating budget.

The proposed amendment would increase the post-implementation total annual SaaS maintenance costs from $172,675 to $199,656.

RECOMMENDATION

Staff recommend that Council authorize Addendum #3 to the SaaS Agreement with Tyler Technologies representing a 3.25 year net investment of $118,258. No additional funding is required at this time, but the additional costs will be layered into the City's future capital and operating budgets.

Quoted By:	Justin Almy
Quote Expiration:	02/12/24
Quote Name:	Milford- EERP- Additional EPL Licenses
Quote Description:	Additional EPL Licenses
Saas Term	3.25

Sales Quotation For:

City of Milford
PO Box 159
201 S. Walnut St.
Milford DE 19963-0159
Phone: +1 (302) 422-6616

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Civic Services			
Community Development Suite	10	0	$ 10,560.00
Enterprise Permitting & Licensing Mobile	10	0	$ 3,520.00
Additional			
GIS	10	0	$ 2,960.00
TOTAL		**0**	**$ 17,040.00**

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 17,040.00
Total Tyler Services	$ 0.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 0.00	$ 0.00
Summary Total	**$ 0.00**	**$ 17,040.00**
Contract Total	**$ 55,380.00**	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available

for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.

- Fees for services included in this sales quotation shall be invoiced as indicated below.
    - Implementation and other professional services fees shall be invoiced as delivered.
    - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
    - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
    - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
    - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
    - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by

Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

EnerGov Community Development: Tyler leads and owns the "Assess and Define" and "Configuration" 2 unique business transactions, 2 template business transactions, 1 geo-rules and 1 automation events. Configuration elements beyond this will be owned by the client.

3.25 Year Term to begin 10/1/23 to align with current billing/contract term.

Quoted By:	Justin Almy
Quote Expiration:	02/12/24
Quote Name:	Milford, DE- EERP- EERP BL migration to EPL
Quote Description:	EPL Business Management Suite
Saas Term	3.25

Sales Quotation For:

City of Milford
PO Box 159
201 S. Walnut St.
Milford DE 19963-0159
Phone: +1 (302) 422-6616

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Civic Services			
Business Management Suite	5	112	$ 5,280.00
Civic Access - Business Management	1	24	$ 6,280.00
Data Insights			
Business Management Feeds	1	0	$ 2,500.00
Additional			
GIS	5	8	$ 1,480.00
Sub-Total:			$ 15,540.00
Less Discount:			$ 2,327.00
TOTAL		**144**	**$ 13,213.00**

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Business Management Enterprise Forms Library (6 Enterprise Forms)	1	$ 3,825.00	$ 0.00	$ 3,825.00	$ 0.00
Project Management	20	$ 175.00	$ 0.00	$ 3,500.00	$ 0.00
Conversions – See Detailed Breakdown Below				$ 8,225.00	$ 0.00
Onsite Implementation	40	$ 200.00	$ 0.00	$ 8,000.00	$ 0.00
Remote Implementation	104	$ 175.00	$ 0.00	$ 18,200.00	$ 0.00
TOTAL				**$ 41,750.00**	**$ 0.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 13,213.00
Total Tyler Services	$ 41,750.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 0.00	$ 0.00
Summary Total	**$ 41,750.00**	**$ 13,213.00**
Contract Total	**$ 84,692.25**	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Detailed Breakdown of Conversions (Included in Summary Total)

Description	Qty	Unit Price	Unit Discount	Extended Price
Conversions				
Business Management	1	$ 8,225.00	$ 0.00	$ 8,225.00
	TOTAL			**$ 8,225.00**

Tyler Annual Discount Detail (Excludes Optional Products)

Description	Annual Fee	Annual Fee Discount	Annual Fee Net
Civic Services			
Business Management Suite	$ 5,280.00	$ 790.00	$ 4,490.00
Civic Access - Business Management	$ 6,280.00	$ 942.00	$ 5,338.00
Data Insights			
Business Management Feeds	$ 2,500.00	$ 375.00	$ 2,125.00
Additional			
GIS	$ 1,480.00	$ 220.00	$ 1,260.00
TOTAL	**$ 15,540.00**	**$ 2,327.00**	**$ 13,213.00**

Comments

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EnerGov Business Management: Tyler leads and owns the "Assess and Define" and "Configuration" of 1 unique business transactions, 1 template business transactions, 1 geo-rules and 1 automation events. Configuration elements beyond this will be

Business Management Forms Library Includes: 1 Licensing - Business License, 1 Licensing - Business License Renewal, 1 Licensing - Business License Delinquent, 1 Licensing - Profession License, 1 Licensing - Profession License Renewal, 1 Licensing Profession License Delinquent.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.

3.25 Year Term to begin 10/1/23 to align with current billing/contract term.

Food Bank OF DELAWARE | Delaware Food Works

A community free of hunger
www.fbd.org

August 17, 2023

The Honorable Arthur J. Campbell
Mayor
City of Milford
201 S Walnut Street
Milford, DE 19963

Dear Mayor Campbell,

As you are well aware, the Food Bank of Delaware is currently constructing a new facility at 102 Delaware Veterans Boulevard (Parcel ID: MD-16-173.00-01-02.08-000) in the Independence Commons Business Park. The City of Milford has been a stalwart partner throughout this construction and we appreciate the time and energy from all the City staff that have gotten this project to this point.

Recently, we have been working on our Comprehensive Signage Plan application and it has been determined that we will need additional assistance from the City in carrying out our intended plan. The deed restrictions for the Independence Commons Business Park lay out specific requirements for signage. Based on our intended usage of the facility and to ensure that it is welcoming to the myriad of visitors that will utilize it, our signage needs are greater than what is currently allowed in the deed restrictions. We are aware that Resolution 2016-05, adopted by the City of Milford City Council, lays out the "Declaration of Covenants, Conditions and Restrictions and Easements" for Independence Commons. Included in this document in Exhibit A, Article 2 is the Sign Requirements. As outlined there, the deed restrictions call for illuminated pan letters in the monument sign and directional signage that is limited to one (1) sign that is no more that two (2) square feet in size. The Food Bank of Delaware plan would create a monument sign that includes an electronic message center and five (5) directional signs throughout the property that are twelve (12) square feet in size. These changes would allow full and complete messaging with all those that visit the Food Bank of Delaware on a daily basis.

As outlined in Exhibit A, Article 5 of Resolution 2016-05, the Declaration of Covenants, Conditions and Restrictions and Easements "may, from time to time, be amended by Resolution," of a majority vote of the City of Milford City Council.

The Food Bank of Delaware respectfully requests that the City Council of the City of Milford make an amendment to the sign requirements for our property and that we be allowed to construct the signage that will best serve the thousands of constituents we assist each year.

We look forward further discussions and, if necessary, discussing this issue with City Council at an upcoming meeting. Should you have any questions, please feel free to contact me by phone at (302) 393-2010 or by e-mail at crobinson@fbd.org.

Thank you in advance!

Sincerely,

Chad Robinson
Vice President of External Affairs

CC: Mr. Mark Whitfield, City Manager
Mr. Rob Pierce, Planning Director

RESOLUTION 2023-19

DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS
Independence Commons in the City of Milford, Kent County, Delaware

Tax Parcel Numbers:	MD-16-173.00-01-02.15-000	MD-16-173.00-01-02.00-000	MD-16-173.00-01-02.14-000
MD-16-173.00-01-20.00-000	MD-16-173.00-01-02.13-000	MD-16-173.00-01-02.24-000	MD-16-173.00-01-02.12-000
MD-16-173.00-01-02.23-000	MD-16-173.00-01-02.11-000	MD-16-173.00-01-02.22-000	MD-16-173.00-01-02.10-000
MD-16-173.00-01-02.21-000	MD-16-173.00-01-02.08-000	MD-16-173.00-01-02.20-000	MD-16-173.00-01-02.07-000
MD-16-173.00-01-02.19-000	MD-16-173.00-01-02.06-000	MD-16-173.00-01-02-18-000	MD-16-173.00-01-02.05-000
MD-16-173.00-01-02.17-000	MD-16-173.00-01-02.03-000	MD-16-173.00-01-02-16-000	MD-16-173.00-01-02.02-000

WHEREAS, in 1998, the City of Milford ("City") purchased and subdivided 211 +/- acres of property on the north and south sides of County Road 409 (Airport Road and east side of State Route 15 (Canterbury Road) for economic development benefits; and

WHEREAS, the City of Milford initially sold the property for $24,000 an acre with appraisals of the properties completed in 2006, 2008 and 2016; and

WHEREAS, it is deemed to be in the best interest of the City of Milford and its taxpayers to sell the land in accordance with its most recent appraisals; and

WHEREAS, as the owner of the subdivision and infrastructure shown and described in Exhibit B, attached hereto, and known as Independence Commons ("property"), the City intends that this property continue to provide employment opportunities and economic benefits to all City residents; and

WHEREAS, the City desires to create, establish, preserve, and maintain a unified commercial development upon the property and finds it appropriate to subject the property to certain easement, covenants and other restrictions for the orderly development and operation of the property and mutual benefit of all owners of the property as a unified commercial development, regardless of time of purchase or zoning district; and

WHEREAS, the City deems it desirable and in the best interest of all present and future owners of the property and all portions thereof, to subject the property to this Declaration.

NOW, THEREFORE, the City hereby declares that the real property described in Exhibit B, effective September 11, 2023, is and will be held, conveyed, acquired, and encumbered subject to the terms and provisions of the Declaration, all of which shall run with the land and binds any respective successors, heirs, and assigns.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Mayor and Council of the City of Milford:

1) City Council approves the Declaration of Covenants, Conditions, Restrictions and Easements attached as Exhibit A.
2) This Resolution shall supersede Resolutions passed by the majority of City Council on February 13, 2006, March 12, 2007, September 22, 2008, and March 14, 2016 in relation to Independence Commons.
3) This Resolution shall supersede Deed Book RE, Volume 8104, Page 278 recorded with Kent County Recorder of Deeds on May 25, 2016.

_____ _____

Mayor City Clerk

Adopted: September 11, 2023

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EXHIBIT A
Declaration of Covenants, Conditions, Restrictions and Easements

Article 1
OC – 1 Office Complex District

A. The Property is zoned OC-1. The purpose of an OC-1 Office Complex District shall be to provide locations for the development of general and professional offices and office parks in areas of high accessibility and visibility. Also, this district will facilitate the expansion of the City's service industries in attractive environments.
B. The Property shall be developed in accordance with this declaration and the terms of the OC-1 zoning district that are in place at the time the Property is purchased. The City shall provide a copy of the OC-1 regulations to the purchaser prior to settlement.

Article 2
Sign Requirements

A. Each office structure may have one sign which pertains only to the permitted use on the premises and shall indicate only the name, insignia and/or address of the use.
B. Wall signs must be integral with or attached flat against the building. (The sign must face the major thoroughfare that the property abuts).
C. The monument signs for this development shall incorporate architectural features and colors common to the buildings. Monument signs shall include individually mounted reverse pan channel letters with internal lighting. Metal cabinets with white Plexiglas shall not be allowed. All signs shall require separate sign permit review and approval.
D. Signs allowed under this section may be a maximum of fifty (50) square feet and may only be indirectly illuminated with non-color light, shall not be flashing, or moving, shall be constructed of stone or brick. Signs constructed of other material will be reviewed and approved by the City Planner and the Planning Commission for conformance and architectural appearance with the Independence Commons concept. No more than 5% of the façade may be used for additional signage.
E. One free standing directional sign of no more than two (2) square feet may be hung at the office driveway entrance.
F. Signs may not overhang the street right-of-way nor otherwise obstruct or impair the safety of pedestrians or motorists.
G. Portable signs and commercial vehicles serving as portable signs are prohibited.
H. Signage may differ from these sign requirements if approved by City Council as part of a Comprehensive Sign Plan conditional use application as outlined in Chapter 230 Zoning.

Article 3
Easements

A. Easements to Facilitate Construction, Installation and Maintenance. The City of Milford hereby

reserves to itself and it successors and assigns, a non-exclusive blanket easement over and through each lot twenty-five (25) feet of any boundary line of such lot to the extent such boundary line runs along any roadway or the 100 year flood plain, and otherwise fifteen (15) feet of any boundary line of such lot, for all purposes reasonably related to the development, installation, completion, maintenance and operation On Community Features on the Property, including without limitation: temporary slope and construction easements; and drainage, erosion control and storm and sanitary sewer easements (including the right to cut or remove trees, bushes or shrubbery, to regrade the soil and to take any similar actions reasonable necessary; provided, however, that thereafter The City of Milford shall cause to be restored the affected area as near as practicable to its original condition; easements for the storage (in a slightly manner) of reasonable supplies of building materials and equipment necessary to complete, repair, operation or maintain such Community Features; and easements for the construction, installation, and Upkeep of improvements (e.g. structures, landscaping, street lights, signage, sidewalks, etc.) on the Property or reasonably necessary to serve the Property.

B. Storm water Management Easement. The City Of Milford hereby reserves to itself and its successors and assigns an easement and the right to grant and reserve easements over and through each lot within twenty-five (25) feet of any boundary line of such lot to the extent such boundary line runs along any roadway or the 100 year flood plain, and fifteen (15) feet of all other boundary lines of such lot, for the construction installation, maintenance, repair, operation and replacement of storm water management facilities, including storm water retention areas, which are Community Features. The City of Milford shall assign its right, title, and interest therein to the Association. Storm water shall be conveyed across lots only by means of storm sewers and appurtenant facilities and piping which shall be designed, installed, and maintained in accordance with the requirements of state and local government authorities having jurisdiction and not by means of trenches, ditches, and swales. Each Owner shall bear the cost of installation of pipes necessary to provide underground conveyance features on adjoining lots. The City of Milford and/or the Association shall also have the right to allow adjacent properties to connect their storm water management facilities into the Storm water Facility for the Property; provided, however that the Owners of such adjacent properties shall be required to agree to bear a portion of the expense of Upkeep for the storm water management facilities for the Property in such amount as may be deemed appropriate by The City of Milford and/or the Association. No such use shall be such as to prevent the Owners of each of the lots from enjoying and making full use of the Storm water Facilities in accordance with their applicable design and capacity requirements under applicable laws and regulations.

C. Easements for Utilities and Related Services. A non-exclusive perpetual blanket easement is hereby granted over and through each lot within twenty-five (25) feet of any boundary line of such lot to the extent such boundary line runs along any roadway or the 100 year flood plain, and fifteen (15) feet of any other boundary line of such lot, for ingress, egress and for installation and Upkeep of the facilities for providing as Community Features for any portion of the Property, and utilities, including without limitation water, sewer, drainage. Gas, electricity, cable, fiber optic, telephone, and television service, whether public or private, to any person installing or providing Upkeep for the aforesaid services. By virtue of this easement, it shall be expressly permissible and proper for The City of Milford, or the Person providing the service to install and maintain the necessary equipment on the Property within the area of such easement and to affix and maintain wires,

circuits, conduits, installations and other features and facilities underground. Any pipes, conduits, lines, wires, transformers, and any other apparatus necessary for the provision of metering of any utility may be installed, maintained, or relocated where contemplated on any site plan approved by the City of Milford, within the easement areas described above. No water, sewer, gas, telephone, electrical, television, or communication lines, systems or facilities may be installed or relocated unless approved by The City of Milford. Should any Person providing utilities or services covered by the foregoing general easement request a specific easement by separate recordable document, The City of Milford shall have, and is hereby given, the right and authority to grant such easement without conflicting with the terms hereof, and, if so requested, the Owner of each lot to be burdened thereby shall join in such document without charge or consideration. Any Person using the easement created herein shall use its best efforts to install and maintain the utilities and services provided for herein with minimal disturbance to the Owners; complete its installation and Upkeep activities as promptly and expeditiously as possible; and restore the surface of the ground to substantially its original condition after completion.

Article 4

Common Expenses

A. Each Owner of any parcel, by acceptance of a deed, agrees to pay to the City of Milford an annual fee for the maintenance of storm water management areas, open space, landscaping, and landscaped buffers. Said such fee is set at $400.00 per lot.

Article 5

General Conditions

A. Each Owner shall be responsible for the management and upkeep of all parking areas, landscaping, entrance features, project signage, storm water management facilities and structures, utilities facilities and associated lighting and irrigation systems located on its lot that are not part of the Community Features.
B. The City of Milford shall be responsible for the management and upkeep of all the Community Features, the cost of which shall be assessed as Common Expense. The City of Milford shall not have any responsibility for the Upkeep of any other portion of the lots (except those lots of which The City of Milford is an Owner) except for the Community Features. The City of Milford shall establish the standard for Upkeep of Community Features in its sole discretion.
C. Each Owner shall keep such Owner's lot and all improvements located on the lot in good order, condition, and repair and in a clean and sanitary condition, including without limitation all necessary grounds maintenance, except to the extent maintained by The City of Milford. Each Owner shall perform this responsibility in such manner as shall not unreasonably disturb or interfere with the other Owners. If any Owner shall fail to keep such Owner's lot in as good repair and condition as when acquired and in neat and orderly condition, consistent with such Rules and Regulations as The City of Milford may promulgate, then The City of Milford may give notice to that Owner of the condition complained of, specifying generally the action to be taken to rectify that condition. If the Owner fails to take the actions specified by The City of Milford or to otherwise

rectify the condition within thirty (30) days after the date of notice is given, or such other period as may be specified in the notice if the circumstances warrant a different period, The City of Milford shall have the right to rectify that condition by taking such action as was specified in the notice. The costs incurred in rectifying the condition shall be assessed against such Owner's lot.

D. Sidewalks. If the public right-of-way adjacent to any lot is improved by a concrete sidewalk or similar structure, the Owner of such lot must maintain the sidewalk adjacent to such Owner's lot to the extent not maintained by The City of Milford as a Community Feature or by the appropriate governmental agency.

E. No person shall make any additions, alteration or improvement in or to any portion of the Property (other than normal Upkeep) which is visible from the exterior of such portion of the Property, without the prior written consent of The City of Milford.

F. No lot may be subdivided, or its boundaries otherwise relocated without the approval of The City of Milford, and Mortgagee of the affected lots, any Owner affected and the appropriate governmental entity. No portion less than all of any lot shall be conveyed or transferred by an Owner without the prior written approval of The City of Milford.

G. Any person obtaining approval of The City of Milford shall commence construction or alteration in accordance with plans and specifications approved within six (6) months after date of approval and shall substantially complete any construction or alteration within such period as within six months after approval, or such other time period determined by The City of Milford, then approval shall lapse.

H. In the event that any purchaser of land within the Property shall not commence construction of a building thereon within two years from the date of settlement, The City of Milford shall have the option of purchasing said land from the owner at any time prior to the commencement of said construction at the purchase price paid therefore as shown in the Owner's settlement sheet.

I. Trash. Except in connection with construction activities, no burning of any trash and no accumulation of storage of litter, refuse, bulk materials, building materials or trash of any other kind shall be permitted on any lot. Trash containers shall not be permitted to remain in public view from another lot except on days of trash collection. Trash containers and refuse disposal systems must be maintained in enclosures or screened in compliance with the Rules and Regulations. No portion of the lot shall be used as an auto junk yard or salvage yard.

J. It is prohibited to have any outdoor storage buildings and outdoor storage of any kind, located on the property.

Article 6

Architectural Review

A. The City of Milford shall develop Design Guidelines. Such Guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full. Such Guidelines include:
   1. Exterior front and side walls are subject to site plan approval and must be finished on the exterior with the following:
      a. Architectural masonry units, excluding concrete block and cinder block
      b. Natural stone
      c. Precast concrete

d. Steel
e. Aluminum
f. Glass materials or the equivalent
g. Vinyl siding

Article 7
Reconstruction and Repair

A**.** If a building or other major improvement located upon a lot is damaged or destroyed, the Owner thereof shall restore the site either by repairing or reconstructing such building or other major improvements or by clearing away the debris and restoring the site to an acceptable condition compatible with the remainder of the Property. Unless The City of Milford permits a longer time period, such work must be commenced within six months after the casualty and substantially within twenty-four months after the casualty.

Article 8
Compliance

A. Failure to comply with any of the terms hereof or the Design Guidelines or the Rules of Regulations shall be grounds for relief, including without limitation, of an action to recover any sums due for money damages, injunctive relief, foreclosure of the lien for payment of all assessments, any other relief provided for herein and any other relief afforded by a court of competent jurisdiction, including attorneys' fees, all of which relief may be sought by The City of Milford and/or its managing agent. Before an action may be sought, the City shall notify the Owner against whom such action would be brought, the reason for the action, and shall be given an opportunity to be heard in a public hearing before the Board of Adjustment.

Article 9
Amendments

This Declaration of Covenants, Conditions, Restrictions and Easements, as herein stated, may, from time to time, be amended by Resolution. Such amendment, supplement, or change shall not become effective except by majority vote of City Council.

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IN WITNESS WHEREOF, the City of Milford, has caused Resolution 2023-19 to be executed this 11th day of September, 2023.

CITY OF MILFORD

_____ _____(SEAL)
Attest/City Clerk By: Mayor Arthur J. Campbell

STATE OF DELAWARE)
) SS.
COUNTY OF SUSSEX)

On this 11th day of September 2023, before me, a Notary Public in and for said County, personally came Arthur J. Campbell, Mayor of the City of Milford, Delaware, a Municipal Corporation, to me personally known to be the respective officer of said Municipal Corporation and the identical person whose name is affixed to the foregoing instrument.

WITNESS my hand and Notarial Seal the day and year last above written.

_____
Notary Public

_____
Date Commission Expires

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EXHIBIT B
Legal Description
LANDS OF MILFORD INDEPENDENCE COMMONS

September 19, 2008

ALL that piece or parcel of land, hereinafter described, situate, lying and being on the northerly side of Airport Road, the easterly side of Canterbury Road and being located in Milford Hundred, Kent County, Delaware, being all of Parcels 3,4,5,6,7,8,9,10,11, 12,13,14,15,16,17,18, lands of the City of Milford, lands of the State of Delaware, Delaware Veterans Boulevard, Patriots Way, West Liberty Way and East Liberty Way as shown on a plat entitled "Milford Independence Commons", completed by Davis, Bowen & Friedel, Inc., dated July 2005 and revised September 2008; said piece or parcel of land being more particularly described as follows:

BEGINNING at a point formed by the intersection of the northerly right-of-way line of Airport Road, (County Road 407) 60 feet wide, with the easterly right-of-way line of Delaware Veterans Boulevard, width varies, said point being the southerly end of a daylight easement to Airport Road,

1) Thence, leaving said right-of-way line of Delaware Veterans Boulevard and coincident with said right-of-way line of Airport Road the following (5) courses and distances, North 69 degrees 39 minutes 23 seconds West 488.77 feet to a point,

2) Thence, along a curve to the left having a radius of 860.89 feet, an arc length of 308.55 feet and a chord bearing and distance of North 79 degrees 52 minutes 40 seconds West 306.91 feet to a point,

3) Thence, South 89 degrees 50 minutes 48 seconds West 625.08 feet to a point,

4) Thence, North 85 degrees 22 minutes 25 seconds West 113.11 feet to a point,

5) Thence, South 89 degrees 51 minutes 46 seconds West 250.00 feet to a point at the southerly end of a daylight easement to Canterbury Road, (Delaware Route 15) width varies,

6) Thence, leaving said right-of-way line of Airport Road and coincident with said daylight easement North 54 degrees 03 minutes 53 seconds West 58.55 feet to a point on the easterly right-of-way line of aforementioned Canterbury Road,

7) Thence, coincident with said right-of-way line of Canterbury Road the following (2) courses and distances, along a curve to the left, having a radius of 2580.67 feet, an arc distance of 254.27 and a chord bearing and distance of North 01 degrees 49 minutes 13 seconds West 254.17 feet to a point,

8) Thence, North 16 degrees 51 minutes 33 seconds West 64.34 feet to a point on the southerly line of lands of, now or formerly Donald B. & Renee A. Smith as recorded in the Office of the Recorder of Deeds in and for Kent County and the State of Delaware in deed book D-485, page 249,

9) Thence, leaving aforementioned right-of-way of Canterbury Road and coincident with said Smith lands, the following (2) courses and distances, North 83 degrees 51 minutes 24 seconds East 268.17 feet to a point,

10) Thence, North 06 degrees 09 minutes 25 seconds West 160.12 feet to a point, on the easterly line

of lands of, now or formerly Beverly H. Messick, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-681, page 186,

11) Thence, leaving said Smith lands and coincident with said Messick Lands North 06 degrees 09 minutes 50 seconds West 275.24 feet to a point, on the easterly line of lands of, now or formerly Richard F. & Emma I. Farley, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-424, page 69,

12) Thence, leaving said Messick lands and coincident with said Farley lands, North 03 degrees 36 minutes 52 seconds West 165.08 feet to a point at the easterly end of a private road,

13) Thence, leaving said Farley lands and coincident with said end of private road and in part coincident with lands of, now or formerly Kevin J. & Christine I. Docherty, as recorded in the aforementioned Office of the Recorder of Deeds in deed book M-42, page 62, North 03 degrees 03 minutes 55 seconds East 143.13 feet to a point, on the southerly line of lands of, now or formerly Paynter A. & Joyce E. Lynch, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-424, page 273,

14) Thence, leaving said Docherty lands and coincident with said Lynch lands the following (2) courses and distances, South 87 degrees 07 minutes 56 seconds East 221.36 feet to a point,

15) Thence, North 02 degrees 49 minutes 41 seconds East 197.76 feet to a point on the easterly line of lands of, now or formerly Dr. Brent & Gwendlyn Elliott, as recorded in the aforementioned Office of the Recorder of Deeds in deed book B-33, page 117, said point also being in the centerline of Swan Creek Branch,

16) Thence, leaving said Lynch lands and coincident by and with the centerline of said branch also coincident with said Elliott lands also coincident with lands of now or formerly Ronald & Debbie Lavere as recorded in the aforementioned Office of the Recorder of Deeds in deed book, A-46 page 229, also coincident with lands of, now or formerly Edward Ripper as recorded in the aforementioned Office of the Recorder of Deeds in deed book P-49, page 239, also coincident with lands of, now or formerly Marty A. & Robin Lavere Messick as recorded in the aforementioned Office of the Recorder of Deeds in deed book 2123, page 193, also coincident with lands of, now or formerly Roger & Ruth Ann Minner as recorded in the aforementioned Office of the Recorder of Deeds in deed book I-30, page 53, also coincident with lands of, now or formerly James A. Bowman as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-397, page 3, the following (20) courses and distances, North 02 degrees 36 minutes 13 seconds West 24.24 feet to a point,

17) Thence, North 26 degrees 41 minutes 21 seconds East 74.64 feet to a point,

18) Thence, North 73 degrees 46 minutes 40 seconds East 40.42 feet to a point,

19) Thence, North 60 degrees 55 minutes 03 seconds East 45.25 feet to a point,

20) Thence, North 64 degrees 17 minutes 03 seconds East 70.86 feet to a point,

21) Thence, North 31 degrees 59 minutes 01 seconds East 40.16 feet to a point,

22) Thence, North 33 degrees 34 minutes 30 seconds East 52.71 feet to a point,

23) Thence, North 37 degrees 04 minutes 53 seconds East 56.03 feet to a point,

24) Thence, North 01 degrees 26 minutes 29 seconds West 27.35 feet to a point,

25) Thence, North 84 degrees 23 minutes 10 seconds East 69.26 feet to a point,

26) Thence, North 56 degrees 08 minutes 29 seconds East 357.40 feet to a point,

27) Thence, North 05 degrees 30 minutes 15 seconds East 30.70 feet to a point,

28) Thence, North 43 degrees 22 minutes 30 seconds East 137.43 feet to a point,

29) Thence, North 38 degrees 15 minutes 15 seconds East 111.56 feet to a point,

30) Thence, North 84 degrees 35 minutes 41 seconds East 160.76 feet to a point,

31) Thence, North 65 degrees 09 minutes 48 seconds East 148.49 feet to a point,

32) Thence, North 27 degrees 47 minutes 42 seconds East 92.54 feet to a point,

33) Thence, North 46 degrees 29 minutes 11 seconds East 146.05 feet to a point,

34) Thence, North 81 degrees 54 minutes 47 seconds East 126.16 feet to a point,

35) Thence, North 73 degrees 40 minutes 00 seconds East 19.83 feet to a point on the westerly line of lands of, now or formerly Delaware Hospice, Inc. as shown on aforementioned plat of "Milford Independence Commons"

36) Thence, leaving the centerline of aforementioned Swan Creek Branch and coincident with said Delaware Hospice lands, South 11 degrees 05 minutes 32 seconds East 937.30 feet to a point on the northerly line of lands of, now or formerly Darren J. & Judith M. Sobota as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-170, page 321,

37) Thence, leaving said Delaware Hospice lands and coincident with said Sobota lands South 73 degrees 28 minutes 51 seconds West 178.71 feet to a point on the southerly line of lands of, now or formerly P.J. Walker as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-543, page132,

38) Thence, leaving said Sobota lands and coincident with said Walker lands, also coincident with lands of, now or formerly Melody Booker-Gardner as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-704, page 292, also coincident with lands of, now or formerly Randy E. Marvel, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-543, page 128, South 65 degrees 33 minutes 59 seconds East 1525.85 feet to a point on the westerly line of lands of, now or formerly John K. & Joseph A. Huber as recorded in the aforementioned Office of the Recorder of Deeds in deed book Q-51, page 151,

39) Thence, leaving said Marvel lands and coincident with said Huber lands, also coincident with lands of, now or formerly Anthony & Elizabeth Cadiz as recorded in the aforementioned Office of the

Recorder of Deeds in deed book Z-53, page 310, also coincident with lands of, now or formerly Henry F. & Barbara G. Traute as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-152, page 219, also in part coincident with lands of, now or formerly Raymond D. & Marianne Flavin Jr. as recorded in the Office of the Recorder of Deeds in deed book I-54, page 27, South 31 degrees 53 minutes 34 seconds West 850.72 feet to a point on the northerly line of lands of, now or formerly Tim Johnson as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-286, page 59, being designated as Parcel 2 on aforementioned plat of "Milford Independence Commons"

40) Thence, leaving said Flavin lands and coincident with said Parcel 2, also coincident with other lands of, now or formerly Tim Johnson as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-592, page 1, being designated as Parcel 1 on aforementioned plat of "Milford Independence Commons" the following (9) courses and distances, North 58 degrees 09 minutes 09 seconds West 420.55 feet to a point,

41) Thence, South 31 degrees 42 minutes 14 seconds West 214.19 feet to a point,

42) Thence, along a curve to the right, having a radius of 95.00 feet, an arc distance of 130.17 and a chord bearing and distance of South 70 degrees 57 minutes 28 seconds West 120.22 feet to a point,

43) Thence, North 69 degrees 47 minutes 16 seconds West 323.55 feet to a point,

44) Thence, along a curve to the left, having a radius of 30.00 feet, an arc distance of 47.12 and a chord bearing and distance of South 65 degrees 12 minutes 44 seconds West 42.43 feet to a point,

45) Thence, South 20 degrees 12 minutes 44 seconds West 110.55 feet to a point,

46) Thence, South 12 degrees 20 minutes 44 seconds West 75.74 feet to a point,

47) Thence, South 20 degrees 20 minutes 58 seconds West 47.82 feet to a point,

48) Thence, South 24 degrees 39 minutes 02 seconds East 106.01 feet to the point and place of beginning; **CONTAINING** 98.25 acres of land, more or less.

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CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative.
This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-33

Preliminary Conditional Use Site Plan Application of Helmick Milford – Fast Food
1.024 +/- acres of land located at the southwest
corner of Warner Road and US Route 113
Comprehensive Plan Designation: Commercial
Zoning District: C-3 (Highway Commercial District)
Present use: Vacant Proposed Use: Fast Food Restaurant & Drive-in Restaurant
Tax Parcel: MD-16-174.14-01-03.02

WHEREAS, the owner of the property as above described herein have petitioned the City of Milford for a Preliminary Conditional Use Site Plan for a two-unit/multi-use structure; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Preliminary Conditional Use Site Plan, as herein described.

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

Section 1. Chapter 230-45 states "in any and all districts, multiple permitted uses or mixed use of a property shall be deemed a conditional use subject to special requirements," when approved by City Council.

Section 2. Fast-food restaurants and drive-in restaurants are permitted uses within the C-3 zoning district.

Section 3. Following adoption of Ordinance 2023-33, and upon the effective date, Helmick Milford, LLC is hereby granted a Preliminary Conditional Use Site Plan approval to construct a 4,812 square foot, 2-unit commercial structure, for use as a fast-food restaurant and a drive-thru restaurant, in accordance with the application, approved plans, and any conditions set forth at the Public Hearings.

Section 4. Preliminary approval from City Council shall be void after 24 months unless an extension is requested by the owner and approved for good cause by the Planning Commission prior to the expiration, otherwise the Preliminary Conditional Use Site Plan approval becomes void.

Section 5. Dates.
Planning Commission Review & Public Hearing: September 19, 2023

City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten days following Adoption by City Council

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

PUBLIC WORKS FACILITY
180 Vickers Drive
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

DATA SHEET FOR HELMICK MILFORD – FAST FOOD

Planning Commission Meeting: September 19, 2023

Application Number / Name	:	21-041 / Helmick Milford – Fast Food
Applicant	:	Helmick Milford, LLC PO Box 162 Montchanin, DE 19710
Owner	:	Same
Application Type	:	Preliminary Conditional Use Site Plan
Comprehensive Plan Designation	:	Commercial
Zoning District	:	C-3 (Highway Commercial District)
Present Use	:	Vacant
Proposed Use	:	Fast Food Restaurant & Drive-in Restaurant
Area and Location	:	1.024 +/- acres of land located at the southwest corner of Warner Road and US Route 113, addressed as 997 N. Dupont Blvd.
Property Identification Numbers	:	MD-16-174.14-01-03.02

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

PUBLIC WORKS FACILITY
180 Vickers Drive
Milford, DE 19963
www.cityofmilford.com

THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
Planning, Economic Development,
Enforcement, and Inspections Office
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STAFF ANALYSIS REPORT
August 28, 2023

Application Number / Name	**:**	21-041 / Helmick Milford – Fast Food
Property Identification Numbers	**:**	MD-16-174.14-01-03.02
Area and Location	**:**	1.024 +/- acres of land located at the southwest corner of Warner Road and US Route 113, addressed as 997 N. Dupont Blvd.

I. BACKGROUND INFORMATION:

- The applicant received preliminary site plan approval from the Planning Commission on January 18, 2022 and conditional use approval from City Council on January 24, 2022. Since the applicant did not obtain final site plan approval nor a preliminary site plan approval extension within 12 months, the preliminary approvals have expired.

- The applicant proposes to construct a 4,812 square foot, 2-unit commercial structure on the above referenced parcel as shown on the provided preliminary site plan. The applicant proposes a fast-food restaurant in one tenant space and a drive-in restaurant in the second tenant space.

- Per Chapter 230-45, "in any and all districts, multiple permitted uses or mixed use of a property shall be deemed a conditional use subject to special requirements." It should be noted "fast-food restaurants and drive-in restaurants" are permitted uses within the C-3 zoning district.

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 Preliminary Conditional Use Site Plan approval:

- The plans have been reviewed based on the updated zoning code and meet the minimum requirements for Chapter 230 Zoning and Chapter 200 Subdivision of Land. The applicant had to add a few additional trees and adjust the location of the islands within the parking lot. Otherwise, the plan remains the same from the previously approved Preliminary Conditional Use Site Plan.

- The updated plans have been reviewed for general compliance with the City's Standard Construction Specifications and the plan review comments from 2021 still apply. The applicant acknowledged plan review comments from the City Engineer and agrees to address these during the Final Site Plan submission process.

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

  A. The presence of adjoining similar uses.

     The property is bound on the north and east by State maintained roads. The property to the west contains a movie theater and church and the property to the south contains a multiple tenant office building.

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

     The proposed uses are permitted by-right within the C-3 zoning district when constructed individually.

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

     The Comprehensive Plan designates the property as commercial for which the C-3 Highway Commercial zoning district is permissible. The purpose of the C-3 zoning 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.

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

     The property is surrounded by other similar commercial uses and does not need screening.

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

     The proposed use is consistent with the purpose and intent of the C-3 Highway Commercial zoning district and should not detract from similar adjacent commercial uses.

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

     The subject parcel is the site of a former fast-food restaurant which was demolished within the past few years. The proposed redevelopment would not require screening from adjacent similar commercial uses and the preliminary site plan meets the minimum parking and setback requirements. The site would be served by existing entrances on Route 113 and Warner Road which are State maintained.

- The following comments must be addressed prior to final site plan approval;
  - Final Site Plan approval will require approvals or no objection letters from DelDOT, State Fire Marshal's Office, and Kent Conservation District;
  - Applicant must address Preliminary Site Plan review comments dated October 14, 2021 (a copy is provided 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:

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

- **Delaware Health and Social Services – Division of Public Health**
  No comments provided.

- **Department of Natural Resources and Environmental Control (DNREC), Division of Water, Surface Water Discharges Section (SWDS)**
  No comments provided.

- **Kent Conservation District**
  No comments provided.

- **Delaware State Fire Marshal's Office**
  See attached comments.

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

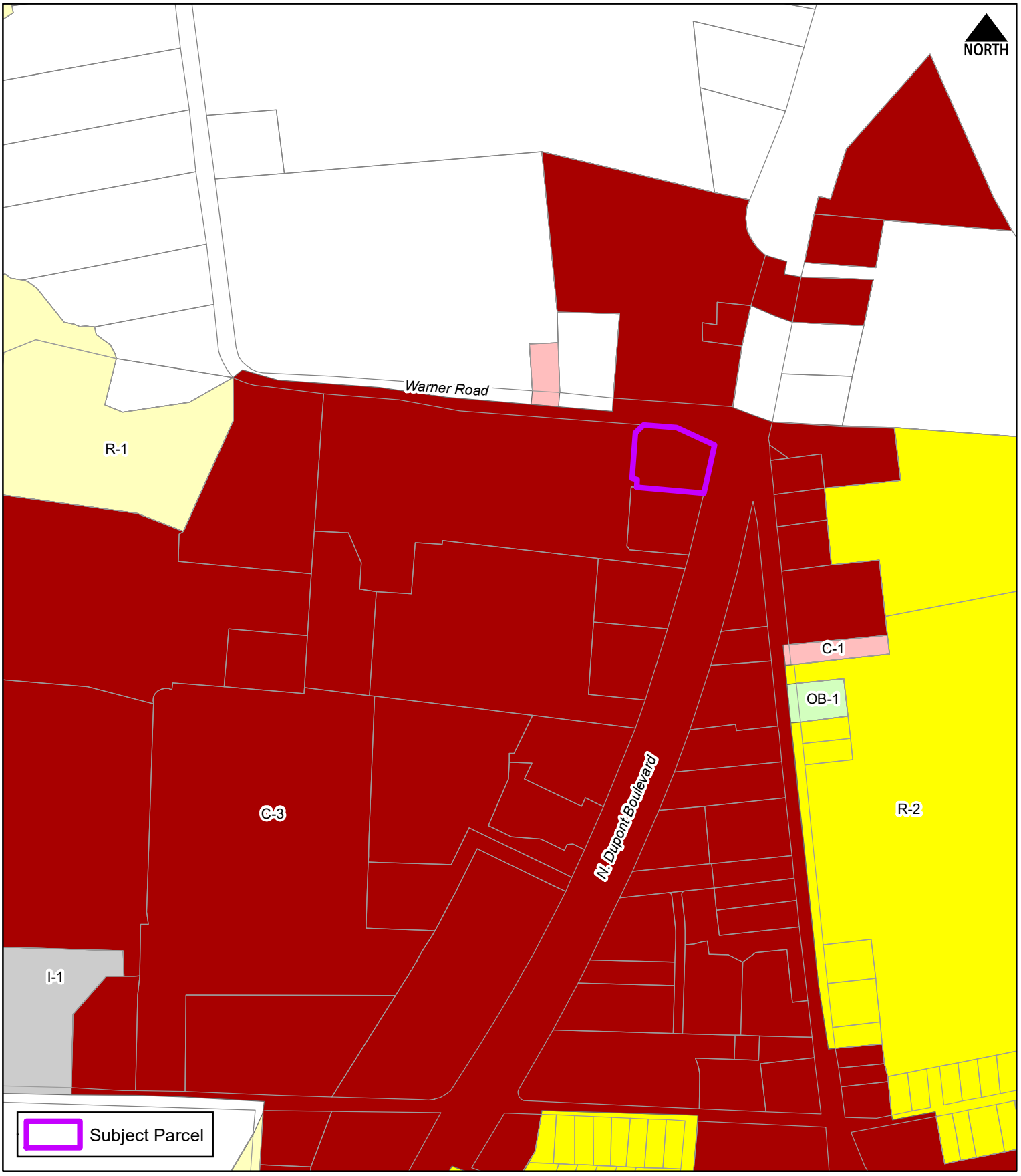
- **City Engineer**
  See attached Preliminary Site Plan review comments dated October 14, 2021 and the applicant's response.

- **City of Milford Public Works Department**
  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.



THE CITY of Milford DELAWARE

Scale: 0 200 400 Feet

Drawn by: WRP

Date: 10/01/21

Filepath: PreSitePlan_HelmickMilford_FastFood.mxd

Title:

Preliminary Site Plan

Helmick Milford, LLC - Fast Food

Location & Zoning Map

PLAN PURPOSE

THE PURPOSE OF THIS PLAN IS TO DEVELOP THE PARCEL WITH A FAST-FOOD AND DRIVE-IN RESTAURANT WITH ASSOCIATED DRIVE AISLES AND PARKING.

GENERAL NOTES

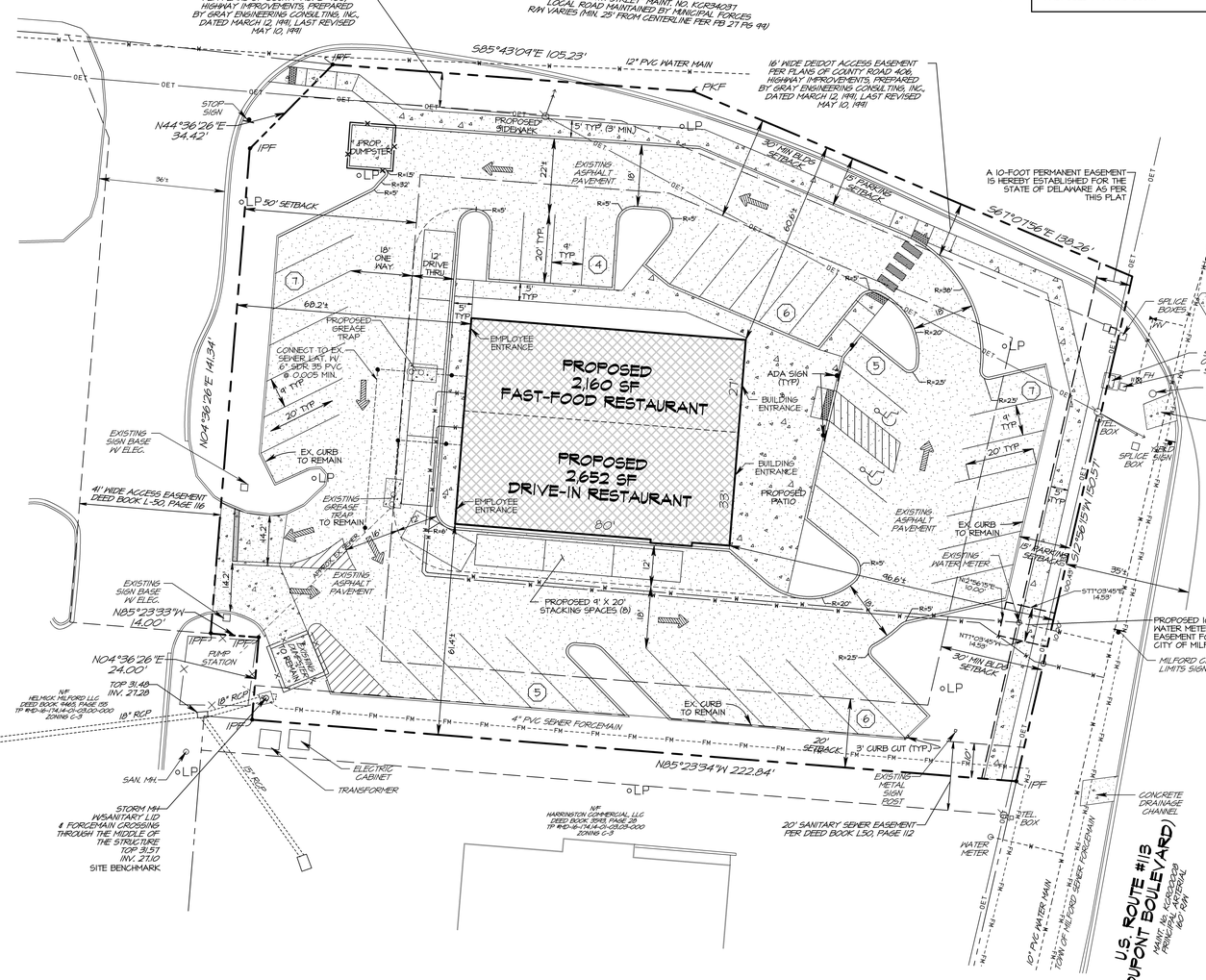
1. THE BOUNDARY INFORMATION SHOWN ON THESE DRAWINGS IS BASED ON A SURVEY PERFORMED BY HILLCREST ASSOCIATES, INC. ON AUGUST 2021.
2. HORIZONTAL DATUM IS BASED ON DELAWARE STATE GRID, NAD83/91, CONTROL MONUMENTS LEICA SMARTNET VIRTUAL RTK-VRN.
3. HYDRIC SOILS ARE NOT INDICATED AS BEING PRESENT ACCORDING TO THE SUSSEX COUNTY SOIL SURVEY.
4. 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.
5. ALL MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. MATERIALS AND WORKMANSHIP SHALL MEET THE REQUIREMENTS OF THE CITY OF MILFORD STANDARD SPECIFICATIONS FOR INSTALLATION OF UTILITY CONSTRUCTION AND SUBDIVISION PAVEMENT DESIGN AND ALL APPLICABLE AGENCIES HAVING JURISDICTION OVER THE PROPOSED IMPROVEMENTS.
6. USE ONLY SUITABLE AND APPROVED GRANULAR MATERIAL FOR BACKFILLING TRENCHES.
7. 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.
8. 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.
9. 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.
10. 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.
11. PRIOR TO ISOLATION AND CUT-IN PROCEDURES, CONTRACTOR SHALL EXCAVATE, LOCATE, AND OBSERVE FUNCTION OF ALL EXISTING VALVES TO ASSIST IN THE SYSTEM ISOLATION.
12. SHOP DRAWINGS FOR ANY ITEM(S) WHICH WILL EVENTUALLY BE TAKEN OVER BY THE CITY SHALL BE SUBMITTED TO THE CITY ENGINEER FOR REVIEW AND APPROVAL PRIOR TO THE ORDERING OF AND/OR INSTALLATION OF THE ITEM(S).
13. 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 MINIMUM DIAMETER OF SIX (6) INCHES AND HAVE A MINIMUM COVER OF 36 INCHES.
14. 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 SEWERS 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.
15. THERE SHALL BE A MINIMUM VERTICAL SEPARATION OF 12 INCHES BETWEEN ANY STORM DRAINPIPE 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.
16. BASED UPON F.E.M.A. FLOOD INSURANCE RATE MAP 10005C0041K, WITH EFFECTIVE DATE ON MARCH 16, 2015, THIS SITE IS NOT LOCATED WITHIN A FEMA FLOOD ZONE.ALL ROADWAYS ARE TO BE SWEPT FREE OF SEDIMENT ON A DAILY BASIS.
17. 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.
18. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT PAVING IS INSTALLED TO THE ELEVATIONS SHOWN AND THAT NO PONDING OF WATER WILL OCCUR AFTER PAVING IS COMPLETE.
19. ALL FIRE LANES, FIRE HYDRANTS, EXITS, AND STANDPIPES WILL BE MARKED IN ACCORDANCE WITH STATE FIRE PREVENTION REGULATIONS.
20. 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.
21. DRAWINGS DO NOT INCLUDE 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.
22. 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.
23. THE OWNER AND/OR THEIR CONTRACTOR IS RESPONSIBLE FOR OBTAINING THE SERVICES OF A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF DELAWARE FOR THE PERMANENTLY RE-ESTABLISHING OF 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.
24. THE OWNER SHALL BE RESPONSIBLE FOR THE SHORT-TERM MAINTENANCE OF THE ANY AND ALL STORMWATER MANAGEMENT FACILITIES AND STORM SEWER SYSTEMS UNTIL SUCH TIME THAT THE LONG-TERM MAINTENANCE RESPONSIBILITIES CAN BE TRANSFERRED TO A LEGALLY-ESTABLISHED HOMEOWNERS ASSOCIATION OR OTHER RESPONSIBLE ENTITY.
25. 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, STORM SEWER PIPES AND CATCH BASINS, INSTALLED FULLY WITHIN CITY RIGHT-OF-WAY; ONCE THE FOLLOWING CONDITIONS HAVE BEEN MET:
    A. ALL ITEMS HAVE PASSED CITY INSPECTION;
    B. THE CITY HAS RECEIVED AND APPROVED DIGITAL AND HARD COPIES OF THE RECORD DRAWINGS; AND
    C. THE RIGHTS-OF-WAY AND/OR EASEMENTS HAVE BEEN DEEDED TO THE CITY AND RECORDED WITH THE RECORDER OF DEEDS.
26. 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.
27. 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.
28. 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.
29. 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.
30. 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.
31. 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/OR 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.
32. A MAINTENANCE BOND IN THE AMOUNT OF 10% OF THE CONSTRUCTION VALUE FOR ANY CONSTRUCTED IMPROVEMENTS AND A PERFORMANCE BOND IN THE AMOUNT OF 125% OF THE CONSTRUCTION VALUE FOR ANY UNCOMPLETED WORK SHALL BE PROVIDED IN ORDER TO ACHIEVE FINAL COMPLETION OF THE IMPROVEMENTS AND RELEASE OF ANY COMPLETION GUARANTY. THE MAINTENANCE PERIOD SHALL BE A MINIMUM OF ONE YEAR AND ALL CONSTRUCTION VALUES MUST BE SUBMITTED TO, REVIEWED AND APPROVED BY THE CITY ENGINEER PRIOR TO THE ISSUANCE OF ANY BONDS.
33. UPON COMPLETION OF THE CONSTRUCTION IMPROVEMENTS AND PRIOR TO THE RELEASE OF ANY DEVELOPER'S COMPLETION GUARANTEE, THE DEVELOPER SHALL PROVIDE THE CITY ENGINEER A DRAFT PAPER SET OF DETAILED RECORD PLANS (PLAN VIEW AND PROFILE SHEETS). 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 OR SURVEYOR. ADDITIONALLY, A CD SHALL BE PROVIDED WITH DIGITAL RECORD INFORMATION IN AUTOCAD FORMAT (VERSION 2018 OR LATER). THE DIGITAL INFORMATION SHALL BE ON DELAWARE STATE PLANE, NAD 83 HORIZONTAL CONTROL AND NAVD88 VERTICAL CONTROL. RECORD PLAN INFORMATION SHALL INCLUDE SURVEYED AS-BUILT ELEVATIONS AND HORIZONTAL LOCATIONS OF THE FOLLOWING:
    A. ALL PROPERTY MONUMENTS/MARKERS;
    B. SEWER MANHOLE RIM & INVERT ELEVATIONS, WITH ASSOCIATED PIPE SIZES & MATERIALS NOTED, PUMP STATION RIM, BOTTOM & INVERT ELEVATIONS WITH ASSOCIATED PIPE SIZES & MATERIALS NOTED, FORCEMAIN INVERT ELEVATIONS EVERY 50 FEET, FORCEMAIN AIR RELEASE VALVE RIM & INVERT ELEVATIONS, SEWER CLEANOUT RIM & INVERT ELEVATIONS, AND GREASE TRAP RIM, BOTTOM & INVERT ELEVATIONS;
    C. WATER VALVES, FIRE HYDRANTS, METER VAULTS, METER PITS, AND CURB STOPS;
    D. STORM SEWER CATCH BASIN AND/OR MANHOLE GRATE RIM & INVERT ELEVATIONS WITH ASSOCIATED PIPE SIZES & MATERIALS NOTED; AND
    E. ANY OTHER ITEM WHICH WILL BE TAKEN OVER BY THE CITY.
34. THE CONTRACTOR SHALL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT AT (302) 422-1110 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.
35. ACCORDING TO KENT COUNTY ONLINE MAPPING NO WATER RESOURCE PROTECTION AREA EXISTS ON THIS PARCEL.
36. ACCORDING TO KENT COUNTY ONLINE MAPPING NO STATE OR FEDERAL WETLANDS EXIST ON THE PARCEL, HOWEVER NO WETLAND DELINEATION WAS PERFORMED AS PART OF PREPARING THIS PLAN.

DRAWING INDEX:

DWG #	PLAN
1 of 2	PRELIMINARY SITE PLAN
2 of 2	EXISTING CONDITIONS/DEMOLITION PLAN

CONDITIONAL USE APPLICATION NUMBER 21-041

A CONDITIONAL USE WAS APPROVED BY THE CITY COUNCIL ON JANUARY 24, 2022 TO PERMIT MULTIPLE PERMITTED USES OR MIXED USES OF A PROPERTY WITHIN THE C-2 (HIGHWAY COMMERCIAL) ZONING DISTRICT.



0 5 10 20 40 60
GRAPHIC SCALE

BEFORE YOU DIG
ANYWHERE IN *DELAWARE*
STOP CALL 1-800-282-8555
OUTSIDE DELAWARE CALL 1-800-441-8355
REQUIRES 3 WORKING DAYS NOTICE BEFORE YOU EXCAVATE
MISS UTILITY OF DELMARVA

ENGINEER STATEMENT

I HEREBY STATE 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.

8-14-23

R. MATTHEW LONGO, P.E. — DATE
DE LICENSE NO. 13748

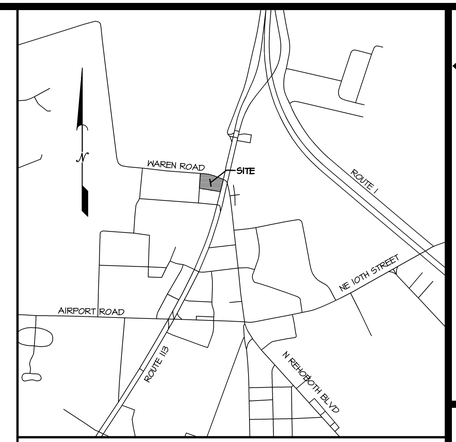
OWNER/DEVELOPER CERTIFICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNER OF THE PROPERTY SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT OUR DIRECTION AND WE ACKNOWLEDGE THE SAME TO BE OUR ACT, AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

ART HELMICK, MANAGING MEMBER
HELMICK MILFORD LLC

LEGEND

- PROPERTY BOUNDARY
- ADJOINING PROPERTY
- EXISTING EASEMENT
- EXISTING EDGE OF PAEMENT
- EXISTING FENCE
- BUILDING SETBACK LINE
- EXISITING CURB
- EXISTING PAVEMENT
- EXISTING FORCE MAIN (FM)
- EXISTING STORM PIPE WITH INLET
- PROPOSED BUILDING
- PROPOSED EDGE OF PAVEMENT
- PROPOSED SIDEWALK
- PROPOSED CURB
- PROPOSED PARKING COUNT (7)



LOCATION MAP — SCALE: 1"= 2000'

DATA COLUMN

1.	TAX PARCEL NUMBER(S):	MD-16-174.14-01-03.02-000
	SITE ADDRESS	987 N DUPONT BLVD MILFORD, DE 19963
	DEED REFERENCE:	DEED BOOK 4742, PAGE 248
	OWNER/ DEVELOPER:	HELMICK MILFORD LLC PO BOX 162 MONTCHANIN, DE 19710 (302) 530-5151
2.	TOTAL TRACT AREA:	1.024 ACRES
3.	CURRENT ZONING DISTRICT:	C3 (HIGHWAY COMMERCIAL DISTRICT)
4.	EXISTIING USE:	DRIVE-IN RESTAURANT
5.	PROPOSED USE:	DRIVE-IN RESTAURANT AND FAST-FOOD RESTAURANT

AREA AND BULK TABULATION

		REQUIRED (C3)	PROPOSED
A.	MINIMUM LOT AREA:	1 ACRE	1.024 ACRES
B.	MAXIMUM LOT COVERAGE:	80%	73.1%
C.	MINIMUM LOT WIDTH: INTERIOR:	150 FT	EX. 150 FT
	CORNER:	170 FT	
D.	MAXIMUM HEIGHT OF BUILDING:	35 FT OR THREE STORIES	20 FT.
E.	MINIMUM BUILDING SETBACK:	30 FT	96.6 FT ±
F.	MINIMUM SIDE YARD:	20 FT MIN. 50 FT AGG.	60.6 FT ±
G.	MINIMUM REAR YARD:	50 FT	68.2 FT ±
H.	PARKING SETBACK: STREET LINE:	15 FT	15 FT

PARKING TABULATION

OFF STREET PARKING REQUIRED:
RESTAURANTS: 1 SPACE PER 3 SEATING ACCOMODATIONS + 1 SPACE PER 2 EMPLOYEES ON SHIFT OF THE GREATEST EMPLOYMENT
TOTAL REQUIRED: 200 SEATS / 3) + (14 EMPLOYEES / 2) =
40 PARKING SPACES (MINIMUM 2 ADA SPACES WITH 1 VAN ACCESSIBLE)

TOTAL PROVIDED: 40 PARKING SPACES (2 ADA SPACES WITH 1 VAN ACCESSIBLE SPACE)
(ALSO 8 STACKING SPACES)

WASTEWATER GENERATION

RESTAURANTS AND EATING PLACES, WITH RESTROOMS
1 EDU = (6 FIXUNITS) ÷ 2.5 FIXUNITS PER TENANT
2 TENANTS X 2.5 = 5 EDU'S

UTILITY PROVIDERS

CITY OF MILFORD
ELECTRIC
WATER
WASTEWATER
VERIZON
CHESAPEAKE UTILITIES

CITY OF MILFORD APPROVAL

MARK WHITFIELD — CITY MANAGER — DATE

CITY PLANNING DEPARTMENT APPROVAL

PLANS HAVE BEEN REVIEWED AND ARE FOUND TO BE IN GENERAL CONFORMANCE WITH THE MOST RECENTLY ADOPTED AND CERTIFIED VERSIONS OF THE CITY OF MILFORD'S CODE OF ORDINANCES AND COMPREHENSIVE LAND USE PLAN. THE OWNER AND THEIR ENGINEER AND/OR SURVEYOR ASSUME ALL RESPONSIBILITY FOR THE DESIGN AS CONTEMPLATED HEREIN AND ACCURACY OF ALL INFORMATION SHOWN HEREON.

CITY ENGINEER APPROVAL

CONSTRUCTION IMPROVEMENTS PLANS HAVE BEEN REVIEWED AND ARE FOUND TO BE IN GENERAL CONFORMANCE WITH THE CITY OF MILFORD'S STANDARD SPECIFICATIONS FOR INSTALLATION OF UTILITY CONSTRUCTION PROJECTS AND SUBDIVISION PAVEMENT DESIGN. THE OWNER AND THEIR ENGINEER AND/OR SURVEYOR ASSUME ALL RESPONSIBILITY FOR THE DESIGN AS CONTEMPLATED HEREIN AND ACCURACY OF ALL INFORMATION SHOWN HEREON.

CITY ENGINEER — DATE

HILLCREST ASSOCIATES
ARCHITECTURE • ENGINEERING • LAND PLANNING • SURVEYING
P.O. BOX 1180
HOCKESSIN, DE 19707
PH: 610.274.8813
FAX: 610.274.0567

SEAL

DATE	REVISION	
8/15/23	REVISED PARKING LAYOUT	TAS

DATE: 8-3-23
DRAWN BY: TAS
CHECKD. BY: RML
PROJ. NO.: 4707
SCALE: 1"=20'
CAD FILE NAME: 4707EDSITE

PRELIMINARY SITE PLAN
997 N DUPONT BLVD
CITY OF MILFORD
KENT COUNTY, DELAWARE

DWG. NO.
1 OF 2

DELDOT GENERAL NOTES:

(AS REVISED MARCH 21, 2019)

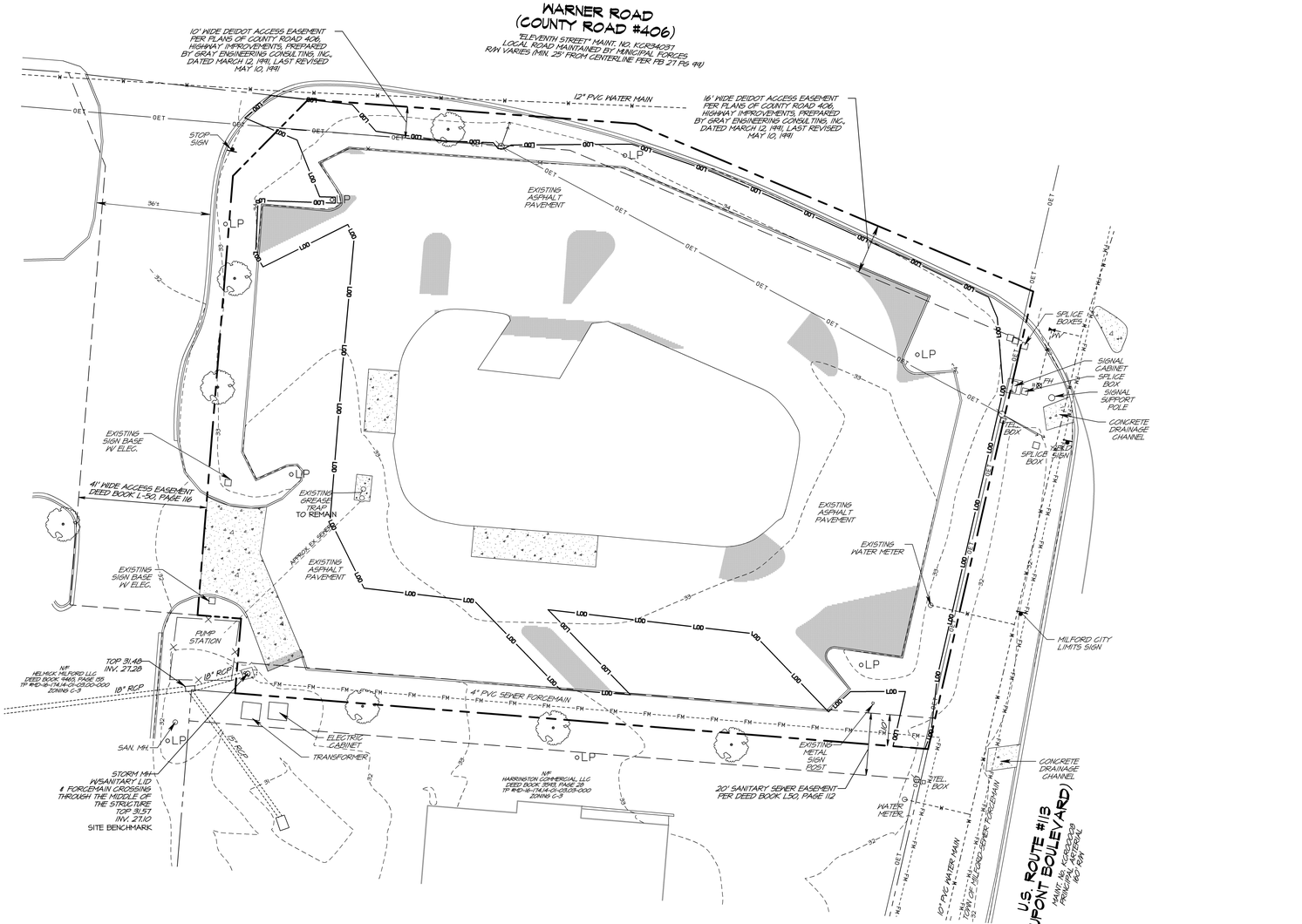
1. ALL ENTRANCES SHALL CONFORM TO THE DELAWARE DEPARTMENT OF TRANSPORTATION'S (DELDOT'S) CURRENT DEVELOPMENT COORDINATION MANUAL AND SHALL BE SUBJECT TO ITS APPROVAL.
2. NO LANDSCAPING SHALL BE ALLOWED WITHIN THE RIGHT-OF-WAY UNLESS THE PLANS ARE COMPLIANT WITH SECTION 3.7 OF THE DEVELOPMENT COORDINATION MANUAL.
3. SHRUBBERY, PLANTINGS, SIGNS AND/OR OTHER VISUAL BARRIERS THAT COULD OBSTRUCT THE SIGHT DISTANCE OF A DRIVER PREPARING TO ENTER THE ROADWAY ARE PROHIBITED WITHIN THE DEFINED DEPARTURE SIGHT TRIANGLE AREA ESTABLISHED ON THIS PLAN. IF THE ESTABLISHED DEPARTURE SIGHT TRIANGLE AREA IS OUTSIDE THE RIGHT-OF-WAY OR PROJECTS ONTO AN ADJACENT PROPERTY OWNER'S LAND, A SIGHT EASEMENT SHOULD BE ESTABLISHED AND RECORDED WITH ALL AFFECTED PROPERTY OWNERS TO MAINTAIN THE REQUIRED SIGHT DISTANCE.
4. UPON COMPLETION OF THE CONSTRUCTION OF THE SIDEWALK OR SHARED-USE PATH ACROSS THIS PROJECT'S FRONTAGE AND PHYSICAL CONNECTION TO ADJACENT EXISTING FACILITIES, THE DEVELOPER, THE PROPERTY OWNERS OR BOTH ASSOCIATED WITH THIS PROJECT, SHALL BE RESPONSIBLE TO REMOVE ANY EXISTING ROAD TIE-IN CONNECTIONS LOCATED ALONG ADJACENT PROPERTIES, AND RESTORE THE AREA TO GRASS. SUCH ACTIONS SHALL BE COMPLETED AT DELDOT'S DISCRETION, AND IN CONFORMANCE WITH DELDOT'S DEVELOPMENT COORDINATION MANUAL.
5. PRIVATE STREETS CONSTRUCTED WITHIN THIS SUBDIVISION SHALL BE MAINTAINED BY THE DEVELOPER, THE PROPERTY OWNERS WITHIN THIS SUBDIVISION OR BOTH (TITLE 17, 131). DELDOT ASSUMES NO RESPONSIBILITIES FOR THE FUTURE MAINTENANCE OF THESE STREETS.
6. THE SIDEWALK SHALL BE THE RESPONSIBILITY OF THE DEVELOPER, THE PROPERTY OWNERS OR BOTH WITHIN THIS SUBDIVISION. THE STATE OF DELAWARE ASSUMES NO RESPONSIBILITY FOR THE FUTURE MAINTENANCE FOR THE SIDEWALK.
7. DRIVEWAYS WILL NOT BE PERMITTED TO BE PLACED AT CATCH BASIN LOCATIONS.
8. TO MINIMIZE RUTTING AND EROSION OF THE ROADSIDE DUE TO ON-STREET PARKING, DRIVEWAY AND BUILDING LAYOUTS MUST BE CONFIGURED TO ALLOW FOR VEHICLES TO BE STORED IN THE DRIVEWAY BEYOND THE RIGHT-OF-WAY, WITHOUT INTERFERING WITH SIDEWALK ACCESS AND CLEARANCE.
9. THE DEVELOPER SHALL BE REQUIRED TO FURNISH AND PLACE RIGHT-OF-WAY MONUMENTS IN ACCORDANCE WITH DELDOT'S DEVELOPMENT COORDINATION MANUAL.
10. THE DEVELOPER SHALL BE REQUIRED TO FURNISH AND PLACE RIGHT-OF-WAY MARKERS TO PROVIDE A PERMANENT REFERENCE FOR RE-ESTABLISHING THE RIGHT-OF-WAY AND PROPERTY CORNERS ON LOCAL AND HIGHER ORDER FRONTAGE ROADS. RIGHT-OF-WAY MARKERS SHALL BE SET AND/OR PLACED ALONG THE FRONTAGE ROAD RIGHT-OF-WAY AT PROPERTY CORNERS AND AT EACH CHANGE IN RIGHT-OF-WAY ALIGNMENT IN ACCORDANCE WITH SECTION 3.2.4.2 OF THE DEVELOPMENT COORDINATION MANUAL.
11. CONSTRUCTION WILL NOT BE PERMITTED UNTIL CONSTRUCTION PLANS HAVE BEEN APPROVED, SURETY HAS BEEN RECEIVED AND THE TRAFFIC SIGNAL AGREEMENT IS COMPLETE. AT DELDOT'S DISCRETION, A TEMPORARY CONSTRUCTION ENTRANCE PERMIT MAY BE ISSUED FOR CLEARING, GRUBBING, TEMPORARY ENTRANCE CONSTRUCTION, BULK &
12. THIS COMMERCIAL PARCEL HAS DIRECT FRONTAGE ALONG KG00008 (US ROUTE 113) DUPONT BLVD, WHICH HAS A FUNCTIONAL CLASSIFICATION OF PRINCIPAL ARTERIAL/FREEWAY/INTERSTATE AS DEFINED BY THE STATE OF DELAWARE'S DEPARTMENT OF TRANSPORTATION. PER SECTION 3.6.1 OF THE DELDOT DEVELOPMENT COORDINATION MANUAL (DCM), IT IS THE DEVELOPER'S RESPONSIBILITY TO EVALUATE NOISE LEVELS AND THEIR IMPACTS ON PROPOSED DEVELOPMENT. FOR PROJECTS ADJACENT TO EXISTING TRANSPORTATION FACILITIES WITH THIS FUNCTIONAL CLASSIFICATION, ROADWAYS WITH THIS CLASSIFICATION CAN BE EXPECTED TO GENERATE ELEVATED LEVELS OF ROAD AND TRAFFIC RELATED NOISE, SIMILAR TO WHAT CAN BE EXPECTED IN URBAN AREAS. A DETAILED NOISE ANALYSIS PER DCM 3.6.15 TYPICALLY RECOMMENDED TO HELP GAUGE THE ACTUAL IMPACTS THAT ROADWAY RELATED NOISE MAY HAVE ON VARIOUS POTENTIAL LAND-USES (SUCH AS THOSE DESCRIBED IN DCM FIGURE 3.6.3-A. NOISE ABATEMENT CRITERIA). WITH THE INCLUSION OF THIS NOTE, THE DEVELOPER IS ACKNOWLEDGING THAT THE PROPOSED SITE AND/OR BUILDING LOCATION CAN BE EXPECTED TO EXCEED THE SPECIFIC MAXIMUM NOISE LEVELS FOR CERTAIN COMMERCIAL AND NON-RESIDENTIAL USES AS SHOWN IN DCM FIGURE 3.6.3-A. THE DEVELOPER'S WAIVER OF THE NOISE ANALYSIS AND REVIEW OF POTENTIAL NOISE MITIGATION MEASURES ARE SUPPORTED BY THE INFEASIBILITY OF APPLYING NOISE MITIGATION MEASURES, BASED ON ENGINEERING CONSIDERATIONS AND FACTORS THAT WOULD LIMIT THE ABILITY TO ACHIEVE SUBSTANTIAL NOISE REDUCTION RELATED TO THE COMMERCIAL USE OF THE SITE AND/OR BUILDINGS. THIS WAIVER ACKNOWLEDGES THAT THE DECIBEL LEVEL FOR THIS PARCEL MAY EXCEED THE APPLICABLE LIMITS FOR SOME CURRENT OR FUTURE PROPOSED USES. THE USE OF THIS NOTE SIGNIFIES THE SUBDIVISION ENGINEER'S CONCURRENCE WITH WAIVING THE DEVELOPER'S COMPLETION OF A DETAILED NOISE STUDY AND SUBSEQUENT REVIEW OF RESULTING NOISE ABATEMENT FINDINGS OR MITIGATION MEASURES. ANY FUTURE COMPLAINTS RELATING TO EXISTING OR FUTURE NOISE LEVELS IMPACTING PROPOSED USES ON THIS SITE AND ALONG THIS EXISTING TRANSPORTATION FACILITY SHALL BE THE RESPONSIBILITY OF THE DEVELOPER OR LAND OWNER OR BOTH.

SOIL LEGEND

SYMBOL	NAME	HSG
HbA	HAMBROOK SANDY LOAM, 0 TO 2 PERCENT SLOPES	B
SadB	SASSAFRAS SANDY LAON, 2 TO 5 PERCENT SLOPES, NORTHERN TIDEWATER AREA	B

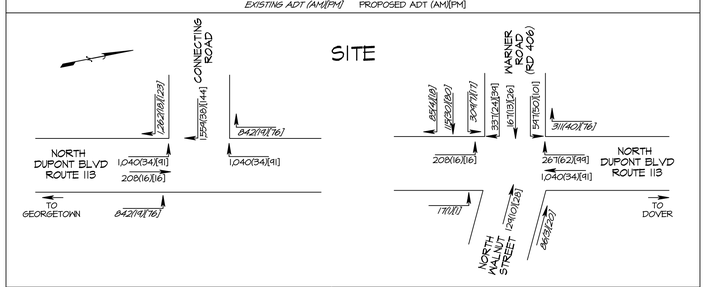
LEGEND

- PROPERTY BOUNDARY
- ADJOINING PROPERTY
- EXISTING EASEMENT
- EXISTING EDGE OF PAEMENT
- EXISTING FENCE
- BUILDING SETBACK LINE
- EXISIITING CURB
- EXISTING PAVEMENT
- EXISTING FORCE MAIN (FM)
- EXISTING STORM PIPE WITH INLET
- EXISTING TREES
- EXISTING PAVEMENT TO BE REMOVED



TRAFFIC GENERATION DIAGRAM

EXISTING ADT (AM)[PM] PROPOSED ADT (AM)[PM]



ROAD TRAFFIC DATA - WARNER ROAD (KG-00406-F)

FUNCTIONAL CLASSIFICATION: LOCAL
POSTED SPEED LIMIT: 45 MPH
AADT: 716 TRIPS (FROM 2014 DELDOT TRAFFIC SUMMARY)
10 YEAR PROJECTED AADT: 716 X 1.16= 831 TRIPS
10 YEAR PROJECTED AADT + SITE ADT = 2,813 TRIPS
TRAFFIC PATTERN GROUP (FROM 2014 DELDOT TRAFFIC SUMMARY): 4
K-FACTOR: 12.0% - D-FACTOR: 61.3% - TRUCK%: 8.06%
DESIGN HOURLY VOLUME: 12.0% X 2,813 = 340 TRIPS

ROAD TRAFFIC DATA - NORTH DUPONT BLVD ROUTE 113 (KG-00008-R)

FUNCTIONAL CLASSIFICATION: OTHER PRINCIPAL ARTERIALS
POSTED SPEED LIMIT: 45 MPH
AADT: 30,198 TRIPS (FROM 2014 DELDOT TRAFFIC SUMMARY)
10 YEAR PROJECTED AADT: 30,198 X 1.16= 35,030 TRIPS
10 YEAR PROJECTED AADT + SITE ACT = 371,012 TRIPS
TRAFFIC PATTERN GROUP (FROM 2014 DELDOT TRAFFIC SUMMARY): 2
K-FACTOR: 9.72 - D-FACTOR: 59.67 - TRUCK%: 9.62%
DESIGN HOURLY VOLUME: 9.72% X 371,012 = 3,548 TRIPS

EXISTING SITE TRAFFIC DATA:

2,760 SF FASTFOOD WITH DRIVE-THROUGH.
(HAS NOT BEEN OPERATIONAL IN THE PAST 3 YEARS AS SUCH, NO EXSITING TRAFFIC IS ACCOUNTED FOR.)

NOTE: SITE TRAFFIC DATA BASED ON INDUSTRY STANDARD PROJECTIONS AND MAY NOT REFLECT ACTUAL SITE CONDITIONS.

WARNER ROAD DIAGRAM TURNING MOVEMENTS WERE CALCULATED USING HISTORICAL COUNT DATA. SOUTHERN CONNECTING ROAD DIAGRAM TURNING MOVEMENTS WERE CALCULATED USING ITE TRIP GENERATION MANUAL 10TH EDITION.

PROPOSED SITE TRAFFIC DATA:

SOURCE: ITE TRIP GENERATION MANUAL 10TH EDITION
2,160 SF FAST FOOD WITHOUT DRIVE-THROUGH (LUC 933)
ADT: 748 TRIPS
AM: 35 TRIPS (21IN/14OUT)
PM: 61 TRIPS (30IN/31OUT)
2,652 SF FAST FOOD WITH DRIVE-THROUGH (LUC 934)
ADT: 1,234 TRIPS
AM: 105 TRIPS (53IN/52OUT)
PM: 86 TRIPS (45IN/41OUT)
TOTAL SITE ADT: (748 + 1,234)= 1,982 TRIPS
DESIGN VEHICLE - SU30

ENTRANCES
1) NORTHERN INTERSECTION (WARNER RD) - FULL MOVEMENT
2) SOUTHERN INTERSECTION (CONNECTOR) - RIGHTS-IN / RIGHTS & LEFTS-OUT

DIRECTION DISTRIBUTION IN (SOUTHERN INTERSECTION):
20% LEFT FROM SOUTH BOUND ROUTE 113 - 346(15)[15] ADT
20% RIGHT FROM NORTH BOUND ROUTE 113- 346(15)[15] ADT

DIRECTION DISTRIBUTION IN (NORTHERN INTERSECTION):
10% STRAIGHT FROM NORTH WALNUT STREET - 199(7)[8] ADT
20% LEFT FROM SOUTH BOUND ROUTE 113 - 346(15)[15] ADT
30% RIGHT FROM SOUTH BOUND ROUTE 113 - 545(22)[22] ADT

DIRECTION DISTRIBUTION OUT (SOUTHERN INTERSECTION:
30% RIGHT TO SOUTH BOUND ROUTE 113- 544(20),[21] ADT

DIRECTION DISTRIBUTION OUT (NORTHERN INTERSECTION:
10% STRAIGHT TO NORTH WALNUT STREET - 199(6),[4] ADT
30% LEFT TO NORTH BOUND ROUTE 113 - 545 (20)[21] ADT
30% RIGHT TO SOUTH BOUND ROUTE 113 - 544(20),[21] ADT

HEAVY VEHICLES LEFT FROM NORTH BOUND ROUTE 113: 0.0862 X 346= 35 TRUCKS
HEAVY VEHICLES LEFT FROM SOUTH BOUND ROUTE 113: 0.0862 X 436= 38 TRUCKS

HILLCREST ASSOCIATES
ARCHITECTURE • ENGINEERING • LAND PLANNING • SURVEYING
P.O. BOX 1180 HOCKESSIN, DE 19707
PH: 610.274.8613 FAX: 610.274.0567

SEAL

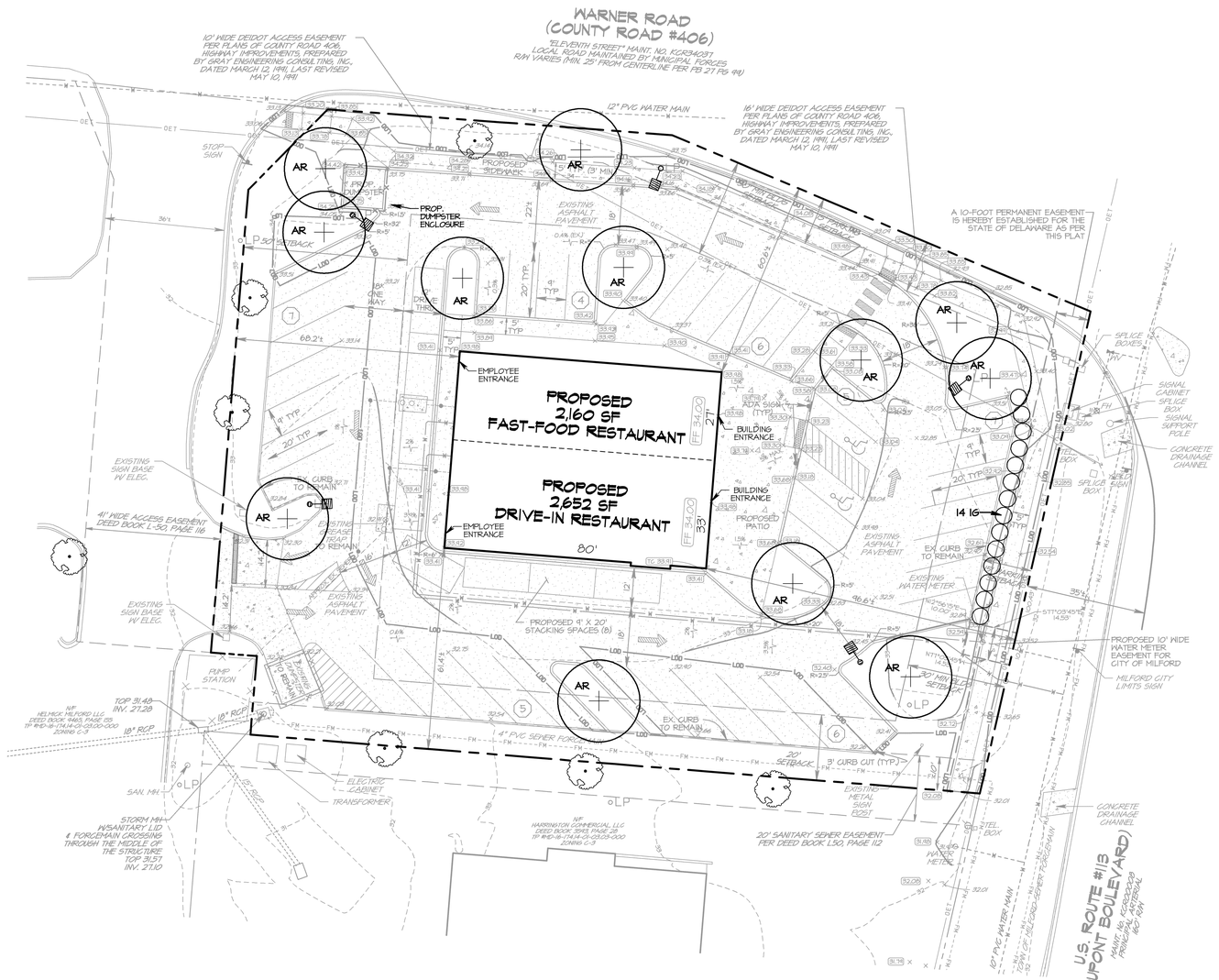
EXISTING CONDITIONS / DEMOLITION PLAN

997 N DUPONT HWY
CITY OF MILFORD
KENT COUNTY, DELAWARE

DATE	REVISION	
8/15/23	REVISED PARKING LAYOUT	TAS

DATE: 8-3-23
DRAWN BY: TAS
CHECKD. BY: RM-L
PROJ. NO.: 4TIOT
SCALE: 1"=30'
CAD FILE NAME: 4TIOTDTRO

DWG. NO.
2 OF 2



DATA COLUMN

1.	TAX PARCEL NUMBER(S):	MD-16-174.14-01-03.02-000
	SITE ADDRESS	997 N DUPONT BLVD MILFORD, DE 19963
	DEED REFERENCE:	DEED BOOK 4742, PAGE 248
	OWNER/ DEVELOPER:	HELMICK MILFORD LLC PO BOX 162 MONTCHANIN, DE 19710 (302) 530-5151
2.	TOTAL TRACT AREA:	1.024 ACRES
3.	CURRENT ZONING DISTRICT:	C3 (HIGHWAY COMMERCIAL DISTRICT)
4.	EXISTING USE:	DRIVE-IN RESTAURANT
5.	PROPOSED USE:	DRIVE-IN RESTAURANT AND FAST-FOOD RESTAURANT

GENERAL NOTES

1. EXISTING VEGETATION SHOWN IS TO REMAIN UNLESS OTHERWISE INDICATED ON THIS, OR THE RECORD PLAN.

CONSTRUCTION NOTES

1. COMPLETENESS OR ACCURACY OF LOCATION AND DEPTH OF UNDERGROUND UTILITIES OR STRUCTURES CANNOT BE GUARANTEED. THE CONTRACTOR MUST VERIFY LOCATION AND DEPTH OF ALL UNDERGROUND UTILITIES AND FACILITIES PRIOR TO BEGINNING CONSTRUCTION. THEY SHALL ALSO TAKE NECESSARY PRECAUTIONS TO PROTECT UTILITIES DURING DEMOLITION AND CONSTRUCTION TO MAINTAIN UN-INTERRUPTED SERVICE. ANY DAMAGE TO EXISTING UTILITIES DUE TO CONTRACTOR'S NEGLECT SHALL BE IMMEDIATELY REPAIRED AT THE CONTRACTOR'S EXPENSE.
2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO BIDDING. COMMENCEMENT OF WORK SHALL CONSTITUTE ACCEPTANCE OF CONDITIONS. LANDSCAPE ARCHITECT IS NOT RESPONSIBLE FOR EXISTING CONDITIONS OR THE ACCURATE MEASUREMENT OF SOME.
3. IT IS THE RESPONSIBILITY OF THE OWNER, DEVELOPER OR CONTRACTOR TO OBTAIN ANY AND ALL PERMITS OR APPROVALS REQUIRED FOR THE CONSTRUCTION OR DEMOLITION SHOWN ON THESE PLANS. ANY DECISIONS MADE BY THE OWNER, DEVELOPER OR CONTRACTOR TO CIRCUMVENT THE NORMAL PERMITTING PROCESS SHALL BE AT THEIR SOLE RISK.
4. THE LANDSCAPE PLAN IS TO BE CONSIDERED A PART OF THE SITE OR RECORD PLAN. ALL INFORMATION SHOWN ON THE SITE/RECORD PLAN SHALL BE STRICTLY ADHERED TO, AND ANY DISCREPANCIES BETWEEN THE SITE/RECORD PLAN AND LANDSCAPE PLAN SHALL BE BROUGHT TO THE ATTENTION OF LANDSCAPE ARCHITECT OR OWNER IMMEDIATELY.
5. NO CHANGES OR DEVIATION FROM THESE PLANS IS PERMITTED UNLESS SUCH CHANGE HAS BEEN APPROVED BY THE LANDSCAPE ARCHITECT IN WRITING. CHANGES MADE INDEPENDENTLY BY THE OWNER, OR CONTRACTOR SHALL RELEASE THE LANDSCAPE ARCHITECT FROM ALL LIABILITY RELATED THERETO.
6. OWNER OR CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SUBSURFACE CONDITIONS AND SOIL CONDITIONS. LANDSCAPE ARCHITECT MAKES NO REPRESENTATIONS REGARDING SUBSURFACE CONDITIONS OR SOIL CONDITION, INCLUDING SUITABILITY FOR PLANTING.
7. LANDSCAPE ARCHITECT SHALL NOT CONTROL OR BE RESPONSIBLE FOR ANOTHER'S MEANS, METHODS, TECHNIQUES, SCHEDULES, SEQUENCES OR PROCEDURES, OR FOR CONSTRUCTION SAFETY OR ANY OTHER RELATED PROGRAMS, OR FOR ANOTHER'S FAILURE TO COMPLETE THE WORK IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS.
8. LANDSCAPE ARCHITECT MAINTAINS THE RIGHT BUT NOT THE DUTY TO RECOMMEND THAT OWNER REJECT WORK THAT DOES NOT APPEAR TO CONFORM GENERALLY TO THE PLANS AND SPECIFICATIONS, AND LANDSCAPE ARCHITECT SHALL NOT HAVE ANY LIABILITY FOR RECOMMENDATIONS MADE IN GOOD FAITH.
9. A LACK OF OR IMPROPER MAINTENCE IN AREAS SUCH AS, BUT NOT LIMITED TO, PAVING AND WALKWAYS, STRUCTURES, FACILITIES, SIGNAGE, NATURAL AREAS AND LANDSCAPING, MAY RESULT IN DAMAGE TO PROPERTY OR PERSONS. OWNER ACKNOWLEDGES AND AGREES THAT PROPER PROJECT MAINTENANCE IS REQUIRED AFTER THE PROJECT COMPLETION, THAT OWNER IS SOLELY RESPONSIBLE FOR PROPER MAINTENANCE, AND THAT OWNER IS SOLELY RESPONSIBLE FOR THE RESULTS OF ANY LACK OF OR IMPROPER MAINTENANCE.

PLANTING NOTES

1. ALL PLANTS SHALL BE CERTIFIED TO BE THE SPECIES VARIETY OR CULTIVAR SPECIFIED. NO SUBSTITUTION SHALL BE ACCEPTED WITHOUT PRE-APPROVED, WRITTEN PERMISSION OF THE LANDSCAPE ARCHITECT
2. PLANT CALIPER EQUALS THE DIAMETER OF A TREE TRUNK AS MEASURED AT SIX (6) INCHES ABOVE THE ROOT BALL (OR JUST ABOVE THE TRUCK FLARE FOR TREE 14 IN. CAL.)
3. UNLESS OTHERWISE NOTED, PLANT SIZE REFERS TO HEIGHT OF A PLANT AS MEASURED FROM THE TOP OF THE ROOT BALL TO THE HIGHEST BRANCH.
4. PLANTS FOR WHICH NO VARIETY OR CULTIVAR IS SPECIFIED SHALL BE THE STRAIGHT SPECIES, OR A CULTIVAR THAT IS TYPICAL OF THE SPECIES IN BOTH FORM AND SIZE AT MATURITY.
5. PLANTING BED PREPARATION AND MULCHING: PROPOSED PLANTING BEDS SHALL BE TILLED TO A MIN. DEPTH OF 8 INCHES. AFTER TILLING, INCORPORATE YARD WASTE COMPOST INTO THE SOIL AT THE RATE OF 1 CU. YARD COMPOST PER 150 SF. OF BED AREA. AFTER BED PREPARATION AND PLANTING, BEDS SHALL BE MULCHED WITH A UNIFORM 2 TO 2.5 IN. DEEP LAYER OF SHREDDED HARDWOOD BARK MULCH.
6. ALL PROPOSED PLANT LOCATIONS ARE TO BE DETERMINED BY THE INSTALLER BY SCALING OFF OF THE PLAN, AND MEASURING IN THE FIELD FROM KNOWN LOCATIONS (BUILDINGS, CURBS, WALKWAYS, ETC.)
7. THE INSTALLER SHALL BE RESPONSIBLE FOR ENSURING THAT NO STREET OR CANOPY TREE IS PLANTED UNDER OR WITHIN 10 LATERAL FEET OF ANY OVERHEAD UTILITY WIRE, OR OVER OR WITHIN 5 LATERAL FEET OF ANY UNDERGROUND WATER LINE, SEWER LINE TRANSMISSION LINE, OR OTHER UTILITY. IN THE EVENT THAT A TREE'S PROPOSED LOCATION CONFLICTS WITH THESE RESTRICTIONS, THE INSTALLER SHALL STOP WORK, AND NOTIFY THE LANDSCAPE ARCHITECT IMMEDIATELY, SO THAT SOLUTION CAN BE DETERMINED.

PLANTING REQUIREMENTS

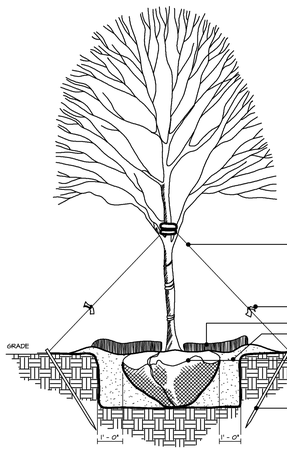
TREE DENSITY. FOR EACH PROPERTY REQUIRED TO SUBMIT A TREE PRESERVATION AND PLANTING PLAN, A DEVELOPMENT AREA AS DEFINED IN THIS SECTION SHALL BE DELINEATED WITHIN THE NONWOODLAND AREA OF THE PROPERTY. WITHIN THIS DEVELOPMENT AREA, EXISTING TREES MAY BE RETAINED AND NEW TREES SHALL BE PLANTED SUCH THAT THE DEVELOPMENT AREA SHALL ATTAIN OR EXCEED A TREE DENSITY OF ONE TREE PER 3,000 SQUARE FEET OR FRACTION THEREOF.

REQUIRED: 44,594 SF / 3,000 = 14.8 TREES REQUIRED

PROVIDED: 3 EXISTING TREES, 12 PROPOSED TREES = 15 TREES

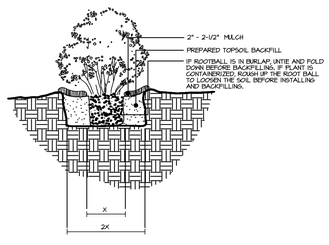
PLANT LIST

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	REMARKS
STREET TREES				
AR	12	ACER RUBRUM	RED MAPLE	B&B 2.5" TO 3" CAL. 10' TO 12' HIGH, MIN.
SHRUBS				
○ IG	14	ILEX GLABRA	INKBERRY	2'-3', B&B



TREE PLANTING DETAIL

NOT TO SCALE



SHRUB PLANTING DETAIL

NOT TO SCALE

PLANTING SPECIFICATIONS:

SECTION 1: SCOPE OF WORK

1.1 Contractor shall furnish, deliver, and install all plant material specified in the plant schedules in accordance with the plans, details and specifications of the Landscape Plan, or as directed by the Owner or Landscape Architect (hereunder referred to as L.A.). The term plant material shall mean trees, shrubs, groundcovers and other growing plants to the extent shown on the plant schedule(s).

1.2 Contractor shall be liable for any damages to property caused by construction/planting operations, and all areas disturbed by such operations shall be restored to their original conditions to the satisfaction of L.A. or Owner.

SECTION 2: PLANT MATERIAL

2.1 All plants shall be certified to be the species, variety and/or cultivar specified in the plant schedules. All plants shall be typical of the species, variety or cultivar listed, unless otherwise specified, and NO substitutions shall be permitted except by pre-arranged, written permission of the L.A. and approved by the Owner.

2.2 All plants shall be nursery grown, delivered in a healthy, disease and insect free condition and conform with the sizes, calipers and conditions outlined in the plant schedule. They shall be sound, healthy vigorous plants free from defects and shall meet the minimum standards for health, form and root conditions as outlined in American Association of Nurserymen (AAN) Standards. In addition, all woody plants (excluding seedling whips) shall have been grown under the same climatic conditions as the location of the project for a period of at least 2 years prior to the date of installation.

2.3 Both L.A. and Owner reserve the right to refuse plants which, in their opinion, are damaged, in poor health, of substandard quality, or do not conform to these specifications, or those of the plant list. Rejected plants shall be removed from the site immediately, one replaced with acceptable plants at no additional cost.

SECTION 3: PLANT INSTALLATION

3.1 At least 2 weeks prior to the anticipated installation date, Contractor shall notify L.A. and Owner of such date so that they can arrange to review staked plant locations, be present to inspect plants, and/or conduct inspections. Failure to give proper notice to both L.A. and Owner may result in delaying Contractor's scheduled installation, and Contractor shall assume all responsibility and liability for any losses suffered.

3.2 Unless otherwise directed by the L.A., planting shall only occur from March 1 through May 1, or from September 15 through December 1. Plants shall be installed on the day of delivery. Plants which cannot be same-day installed shall be adequately protected from drying by being watered and "heeled-in" to moist soil or mulch.

3.3 All plants shall be installed in accordance with the plans, details and specifications of the Landscape Plan. Workmanship that fails to meet the highest standards will be rejected, and Contractor shall assume all costs for reinstalling improperly planted plants, improperly located plants, and replacing damaged plants.

3.4 Contractor shall determine and stake proposed plant locations by scaling off the plan, and measuring in the field from known, verified locations such as existing buildings, paving, and curbs. Unless otherwise directed by the L.A. or Owner, no plants shall be installed until L.A. or Owner approves Contractor staking.

3.5 Plant pits shall be dug a minimum of two times (2x) the diameter of root balls. Each plant shall be planted in an individual pit, and all pits shall have vertical sides, and a horizontal bottom.

3.6 All plants shall be installed plumb, and such that the top of the root ball is equal to, or just above, the elevation of the surrounding grade. On slopes, the top of the root ball shall be level with the grade found mid-way between the uphill and downhill limits of the root ball. To achieve this, additional excavation shall occur uphill of the root ball and soil mounding shall occur downhill of the root ball to prevent top burial, and side exposure, respectively.

3.7 After the plant has been set properly, and soil firmed thoroughly under the root ball, all ropes, stones, materials, and other foreign matter shall be removed from the plant pit. For B&B plants, the burlap shall be carefully pulled back from the upper three-fourths of the root ball, cut off, and disposed of offsite. Any remaining burlap shall be adjusted to prevent the formation of air pockets. If a wire basket is present, it shall be clipped and removed from the upper three-fourths of the root ball, and any remaining wire adjusted so as not to impede root growth.

3.8 Prior to backfilling, Contractor shall examine the top of the root ball and remove any soil that may have been deposited at the nursery. The trunk flare, and tops of the main roots of the trunk should be exposed (and shall remain exposed after planting) and any soil above this level should be removed. In the west that soil is removed during this process, Contractor shall adjust plant elevation as needed for compliance with item 3.6 above.

3.9 Material used for backfilling shall be the excavated native soil only, and no ammendments shall be added. If in the opinion of the contractor the excavated material is unsuitable as backfill, Contractor shall notify landscape architect to discuss potential soil ammendments or procedures, and possible changes to scope of contract.

3.10 When backfilling, soil shall be deposited in 6 to 8 inch lifts, and firmed thoroughly by tamping. Bare root plants shall be centered in the pit after firming soil in the pit bottom. Roots shall be arranged in their natural position and loose topsoil carefully worked in among them and firmed. Care shall be taken not to bruise or break roots. Any roots which are bruised or broken shall be pruned properly, making a clean cut before planting.

3.11 A soil saucer sufficient to catch and hold water shall be provided for each tree and shrub. Saucers shall be 3 to 4 inches high, and constructed of the excavated (backfill) material. On level or slightly sloping ground, they shall be located exterior of the plant pit, and completely encircle it. On steeper slopes they shall only be provided to the downhill side of the plant, and constructed in a manner that catches and holds water flowing downhill from above.

3.12 After plant installation and final grading, Contractor shall rake over finished planting areas, and apply mulch. The mulch shall be a uniform, 2 to 2.5 inch layer of well aged (min. 6 mo. to 1 yr) commercial shredded hardwood bark mulch. Mulch shall cover the entirety of proposed plant beds, and all exposed soil around individual plants including, soil saucers and mounds on slopes. Once applied, the mulch shall be pulled back from all woody stems and trunks so as not to be in contact with them.

SECTION 4: STAKING AND GUYING

4.1 Staking & guying shall be done when required by wind conditions, or as directed by L.A. Stakes shall be set exterior of the plant pit and driven in to undisturbed soil as specified. Stakes shall be of the material & dimensions specified and shall have a minimum deflection of 10%. Stakes shall be set parallel to all contours, curbs & walks.

4.2 All trees requiring staking & guying shall be staked according to the following minimum standards:
- Trees <10 ft. high = Provide two, 1.5 in. x 8 ft. hardwood stakes, driven a min. 24 in. in to soil.
- Trees 1.5 to 3 in. cal. = Provide two, 2 in. x 6 ft. hardwood stakes, driven a min. 24 in. in to soil.
- Trees 3 to 5 in. cal. = Provide three, 3 in. x 8 ft. hardwood stakes, driven a min. 36 in. in to soil.
- Trees >5 in. cal. = Provide four, 3 in. x 8 ft. hardwood stakes, driven a min. 36 in. in to soil.

4.3 Guying shall be done immediately after staking. Stakes shall be fastened to trees with doubled, No. 12 gauge annealed galvanized steel wire run through a suitable length of new, reinforced, 1/2-inch rubber hose. All guying shall be flagged for visibility for the duration of its service. Guying shall not be permitted where there is possible pedestrian or vehicular liability. (Note: Proprietary guying systems may be used with L.A. approval)

4.4 Contractor shall remove and properly dispose of all stakes, guy wires, and rubber hoses after one year, or at the end of any guarantee period unless otherwise directed by the L.A. or Owner.

SECTION 5: WATERING, PRUNING, SITE CLEAN-UP, AND INSTALLATION APPROVAL

5.1 Contractor shall thoroughly water all plants immediately after planting (i.e. the same day). If installation requires several days, he shall also provide water to all plants installed during the course of the project before leaving the site on the last day.

5.2 After installation, brown or bruised branches shall be pruned. If desired, Contractor may thin up to 1/4 of the wood of deciduous plants to prevent desiccation. Pruning shall be done in a manner which retains each plant's natural character. No leaders shall be cut. Evergreens shall not be pruned or sheared unless directed by L.A.

5.3 Upon completion of all work, Contractor shall police the grounds and remove all trash, construction material, and debris for which he is responsible. He shall properly dispose of such material off-site, and shall leave the site in a neat and orderly condition.

5.4 Upon completion of all work, Contractor shall contact Owner and request installation approval. Deviations from the plans, details, and specifications herein, and any deficiencies in workmanship shall be rejected, and Contractor shall assume all costs for rectification. When all work is approved in writing by Owner, the date of such approval shall initiate any guarantee period, and Contractor may request final payment for all work completed.

0 5 10 20 40 60
GRAPHIC SCALE

BEFORE YOU DIG
ANYWHERE IN *DELAWARE*
STOP CALL 1-800-282-8555
OUTSIDE DELAWARE CALL 1-800-441-8355
REQUIRES 3 WORKING DAYS NOTICE BEFORE YOU EXCAVATE
MISS UTILITY OF DELMARVA

PROPERTY OWNER SIGNATURE:

ARTHUR HELMICK, OWNER
HELMICK MILFORD, LLC — DATE

LANDSCAPE PLAN PREPARED BY:

THOMAS A. SCHREIER, RLA — DATE

HILLCREST ASSOCIATES
ARCHITECTURE • ENGINEERING • LAND PLANNING • SURVEYING
PO BOX 1435
HOCKESSIN, DE 19707
PH: 610.274.0567
FAX:

SEAL

LANDSCAPE PLAN
997 N DUPONT BLVD
CITY OF MILFORD
KENT COUNTY, DELAWARE

DATE	REVISION

DATE: 8-14-23
DRAWN BY: TAS
CHECKD. BY: TAS
PROJ. NO.: 4707
SCALE: 1"=20'
CAD FILE NAME: 4707TEDPRO

DWG. NO.
L1

PUBLIC WORKS FACILITY
180 Vickers Drive
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

January 25, 2022

Helmick Milford, LLC
PO Box 162
Montchanin, DE 19710

RE: Application Number: 21-041
Application Name: Helmick Milford – Fast Food
Application Type: Preliminary Site Plan & Conditional Use
Tax Parcel Number(s): MD-16-174.14-01-03.02

Mr. Helmick,

According to our records, the City of Milford Planning Commission approved the Preliminary Site Plan for the Helmick Milford – Fast Food application on January 18, 2022. Per the Code of the City of Milford, Chapter 230-52, Zoning, A (4), "*Preliminary approval from the Planning Commission shall be void after one year, unless an extension is requested by the owner and approved for good cause by the Planning Commission prior to the expiration."* Final Site Plan approval or an extension must be obtained prior to January 18, 2023 in order to avoid expiration of the preliminary approval.

In addition, City Council approved the Conditional Use application for "multiple permitted uses or mixed use of a property" within a C-3 (Highway Commercial) zoning district on January 24, 2022. Per the Code of the City of Milford, Chapter 230-49, Conditional Uses, F, *"The approval of a conditional use is valid for one year. Unless permits are obtained or construction is substantially underway, all provisions of the conditional use are automatically rescinded."* The applicant shall obtain permits or begin construction prior to January 24, 2023 to avoid expiration of the conditional use approval.

Feel free to contact me at 302-424-8396 or via email at rpierce@milford-de.gov should you have any questions.

Sincerely,

William R. Pierce II

Rob Pierce, AICP
Planning Director

cc: Thomas Schreier, RLA – Hillcrest Associates
James Puddicombe, P.E. – City Engineer

HILLCREST ASSOCIATES

ARCHITECTURE
CIVIL ENGINEERING
LAND PLANNING
SURVEYING

November 12, 2021

Via Email Only

City of Milford
Attention: Rob Pierce
201 South Walnut Street
Milford, Delaware 19963

Subject: Conditional Use Narrative
997 N Dupont Boulevard
Tax Parcel No.: 5-16-174.14-01-03.02-000

Dear Mr. Pierce,

The above referenced is seeking a conditional use pursuant to Section 230.45, which states that in any and all zoning districts, multiple permitted uses or mixed use of a property shall be deemed a conditional use subject to special requirements.

997 N Dupont Boulevard is currently proposing a re-development of a former single tenant fast food restaurant, whereas the proposal is to have a fast-food restaurant and a drive-in restaurant within the same building. Our current site plans depict a layout that utilizes several areas of existing curbing with improvements to parking lot layout and circulation. Our goal is to create an aestheticly pleasing site with attractive landscaping and appealing architecture, as it is located along a main corridor. At this time the tenant is not defined and therefore we are limited to information pertaining to signage, hours of operation, number of employees, etc. However, it is our assumption, based upon other uses alike that signage will be placed on the building facades facing the road frontages, as well as a free-standing sign along the corridor of Route 113. Typical hours of operation for uses alike are from 10 am to 10 pm with approximately 8 employees on the largest shift for each tenant. Below is a summary table of the area and bulk requirements as set forth within the C3 zoning district and off-street parking.

Section 230-14.D

	Required	Proposed
Minimum Lot Area	1 Acre	1.024 Acres
Maximum Lot Coverage	80%	72.7%
Minimum Lot Width	170 Ft. (Corner Lot)	394 Ft.
Maximum Height of Building	35 Ft. or 3 Stories	20 Ft.
Minimum Building Setback	30 Ft.	62.2 Ft.
Minimum Side Yard	20 Ft. Min./ 50 Ft. Agg.	59.8 Ft.
Minimum Rear Yard	50 Ft.	68.2 Ft.
Parking Setback (Street)	15 Ft.	15 Ft.

Section 230-21.B
Restaurants, taverns and similar uses: 1 parking space per 3 seating accommodations, plus 1 parking space per 2 employees on the shift of greatest employment.

41 Seats per tenant (102 total seats)/ 3 = 34 required parking spaces
8 Employees per tenant (16 total employees) / 2 = 8 required parking spaces
42 Total required parking spaces

42 provides spaces (2 handicap spaces) + 8 stacking spaces

With this information we hope that you feel this proposal is desirable for this location and utilizes the property in manner that assures neither an adverse impact upon adjoining properties nor the creation of a public nuisance. If you have any questions or need additional information, please feel free to contact me immediately by phone at (610) 274-8613 or by email at Tom@HillcrestAssoc.com.

Sincerely,

T. Schr

Thomas Schreier, RLA
Vice President, Hillcrest Associates

C. Helmick Milford, LLC
H/C file #4707

KCI TECHNOLOGIES
ISO 9001:2015 CERTIFIED
ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS
1352 Marrows Road, Suite 100 • Newark, DE 19711 • Phone 302-731-9176 • Fax 302-731-7807

December 2, 2021

City of Milford
201 South Walnut Street
Milford, Delaware 19963

Attention: Rob Pierce

Subject: **Fast Food Restaurant (997 N Dupont Boulevard) – Preliminary Site Plan**
KCI Job No. 131803632 – Task 39

Dear Mr. Pierce,

As requested, KCI Technologies performed a review of the Preliminary Site Plan for the Fast Food Restaurant located at 997 North Dupont Boulevard. This review was performed on the basis of the City of Milford's Standard Specifications, Codes and general engineering best practices. The plan was submitted by Hillcrest Associates and is dated November 12, 2021.

We find the plans generally acceptable, subject to the comments below. These comments may be addressed when final plans are submitted.

1. Address the following to the general notes:
    a. Add the note "A topographic survey was performed by _____ of _____, Delaware on _____. Elevations are based on control monument _____, with an elevation of _____ NGVD88." **Addressed.**
    b. There are two notes within note 16. Revise general note 16 on the plan to be two separate notes. **Addressed.**
2. Update the City of Milford approval block. The City Manager is now Mark Whitfield. **Addressed.**
3. Provide an existing conditions/demolition plan. **Addressed with Comment – Address the following to the existing conditions/demolition plan:**
    a. **Add all of the existing utilities to the plan (water, sanitary sewer, storm).**
    b. **Remove the "Proposed 10' wide waterline easement" from the existing conditions/demolition plan. This should only be on the proposed sheet.**

4. Add an Index of Sheets to the cover sheet. **Addressed.**
5. Revise the projected sanitary sewer flow per Chapter 128 of the Kent County Code. **Addressed.**
6. Verify if gas will service the building and list the gas provider on the plan. **Addressed.**
7. Per Chapter 230-45, "In any and all zoning districts, multiple permitted uses or mixed use of a property shall be deemed a conditional use subject to special requirements." Since there appears to be two tenant spaces within the building, please submit a conditional use application to accompany the preliminary site plan application. Due to the project being a conditional use, the project will be subject to public hearings with both the Planning Commission and City Council. **Addressed.**
8. Delineate the stacking spaces of the drive thru on the site plan and list the number of stacking spaces in the parking tabulation. **Addressed.**
9. Add the proposed building height to the plan. **Addressed.**
10. Add ADA signage for the ADA parking spaces. **Addressed.**
11. Currently, there is a dashed line represented two tenants of the building. Revise the plan accordingly to label each tenant and the square footage of each tenant. **Addressed.**
12. Show the building entrances on the plan. The ADA parking spaces shall be close to the entrances for convenience. **Comment Remains – Per ADA Standards, handicap parking spaces that service a particular building shall be located on the shortest accessible route from parking to the entrance. We recommend reconsidering the location of the handicap parking spaces and entrances to comply with ADA Standards.**
13. Label the 15' parking lot setback on the plan. **Addressed.**
14. Add traffic flow arrows to the parking lot to demonstrate the flow of traffic. **Addressed.**
15. Add a stop sign to the exit of the site and a "do not enter" sign for traffic entering the site that want to turn left. **Addressed.**
16. Clarify if the existing business sign is to remain or if a new sign will be proposed. The Planning Commission has the ability to approve a comprehensive signage plan as a part of the site plan review process, otherwise, any business signage on the building will have to meet the City Code or the applicant may need to revisit the Planning Commission and City Counsel for any deviations from the code.
17. Clarify what landscaping will remain and if there will be any proposed landscaping on the plan. **Comment Remains – Provide a Landscape Plan when final plans are submitted.**
18. Currently, the proposed dumpster pad is within the 20' sanitary sewer easement. Revise the location of the dumpster pad to be outside of the easement. In addition, details on the

dumpster pad and screening will have to be provided when construction plans are submitted. **Addressed with Comment – Provide the screening of the dumpster pad when final plans are submitted.**

19. Provide sidewalk along Warner Road and Route 113. The sidewalk shall extend to the site's property boundaries and shall provide direct pedestrian access to the proposed building. Keep in mind that there appears to be two existing drainage channels along Route 113 and an existing swale that runs along the grass area east of the site. This work will have to be approved by DelDOT. **Addressed with Comment – Provide DelDOT approval for the disturbance and proposed work in DelDOT's right-of-way. Verify whether or not DelDOT will require a Shared Use Path along Route 113.**
20. All sidewalk shall be ADA compliant. Handicap ramps will have to be provided where sidewalk leads pedestrians to the edge of pavement around the building. **Addressed.**
21. Dimension all sidewalk widths. **Addressed.**
22. Warner Road is labeled as a county road. However, there are DelDOT easements along the right-of-way. Verify that this is a county road. **Addressed.**
23. Specify whom owns/maintains Route 113 and Warner Road (i.e. State Maintained) on the plan. **Addressed.**
24. Add all existing and proposed utilities to the plan. This includes the water, sanitary, and storm sewer on site and where the proposed utilities tie into the existing utilities. **Comment Remains – Add the existing water main along Route 113 to the plan.**
25. There is an existing storm drain pipe adjacent to the dumpster pad that abruptly ends. Verify if this is correct or show the rest of the storm drain pipe on the plan. **Comment Remains.**
26. Currently, it appears that there is an existing water meter on the plan. Clarify if there will be one water service to the building and then split to each tenant inside the building. If there are two separate water services outside of the building, then a water meter will have to be provided for each tenant. In addition, an easement will have to be provided for the water meter if the location is to remain the same since it is not within the right-of-way. **Addressed with Comment – Provide an update on the water meter situation when final plans are submitted.**
27. Clarify if the existing lighting fixtures will remain or if there will be new lighting fixtures proposed. A lighting plan will be required for final approval. **Addressed.**
28. Clarify if the grease trap is to remain or if it will be replaced. Also, if there are two tenants in the proposed building, clarify if both tenants will be utilizing the same grease trap when construction plans are submitted. **Addressed with Comment – The existing grease trap is labeled to remain. However, it does not appear that the existing sanitary sewer laterals enter/exit the grease trap properly. Please verify the location**

of the existing sanitary sewer lateral. If there are any proposed sanitary sewer laterals, it should be shown as proposed on the plan.

29. There is an existing grease trap located on the plan. Contact Kent County Public Works Department to register with their grease trap program and provide calculations for review when construction plans are submitted. **Comment Remains.**
30. Provide the following approvals for final approval:
    a. Kent Conservation District. **Comment Remains.**
    b. Fire Marshal. **Comment Remains.**
    c. DelDOT. **Comment Remains.**

If you have any questions or comments regarding this letter, please do not hesitate to contact us any time.

Sincerely,



Eric T. Gibson,
Engineer in Training



Jason McClafferty, P.E.
Project Manager

HILLCREST ASSOCIATES

ARCHITECTURE
CIVIL ENGINEERING
LAND PLANNING
SURVEYING

November 12, 2021

Via Email Only

City of Milford
201 South Walnut Street
Milford, Delaware 19963

Attention: Rob Pierce

Subject: Fast Food Restaurant (997 N Dupont Boulevard) – Preliminary Site Plan
KCI Job No. 131803632 – Task 39

Dear Mr. Pierce,
We are pleased to provide at this time the following documents for the above referenced project:

- 1 Copy of By-right/ Conditional Use Site Plan, last revised 11-12-21.
- Conditional Use Application
- Conditional Use Narrative

Provided under separate cover.

- $700.00 check made payable to "City of Milford"

Below is our point-by-point response (in bold) to your comments (quoted in italics) per KCI's letter dated October 14, 2021, for the above referenced project.

1. *Address the following to the general notes:*
    a. *Add the note "A topographic survey was performed by__of,_____ Delaware on__. Elevations are based on controlmonument_____, with an elevation of___NGVD88."*
    This above referenced text has been added to General Note No. 2

    b. *There are two notes within note 16. Revise general note 16 on the plan to be twoseparate notes.*
    General Note No. 16 has been split into two notes. These notes are now No. 17 & 18.

2. *Update the City of Milford approval block. The City Manager is now Mark Whitfield.*
The City Manager has been updated.

3. *Provide an existing conditions/demolition plan.*
An existing conditions/ demolition plan has been enclosed with this submission.

4. *Add an Index of Sheets to the cover sheet.*
An index of sheets has been added to the Cover Sheet.

5. *Revise the projected sanitary sewer flow per Chapter 128 of the Kent County Code.*
The projected sanitary sewer flow has been updated per Chapter 128.

6. *Verify if gas will service the building and list the gas provider on the plan.*
Gas will be provided to the building. We are currently working with Chesapeake Utility to determine the best route for connection. The gas provider has been added to the plan.

7. *Per Chapter 230-45, "In any and all zoning districts, multiple permitted uses or mixed useof a property shall be deemed a conditional use subject to special requirements." Since there appears to be two tenant spaces within the building, please submit a conditional use application to accompany the preliminary site plan application. Due to the project beinga conditional use, the project will be subject to public hearings with both the Planning Commission and City Council.*
   A conditional use application and fee has been enclosed with this submission.

8. *Delineate the stacking spaces of the drive thru on the site plan and list the number ofstacking spaces in the parking tabulation.*
   The stacking spaces have been delineated and the parking tabulations updated to reflect those spaces.

9. *Add the proposed building height to the plan.*
   The building height has been adde

10. *Add ADA signage for the ADA parking spaces.*
    ADA signage has been added to the ADA parking spaces.

11. *Currently, there is a dashed line represented two tenants of the building. Revise the planaccordingly to label each tenant and the square footage of each tenant.*
    The building label has been updated accordingly.

12. *Show the building entrances on the plan. The ADA parking spaces shall be close to theentrances for convenience.*
    The building entrances have been labeled on the plan. As the architectural plans are still being developed these are assumed entrances.

13. *Label the 15' parking lot setback on the plan.*
    The 15' parking lot setback has been added to the plan.

14. *Add traffic flow arrows to the parking lot to demonstrate the flow of traffic.*
    Traffic flow arrows have been added to the plan.

15. *Add a stop sign to the exit of the site and a "do not enter" sign for traffic entering the sitethat want to turn left.*
    A stop sign and do not enter signs have been added to the plan.

16. *Clarify if the existing business sign is to remain or if a new sign will be proposed. The Planning Commission has the ability to approve a comprehensive signage plan as a part of the site plan review process, otherwise, any business signage on the building will haveto meet the City Code or the applicant may need to revisit the Planning Commission andCity Counsel for any deviations from the code.*
    At the current stage of this project, the existing business signs are to remain and will be replaced with proposed tenant signage. If the proposal deviates from this additional information will be provided.

17. *Clarify what landscaping will remain and if there will be any proposed landscaping onthe plan.*
    All landscaping is anticipated to remain, additional landscaping will be provided as part of construction plan stage.

18. *Currently, the proposed dumpster pad is within the 20' sanitary sewer easement. Revise the location of the dumpster pad to be outside of the easement. In addition, details on thedumpster pad and screening will have to be provided when construction plans are submitted.*
    This is an existing dumpster pad; however, it has been relocated to be outside the sanitary sewer easement.

19. *Provide sidewalk along Warner Road and Route 113. The sidewalk shall extend to the site's property boundaries and shall provide direct pedestrian access to the proposed building. Keep in mind that there appears to be two existing drainage channels along Route 113 and an existing swale that runs along the grass area east of the site. This workwill have to be approved by DelDOT.*
    Sidewalk along Warner Road and Route 113 has been added to the plan with direct pedestrian access to the proposed building.

20. *All sidewalk shall be ADA compliant. Handicap ramps will have to be provided wheresidewalk leads pedestrians to the edge of pavement around the building.*
    Handicap ramps have been added to the plan.

21. *Dimension all sidewalk widths.*
    Dimensions to all sidewalks have been added.

22. *Warner Road is labeled as a county road. However, there are DelDOT easements alongthe right-of-way. Verify that this is a county road.*
    Warner Road label has been revised.

23. *Specify whom owns/maintains Route 113 and Warner Road (i.e. State Maintained) on theplan.*
    Maintenance labels have been added to each road label.

24. *Add all existing and proposed utilities to the plan. This includes the water, sanitary, and storm sewer on site and where the proposed utilities tie into the existing utilities.*
    All utilities have been added to the site. As we are reducing impervious coverage, no storm sewer is proposed.

25. *There is an existing storm drain pipe adjacent to the dumpster pad that abruptly ends.Verify if this is correct or show the rest of the storm drain pipe on the plan.*
    We are working with our survey department to determine where this pipe runs to.

26. *Currently, it appears that there is an existing water meter on the plan. Clarify if there willbe one water service to the building and then split to each tenant inside the building. If there are two separate water services outside of the building, then a water meter will haveto be provided for each tenant. In addition, an easement will have to be provided for the water meter if the location is to remain the same since it is not within the right-of-way.*
    We are working with the water provider to determine how many services we can have. At this time

it is proposed to have a single service that will split within the building. An easement has been provided around the water meter pit.

27. *Clarify if the existing lighting fixtures will remain or if there will be new lighting fixturesproposed. A lighting plan will be required for final approval.*
Existing lighting fixtures are to remain, with the exception of one pole which will need to be relocated due to the installation of the sidewalk along Warner Road.

28. *Clarify if the grease trap is to remain or if it will be replaced. Also, if there are two tenants in the proposed building, clarify if both tenants will be utilizing the same greasetrap when construction plans are submitted.*
Existing grease trap is to remain with both tenants utilizing the same.

29. *There is an existing grease trap located on the plan. Contact Kent County Public Works Department to register with their grease trap program and provide calculations for reviewwhen construction plans are submitted.*
We will work with Kent County Public Works Department to register the existing grease trap.

30. *Provide the following approvals for final approval:*
    a. *Kent Conservation District.*
    b. *Fire Marshal.*
    c. *DelDOT.*

    Approvals from the above are forthcoming.

If you have any questions or need additional information, please feel free to contact me immediately by phone at (610) 274-8613 or by email at Tom@HillcrestAssoc.com.

Sincerely,

T. Schr

Thomas Schreier, RLA
Vice President, Hillcrest Associates

C. Helmick Milford, LLC
H/C file #4707

KENT CONSERVATION DISTRICT

1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901• (302) 608-5370 • WWW.KENTCD.ORG

CITY OF MILFORD
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
OCTOBER 20, 2021

APPLICATION: Helmick Milford – Fast Food

FILE #: 21-041

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Kate Owens
PHONE: (302) 608 – 5370
EMAIL: stormwater@delaware.gov

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

1. As the disturbance for this site will exceed 5,000 square feet, a sediment and stormwater plan must be reviewed and approved by our office prior to any land disturbing activity (i.e. clearing, grubbing, filling, grading, etc.). This plan qualifies as a Non-Residential Standard Plan.
2. A complete and signed application for a Non-Residential Standard Plan with application fee are due at the time of plan submittal to the District's office.
3. The following notes must appear on the record plan:
   - The Kent Conservation District reserves the right to enter private property for purposes of periodic site inspection.
   - The Kent Conservation District reserves the right to add, modify, of delete any erosion or sediment control measure, as it deems necessary.
   - A clear statement of defined maintenance responsibility for stormwater management facilities.

ADVISORY COMMENTS TO THE APPLICANT:

1. The Non-Residential Standard Plan application form and the most current fee schedule can be accessed through the District's website at www.kentcd.org.
2. The approved application is the permit for the project and must be kept on site at all times during construction.

City of Milford, Delaware
Development Advisory Committee

Comment Sheet

****

DATE OF REVIEW: October 5, 2021

REVIEWING AGENCY: **Delaware State Fire Marshal's Office, Sussex Office**

INDIVIDUAL REVIEWERS: **Duane T. Fox, CFPS, CFPE, CFI, Asst. Chief Technical Services**
William C. Kelly, CFI, Sr. Fire Protection Specialist

AGENCY PHONE NUMBERS: **302-739-4394, Fax: 302-739-3696**

RE: HELMICK MILFORD – FAST FOOD (21-041)

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. (Assembly)
   - 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
   - NFPA 101 now requires all restaurants to be protected throughout by an automatic sprinkler system.

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 Warner Road 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)
   - 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

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative.
This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-33

Preliminary Conditional Use Site Plan Application of Helmick Milford – Fast Food
1.024 +/- acres of land located at the southwest
corner of Warner Road and US Route 113
Comprehensive Plan Designation: Commercial
Zoning District: C-3 (Highway Commercial District)
Present use: Vacant Proposed Use: Fast Food Restaurant & Drive-in Restaurant
Tax Parcel: MD-16-174.14-01-03.02

WHEREAS, the owner of the property as above described herein have petitioned the City of Milford for a Preliminary Conditional Use Site Plan for a two-unit/multi-use structure; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Preliminary Conditional Use Site Plan, as herein described.

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

Section 1. Chapter 230-45 states "in any and all districts, multiple permitted uses or mixed use of a property shall be deemed a conditional use subject to special requirements," when approved by City Council.

Section 2. Fast-food restaurants and drive-in restaurants are permitted uses within the C-3 zoning district.

Section 3. Following adoption of Ordinance 2023-33, and upon the effective date, Helmick Milford, LLC is hereby granted a Preliminary Conditional Use Site Plan approval to construct a 4,812 square foot, 2-unit commercial structure, for use as a fast-food restaurant and a drive-thru restaurant, in accordance with the application, approved plans, and any conditions set forth at the Public Hearings.

Section 4. Preliminary approval from City Council shall be void after 24 months unless an extension is requested by the owner and approved for good cause by the Planning Commission prior to the expiration, otherwise the Preliminary Conditional Use Site Plan approval becomes void.

Section 5. Dates.
Planning Commission Review & Public Hearing: September 19, 2023

City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten days following Adoption by City Council

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative.
This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-34

Preliminary Conditional Use Site Plan Application of Milford School District/Milford Middle School
23.97 +/- acres of land located on the
south side of Lakeview Avenue, approximately 875 feet east of the Route 113 Intersection
Address: 512 Lakeview Avenue
Comprehensive Plan Designation: Low Density Residential
Zoning District: R-1 (Single-Family Residential District)
Present and Proposed Use: Public School
Tax Parcel: 1-30-3.07-138.00 & 138.01

WHEREAS, the owner of the property as above described herein have petitioned the City of Milford for a Preliminary Conditional Use Site Plan to construct a public school; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Preliminary Conditional Use Site Plan, as herein described.

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

Section 1. Chapter 230-9(C)(2) states “public and private elementary, junior or senior high schools” are permitted with the approval of a conditional use permit by City Council.

Section 2. Following adoption of Ordinance 2023-34, and upon the effective date, the Milford Public School District is hereby granted a Preliminary Conditional Use Site Plan approval to construct and redevelop a 127,000 square foot public school at 512 Lakeview Avenue.

Section 3. Preliminary approval from City Council shall be void after 24 months unless an extension is requested by the owner and approved for good cause by the Planning Commission prior to the expiration, otherwise the Preliminary Conditional Use Site Plan approval becomes void.

Section 4. Dates.
Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

PUBLIC WORKS FACILITY
180 Vickers Drive
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

DATA SHEET FOR MILFORD MIDDLE SCHOOL

Development Advisory Committee: March 15, 2023

Planning Commission Meeting: TBD

Application Number / Name	:	23-012 / Milford Middle School
Applicant	:	Milford School District 906 Lakeview Avenue Milford, DE 19963
Owner	:	Same
Application Type	:	Preliminary Conditional Use Site Plan
Present Comprehensive Plan Map Designation	:	Low Density Residential
Present Zoning District	:	R-1 (Single-family Residential District)
Present Use	:	Public School
Proposed Use	:	Public School
Size and Location	:	23.97 +/- acres of land located along the south side of Lakeview Avenue approximately 875 feet east of the Route 113 intersection, addressed as 512 Lakeview Avenue.
Tax Map & Parcel	:	1-30-3.07-138.00 & 138.01

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

PUBLIC WORKS FACILITY
180 Vickers Drive
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

STAFF REPORT
August 28, 2023

Application Number / Name	**:**	23-012 / Milford Middle School
Tax Map & Parcel	**:**	1-30-3.07-138.00 & 138.01
Size and Location	**:**	23.97 +/- acres of land located along the south side of Lakeview Avenue approximately 875 feet east of the Route 113 intersection, addressed as 512 Lakeview Avenue.

I. BACKGROUND INFORMATION:

- The applicant proposes to redevelop the Milford Middle School property into a 127,000 square foot school as shown on the provided preliminary site plans.

- Chapter 230-9(C)(2) states "public and private elementary, junior or senior high schools" are permitted with the approval of a conditional use permit by 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 Preliminary Conditional Use Site Plan:

- The Preliminary Site Plan meets the minimum standards for Chapter 230 Zoning and Chapter 200 Subdivision of Land.

- The plans have been reviewed for general compliance with the City's Construction Standards and Specifications.

- The student drop-off and pick-up plan is shown on the site plan sheets to illustrate the anticipated traffic circulation during these hours.

- The Tree Preservation and Advisory Council discussed the Middle School project at their February 15, 2023 quarterly meeting, specifically the condition and status of the Cherry trees located along Lakeview Avenue. The Advisory Council discussed and voted, that if the trees were deemed to be healthy enough after inspection from the City Arborist, then they would like to see the trees remain as part of the remodeling of the school and be incorporated into

the overall landscape plan and design. See enclosed memo from Brad Dennehy, Parks and Recreation Director, dated March 14, 2023. The landscaping plan (Sheet L101) shows these Cherry trees being removed.

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

A. The presence of adjoining similar uses.

The property is the site of the former Middle School which has been vacant for several years. The property is located within an existing low-density residential area containing primarily single-family detached dwellings on lots ranging in size from 10,000 square feet to 30,000 square feet. The property is bordered on the west by Lakeview Avenue, the north by School Place, the east by Seabury Avenue and the south by Kent Place.

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

The proposed use is permitted by conditional use approval from City Council within the residential zoning districts.

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 Low Density Residential. The proposed use is consistent with the land use plan for the Comprehensive Plan and addresses additional goals and objectives related to the redevelopment of vacant buildings and properties within the City.

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

The property is the former site of the Milford Middle School and is located within an existing low density residential area. The general building footprint is being reduced and the new building will be situated towards the south side of the property along Kent Place. Access points to parking lots generally remain the same. The applicant is providing some additional screening in the form of shrubbery at the head of parking spaces that are located directly across from residential properties, to reduce negative impacts from headlights. Additional trees will be planted along School Place, Seabury Avenue and Kent Place to fill-in the existing street trees.

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

The property is the former site of the Milford Middle School and is located within an existing low density residential area. The general building footprint is being reduced and the new building will be situated towards the south side of the property along Kent Place. Access points to parking lots generally remain the same. The applicant is providing some additional screening in the form of shrubbery at the head of parking spaces that are located directly across from residential properties, to reduce negative impacts from headlights. A student drop-off and pick-up plan shows access coming from Kent Place with internal stacking within the parking lot area for approximately 50 vehicles.

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

The property is the former site of the Milford Middle School. The general building footprint is being reduced and the new building will be situated towards the south side of the property along Kent Place. Access points to the parking lots generally remain the same. The applicant is providing some additional landscaping along the streets and around the parking lot areas to reduce impacts on residential neighbors. The project meets the minimum setbacks for the principal building and off-street parking for the R-1 district.

- The following comments must be addressed prior to final site plan approval:
  - Final Site Plan approval will require approvals or no objection letters from DelDOT, the State Fire Marshal's Office and DNREC Sediment & Stormwater Management Program;
  - Address Preliminary Conditional Use Site Plan review comments (a copy of which is provided in the packet);
  - Applicant must obtain final approval of engineering plans from the City Engineer; and,
  - Additional department and agency comments outlined in Section III.

III. AGENCY COMMENTS:

- **Office of State Planning Coordination**
  See attached PLUS comments and the corresponding responses from the applicant.

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

- **Delaware Health and Social Services – Division of Public Health**
  No comments provided.

- **Department of Natural Resources and Environmental Control (DNREC), Division of Water, Surface Water Discharges Section (SWDS)**
  No comments provided.

- **State of Delaware, Sediment and Stormwater Management Program**
  See attached comments.

- **Delaware State Fire Marshal's Office**
  See attached comments.

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

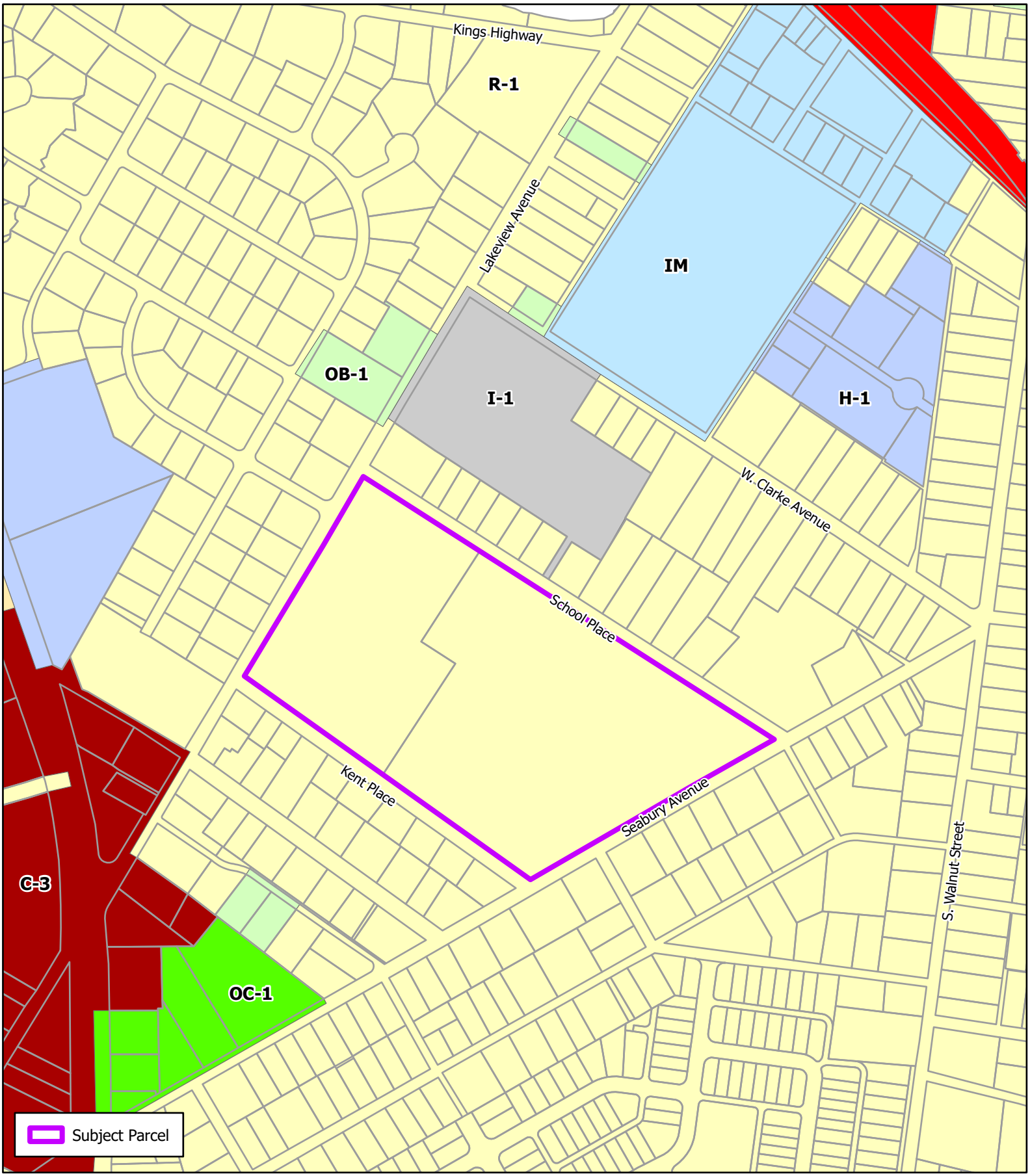
- **City Engineer**
  See attached Preliminary Site Plan review comments dated July 28, 2023 and the applicant's comment response letter dated July 18, 2023.

- **City of Milford Public Works Department**
  No comments provided.

- **City of Milford Parks and Recreation Department**
  See enclosed correspondence from the City's Tree Preservation and Advisory Council dated March 14, 2023

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

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



THE CITY of Milford DELAWARE

Scale: 0 240 480 Feet

Drawn by: WRP

Date: 02/22/23

Filepath: CUSite_MilfordMiddleSchool.aprx

Title:

Conditional Use Site Plan

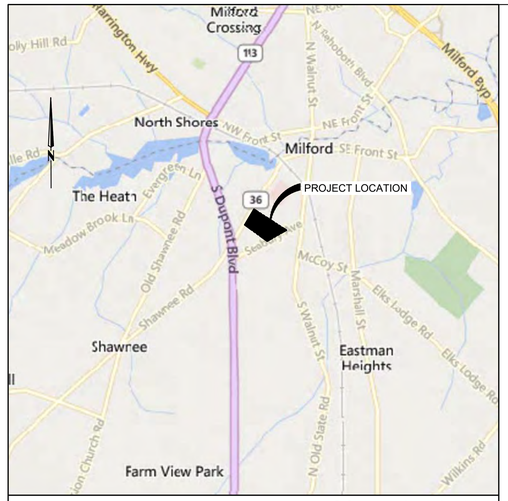
Milford Middle School

Location & Zoning Map

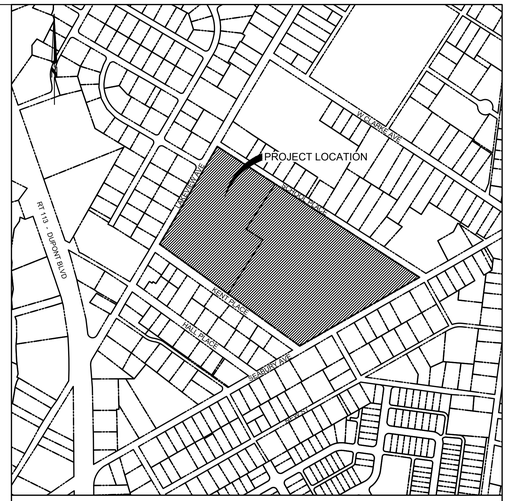
MILFORD MIDDLE SCHOOL

LAKEVIEW AVENUE
CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

DBF PROJECT NO. 1022A017
OCTOBER 2022



LOCATION MAP **SCALE: 1" = 2,500'**



VICINITY MAP **SCALE: 1" = 400'**

INDEX OF SHEETS

C001 TITLE SHEET
C002 CIVIL NOTES
C051 EXISTING CONDITIONS
C052 DEMOLITION PLAN
C101 OVERALL SITE PLAN
C102 SITE PLAN
C103 SITE PLAN
C301 OVERALL GRADING PLAN
C302 GRADING PLAN
C303 GRADING PLAN
C401 SEDIMENT AND SWM COVERSHEET
C402 PRE-CONSTRUCTION SITE SWM PLAN
C403 CONSTRUCTION SITE SWM PLAN
C404 OVERALL POST CONSTRUCTION SWM PLAN
C405 POST CONSTRUCTION SWM PLAN, FACILITY 1
C406 STORM DRAIN PROFILES
C407 CONSTRUCTION SITE DETAILS AND NOTES
C408 CONSTRUCTION SITE DETAILS
C501 UTILITY PLAN
C502 FIRE PROTECTION PLAN
C503 UTILITY PROFILES
C601 CONSTRUCTION DETAILS
C602 CONSTRUCTION DETAILS
C603 CONSTRUCTION DETAILS
L101 LANDSCAPE PLAN

GENERAL NOTES

1. THE EXISTING UTILITIES SHOWN IN THESE DRAWINGS IS BASED ON BEST AVAILABLE INFORMATION. NO GUARANTEE TO THE ACCURACY OF THE LOCATION (HORIZONTAL OR VERTICAL) IS MADE BY THE ENGINEER. CONTRACTOR TO FIELD VERIFY AND TEST PIT AS NEEDED TO VERIFY THE LOCATION OF THE EXISTING UTILITIES. THIS SHALL BE DONE AS PART OF THE CONTRACT FOR THE WORK SHOWN IN THESE DRAWINGS. ANY DAMAGE INCURRED TO SUCH UTILITIES SHALL BE REPAIRED IMMEDIATELY AT THE CONTRACTORS EXPENSE.

2. THE CONTRACTOR SHALL NOTIFY THE FOLLOWING TWO (2) WEEKS PRIOR TO THE START OF CONSTRUCTION AND SHALL COORDINATE CONSTRUCTION WITH THE UTILITY COMPANIES INVOLVED:

DAVIS BOWEN & FRIEDEL, INC.	410-543-9091
SUSSEX CONSERVATION DISTRICT	302-856-2105
CITY OF MILFORD PUBLIC WORKS DEPARTMENT	302-422-1110 X1107
CITY OF MILFORD ELECTRIC DEPARTMENT	302-422-1110 X1137
MISS UTILITY OF DELMARVA	1-800-282-8555

3. THE CONTRACTOR SHALL CONTACT THE CITY OF MILFORD AT LEAST TWO (2) WEEKS PRIOR TO THE START OF CONSTRUCTION TO SCHEDULE A PRE-CONSTRUCTION MEETING.

4. THE CONTRACTOR SHALL PROVIDE ALL EQUIPMENT, LABOR, AND MATERIALS FOR ANY MISCELLANEOUS OR TEST PIT EXCAVATIONS REQUIRED BY THE ENGINEER. CONTRACTOR SHALL TEST PIT TO CONFIRM THE ACTUAL LOCATION OF ANY AND ALL EXISTING SANITARY DISTRICT FACILITIES AT EACH AND EVERY CROSSING AND TIE-IN.

5. ALL CONSTRUCTION SHALL BE MARKED FOR TRAFFIC AND PEDESTRIAN SAFETY. ALL SIGNS SHALL BE PLACED IN ACCORDANCE WITH SECTION VI OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

6. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE CITY OF MILFORD DESIGN STANDARDS.

7. THE CONTRACTOR ASSUMES ALL RESPONSIBILITIES FOR ANY DEVIATIONS FROM THESE PLANS, UNLESS SAID DEVIATION IS APPROVED BY THE ENGINEER. THE CONTRACTOR SHALL RECEIVE WRITTEN PERMISSION FROM THE ENGINEER IS A DEVIATION OF THE PLAN IS NECESSARY.

8. ALL DISTURBED AREAS SHALL BE SMOOTHLY GRADED TO PROVIDE POSITIVE DRAINAGE IN THE DIRECTION OF FLOW ARROWS HEREIN AND STABILIZED WITH TOPSOIL, SEED, AND MULCH. IF SETTLEMENT OCCURS, TOPSOIL, SEEDING, AND MULCHING SHALL BE REPEATED UNTIL SETTLEMENT SUBSIDES (SEE EROSION AND SEDIMENT CONTROL SPECIFICATIONS).

9. ALL TRASH, TRESS, DEMOLITION DEBRIS, AND UNDERBRUSH ARE TO BE CLEARED AND REMOVED OFF SITE TO AN APPROVED DUMP SITE BY THE CONTRACTOR.

10. ANY EXCESS EXCAVATED MATERIAL PLACED OUTSIDE OF THOSE AREAS DESIGNATED ON THIS PLAN SHALL MEET APPROVAL OF SUSSEX SOIL CONSERVATION.

11. ANY EXISTING SURVEY MONUMENTATION THAT IS DISTURBED DURING CONSTRUCTION SHALL BE REPLACED BY A REGISTERED SURVEYOR AT THE CONTRACTOR'S EXPENSE.

12. ALL FILL AREAS WITHIN LIMITS OF BUILDING CONSTRUCTION AND PARKING AREAS AS DESIGNATED ON THESE PLANS SHALL BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY AND LAID AND COMPACTED IN 8" MAXIMUM LIFTS.

13. ALL SIDEWALKS, HANDICAP RAMPS, HANDICAP PARKING SPACES, AND ACCESSIBLE ROUTES SHALL COMPLY WITH APPLICABLE ADA CRITERIA.

14. IF POSSIBLE, TRENCHES SHALL NOT REMAIN OPEN OVERNIGHT. IF IT IS NECESSARY FOR TRENCHES TO REMAIN OPEN, STEEL PLATES, CAPABLE OF BEARING TRAFFIC, SHALL BE USED TO COMPLETELY COVER THE TRENCH.

15. A MINIMUM OF ONE-WAY TRAFFIC SHALL BE MAINTAINED ON ADJACENT ROADWAYS DURING HOURS OF CONSTRUCTION, AND TWO WAY TRAFFIC AT ALL OTHER TIMES.

16. ON-SITE TOPOGRAPHIC SURVEY PERFORMED BY DAVIS, BOWEN, & FRIEDEL, INC., DATED SEPTEMBER, 2022. HORIZONTAL DATUM IS DELAWARE STATE PLANE, NAD 83. VERTICAL DATUM IS NAVD 88.

PROJECT BENCHMARKS (NAVD 88).

ID	COORDINATES	ELEVATION	DESCRIPTION
1	LAT:38.905205 LON:75.437102	26.48'	IRCS
2	LAT:38.904808 LON:75.435047	24.97'	IRCS
3	LAT:38.902790 LON:75.436082	25.30'	IRCS
4	LAT:38.902418 LON:75.433871	28.84'	IRCS

SITE DATA

OWNER:	MILFORD SCHOOL DISTRICT BOARD OF EDUCATION 906 LAKEVIEW AVENUE MILFORD, DELAWARE 19963 PHONE: (302)-422-1600
ENGINEER:	DAVIS, BOWEN, & FRIEDEL, INC. 501 E. MAIN ST., SUITE 100 SALISBURY, MARYLAND 21804 PHONE: 410-543-9091 FAX: 410-543-4172
PROPERTY ADDRESS:	512 LAKEVIEW AVENUE MILFORD, DELAWARE 19963
TAX MAP ID:	130-3.07-138.00
DEED REF.:	399/97
ZONING:	R-1 - SINGLE-FAMILY RESIDENTIAL DISTRICT

	MINIMUM REQUIREMENTS:	PROVIDED
FRONT SETBACK:	25 FEET	25 FEET
SIDE SETBACK:	12 FEET	12 FEET
REAR SETBACK:	25 FEET	25 FEET
MIN. LOT WIDTH:	80 FEET	739.5± FEET
MIN. LOT S.F.:	10,000 SF	23.288± ACRES

MAX BUILDING HEIGHT:	35'
EXISTING USE:	SCHOOL
PROPOSED USE:	SCHOOL
TOTAL SITE AREA:	23.42 ACRES±
MAX. LOT COVERAGE:	40%
EX. IMPERVIOUS SURFACE:	6.261 AC. (26.1%)
EX. BUILDING COVERAGE:	1.91 AC. (7.9%)
PRO. IMPERVIOUS SURFACE:	5.670 AC. (23.7%)
PRO. BUILDING COVERAGE:	1.82 AC. (7.6%)
PARKING REQUIRED:	1 SPACE / 8 SEATS IN AUDITORIUM, CAFETERIA, OR GYMNASIUM GYMNASIUM CAPACITY = 1,000 / 8 = 125 SPACES
PARKING PROVIDED:	283 SPACES (INCLUDING 7 HANDICAP) & 18 BUSES
BICYCLE PARKING REQUIRED:	5 SPACES PLUS 1 PER EVERY 20 PARKING SPACES = (283 / 20) + 5 = 19.15 SPACES
BICYCLE PARKING PROVIDED:	22 SPACES
FLOOD ZONE:	ZONE X - OUTSIDE FLOODPLAIN (FIRM MAP 24011C0227D, DATED JANUARY 16, 2015)
WETLANDS:	NOT PRESENT ON SITE
SOURCE WATER PROTECTION AREA:	NOT PRESENT ON SITE
WATER:	CITY OF MILFORD
SEWER:	CITY OF MILFORD
ELECTRIC:	CITY OF MILFORD
SOLID WASTE:	PRIVATE
EXISTING EDU'S:	1 EDU + 1 EDU PER 25 STUDENTS 1 + (1,100 STUDENTS / 25) 45 EDU
PROJECTED EDU'S:	1 EDU + 1 EDU PER 25 STUDENTS 1 + (1,100 STUDENTS / 25) 41 EDU
PROJECTED GPD:	41 EDU X 250 GPD 10,250 GPD (AVERAGE)
HORIZONTAL DATA	NAD 83
VERTICAL DATA	NAVD 88
LIMIT OF DISTURBANCE:	10.802 AC.

DAVIS BOWEN & FRIEDEL, INC.
ARCHITECTS - ENGINEERS - SURVEYORS
EASTON, MARYLAND 410.770.4744 | MILFORD, DELAWARE 302.424.1444 | SALISBURY, MARYLAND 410.543.9091

LEGEND

EXISTING		PROPOSED
	PROPERTY LINE OR RIGHT-OF-WAY LINE	
X	FENCE	X
24	CONTOUR	24
×24.24 ×24.74 TC ×24.24	SPOT ELEVATIONS: SURFACE, TOP OF CURB, BOTTOM OF CURB	24.24 24.74 T.C. 24.24 B.C.
	SWALE	
	EDGE OF WOODS, LIMITS OF CLEARING LINE	
UGE	UNDERGROUND ELECTRIC LINE	
OH/E	OVERHEAD ELECTRIC LINE	
T	UNDERGROUND TELEPHONE LINE	
UGG	UNDERGROUND GAS LINE	2G 2G
EX-8SS	SEWER MAIN, MANHOLE, AND CLEANOUT	8SS C.O.
EX-6W	WATER MAIN, HYDRANT, VALVE, AND METER	6W W.M.
ST	STORMDRAIN, MANHOLE, AND INLET	
	CURB, CURB AND GUTTER	
	CONCRETE SIDEWALK, CONCRETE PAD, OR CONCRETE PAVING	
	BITUMINOUS PAVING	
	BUILDING	
	ITEMS TO BE DEMOLISHED	
	DECIDUOUS TREE, EVERGREEN TREE, AND SHRUBS	
	ROAD SIGN, MAIL BOX	
	LIGHT POLE	
	UTILITY POLE WITH GUY WIRES	

ABBREVIATIONS

PR	PROPOSED
EX	EXISTING
D.I.	DUCTILE IRON

CITY OF MILFORD APPROVAL

MARK WHITFIELD CITY MANAGER DATE

CITY PLANNING DEPARTMENT APPROVAL

PLANS HAVE BEEN REVIEWED AND ARE FOUND TO BE IN GENERAL CONFORMANCE WITH THE MOST RECENTLY ADOPTED AND/OR CERTIFIED VERSIONS OF THE CITY OF MILFORD'S CODE OF ORDINANCES AND COMPREHENSIVE LAND USE PLAN. THE OWNER AND THEIR ENGINEER AND/OR SURVEYOR ASSUME ALL RESPONSIBILITY FOR THE DESIGN AS CONTEMPLATED HEREIN AND ACCURACY OF ALL INFORMATION SHOWN HEREON.

CITY ENGINEER APPROVAL

CONSTRUCTION IMPROVEMENTS PLANS HAVE BEEN REVIEWED AND ARE FOUND TO BE IN GENERAL CONFORMANCE WITH THE CITY OF MILFORD'S STANDARD SPECIFICATIONS FOR INSTALLATION OF UTILITY CONSTRUCTION PROJECTS AND SUBDIVISION PAVEMENT DESIGN. THE OWNER AND THEIR ENGINEER AND/OR SURVEYOR ASSUME ALL RESPONSIBILITY FOR THE DESIGN AS CONTEMPLATED HEREIN AND ACCURACY OF ALL INFORMATION SHOWN HEREON.

CITY ENGINEER DATE

OWNER'S STATEMENT

I, THE UNDERSIGNED, HEREBY STATE THAT I AM THE OWNER OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THE PLAN WAS MADE AT MY DIRECTION. I ACKNOWLEDGE THE SAME TO BE MY ACT AND DESIRE THE PLAN BE RECORDED ACCORDING TO LAW.

MILFORD SCHOOL DISTRICT BOARD OF EDUCATION DATE
906 LAKESIDE AVENUE
MILFORD, DE 19963

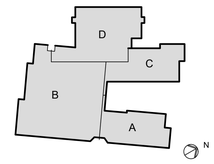
ENGINEER'S STATEMENT

I, HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLIES WITH THE APPLICABLE STATE AND LOCAL REGULATIONS AND ORDINANCES.

W. ZACHARY CROUCH, P.E. DATE
LICENSE NO. 12734
EXPIRATION DATE: 06/30/24
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19963

PRELIMINARY - NOT FOR CONSTRUCTION

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
FURLOW ASSOCIATES, INC.
650 NAAMANS ROAD
CLAYMONT, DE 19703
P: 302.798.3515

CIVIL ENGINEER:
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
CORSI ASSOCIATES, LLC
1489 BALTIMORE PIKE, STE 109
SPRINGFIELD, PA 19064
P: 866.267.7447

THEATER PLANNING:
STAGES CONSULTANTS, LLC
300 RARITAN AVENUE, 2ND FLR
HIGHLAND PARK, NJ 08904
P: 732.333.8003

TECHNOLOGY CONSULTANT:
EDUCATIONAL SYSTEM PLANNING
2448 HOLLY AVENUE, STE 302
ANNAPOLIS, MD 21401
P: 410.573.9148

B S A + A
Buck Simpers Architect + Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

TITLE SHEET

C001

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CITY OF MILFORD GENERAL NOTES

1. THE BOUNDARY INFORMATION SHOWN ON THESE DRAWINGS IS BASED ON A SURVEY PERFORMED BY DAVIS BOWEN AND FRIEDEL, INC, IN MAY 18, 2021.
2. A TOPOGRAPHIC SURVEY WAS PERFORMED BY DAVIS, BOWEN & FRIEDEL, INC. OF MILFORD, DELAWARE IN SEPTEMBER, 2022. ELEVATIONS ARE BASED ON CONTROL MONUMENT IRON CAP, WITH AN ELEVATION OF 26.48' NGVD88.
3. HORIZONTAL DATUM IS BASED ON DELAWARE STATE GRID, NAD83/91, CONTROL MONUMENTS IRCS BENCHMARK LOCATED ON LAKEVIEW AVENUE, ELEVATION 26.48'.
4. HYDRIC SOILS ARE NOT INDICATED AS BEING PRESENT ACCORDING TO THE SUSSEX COUNTY SOIL SURVEY.
5. 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.
6. ALL MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. MATERIALS AND WORKMANSHIP SHALL MEET THE REQUIREMENTS OF THE CITY OF MILFORD STANDARD SPECIFICATIONS FOR INSTALLATION OF UTILITY CONSTRUCTION AND SUBDIVISION PAVEMENT DESIGN, AND ALL APPLICABLE AGENCIES HAVING JURISDICTION OVER THE PROPOSED IMPROVEMENTS.
7. USE ONLY SUITABLE AND APPROVED GRANULAR MATERIAL FOR BACKFILLING TRENCHES.
8. 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.
9. 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.
10. 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.
11. 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.
12. PRIOR TO ISOLATION AND CUT-IN PROCEDURES, CONTRACTOR SHALL EXCAVATE, LOCATE, AND OBSERVE FUNCTION OF ALL EXISTING VALVES TO ASSIST IN THE SYSTEM ISOLATION.
13. SHOP DRAWINGS FOR ANY ITEM(S) WHICH WILL EVENTUALLY BE TAKEN OVER BY THE CITY SHALL BE SUBMITTED TO THE CITY ENGINEER FOR REVIEW AND APPROVAL PRIOR TO THE ORDERING OF AND/OR INSTALLATION OF THE ITEM(S).
14. 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.
15. 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.
16. 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.
17. THE FEMA FLOODPLAIN CLASSIFICATION FOR THIS SITE IS ZONE X PER MAP 1240110227D, DATED JANUARY 16, 2015.
18. ALL ROADWAYS ARE TO BE SWEPT FREE OF SEDIMENT ON A DAILY BASIS.
19. 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.
20. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT PAVING IS INSTALLED TO THE ELEVATIONS SHOWN AND THAT NO PONDING OF WATER WILL OCCUR AFTER PAVING IS COMPLETE.
21. THE STORM DRAINAGE SYSTEM HAS BEEN DESIGNED USING THE CRITERIA OF THE STATE OF DELAWARE DEPARTMENT OF TRANSPORTATION DEVELOPMENT COORDINATION MANUAL, LATEST EDITION.
22. ALL FIRE LANES, FIRE HYDRANTS, EXITS, AND STANDPIPES WILL BE MARKED IN ACCORDANCE WITH STATE FIRE PREVENTION REGULATIONS.
23. 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.
24. DRAWINGS DO NOT INCLUDE 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.
25. 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.
26. THE OWNER AND/OR THEIR CONTRACTOR IS RESPONSIBLE FOR OBTAINING THE SERVICES OF A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF DELAWARE FOR THE PERMANENTLY RE-ESTABLISHING OF 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.
27. THE OWNER SHALL BE RESPONSIBLE FOR THE SHORT-TERM MAINTENANCE OF THE ANY AND ALL STORMWATER MANAGEMENT FACILITIES AND STORM SEWER SYSTEMS UNTIL SUCH TIME THAT THE LONG-TERM MAINTENANCE RESPONSIBILITIES CAN BE TRANSFERRED TO A LEGALLY-ESTABLISHED HOMEOWNERS ASSOCIATION OR OTHER RESPONSIBLE ENTITY.
28. 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, STORM SEWER PIPES AND CATCH BASINS, INSTALLED FULLY WITHIN CITY RIGHT-OF-WAY; ONCE THE FOLLOWING CONDITIONS HAVE BEEN MET:
    A. ALL ITEMS HAVE PASSED CITY INSPECTION;
    B. THE CITY HAS RECEIVED AND APPROVED DIGITAL AND HARD COPIES OF THE RECORD DRAWINGS; AND
    C. THE RIGHTS-OF-WAY AND/OR EASEMENTS HAVE BEEN DEEDED TO THE CITY AND RECORDED WITH THE RECORDER OF DEEDS
29. 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.
30. PRELIMINARY APPROVAL FROM PLANNING COMMISSION SHALL BE VOID AFTER TWENTY-FOUR (24) MONTHS, UNLESS AN EXTENSION IS REQUESTED BY THE OWNER AND APPROVED, FOR GOOD CAUSE, BY THE PLANNING COMMISSION PRIOR TO THE DATE OF EXPIRATION.
31. THE APPROVAL OF A CONDITIONAL USE IN CONJUNCTION WITH A SITE PLAN APPLICATION SHALL EXPIRE UPON EXPIRATION OF THE ASSOCIATED SITE PLAN.
32. 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 EIGHTEEN (18) MONTHS 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.
33. 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.
34. AS A CONDITION OF THE APPROVAL OF THE CONSTRUCTION DRAWINGS, AND PRIOR TO THE ISSUANCE OF THE FIRST BUILDING PERMIT, THE APPLICANT SHALL POST A COMPLETION GUARANTY IN THE AMOUNT OF 125% OF THE COST OF INSTALLATION FOR THE CONSTRUCTION OF RECREATIONAL AND OPEN SPCAE AMENITIES, INCLUDING BUT NOT LIMITED TO COMMUNITY BUILDINGS, PLAYGROUNDS, WALKING PATHS, LANDSCAPING AND LANDSCAPE SCREENING. 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.
35. A MAINTENANCE BOND IN THE AMOUNT OF 10% OF THE CONSTRUCTION VALUE FOR ANY CONSTRUCTED IMPROVEMENTS AND A PERFORMANCE BOND IN THE AMOUNT OF 125% OF THE CONSTRUCTION VALUE FOR ANY UNCOMPLETED WORK SHALL BE PROVIDED IN ORDER TO OBTAIN CERTIFICATES IF OCCUPANCY AND ACHIEVE FINAL COMPLETION OF THE IMPROVEMENTS AND RELEASE OF ANY COMPLETION GUARANTY. THE MAINTENANCE PERIOD SHALL BE A MINIMUM OF ONE YEAR AND ALL CONSTRUCTION VALUES MUST BE SUBMITTED TO, REVIEWED AND APPROVED BY THE CITY ENGINEER PRIOR TO THE ISSUANCE OF ANY BONDS.
36. UPON COMPLETION OF THE CONSTRUCTION IMPROVEMENTS AND PRIOR TO THE RELEASE OF ANY DEVELOPER'S COMPLETION GUARANTEE, THE DEVELOPER SHALL PROVIDE THE CITY ENGINEER A DRAFT PAPER SET OF DETAILED RECORD PLANS (PLAN VIEW AND PROFILE SHEETS). 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 OR SURVEYOR. ADDITIONALLY, A CD SHALL BE PROVIDED WITH DIGITAL RECORD INFORMATION IN AUTOCAD FORMAT (VERSION 2018 OR LATER). THE DIGITAL INFORMATION SHALL BE ON DELAWARE STATE PLANE, NAD 83 HORIZONTAL CONTROL AND NAVD88 VERTICAL CONTROL. RECORD PLAN INFORMATION SHALL INCLUDE SURVEYED AS-BUILT ELEVATIONS AND HORIZONTAL LOCATIONS OF THE FOLLOWING:
    A. ALL PROPERTY MONUMENTS/MARKERS;
    B. SEWER MANHOLE RIM & INVERT ELEVATIONS, WITH ASSOCIATED PIPE SIZES & MATERIALS NOTED, PUMP STATION RIM, BOTTOM & INVERT ELEVATIONS WITH ASSOCIATED PIPE SIZES & MATERIALS NOTED, FORCEMAIN INVERT ELEVATIONS EVERY 50 FEET, FORCEMAIN AIR RELEASE VALVE RIM & INVERT ELEVATIONS, SEWER CLEANOUT RIM & INVERT ELEVATIONS, AND GREASE TRAP RIM, BOTTOM & INVERT ELEVATIONS;
    C. WATER VALVES, FIRE HYDRANTS, METER VAULTS, METER PITS, AND CURB STOPS;
    D. STORM SEWER CATCH BASIN AND/OR MANHOLE GRATE, RIM & INVERT ELEVATIONS WITH ASSOCIATED PIPE SIZES & MATERIALS NOTED; AND
    E. ANY OTHER ITEM WHICH WILL BE TAKEN OVER BY THE CITY.
37. THE CONTRACTOR SHALL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT AT (302) 422-1110 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.
38. SOURCE WATER PROTECTION AREAS ARE NOT PRESENT ON SITE.
39. STATE OR FEDERALLY REGULATED WETLANDS ARE NOT PRESENT ON SITE.

CIVIL PLAN GENERAL NOTES

1. THE CONTRACTOR SHALL NOTIFY THE FOLLOWING TWO WEEKS PRIOR TO THE START OF CONSTRUCTION AND SHALL APPRISE AND COORDINATE DURING ALL PHASES OF CONSTRUCTION:
    1.1 DAVIS, BOWEN & FRIEDEL, INC.: 302-424-1441.
    1.2 KENT CONSERVATION DISTRICT: 302-608-5370
    1.3 CITY OF MILFORD PUBLIC WORKS DEPARTMENT: 302-422-1110, EXT. 1110.
    1.4 CITY OF MILFORD ELECTRIC DEPARTMENT: 302-422-1110, EXT. 1135.
    1.5 DEPARTMENT OF TRANSPORTATION, CENTRAL DISTRICT PERMITS SUPERVISOR: 302-760-2433.
2. THE CONTRACTOR SHALL ASSUME ALL RESPONSIBILITY FOR ANY DEVIATION FROM THESE PLANS UNLESS WRITTEN APPROVAL HAS BEEN PROVIDED BY THE ENGINEER.
3. FINAL APPROVED SET OF PLANS AND SPECIFICATIONS SHALL BE MAINTAINED ON THE JOB SITE. FAILURE TO COMPLY WITH THIS PROVISION SHALL BE CONSIDERED CAUSE TO STOP THE WORK.
4. THE CONTRACTOR SHALL MAINTAIN ONE COMPLETE SET OF CONTRACT DRAWINGS ON WHICH HE SHALL NOTE, IN RED, THE ALIGNMENTS AND INVERTS OF ALL UNDERGROUND UTILITIES INSTALLED OR ENCOUNTERED DURING THE PROSECUTION OF THE WORK, ALL DISCREPANCIES BETWEEN THE PLAN LOCATIONS AND ELEVATIONS OF BOTH THE EXISTING AND PROPOSED UTILITIES SHALL BE SHOWN ON THE AS-BUILT DRAWINGS TO BE MAINTAINED BY THE CONTRACTOR IN THE FIELD. FINAL SET OF APPROVED CONSTRUCTION PLANS AND SPECIFICATIONS SHALL BE MAINTAINED ON THE JOB SITE AT ALL TIMES. FAILURE TO COMPLY WITH THIS PROVISION SHALL BE CONSIDERED CAUSE TO STOP THE WORK.
5. THE CONTRACTOR SHALL USE ONLY NEW MATERIALS, PARTS, AND PRODUCTS. ALL MATERIALS SHALL BE STORED SO AS TO ASSURE THE PRESERVATION OF THEIR QUALITY AND FITNESS FOR THE INTENDED WORK.
6. ROUTINE PERIODIC INSPECTIONS DURING CONSTRUCTION WILL BE PROVIDED BY THE OWNER AND THE CITY. THESE INSPECTIONS DO NOT RELIEVE THE CONTRACTOR FROM HIS OBLIGATION AND RESPONSIBILITY FOR CONSTRUCTING ALL WORK IN STRICT ACCORDANCE WITH ALL STANDARDS AND SPECIFICATIONS AND CONSTRUCTION DOCUMENTS.
7. CONTRACTOR SHALL PROVIDE STAKEOUT SURVEY NECESSARY FOR THE INSTALLATION OF UTILITY WORK AND APPURTENANES AS REQUIRED PER THE CITY OF MILFORD STANDARDS AND SPECIFICATIONS.

DEMOLITION AND SAFETY GENERAL NOTES

1. MISS UTILITY OF DELMARVA SHALL BE NOTIFIED THREE (3) CONSECUTIVE WORKING DAYS PRIOR TO EXCAVATION, AT 1-800-282-8555.
2. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES, REGULATIONS AND ORDERS OF ANY PUBLIC BODY HAVING JURISDICTION. THE CONTRACTOR SHALL ERECT AND MAINTAIN, AS REQUIRED BY THE CONDITIONS AND PROGRESS OF THE WORK, ALL NECESSARY SAFEGUARDS FOR SAFETY AND PROTECTION.
3. THE CONTRACTOR SHALL OPEN ONLY THAT SECTION OF TRENCH OR ACCESS PITS WHICH CAN BE BACKFILLED AND STABILIZED AT THE END OF EACH WORKING DAY. STEEL PLATES SHALL BE USED ON ANY TRENCH OR ACCESS PITS WHICH MUST REMAIN OPEN OVERNIGHT. THIS REQUIREMENT DOES NOT APPLY TO AREAS COMPLETELY CLOSED AND SECURE FROM VEHICULAR OR PEDESTRIAN TRAFFIC.

POTABLE WATER DISTRIBUTION GENERAL NOTES

1. ALL WATER DISTRIBUTION WORK SHALL COMPLY WITH THE CITY OF MILFORD WATER MAIN CONSTRUCTION SPECIFICATIONS, LATEST EDITION. CONTRACTOR SHALL OBTAIN A COPY FROM CITY OF MILFORD PRIOR TO BIDDING ON THE JOB. FAILURE TO OBTAIN A COPY OF THE SPECIFICATIONS SHALL NOT RELIEVE THE CONTRACTOR OF THEIR RESPONSIBILITY. ANY ADDITIONAL COSTS CAUSED BY THE FAILURE TO FOLLOW THE SPECIFICATIONS SHALL BE AT THE SOLE COST OF THE CONTRACTOR.
2. ALL TRENCHING, PIPE LAYING, AND BACKFILLING SHALL BE IN ACCORDANCE WITH FEDERAL OSHA REGULATIONS.
3. THE CONTRACTOR SHALL FIELD VERIFY LOCATION OF EXISTING WATER LATERALS TO WHICH NEW CONSTRUCTION WILL CONNECT.
4. DIFFERING SITE CONDITIONS AND/OR DIFFERING MATERIAL PROPERTIES SHALL REQUIRE CITY OF MILFORD OR DESIGNEE APPROVAL OF SPECIAL DESIGN DETAILS PREPARED BY THE DESIGN ENGINEER PRIOR TO INITIATING OR RESUMING CONSTRUCTION ACTIVITIES.
5. THE CONTRACTOR SHALL ALLOW SUFFICIENT TIME FOLLOWING EXCAVATIONS FOR INSPECTION AND EVALUATION OF EXISTING SOIL SUBGRADE CONDITIONS BY CITY OF MILFORD OR DESIGNEE. CITY OF MILFORD OR DESIGNEE SHALL INSPECT ALL LATERAL SUBGRADES FOLLOWING EXCAVATION AND PRIOR TO CONSTRUCTION OF NEW WORK TO CONFIRM DESIGN CONDITIONS ARE MET AND SUBGRADE CONDITIONS ARE SUITABLE FOR CONSTRUCTION. IN THE EVENT THE SOIL BEARING CAPACITY IS LESS THAN THE MINIMUM DESIGN VALUE, CITY OF MILFORD OR DESIGNEE SHALL CAUSE AFFECTED CONSTRUCTION TO CEASE AND SHALL NOTIFY THE DESIGN ENGINEER FOR RE-DESIGN TO ACCOMMODATE THE REDUCED SOIL BEARING CAPACITY.
6. IN THE EVENT THE SUBGRADE CONDITION IS UNSTABLE, DUE TO UNSUITABLE MATERIALS AND/OR GROUNDWATER INFILTRATION/INTRUSION INTO THE SURROUNDING SOILS, AS DETERMINED BY CITY OF MILFORD OR DESIGNEE, THE CONTRACTOR SHALL, AS DIRECTED BY CITY OF MILFORD OR DESIGNEE, REMOVE THE UNSUITABLE MATERIAL AND FILL WITH SUITABLE APPROVED GRANULAR FILL MATERIAL.
7. CONTRACTOR SHALL EXTEND LATERAL BELOW ANY CONFLICTS OR OBSTRUCTIONS TO PROVIDE REQUIRED CLEARANCES. COST SHALL BE INCLUDED IN THE PRICE OF THE CONTRACT.
8. THROUGHOUT THE PROJECT, WHERE WATER MAINS ARE LOCATED IN, ACROSS OR ADJACENT TO DRAINAGE DITCHES AND SWALES, THE CONTRACTOR SHALL RESTORE DISTURBED AREAS TO THEIR ORIGINAL CONDITION AND VEGETATE AS REQUIRED.
9. ALL WATER MAINS SHALL BE HYDROSTATICALLY TESTED AND DISINFECTED IN ACCORDANCE WITH CITY OF MILFORD STANDARDS AND SPECIFICATIONS BEFORE ACCEPTANCE.
10. THE CONTRACTOR WILL INSTALL THE WATER SERVICE TO THE GROUND MARKER AS SHOWN ON THE STANDARD DETAILS. THE WATER METER AND PIT ASSEMBLY WILL BE PURCHASED BY THE DEVELOPER AND INSTALLED BY THE CITY OF MILFORD.
11. ALL FITTINGS SHALL BE DUCTILE IRON, MECHANICAL JOINT RESTRAINT AND AWWA APPROVED. SEE THE CITY OF MILFORD STANDARDS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION. ALL FITTINGS SHALL BE THRUST RESTRAINED AS SHOWN ON THE STANDARD DETAILS.
12. THE CONTRACTOR SHALL TAKE PRECAUTIONS TO LOCATE PROPERTY LINES, EASEMENTS, AND RIGHT-OF-WAY LINES PRIOR TO CONSTRUCTION AND AVOID CONSTRUCTION ACTIVITIES ON PRIVATE PROPERTY AND/OR RIGHTS OF WAYS WHERE SAID CONSTRUCTION IS PROHIBITED. THE CONTRACTOR MAY CONDUCT CONSTRUCTION ACTIVITIES ON PRIVATE PROPERTY PROVIDED HE HAS OBTAINED PRIOR WRITTEN PERMISSION FROM THE PROPERTY OWNER AND HAS SUBMITTED A COPY OF SAID WRITTEN PERMISSION TO THE CITY OF MILFORD. ANY DISTURBED AREAS BEYOND THE RIGHT-OF-WAY OR EASEMENT LINES SHALL BE RESTORED IMMEDIATELY TO THEIR ORIGINAL CONDITION. PAYMENT FOR THIS WORK SHALL BE INCLUDED IN THE COST OF ITEMS BID.

SANITARY SEWER GENERAL NOTES

1. SANITARY SEWER CONSTRUCTION SHALL BE DONE IN ACCORDANCE WITH THE CITY OF MILFORD STANDARDS AND SPECIFICATIONS, AND DETAILS.
2. ALL SANITARY SEWER MATERIALS AND APPURTENANCES SHALL MEET OR EXCEED THOSE REQUIRED BY THE CITY OF MILFORD STANDARDS AND SPECIFICATIONS, AND DETAILS.
3. SANITARY SEWER LATERAL SHALL BE 6" PVC. SEWER LATERAL SHALL INCLUDE A 8" CLEANOUT, WYE, AND CAP JUST BEHIND THE ACCESS EASEMENT LINE.
4. ALL TRENCHING, PIPE LAYING, AND BACKFILLING SHALL BE IN ACCORDANCE WITH FEDERAL OSHA REGULATIONS.
5. TOP OF MANHOLE ELEVATIONS ARE TOP OF MANHOLE FRAME AND COVER.
6. PIPE SPAN LENGTHS ARE MEASURED FROM C/L OF STRUCTURE TO C/L OF STRUCTURE, WHERE APPLICABLE ARE ROUNDED TO THE NEAREST FOOT.
7. THE CONTRACTOR SHALL FIELD VERIFY INVERTS AND LOCATION OF EXISTING SANITARY SEWER MAINS OR MANHOLES TO WHICH NEW CONSTRUCTION WILL CONNECT.
8. THE CONTRACTOR SHALL TAKE PRECAUTIONS TO LOCATE PROPERTY LINES, EASEMENTS, AND RIGHT-OF-WAY LINES PRIOR TO CONSTRUCTION AND AVOID CONSTRUCTION ACTIVITIES ON PRIVATE PROPERTY AND/OR RIGHTS OF WAYS WHERE SAID CONSTRUCTION IS PROHIBITED. THE CONTRACTOR MAY CONDUCT CONSTRUCTION ACTIVITIES ON PRIVATE PROPERTY PROVIDED HE HAS OBTAINED PRIOR WRITTEN PERMISSION FROM THE PROPERTY OWNER AND HAS SUBMITTED A COPY OF SAID WRITTEN PERMISSION TO THE CITY OF MILFORD. ANY DISTURBED AREAS BEYOND THE RIGHT-OF-WAY OR EASEMENT LINES SHALL BE RESTORED IMMEDIATELY TO THEIR ORIGINAL CONDITION. PAYMENT FOR THIS WORK SHALL BE INCLUDED IN THE COST OF ITEMS BID.
9. DIFFERING SITE CONDITIONS AND/OR DIFFERING MATERIAL PROPERTIES SHALL REQUIRE CITY OF MILFORD APPROVAL OF SPECIAL DESIGN DETAILS PREPARED BY THE DESIGN ENGINEER PRIOR TO INITIATING OR RESUMING CONSTRUCTION ACTIVITIES.
10. THE CONTRACTOR SHALL ALLOW SUFFICIENT TIME FOLLOWING EXCAVATIONS FOR INSPECTION AND EVALUATION OF EXISTING SOIL SUBGRADE CONDITIONS BY THE CITY OF MILFORD OR HIS/HER DESIGNEE. THE CITY OF MILFORD SHALL INSPECT ALL SUBGRADES FOLLOWING EXCAVATION AND PRIOR TO CONSTRUCTION OF NEW WORK TO CONFIRM DESIGN CONDITIONS ARE MET AND SUBGRADE CONDITIONS ARE SUITABLE FOR CONSTRUCTION. IN THE EVENT THE SOIL BEARING CAPACITY IS LESS THAN THE MINIMUM DESIGN VALUE, THE CITY OF MILFORD ENGINEER SHALL CAUSE AFFECTED CONSTRUCTION TO CEASE AND SHALL NOTIFY THE DESIGN ENGINEER FOR RE-DESIGN TO ACCOMMODATE THE REDUCED SOIL BEARING CAPACITY.
11. IN THE EVENT THE SUBGRADE CONDITION IS UNSTABLE, DUE TO UNSUITABLE MATERIALS AND/OR GROUNDWATER INFILTRATION/INTRUSION INTO THE SURROUNDING SOILS, AS DETERMINED BY THE CITY OF MILFORD, THE CONTRACTOR SHALL, AS DIRECTED BY THE CITY OF MILFORD ENGINEER, REMOVE THE UNSUITABLE MATERIAL AND FILL WITH SUITABLE APPROVED GRANULAR FILL MATERIAL.

INTERNAL PAVING NOTES

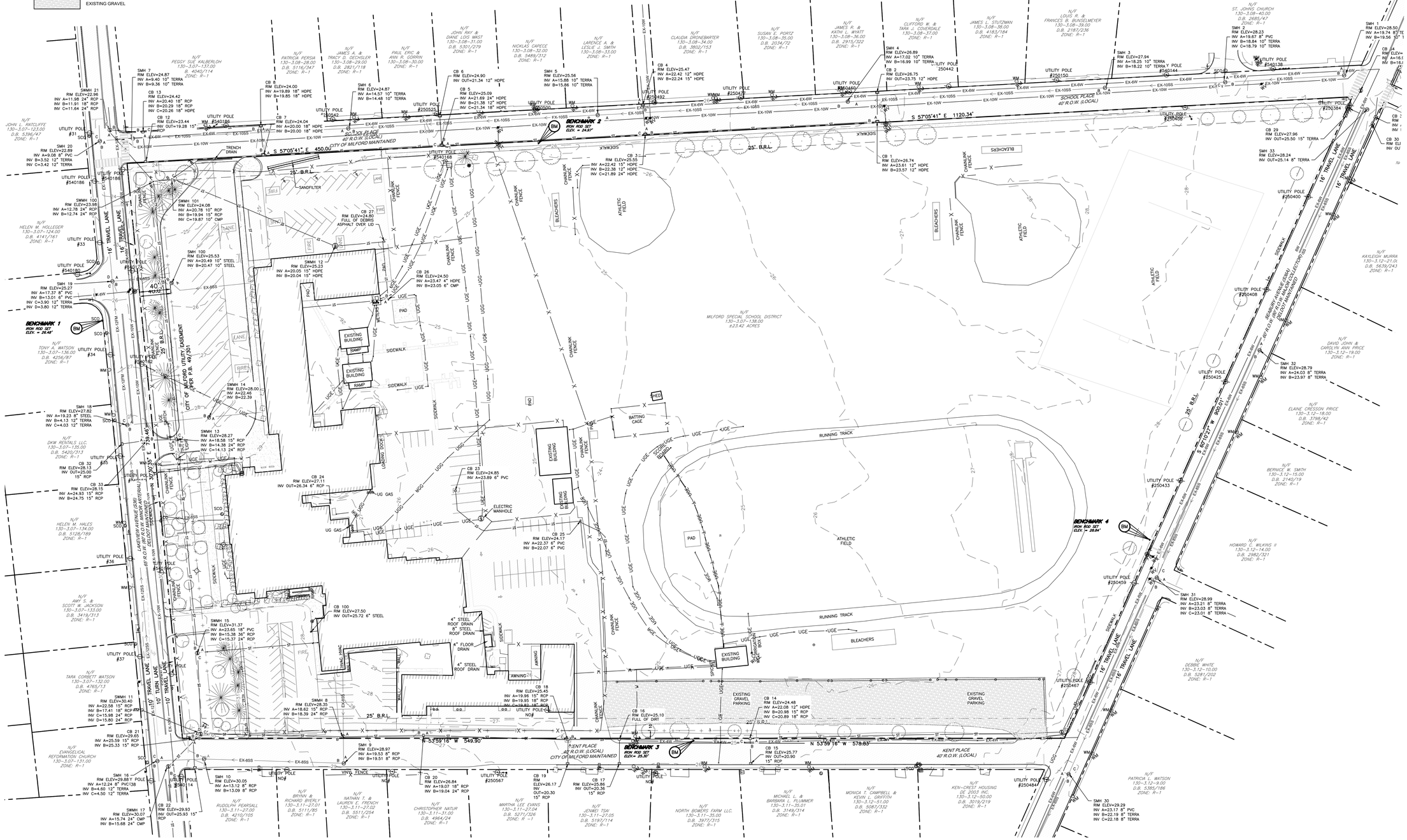
1. BITUMINOUS CONCRETE ASPHALT SHALL BE INSTALLED IN ACCORDANCE WITH THE CURRENT DelDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION TO INCLUDE SPECIAL PROVISIONS:
    1.1. SECTION 1011 FOR PLACEMENT OF TACK COAT
    1.2. SECTION 401 FOR PLACEMENT OF BITUMINOUS CONCRETE ASPHALT
    1.3. BITUMINOUS CONCRETE ASPHALT SHALL BE FROM A DelDOT APPROVED PLANT.
    1.4. BITUMINOUS CONCRETE ASPHALT SHALL NOT BE APPLIED WHEN BELOW TEMPERATURES SPECIFIED IN SECTION 401.03.F.
2. ALL DISTURBED AREAS NOT COVERED WITH IMPERVIOUS MATERIAL, SHALL BE TOPSOILED (6" MINIMUM), FERTILIZED, SEEDED AND MULCHED.
3. ALL SIGNING AND MAINTENANCE OF TRAFFIC IS THE CONTRACTOR'S RESPONSIBILITY AND SHALL FOLLOW THE 2011 DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (LATEST EDITION).
4. DESIGN, FABRICATION, AND INSTALLATION OF ALL PERMANENT SIGNING SHALL BE AS OUTLINED IN THE 2011 DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (LATEST EDITION).
5. 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.
6. ALL TRAFFIC CONTROL DEVICES SHALL BE IN NEW OR REFURBISHED CONDITION, SHALL COMPLY WITH THE 2011 DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (LATEST EDITION), 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.
7. BREAKAWAY POSTS SHALL BE USED WHEN INSTALLING ALL SIGNS. DETAIL CAN BE FOUND IN DelDOT'S STANDARD CONSTRUCTION DETAILS.
8. PLAN LOCATION AND DIMENSIONS SHALL BE STRICTLY ADHERED TO UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
9. OPEN-CUT TRENCHES AND PROVIDE PAVEMENT RESTORATION IN ACCORDANCE WITH THE APPROPRIATE JURISDICTION'S STANDARDS AND SPECIFICATIONS. USE ONLY SUITABLE AND APPROVED GRANULAR MATERIALS FOR BACKFILLING TRENCHES.

DRAINAGE, GRADING AND SEDIMENT CONTROL NOTES

1. ALL STORM DRAIN PIPING, INLET, MANHOLE AND END SECTION INSTALLATION WITHIN THE STATE OF DELAWARE RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH THE STATE OF DELAWARE DEPARTMENT OF TRANSPORTATION STANDARDS SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, AUGUST 2016.
2. ALL ROOF DRAIN PIPING TO BE 6" DIAMETER CAST IRON HUB & SPIGOT SOIL PIPE & FITTINGS MEETING ASTM A74 STANDARDS. INSTALL AT MINIMUM 1% SLOPE. COORDINATE DOWNSPOUT LOCATIONS WITH ARCHITECTURAL DRAWINGS.
3. THE CONTRACTOR SHALL PROVIDE SEDIMENT CONTROL MEASURES TO PROTECT STOCKPILE AREAS AND STORAGE AREAS. ALL AREAS USED BY THE CONTRACTOR FOR STAGING OPERATIONS SHALL BE FULLY RESTORED BY THE CONTRACTOR UPON COMPLETION OF THE PROJECT. IF THE STAGING AREA IS PAVED, IT SHALL BE RESTORED TO ITS ORIGINAL CONDITION. IF TH

PAVEMENT LEGEND

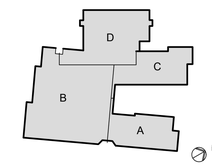
- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE SIDEWALK, PAD, OR PAVING
- EXISTING GRAVEL



EXISTING CONDITIONS PLAN

SCALE: 1" = 50'

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
FURLOW ASSOCIATES, INC.
650 NAAMANS ROAD
CLAYMONT, DE 19703
P: 302.798.3515

CIVIL ENGINEER:
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
CORSI ASSOCIATES, LLC
1489 BALTIMORE PIKE, STE 109
SPRINGFIELD, PA 19064
P: 866.267.7447

THEATER PLANNING:
STAGES CONSULTANTS, LLC
300 RARITAN AVENUE, 2ND FLR
HIGHLAND PARK, NJ 08904
P: 732.333.8003

TECHNOLOGY CONSULTANT:
EDUCATIONAL SYSTEM PLANNING
2448 HOLLY AVENUE, STE 302
ANNAPOLIS, MD 21401
P: 410.573.9148

BSA + A

Buck Simpers Architect
+ Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

EXISTING CONDITIONS

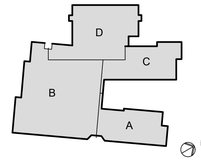
0' 50' 100' 150'
SCALE: 1" = 50'

C051

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PRELIMINARY - NOT FOR CONSTRUCTION

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LEGEND

- BUILDING TO BE REMOVED / RELOCATED
- PAVEMENT TO BE REMOVED
- SIDEWALK TO BE REMOVED
- LANDSCAPE FEATURES TO BE REMOVED / RELOCATED

DEMOLITION & GENERAL NOTES

1. MISS UTILITY OF DELMARVA SHALL BE NOTIFIED THREE CONSECUTIVE WORKING DAYS PRIOR TO EXCAVATION, AT 1-800-282-8555.
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 OF DELMARVA.
3. THE CONTRACTOR IS RESPONSIBLE FOR THE DEMOLITION, REMOVAL AND DISPOSING IN A LOCATION APPROVED BY ALL GOVERNING AUTHORITIES, OF ALL ABOVE GROUND STRUCTURES, PADS, WALLS, FLUMES, FOUNDATIONS, PARKING, DRIVES, DRAINAGE STRUCTURES, UTILITIES, ETC., SUCH THAT THE IMPROVEMENTS SHOWN ON THE REMAINING PLANS CAN BE CONSTRUCTED. ALL FACILITIES TO BE REMOVED SHALL BE UNDERCUT TO SUITABLE MATERIAL AND BROUGHT TO GRADE WITH SUITABLE COMPACTED FILL MATERIAL PER THE SPECIFICATIONS.
4. THE CONTRACTOR SHALL REMOVE AND IMMEDIATELY REPLACE, RELOCATE, RESET OR RECONSTRUCT ALL OBSTRUCTIONS IN THE ROAD WAY, 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 LANE OF TRAFFIC AT ALL TIMES, WITH THEIR RELOCATION KEPT TO A MINIMUM DISTANCE, THE COST SHALL BE INCLUDED IN THE COST OF ITEMS BID.
5. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES, REGULATIONS AND ORDERS OF ANY PUBLIC BODY HAVING JURISDICTION. THE CONTRACTOR SHALL ERECT AND MAINTAIN, AS REQUIRED BY THE CONDITIONS AND PROGRESS OF THE WORK, ALL NECESSARY SAFEGUARDS FOR SAFETY AND PROTECTION.
6. 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 CONTRACTOR TO PERFORM. ADDITIONAL COSTS WILL BE NEGOTIATED WITH THE OWNER.
7. THE CONTRACTOR SHALL COORDINATE WITH RESPECTIVE UTILITY COMPANIES PRIOR TO THE REMOVAL AND/OR RELOCATION OF UTILITIES. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANY CONCERNING PORTIONS OF WORK WHICH MAY BE PERFORMED BY THE UTILITY COMPANY'S FORCES AND ANY FEES WHICH ARE TO BE PAID TO THE UTILITY COMPANY FOR THEIR SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR PAYING ALL FEES, PERMITS AND CHARGES.
8. DRAWINGS DO NOT INCLUDE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. ALL WORK MUST BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, AS AMENDED AND ALL RULES AND REGULATIONS THERETO APPURTENANT.
9. CONTRACTOR MUST PROTECT THE PUBLIC AT ALL TIMES WITH FENCING, BARRICADES, ENCLOSURES, ETC., TO THE BEST PRACTICES.
10. COORDINATE WITH OWNER THE REMOVAL AND SALVAGE OF ALL EXISTING SITE FURNISHINGS.
11. PRIOR TO DEMOLITION OCCURRING, EROSION CONTROL DEVICES ARE TO BE INSTALLED AS DETAILED ON THE SEQUENCE OF CONSTRUCTION.

DEMOLITION PLAN

SCALE: 1" = 50'

DEMO KEY NOTES

1. REMOVE EXISTING BUILDING, FULL DEPTH
2. REMOVE SIDEWALK / CONCRETE PAD, FULL DEPTH
3. REMOVE PAVEMENT, FULL DEPTH
4. REMOVE CURB & GUTTER FULL DEPTH
5. REMOVE CONCRETE WALL, FULL DEPTH
6. EXISTING CHAIN LINK FENCE TO BE REMOVED / RELOCATED
7. EXISTING LANDSCAPE FEATURES TO BE REMOVED / RELOCATED
8. EXISTING BUILDING TO BE RELOCATED
9. REMOVE POST / BOLLARD
10. REMOVE BENCH
11. REMOVE SAND FILTER SYSTEM
12. REMOVE STORM PIPE OR STRUCTURE

0' ### ##### ####

SCALE: #########

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

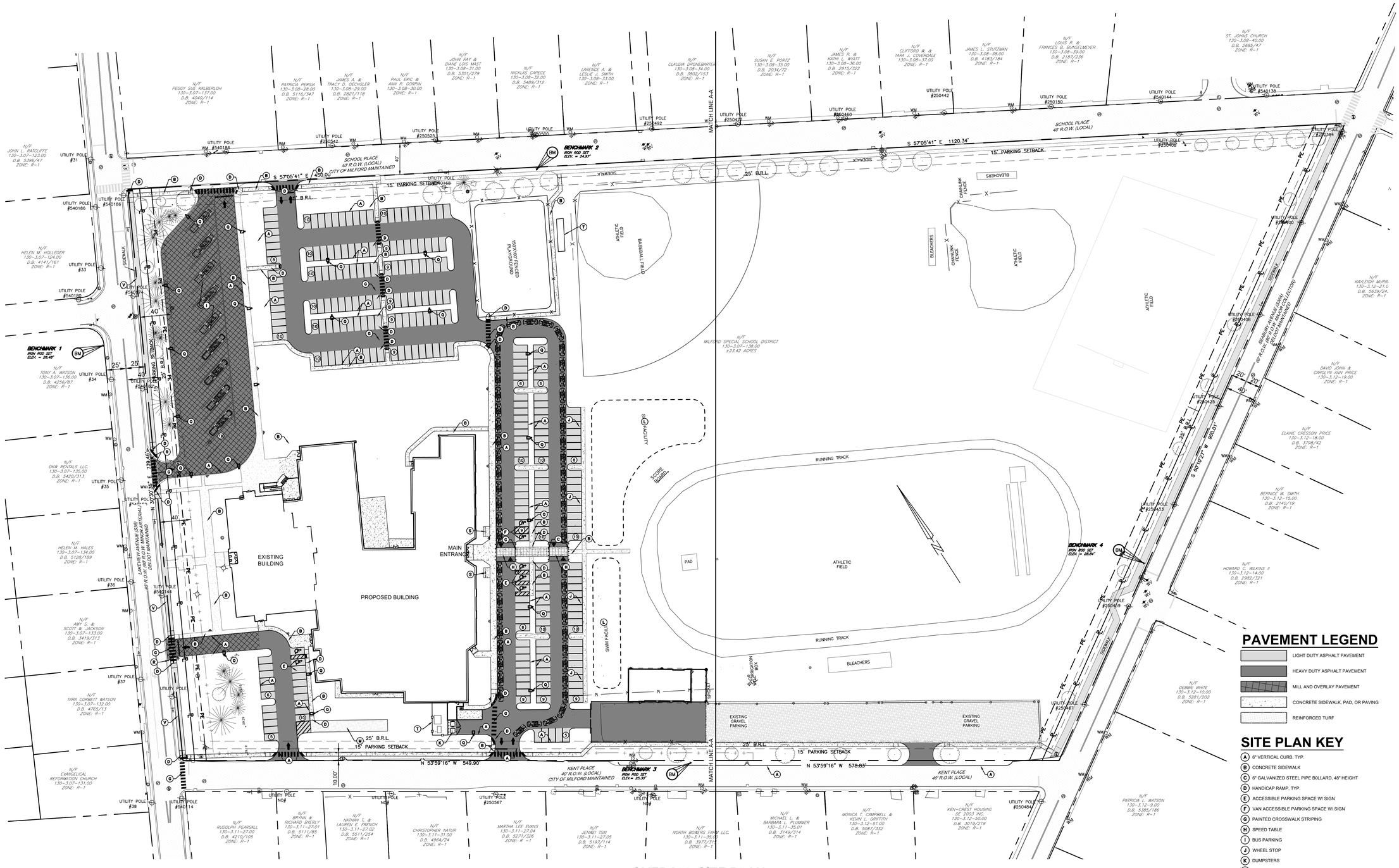
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MILFORD, DE 19963

DEMOLITION PLAN

C052

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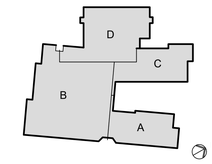
PRELIMINARY - NOT FOR CONSTRUCTION



OVERALL SITE PLAN

SCALE: 1" = 50'

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

PAVEMENT LEGEND

- LIGHT DUTY ASPHALT PAVEMENT
- HEAVY DUTY ASPHALT PAVEMENT
- MILL AND OVERLAY PAVEMENT
- CONCRETE SIDEWALK, PAD, OR PAVING
- REINFORCED TURF

SITE PLAN KEY

- (A) 6" VERTICAL CURB, TYP.
- (B) CONCRETE SIDEWALK
- (C) 6" GALVANIZED STEEL PIPE BOLLARD, 48" HEIGHT
- (D) HANDICAP RAMP, TYP.
- (E) ACCESSIBLE PARKING SPACE W/ SIGN
- (F) VAN ACCESSIBLE PARKING SPACE W/ SIGN
- (G) PAINTED CROSSWALK STRIPING
- (H) SPEED TABLE
- (I) BUS PARKING
- (J) WHEEL STOP
- (K) DUMPSTERS
- (L) STORMWATER MANAGEMENT FACILITY
- (M) REINFORCED TURF FOR FIRE ACCESS
- (N) POLE BUILDING
- (O) 6' BLACK VINYL COATED STEEL CHAIN LINK SECURITY FENCE
- (P) CHAIN LINK CANTILEVER SLIDING GATE, BLACK
- (Q) SITE LIGHT FIXTURE (SEE ELECTRICAL PLANS FOR ADDITIONAL INFORMATION)
- (R) REPLACE EXISTING CURBING
- (S) LOOP STYLE BIKE RACK , 11 SPACE
- (T) 6 FEET TALL CHAIN LINK FENCE W/ PRIVACY SLATS
- (U) RELOCATED BLEACHERS
- (V) SHARED USE PATH, 8'-0" WIDE

NOTES
1. MULTIPLE SIDEWALK PANELS ALONG LAKEVIEW AVENUE ARE DAMAGED AND WILL NEED TO BE REPLACED. LOCATIONS TO BE DETERMINED IN THE FIELD PER DELDOT GUIDANCE.
2. MANY TRIPPING HAZARDS HAVE BEEN IDENTIFIED ALONG THE SIDEWALK (VERTICAL LEDGE GREATER THAN 1/4") WHICH ARE TO BE REPAIRED. LOCATIONS TO BE DETERMINED IN THE FIELD PER DELDOT GUIDANCE.

0' 50' 100' 150'
SCALE: 1" = 50'

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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

OVERALL SITE PLAN

C101

PRELIMINARY - NOT FOR CONSTRUCTION

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SITE PLAN

SCALE: 1" = 30'

0' 30' 60' 90'

SCALE: 1" = 30'

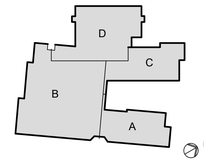
PAVEMENT LEGEND

- LIGHT DUTY ASPHALT PAVEMENT
- HEAVY DUTY ASPHALT PAVEMENT
- MILL AND OVERLAY PAVEMENT
- CONCRETE SIDEWALK, PAD, OR PAVING
- REINFORCED TURF

SITE PLAN KEY

- (A) 6" VERTICAL CURB, TYP.
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- (C) 6" GALVANIZED STEEL PIPE BOLLARD, 48" HEIGHT
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- (E) ACCESSIBLE PARKING SPACE W/ SIGN
- (F) VAN ACCESSIBLE PARKING SPACE W/ SIGN
- (G) PAINTED CROSSWALK STRIPING
- (H) SPEED TABLE
- (I) BUS PARKING
- (J) WHEEL STOP
- (K) DUMPSTER ENCLOSURE
- (L) STORMWATER MANAGEMENT FACILITY
- (M) REINFORCED TURF FOR FIRE ACCESS
- (N) POLE BUILDING
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- (R) LOOP STYLE BIKE RACK, 11 SPACE
- (S) 6 FEET TALL CHAIN LINK FENCE W/ PRIVACY SLATS
- (T) RELOCATED BLEACHERS
- (U) SHARED USE PATH, 8'-0" WIDE
- (V) CURB OPENING
- (W) 5'-0" BLACK ALUMINUM DECORATIVE FENCE
- (X) GENERATOR
- (Y) TRANSFORMER

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

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MILFORD MIDDLE SCHOOL

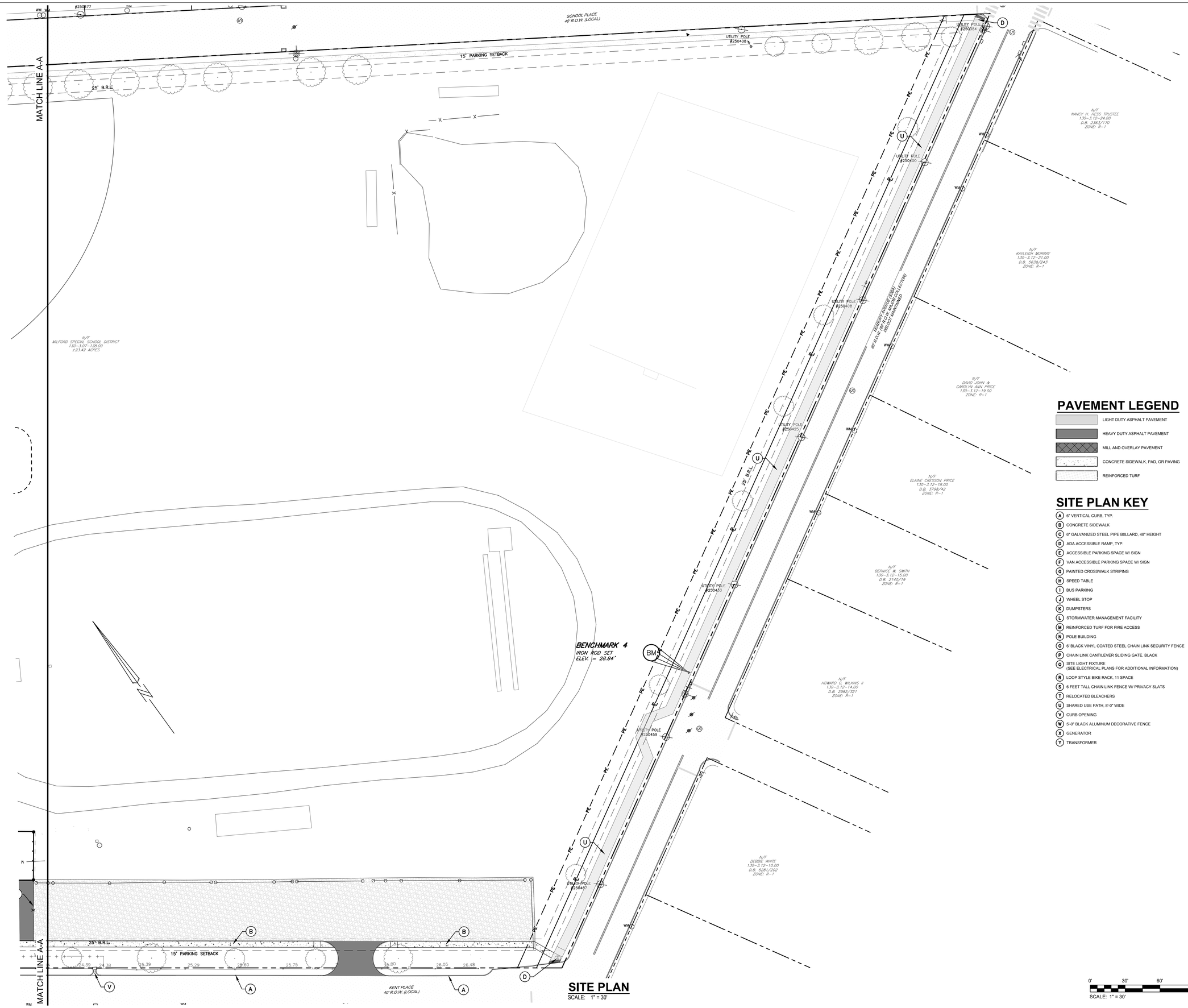
612 LAKEVIEW AVENUE,
MILFORD, DE 19963

SITE PLAN

C102

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SITE PLAN
SCALE: 1" = 30'

PAVEMENT LEGEND

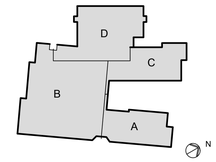
- LIGHT DUTY ASPHALT PAVEMENT
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- (X) GENERATOR
- (Y) TRANSFORMER

0' 30' 60' 90'
SCALE: 1" = 30'

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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

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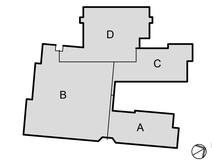
SITE PLAN

C103

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PRELIMINARY - NOT FOR CONSTRUCTION

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OVERALL GRADING PLAN

SCALE: 1" = 50'

0' 50' 100' 150'
SCALE: 1" = 50'

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

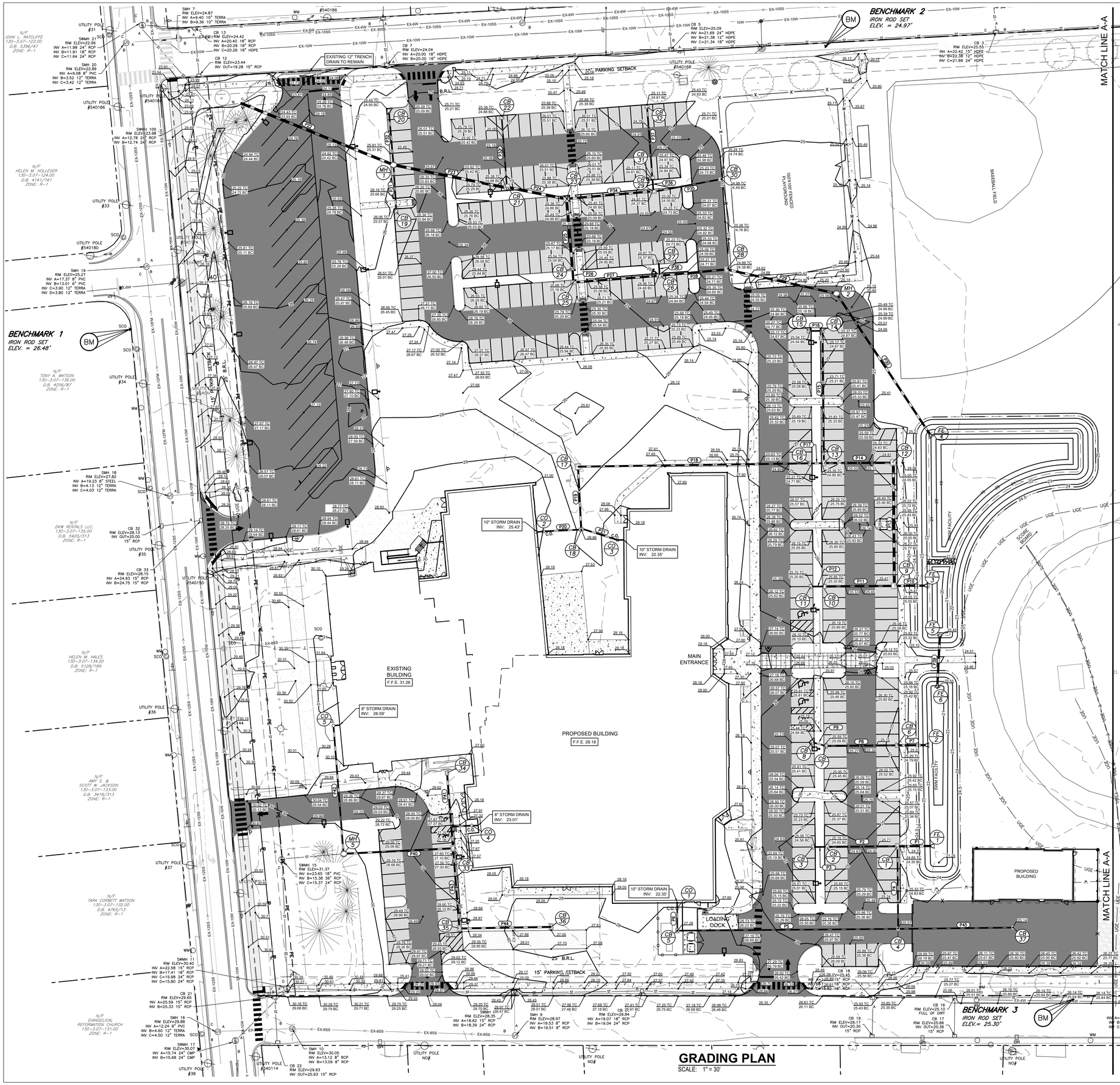
612 LAKEVIEW AVENUE,
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OVERALL GRADING PLAN

C301

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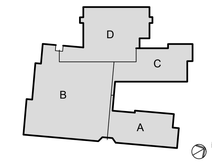
PIPE SCHEDULE

LABEL	FROM	TO	SIZE	TYPE	CLASS	LENGTH (ft.)	SLOPE %	INV. UP	INV. DN
P1	CB1	FE1	18"	HDPE	N-12	23	0.22%	21.30	21.25
P2	CB2	CB1	18"	HDPE	N-12	57	0.18%	21.50	21.40
P3	CB3	CB2	12"	HDPE	N-12	11	0.45%	21.65	21.60
P4	CB4	CB1	18"	HDPE	N-12	66	0.50%	21.73	21.40
P5	CB5	CB4	15"	HDPE	N-12	178	0.13%	22.07	21.83
P6	CO1	CB5	12"	HDPE	N-12	18	0.44%	22.25	22.17
P7	CB6	FE2	15"	HDPE	N-12	23	0.43%	22.30	22.20
P8	CB7	CB6	12"	HDPE	N-12	57	0.35%	22.60	22.40
P9	CB8	CB7	12"	HDPE	N-12	11	0.45%	22.75	22.70
P10	CB9	FE3	24"	HDPE	N-12	23	0.13%	20.88	20.85
P11	CB10	CB9	15"	HDPE	N-12	57	0.26%	22.85	22.70
P12	CB11	CB10	12"	HDPE	N-12	11	0.45%	23.00	22.95
P13	CB12	CB9	18"	HDPE	N-12	99	0.20%	21.18	20.98
P14	CB13	CB12	18"	HDPE	N-12	55	0.22%	21.40	21.28
P15	CB14	CB13	12"	HDPE	N-12	106	0.33%	21.85	21.50
P16	CB15	CB14	12"	HDPE	N-12	11	0.45%	22.00	21.95
P17	CB16	CB13	18"	HDPE	N-12	12	0.25%	21.53	21.50
P18	CB17	CB16	18"	HDPE	N-12	186	0.15%	21.90	21.63
P19	CB18	CB17	15"	HDPE	N-12	51	0.24%	22.12	22.00
P20	CO2	CB18	12"	HDPE	N-12	30	3.87%	25.35	24.19
P21	CO3	CB18	12"	HDPE	N-12	30	0.27%	22.30	22.22
P22	MH1	EXSMH101	24"	HDPE	N-12	132	0.12%	20.10	19.94
P23	CB21	MH1	24"	HDPE	N-12	93	0.11%	20.30	20.20
P24	CB23	CB21	24"	HDPE	N-12	40	0.13%	20.45	20.40
P25	CB24	CB23	18"	HDPE	N-12	55	0.20%	20.66	20.55
P26	CB25	CB24	18"	HDPE	N-12	13	0.38%	20.81	20.76
P27	CB26	CB25	18"	HDPE	N-12	78	0.14%	21.02	20.91
P28	CB28	CB26	18"	HDPE	N-12	53	0.13%	21.19	21.12
P29	MH2	CB28	18"	HDPE	N-12	91	0.12%	21.40	21.29
P30	FE4	MH2	18"	HDPE	N-12	138	0.12%	21.66	21.50
P31	CB19	MH1	10"	HDPE	N-12	38	0.39%	20.35	20.20
P32	CB20	MH1	10"	HDPE	N-12	43	0.35%	20.35	20.20
P33	CB22	CB21	10"	HDPE	N-12	57	0.35%	20.60	20.40
P34	CB29	CB23	15"	HDPE	N-12	79	0.25%	20.95	20.75
P35	CB30	CB29	10"	HDPE	N-12	54	0.37%	21.25	21.05
P36	CB31	CB29	12"	HDPE	N-12	12	0.42%	21.10	21.05
P37	CB32	CB31	10"	HDPE	N-12	57	0.35%	21.40	21.20
P38	CB27	CB26	12"	HDPE	N-12	13	0.31%	21.16	21.12
P39	FE6	FE5	18"	HDPE	N-12	35	0.29%	20.55	20.45
P40	CB33	MH3	18"	HDPE	N-12	88	0.17%	24.15	24.00
P41	CB34	CB33	12"	HDPE	N-12	61	0.49%	24.55	24.25
P42	CO4	MH3	12"	HDPE	N-12	103	0.34%	26.50	26.15
P43	CB35	CB33	12"	HDPE	N-12	58	0.29%	24.42	24.25
P44	CB36	CB35	12"	HDPE	N-12	75	0.31%	24.75	24.52
P45	CB37	CB4	12"	HDPE	N-12	92	0.30%	22.11	21.83

STRUCTURES SCHEDULE

LABEL	DESCRIPTION			T.G. EL.	INVERT ELEVATION			
	BOX SIZE	BOX TOP	GRATE		IN	IN	IN	OUT
CB1	34 x 24	TYPE C	TYPE 1	23.84	----	21.40	21.40	21.30
CB2	48 x 30	TYPE C	TYPE 1	24.08	----	----	21.60	21.50
CB3	34 x 24	TYPE C	TYPE 1	24.56	----	----	----	21.65
CB4	34 x 24	TYPE C	TYPE 1	25.07	----	21.83	21.83	21.73
CB5	34 x 24	TYPE C	TYPE 1	27.28	----	----	22.17	22.07
CB6	34 x 24	TYPE C	TYPE 1	24.15	----	----	22.40	22.30
CB7	34 x 24	TYPE C	TYPE 1	24.39	----	----	22.70	22.60
CB8	34 x 24	TYPE C	TYPE 1	24.94	----	----	----	22.75
CB9	48 x 30	TYPE C	TYPE 1	24.32	----	----	22.70	22.60
CB10	34 x 24	TYPE C	TYPE 1	24.69	----	----	22.95	22.85
CB11	34 x 24	TYPE C	TYPE 1	25.20	----	----	----	23.00
CB12	48 x 30	TYPE C	TYPE 1	24.35	----	----	21.28	21.18
CB13	48 x 30	TYPE C	TYPE 1	24.32	----	21.50	21.50	21.40
CB14	48 x 30	TYPE C	TYPE 1	24.34	----	----	21.95	21.85
CB15	34 x 24	TYPE C	TYPE 1	24.58	----	----	----	22.00
CB16	34 x 24	TYPE C	TYPE 1	24.73	----	----	21.63	21.53
CB17	34 x 24	TYPE C	TYPE 1	26.57	----	----	22.00	21.90
CB18	34 x 24	TYPE C	TYPE 1	27.70	----	22.22	22.22	22.12
CB19	48 x 48	TYPE C	TYPE 1	25.57	----	----	----	20.35
CB20	48 x 30	TYPE C	TYPE 1	24.95	----	----	----	20.35
CB21	48 x 48	TYPE C	TYPE 1	24.88	----	20.40	20.40	20.30
CB22	48 x 30	TYPE C	TYPE 1	24.88	----	----	----	20.60
CB23	48 x 30	TYPE C	TYPE 1	24.95	----	20.55	20.55	20.45
CB24	34 x 24	TYPE C	TYPE 1	25.13	----	----	20.76	20.66
CB25	48 x 30	TYPE C	TYPE 1	25.24	----	----	20.91	20.81
CB26	34 x 24	TYPE C	TYPE 1	24.48	----	21.12	21.12	21.02
CB27	34 x 24	TYPE C	TYPE 1	24.37	----	----	----	21.16
CB28	34 x 24	TYPE C	TYPE 1	24.38	----	----	21.29	21.19
CB29	34 x 24	TYPE C	TYPE 1	24.37	----	21.05	21.05	20.95
CB30	34 x 24	TYPE C	TYPE 1	24.49	----	----	----	21.25
CB31	34 x 24	TYPE C	TYPE 1	24.61	----	----	21.20	21.10
CB32	34 x 24	TYPE C	TYPE 1	24.61	----	----	----	21.40
CB33	34 x 24	TYPE C	TYPE 1	27.04	----	----	24.25	24.15
CB34	34 x 24	TYPE C	TYPE 1	28.56	----	----	----	24.55
CB35	34 x 24	TYPE C	TYPE 1	28.45	----	----	24.52	24.42
CB36	34 x 24	TYPE C	TYPE 1	27.50	----	----	----	24.75
CB37	34 x 24	TYPE C	TYPE 1	25.14	----	----	----	22.11
MH1	60" DIA	---	SOLID	25.42	20.20	20.20	20.20	20.10
MH2	48" DIA	---	SOLID	24.75	----	----	21.50	21.40
MH3	48" DIA. DOGHOUSE MANHOLE		SOLID	30.04	----	26.15	24.00	23.75
FE1	18" HDPE END SECTION W/ SAFETY GRATE			----	----	----	----	21.25
FE2	15" HDPE END SECTION W/ SAFETY GRATE			----	----	----	----	22.20
FE3	24" HDPE END SECTION W/ SAFETY GRATE			----	----	----	----	22.50
FE4	18" HDPE END SECTION W/ SAFETY GRATE			----	----	----	21.66	----
FE5	18" HDPE END SECTION			----	----	----	----	21.25
FE6	18" HDPE END SECTION			----	----	----	21.35	----
CO1	12" INLINE DRAIN w/ SOLID COVER			----	----	----	22.25	22.25
CO2	12" INLINE DRAIN w/ SOLID COVER			----	----	----	25.35	25.35
CO3	12" INLINE DRAIN w/ SOLID COVER			----	----	----	22.30	22.30
CO4	12" INLINE DRAIN w/ SOLID COVER			----	----	----	26.50	26.50

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
FURLOW ASSOCIATES, INC.
650 NAAMANS ROAD
CLAYMONT, DE 19703
P: 302.798.3515

CIVIL ENGINEER:
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
CORSI ASSOCIATES, LLC
1489 BALTIMORE PIKE, STE 109
SPRINGFIELD, PA 19064
P: 866.267.7447

THEATER PLANNING:
STAGES CONSULTANTS, LLC
300 RARITAN AVENUE, 2ND FLR
HIGHLAND PARK, NJ 08904
P: 732.333.8003

TECHNOLOGY CONSULTANT:
EDUCATIONAL SYSTEM PLANNING
2448 HOLLY AVENUE, STE 302
ANNAPOLIS, MD 21401
P: 410.573.9148

B S A + A

Buck Simpers Architect + Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

GRADING PLAN

C302

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PRELIMINARY - NOT FOR CONSTRUCTION

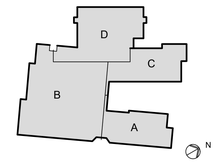


GRADING PLAN
SCALE: 1" = 30'

0' 30' 60' 90'
SCALE: 1" = 30'

PRELIMINARY - NOT FOR CONSTRUCTION

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1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



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MILFORD MIDDLE SCHOOL

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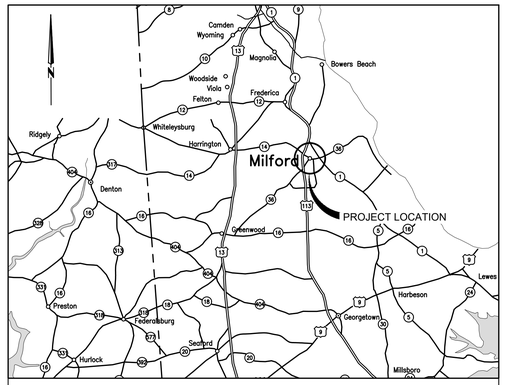
GRADING PLAN

C303

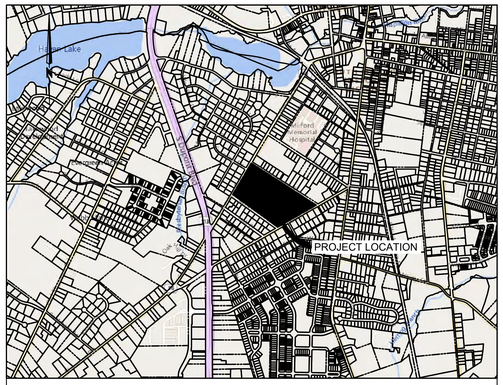
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MILFORD MIDDLE SCHOOL
SEDIMENT & STORMWATER MANAGEMENT PLANS
MISPILLION RIVER WATERSHED
LAKEVIEW AVENUE
CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

DBF PROJECT NO. 1022A017
OCTOBER 2022



VICINITY MAP SCALE: 1" = 6 MILES



LOCATION MAP SCALE: 1" = 1,250'

GENERAL NOTES

1. THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM MUST BE NOTIFIED IN WRITING FIVE (5) DAYS PRIOR TO COMMENCING WITH CONSTRUCTION. FAILURE TO DO SO CONSTITUTES A VIOLATION OF THE APPROVED SEDIMENT AND STORMWATER MANAGEMENT PLAN.
2. REVIEW AND APPROVAL OF THE SEDIMENT AND STORMWATER MANAGEMENT PLAN SHALL NOT RELIEVE THE CONTRACTOR FROM HIS OR HER RESPONSIBILITIES FOR COMPLIANCE WITH THE REQUIREMENTS OF THE DELAWARE SEDIMENT AND STORMWATER REGULATIONS, NOR SHALL IT RELIEVE THE CONTRACTOR FROM ERRORS OR OMISSIONS IN THE APPROVED PLAN.
3. IF THE APPROVED PLAN NEEDS TO BE MODIFIED, ADDITIONAL SEDIMENT AND STORMWATER CONTROL MEASURES MAY BE REQUIRED AS DEEMED NECESSARY BY THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM.
4. FOLLOWING SOIL DISTURBANCE OR RE-DISTURBANCE, PERMANENT OR TEMPORARY STABILIZATION SHALL BE COMPLETED FOR ALL PERIMETER SEDIMENT CONTROLS, SOIL STOCKPILES, AND ALL OTHER DISTURBED OR GRADED AREAS ON THE PROJECT SITE WITHIN 14 CALENDAR DAYS UNLESS MORE RESTRICTIVE FEDERAL REQUIREMENTS APPLY.
5. ALL EROSION AND SEDIMENT CONTROL PRACTICES SHALL COMPLY WITH THE DELAWARE EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION.
6. AT ANY TIME A DEWATERING OPERATION IS USED, IT SHALL BE PREVIOUSLY APPROVED BY THE AGENCY CONSTRUCTION SITE REVIEWER FOR A NON-EROSIVE POINT OF DISCHARGE; AND A DEWATERING PERMIT SHALL BE APPROVED BY THE DNREC WELL PERMITTING BRANCH.
7. APPROVED PLANS REMAIN VALID FOR 5 YEARS FROM THE DATE OF APPROVAL.
8. POST CONSTRUCTION VERIFICATION DOCUMENTS ARE TO BE SUBMITTED TO THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM WITHIN 60 DAYS OF STORMWATER MANAGEMENT FACILITY COMPLETION.
9. APPROVAL OF A SEDIMENT AND STORMWATER PLAN DOES NOT GRANT OR IMPLY A RIGHT TO DISCHARGE STORMWATER RUNOFF. THE OWNER/DEVELOPER IS RESPONSIBLE FOR ACQUIRING ANY AND ALL AGREEMENTS, EASEMENTS, ETC., NECESSARY TO COMPLY WITH STATE DRAINAGE AND OTHER APPLICABLE LAWS.
10. THE NOTICE OF INTENT FOR STORM WATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER A NPDES GENERAL PERMIT FOR THIS PROJECT IS I.D. #2055. AT ANY TIME THE OWNERSHIP FOR THIS PROJECT CHANGES, A TRANSFER OF AUTHORIZATION OR A CO-PERMITTEE APPLICATION MUST BE SUBMITTED TO DNREC. THE PERMITTEE OF RECORD SHALL NOT BE RELIEVED OF THEIR RESPONSIBILITIES UNTIL A NOTICE OF TERMINATION HAS BEEN PROCESSED BY DNREC.
11. THE OWNER SHALL BE FAMILIAR WITH AND COMPLY WITH ALL ASPECTS OF THE NPDES CONSTRUCTION GENERAL PERMIT ASSOCIATED WITH THE PROJECT, INCLUDING, BUT NOT LIMITED TO, PERFORMING WEEKLY SITE INSPECTIONS DURING CONSTRUCTION AND AFTER RAIN EVENTS, AND MAINTAINING WRITTEN LOGS OF THESE INSPECTIONS.
12. BEFORE ANY EARTHWORK OR EXCAVATION TAKES PLACE, THE CONTRACTOR SHALL CALL MISS UTILITY AT 811 OR 1-800-282-8555 AT LEAST 48 HOURS PRIOR TO CONSTRUCTION, TO HAVE ALL EXISTING UTILITIES MARKED ONSITE.
13. THE CONTRACTOR SHALL AT ALL TIMES PROTECT AGAINST SEDIMENT OR DEBRIS LADEN RUNOFF OR WIND FROM LEAVING THE SITE. PERIMETER CONTROLS SHOULD BE CHECKED DAILY AND ADJUSTED AND/OR REPAIRED TO FULLY CONTAIN AND CONTROL SEDIMENT FROM LEAVING THE SITE. ACCUMULATED SEDIMENT SHALL BE REMOVED WHEN IT HAS REACHED HALF OF THE EFFECTIVE CAPACITY OF THE CONTROL. IN ADDITION, THE CONTRACTOR MAY NEED TO ADJUST OR ALTER MEASURES IN TIMES OF ADVERSE WEATHER CONDITIONS, OR AS DIRECTED BY THE AGENCY CONSTRUCTION SITE INSPECTOR.
14. BEST AVAILABLE TECHNOLOGY (BAT) SHALL BE EMPLOYED TO MANAGE TURBID DISCHARGES IN ACCORDANCE WITH REQUIREMENTS OF 7. DELC. CH 60, AND THE CURRENT DELAWARE CONSTRUCTION GENERAL PERMIT (CGP).
15. DOCUMENTATION OF SOIL TESTING AND MATERIALS USED FOR TEMPORARY OR PERMANENT STABILIZATION INCLUDING BUT NOT LIMITED TO SOIL TEST RESULTS, SEED TAGS, SOIL AMENDMENT TAGS, ETC. SHALL BE PROVIDED TO THE DEPARTMENT OR DELEGATED AGENCY TO VERIFY THAT THE PERMANENT OR TEMPORARY STABILIZATION HAS BEEN COMPLETED IN ACCORDANCE WITH THE APPROVED PLAN. THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM MAY REQUIRE ADDITIONAL SOIL TESTING AND REAPPLICATION OF PERMANENT OR TEMPORARY STABILIZATION IN ACCORDANCE WITH THE SPECIFICATIONS PROVIDED IN THE DELAWARE EROSION AND SEDIMENT CONTROL HANDBOOK, OR ALTERNATIVE MEASURES THAT PROVIDE FUNCTIONAL EQUIVALENCY
16. THE SITE CONTRACTOR, UNDER THE DIRECTION OF THE OWNER SHALL MAINTAIN AND REPAIR ALL EROSION AND SEDIMENT CONTROL AND STORMWATER MANAGEMENT PRACTICES DURING UTILITY INSTALLATION.
17. UPON COMPLETION OF THE PROJECT, THE OWNER WILL BE RESPONSIBLE FOR PERPETUAL MAINTENANCE OF THE STORMWATER FACILITIES.
18. ALL AREAS NOT COVERED BY BUILDING OR PAVEMENT WILL BE SEEDED USING PERMANENT SEED MIXTURE SHOWN ON THIS PLAN.
19. PROVIDE EROSION CONTROL MATTING ON ALL SLOPES 3:1 OR GREATER, AND IN ALL AREAS OF CONCENTRATED FLOW. PROVIDE EROSION CONTROL FABRIC BENEATH ALL STONE APPLICATIONS WITH THE EXCEPTION OF CHECK DAMS.
20. UPON COMPLETION OF STOCKPILING TOPSOIL, SEED AND MULCH USING TEMPORARY SEED MIXTURE #5 IF TO REMAIN IN PLACE LONGER THAN FOURTEEN (14) DAYS.
21. TEMPORARY STABILIZATION:
    A. TEMPORARY SEEDING STABILIZATION IS TO BE CONDUCTED WITHIN 14 DAYS OF DISTURBANCE AND IS NOT LIMITED TO SPECIFIC DATES.
    B. SEEDBED PREPARATION: SEEDBED SHALL BE WELL PREPARED, LOOSE, UNIFORM, AND FREE OF LARGE CLODS, ROCKS, AND OTHER OBJECTIONABLE MATERIAL. THE SOIL SURFACE SHOULD NOT BE COMPACTED OR CRUSTED.
    C. SEEDING: APPLY 4 LBS. PER 1000 SQ. FT. OF RYE GRASS. REFER TO FIGURE 3.4-3 ON SHEET C407 FOR TEMPORARY SEEDING GUIDELINES AND OPTIMUM SEEDING DATES.
    D. MULCH: STRAW SHALL BE UNROTTED SMALL GRAIN STRAW APPLIED AT THE RATE OF 1-1/2 TO 2 TONS PER ACRE, OR 70 TO 90 LBS. (TWO BALES) PER 1000 SQ. FT. MULCH MATERIALS SHALL BE RELATIVELY FREE OF WEEDS AND SHALL BE FREE OF NOXIOUS WEEDS SUCH AS: THISTLES, JOHNSON GRASS, AND QUACKGRASS. SPREAD MULCH UNIFORMLY BY HAND OR MECHANICALLY. MULCH MUST BE ANCHORED IMMEDIATELY TO MINIMIZE LOSS BY WIND OR WATER, ANCHORING SHALL BE COMPLETED BY THE CRIMPING OR ANCHORING METHOD WHERE APPLICABLE.
22. SEEDING (PERMANENT):
    A. SHALL BE CONDUCTED AS SOON AS WEATHER PERMITS.
    B. THE APPLICATION RATES OF FERTILIZER AND LIME SHOULD BE ACCORDING TO THE RECOMMENDATION OF THE ON SITE SOIL TESTS. IF THE SOIL TESTING IS NOT AVAILABLE, THEN THE FOLLOWING SPECIFIED RATES MAY BE USED.
    C. SEEDBED PREPARATION: APPLY 14 LBS. OF 10-10-10 FERTILIZER PER 1000 SQ. FT.; HARROW OR DISC INTO THE TOP 4 TO 6 INCHES OF SOIL; APPLY DOLOMITIC LIMESTONE AT 92 LBS. PER 1000 SQ. FT.
    D. SEEDING: APPLY 3.5 LBS. PER 1000 SQ. FT. OF SEED MIX #7 ON A MOIST SEED BED WITH SUITABLE EQUIPMENT. MINIMUM COVERAGE IS 1/4 INCH. REFER TO FIGURE 3.4-3 ON SHEET SWM10 FOR SEEDING GUIDELINES AND OPTIMUM SEEDING DATES.
    E. MULCHING: IMMEDIATELY AFTER SEEDING, UNIFORMLY MULCH ENTIRE AREA WITH UNROTTED SMALL GRAIN STRAW APPLIED AT THE RATE IN 1-1/2 TO 2 TONS PER ACRE, OR 70 TO 90 LBS. (TWO BALES) PER 1000 SQ. FT. MULCH MATERIALS SHALL BE RELATIVELY FREE OF WEEDS AND SHALL BE FREE OF NOXIOUS WEEDS SUCH AS: THISTLES, JOHNSON GRASS, AND QUACKGRASS. SPREAD MULCH UNIFORMLY BY HAND OR MECHANICALLY. MULCH MUST BE ANCHORED IMMEDIATELY TO MINIMIZE LOSS BY WIND OR WATER, ANCHORING SHALL BE COMPLETED BY THE CRIMPING OR ANCHORING METHOD WHERE APPLICABLE
23. IF TEMPORARY STABILIZATION IS REQUESTED, PERMANENT SEEDING SHALL BE PERFORMED DURING THE NEXT APPLICABLE PERIOD PER PARAGRAPH 22 (D) ABOVE.
24. ALL FILL SLOPE AREAS SHOWN HEREON ARE TO BE STABILIZED PER PARAGRAPHS 21 OR 22 ABOVE IMMEDIATELY AFTER COMPLETION OF GRADING OPERATIONS FOR THESE SLOPES.
25. TEMPORARY VEGETATIVE COVER, MULCHING, AND/OR SPRINKLING WITH WATER SHALL BE THE METHODS USED AS NECESSARY TO CONTROL DUST.
26. THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE INSPECTION.
27. ALL SEDIMENT AND EROSION CONTROL MEASURES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION IS ESTABLISHED.
28. TOTAL AREA OF DISTURBANCE: 10.802 ACRES

SITE DATA

OWNER:	MILFORD SCHOOL DISTRICT BOARD OF EDUCATION 906 LAKESIDE AVENUE MILFORD, DELAWARE 19963 PHONE: (302)-422-1600
ENGINEER:	DAVIS, BOWEN, & FRIEDEL, INC. 601 E. MAIN ST., SUITE 100 SALISBURY, MARYLAND 21804 PHONE: 410-543-9091 FAX: 410-543-4172
PROPERTY ADDRESS:	512 LAKEVIEW AVENUE MILFORD, DELAWARE 19963
DNREC #	2023-020
TAX MAP ID:	130-3.07-138.00
DEED REF.:	399/97
ZONING:	R-1 - SINGLE-FAMILY RESIDENTIAL DISTRICT
BUILDING SETBACKS:	25' FRONT 25' REAR 10' SIDE
MAX BUILDING HEIGHT:	35'
PROPOSED USE:	SCHOOL
TOTAL SITE AREA:	23.42 ACRES±
EX. IMPERVIOUS SURFACE:	6.261 ACRES
EX. IMPERVIOUS %:	70.3%
EX. BUILDING COVERAGE:	21.9% (1.91 Ac.)
PRO. IMPERVIOUS SURFACE:	5.670 AC. (23.7%)
PRO. BUILDING COVERAGE:	1.82 AC. (7.6%)
FLOOD ZONE:	ZONE X - OUTSIDE FLOODPLAIN (FIRM MAP 24011C0227D, DATED JANUARY 16, 2015)
WETLANDS:	NOT PRESENT ON SITE
WATER:	CITY OF MILFORD
SEWER:	CITY OF MILFORD
ELECTRIC:	CITY OF MILFORD
SOLID WASTE:	CITY OF MILFORD
HORIZONTAL DATA	NAD 83
VERTICAL DATA	NAVD 88
LIMIT OF DISTURBANCE:	10.802 AC.
SITE LOCATION:	NORTHWEST SITE CORNER LAT:38.905601 LON:75.436597
STORMWATER DISCHARGE LOCATION:	CITY OF MILFORD STORM SEWER LAT:38.905494 LON:75.436549

PROJECT BENCHMARKS (NAVD 88)

ID	COORDINATES	ELEVATION	DESCRIPTION
1	LAT:38.905205 LON:75.437102	26.48'	IRCS
2	LAT:38.904808 LON:75.435047	24.97'	IRCS
3	LAT:38.902790 LON:75.436062	25.30'	IRCS
4	LAT:38.902418 LON:75.433871	28.84'	IRCS

INDEX OF SHEETS

C-401 SEDIMENT AND SWM COVERSHEET
C-402 SCHEMATIC PRE-CONSTRUCTION SITE SWM PLAN
C-403 SCHEMATIC CONSTRUCTION SITE SWM PLAN
C-404 BMP CONTRIBUTING DRAINAGE AREA PLAN
C-405 PRE DEVELOPED SUBAREA LOD DRAINAGE AREA PLAN

DAVIS BOWEN & FRIEDEL, INC.
ARCHITECTS · ENGINEERS · SURVEYORS
EASTON, MARYLAND 410.770.4744 | MILFORD, DELAWARE 302.424.1444 | SALISBURY, MARYLAND 410.543.9091

LEGEND

EXISTING		PROPOSED
	PROPERTY LINE OR RIGHT-OF-WAY LINE	
X	FENCE	X
24	CONTOUR	24
×24.24 ×24.74 TC ×24.24	SPOT ELEVATIONS: SURFACE, TOP OF CURB / BOTTOM OF CURB	24.24 / 24.74 T.C. 24.24 B.C.
	SWALE	
	EDGE OF WOODS, LIMITS OF CLEARING LINE	
E	UNDERGROUND ELECTRIC LINE	
OH/E	OVERHEAD ELECTRIC LINE	
T	UNDERGROUND TELEPHONE LINE	
G	UNDERGROUND GAS LINE	2G 2G
	SEWER MAIN, MANHOLE, AND CLEANOUT	SSS C.O.
	WATER MAIN, HYDRANT, VALVE, AND METER	W.M.
	STORMDRAIN, MANHOLE, AND INLET	
	CURB, CURB AND GUTTER	
	CONCRETE SIDEWALK, CONCRETE PAD, OR CONCRETE PAVING	
	BITUMINOUS PAVING	
	BUILDING	
	ITEMS TO BE DEMOLISHED	
	DECIDUOUS TREE, EVERGREEN TREE, AND SHRUBS	
	ROAD SIGN, MAIL BOX	
	LIGHT POLE	
	UTILITY POLE WITH GUY WIRES	
	LIMIT OF DISTURBANCE	LOD
	SWALE	
	SOIL BOUNDARY	
	SOIL IDENTIFICATION	GuB
	DRAINAGE AREA	
	PROPOSED SILT FENCE	SF
	PROPOSED SUPER SILT FENCE	SSF
	CONSTRUCTION FENCE	
	STABILIZED CONSTRUCTION ENTRANCE	SCE
	CONCRETE WASHOUT	CW
	INLET PROTECTION TYPE	IP2
	SOIL BORING LOCATION	S-1

ENGINEER'S STATEMENT

I HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLIES WITH THE APPLICABLE STATE AND LOCAL REGULATIONS AND ORDINANCES.

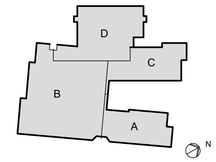
SIGNATURE: _____
W. ZACHARY CROUCH, P.E.
LICENSE NO. 12734
EXPIRATION DATE: 06/30/24

OWNER'S STATEMENT

I, THE UNDERSIGNED, CERTIFY THAT ALL LAND CLEARING, CONSTRUCTION AND DEVELOPMENT SHOULD BE DONE PURSUANT TO THE APPROVED PLAN AND THAT RESPONSIBLE PERSONNEL (I.E., BLUE CARD HOLDER) INVOLVED IN THE LAND DISTURBANCE WILL HAVE A CERTIFICATION OF TRAINING PRIOR TO INITIATION OF THE PROJECT, AT A DNREC SPONSORED OR APPROVED TRAINING COURSE FOR THE CONTROL OF EROSION AND SEDIMENT DURING CONSTRUCTION. IN ADDITION, I GRANT THE DNREC SEDIMENT AND STORMWATER PROGRAM AND/OR THE RELEVANT DELEGATED AGENCY THE RIGHT TO CONDUCT ONSITE REVIEWS, AND I UNDERSTAND MY RESPONSIBILITIES UNDER THE NPDES CONSTRUCTION GENERAL PERMIT, AS REFERENCED ON THIS COVERSHEET.

_____ _____
MILFORD SCHOOL DISTRICT BOARD OF EDUCATION DATE
906 LAKESIDE AVENUE
MILFORD, DELAWARE 19963

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
FURLOW ASSOCIATES, INC.
650 NAAMANS ROAD
CLAYMONT, DE 19703
P: 302.798.3515

CIVIL ENGINEER:
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
CORSI ASSOCIATES, LLC
1489 BALTIMORE PIKE, STE 109
SPRINGFIELD, PA 19064
P: 866.267.7447

THEATER PLANNING:
STAGES CONSULTANTS, LLC
300 RARITAN AVENUE, 2ND FLR
HIGHLAND PARK, NJ 08904
P: 732.333.8003

TECHNOLOGY CONSULTANT:
EDUCATIONAL SYSTEM PLANNING
2448 HOLLY AVENUE, STE 302
ANNAPOLIS, MD 21401
P: 410.573.9148

B S A + A

Buck Simpers Architect + Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

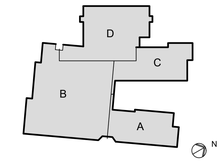
SEDIMENT AND SWM COVERSHEET

C401

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PRELIMINARY - NOT FOR CONSTRUCTION

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1	ISSUED FOR PRICING	03/20/2023
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B S A + A
Buck Simpers Architect + Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

PRE-CONSTRUCTION SITE SWM PLAN

SCALE: 1" = 50'

PST-1: PIPE OUTLET SEDIMENT TRAP DATA
DRAINAGE AREA: 4.88 AC
TOP ELEVATION: 24.5'
BOTTOM ELEVATION: 21.0'
REQUIRED VOLUME: 17,568 CF
PROVIDED VOLUME: 18,304 CF
PIPE DIAMETER: 12"
RISER DIMENSIONS: 34"x24"
TRAP DIMENSIONS: 250'(L)x36'(W)x3.5'(D)
STORAGE ELEVATION: 21' TO 24.5'

LEGEND

- SOILS TYPE SYMBOL
- IuB — SOILS TYPE DIVISION LINE
- PROPERTY LINE OR RIGHT-OF-WAY
- 24 — EXISTING CONTOUR
- LOD — LIMIT OF DISTURBANCE
- SF — SILT FENCE
- CFL — COMPOST FILTER LOG
- SCE — STABILIZED CONSTRUCTION ENTRANCE
- ROP2 — RIPRAP OUTLET PROTECTION
- IP1 IP2 IP3 — INLET PROTECTION
- SWM-7 — SOIL BORING LOCATION

PAVEMENT LEGEND

- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE SIDEWALK, PAD, OR PAVING
- EXISTING GRAVEL

SOILS LEGEND

CLASSIFICATION	GROUP	DESCRIPTION
DnA	(A)	DOWNER LOAMY SAND, 0-2% SLOPES
DuB	(A)	DOWNER-URBAN LAND COMPLEX, 0-5% SLOPES

SOIL CLASSIFICATIONS OBTAINED FROM WEB SOIL SURVEY PREPARED BY THE U.S. DEPARTMENT OF AGRICULTURE SOIL CONSERVATION SERVICE, VERSION 23, ISSUED SEPTEMBER 14, 2022.

DEMO KEY NOTES

1. REMOVE EXISTING BUILDING, FULL DEPTH
2. REMOVE SIDEWALK / CONCRETE PAD, FULL DEPTH
3. REMOVE PAVEMENT, FULL DEPTH
4. REMOVE CURB & GUTTER FULL DEPTH
5. REMOVE CONCRETE WALL, FULL DEPTH
6. EXISTING CHAIN LINK FENCE TO BE REMOVED / RELOCATED
7. EXISTING LANDSCAPE FEATURES TO BE REMOVED / RELOCATED
8. EXISTING BUILDING TO BE RELOCATED
9. REMOVE POST / BOLLARD
10. REMOVE BENCH
11. REMOVE SAND FILTER SYSTEM
12. REMOVE STORM PIPE OR STRUCTURE

0' 50' 100' 150'
SCALE: 1" = 50'

SEDIMENT & STORMWATER MANAGEMENT PLANS

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

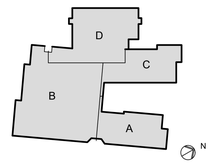
SCHEMATIC PRE-CONSTRUCTION SITE SWM PLAN

C402

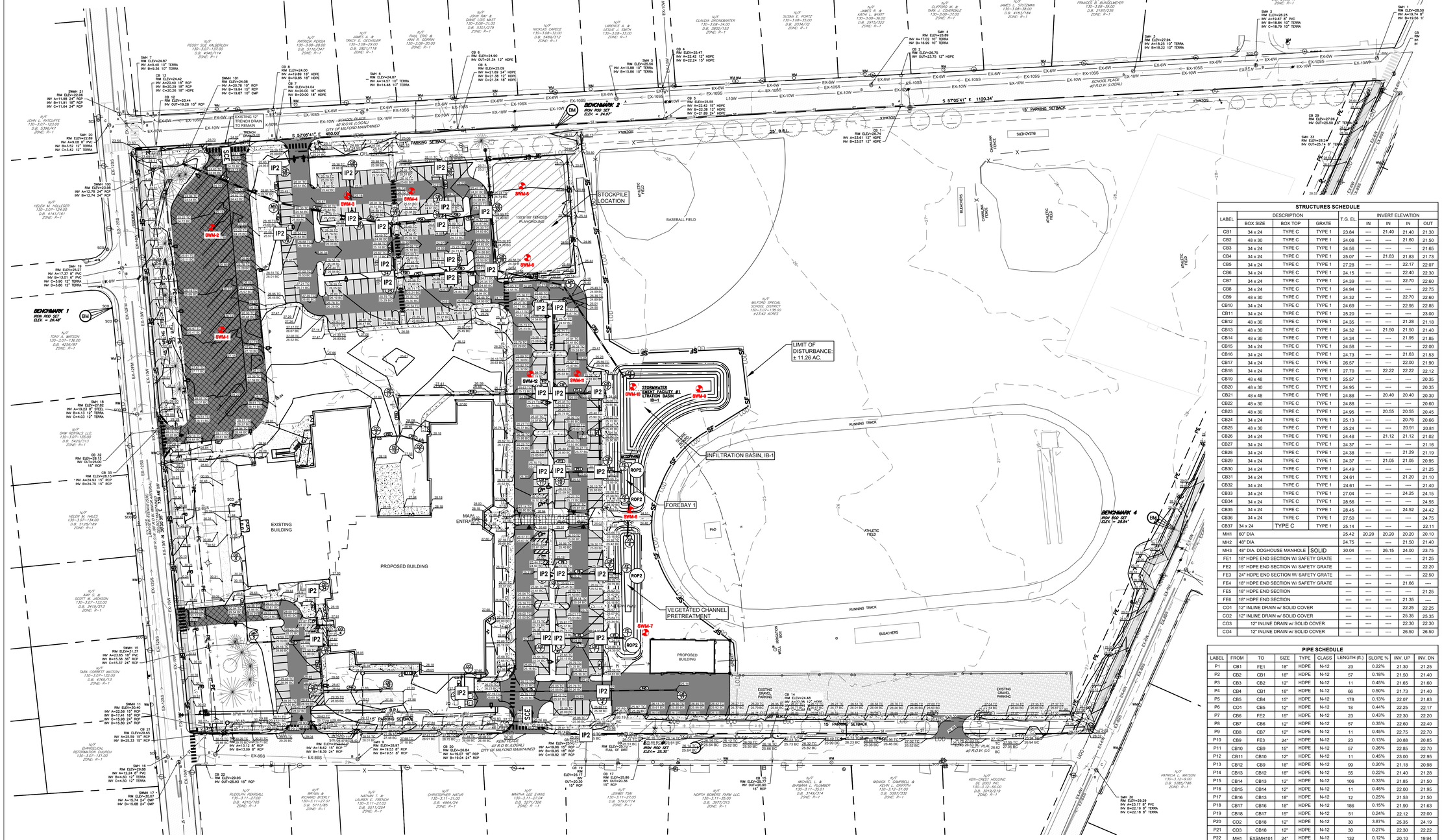
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PRELIMINARY - NOT FOR CONSTRUCTION

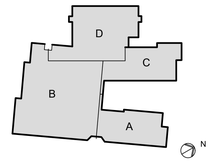
No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN


BENCHMARK 1
IRON ROD SET
ELEV. = 26.49'
BENCHMARK 2
IRON ROD SET
ELEV. = 24.97'
BENCHMARK 3
IRON ROD SET
ELEV. = 25.30'
BENCHMARK 4
IRON ROD SET
ELEV. = 28.24'
S 57°05'41" E 450.00'
S 57°05'41" E 1120.34'
25' B.R.L.
15' PARKING SETBACK
SCHOOL PLACE
40' R.O.W. (LOCAL)
CITY OF MILFORD MAINTAINED
SCHOOL PLACE
40' R.O.W. (LOCAL)
CITY OF MILFORD MAINTAINED
SCHOOL PLACE
40' R.O.W. (LOCAL)
STOCKPILE LOCATION
LIMIT OF DISTURBANCE: ± 11.26 AC.
INFILTRATION BASIN, IB-1
STORMWATER CHEMT FACILITY #1 LTRATION BASIN IB-1
FOREBAY 1
VEGETATED CHANNEL PRETREATMENT
EXISTING BUILDING
PROPOSED BUILDING
MAIN ENTRANCE
BASEBALL FIELD
ATHLETIC FIELD
RUNNING TRACK
BLEACHERS
100'X100' FENCED PLAYGROUND
EXISTING GRAVEL PARKING
MILFORD SPECIAL SCHOOL DISTRICT 1.53'-3.07'-138.00 ±23.42 ACRES
N/F JOHN L. WATLYFE 130--3.07--123.00 D.B. 5396/47 ZONE: R--1
N/F PEGGY SUE KALBERLOH 130--3.07--137.50 D.B. 4043/114 ZONE: R--1
N/F PATRICIA PERSIA 130--3.08--28.00 D.B. 5116/347 ZONE: R--1
N/F JAMES A. & TRACY G. DECHSLER 130--3.08--29.00 D.B. 3821/118 ZONE: R--1
N/F PAUL ERIC & ANNA L. DORAN 130--3.08--30.00 ZONE: R--1
N/F JOHN RAY & DANE LOIS MIST 130--3.08--31.00 D.B. 5301/279 ZONE: R--1
N/F NICHOLAS CARECE 130--3.08--32.00 D.B. 5489/312 ZONE: R--1
N/F LAWRENCE A. & LESLIE L. SMITH 130--3.08--33.00 ZONE: R--1
N/F CLAUDIA SHONEMARTER 130--3.08--34.00 D.B. 3802/153 ZONE: R--1
N/F SUSAN E. PORTZ 130--3.08--35.00 D.B. 203M/72 ZONE: R--1
N/F JAMES R. & KATHI L. WYATT 130--3.08--36.00 D.B. 2915/322 ZONE: R--1
N/F CLIFFORD W. & TARA J. COVERDALE 130--3.08--37.00 ZONE: R--1
N/F JAMES L. STUTZMAN 130--3.08--38.00 D.B. 4182/184 ZONE: R--1
N/F LOUIS D. & FRANCES R. BUNSOMEYER 130--3.08--39.00 D.B. 2185/224 ZONE: R--1
N/F ST. JOHNS CHURCH 130--3.08--40.00 D.B. 2585/47 ZONE: R--1
N/F HELEN W. HOLLEGER 130--3.07--124.00 D.B. 4141/161 ZONE: R--1
N/F TONY A. MATSON 130--3.07--136.00 D.B. 4256/97 ZONE: R--1
N/F DKM RENTALS, LLC 130--3.07--135.00 D.B. 5420/213 ZONE: R--1
N/F HELEN M. HALES 130--3.07--134.00 D.B. 5126/189 ZONE: R--1
N/F ANN C. & SCOTT A. MORDEN 130--3.07--133.00 D.B. 3418/213 ZONE: R--1
N/F TARA CORBETT WATSON 130--3.07--132.00 D.B. 4760/213 ZONE: R--1
N/F EVANGELICAL REFORMATION CHURCH 130--3.07--131.00 ZONE: R--1
N/F RUDOLPH FEARSALL 130--3.11--27.00 D.B. 4210/105 ZONE: R--1
N/F BRYAN & RICHARD BYERLY 130--3.11--27.01 D.B. 5111/85 ZONE: R--1
N/F NATHAN T. & LAUREN E. FRENCH 130--3.11--27.02 D.B. 5511/254 ZONE: R--1
N/F CHRISTOPHER NATUR 130--3.11--27.03 D.B. 4964/24 ZONE: R--1
N/F MARTHA ANN F. EVANS 130--3.11--27.04 D.B. 5271/326 ZONE: R--1
N/F NORTH BOWERS FARM, LLC. 130--3.11--55.00 D.B. 3977/315 ZONE: R--1
N/F MICHAEL L. & BARBARA A. SUMMER 130--3.11--55.01 D.B. 3149/314 ZONE: R--1
N/F MONICA Y. CAMPBELL & KEVIN T. CAMPBELL 130--3.12--31.00 D.B. 5087/332 ZONE: R--1
N/F KENSINGTON HOUSING DE 2003 INC. 130--3.12--50.00 D.B. 3019/219 ZONE: R--1
N/F PATRICIA L. WATSON 130--3.12--9.00 D.B. 5385/186 ZONE: R--1
SMH 1 RIM ELEV=28.50 INV A=19.74 8" INV B=19.56 15"
SMH 2 RIM ELEV=28.23 INV A=18.87 8" PVC INV B=18.84 15" TERRA INV C=18.79 15" TERRA
SMH 2 RIM ELEV=27.94 INV A=18.25 15" TERRA INV B=18.22 15" TERRA
SMH 3 RIM ELEV=27.28 INV A=17.02 12" HDPE INV B=16.99 10" TERRA
SMH 4 RIM ELEV=26.75 INV OUT=23.75 12" HDPE
SMH 5 RIM ELEV=25.55 INV A=15.88 10" TERRA INV B=15.86 10" TERRA
SMH 6 RIM ELEV=24.87 INV A=14.57 10" TERRA INV B=14.46 10" TERRA
SMH 7 RIM ELEV=24.87 INV A=9.40 10" TERRA INV B=9.36 10" TERRA
SMH 20 RIM ELEV=22.89 INV A=9.08 8" PVC INV B=3.52 12" TERRA INV C=3.42 12" TERRA
SMH 21 RIM ELEV=23.66 INV A=11.93 18" RCP INV B=11.91 18" RCP INV C=11.84 24" RCP
SMH 100 RIM ELEV=23.98 INV A=12.78 24" RCP INV B=12.74 24" RCP
SMH 19 RIM ELEV=25.27 INV A=17.37 8" PVC INV B=13.01 6" PVC INV C=3.90 12" TERRA INV D=3.80 12" TERRA
SMH 18 RIM ELEV=27.82 INV A=19.23 8" STEEL INV B=14.13 12" TERRA INV C=14.03 12" TERRA
SMH 16 RIM ELEV=29.66 INV A=12.24 8" PVC INV B=4.60 12" TERRA INV C=4.50 12" TERRA
SMH 17 RIM ELEV=30.07 INV A=15.74 24" CMP INV B=15.68 24" CMP
SMH 15 RIM ELEV=31.37 INV A=23.65 18" PVC INV B=15.36 36" RCP INV C=15.37 24" RCP
SMH 11 RIM ELEV=30.40 INV A=22.58 15" RCP INV B=17.41 30" RCP INV C=15.98 24" RCP INV D=15.88 24" RCP
CB 21 RIM ELEV=29.65 INV A=25.59 15" RCP INV B=25.33 15" RCP
CB 22 RIM ELEV=29.83 INV OUT=25.93 15" RCP
CB 32 RIM ELEV=28.03 INV OUT=24.03 15" RCP
CB 33 RIM ELEV=28.15 INV A=24.85 15" RCP INV B=24.75 15" RCP
CB 29 RIM ELEV=27.84 INV OUT=25.50 15" TERRA
SMH 33 RIM ELEV=28.47 INV OUT=25.14 8" TERRA
CB 1 RIM ELEV=26.74 INV A=23.61 12" HDPE INV B=23.57 12" HDPE
CB 2 RIM ELEV=24.45 INV A=21.04 12" HDPE INV B=20.99 12" HDPE
CB 3 RIM ELEV=25.55 INV A=22.42 15" HDPE INV B=22.38 12" HDPE INV C=21.89 24" HDPE
CB 4 RIM ELEV=25.47 INV A=22.42 12" HDPE INV B=22.24 15" HDPE
CB 5 RIM ELEV=25.09 INV A=21.89 24" HDPE INV B=21.38 12" HDPE INV C=21.24 18" HDPE
CB 6 RIM ELEV=24.90 INV OUT=21.34 12" HDPE
CB 7 RIM ELEV=24.04 INV A=20.00 18" HDPE INV B=20.00 18" HDPE
CB 8 RIM ELEV=24.00 INV A=19.89 18" HDPE INV B=19.85 18" HDPE
CB 12 RIM ELEV=23.44 INV OUT=19.28 15" RCP
CB 13 RIM ELEV=24.42 INV A=20.40 18" RCP INV B=20.29 18" RCP INV C=20.28 18" HDPE
SMMH 101 RIM ELEV=24.08 INV A=20.78 10" RCP INV B=19.91 10" RCP INV C=19.81 10" CMP
EXISTING 12" TRENCH DRAIN TO REMAIN
TRENCH DRAIN
CB 14 RIM ELEV=24.45 INV A=21.04 12" HDPE INV B=20.99 12" HDPE
CB 16 RIM ELEV=26.17 INV OUT=20.30 15" RCP
CB 17 RIM ELEV=25.88 INV OUT=20.36 15" RCP
CB 18 RIM ELEV=26.07 INV OUT=20.70 15" RCP
CB 15 RIM ELEV=25.77 INV OUT=20.90 15" RCP
CB 30 RIM ELEV=26.84 INV A=19.07 15" RCP INV B=19.04 24" RCP
SWM-1
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SWM-3
SWM-4
SWM-5
SWM-6
SWM-7
SWM-8
SWM-9
SWM-10
SWM-11
SWM-12
IP1
IP2
IP3
ROP2
SCE
LAI
SF
LOD
CFL
EX-10W
EX-10SS
EX-6W
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No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

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17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
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650 NAAMANS ROAD
CLAYMONT, DE 19703
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CIVIL ENGINEER:
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1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
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1489 BALTIMORE PIKE, STE 109
SPRINGFIELD, PA 19064
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THEATER PLANNING:
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300 RARITAN AVENUE, 2ND FLR
HIGHLAND PARK, NJ 08904
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TECHNOLOGY CONSULTANT:
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Buck Simpers Architect + Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

OVERALL POST CONSTRUCTION SWM PLAN

C404

OVERALL POST CONSTRUCTION SWM PLAN

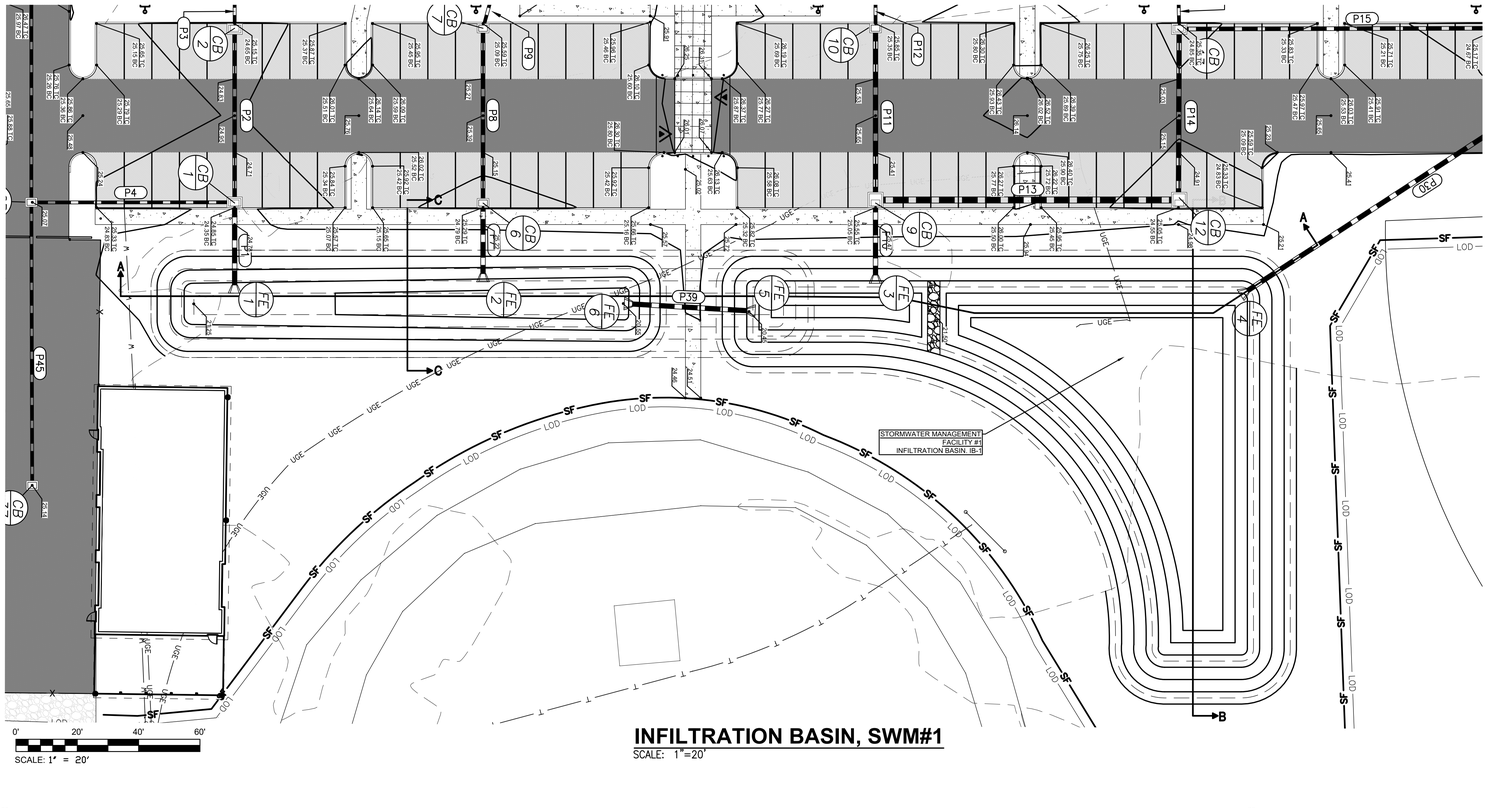
SCALE: 1" = 50'

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SCALE: 1" = 50'

SEDIMENT & STORMWATER MANAGEMENT PLANS

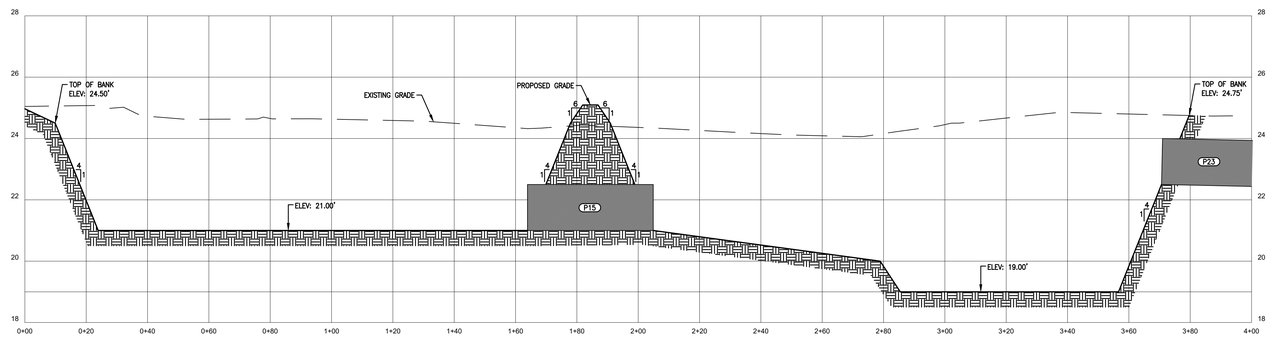
PRELIMINARY - NOT FOR CONSTRUCTION

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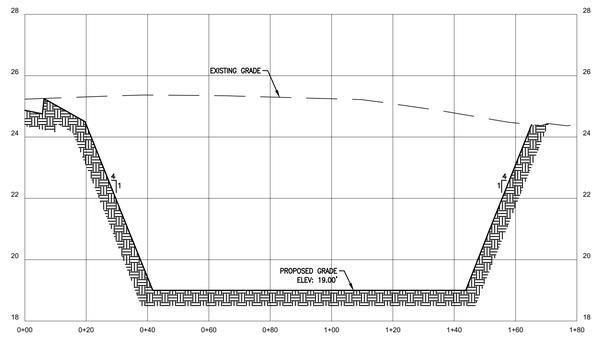
INFILTRATION BASIN, SWM#1

SCALE: 1"=20'



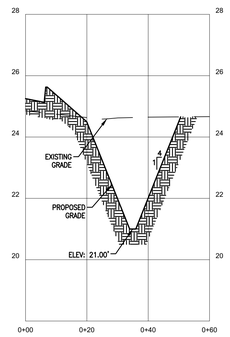
INFILTRATION BASIN PROFILE A-A

SCALE: 1"=20' HORIZ.
1"= 2' VERT.



INFILTRATION BASIN PROFILE B-B

SCALE: 1"=20' HORIZ.
1"= 2' VERT.



INFILTRATION BASIN PROFILE C-C

SCALE: 1"=20' HORIZ.
1"= 2' VERT.

OPERATION AND MAINTENANCE NOTES

1. THE DNREC SEDIMENT AND STORMWATER PROGRAM AND/OR THE SUSSEX CONSERVATION DISTRICT RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE REVIEWS.
2. THE SUSSEX CONSERVATION DISTRICT SHOULD BE NOTIFIED WITHIN 30 BUSINESS DAYS IF THE PROPERTY OWNERSHIP IS TRANSFERRED TO A NEW PERSON OR ENTITY.
3. THE DNREC SEDIMENT AND STORMWATER PROGRAM AND/OR SUSSEX CONSERVATION DISTRICT MAY SEEK ENFORCEMENT ACTION AGAINST ANY OWNER DEEMED NEGLIGENT IN FULFILLING THE OPERATION AND MAINTENANCE REQUIREMENTS OF THE DELAWARE SEDIMENT AND STORMWATER REGULATIONS.
4. THE SUSSEX CONSERVATION DISTRICT SHOULD BE CONTACTED IF A CONCERN ARISES REGARDING A STORMWATER MANAGEMENT FACILITY, BEFORE ANY NON-ROUTINE MAINTENANCE, OR IF MODIFICATIONS TO THE FACILITY ARE DESIRED.
5. ANY DESIGN MODIFICATIONS MADE TO THE STORMWATER SYSTEM SHALL REQUIRE THE CREATION OF A NEW POST CONSTRUCTION STORMWATER MANAGEMENT PLAN AND/OR OPERATIONS AND MAINTENANCE PLAN, WITH APPROVAL OF THE PLAN(S) BY THE SUSSEX CONSERVATION DISTRICT.
6. FOR ALL STORMWATER EASEMENT AREAS (I.E., ACCESS, MAINTENANCE, OR OFFSITE) AND THE MINIMUM 15-WIDE ACCESSWAYS TO ALL STORMWATER FACILITIES AND THEIR STRUCTURAL COMPONENTS, REGULAR MOWING SHOULD BE PERFORMED TO KEEP THE GRASS 6 INCHES OR LESS; NO TREES OR SHRUBS SHOULD BE PLANTED, AND ANY FOUND GROWING SHOULD BE REMOVED; AND NO PERMANENT STRUCTURES, SUCH AS FENCES OR SHEDS, SHOULD BE LOCATED WITHIN THE EASEMENT OR ACCESSWAY.
7. TREES SHOULD NOT BE PLANTED, AND SHOULD BE REMOVED IF FOUND GROWING, ON AND WITHIN 15 FEET OF THE TREATMENT FACILITY, AND WITHIN 10 FEET OF STRUCTURAL COMPONENTS, SUCH AS PIPE INLETS.
8. WHEN THE FACILITY IS EXCAVATED TO REMOVE ACCUMULATED SEDIMENT, THE DISPOSAL AREA SHALL BE PERMANENTLY STABILIZED SO THAT IT DOES NOT RECREATE AN EROSION PROBLEM. ANY MATERIAL TAKEN OFFSITE SHALL STILL BE USED OR DISPOSED OF IN AN APPROVED DNREC MANNER.
9. BEFORE ANY EARTHWORK OR EXCAVATION TAKES PLACE, THE CONTRACTOR SHOULD CALL MISS UTILITY AT 811 OR 1-800-282-8555 AT LEAST 48 HOURS PRIOR TO CONSTRUCTION, TO HAVE ALL EXISTING UTILITIES MARKED ONSITE.
10. IF UPON VISUAL INSPECTION IT IS FOUND THAT SEDIMENT HAS ACCUMULATED, A STADIA ROD SHOULD BE INSERTED INTO INSPECTION PORTS TO DETERMINE THE DEPTH OF SEDIMENT. WHEN THE AVERAGE DEPTH OF SEDIMENT EXCEEDS 3 INCHES THROUGHOUT THE LENGTH OF THE ISOLATOR ROW PLUS, CLEAN-OUT SHOULD BE PERFORMED.
11. INSPECT AND CLEAN CATCH BASINS AND MANHOLES UPSTREAM OF THE INFILTRATION BASIN, REMOVE TRASH AND DEBRIS ON A REGULAR BASIS. IT IS ESPECIALLY IMPORTANT TO REMOVE DEBRIS FROM ALL INLETS AND OUTFALL STRUCTURES.
12. HIRE A PROFESSIONAL FOR; REPAIR OR REPLACEMENT OF DETERIORATING PIPES; OR STRUCTURAL COMPONENTS; REMOVAL OF ACCUMULATED SEDIMENT.
13. THE OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL STORMWATER FACILITIES.

INFILTRATION BASIN SEQUENCE OF CONSTRUCTION

1. INFILTRATION BASIN SHOULD ONLY BE CONSTRUCTED AFTER THE CONTRIBUTING DRAINAGE AREA IS COMPLETELY STABILIZED. THE PROPOSED INFILTRATION BASIN SHALL BE USED AS A SEDIMENT BASIN DURING THE CONSTRUCTION PHASE. THE BASIN SHALL BE EXCAVATED TO 1 FOOT ABOVE THE DESIGN ELEVATION WHILE ACTING AS A SEDIMENT BASIN. THE FACILITY MUST BE DEWATERED, DREDGED, AND RE-GRADED TO DESIGN DIMENSIONS AFTER THE ORIGINAL SITE CONSTRUCTION IS COMPLETE. THE INFILTRATION BASIN IS NOT TO BE CONVERTED TO ITS FINAL DEPTH UNTIL THE DRAINAGE AREA HAS BEEN CONSTRUCTED AND STABILIZED.
2. ASSEMBLE CONSTRUCTION MATERIALS ON-SITE, MAKE SURE THEY MEET DESIGN SPECIFICATIONS, AND PREPARE ANY STAGING AREAS. ENSURE THAT APPROPRIATE COMPACTION AND DEWATERING EQUIPMENT IS AVAILABLE. LOCATE THE PROJECT BENCHMARK AND IF NECESSARY TRANSFER A BENCHMARK NEARER TO INFILTRATION BASIN LOCATION FOR USE DURING CONSTRUCTION.
3. INSTALL EROSION AND SEDIMENT CONTROLS PRIOR TO CONSTRUCTION, INCLUDING TEMPORARY DE-WATERING DEVICES AND STORMWATER DIVERSION PRACTICES. ALL AREAS SURROUNDING THE BASIN THAT ARE GRADED OR DENUDED DURING CONSTRUCTION MUST BE PLANTED WITH TURF GRASS, NATIVE PLANTINGS, OR OTHER APPROVED METHODS OF SOIL STABILIZATION.
4. EXCAVATE THE INFILTRATION PRACTICE TO THE DESIGN DIMENSIONS FROM THE SIDE, USING A BACKHOE OR EXCAVATION. GRADE UNTIL THE APPROPRIATE ELEVATION AND DESIRED CONTOURS ARE ACHIEVED FOR THE BOTTOM AND SIDE SLOPES OF THE INFILTRATION BASIN. CONSTRUCT FOREBAYS AT THE PROPOSED INFLOW POINTS.
5. STABILIZE EXPOSED SOILS WITH THE APPROVED SEED MIXTURES IN ACCORDANCE WITH THE VEGETATIVE STABILIZATION SPECIFICATIONS. PLANT THE USE SOD, WHERE APPLICABLE TO ESTABLISH A DENSE TURF COVER FOR AT LEAST 10 FEET AROUND THE SIDES OF THE INFILTRATION PRACTICE, TO REDUCE EROSION AND SLOUGHING.
6. DURING SITE CONSTRUCTION; THE FOLLOWING STEPS ARE ABSOLUTELY CRITICAL:
   A) EXCAVATION OF THE FACILITY MUST BE DONE FROM THE SIDES TO AVOID COMPACTION AND PREVENTING HEAVY CONSTRUCTION EQUIPMENT AND VEHICLES FROM TRAVELING OVER THE PROPOSED LOCATION OF THE INFILTRATION PRACTICE USING "SENSITIVE AREA PROTECTION" GUIDELINES DURING CONSTRUCTION.
   B) REMOVE CHOKING SEDIMENT FROM THE FACILITY, TILLING THE BASIN, AND PERFORMING ADDITIONAL GEOLOGICAL SITE INVESTIGATIONS TO DETERMINE THAT THE INFILTRATION RATE HAS BEEN MAINTAINED. ADDITIONAL INFILTRATION TESTING SHALL BE CONDUCTED IF REQUESTED BY DNREC SEDIMENT AND STORMWATER PROGRAM.
7. ONCE THE BASIN IS EXCAVATED TO ITS FINAL DESIGN DEPTH THE BOTTOM SHALL BE STABILIZED WITH 1" OF PNEUMATICALLY BLOWN COMPOST IN LIEU OF TOPSOIL TO PREVENT EQUIPMENT FROM TRAVERSING THE BASIN BOTTOM. COMPOST BLANKET SHALL BE LOOSELY AND UNIFORMLY APPLIED (100% SOIL COVERAGE) AND INCLUDE APPROVED SEED MIXTURE TO PROMOTE GERMINATION.
8. FOLLOWING CONSTRUCTION, THE ACTUAL DEPTH OF EACH FOREBAY AND THE BASIN ITSELF, MUST BE MEASURED, MARKED, GEO-REFERENCED ON THE POST CONSTRUCTION VERIFICATION SURVEY DOCUMENT. THIS SIMPLE DATA SET WILL ENABLE MAINTENANCE REVIEWERS TO DETERMINE SEDIMENT DEPOSITION RATES IN ORDER TO SCHEDULE SEDIMENT CLEANOUTS.

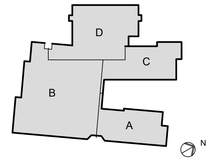
INFILTRATION MAINTENANCE TASKS & FREQUENCY

FREQUENCY	MAINTENANCE ITEMS
AS NEEDED	• REPLACE TOPSOIL AND TOP SURFACE FILTER FABRIC (WHEN CLOGGED) • MOW VEGETATED FILTER STRIPS AS NECESSARY AND REMOVE CLIPPINGS
QUARTERLY OR AFTER MAJOR STORMS (>1 INCH OF RAINFALL)	• ENSURE THAT THE CONTRIBUTING DRAINAGE AREA, INLETS, AND FACILITY SURFACE ARE CLEAR OF DEBRIS. • ENSURE THAT THE CONTRIBUTING DRAINAGE AREA IS STABILIZED. PERFORM SPOT-RESEEDING WHERE NEEDED. • REMOVE SEDIMENT AND OIL/GREASE FROM INLETS, PRE-TREATMENT DEVICES, FLOW DIVERSION STRUCTURES, STORAGE PRACTICES AND OVERFLOW STRUCTURES. • REPAIR UNDERCUT AND ERODED AREAS AT INFLOW AND OUTFLOW STRUCTURES.
SEMI-ANNUALLY	• CHECK INSPECTION PORTS 3 DAYS AFTER A STORM EVENT IN EXCESS OF 1/2 INCH IN DEPTH. STANDING WATER OBSERVED IN THE OBSERVATION PORT AFTER THREE DAYS IS A CLEAR INDICATION OF CLOGGING. • INSPECT PRETREATMENT DEVICES AND DIVERSION STRUCTURES FOR SEDIMENT BUILD-UP AND STRUCTURAL DAMAGE. • REMOVE TREES THAT START TO GROW IN THE VICINITY OF THE INFILTRATION FACILITY THAT MAY DROP LEAF LITTER, FRUITS AND OTHER VEGETATIVE MATERIALS THAT COULD CLOG THE INFILTRATION DEVICE.
ANNUALLY	• CLEAN OUT ACCUMULATED SEDIMENTS FROM THE PRETREATMENT CELL.

INFILTRATION OPERATION & MAINTENANCE GUIDELINE

FUNCTION	THESE STORMWATER FACILITIES ARE DESIGNED TO INFILTRATE STORMWATER AND SHOULD NOT HOLD WATER FOR MORE THAN 48 HOUR (Cv EVENT).
INSPECTION	SELF INSPECT SEMI-ANNUALLY (SPRING AND FALL) AND AFTER STORM EVENTS OF 2 INCHES OR MORE.
TRASH AND DEBRIS	REMOVE TRASH AND DEBRIS ON A REGULAR BASIS. IT IS ESPECIALLY IMPORTANT TO REMOVE DEBRIS FROM ALL INLETS AND OUTFALL STRUCTURES.
SOIL	SOILS ON SIDE SLOPES OF POND SHOULD BE TESTED ANNUALLY TO ENSURE PROPER PH AND FERTILITY INCLUDING: ORGANIC MATTER, MAGNESIUM (MG), PHOSPHORUS (P2O5), NITROGEN (N), POTASSIUM (K2O), AND SOLUBLE SALTS. IF REQUIRED, FERTILIZERS SHOULD ONLY BE APPLIED IN THE FALL.
EROSION	IF BARE SOIL EXISTS ON POND SIDE SLOPES OR EMBANKMENT, RESEED AND/OR REPLANT AS REQUIRED BASED UPON INSPECTION FINDINGS. STABILIZE APPLICABLE ERODED AREAS WITH REINFORCING EROSION CONTROL PRODUCTS (RECP) OR TURF REINFORCING MATS (TRM), AS REQUIRED. IF RECP IS APPLIED, IT IS RECOMMENDED TO USE TRULY BIODEGRADABLE PRODUCTS TO AID IN MOWING MAINTENANCE AND DETER WILDLIFE ENTANGLEMENT. THESE PRODUCTS CAN BE RECOGNIZED AS HAVING "BN" FOR BIONETTING OR "B" FOR BIODEGRADABLE.
MOWING	MOW AROUND BASIN WEEKLY DURING PEAK GROWING SEASON (APRIL–NOVEMBER). MOW 10-FOOT WIDE ACCESS PATH TO ALL INLET AND OUTLET STRUCTURES; ALSO MOWING AROUND THESE STRUCTURES REGULARLY. USE MULCHING MOWER TO ENSURE THAT NUTRIENTS ARE RECYCLED. FOR WARM SEASON GRASSES, THE PREVIOUS SEASON'S STALKS SHOULD BE CUT DOWN TO 8-12 INCHES IN EARLY SPRING (MID MARCH), BEFORE NEW SEASON'S GROWTH EMERGES.
BUFFERS:	NA
FENCING	FENCING IS NOT RECOMMENDED AND NOT REQUIRED, HOWEVER, IF A FENCE IS PREFERRED, ENSURE THAT IT IS IN GOOD REPAIR AND PROVIDES ACCESS FOR MAINTENANCE AND INSPECTIONS.
SPECIAL	INFILTRATION BASINS ARE DESIGNED TO INFILTRATE WATER AND REMOVE POLLUTANTS FROM STORMWATER. CONSIDERATIONS DO NOT COMPACT FACILITY IN ANY WAY. THIS INCLUDES THE USE OF HEAVY EQUIPMENT OR MACHINERY. COMPACTION MAY LEAD TO SYSTEM FAILURE.
HIRE A PROFESSIONAL	IF FACILITY DOES NOT DRAIN WITHIN 48 HOURS; REPAIR OF SEVERE EROSION; REPLACEMENT OF DETERIORATING PIPES OR STRUCTURAL COMPONENTS; IF MOSQUITOES ARE SUSPECTED TO BE PROBLEMATIC; RECONSTRUCTION OF EMBANKMENT AN OUTLET STRUCTURE; REMOVAL OF ACCUMULATED SEDIMENT; AQUATIC VEGETATION CONTROL (CHEMICAL APPLICATION) IF LICENSING REQUIRED BY DE DEPARTMENT OF AGRICULTURE; IF DREDGING (SEDIMENT REMOVAL) IS REQUIRED.

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford School District
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

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302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

POST CONSTRUCTION SWM PLAN, FACILITY 1

C405

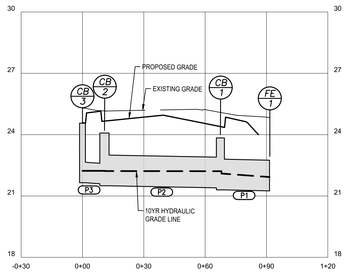
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0' 20' 40' 60'
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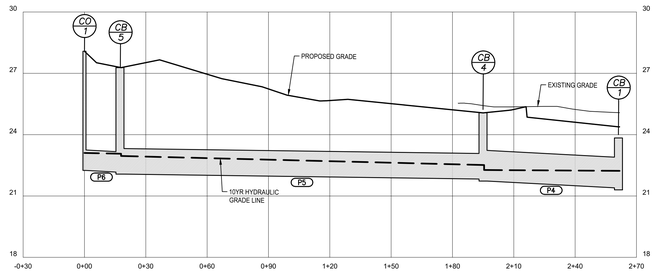
SEDIMENT & STORMWATER MANAGEMENT PLANS

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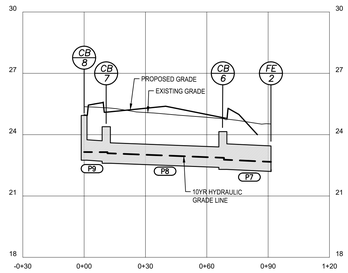
PRELIMINARY - NOT FOR CONSTRUCTION



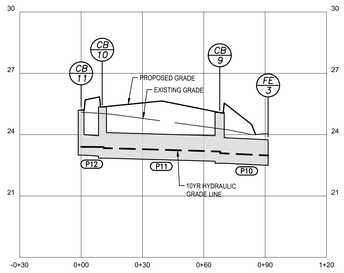
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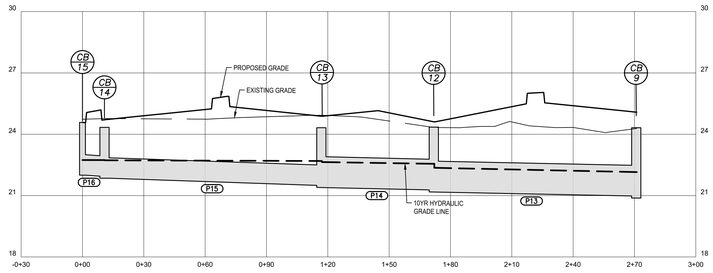
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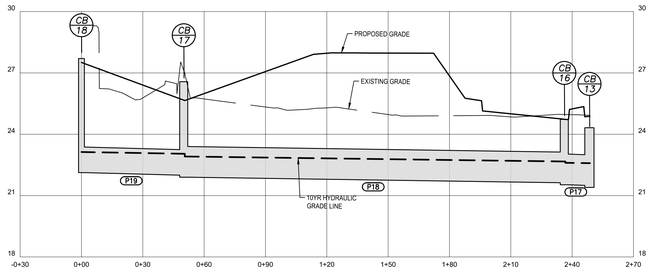
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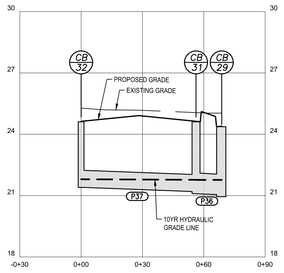
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1"= 3' VERT.



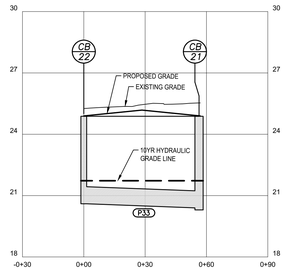
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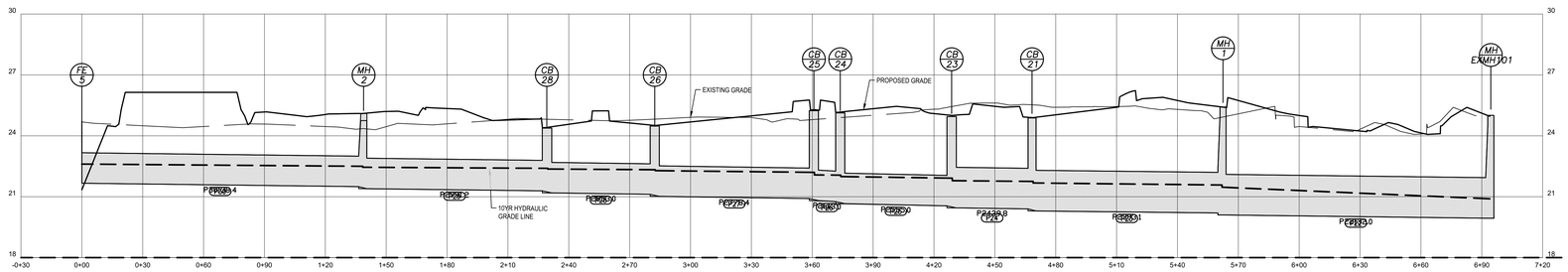
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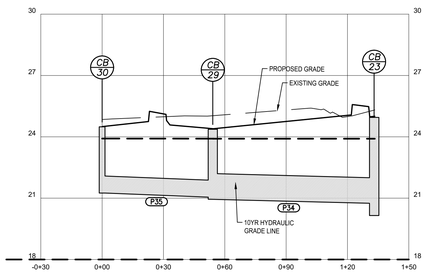
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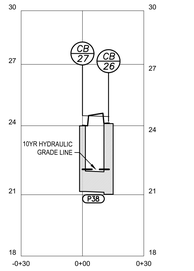
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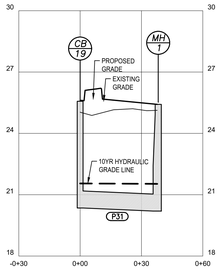
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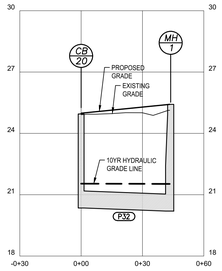
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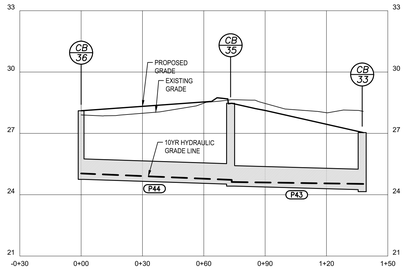
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1"= 3' VERT.



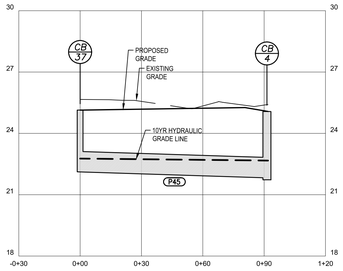
CB19 TO MH1 PROFILE
SCALE: 1"=30' HORIZ.
1"= 3' VERT.



CB20 TO MH1 PROFILE
SCALE: 1"=30' HORIZ.
1"= 3' VERT.



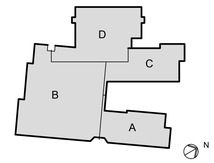
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SCALE: 1"=30' HORIZ.
1"= 3' VERT.



CB37 TO CB4 PROFILE
SCALE: 1"=30' HORIZ.
1"= 3' VERT.

PRELIMINARY - NOT FOR CONSTRUCTION

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

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HOME of the BUCCANEERS

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906 LAKEVIEW AVENUE
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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

STORM DRAIN PROFILES

SEDIMENT & STORMWATER MANAGEMENT PLANS

C406

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Standard Detail & Specifications

Topsoiling

Construction Notes:

1. **Site Preparation** (Where Topsoil is to be added)

   Note: When topsoiling, maintain needed erosion and sediment control practices such as diversions, grade stabilization structures, berms, dikes, waterways and sediment basins.

   a. Grading - Grades on the areas to be topsoiled which have been previously established shall be maintained.

   b. Liming - Where the topsoil is either highly acid or composed of heavy clays, ground limestone shall be spread at the rate of 4-8 tons/acre (200-400 pounds per 1,000 square feet). Lime shall be distributed uniformly over designated areas and worked into the soil in conjunction with tillage operations as described in the following procedures.

   c. Tilling - After the areas to be topsoiled have been brought to grade, and immediately prior to dumping and spreading the topsoil, the subgrade shall be loosened by discing or by scarifying to a depth of a least 3 inches to permit bonding of the topsoil to the subsoil. Pack by passing a bulldozer up and down over the entire surface area of the slope to create horizontal erosion check slots to prevent topsoil from sliding down the slope.

2. **Topsoil Material and Application**

   Note: Topsoil salvaged from the existing site may often be used but it should meet the same standards as set forth in these specifications. The depth of topsoil to be salvaged shall be no more than the depth described as a representative profile for that particular soil type as described in the soil survey published by USDA-SCS in cooperation with Delaware Agricultural Experimental Station.

Source:	Symbol:	Detail No.
USDA - NRCS		**DE-ESC-3.4.1** Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Topsoiling

Construction Notes (cont.)

a. Materials - Topsoil shall be a loam, sandy loam, clay loam, silt loam, sandy clay loam, loamy sand or other soil as approved by an agronomist or soil scientist. It shall not have a mixture of contrasting textured subsoil and contain no more than 5 percent by volume of cinders, stones, slag, coarse fragment, gravel, sticks, roots, trash or other extraneous materials larger than 1-1/2 inches in diameter. Topsoil must be free of plants or plant parts of bermudagrass, quackgrass, Johnsongrass, nutsedge, poison ivy, thistles, or others as specified. All topsoil shall be tested by a reputable laboratory for organic matter content, pH and soluble salts. A pH of 6.0 to 7.5 and an organic content of not less than 1.5 percent by weight is required. If pH value is less than 6.0 lime shall be applied and incorporated with the topsoil to adjust the pH to 6.5 or higher. Topsoil containing soluble salts greater than 500 parts per million shall not be used.

Note: No sod or seed shall be placed on soil which has been treated with soil sterilant or chemicals used for weed control until sufficient time has elapsed to permit dissipation of toxic materials.

b. Grading - The topsoil shall be uniformly distributed and compacted to a minimum of four (4) inches. Spreading shall be performed in such a manner that sodding or seeding can proceed with a minimum of additional soil preparation and tillage. Any irregularities in the surface resulting from topsoiling or other operations shall be corrected in order to prevent the formation of depressions or water pockets. Topsoil shall not be placed while in a frozen or muddy condition, when the subgrade is excessively wet, or in a condition that may otherwise be detrimental to proper grading and seedbed preparation.

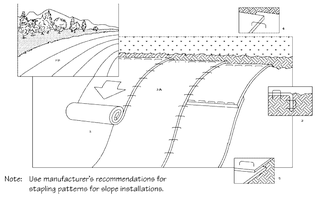
Note: Topsoil substitutes or amendments as approved by a qualified agronomist or soil scientist, may be used in lieu of natural topsoil. Compost material used to improve the percentage of organic matter shall be provided by a certified supplier.

Compost amendments that are intended to meet specific post-construction stormwater management goals shall further meet the requirements of **Appendix 3.06.2 Post Construction Stormwater Management BMP Standards and Specifications, Section 14.0 Soil Amendments.**

Source:	Symbol:	Detail No.
USDA - NRCS		**DE-ESC-3.4.1** Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Stabilization Matting - Slope



Note: Use manufacturer's recommendations for stapling patterns for slope installations.

Perspective

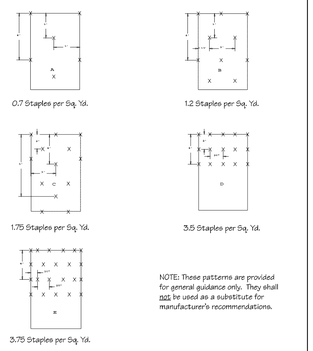
Construction Notes:

1. Prepare soil before installing matting, including application of lime, fertilizer, and seed.
2. Begin at the top of the slope by anchoring the mat in a 6" deep X 6" wide trench. Backfill and compact trench after stapling.
3. Roll the mats (A) down or (B) horizontally across the slope.
4. The edges of parrallel mats must be stapled with approx. 2" overlap.
5. When mats must be spliced down the slope, place mats end over end (shingle style) with approx. 4" overlap. Staple through overlapped area, approx. 12" apart.

Source:	Symbol:	Detail No.
Adapted from North American Green, Inc.	SM-S	**DE-ESC-3.4.6.1** Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Stabilization Matting - Slope

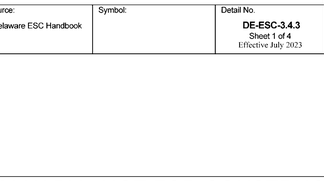


Stapling Patterns

Source:	Symbol:	Detail No.
Adapted from North American Green, Inc.	SM-S	**DE-ESC-3.4.6.1** Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Stabilized Construction Entrance



Plan

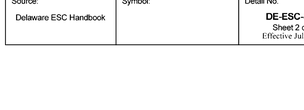
Profile

Section A-A (Std.)

Source:	Symbol:	Detail No.
Adapted from VA ESC Handbook	SCE	**DE-ESC-3.4.7** Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Stabilized Construction Entrance



Section A-A (Opt.)

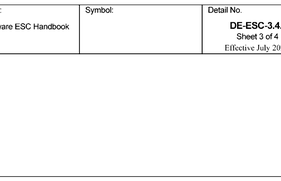
Construction Notes:

1. Stone size - Use DE #3 stone.
2. Length - As required, but not less than 50 feet (except on a single residence lot where a 30 foot minimum length would apply).
3. Thickness - Not less than size (6) inches.
4. Width - Ten (10) foot minimum, but not less than the full width at points where ingress or egress occurs.
5. Geotextile - Type GS-I, placed over the entire area prior to placing of stone.
6. Surface Water - All surface water flowing or diverted toward construction entrances shall be piped across the entrance. If piping is impractical, a mountable berm with 5:1 slopes will be permitted.
7. Maintenance - The entrance shall be maintained in a condition which will prevent tracking or flowing of sediment onto public rights-of-way. This may require periodic top dressing with additional stone as conditions demand and repair and/or cleanout of any measures used to trap sediment. All sediment spilled, dropped, washed or tracked onto public rights-of-way must be removed immediately.
8. Washing - Vehicle wheels shall be cleaned to remove sediment prior to entrance onto public rights-of-way. When washing is required, it shall be done on an area stabilized with stone and which drains into an approved sediment trapping device.
9. Inspection - Periodic inspection and needed maintenance shall be provided after each rain.

Source:	Symbol:	Detail No.
Adapted from VA ESC Handbook	SCE	**DE-ESC-3.4.7** Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Inlet Protection - Type 1



Plan

Section A-A

Source:	Symbol:	Detail No.
Adapted from Erosion Draw Manual J. McCullah & Assoc.	IP-1	**DE-ESC-3.1.5.1** Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Inlet Protection - Type 1

Construction Notes:

1. Excavate completely around inlet to a depth of 18" below grate elevation.
2. Drive 2" x 4" post 1' into ground at four corners of inlet. Place nail strips between posts on ends of inlet. Assemble top portion of 2" x 4" frame using overlap joint shown. Top of frame (weir) must be 6" below edge of roadway adjacent to inlet.
3. Stretch wire mesh tightly around frame and fasten securely. Ends must meet at post.
4. Stretch geotextile fabric tightly over wire mesh, the cloth must extend from top of frame to 18" below inlet grate elevation. Fasten securely to frame. Ends must meet at post, be overlapped and folded, then fastened down.
5. Backfill around inlet in compacted 6" layers until at least 12" of geotextile fabric is buried.
6. If the inlet is not in a low point, construct a compacted earth dike in the ditchline below it. The top of this dike is to be at least 6" higher than the top of frame (weir).
7. This structure must be inspected frequently and the filter fabric replaced when clogged.

Materials:

1. Wooden frame is to be constructed of 2" x 4" construction grade lumber.
2. Wire mesh must be of sufficient strength to support filter fabric with water fully impounded against it.
3. Geotextile fabric: Type GD-II

Source:	Symbol:	Detail No.
Adapted. from Erosion Draw Manual J. McCullah & Assoc.	IP-1	**DE-ESC-3.1.5.1** Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Vegetative Stabilization

TEMPORARY SEEDING BY RATES, DEPTHS AND DATES

Mx #	Species[2]	Seeding Rate	Optimum Seeding Dates [1] O = Optimum Planting Period; A = Acceptable Planting Period								Planting Depth[3]
			Coastal Plain			Piedmont			All		
	Certified Seed	lb/Ac[4]	lb/1000 sq.ft.	2/1-4/30	5/1-8/14	8/15-10/31	3/1-4/30	5/1-7/31	8/1-10/31	10/31-2/1	
1	Barley	125	4	O	A	O	O	A	O		1-2 inches 2-3" sandy soils
2	Oats	125	4	O	A	A	O	A	A		1-2 inches 2-3" sandy soils
3	Rye	125	4	O	A	O	O	A	O	A	1-2 inches 2-3" sandy soils
4	Perennial Ryegrass	125	4	O	A	O	O	A	O		0.5 inches 1-2" sandy soils
5	Annual Ryegrass	125	4	O	A	O	O	A	O	A	0.5 inches 1-2" sandy soils
6	Winter Wheat	125	4	O	A	O	O	A	O	A	1-2 inches 2-3" sandy soils
7	Foxtail Millet	30 PLS	0.7		O			O			0.5 inches 1-2" sandy soils
8	Pearl Millet	20 PLS	0.5		O			O			0.5 inches 1-2" sandy soils

RECOMMENDED

1. Winter seeding requires 3 tons per acre of straw mulch for proper stabilization.
2. May be planted throughout summer if soil moisture is adequate or seeded area can be irrigated.
3. Applicable on slopes 3:1 or less.
4. Use varieties currently recommended for Delaware. Contact a County Extension Office for information.
5. Warm season grasses such as Millet may be used between 5/1 and 9/1 if desired. Seed at 3-5 lbs. per acre. Good on low fertility and acid areas. Seed after frost through summer at a depth of 0.5".

NOTE: Alternative seed mixes may be used with prior approval from the Department or Delegated Agency.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		**DE-ESC-3.4.3** Sheet 1 of 4 Effective July 2023

Standard Detail & Specifications

Vegetative Stabilization

PERMANENT SEEDING AND SEEDING DATES

Mx No.	Seeding Mixtures: Certified Seed[2]	Seeding Rate[4]	Optimum Seeding Dates [1] O = Optimum Planting Period; A = Acceptable Planting Period								Remarks
			Coastal Plain			Piedmont			All[5]		
	Well Drained Soils	lb/Ac	lb/1000 sq.ft.	2/1-4/30	5/1-8/14	8/15-10/31	3/1-4/30	5/1-7/31	8/1-10/31	10/31-2/1	
1	Tall Fescue Cenacle Wild Rye	140 10	3.2 0.23	O	A	O	A	A	O	A	Add 100 lbs./ac Winter Rye	Good erosion control mix Tolerant of low fertility soils Good for droughty sites
2	Deertongue Orchard Grass White Clover	30 30 10	0.69 0.69 0.35	A	O	A	A	A	O	A	Add 100 lbs./ac Winter Rye	Good erosion control mix Tolerant of low fertility soils Legume that frees atmospheric N into soil
3	Tall Fescue (Turf-type) or Strong Creeping Red Fescue or Perennial Ryegrass plus Flatpea[3]	50 50 50 15	1.15 1.15 1.15 0.34	O	A*	O	O	A*	O	A*	O	Add 100 lbs./ac Winter Rye	High value, high maintenance, high traffic, irrigation necessary Tall Fescue for droughty conditions. Creeping Red Fescue for heavy shade. Flatpea to suppress woody vegetation
4	Strong Creeping Red Fescue Kentucky Bluegrass Perennial Ryegrass or Redtop plus White Clover[3]	100 70 70 5 3	2.3 1.61 1.61 0.11 0.07	O	A*	O	O	A*	O	A*	O	Add 100 lbs./ac Winter Rye	Durable waterway mix Cenacle Bluegrass more shade tolerant Use Redtop for increased drought tolerance.
5	Switchgrass[6] or Coastal Panicgrass Big Bluestem Little Bluestem Indian Grass	10 10 5 5 5	0.23 0.23 0.11 0.11 0.1		O			O				Native warm season mixture Tolerant of low fertility soils. Drought tolerant Poor shade tolerance. N fertilizer discouraged - weeds.
6	Tall Fescue (turftype) (blend of 3 cultivars)	150	3.5	O	A*	O	O	A*	O	A*	O		Managed Mix strip for nutrient uptake
7	Tall Fescue Ky. Bluegrass (Blend) Perennial Ryegrass	150 20 20	3.5 0.46 0.46	O	A*	O	O	A*	O	A*	O		Three cultivars of Kentucky Bluegrass. Traffic tolerant
8	Big Bluestem[7] Indian Grass[7] Little Bluestem[7] Deer and Bird Fescue (Pure live seed) Partridge Pea Bush Clover Wild Indigo Showy Tick-Trefoil	10 10 8 30 5 3 3 2	0.23 0.23 0.18 0.69 0.11 0.07 0.07 0.05	O	A*		O	A*				All species are native. Indian Grass and Bluestem have fluffy seeds. Plant with a specialized native seed drill. Creeping Red Fescue will provide erosion protection while the warm season grasses get established.

1. When hydroseeding is the chosen method of application, the total rate of seed should be increased by 25%.
2. Winter seeding requires 3 tons per acre of straw mulch. Planting dates listed above are average for Delaware. These dates may require adjustment to reflect local conditions.
3. All seed shall meet the minimum purity and minimum germination percentages recommended by the Delaware Department of Agriculture. The maximum % of weed seeds shall be in accordance with Chapter 15, Title 3 of the Delaware Code.
4. Turf-type species may be planted throughout summer if soil moisture is adequate or seeded area can be irrigated.
5. It is recommended that all leguminous seed be inoculated.
6. Warm season grass mix and Switchgrass cannot be mowed more than 4 times per year.
7. Warm season grasses require a soil temperature of at least 50 degrees in order to germinate and will remain dormant until then.

RECOMMENDED

NOTE: Alternative seed mixes may be used with prior approval from the Department or Delegated Agency.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		**DE-ESC-3.4.3** Sheet 2 of 4 Effective July 2023

Standard Detail & Specifications

Vegetative Stabilization

PERMANENT SEEDING AND SEEDING DATES (cont.)

Mx No.	Seeding Mixtures: Certified Seed[2]	Seeding Rate[4]	Optimum Seeding Dates [1] O = Optimum Planting Period; A = Acceptable Planting Period								Remarks
			Coastal Plain			Piedmont			All[5]		
	Poorly Drained Soils	lb/Ac	lb/1000 sq.ft.	2/1-4/30	5/1-8/14	8/15-10/31	3/1-4/30	5/1-7/31	8/1-10/31	10/31-2/1	
9	Redtop Creeping Bentgrass Meadow Fescue Rough Bluegrass	75 30 30 45	1.72 0.69 0.69 1	O	A*	O	O	A*	O	A*	O	Add 100 lbs./ac Winter Rye	Quick stabilization of disturbed sites and waterways
10	Switchgrass[6]	10	0.23	A		O	A		O				Good erosion control, wildlife cover and wetland revegetation.
	Residential Lawns										
11	Tall Fescue Perennial Ryegrass Kentucky Bluegrass Blend	100 25 30	2.3 0.57 0.69	O	A*	O	O	A*	O	A*	O		High value, high maintenance, high traffic, irrigation necessary Well drained soils. full sun.
12	Tall Fescue Perennial Ryegrass Sheep Fescue	100 25 25	2.3 0.57 0.57	O	A*	O	O	A*	O	A*	O		Moderate value, low maintenance, traffic tolerant.
13	Creeping Red Fescue Chewings Fescue Rough Bluegrass Kentucky Bluegrass	50 50 20 20	1.15 1.15 0.4 0.4	O	A*	O	O	A*	O	A*	O		Shade tolerant, moderate traffic tolerance, moderate maintenance.
14	Creeping Red Fescue Rough Bluegrass or Chewings Fescue	50 50	1.15 2.1	O	A*	O	O	A*	O	A*	O		Shade tolerant, moisture tolerant.
15	K-31 Tall Fescue	150	3.5	O	A*	O	O	A*	O				Monoculture, but performs well alone in lawns. Discouraged.

1. When hydroseeding is the chosen method of application, the total rate of seed should be increased by 25%.
2. Winter seeding requires 3 tons per acre of straw mulch. Planting dates listed above are average for Delaware. These dates may require adjustment to reflect local conditions.
3. All seed shall meet the minimum purity and minimum germination percentages recommended by the Delaware Department of Agriculture. The maximum % of weed seeds shall be in accordance with Chapter 15, Title 3 of the Delaware Code.
4. Turf-type species may be planted throughout summer if soil moisture is adequate or seeded area can be irrigated.
5. It is recommended that all leguminous seed be inoculated.
6. Warm season grass mix and Switchgrass cannot be mowed more than 4 times per year.
7. Warm season grasses require a soil temperature of at least 50 degrees in order to germinate and will remain dormant until then.

NOTE: Alternative seed mixes may be used with prior approval from the Department or Delegated Agency.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		**DE-ESC-3.4.3** Sheet 3 of 4 Effective July 2023

Standard Detail & Specifications

Vegetative Stabilization

Construction Notes:

1. Site Preparation
   a. Prior to seeding, install needed erosion and sediment control practices such as diversions, grade stabilization structures, berms, dikes, grassed waterways, and sediment basins.
   b. Final grading and shaping is not necessary for temporary seedings.
2. Seedbed Preparation

   It is important to prepare a good seedbed to ensure the success of establishing vegetation. The seedbed should be well prepared, loose, uniform, and free of large clods, rocks, and other objectionable material. The soil surface should not be compacted or crusted.
3. Soil Amendments
   a. Lime - Apply liming materials based on the recommendations of a **soil test** in accordance with the approved nutrient management plan. If a nutrient management plan is not required, apply dolomitic limestone **at the rate** of 1 to 2 tons per acre. Apply limestone uniformly and incorporate into the top 4 to 6 inches of soil.
   b. Fertilizer - Apply fertilizer based on the recommendations of a **soil test** in accordance with the approved nutrient management plan. If a nutrient management plan is not required, apply a formulation of 10-10-10 at the rate of 600 pounds per acre. Apply fertilizer uniformly and incorporate into the top 4 to 6 inches of soils.
4. Seeding
   a. For **temporary stabilization**, select a mixture from **Sheet 1 .** For a **permanent stabilization**, select a mixture from **Sheet 2** or **Sheet 3** depending on the conditions. Alternative seed mixes may be used with prior approval from the Department or Delegated Agency.
   b. Apply seed uniformly with a broadcast seeder, drill, cultipacker seeder or hydroseeder. All seed will be applied at the recommended rate and planting depth.
   c. Seed that has been broadcast should be covered by raking or dragging and then lightly tamped into place using a roller or cultipacker. If hydroseeding is used and the seed and fertilizer is mixed, they will be mixed on site and the seeding shall be done immediately and without interruption.
5. Mulching

   All mulching shall be done in accordance with detail **DE-ESC-3.4.5**.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		**DE-ESC-3.4.3** Sheet 4 of 4 Effective July 2023

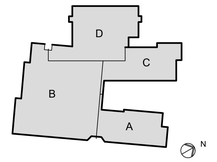
SEQUENCE OF CONSTRUCTION

1. NOTIFY THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM IN WRITING AT LEAST FIVE (5) DAYS PRIOR TO THE START OF CONSTRUCTION. FAILURE TO DO SO CONSTITUTES A VIOLATION OF THE APPROVED SEDIMENT AND STORMWATER MANAGEMENT PLAN.
2. PRIOR TO ANY CLEARING, INSTALLATION OF SEDIMENT CONTROL MEASURES OR GRADING, A PRE-CONSTRUCTION MEETING MUST BE SCHEDULED AND CONDUCTED WITH THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM CONSTRUCTION SITE INSPECTOR. THE LANDOWNER/DEVELOPER, CONTRACTOR, AND CERTIFIED CONSTRUCTION REVIEWER ARE REQUIRED TO BE IN ATTENDANCE AT THE PRE-CONSTRUCTION MEETING; THE DESIGNER IS RECOMMENDED TO ATTEND.
3. ALL PERIMETER CONTROLS ARE TO BE REVIEWED BY THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM SITE INSPECTOR AND APPROVED PRIOR TO PROCEEDING WITH FURTHER SITE DISTURBANCE OR CONSTRUCTION.
4. THE CONTRACTOR SHALL AT ALL TIMES PROTECT AGAINST SEDIMENT OR DEBRIS LADEN RUNOFF OR WIND LEAVING THE SITE. PERIMETER CONTROLS SHOULD BE CHECKED DAILY AND ADJUSTED AND/OR REPAIRED TO FULLY CONTAIN AND CONTROL SEDIMENTATION ON THE SITE. ACCUMULATED SEDIMENT SHALL BE REMOVED WHEN IT HAS REACHED HALF OF THE EFFECTIVE CAPACITY OF THE CONTROL. IN ADDITION, THE CONTRACTOR MAY NEED TO ADJUST OR REPAIR MEASURES IN TIMES OF ADVERSE WEATHER CONDITIONS, OR AS DIRECTED BY THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM SITE INSPECTOR.
5. NOTIFY THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM SITE INSPECTOR A MINIMUM OF THREE (3) DAYS PRIOR TO THE START OF THE STORMWATER SYSTEM CONSTRUCTION; STORMWATER FACILITIES MUST BE REVIEWED THROUGHOUT THEIR CONSTRUCTION.
6. CLEAR AND GRUB ALL AREAS NECESSARY FOR THE INSTALLATION OF PERIMETER CONTROLS.
7. INSTALL PERIMETER SILT FENCE AND STABILIZED CONSTRUCTION ENTRANCES.
8. INSTALL SILT FENCE FOR PROTECTION OF INFILTRATION AREAS DURING CONSTRUCTION.
9. ESTABLISH TEMPORARY STOCKPILE, CONCRETE WASHOUT AND PETROLEUM, OIL AND LUBRICANTS (POL) STORAGE AREAS.
9. INSTALL TEMPORARY SEDIMENT TRAPS SST-1 AND SST-2 AND ASSOCIATED DRAINAGE PIPES TO BE USED DURING CONSTRUCTION
10. INSTALL DRAIN INLET PROTECTION, TYPE-1
11. INSTALL STABILIZATION MATTING (SSM-II) TEMPORARY CHANNEL LINING TO BE NORTH AMERICAN GREEN'S S150BN OR EQUAL. SLOPE STABILIZATION (2:1 OR FLATTER) TO BE NORTH AMERICAN GREEN'S S150BN
12. CLEAR AND GRUB ALL AREAS NECESSARY FOR CONSTRUCTION.
13. BEGIN ROAD GRADING AND GENERAL GRADING OF SITE.
14. BEGIN CONSTRUCTION OF UTILITIES: INSTALL PROPOSED SANITARY SEWER MAIN; INSTALL PROPOSED WATER MAIN; INSTALL PROPOSED TELECOMMUNICATIONS; INSTALL STORMWATER INLETS AND PIPING
15. CONSTRUCT BUILDING PADS.
16. EXCAVATE AND BEGIN CONSTRUCTION OF UNDERGROUND INFILTRATION BASIN, SWM#1 AND SWM#2. REFER TO FACILITY SEQUENCE OF CONSTRUCTION SHEETS C7.7 THROUGH C7.9.
17. BEGIN CONSTRUCTION OF ROADWAY AND PARKING AREAS, FINE GRADE PAVED AREAS AND INSTALL AGGREGATE BASE COURSE.
18. EXCAVATE AND BEGIN CONSTRUCTION OF PERMEABLE PAVEMENT AREAS, PP#1 TO PP#3. REFER TO FACILITY SEQUENCE OF CONSTRUCTION SHEETS C7.6.
19. CONVERT DRAIN INLET PROTECTION TO TYPE-2 AS NECESSARY.
20. ENCLOSE ALL BUILDINGS, INCLUDING ALL EXTERIOR FINISHES.
21. STABILIZE REMAINING SITE WITH TEMPORARY SEEDING.
22. FINE GRADING, INSTALL ALL LANDSCAPING, REDISTRIBUTE TOPSOIL AND STABILIZE WITH PERMANENT SEEDING. INSTALL SIGNS AND OTHER DECORATIONS.
23. INSPECT PAVED AREAS FOR SEDIMENT BEFORE INSTALLING FINAL PAVING SURFACE.
24. CONVERT DRAIN INLET PROTECTION TO TYPE-3 AS NECESSARY.
25. PRIOR TO COMMENCING A NEW PHASE OF CONSTRUCTION, THE CONTRACTOR SHALL RECEIVE APPROVAL FROM THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM INSPECTOR THAT THE PREVIOUS PHASE HAS BEEN SUFFICIENTLY STABILIZED.
26. REMOVE ALL REMAINING EROSION AND SEDIMENT CONTROL PRACTICES AND CONVERT TEMPORARY SEDIMENT BASINS TO STORMWATER MANAGEMENT FACILITIES PER DESIGN SPECIFICATIONS.
27. EROSION AND SEDIMENT CONTROL DEVICES SHOULD BE REMOVED ONLY AFTER WORK IN AN AREA HAS BEEN COMPLETED AND STABILIZED, WITH WRITTEN APPROVAL FROM THE AGENCY CONSTRUCTION SITE REVIEWER.
28. CONTACT THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM FOR PROJECT CLOSE-OUT.
29. THE TERMINATION OF THE CONSTRUCTION GENERAL PERMIT WILL REQUIRE SUBMISSION AND ACCEPTANCE OF THE POST CONSTRUCTION VERIFICATION DOCUMENTS, INCLUDING FINAL STABILIZATION THROUGHOUT THE SITE, ALL ELEMENTS OF THE SEDIMENT AND STORMWATER MANAGEMENT PLAN IMPLEMENTED, AND ACCEPTANCE OF THE FINAL OPERATION AND MAINTENANCE PLAN.
30. FILE NOTICE OF TERMINATION FOR NPDES PERMIT WITH THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM.

EROSION AND SEDIMENT CONTROL NOTES

1. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO MAINTAIN AND REPAIR ALL EROSION, SEDIMENT CONTROL AND STORMWATER MANAGEMENT PRACTICES DURING UTILITY INSTALLATION AND SITE CONSTRUCTION.
2. IT SHALL BE THE SOLE RESPONSIBILITY OF THE OWNER TO MAINTAIN AND REPAIR ALL EROSION, SEDIMENT CONTROL AND STORMWATER MANAGEMENT PRACTICES AFTER COMPLETION AND APPROVAL OF ALL STORMWATER MANAGEMENT PRACTICES.
3. TEMPORARY VEGETATIVE COVER, MULCHING AND/OR SPRINKLING WITH WATER SHALL BE THE METHODS USED AS NECESSARY TO CONTROL DUST. SEE THIS SHEET FOR DETAILS.
4. ALL SEDIMENT AND EROSION CONTROL MEASURES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION IS ESTABLISHED.
5. ALL DISTURBED AREAS NOT COVERED BY PAVEMENT WILL BE SEEDED USING PERMANENT STABILIZATION.
6. PERMANENT STABILIZATION: SHALL BE PERFORMED IN ACCORDANCE WITH STANDARD DETAIL 3.4.3 SHOWN ON SHEET C7.8, USING SEED MIX #9.
7. TEMPORARY STABILIZATION: SHALL BE PERFORMED IN ACCORDANCE WITH STANDARD DETAIL 3.4.3 SHOWN ON SHEET C7.8, USING SEED MIX #5.
8. EROSION CONTROL MATTING (SSM-II) IS REQUIRED IN ALL OPEN CHANNELS AND ON ALL SLOPES 3:1 OR GREATER. MATTING TO BE NORTH AMERICAN GREEN'S S150BN OR EQUAL.
9. ALL STONE, WITH EXCEPTION OF CHECK DAMS, MUST BE UNDERLAIN WITH A GEOTEXTILE FABRIC TYPE GS-1, MIRAFI 600X OR APPROVED EQUAL.
10. UPON COMPLETION OF THE PROJECT, THE OWNER WILL BE RESPONSIBLE FOR PERPETUAL MAINTENANCE OF THE STORMWATER FACILITIES.

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
FURLOW ASSOCIATES, INC.
650 NAAMANS ROAD
CLAYMONT, DE 19703
P: 302.798.3515

CIVIL ENGINEER:
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
CORSI ASSOCIATES, LLC
1489 BALTIMORE PIKE, STE 109
SPRINGFIELD, PA 19064
P: 866.267.7447

THEATER PLANNING:
STAGES CONSULTANTS, LLC
300 RARITAN AVENUE, 2ND FLR
HIGHLAND PARK, NJ 08904
P: 732.333.8003

TECHNOLOGY CONSULTANT:
EDUCATIONAL SYSTEM PLANNING
2448 HOLLY AVENUE, STE 302
ANNAPOLIS, MD 21401
P: 410.573.9148

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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

CONSTRUCTION SITE DETAILS AND NOTES

C407

SEDIMENT & STORMWATER MANAGEMENT PLANS

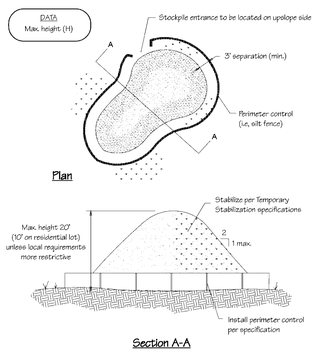
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PRELIMINARY - NOT FOR CONSTRUCTION

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023

Standard Detail & Specifications

Soil Stockpile



Source:	Symbol:	Detail No.
Adapted from Colorado Urban Storm Drainage Criteria Manual, Vol 3	SP	DE-ESC-3.7.3 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Soil Stockpile

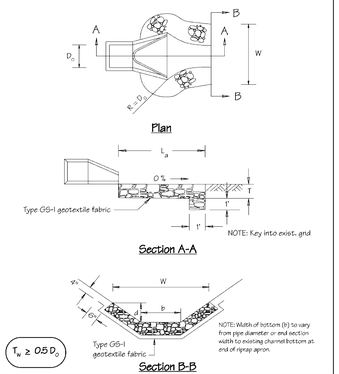
Construction Notes:

1. Locate stockpiles so that they are 50 feet from any storm drain inlet, open channel, wetland or waterbody. Redirect any concentrated flow around the stockpile using an approved erosion and sediment control measure.
2. Secure the perimeter of the stockpile with an approved erosion and sediment control perimeter device.
3. If stockpile is to remain inactive for more than 14 calendar days, the stockpile must be vegetated. Follow the temporary vegetation specifications. The vegetation chosen shall last the duration of the stockpile; the stockpile shall be restabilized if the temporary vegetation dies or erosion results.

Source:	Symbol:	Detail No.
Adapted from Colorado Urban Storm Drainage Criteria Manual, Vol 3	SP	DE-ESC-3.7.3 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Riprap Outlet Protection - 2



Source:	Symbol:	Detail No.
Adapted from MD E&S Manual	ROP-2	DE-ESC-3.3.10.2 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Riprap Outlet Protection - 2

DATA

Pipe diameter (D_o)
Apron length (L_a)
Apron width (W)
Bottom width (b)
Riprap depth (d)
Riprap size (R No.)
Riprap thickness (T)

Construction Notes:

1. The subgrade for the riprap shall be prepared to the required lines and grades as shown on the plan. Any fill required in the subgrade shall be compacted to a density of approximately that of the surrounding undisturbed material.
2. The riprap shall conform to the grading limits as shown on the plan.
3. Filter cloth shall be protected from punching, cutting or tearing. Any damage other than an occasional small hole shall be repaired by placing another piece of cloth over the damaged area. All connecting joints should overlap a minimum of 1 ft. If the damage is extensive, replace the entire filter cloth.
4. Stone for the riprap or gabion outlets may be placed by equipment. Riprap shall be placed in a manner to prevent damage to the filter cloth. Hand placement will be required to the extent necessary to prevent damage to the conduits, structures, etc.

Source:	Symbol:	Detail No.
Adapted from MD E&S Manual	ROP-2	DE-ESC-3.3.10.2 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Dust Control

Temporary Methods:

1. Mulches - See **DE-ESC-3.4.5**, Standard Detail and Specifications for Mulching.
2. Vegetative cover - See **DE-ESC-3.4.3**, Std. Detail and Specifications for Vegetative Stabilization.
3. Adhesives - Use on mineral soils only (not effective on muck soils). Keep traffic off these areas. The following table may be used for general guidance.

Type of Emulsion	Water Dilution	Type of Nozzle	Apply Gal/Ac.
Latex emulsion	12.5:1	Fine spray	235
Resin-in-water emulsion	4:1	Fine spray	300
Acrylic emulsion (non-traffic)	7:1	Coarse spray	450
Acrylic emulsion (traffic)	3.5:1	Coarse spray	350

4. Tillage - For emergency temporary treatment, scarify the soil surface to prevent or reduce the amount of blowing dust until a more appropriate solution can be implemented. Begin the tillage operation on the windward side of the site using a chisel-type plow for best results.
5. Sprinkling - Sprinkle site with water until the surface is moist . Repeat as needed.
6. Calcium Chloride - Apply as flakes or granular material with a spreader at a rate that will keep the soil surface moist. Re-apply as necessary.
7. Barriers - Place barriers such as solid board fences, snow fences, hay bales, etc. at right angles to the prevailing air currents at intervals of approx. 10X their height.

Permanent Methods:

1. Vegetative cover - See **DE-ESC-3.4.3**, Std. Detail and Specifications for Vegetative Stabilization.
2. Stone - Apply layer of crushed stone or coarse gravel to protect soil surface.

Source:	Symbol:	Detail No.
Adapted from VA ESC Handbook		DE-ESC-3.4.8 Sheet 1 of 1 Effective July 2023

Standard Detail & Specifications

Construction Site Pollution Prevention

Delaware NPDES Discharge Permit
General Permit for Discharge of Stormwater from Construction Activities

((Project Name))

((NOI Permit Number))

((Agency Plan Approval ID))

((Contact Name & Number for Additional Site Information))

((Contact Name & Number to Obtain Copy of Approved Plan))

If you observe indicators of stormwater pollutants in the discharge or in the receiving waterbody, call the DNREC Spill Notification 24 HR Hotline at

1-800-662-8802

Example Construction General Permit (CGP) Signage

NOTES:
1. Minimum sign size 2' x 2'
2. Minimum text size 1"
3. Sign must be posted at a safe, publicly accessible location close to construction site
4. Sign must be visible from the public road nearest the active construction site
5. Signs posted within a DelDOT or other public road right-of-way (ROW) must be in accordance with all local and/or State requirements in regards to safety, location, orientation, etc.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		DE-ESC-3.6.1 Sheet 1 of 4 Effective July 2023

Standard Detail & Specifications

Construction Site Pollution Prevention

Notes:

The Construction Site Pollution Prevention Plan includes the following elements:

1. **Material Inventory**

   Document the storage and use of the following materials:

   a. Concrete
   b. Detergents
   c. Paints (enamel and latex)
   d. Cleaning solvents
   e. Pesticides
   f. Wood scraps
   g. Fertilizers
   h. Petroleum based products

2. **Good housekeeping practices**
   a. Store only enough product required to do the job.
   b. Store all materials in a neat, orderly manner in their original labeled containers and covered.
   c. Do not mix different substances.
   d. When possible, use all of a product prior to disposal of the container.
   e. Manufacturers' instructions for disposal should be strictly adhered to.
   f. Designate someone to inspect all BMPs daily.
3. **Waste management practices**
   a. Collect and store all waste materials in securely lidded dumpsters in a location that does not drain to a waterbody.
   b. Salvage and/or recycle waste materials whenever possible.
   c. The dumpsters shall be emptied a minimum of twice per week, or more if necessary. The licensed trash hauler is responsible for cleaning out dumpsters.

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		DE-ESC-3.6.1 Sheet 2 of 4 Effective July 2023

Standard Detail & Specifications

Construction Site Pollution Prevention

Notes (cont.)

   d. Dispose of all trash in accordance with all applicable Delaware laws.
   e. Littering is strictly prohibited. Trash cans should be placed at all lunch spots and recycle bins should be placed near the construction trailer.
   f. If fertilizer bags can not be stored in a weather-proof location, they should be kept on a pallet and covered with plastic sheeting which is overlapped and anchored.
4. **Equipment maintenance practices**
   a. If possible, equipment should be taken to off-site commercial facilities for washing and maintenance.
   b. If performed on-site, wash vehicles with high-pressure water spray without detergents in an area contained by an impervious berm.
   c. Use drip pans for all equipment maintenance.
   d. Inspect equipment for leaks on a daily basis.
   e. Direct washout from concrete trucks into a temporary pit for hardening and proper disposal.
   f. Equip fuel nozzles with automatic shut-off valves.
   g. Dispose of all used products such as oil, antifreeze, solvents and tires in accordance with manufacturers' recommendations and local, state and federal laws and regulations.
5. **Spill prevention practices**
   a. Identify potential spill areas and contain them in covered areas with no connection to the storm drain system.
   b. Post warning signs in hazardous material storage areas.
   c. Perform preventive maintenance on all tanks, valves, pumps, pipes and other equipment as necessary.
   d. Prioritize low or non-toxic substances for use.

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		DE-ESC-3.6.1 Sheet 4 of 4 Effective July 2023

Standard Detail & Specifications

Construction Site Pollution Prevention

Notes (cont.)

   e. Prominently post contact information for reporting spills through the DNREC 24-Hour Toll Free Number.
6. **Education**
   a. Include Best Management Practices (BMPs) for construction site pollution control as part of regular progress meetings.
   b. Information regarding waste management, equipment maintenance and spill prevention should be prominently posted in the construction trailer.

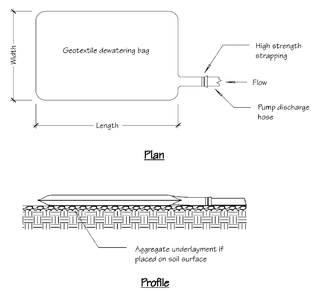
CONTACT INFORMATION

DNREC 24-Hour Toll Free Number	**800-662-8802**
DNREC Solid & Hazardous Waste Management Section	**302-739-9403**

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		DE-ESC-3.6.1 Sheet 4 of 4 Effective July 2023

Standard Detail & Specifications

Geotextile Dewatering Bag



NOTE: Pre-manufactured products installed in accordance with manufacturer's recommendations may be used as an equivalent substitute with Departmental approval.

Source:	Symbol:	Detail No.
Adapted from ACF Products, Inc.	GB	DE-ESC-3.2.1.2 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Geotextile Dewatering Bag

Construction Notes:

1. The dewatering bag should be placed so the incoming water flows into and through the bag, and then flow off the site without creating more erosion. The neck should be tied off tightly to stop the water from flowing out of the bag without going through the walls. The dewatering bag should be placed on a gravel bed to allow water to flow in all directions.
2. The dewatering bag is considered full and should be disposed when it is impractical for the bag to filter the sediment out at a reasonable flow rate. At this point, it should be replaced with a new bag.
3. Disposal may be accomplished as directed by the construction reviewer. If the site allows, the bag may be buried on site and seeded, visible fabric removed and seeded or removed from site to a proper disposal area.

Materials:

1. The geotextile fabric shall be a Type GD-IV.
2. The dewatering bag shall be sewn with a double needle machine using high strength thread. All structural seams will be sewn with high strength, double stitched "J" type. Seam strength test will have the following minimum average roll values:

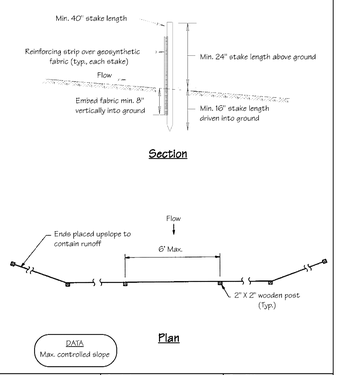
Type	TEST METHOD	TEST RESULT
Heavy duty	ASTM D-4884	100 lb / in

3. The dewatering bag shall have an opening large enough to accommodate a four (4) inch discharge hose with attached strap to tie off the hose to prevent the pumped water from escaping from the bag without being filtered.

Source:	Symbol:	Detail No.
Adapted from ACF Products, Inc.	GB	DE-ESC-3.2.1.2 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

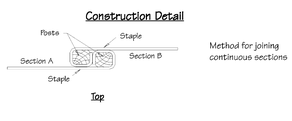
Silt Fence



Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	SF	DE-ESC-3.1.2.1 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Silt Fence



ConstructionNotes:

1. Geosynthetic fabric to be fastened securely to fence posts with wire ties or staples.
2. When two sections of filter cloth adjoin each other they shall be overlapped by six inches and folded.
3. Maintenance shall be performed as needed and material removed when "bulges" develop in the silt fence.

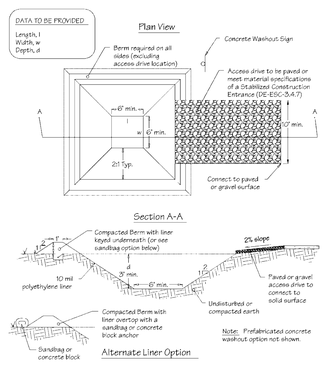
Materials:

1. Stakes: Steel (either T or U) or 2" x 2" hardwood
2. Geosynthetic Fabric: Type GD-I
3. Reinforcing strip: Wooden lath or plastic strip

Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	SF	DE-ESC-3.1.2.1 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Concrete Washout



Source:	Symbol:	Detail No.
Adapted from Colorado Urban Storm Drainage Criteria Manual, Vol 3	CW	DE-ESC-3.6.2 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Concrete Washout

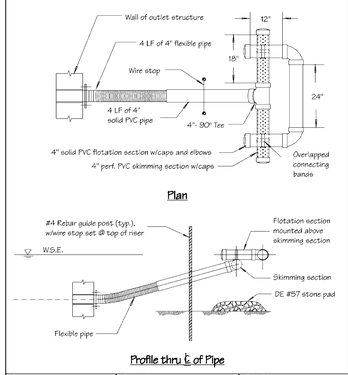
Construction Notes:

1. Locate washout area a minimum of 50 feet from open channels, stormdrain inlets, wetlands or waterbodies.
2. Locate washout area so that it is accessible to concrete equipment (service with a minimum 10 foot wide gravel accessway), but so it is not in a highly active construction area causing accidental damage.
3. Minimum dimensions for prefabricated units are 4 feet by 4 feet by 1 foot deep with a minimum 4mil polyethylene plastic liner. Minimum dimensions for constructed concrete washout areas are 6 feet by 6 feet by 3 feet deep, with a minimum 10mil polyethylene liner, 2:1 side slopes, and a 1 foot high by 1 foot wide compacted fill berm.
4. The liner must be free of tears or holes and placed over smooth surfaces to prevent puncturing. For excavated washouts, anchor the liner underneath the berm or overtop with sandbags or concrete blocks to hold in place.
5. Provide a sign designating the washout area, and for large construction sites, provide signs throughout directing traffic to its location.
6. Allow washed out concrete mixture to harden through evaporation of the wastewater. Once the facility has reached 75 percent of its capacity, remove the hardened concrete by reusing the broken aggregate onsite, recycling, or disposing of offsite. The hardened material can be buried on site with minimum of 1 foot of clean, compacted fill.
7. Apply a new liner before reusing the station for additional washouts after maintenance has occurred.

Source:	Symbol:	Detail No.
Adapted from Colorado Urban Storm Drainage Criteria Manual, Vol 3	CW	DE-ESC-3.6.2 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications

Skimmer Dewatering Device



Source:	Symbol:	Detail No.
Adapted from drawing by Vandemark & Lynch, Inc.	SDD	DE-ESC-3.2.3.1 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications

Skimmer Dewatering Device

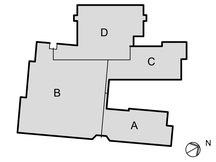
Construction Notes:

1. Pipe flotation section shall be solvent welded to ensure an airtight assembly. Contractor to conduct a test to check for leaks prior to installation.
2. Skimmer section shall have (12) rows of 1/2" dia. holes, 1-1/4" on center. If additional filtration is necessary, the filtering media shall consist of a Type GD-II geotextile fabric wrapped around the perforated portion of the skimmer and attached with plastic snap ties, bands, etc.
3. Flexible pipe shall be inserted into solid pipe and fastened with (2) #8 wood screws.
4. At a minimum, the structure shall be inspected after each rain and repairs made as needed. If vandalism is a problem, more frequent inspection may be necessary.
5. Construction operations shall be carried out in such a manner that erosion and water pollution are minimized.
6. The structure shall only be removed when the contributing drainage area has been properly stabilized.

Materials:

1. Solid pipe - 4" Sched. 40 PVC
2. Perforated pipe - 4" Sched. 40 PVC
3. 90° Tee (1 ea.) - 4" Sched. 40 PVC
4. 90° Elbow (2 ea.) - 4" Sched. 40 PVC
5. Cap (4 ea.) - 4" Sched. 40 PVC, solid
6. Flexible pipe - 4" corrugated plastic tubing (non-perforated)

Source:	Symbol:	Detail No.
Delaware ESC Handbook	SDD	DE-ESC-3.2.3.1 Sheet 2 of 2 Effective July 2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

CONSTRUCTION SITE DETAILS

C408

SEDIMENT & STORMWATER MANAGEMENT PLANS

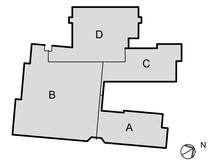
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PRELIMINARY - NOT FOR CONSTRUCTION

UTILITY GENERAL NOTES

1. THE CONTRACTOR SHALL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT AT (302) 422-1110 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.
2. USE ONLY SUITABLE AND APPROVED GRANULAR MATERIAL FOR BACKFILLING TRENCHES.
3. 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.
4. ALL MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. MATERIALS AND WORKMANSHIP SHALL MEET THE REQUIREMENTS OF THE CITY OF MILFORD STANDARD SPECIFICATIONS FOR INSTALLATION OF UTILITY CONSTRUCTION AND SUBDIVISION PAVEMENT DESIGN, AND ALL APPLICABLE AGENCIES HAVING JURISDICTION OVER THE PROPOSED IMPROVEMENTS.
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 ENGINEER FOR REVIEW AND APPROVAL PRIOR TO THE ORDERING OF AND/OR 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 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.
15. ALL FIRE LANES, FIRE HYDRANTS, EXITS, AND STANDPIPES WILL BE MARKED IN ACCORDANCE WITH STATE FIRE PREVENTION REGULATIONS.
16. 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.
17. 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.
18. 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. STORM SEWER PIPES AND CATCH BASINS, INSTALLED FULLY WITHIN CITY RIGHT-OF-WAY; ONCE THE FOLLOWING CONDITIONS HAVE BEEN MET:
    A. ALL ITEMS HAVE PASSED CITY INSPECTION;
    B. THE CITY HAS RECEIVED AND APPROVED DIGITAL AND HARD COPIES OF THE RECORD DRAWINGS; AND
    C. THE RIGHTS-OF-WAY AND/OR EASEMENTS HAVE BEEN DEEDED TO THE CITY AND RECORDED WITH THE RECORDER OF DEEDS.
19. 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.
20. 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.

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

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MILFORD, DE 19963

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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

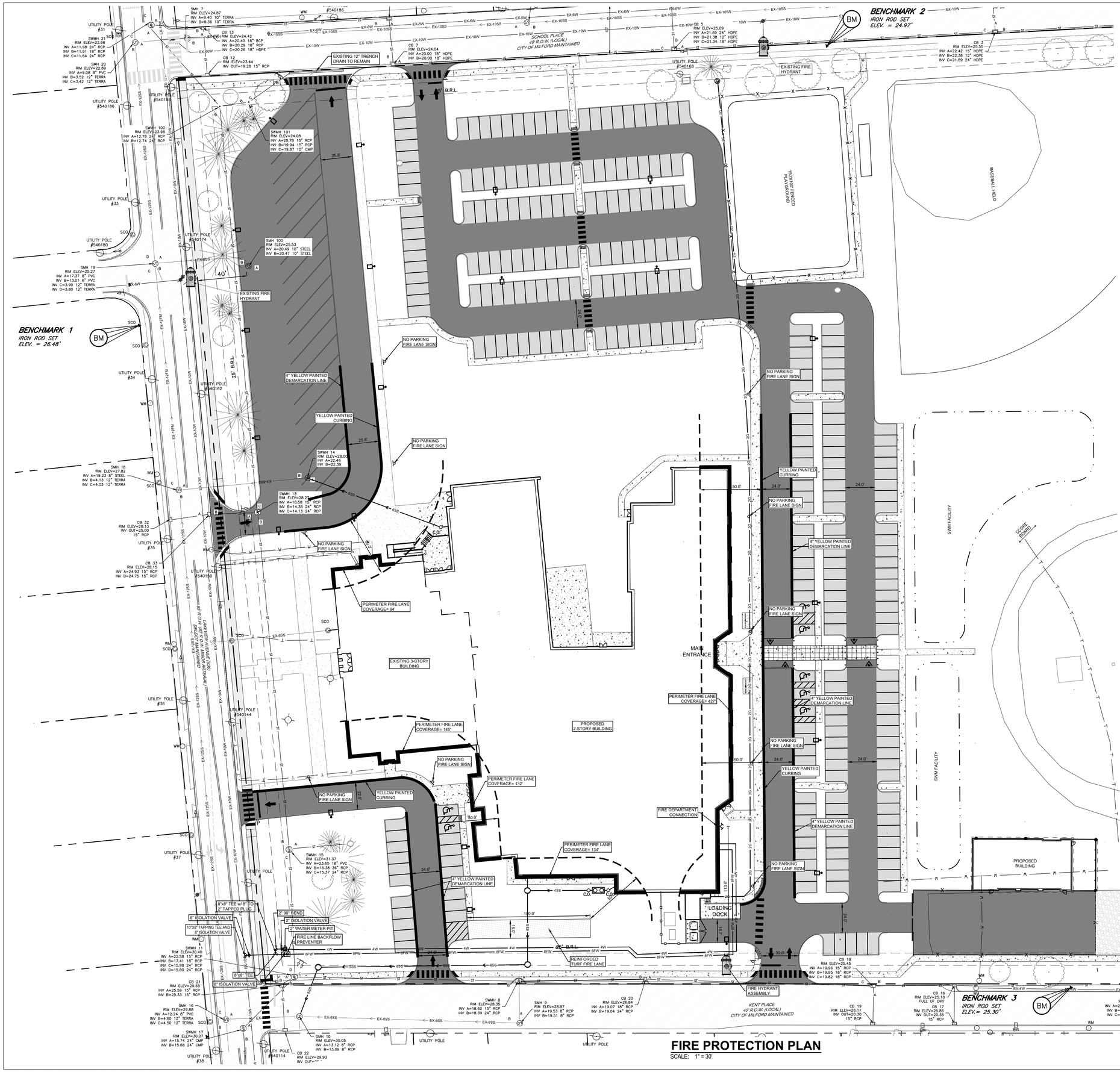
612 LAKEVIEW AVENUE,
MILFORD, DE 19963

UTILITY PLAN

C501

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PRELIMINARY - NOT FOR CONSTRUCTION



FIRE PROTECTION PLAN
SCALE: 1" = 30'

FIRE PROTECTION NOTES:

1. BUILDING PERIMETER= 1,733'
   FIRE LANE PERCENTAGE REQUIRED (50%)= 867'
   FIRE LANE COVERAGE= 922'
   PERIMETER ACCESS PERCENTAGE= N/A
2. ALL FIRE LANES, FIRE HYDRANTS, AND FIRE DEPARTMENT CONNECTIONS SHALL BE MARKED IN ACCORDANCE WITH THE DELAWARE STATE FIRE PREVENTION REGULATIONS.
3. PROPOSED BUILDING CONSTRUCTION IS NFPA TYPE II
4. INTENDED USE: EDUCATIONAL
5. EXISTING 3-STORY BUILDING HEIGHT= 43.5'
   PROPOSED 2-STORY BUILDING HEIGHT= 27'
6. THE PROPOSED BUILDING SHALL BE SERVED WITH AN AUTOMATIC SPRINKLER SYSTEM INSTALLED IN ACCORDANCE WITH NFPA 13.
7. THE WATER IS SUPPLIED BY THE CITY OF MILFORD.
8. PROPOSED BUILDING COVERAGE AREA= 74,703 S.F.
9. KNOX BOXES SHALL BE INSTALLED AS RECOMMENDED BY THE CITY OF MILFORD FIRE CHIEF.



R7-107g

NOTES:
1. THE SIGN SHALL HAVE A WHITE SCOTCHLITE BACKGROUND WITH RED SCOTCHLITE LETTERS, EXCEPT FOR THE WORD "NO" WHICH SHALL HAVE THE COLOR SCHEME REVERSED.
2. ALL LETTERING SHALL BE 3" IN HEIGHT, EXCEPT FOR THE WORD "PARKING" WHICH SHALL BE 2" IN HEIGHT.
3. ALL SIGNS SHALL BE LOCATED NO LESS THAN SIX FEET AND NO HIGHER THAN EIGHT FEET ABOVE THE PAVEMENT.

COLORS:
LEGEND=BLACK (NON-REFLECTING)
BACKGROUND=WHITE (REFLECTING)



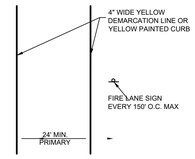
R7-201g

12" x 18" FIRE SIGN DETAIL
NOT TO SCALE

FIRE DEPT. CONNECTION AUTOSPRK

12"X18" RED SCOTCHLITE "FIRE DEPT. CONNECTION AUTOSPRK" ON WHITE SCOTCHLITE BACKGROUND

FIRE CONNECTION SIGN DETAIL
NOT TO SCALE



FIRE LANE DETAIL
NOT TO SCALE

Hydrant Flow Test Report

Test Date 1/10/2023 **Test Time** 11:00 AM

Location
LAKEVIEW AVE, OLD MIDDLE SCHOOL
S-172 STATIC
S-173 FLOW

Tested by

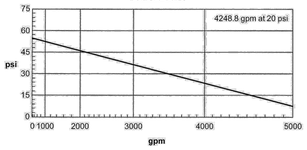
Notes
BRANDON BROWN
ERIC LUCIANO

Read Hydrant
55 psi **static pressure**
52 psi **residual pressure**
hydrant elevation

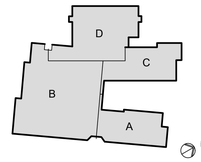
Flow Hydrant(s)

Outlet	Elev	Size	C	Pitot Pressure	Flow
#1		2.5	.90	45	1126 gpm

Flow Graph



No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
FURLOW ASSOCIATES, INC.
650 NAAMANS ROAD
CLAYMONT, DE 19703
P: 302.798.3515

CIVIL ENGINEER:
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
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P: 866.267.7447

THEATER PLANNING:
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300 RARITAN AVENUE, 2ND FLR
HIGHLAND PARK, NJ 08904
P: 732.333.8003

TECHNOLOGY CONSULTANT:
EDUCATIONAL SYSTEM PLANNING
2448 HOLLY AVENUE, STE 302
ANNAPOLIS, MD 21401
P: 410.573.9148

B S A + A

Buck Simpers Architect + Associates, Inc.
954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

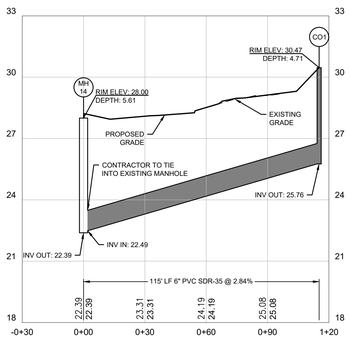
612 LAKEVIEW AVENUE,
MILFORD, DE 19963

FIRE PROTECTION PLAN

C502

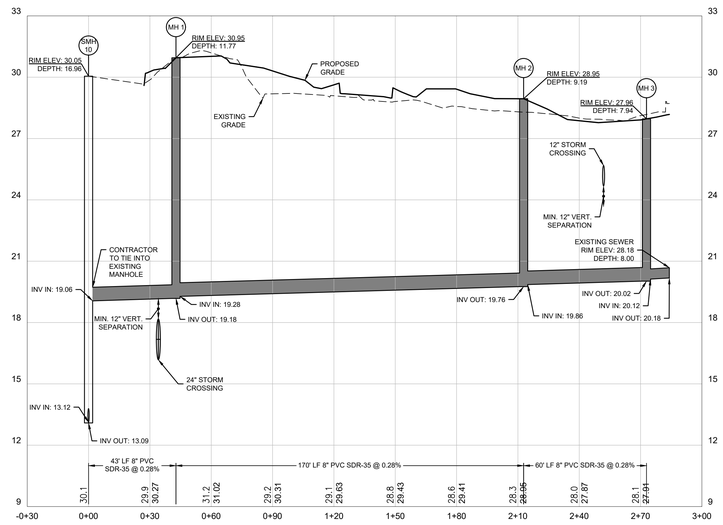
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PRELIMINARY - NOT FOR CONSTRUCTION



SANITARY SEWER
CO1 - EXMH PROFILE

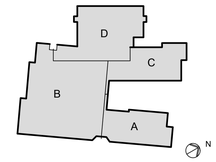
SCALE: 1" = 30' HORIZ.
1" = 3' VERT.



SANITARY SEWER
MH3 - EXMH PROFILE

SCALE: 1" = 30' HORIZ.
1" = 3' VERT.

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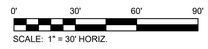
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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

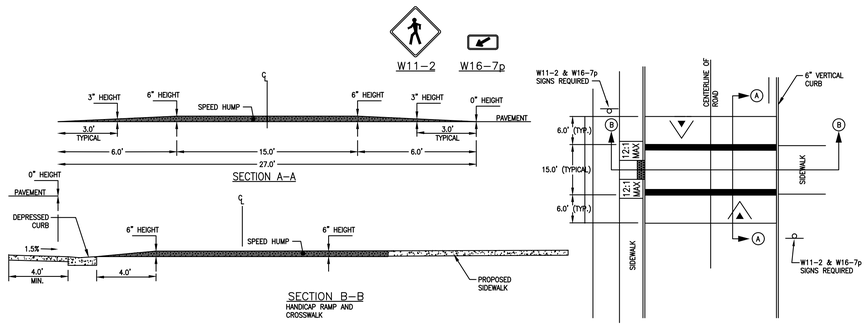
612 LAKEVIEW AVENUE,
MILFORD, DE 19963

UTILITY PROFILES

C503

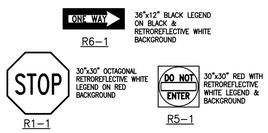
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PRELIMINARY - NOT FOR CONSTRUCTION

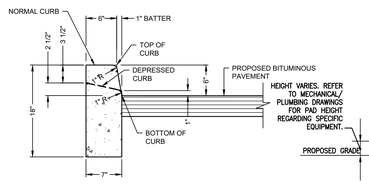


SPEED TABLE DETAIL

NOT TO SCALE



SIGN DETAILS

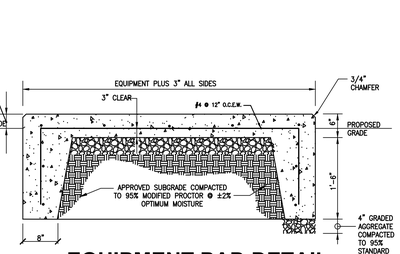


NOTES:

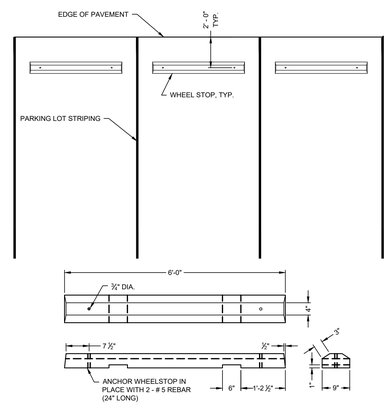
1. ALL CONCRETE USED FOR CURB SHALL BE PORTLAND CEMENT CONCRETE MIX NO. 7. SEE DETAIL 4202.
2. CURB & GUTTER SHALL HAVE CONTRACTION JOINTS EVERY 10'-0", AND EXPANSION JOINTS EVERY 40'-0". EXTRUDED CONCRETE CURB & GUTTER SHALL HAVE CONTRACTION JOINTS EVERY 10'-0", AND EXPANSION JOINTS EVERY 100'-0" AND AT POINTS OF TANGENCY OR POINTS OF CURVATURE.
3. DEPRESSED CURB AND GUTTER SHALL BE UTILIZED AT HANDICAP RAMPS WHEN TRANSITIONING FROM STANDARD CURB AND GUTTER.
4. MAXIMUM GUTTER SLOPE ON CURB RETURNS SHALL BE 1% WHERE HANDICAP RAMPS ARE REQUIRED.
5. WHEN ADJACENT TO CONCRETE SIDEWALK, PAVEMENT OR OTHER STRUCTURE INSTALL APPROVED EXPANSION JOINT.

6" VERTICAL CURB

NOT TO SCALE

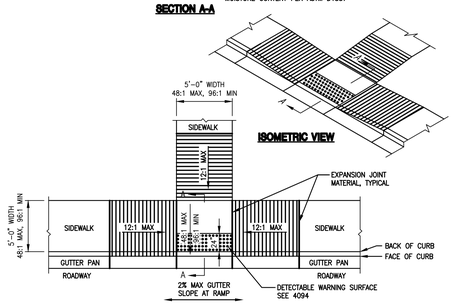


EQUIPMENT PAD DETAIL



CONCRETE WHEELSTOP DETAIL

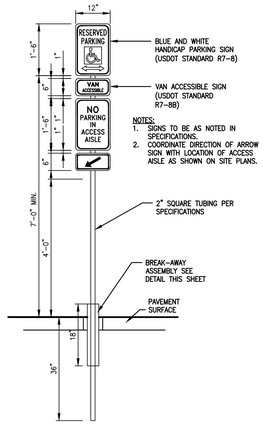
NOT TO SCALE



NOTES:

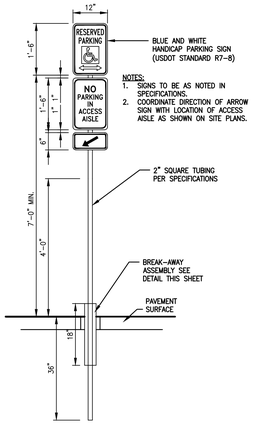
1. SURFACE TEXTURE OF RAMPS SHALL BE COARSE BROOMING OR NON-SKID TYPE SURFACE.
2. NO TRAVERSABLE SLOPE ON THE RAMP OR SIDEWALK SHALL EXCEED 12:1 IN THE DIRECTION OF PEDESTRIAN TRAVEL, OR 48:1 (2%) PERPENDICULAR TO THE DIRECTION OF PEDESTRIAN TRAVEL.
3. TO BE USED WHERE SIDEWALK IS DIRECTLY ADJACENT AND PERPENDICULAR TO THE CURB IN A PARKING LOT OR ALONG A STREET.
4. HANDICAPPED RAMPS SHALL BE REINFORCED WITH 6x6 WELDED WIRE MESH AND BE 4,000 PSI CONCRETE.
5. AT NO POINT SHALL THE SLOPE OF THE LANDING BE GREATER THAN 48:1 (2%), INCLUDING DIAGONAL.
6. THERE SHALL BE A LANDING PRIOR TO THE RAMPS. THE LANDING SHALL BE 36" IN LENGTH, MINIMUM.

HANDICAP RAMP



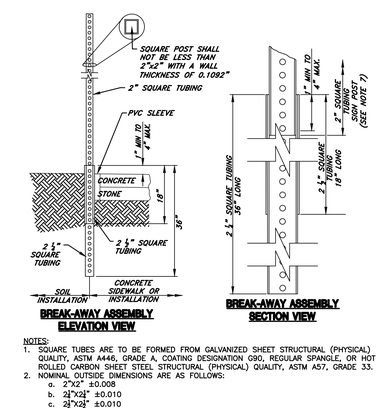
VAN ADA ACCESSIBLE SPACE SIGNAGE

NOT TO SCALE



NON-VAN ADA ACCESSIBLE SPACE SIGNAGE

NOT TO SCALE

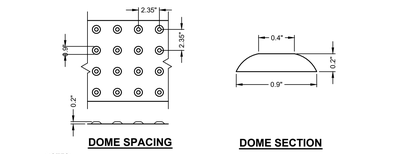


NOTES:

1. SQUARE TUBES ARE TO BE FORMED FROM GALVANIZED SHEET STRUCTURAL (PHYSICAL) QUALITY, ASTM A446, GRADE A, COATING DESIGNATION G90, REGULAR SPANGLE, OR HOT ROLLED CARBON SHEET STEEL STRUCTURAL (PHYSICAL) QUALITY, ASTM A57, GRADE 33.
2. NOMINAL OUTSIDE DIMENSIONS ARE AS FOLLOWS:
   a. 2"X2" ±0.008
   b. 2½"X2½" ±0.010
   c. 2¾"X2¾" ±0.010
3. ALL FOUR SIDES ARE TO HAVE EVENLY SPACED ⅝" DIAMETER HOLES ON 1" CENTERS THE ENTIRE LENGTH OF THE TUBE.
4. STANDARD CORNER RADIUS SHALL BE ⅝".
5. THE FASTENERS TO BE SUPPLIED UNDER THIS SPECIFICATION SHALL BE ⅝", GRADE 5 UNC CORNER BOLTS WITH CADMIUM OR ZINC PLATING. INSTALLATION OF SIGNS SHALL BE WITH ⅝"X2¾" BOLT WITH LOCKNUT AND WASHER.
6. THE CONTRACTOR SHALL PROVIDE AND INSTALL PVC SLEEVES (4" INSIDE DIAMETER MINIMUM, 6" INSIDE DIAMETER MAXIMUM) IN PROPOSED CONCRETE SIDEWALKS, ISLANDS, AND MEDIANS FOR FUTURE TRAFFIC SIGN POSTS AS DIRECTED BY THE ENGINEER. THE LOWER END OF THE SLEEVE SHALL BE SET ON TOP OF THE SOIL.
7. THE SIGN POST SHALL EXTEND A MINIMUM OF 4" INTO THE 2½" SQUARE TUBING.

BREAKAWAY SIGN POST DETAIL

NOT TO SCALE

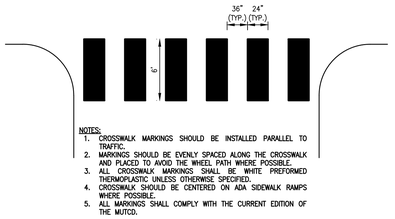


DOME SPACING **DOME SECTION**

NOTES:

1. THE DETECTABLE WARNING SURFACE SHALL BE LOCATED SO THAT THE EDGE NEAREST THE CURB LINE IS 6 TO 8 INCHES FROM THE FACE OF CURB.
2. FOR SKEWED APPLICATIONS DETECTABLE WARNING SHALL BE PLACED SUCH THAT THE DOMES CLOSEST TO THE BACK OF CURB ARE NO LESS THAN 0.5" AND NO MORE THAN 3.0" FROM THE BACK OF CURB. TRUNCATED DOME SURFACES SHALL BE FABRICATED TO PROVIDE FULL DOMES ONLY.

TRUNCATED DOME DETAIL

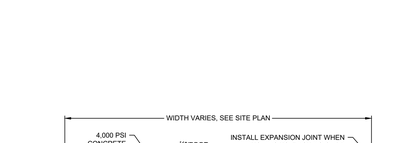


NOTES:

1. CROSSWALK MARKINGS SHOULD BE INSTALLED PARALLEL TO TRAFFIC.
2. MARKINGS SHOULD BE EVENLY SPACED ALONG THE CROSSWALK AND PLACED TO AVOID THE WHEEL PATH WHERE POSSIBLE.
3. ALL CROSSWALK MARKINGS SHALL BE WHITE PREFORMED THERMOPLASTIC UNLESS OTHERWISE SPECIFIED.
4. CROSSWALK SHOULD BE CENTERED ON ADA SIDEWALK RAMPS WHERE POSSIBLE.
5. ALL MARKINGS SHALL COMPLY WITH THE CURRENT EDITION OF THE MUTCD.

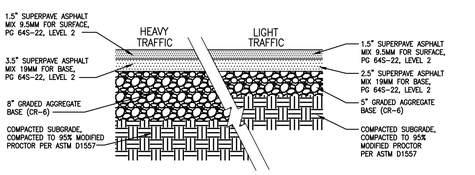
CROSSWALK STRIPING DETAIL

NOT TO SCALE



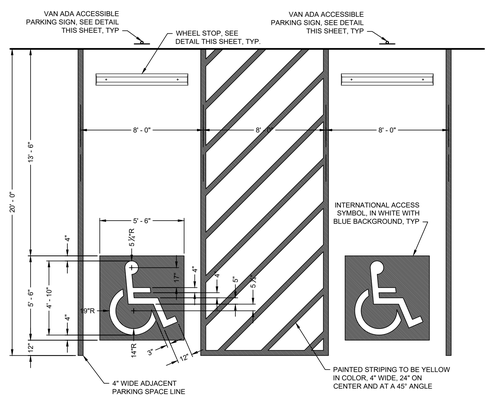
CONCRETE SIDEWALK DETAIL

NOT TO SCALE



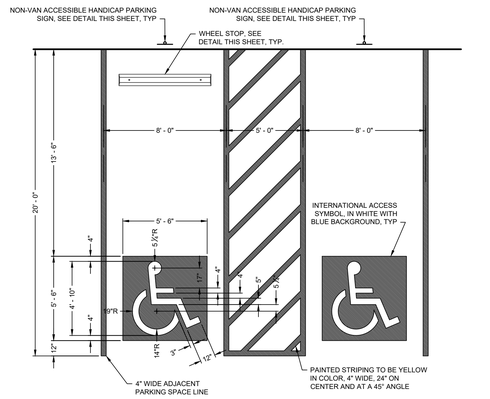
HEAVY TRAFFIC PAVING SECTION

LIGHT TRAFFIC PAVING SECTION



VAN ADA ACCESSIBLE SPACE DETAIL

NOT TO SCALE

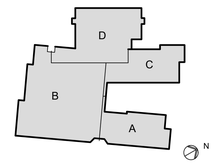


NON-VAN ADA ACCESSIBLE SPACES DETAIL

NOT TO SCALE

PRELIMINARY - NOT FOR CONSTRUCTION

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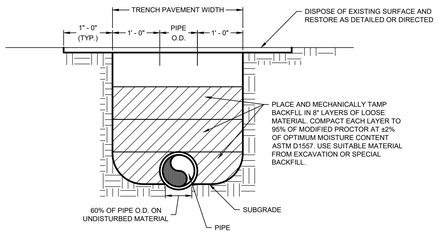
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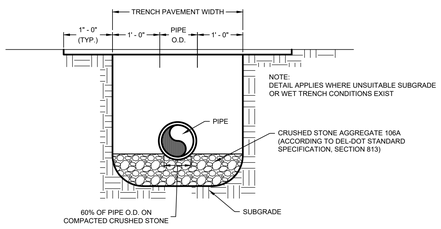
CONSTRUCTION DETAILS

C601

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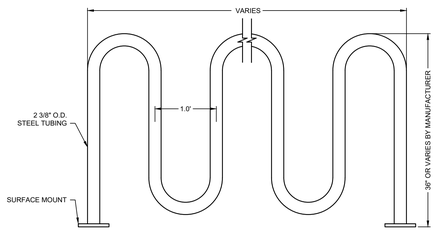
TRENCH BACKFILL



CRUSHED STONE BEDDING

TRENCH BACKFILL & PIPE BEDDING DETAIL

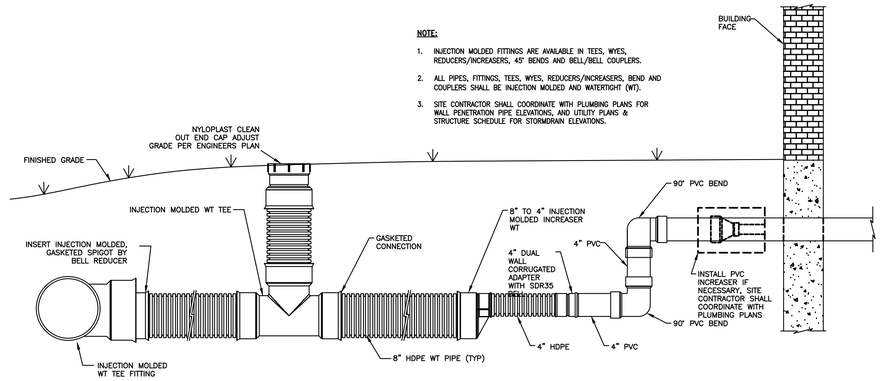
NOT TO SCALE



NOTES:
1. BICYCLE SPACE ARE PER LOOP.

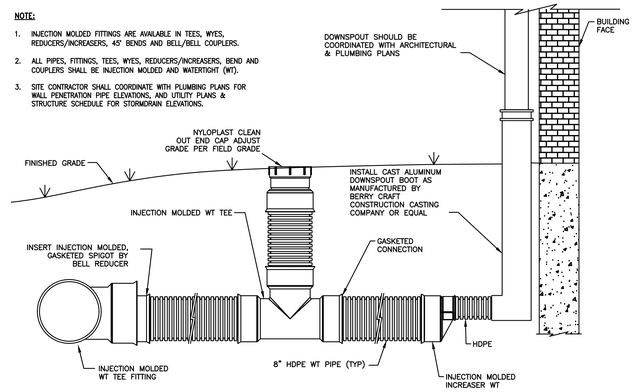
LOOP STYLE BIKE RACK DETAIL

NOT TO SCALE



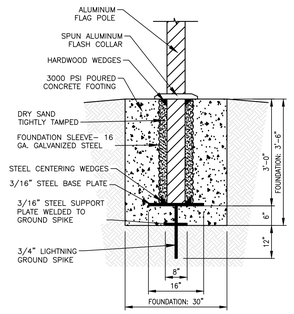
ROOF DRAIN DETAIL WITH CLEANOUT

NOT TO SCALE (AS MANUFACTURED BY ADS OR EQUAL)



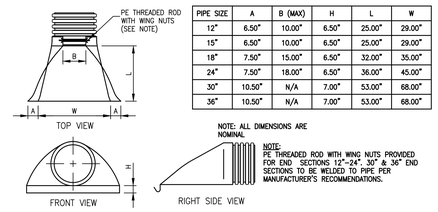
DOWNSPOUT DETAIL WITH CLEANOUT

NOT TO SCALE (AS MANUFACTURED BY ADS OR EQUAL)



FLAGPOLE FOUNDATION DETAIL

NOT TO SCALE

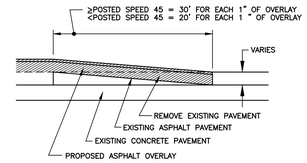


PIPE SIZE	A	B (MAX)	H	L	W
12"	6.50"	10.00"	6.50"	25.00"	29.00"
15"	6.50"	10.00"	6.50"	25.00"	29.00"
18"	7.50"	15.00"	6.50"	32.00"	35.00"
24"	7.50"	18.00"	6.50"	36.00"	45.00"
30"	10.50"	N/A	7.00"	53.00"	68.00"
36"	10.50"	N/A	7.00"	53.00"	68.00"

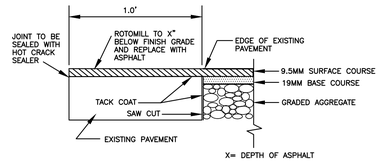
NOTE: ALL DIMENSIONS ARE NOMINAL

NOTE:
PE THREADED ROD WITH WING NUTS PROVIDED FOR END SECTIONS 12"-24", 30" & 36" END SECTIONS TO BE WELDED TO PIPE PER MANUFACTURER'S RECOMMENDATIONS.

HDPE END SECTION DETAILS

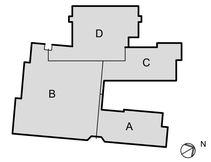


BUTT JOINT DETAIL

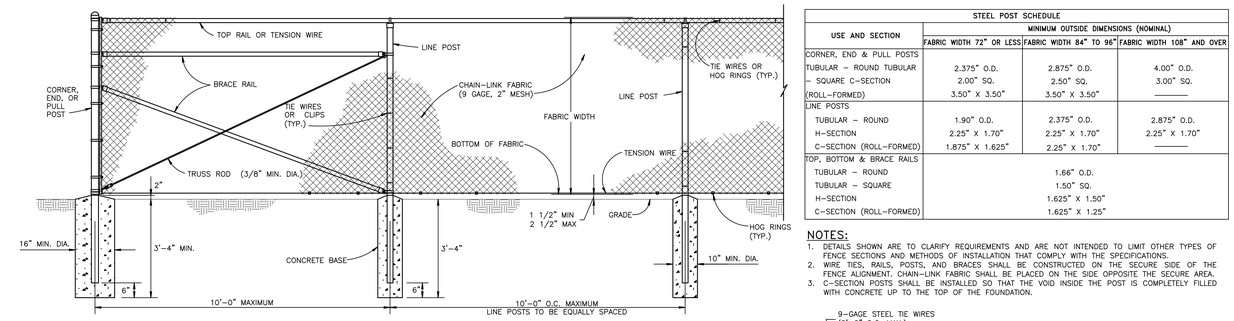


TYPICAL PAVEMENT TIE-IN DETAIL

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023

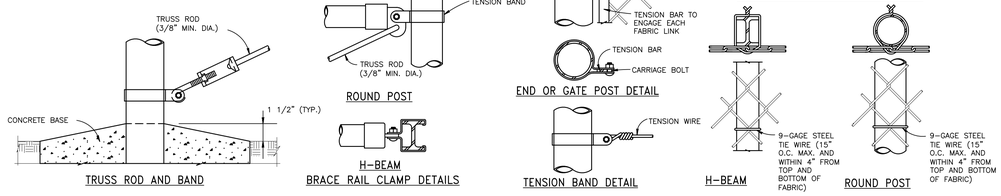


KEYPLAN



STEEL POST SCHEDULE			
USE AND SECTION	MINIMUM OUTSIDE DIMENSIONS (NOMINAL)		
	FABRIC WIDTH 72" OR LESS	FABRIC WIDTH 84" TO 96"	FABRIC WIDTH 108" AND OVER
CORNER, END & PULL POSTS			
TUBULAR – ROUND TUBULAR	2.375" O.D.	2.875" O.D.	4.00" O.D.
– SQUARE C–SECTION	2.00" SQ.	2.50" SQ.	3.00" SQ.
(ROLL–FORMED)	3.50" X 3.50"	3.50" X 3.50"	———
LINE POSTS			
TUBULAR – ROUND	1.90" O.D.	2.375" O.D.	2.875" O.D.
H–SECTION	2.25" X 1.70"	2.25" X 1.70"	2.25" X 1.70"
C–SECTION (ROLL–FORMED)	1.875" X 1.625"	2.25" X 1.70"	———
TOP, BOTTOM & BRACE RAILS			
TUBULAR – ROUND	1.66" O.D.		
TUBULAR – SQUARE	1.50" SQ.		
H–SECTION	1.625" X 1.50"		
C–SECTION (ROLL–FORMED)	1.625" X 1.25"		

NOTES:
1. DETAILS SHOWN ARE TO CLARIFY REQUIREMENTS AND ARE NOT INTENDED TO LIMIT OTHER TYPES OF FENCE SECTIONS AND METHODS OF INSTALLATION THAT COMPLY WITH THE SPECIFICATIONS.
2. WIRE TIES, RAILS, POSTS, AND BRACES SHALL BE CONSTRUCTED ON THE SECURE SIDE OF THE FENCE ALIGNMENT. CHAIN–LINK FABRIC SHALL BE PLACED ON THE SIDE OPPOSITE THE SECURE AREA.
3. C–SECTION POSTS SHALL BE INSTALLED SO THAT THE VOID INSIDE THE POST IS COMPLETELY FILLED WITH CONCRETE UP TO THE TOP OF THE FOUNDATION.



NOTE:
1. FINISH AS NOTED ON SITE PLANS.

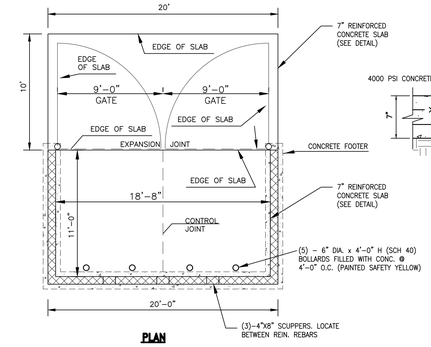
STEEL CHAIN LINK SECURITY FENCE DETAIL

MIX NO.	28 DAY SPECIFIED DESIGN COMPRESSIVE STRENGTH (PSI)	MIN. CEMENT FACTOR	COARSE AGGREGATE AASHTO M43 SIZE	MAX WATER CEMENT RATIO	SLUMP (IN)
1	2500	455	57 OR 67	0.55	2–5
2	3000	530	57 OR 67	0.50	2–5
3	3500	580	57 OR 67	0.45	2–4
7	4200	611	57 OR 67	0.45	2–4

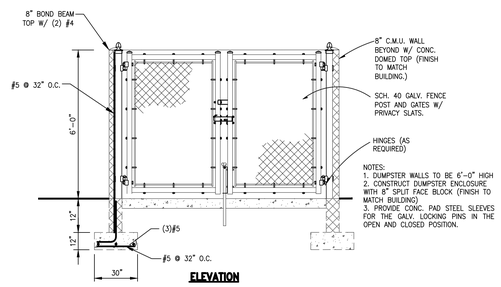
MIX NO.	TOTAL AIR CONTENT (%)	CONCRETE TEMPERATURE (F)
1	5–8	70 ± 20
2	5–8	70 ± 20
3	5–8	70 ± 20
7	5–8	70 ± 20

NOTE:
1. STATE CERTIFIED CONCRETE MANUFACTURER.

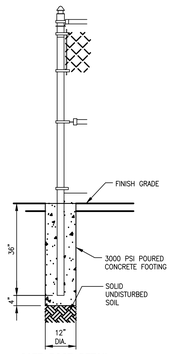
PORTLAND CEMENT CONCRETE MIXTURES



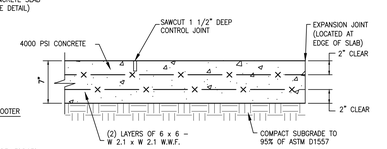
PLAN



ELEVATION



GATE POST DETAIL



DUMPSTER PAD DETAIL

NOT TO SCALE

DOUBLE DUMPSTER ENCLOSURE DETAIL

NOT TO SCALE

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
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JOB NO. 22.018

MILFORD MIDDLE SCHOOL

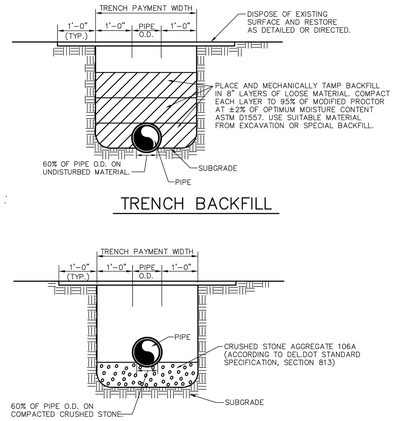
612 LAKEVIEW AVENUE, MILFORD, DE 19963

CONSTRUCTION DETAILS

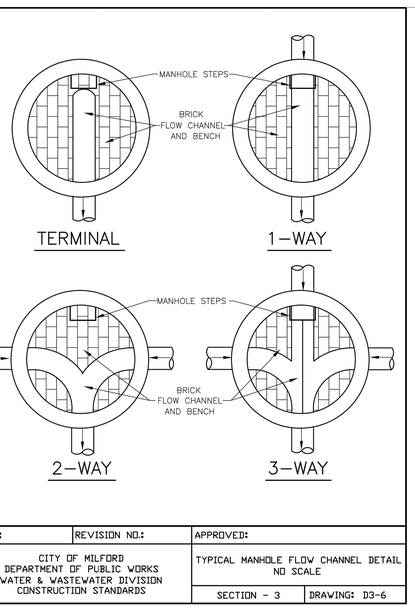
C602

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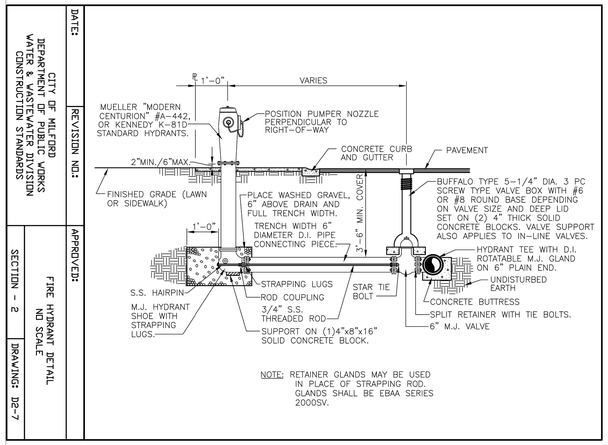
PRELIMINARY - NOT FOR CONSTRUCTION



DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		TRENCH BACKFILL & PIPE BEDDING DETAIL NO SCALE
		SECTION - 1 / DRAWING: D1-1

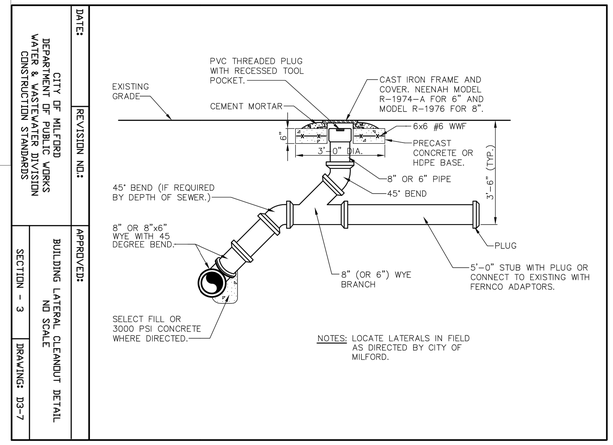


DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		TYPICAL MANHOLE FLOW CHANNEL DETAIL NO SCALE
		SECTION - 3 / DRAWING: D3-6



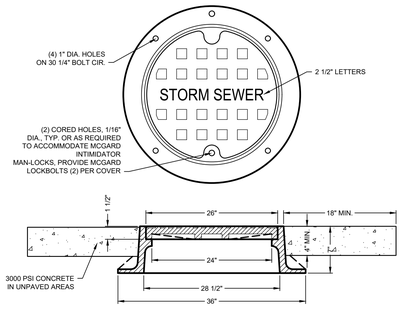
NOTE: RETAINER GLANDS MAY BE USED IN PLACE OF STRAPPING ROD. GLANDS SHALL BE EBAA SERIES 2000SV.

DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		FIRE HYDRANT DETAIL NO SCALE
		SECTION - 2 / DRAWING: D2-7



NOTES: LOCATE LATERALS IN FIELD AS DIRECTED BY CITY OF MILFORD.

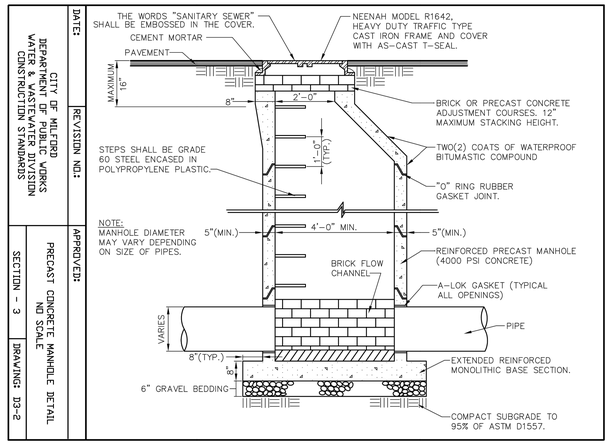
DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		BUILDING LATERAL CLEANOUT DETAIL NO SCALE
		SECTION - 3 / DRAWING: D3-7



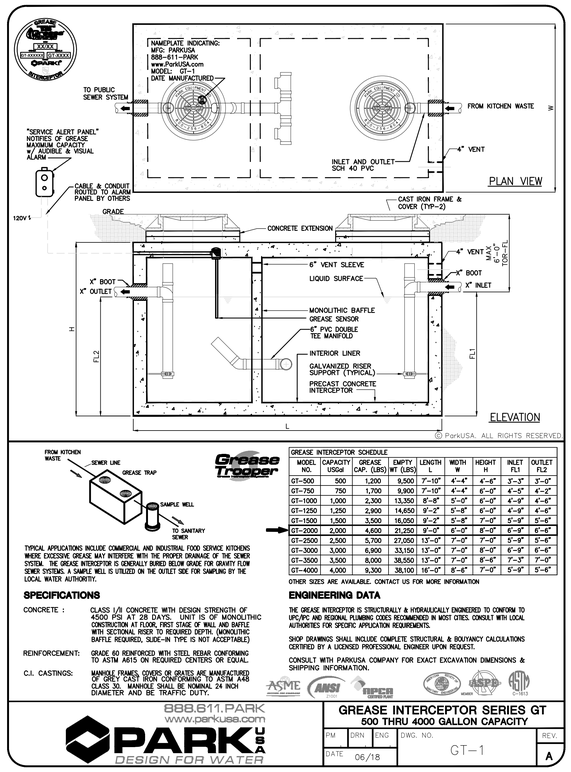
EAST JORDAN IRON WORKS - PRODUCT # 00104007L01

MANHOLE COVER DETAIL

NOT TO SCALE



DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		PRECAST CONCRETE MANHOLE DETAIL NO SCALE
		SECTION - 3 / DRAWING: D3-2



TYPICAL APPLICATIONS INCLUDE COMMERCIAL AND INDUSTRIAL FOOD SERVICE KITCHENS WHERE EXCESSIVE GREASE MAY INTERFERE WITH THE PROPER DRAINAGE OF THE SEWER SYSTEM. THE GREASE INTERCEPTOR IS IDEALLY BURIED BELOW GRADE FOR GRAVITY FLOW SEWER SYSTEMS. A SAMPLE WELL IS UTILIZED ON THE OUTLET SIDE FOR SAMPLING BY THE LOCAL WATER AUTHORITY.

SPECIFICATIONS

CONCRETE : CLASS I/II CONCRETE WITH DESIGN STRENGTH OF 4500 PSI AT 28 DAYS. UNIT IS OF MONOLITHIC CONSTRUCTION AT FLOOR, FIRST STAGE OF WALL AND BAFFLE WITH SECTIONAL RISER TO REQUIRED DEPTH. (MONOLITHIC BAFFLE REQUIRED, SLIDE-IN TYPE IS NOT ACCEPTABLE)

REINFORCEMENT: GRADE 60 REINFORCED WITH STEEL REBAR CONFORMING TO ASTM A615 ON REQUIRED CENTERS OR EQUAL.

C.I. CASTINGS: MANHOLE FRAMES, COVERS OR GRATES ARE MANUFACTURED OF GREY CAST IRON CONFORMING TO ASTM A48 CLASS 30. MANHOLE SHALL BE NOMINAL 24 INCH DIAMETER AND BE TRAFFIC DUTY.

GREASE INTERCEPTOR SCHEDULE								
MODEL NO.	CAPACITY USGal	GREASE CAP. (LBS)	EMPTY WT (LBS)	LENGTH L	WIDTH W	HEIGHT H	INLET FL1	OUTLET FL2
GT-500	500	1,200	8,500	7'-10"	4'-4"	6'-6"	3'-3"	3'-0"
GT-750	750	1,700	9,900	7'-10"	4'-4"	6'-0"	4'-5"	4'-2"
GT-1000	1,000	2,300	13,350	8'-8"	5'-0"	6'-0"	4'-9"	4'-6"
GT-1250	1,250	2,900	14,650	9'-2"	5'-8"	6'-0"	4'-9"	4'-6"
GT-1500	1,500	3,500	16,050	9'-2"	5'-8"	7'-0"	5'-9"	5'-6"
GT-2000	2,000	4,600	21,250	9'-0"	6'-0"	8'-0"	6'-9"	6'-6"
GT-2500	2,500	5,700	27,050	13'-0"	7'-0"	7'-0"	5'-9"	5'-6"
GT-3000	3,000	6,900	33,150	13'-0"	7'-0"	8'-0"	6'-9"	6'-6"
GT-3500	3,500	8,000	38,550	13'-0"	7'-0"	8'-6"	7'-3"	7'-0"
GT-4000	4,000	9,300	38,100	16'-0"	8'-6"	7'-0"	5'-9"	5'-6"

OTHER SIZES ARE AVAILABLE. CONTACT US FOR MORE INFORMATION

ENGINEERING DATA

THE GREASE INTERCEPTOR IS STRUCTURALLY & HYDRAULICALLY ENGINEERED TO CONFORM TO UPC/PC AND REGIONAL PLUMBING CODES RECOMMENDED IN MOST CITIES. CONSULT WITH LOCAL AUTHORITIES FOR SPECIFIC APPLICATION REQUIREMENTS.

SHOP DRAWINGS SHALL INCLUDE COMPLETE STRUCTURAL & BOUYANCY CALCULATIONS CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER UPON REQUEST.

CONSULT WITH PARKUSA COMPANY FOR EXACT EXCAVATION DIMENSIONS & SHIPPING INFORMATION.

888.811.PARK
www.parkusa.com
PARK USA
DESIGN FOR WATER

GREASE INTERCEPTOR SERIES GT
500 THRU 4000 GALLON CAPACITY

PM	DRN	ENG	DWG. NO.	REV.
DATE 06/18			GT-1	A

2,000 GALLON PRECAST GREASE INTERCEPTOR

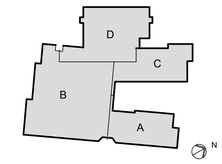
NOT TO SCALE

GREASE INTERCEPTOR SIZING:
GREASE INTERCEPTOR IS TO SERVE MULTIPLE FIXTURES AND SHALL BE SIZED FOR THE PROJECTED SEWER FLOW:

PROJECTED SEWER FLOW TO GREASE INTERCEPTOR = 3.2 EDU
PROJECTED AVERAGE FLOW = 3.2 EDU X 300 GPD = 960 GPD

PROVIDE A 1,000 GALLON GREASE INTERCEPTOR PER THE ABOVE CALCULATIONS AND KENT COUNTY MINIMUM STANDARDS.

No.	Description	Date
1	ISSUED FOR PRICING	03/20/2023
2	DFM SUBMISSION	05/22/2023



KEYPLAN

Milford SCHOOL DISTRICT
HOME of the BUCCANEERS

OWNER:
MILFORD SCHOOL DISTRICT
906 LAKEVIEW AVENUE
MILFORD, DE 19963

STRUCTURAL ENGINEER:
PILOTTOWN ENGINEERING
17858 NASSAU COMMONS BLVD, UNIT 3
LEWES, DE 19958
P: 302.703.1770

MEP ENGINEER:
FURLOW ASSOCIATES, INC.
650 NAAMANS ROAD
CLAYMONT, DE 19703
P: 302.798.3515

CIVIL ENGINEER:
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1 PARK AVENUE
MILFORD, DE 19962
P: 302.424.1441

KITCHEN CONSULTANT:
CORSI ASSOCIATES, LLC
1489 BALTIMORE PIKE, STE 109
SPRINGFIELD, PA 19064
P: 866.267.7447

THEATER PLANNING:
STAGES CONSULTANTS, LLC
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HIGHLAND PARK, NJ 08904
P: 732.333.8003

TECHNOLOGY CONSULTANT:
EDUCATIONAL SYSTEM PLANNING
2448 HOLLY AVENUE, STE 302
ANNAPOLIS, MD 21401
P: 410.573.9148

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+ Associates, Inc.
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Wilmington, DE 19801
302 658-9300
Fax 658-1125

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

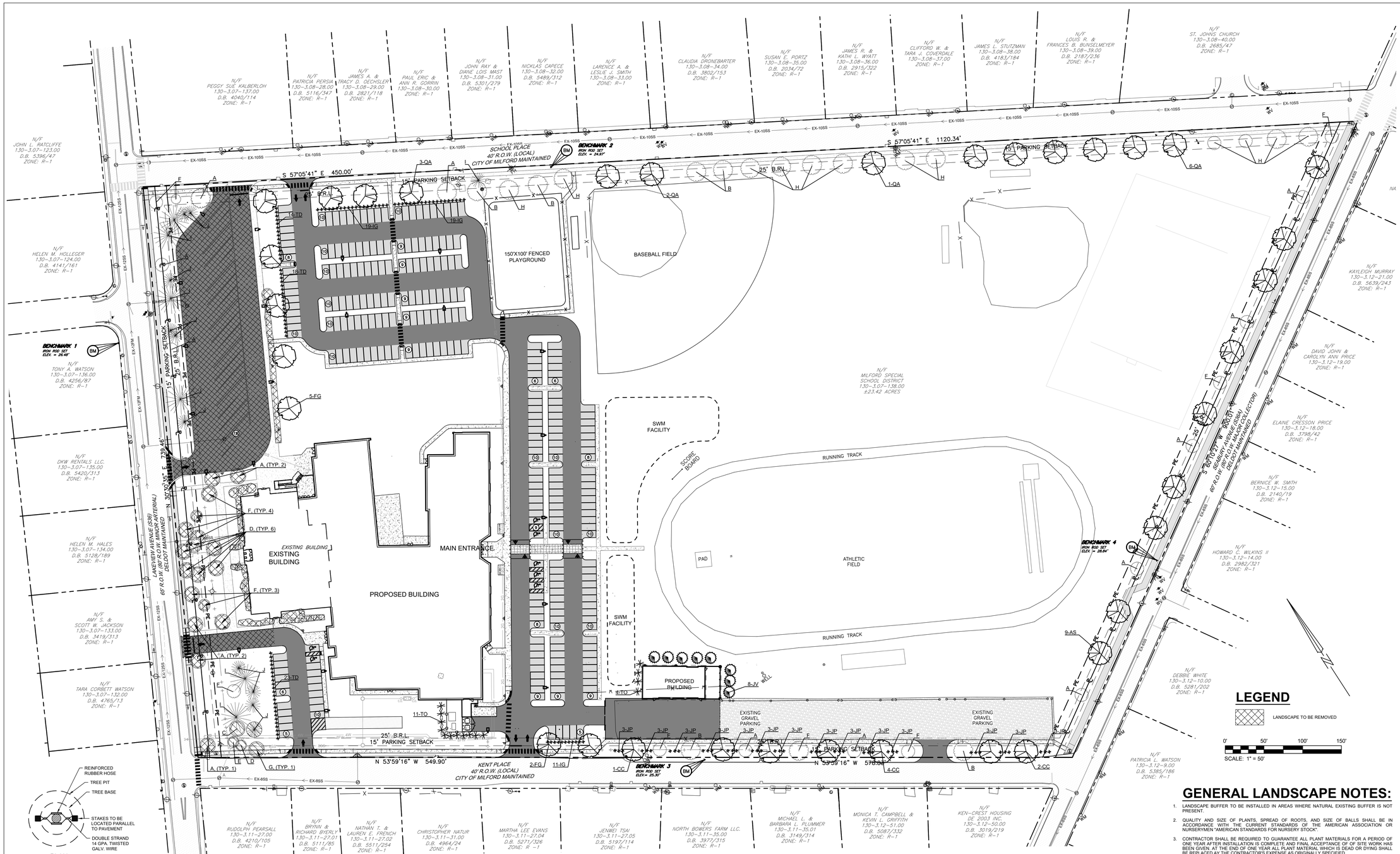
CONSTRUCTION DETAILS

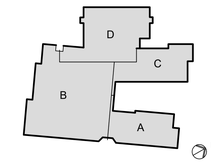
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PRELIMINARY - NOT FOR CONSTRUCTION

No.	Description	Date
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2	DFM SUBMISSION	05/22/2023





KEYPLAN

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BSA + A

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954 Justison St.
Wilmington, DE 19801
302 658-9300
Fax 658-1125

LEGEND

LANDSCAPE TO BE REMOVED

0' 50' 100' 150'
SCALE: 1" = 50'

GENERAL LANDSCAPE NOTES:

1. LANDSCAPE BUFFER TO BE INSTALLED IN AREAS WHERE NATURAL EXISTING BUFFER IS NOT PRESENT.
2. QUALITY AND SIZE OF PLANTS, SPREAD OF ROOTS, AND SIZE OF BALLS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS OF THE AMERICAN ASSOCIATION OF NURSERYMEN "AMERICAN STANDARDS FOR NURSERY STOCK".
3. CONTRACTOR SHALL BE REQUIRED TO GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR AFTER INSTALLATION IS COMPLETE AND FINAL ACCEPTANCE OF OF SITE WORK HAS BEEN GIVEN. AT THE END OF ONE YEAR ALL PLANT MATERIAL WHICH IS DEAD OR DYING SHALL BE REPLACED AY THE CONTRACTOR'S EXPENSE AS ORIGINALLY SPECIFIED.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES AND MAY MAKE MINOR ADJUSTMENTS IN SPACING AND/OR LOCATION OF PLANT MATERIALS. CONTRACTOR TO VERIFY "AS-BUILT" LOCATION OF ALL UTILITIES.
5. NO SUBSTITUTIONS SHALL BE MADE WITHOUT APPROVAL OF THE OWNER.
6. ALL AREAS NOT STABILIZED IN PAVING OR PLANT MATERIALS SHOULD BE SEEDED AND MULCHED.
7. EVERGREEN TREES SHALL HAVE A FULL, WELL-BRANCHED, CONICAL FORM TYPICAL OF THE SPECIES
8. ALL DECIDUOUS SHADE TREES SHALL BRANCH A MINIMUM OF 7'-0" ABOVE GROUND LEVEL. TREES SHALL BE PLANTED AND STAKED IN ACCORDANCE WITH THE STAKING DETAIL SHOWN.
9. THE FULL EXTENT OF ALL PLANTING BEDS SHALL RECEIVE 4" OF TOPSOIL AND 3" OF BARK MULCH PER SPECIFICATIONS.
10. THE CONTRACTOR SHALL SUPPLY ALL PLANT MATERIALS IN QUANTITIES SUFFICIENT TO COMPLETE THE PLANTINGS SHOWN ON THIS DRAWINGS AND AS SPECIFIED.
11. ALL PLANTS SHALL BEAR THE SAME RELATIONSHIPS TO FINISHED GRADE AS THE PLANT'S ORIGINAL GRADE BEFORE DIGGING.
12. THE CONTRACTOR SHALL WATER ALL PLANTS THOROUGHLY TWICE DURING THE FIRST 24-HOUR PERIOD AFTER PLANTING, AND THEN WEEKLY OR MORE OFTEN, IF NECESSARY, DURING THE FIRST GROWING SEASON.

DATA COLUMN

TAX MAP ID	: 130-3.07-138.00 & 130-3.07-138.01
EXISTING ZONING EXISTING USE PROPOSED USE	: R-1, SINGLE FAMILY RESIDENTIAL : FORMER MIDDLE SCHOOL : MIDDLE SCHOOL
TOTAL SITE AREA	: 23.957 AC
TOTAL LIMIT OF DISTURBANCE	: 10.80 AC / 470,450 SF
TREES REQUIRED	: 1 TREE / 5,000 SF AREA TO BE DEVELOPED 470,450 SF / 5,000 SF = 94 TREES
EXISTING TREES TO REMAIN	: 53 TREES
PROPOSED TREES	: 43 TREES
TOTAL TREES PROVIDED	: 96 TREES

LANDSCAPE ARCHITECT'S STATEMENT

I, TIMOTHY M. METZNER, HEREBY STATE THAT I AM A REGISTERED LANDSCAPE ARCHITECT IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO THE MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ARCHITECTURAL PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

TIMOTHY M. METZNER, RLA — DATE
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DELAWARE 19963

JOB NO. 22.018

MILFORD MIDDLE SCHOOL

612 LAKEVIEW AVENUE,
MILFORD, DE 19963

LANDSCAPE PLAN

L101

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LANDSCAPE PLAN

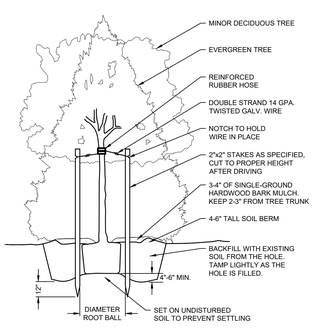
SCALE: 1" = 50'

EXISTING LANDSCAPE SCHEDULE

SYMBOL	KEY	BOTANICAL NAME	COMMON NAME	QUANTITY
		DECIDUOUS TREE		
	A	ACER SP.	MAPLE	11
	B	QUERCUS SP.	OAK	6
	C	CERCIS SP.	REDBUD	1
	D	PRUNUS SP.	CHERRY	1
	E	CORNUS SP.	DOGWOOD	1
	F	TILIA SP.	LINDEN	8
	G	FRAXINUS SP.	ASH	-
	H	LIRIODENDRON SP.	TULIP	12
		EVERGREEN TREE		
	I	PINUS SP.	PINE	7
	J	ILEX SP.	HOLLY	10

PROPOSED LANDSCAPE SCHEDULE

SYMBOL	KEY	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY
		DECIDUOUS TREE			
	AS	ACER SACCHARUM 'GREEN MOUNTAIN'	SUGAR MAPLE	1 3/4" - 2" CAL.	9
	CC	CERCIS CANADENSIS	EASTERN REDBUD	6-8' HT.	7
	FG	FAGUS GRANDIFOLIA	AMERICAN BEECH	1 3/4" - 2" CAL.	7
	QA	QUERCUS ALBA	WHITE OAK	1 3/4" - 2" CAL.	12
		EVERGREEN TREE			
	JV	JUNIPERUS VIRGINIANA	EASTERN RED CEDAR	5-6' HT.	8
		EVERGREEN SHRUB			
	IG	ILEX GLABRA 'COMPACTA'	COMPACT INKBERRY	2-3' HT.	49
	TO	THUJA OCCIDENTALIS 'EMERALD GREEN'	EMERALD GREEN ARBORVITAE	2-3' HT.	15
	JP	JUNIPERUS CHINENSIS 'PFITIERIANA COMPACTA'	COMPACT PFITZER JUNIPER	2-3' HT.	42
	TD	TAXUS X MEDIA 'DENSIFORMIS'	DENSE YEW	2-3' HT.	55



PLAN

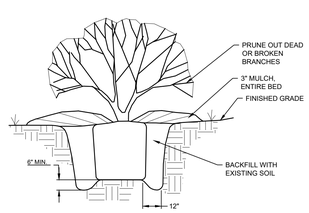
STAKING DETAIL

NOT TO SCALE

SECTION

SHRUB PLANTING DETAIL

NOT TO SCALE



PRELIMINARY - NOT FOR CONSTRUCTION

PARKS & RECREATION DEPARTMENT
207 Franklin Street
Milford, DE 19963

PHONE 302.422.1104
FAX 302.422.0409
www.cityofmilford.com

TO: Rob Pierce-Planning Director

FROM: Brad Dennehy-Parks and Recreation Director

DATE: March 14, 2023

RE: Preliminary Conditional Use Site Plan Milford Middle School property at 512 Lakeview Avenue.

The Milford Tree Preservation and Advisory Council is a City of Milford appointed board of volunteers. The goal of the Tree Preservation & Advisory Council is to ensure the City will realize the benefits of trees by proposed policies, regulations, and standards necessary to:

1. Establish and maintain the appropriate amount of tree cover on public lands and to maintain an inventory of its City trees.
2. Maintain City trees in a healthy and nonhazardous condition through good arboricultural practices.
3. Establish and maintain diversity toward native tree species and age classes to provide a healthy and stable urban forest.
4. Study, investigate, develop and/or update, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas. Such plan will be presented to the City Council and, upon its acceptance and approval, shall constitute the official comprehensive tree plan for the City of Milford.
5. Prepare and submit a tree planting/maintenance budget to Council for approval.
6. Advise the City Manager on making application for and receiving grants or contributions of money, technical assistance and labor from any person, organization or agency, and, on the expenditure of such grants or contributions for specific projects relating to the planning, management, care, planting and preservation of trees in the community forest and for the beautification of the City of Milford.
7. Assist and work with individuals and businesses developing new residential, commercial, or industrial sites to preserve existing trees or oversee proper replacement of trees removed from the site being developed.
8. Educate the public about the benefits of trees and their proper care.

On February 15th, the Milford Tree Preservation and Advisory Council met for their quarterly meeting.

One of the items on the agenda was the proposed plan for the rehabilitation of the old Milford Middle School located on Lakeview Avenue and specifically the existing trees on the Milford School District property.

The Advisory Council discussed at length the proposed plan by Milford School District to remodel the school. The plan which was shared with the public depicts the removal of the established Cherry trees from the existing entrance facing Lakeview Avenue for apparently aesthetic reasons.

As the Director who oversees the City of Milford Arborist, I was instructed by the Advisory Council to investigate the health of the Cherry trees. In the opinion of the arborist the Cherry trees for the most part are in acceptable health, however they need some pruning and care.

The Advisory Council discussed and voted, that if the trees were deemed to be healthy enough after inspection from the arborist, then they would like a letter sent to the Development Advisory Committee. As part of the preliminary conditional use site plan review, the Milford Tree Preservation and Advisory Council is requesting that the trees remain as part of the remodeling of the school and be incorporated into the overall landscape plan and design.

Also please note that the chairman of the Tree Preservation and Advisory Council chairperson removed himself from all discussions pertaining to this matter.

DAVIS BOWEN & FRIEDEL, INC.

ARCHITECTS • ENGINEERS • SURVEYORS

Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.

July 18, 2023

City of Milford
180 Vickers Drive
Milford, DE 19963

Attn: Rob Pierce
Planning & Economic Development Director

Re: Milford Middle School Revitalization
Preliminary Site Plan
Tax Map# 1-30-3.07-138.00
DBF #: 1022A017

Dear Mr. Pierce:

We received your comment letter via email for the above reference project dated July 07, 2023, and offer the following responses:

General :

1. Provide a tree preservation and landscaping plan per Chapter 230-19.8. In addition, show the required landscaping outlined in Chapter 230-20(L) on the landscaping plan.
   Addressed with Comment – Label the existing trees to remain and to be removed on the Landscaping Plan.
   Landscape Plan sheet L101 has been revised accordingly.
2. Provide a lighting plan with final site plan submission for review.
   Comment Remains.
   Site lighting locations are shown on the plan, full lighting design will be provided with final site plan submission.
3. Provide SFMO, DelDOT and SCD approvals with the final site plan submission.
   Comment Remains.
   Approvals will be provided once received.
4. Provide a lot consolidation or lot line adjustment plan for review. All the school improvements, including buildings and parking lots, must be located on the same tax parcel.
   Addressed.
5. Coordinate electric needs to the site with the Electric Department during final site plan review.
   Comment Noted.
6. The Tree Preservation and Advisory Council (see attached letter) is requesting that the cherry trees from the existing entrance facing Lakeview Avenue remain as part of the remodeling of the school and be incorporated into the overall landscape plan and design.
   Comment Remains – Please label the existing cherry trees on the Landscaping

plan and revise the plan accordingly. In addition, City Council as part of the conditional use site plan will need to determine which trees can be removed.

Landscape Plan has been revised accordingly.

Data Column:

7. Update the general site plan notes with the attached.

   Addressed with comment – Complete note 4 and revise the plan accordingly.

   Notes have been revised accordingly.
8. Currently, the side setback is listed as 10'. According to City of Milford Zoning section 230-9 – R-1 the side setbacks are 12' each. Revise the plans accordingly.

   Addressed.
9. Provide the minimum required and actual lot area.

   Addressed.
10. Provide the minimum required and actual lot width.

    Comment Remains – Provide actual lot width.

    Actual lot width has been provided on the Data Column.
11. Provide the calculations for the parking spaces that are listed on the Site Data.

    Comment Remain – The total number of parking spaces do not match the number of spaces in sheet C101. Revise the plans accordingly so the total number of parking spaces in the site data column match the number of parking spaces on the plan.

    Parking spaces and Data Column have been revised accordingly.
12. Verify if the City of Milford provides solid waste collection for the school.

    Comment Remains – The data column is still showing City of Milford as solid waste collection provider for the school, revise accordingly.

    The data column has been revised to show solid waste service as "Private"
13. Provide a minimum of two benchmarks.

    Addressed.
14. Provide the impervious coverage for each impacted property.

    Addressed.

Sheet C-002:

15. Update the general construction notes with the attached.

    Addressed with comment – Complete note 4 and revise the plan accordingly.

    Notes have been revised accordingly.

Sheet C-051:

16. Label all existing paved and concrete areas in the site.

    Addressed.
17. Label all existing utilities on the site.

    Addressed.
18. Label the zoning of the adjacent properties.

    Addressed.
19. Fix overlapping text along the front of the school near lakeview avenue.

    Addressed.
20. Revise the plan accordingly to label the right-of-way and pavement widths for Lakeview

Avenue, School Place, Kent Place, and Seabury Avenue. In addition, label Lakeview Avenue and Seabury Avenue as State maintained, and School Place and Kent Place as City maintained. **Addressed.**

Sheet C-052:

21. Provide a tree preservation and planting plan per Chapter 230-19.8. No trees can be removed until City Council has granted approval of the tree preservation and planting plan.
    Addressed with comment – label the existing trees to remain and add them to Landscape schedule.
    Landscaping Plan (L101) has been revised to label existing trees to remain.

Sheet C-101:

22. Label/dimension all setback lines.
    Addressed.
23. Provide the zoning for all adjacent properties.
    Addressed.
24. Revise the plan accordingly to label the right-of-way and pavement widths and who owns/maintains (i.e., state owned/maintained) Lakeview Avenue, School Place, Kent Place, and Seabury Avenue.
    Addressed.
25. Add required landscaping per Chapter 230-20(F) to screen parking lots from residential properties across streets. This pertains to the parking lot facing School Place along the north side of the school, the parking lot facing Kent Place to the south and east of the school building, the proposed parking lot near the intersection of Lakeview Avenue and Kent Place facing Lakeview Avenue and the existing parking lot for the running track facing Kent Place.
    Comment remains – Screening shall be provided for the parking lot facing Lakeview Avenue at the southwest corner of the property and for the gravel parking lot facing Kent Place. The purpose of the screening is to reduce highlights shining towards the residential properties.
    Landscaping Plan (L101) has been revised to provide additional screening.
26. Show the 15' off-street parking setback and ensure all parking lots meet this requirement.
    Addressed.
27. Add bicycle parking per City of Milford zoning Chapter 230-20(M).
    Comment Remains – Provide the number of spaces on each bicycle rack. Based on City of Milford Zoning Code, for parking facilities with 10 or more parking spaces, five bicycle spaces plus on for every twenty parking spaces shall be provided.
    Bicycle parking spaces have been added to the Data Column on Title Sheet C001 and Site Plan Key on sheet C102. A detail has also been provided on Construction Details C602.
28. Show the existing all-way stop conditions and pedestrian crosswalks on Seabury Avenue and revise the plan accordingly.
    Addressed.
29. Investigate the feasibility of installing all-way stop conditions at either Kent Place and

Lakeview Avenue and/or School Place and Lakeview Avenue depending on the student drop-off/pick-up plan.

Comment Noted.

30. Add a shared use path along Lakeview Avenue per the City's Comprehensive Plan and Bicycle Master Plan. In addition, add a shared use path along Kent Place and revise the plans accordingly.

    Comment Remains – Currently label "b" is for "Concrete Sidewalk" along Lakeview Avenue, revise accordingly.

    Site plan key was revised to be labeled as shared use path.

31. Add a shared use path along Seabury Avenue and remove existing sidewalk per the City's Comprehensive Plan and Bicycle Master Plan.

    Comment Remains – Currently label "B" is for "Concrete Sidewalk" along Seabury Avenue, revise accordingly.

    Site plan key was revised to be labeled as shared use path.

32. Provide a 36-foot-wide roadway along Kent Place from Lakeview Avenue to the proposed second entrance to this site. The 36 feet would allow for two travel lanes and on-street parking on both sides of the road. Then from the second entrance to Seabury Avenue, provide a 26-foot-wide roadway. Installation of a new curb line along Kent Place for the entire length of school's frontage is also required. Revise the plans accordingly.

    Addressed with comment – continue the curb line and edge of pavement on Kent Place.

    Curbing has been provided the entire length of Kent Place.

33. Move the existing entrance to the gravel parking lot for the running track further to the west away from the Seabury Avenue intersection. The applicant may want to consider connecting this parking lot with the proposed lot to the rear of the school and paving for convenience of the users of these facilities. The parking lot should be appropriately striped to meet the City's parking lot requirements and ADA requirements.

    Addressed.

34. Remove the property line in the middle of the site so the improvements for parking lot and school redevelopment are on one single parcel.

    Addressed.

35. Add trees along School Place and Seabury Avenue to fill in the gap of street trees.

    Addressed.

Sheet C-102:

36. Move the proposed dumpster location to the rear of the school, potentially in the parking lot near the right field corner of the existing baseball field to minimize impacts on neighboring properties. In addition, provide screening around the trash enclosure and provide details.

    Comment Noted.

37. Label the proposed sidewalk along School place east of bus loading parking to tie-in to the existing sidewalk.

    Addressed.

38. Extend the sidewalk heading north through the middle of the parking lot so that it connects with the sidewalk along School Place.

    Addressed.

39. Dimension the typical sidewalk widths. All sidewalks must be minimum 5' in width.
    Addressed.
40. The City recommends adding a sidewalk from the crosswalk near the playground to the east between the baseball field and the playground to School Place.
    Addressed.
41. Shift the second entrance east of Lakeview Avenue along School Place to the east side of the parking lot near the playground. Chapter 230-20(I) requires 75 feet of separation between entrances.
    Addressed.
42. Provide a student drop-off/pick-up plan showing vehicle and bus stacking and anticipated movements for review.
    Comment Noted.
43. Per Chapter 230-20(K) of City of Milford Zoning, all permanent parking areas shall be enclosed with upright concrete curbing at least six inches in height. This may be relaxed for a portion of the parking area where there is a demonstrated need to convey stormwater to a stormwater management area.
    Addressed.
44. Provide the height of any proposed fences on the site.
    Addressed.
45. Provide a loading space for the building in the parking lot area.
    Addressed.
46. Indicate any school signage locations and types. Will the school be requesting the use of an Electronic Messaging Center? If so, this requires a conditional use approval from City Council in a residential zone.
    Comment Noted.
47. Provide additional information regarding the existing well near the running track.
    Comment Remains.
    It has been confirmed that the existing well at the running track is for irrigation purposes and it is to remain for future use.

Sheet C-302:

48. Provide spot elevations at all corners of the proposed building so positive drainage away from the building can be verified.
    Comment Remains – Currently the spot elevations at the corner of the building are shown lower than the surrounding area on the south of the building along Kent Place. Revise the grading plans so building elevation is higher than the surrounding grade.
    In this area a portion of the building is to remain so the building elevation/ finish floor cannot be altered. The area has been regraded to direct runoff away from the building and a drainage inlet added to collect runoff.
49. Currently, there is no drainage provided for the school bus area. Provide drainage for the school bus area.
    Comment Noted.
50. Provide storm drain pipe profiles including the material and size with the final submission.
    Addressed with comment – Remove label P35 near CB22.

Label has been removed.

51. Currently, the existing storm drain pipe from proposed MH1 to the existing SWM 101 is not showing on the plan. Revise the plans so this pipe is showing.

    Comment Noted.

Sheet C-502:

52. Provide utility profiles with the final submission with the size and materials so the vertical separation can be verified.

    Comment Remains.

    Additional utility profiles have been provided on sheet C503.

53. There are several water services and sewer services that are shown on this plan that appear to go nowhere. Any unused utility services will need to be appropriately abandoned at the water or sewer mains.

    Addressed.

54. Show all existing utilities in the project area. There appears to be a missing water main not being shown on Kent Place.

    Comment Remains – the water main along Kent Place is not shown.

    All known utilities are shown and appropriately labeled. The water main along Kent Place runs from Seabury Ave outside of the roadway in the grassed area where it terminates near the end of the existing gravel lot.

55. The 12" sanitary sewer line exiting the south side of the building appears to interconnect with the storm drain along Kent Place.

    Comment Remains – Remove existing sanitary sewer pipe that has been bored through the existing storm drain manhole and install a new sanitary sewer pipe with a minimum 10' horizontal separation from the storm drain pipe. The storm drain manhole also needs to be replaced.

    The existing and proposed sewer laterals have been revised to reroute the service around the existing storm sewer. The existing sewer pipe shall be abandoned in place.

56. Currently, it doesn't appear any sanitary sewer connects to the proposed building. Show sanitary sewer connection to the proposed building and revise the plans accordingly.

    Addressed.

57. Show a water meter and a water valve close to the property line and provide an easement so the City can have access.

    Comment Remains – Provide easement for the water meter and revise the plans accordingly.

    Water meter and valve have been relocated into the recorded permanent easement.

58. Provide a note indicating how the water is tapping to the existing 10" water main.

    Addressed

Sheet C-601:

59. Provide a trash enclosure detail.

    Addressed.

Sheet V-104:

60. Provide City approval statements.
    Addressed.
61. Provide Site Data on the record plan.
    Addressed.
62. Provide the zoning of the adjacent properties.
    Addressed.

New Comments:

63. Currently, there are a few rows of parking spaces that are more than 10 spaces in a row. Based on City of Milford zoning Article IV Section 230-20, L(b), one island or peninsula (minimum of 9'x18') is required for every contiguous spaces. Revised the plans accordingly.
    Plans were revised accordingly.
64. Currently, the number of FG (Fagus Grandifolia) listed on the landscape schedule do not match the number of FG in the plan when added, revised accordingly.
    The quantity of FG was verified to match the amount on the plan.
65. Show all proposed and existing fire hydrants.
    Proposed and existing fire hydrants have been labeled.
66. Turn-on the water line on the Fire Protection Plan.
    Water line is shown on Fire Protection Plan.

If you should have any questions, please feel free to contact me at 410-543-9091 or email spn@dbfinc.com.

Sincerely,
DAVIS, BOWEN AND FRIEDEL, INC.



Steven P. Nichols, PE
Civil Engineer

Enclosures

KCI TECHNOLOGIES
ISO 9001:2015 CERTIFIED
ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS
1352 Marrows Road, Suite 100 • Newark, DE 19711 • Phone 302-731-9176 • Fax 302-731-7807

July 28, 2023

City of Milford
201 South Walnut Street
Milford, Delaware 19963

Attention: Rob Pierce

Subject: **Milford Middle School – Preliminary Site Plan**
KCI Job No. 131803632 – Task 56

Dear Mr. Pierce,

As requested, KCI Technologies reviewed the Preliminary Site Plans for Milford Middle School per the City of Milford's Standard Specifications, codes, and general engineering best practices. These plans were submitted by Davis Bowen & Friedel, Inc. and are dated October 2022 revised May 22, 2023.

We offer the following comments for your consideration. Submit Final plans with your next submission.

General:

1. Provide a tree preservation and landscaping plan per Chapter 230-19.8. In addition, show the required landscaping outlined in Chapter 230-20(L) on the landscaping plan. Addressed with Comment – Label the existing trees to remain and to be removed on the Landscaping Plan. **Addressed.**
2. Provide a lighting plan with final site plan submission for review. Comment Remains. **Comment Remains – Provide a full lighting plan with your final submission.**
3. Provide SFMO, DelDOT and SCD approvals with the final site plan submission. Comment Remains. **Comment Remains.**
4. The Tree Preservation and Advisory Council (see attached letter) is requesting that the cherry trees from the existing entrance facing Lakeview Avenue remain as part of the remodeling of the school and be incorporated into the overall landscape plan and design. Comment Remains – Please label the existing cherry trees on the Landscaping plan and revise the plan accordingly. In addition, City Council as part of the conditional use site plan will need to determine which trees can be removed. **Addressed with Comment –**

The quantities for the existing trees on the landscaping plan don't match the quantities on the schedule, revise accordingly.

Data Column:

5. Update the general site plan notes with the attached. Addressed with comment – Complete note 4 and revise the plan accordingly. **Addressed.**
6. Provide the minimum required and actual lot width. Comment Remains – Provide actual lot width. **Addressed.**
7. Provide the calculations for the parking spaces that are listed on the Site Data. Comment Remains – The total number of parking spaces do not match the number of spaces in sheet C101. Revise the plans accordingly so the total number of parking spaces in the site data column match the number of parking spaces on the plan. **Addressed.**
8. Verify if the City of Milford provides solid waste collection for the school. Comment Remains – The data column is still showing City of Milford as solid waste collection provider for the school, revise accordingly. **Addressed.**

Sheet C-002:

9. Update the general construction notes with the attached. Addressed with comment – Complete note 4 and revise the plan accordingly. **Addressed.**

Sheet C-052:

10. Provide a tree preservation and planting plan per Chapter 230-19.8. No trees can be removed until City Council has granted approval of the tree preservation and planting plan. Addressed with comment – label the existing trees to remain and add them to Landscape schedule. **Addressed with Comment – The quantities for the existing trees on the landscaping plan don't match the quantities on the schedule, revise accordingly.**

Sheet C-101:

11. Add required landscaping per Chapter 230-20(F) to screen parking lots from residential properties across streets. This pertains to the parking lot facing School Place along the north side of the school, the parking lot facing Kent Place to the south and east of the school building, the proposed parking lot near the intersection of Lakeview Avenue and Kent Place facing Lakeview Avenue and the existing parking lot for the running track facing Kent Place. Comment remains – Screening shall be provided for the parking lot facing Lakeview Avenue at the southwest corner of the property and for the gravel parking lot facing Kent Place. The purpose of the screening is to reduce highlights shining towards the residential properties. **Addressed.**
12. Add bicycle parking per City of Milford zoning Chapter 230-20(M). Comment Remains – Provide the number of spaces on each bicycle rack. Based on City of Milford Zoning Code, for parking facilities with 10 or more parking spaces, five bicycle spaces plus one for every twenty parking spaces shall be provided. **Addressed.**

13. Add a shared use path along Lakeview Avenue per the City's Comprehensive Plan and Bicycle Master Plan. In addition, add a shared use path along Kent Place and revise the plans accordingly. Comment Remains - Currently label "B" is for "Concrete sidewalk" along Lakeview Avenue, revise accordingly. **Addressed.**
14. Add a shared use path along Seabury Avenue and remove existing sidewalk per the City's Comprehensive Plan and Bicycle Master Plan. Comment Remains – Currently label "B" is for "concrete sidewalk" along Seabury Avenue, revise accordingly. **Addressed.**
15. Provide a 36-foot-wide roadway along Kent Place from Lakeview Avenue to the proposed second entrance to this site. The 36 feet would allow for two travel lanes and on-street parking on both sides of the road. Then from the second entrance to Seabury Avenue, provide a 26-foot-wide roadway. Installation of a new curb line along Kent Place for the entire length of school's frontage is also required. Revise the plans accordingly. Addressed with comment – continue the curb line and edge of pavement on Kent Place. **Addressed.**

Sheet C-102:

16. Provide additional information regarding the existing well near the running track. Comment Remains. **Comment Remains - Please label the well to remain undisturbed in the site plan.**

Sheet C-302:

17. Provide spot elevations at all corners of the proposed building so positive drainage away from the building can be verified. Comment Remains – Currently, the spot elevations at the corners of the building are shown lower than the surrounding area on the south of the building along Kent Place. Revise the grading plans so building elevation is higher than the surrounding grade. **Comment Remains – The southeast building corner (adjacent to the proposed loading dock), northeast building corner (as well as the 26.66, 26.59 spot grades along the sidewalk), and along the west side of the building closest to catch basin 'CB-34' still are lower than the adjacent grading. All grading shall be revised to promote positive drainage away from the building and shall not create any low spots unless a proposed structure is also proposed.**
18. Provide storm drainpipe profiles including the material and size with the final submission. Addressed with comment – Remove label P35 near CB22. **Addressed.**

Sheet C-502:

19. Provide utility profiles with the final submission with the size and materials so the vertical separation can be verified. Comment Remains. **Comment Remains – Show 8" sanitary sewer crossing between CB-35 and CB-36. In addition, show water lines crossing CB-4 and CB-5 on sheet C406 and revise the plan accordingly. All utility crossings shall be shown on the storm drain profiles so the vertical separation can be verified. Also show water crossings sanitary sewer between SMH-2 and SMH-3.**

20. Show all existing utilities in the project area. There appears to be a missing water main not being shown on Kent Place. Comment Remains – the water main at Kent Place is not shown. **Comment Noted.**
21. The 12" sanitary sewer line exiting the south side of the building appears to interconnect with the storm drain along Kent Place. Comment Remains – Remove existing sanitary sewer pipe that has been bored through the existing storm drain manhole and install a new sanitary sewer pipe with minimum 10' horizontal separation from the storm drainpipe. The storm drain manhole also need to be replaced. **Addressed.**
22. Show a water meter and a water valve close to the property line and provide an easement so the City can have access. Comment Remains – Provide easement for the water meter and revise the plans accordingly**. Comment Remains – Show permanent easements on the utility plans and revise the plans accordingly.**
23. Currently, there are a few rows of parking spaces that are more than 10 spaces in a row. Based on City of Milford zoning Article IV Section 230-20, L(b), one island or peninsula (minimum of 9'x18') is required for every 10 contiguous spaces. Revise the plans accordingly. **Addressed.**
24. Currently, the number of FG (Fagus Grandifolia) listed on the landscape schedule do not match the number of FG in the plan when added, revise accordingly. **Addressed.**
25. Show all proposed and existing fire hydrants. **Addressed.**
26. Turn-on the water line on the Fire Protection Plan. **Addressed.**

If you have any questions or comments regarding this letter, please do not hesitate to contact us any time.

Sincerely,

Ardalan Faghri,
Project Designer

Thomas K. Fruehstorfer
Senior Project Manager

STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF STATE PLANNING COORDINATION

October 24, 2022

Timothy Metzner
Davis, Bowen & Friedel, Inc.
1 Park Avenue
Milford, DE 19963

RE: PLUS review – 2022-09-11; Milford Middle School

Dear Mr. Metzner:

Thank you for meeting with State agency planners on September 28, 2022 to discuss the proposed plans for the Milford Middle School. According to the information received, you are seeking review of a site plan for the renovation and expansion of the existing Milford Middle School with a proposed gross square footage of 132,910 SF to serve grades 5 and 6 (approximately 1000 students).

Please note that changes to the plan, other than those suggested in this letter, could result in additional comments from the State. Additionally, these comments reflect only issues that are the responsibility of the agencies represented at the meeting. **The developers will also need to comply with any Federal, State, and local regulations regarding this property. We also note that as the City of Milford is the governing authority over this land, the developers will need to comply with any and all regulations/restrictions set forth by the Town.**

Strategies for State Policies and Spending

This project is located in a Level 1 investment area, which is consistent with the 2020 Strategies for State Policies and Spending.

Investment Level 1 reflects areas that are already developed in an urban or suburban fashion, where infrastructure is existing or readily available, and where future redevelopment or infill projects are expected and encouraged by State policy. Development in Level 1 is consistent with the 2020 Strategies for State Policies and Spending; therefore, the Office of State Planning Coordination has no objections to this site plan provided it meets the relevant codes and ordinances of the City of Milford.

Code Requirements/Agency Permitting Requirements

Department of Transportation – Contact Stephen Bayer 302-760-4834

- The site accesses on Lakeview Avenue/ Causey Avenue (Delaware Route 36) must be designed in accordance with DelDOT's Development Coordination Manual, which is available at http://www.deldot.gov/Business/subdivisions/index.shtml?dc=changes.

- Pursuant to Section 1.3 of the Manual, a Pre-Submittal Meeting is required before plans are submitted for review. The form needed to request the meeting and guidance on what will be covered there and how to prepare for it is located at https://www.deldot.gov/Business/subdivisions/pdfs/Meeting_Request_Form.pdf?08022017. The project coordination meeting held on 7/21/2022 is not sufficient for this purpose.

- Section 1.7 of the Manual addresses fees that are assessed for the review of development proposals. DelDOT anticipates collecting the Initial Stage Fee when the record plan is submitted for review and the Construction Stage Fee when construction plans are submitted for review.

- Per Section 2.2.2.1 of the Manual, Traffic Impact Studies (TIS) are warranted for developments generating more than 500 vehicle trip ends per day or 50 vehicle trip ends per hour in any hour of the day. Using the 11th edition of the Institute of Transportation Engineers' Trip Generation Manual, DelDOT estimates that the subject development, consisting of 1,000 students for a middle school, would generate 2,102 vehicle trip ends per day and estimates the weekday morning and evening peak hour trip ends at 670 and 150, respectively. Therefore, a TIS would be required.

    - The purpose of a TIS, per DelDOT regulations, is to determine the offsite improvements for which the developer should be responsible to build or contribute toward. In addition to whatever other offsite improvements may be identified, DelDOT anticipates requiring the developer to improve Delaware Route 36 within the limits of their frontage, to meet DelDOT's standards associated with their Functional Classifications. Delaware Route 36 is a Minor Arterial, for which the standard includes 12-foot lanes and 8-foot shoulders. DelDOT anticipates requiring the developer to improve Seabury Avenue (SCR 36A) within the limits of their frontage, to meet DelDOT's standards associated with their Functional Classifications. Seabury Avenue is a Major Collector, for which the standard includes 12-foot lanes and 8-foot shoulders. Frontage, as defined in Section 1.8 of the Manual, includes the length of roadway perpendicular to lines created by the projection of the outside parcel corners to the roadway.

- Questions regarding the requirement to improve the site frontage should be directed to the Sussex County Review Coordinator, Mr. Kevin Hickman. Mr. Hickman may be reached at Kevin.Hickman@delaware.gov or (302) 760-2461.

- As necessary, in accordance with Section 3.2.5 and Figure 3.2.5-a of the Manual, DelDOT will require dedication of right-of-way along the site's frontage. By this regulation, this dedication is to provide a minimum of 40 feet of right-of-way from the physical centerline of Delaware Route 36. This dedication is to provide a minimum of 40 feet of right-of-way from the physical centerline of Seabury Avenue. The following right-of-way dedication note is required, "**An X-foot wide strip of right-of-way from the centerline is hereby dedicated in fee simple to the State of Delaware, acting by and through the Delaware Department of Transportation.**"

- In accordance with Section 3.2.5.1.2 of the Manual, DelDOT will require the establishment of a 15-foot wide permanent easement across the property frontage. The location of the easement shall be outside the limits of the ultimate right-of-way. The easement area can be used as part of the open space calculation for the site. The following note is required, "**A 15-foot wide permanent easement is hereby dedicated in fee simple to the State of Delaware, acting by and through the Delaware Department of Transportation.**"

- Referring to Section 3.4.2.1 of the Manual, the following items, among other things, are required on the Record Plan:

  - A Traffic Generation Diagram. See Figure 3.4.2-a for the required format and content.

  - Depiction of all existing entrances within 450 feet of the proposed entrance on Delaware Route 36.

  - Notes identifying the type of off-site improvements, agreements (signal, letter) contributions and when the off-site improvements are warranted.

- Section 3.5.4.2 of the Manual addresses requirements for Shared Use Paths (SUP) and sidewalks. For projects in Level 1 and 2 Investment Areas, installation of paths or sidewalks along the frontage on State-maintained roads is required. DelDOT anticipates suggesting the City require sidewalk or shared use path along the site's frontage on School Place and Kent Place as they are roads maintained by the City.

- Section 3.5.4.3 of the Manual addresses walkways, non-residential developments shall provide a system of internal pedestrian connections to encourage safe and convenient pedestrian movement within the site. These pedestrian connections, known as walkways, shall also link the site with the public street sidewalk, transit facilities and shared-use trail system, where they exist.

- In accordance with Section 3.8 of the Manual, storm water facilities, excluding filter strips and bioswales, shall be located a minimum of 20 feet from the ultimate State right-of-way along Delaware Route 36 and Seabury Avenue.

- In accordance with Section 5.2.9 of the Manual, the Auxiliary Lane Worksheet should be used to determine whether auxiliary lanes are warranted at the site entrances and how long those lanes should be. The worksheet can be found at http://www.deldot.gov/Business/subdivisions/index.shtml.

- In accordance with Section 5.4 of the Manual, sight distance triangles are required and shall be established in accordance with American Association of State Highway and Transportation Officials (AASHTO) standards. A spreadsheet has been developed to assist with this task. It can be found at http://www.deldot.gov/Business/subdivisions/index.shtml.

- In accordance with Section 5.14 of the Manual, all existing utilities must be shown on the plan and a utility relocation plan will be required for any utilities that need to be relocated.

Department of Natural Resources and Environmental Control – Contact Clare Quinlan 302-735-3480

Disclaimer Clause: Staff from the Delaware Department of Natural Resources and Environmental Control (DNREC) reviewed the project submitted for PLUS review. The absence of comments regarding specific resources does not indicate that there are not additional constraints or environmental issues on site, nor does it indicate DNREC support of a project.

Concerns Identified Within the Development Footprint

Stormwater Management

This application proposes greater than 5000 square feet of land disturbing activities, therefore, this project will be subject to Delaware's *Sediment and Stormwater Regulations*.

Requirements:

- A Sediment and Stormwater Plan must be developed, then approved by the appropriate plan review agency prior to any land disturbing activity taking place on the site. For this project, the plan review agency is the DNREC Sediment and Stormwater Program.

- Additionally, to address federal requirements, construction activities that exceed 1.0 acre of land disturbance require Construction General Permit coverage through submittal of an

electronic Notice of Intent for Stormwater Discharges Associated with Construction Activity. This form must be submitted electronically (https://apps.dnrec.delaware.gov/enoi/, select Construction Stormwater General Permit) to the DNREC Division of Watershed Stewardship, along with the $195 fee.

- Schedule a project application meeting with the appropriate plan review agency prior to moving forward with the stormwater and site design. As part of this process, you must submit a Stormwater Assessment Study.

Plan review agency contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
E-mail: DNREC.Stormwater@delaware.gov
Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

General stormwater contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
E-mail: DNREC.Stormwater@delaware.gov.
Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

Nutrient Management Plan
This project proposes open space of 17 acres.

Requirements:

- A nutrient management plan is required for all persons or entities who apply nutrients to lands or areas of open space of 10 acres or more.

Contact: Delaware Department of Agriculture's Nutrient Management Program at (302) 698-4558. Website: https://agriculture.delaware.gov/nutrient-management/

Delaware Emergency Management Agency – Contact Phillip Cane 302-659-2325

Proposed Project Parcel Flood Concern

- This/These parcel(s) is/are located within an area of **Minimal Flood Concern of 1000 years or greater.**

Parcel Status within County Evacuation Zone Location

- The parcel(s) is located within **Sussex County** and **Not** a part of an Evacuation Zone.

State Historic Preservation Office – Contact Carlton Hall 302-736-7400

- There are no known archaeological sites or known National Register-listed or eligible properties on the parcel.

- The Delaware SHPO appreciates the Milford School District for preserving historic elements of the middle school. The area has been previously disturbed from the construction of the existing middle school and is unlikely to contain intact archaeological resources associated with the parcel.

Delaware State Fire Marshall's Office – Contact Duane Fox 302-739-4394
This document is for information purposes only and does not constitute any type of approval from the Delaware State Fire Marshal's Office.

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):

Fire Protection Water Requirements

- Water distribution system capable of delivering at least 1,000 gpm for 1-hour duration, at 20-psi residual pressure is required. Fire hydrants with 800 feet spacing on centers.

- Where a water distribution system is proposed for business occupancy sites, the infrastructure for fire protection water shall be provided, including the size of water mains for fire hydrants and sprinkler systems.

Fire Protection Features

- All structures over 10,000 Sq. Ft. aggregate will require automatic sprinkler protection installed.

- Buildings greater than 10,000 Sq. Ft., 3-stories or more, over 35 feet in height, 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.

- 75% of building perimeter required to be accessible by fire lanes per DSFPR.

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 site must be constructed so fire department apparatus may negotiate it. If a "center island" is placed at an entrance road, it shall be arranged in such a manner that it will not adversely affect quick and unimpeded travel of fire apparatus into the site.

- 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.

Gas Piping and System Information

- Provide type of fuel proposed and show locations of bulk containers on plan.

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)
- 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)
- Provide Road Names, even for County Roads

Recommendations/Additional Information

This section includes a list of site-specific suggestions that are intended to enhance the project. These suggestions have been generated by the State Agencies based on their expertise and

subject area knowledge. **These suggestions do not represent State code requirements.** They are offered here in order to provide proactive ideas to help the applicant enhance the site design, and it is hoped **(but in no way required)** that the applicant will open a dialogue with the relevant agencies to discuss how these suggestions can benefit the project.

Department of Transportation – Contact Stephen Bayer 302-760-4834

- The applicant is encouraged to work with our Safe Routes to School Program. Information about the program can be found at Safe Routes to School Program - Delaware Department of Transportation (deldot.gov) and any questions can be directed at Thomas Kneaval at Thomas.kneaval@delaware.gov.

- The applicant should expect a requirement that any substation and/or wastewater facilities will be required to have access from an internal driveway with no direct access to Delaware Route 36.

- The applicant should expect a requirement that all PLUS and Technical Advisory Committee (TAC) comments be addressed prior to submitting plans for review.

- Please be advised that the Standard General Notes have been updated and posted to the DelDOT website. Please begin using the new versions and look for the revision dates of March 21, 2019 and March 16, 2022. The notes can be found at https://www.deldot.gov/Business/subdivisions/

Department of Natural Resources and Environmental Control – Contact Clare Quinlan 302-735-3480

Stormwater Management

- Where the site and soil conditions allow, integrate runoff reduction techniques including infiltration basins, bioretention (rain gardens), filter strips, and pavers to encourage on-site stormwater infiltration and reduce runoff.

- For improved stormwater management, preserve existing trees, wetlands, and passive open space.

Plan review agency contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
E-mail: DNREC.Stormwater@delaware.gov
Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

General stormwater contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
E-mail: DNREC.Stormwater@delaware.gov.
Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

Drainage

- All existing drainage ditches on the property should be evaluated for function and cleaned, if needed, prior to the construction of the project.

- Environmental permits or exemptions may be required by the County Conservation District (Standard Plan), the DNREC Sediment and Stormwater Program (eNOI/NOT), Army Corp of Engineers, and/or DNREC Wetlands and Subaqueous Lands Section prior to clearing and/or excavating ditch channels.

- All precautions should be taken to ensure the project does not hinder any off-site drainage upstream of the project or create any off-site drainage problems downstream by the release of on-site storm water.

Contact: DNREC Drainage Program at (302) 855-1930.
Website: https://dnrec.alpha.delaware.gov/drainage-stormwater/

Water Quality (Pollution Control Strategies)
This site lies within the Mispillion River Watershed. Surface water quality in this watershed does not meet Federal and/or State Water Quality Standards and a Pollution Control Strategy is in place for this watershed.

- Reduce impervious surfaces on the project site by eliminating areas of impervious pavement and/or using pervious pavement where practicable. Break up large parking lots with planted islands.

- Reduce stormwater runoff by integrating infiltration basins, bioretention (rain gardens), filter strips, and by preserving existing trees, wetlands, and passive open space.

- Reduce the necessity for nutrient application by maintaining open space as meadow or forest planted exclusively with native plants. Native plants are well-suited to our climate and require limited maintenance.

Contact: DNREC Division of Watershed Stewardship's Watershed Assessment Section at (302) 739-9939. https://dnrec.alpha.delaware.gov/watershed-stewardship/

Additional Sustainable Practices

- Install electric vehicle charging stations for staff, faculty, and visitors. Installation costs can vary significantly depending on the parking and electricity distribution at a given location, so it is often easier and cheaper to plan for the installation at construction, rather

than doing costly retrofits later. The DNREC Division of Climate, Coastal and Energy offers rebates of up to 90% of the cost of the charging station for commercial, multi-unit dwelling and other public properties. These programs address climate change goals of reducing greenhouse gas emissions and improving overall air quality (https://dnrec.alpha.delaware.gov/climate-coastal-energy/clean-transportation/).

- Consider using renewable energy infrastructure such as solar or geothermal to reduce energy costs and further reduce pollution created from offsite generation. Grant funds and incentives are available for Delmarva Power customers through the DNREC Green Energy Fund, which includes several funding types through the state's major electric utilities (https://dnrec.alpha.delaware.gov/climate-coastal-energy/renewable/assistance/).

- Include space for recycling dumpsters within the preliminary site design stage. These can be placed adjacent to trash dumpsters.

- Incorporate nonmotorized connectivity and install bicycle racks where feasible to help facilitate non-vehicular travel modes.

- Use efficient Energy Star rated products and materials in construction and redevelopment. Energy efficient appliances use less energy over time. This saves consumers and businesses money, while also helping to reduce pollution from power generation.

- Use structural paint coatings that are low in Volatile Organic Compounds to help protect air quality. Air pollution from new construction is generated through the use of maintenance equipment, paints, and consumer products like roof coatings and primers.

- Use recycled materials, such as reclaimed asphalt pavement, to reduce heat island effects on paved surfaces, prevent landfill waste, and lower material costs.

Contact: DNREC Division of Climate, Coastal & Energy at (302) 735-3480.
Website: https://dnrec.alpha.delaware.gov/climate-coastal-energy/

Delaware Emergency Management Agency – Contact Phillip Cane 302-659-2325

Population

- The county has a population density of **265.60** per square mile based on the US 2020 Census report, an increase from 2010 at **208.90** persons per square mile.

- The specific census block(s) the project is located on has a total population of 0, though, with development, this will undoubtedly change.

- The adjacent blocks aggregate brings the area to a total population of 445.

FEMA National Risk Index

- The FEMA National Risk Index is an online mapping application that identifies communities most at risk of 18 natural hazards: Avalanche, Coastal Flooding, Cold Wave, Drought, Earthquake, Hal, Heat Wave, Hurricane, Ice Storm, Landslide, Lightning, Riverine Flooding, Strong Wind, Tornado, Tsunami, Volcanic Activity, Wildfire, and Winter Weather. The FEMA National Risk Index is calculated by multiplying the Expected Annual Loss times the Social Vulnerability and dividing that by the Community Resilience.

Expected Annual Loss
× Social Vulnerability
÷ Community Resilience
= Risk Index

- According to FEMA's National Risk Index, the parcel(s) **is** considered **very low** for overall natural hazard risks.

- Community Resilience is a consequence reduction risk component and a community risk factor that represents the ability of a community to prepare for anticipated natural hazards, adapt to changing conditions, and withstand/recover rapidly from disruptions. Social Vulnerability is a consequence-enhancing risk factor that represents the susceptibility of social groups to the adverse impacts of natural hazards.

- Its community resilience is rated as **relatively moderate**. In contrast, its social vulnerability is rated as **relatively moderate**.

Potential Parcel Solar Panel Capabilities

- Regarding energy use and consumption, the parcel utilizes **electricity**. as the predominant fuel for heating purposes.

- However, for electricity generation via solar panels, the parcels have an average photovoltaic power potential of **1496 kWh/kWp**. As such, should solar panels be utilized, we recommend an optimum tilt of the photovoltaic modules at approximately **35°**, which could provide a potential of **1811 kWh/m2.**

Renewable Energy Commitment

- DEMA strongly encourages the use of renewable energies and high-efficiency appliances and utilities.

- Regarding utilities, DEMA suggests incorporating 90% series furnaces/HVAC systems; the closer to 99%, the better, as well as A/C units of 20 Seer or greater. DEMA recommends using tankless water heaters, and battery backup systems for sump pumps to reduce potential water damage from power failure.

- Lastly, DEMA encourages the integration of modern and emerging technologies, such as the potential for electric vehicles in garages/parking lots, green roofs where applicable and allowable, and the like.

Delaware State Fire Marshall's Office – Contact Duane Fox 302-739-4394

- 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.

Following receipt of this letter and upon filing of an application with the local jurisdiction, the applicant shall provide to the local jurisdiction and the Office of State Planning Coordination a written response to comments received as a result of the pre-application process, noting whether comments were incorporated into the project design or not and the reason, therefore.

Thank you for the opportunity to review this project. If you have any questions, please contact me at 302-739-3090.

Sincerely,

David L. Edgell, AICP
Director, Office of State Planning Coordination

CC: City of Milford

DAVIS BOWEN & FRIEDEL, INC.

ARCHITECTS • ENGINEERS • SURVEYORS

Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.

February 14, 2023

Office of State Planning Coordination
122 Martin Luther King Jr, Blvd, Third Floor
Dover, DE 19901

Attn: Mr. David L. Edgell, AICP
Director

Re: PLUS review – 2022-09-11; Milford Middle School
Tax Parcel No: 130-3.07-138.00 & 130-3.07-138.01
City of Milford
DBF# 1022A017

Dear Mr. Edgell,

We are pleased to submit the following responses to the Office of State Planning Coordination's review letter dated October 24, 2022.

Strategies for State Policies and Spending

This project is located in a Level 1 investment area, which is consistent with the 2020 Strategies for State Policies and Spending.

Investment Level 1 reflects areas that are already developed in an urban or suburban fashion, where infrastructure is existing or readily available, and where future redevelopment or infill projects are expected and encouraged by State policy. Development in Level 1 is consistent with the 2020 Strategies for State Policies and Spending; therefore, the Office of State Planning Coordination has no objections to this site plan provided it meets the relevant codes and ordinances of the City of Milford.
Understood.

Code Requirements/Agency Permitting Requirements

Department of Transportation – Contact Stephen Bayer 302-760-4834

- The site accesses on Lakeview Avenue / Causey Avenue (Delaware Route 36) must be designed in accordance with DelDOT's Development Coordination Manual, which is available at http://www.deldot.gov/Business/subdivisions/index.shtml?dc=changes.
  We will design the site access in accordance with DelDOT's Development Coordination Manual.

- Pursuant to Section 1.3 of the Manual, a Pre-Submittal Meeting is required before plans are submitted for review. The form needed to request the meeting and guidance on what will be covered there and how to prepare for it is located at https://www.deldot.gov/Business/subdivisions/pdfs/Meeting_Request_Form.pdf?0802

2017. The project coordination meeting held on 7/21/2022 is not sufficient for this purpose.
A Pre-Submittal Meeting will be requested in the near future.

- Section 1.7 of the Manual addresses fees that are assessed for the review of development proposals. DelDOT anticipates collecting the Initial Stage Fee when the record plan is submitted for review and the Construction Stage Fee when construction plans are submitted for review.
  It has been determined this project falls under the LONC submission process, therefore an Initial Stage and Construction Stage fees are not required.

- Per Section 2.2.2.1 of the Manual, Traffic Impact Studies (TIS) are warranted for developments generating more than 500 vehicle trip ends per day or 50 vehicle trip ends per hour in any hour of the day. Using the 11th edition of the Institute of Transportation Engineers' Trip Generation Manual, DelDOT estimates that the subject development, consisting of 1,000 students for a middle school, would generate 2,102 vehicle trip ends per day and estimates the weekday morning and evening peak hour trip ends at 670 and 150, respectively. Therefore, a TIS would be required.
  Per further discussion, a TIS is no longer required.

    - The purpose of a TIS, per DelDOT regulations, is to determine the offsite improvements for which the developer should be responsible to build or contribute toward. In addition to whatever other offsite improvements may be identified, DelDOT anticipates requiring the developer to improve Delaware Route 36 within the limits of their frontage, to meet DelDOT's standards associated with their Functional Classifications. Delaware Route 36 is a Minor Arterial, for which the standard includes 12-foot lanes and 8-foot shoulders. DelDOT anticipates requiring the developer to improve Seabury Avenue (SCR 36A) within the limits of their frontage, to meet DelDOT's standards associated with their Functional Classifications. Seabury Avenue is a Major Collector, for which the standard includes 12-foot lanes and 8-foot shoulders. Frontage, as defined in Section 1.8 of the Manual, includes the length of roadway perpendicular to lines created by the projection of the outside parcel corners to the roadway.
      As stated above, a TIS is no longer required.

    - Questions regarding the requirement to improve the site frontage should be directed to the Sussex County Review Coordinator, Mr. Kevin Hickman. Mr. Hickman may be reached at Kevin.Hickman@delaware.gov or (302) 760-2461.
      Understood.

- As necessary, in accordance with Section 3.2.5 and Figure 3.2.5-a of the Manual, DelDOT will require dedication of right-of-way along the site's frontage. By this regulation, this dedication is to provide a minimum of 40 feet of right-of-way from the physical centerline of Delaware Route 36. This dedication is to provide a minimum of

40 feet of right-of-way from the physical centerline of Seabury Avenue. The following right-of-way dedication note is required, **"An X-foot wide strip of right-of-way from the centerline is hereby dedicated in fee simple to the State of Delaware, acting by and through the Delaware Department of Transportation."**
We acknowledge the ROW required along the frontage of DE Route 36.

- In accordance with Section 3.2.5.1.2 of the Manual, DelDOT will require the establishment of a 15-foot wide permanent easement across the property frontage. The location of the easement shall be outside the limits of the ultimate right-of-way. The easement area can be used as part of the open space calculation for the site. The following note is required, **"A 15-foot wide permanent easement is hereby dedicated in fee simple to the State of Delaware, acting by and through the Delaware Department of Transportation."**
  We acknowledge the permanent easement required along the property frontage outside the limits of the ultimate ROW.

- Referring to Section 3.4.2.1 of the Manual, the following items, among other things, are required on the Record Plan:

  - A Traffic Generation Diagram. See Figure 3.4.2-a for the required format and content.
    A Traffic Generation Diagram will be provided.

  - Depiction of all existing entrances within 450 feet of the proposed entrance on Delaware Route 36.
    All existing entrances within 450 feet of our proposed entrance will be shown on the plan.

  - Notes identifying the type of off-site improvements, agreements (signal, letter) contributions and when the off-site improvements are warranted.
    We acknowledge notes of any off-site improvements, agreements, and contributions will be required.

- Section 3.5.4.2 of the Manual addresses requirements for Shared Use Paths (SUP) and sidewalks. For projects in Level 1 and 2 Investment Areas, installation of paths or sidewalks along the frontage on State-maintained roads is required. DelDOT anticipates suggesting the City require sidewalk or shared use path along the site's frontage on School Place and Kent Place as they are roads maintained by the City.
  Understood. We also acknowledge the requirements for Shared Used Paths and sidewalks.

- Section 3.5.4.3 of the Manual addresses walkways, non-residential developments shall provide a system of internal pedestrian connections to encourage safe and convenient pedestrian movement within the site. These pedestrian connections, known as walkways, shall also link the site with the public street sidewalk, transit facilities and shared-use trail system, where they exist.

Understood. We also acknowledge the requirements of walkways within the site.

- In accordance with Section 3.8 of the Manual, storm water facilities, excluding filter strips and bioswales, shall be located a minimum of 20 feet from the ultimate State right-of-way along Delaware Route 36 and Seabury Avenue.
  We acknowledge the setback requirements of stormwater treatment methods.

- In accordance with Section 5.2.9 of the Manual, the Auxiliary Lane Worksheet should be used to determine whether auxiliary lanes are warranted at the site entrances and how long those lanes should be. The worksheet can be found at http://www.deldot.gov/Business/subdivisions/index.shtml.
  We will provide an Auxiliary Lane Worksheet.

- In accordance with Section 5.4 of the Manual, sight distance triangles are required and shall be established in accordance with American Association of State Highway and Transportation Officials (AASHTO) standards. A spreadsheet has been developed to assist with this task. It can be found at http://www.deldot.gov/Business/subdivisions/index.shtml.
  We acknowledge that sight distance triangles are required, and we will provide the spreadsheet provided.

- In accordance with Section 5.14 of the Manual, all existing utilities must be shown on the plan and a utility relocation plan will be required for any utilities that need to be relocated.
  We will show all existing utilities on the plan.

Department of Natural Resources and Environmental Control – Contact Clare Quinlan 302-735-3480

Concerns Identified Within the Development Footprint

Stormwater Management

This application proposes greater than 5000 square feet of land disturbing activities, therefore, this project will be subject to Delaware's Sediment and Stormwater Regulations.
We acknowledge that the project will be subjected to Delaware's Sediment and Stormwater Regulations.

- A Sediment and Stormwater Plan must be developed, then approved by the appropriate plan review agency prior to any land disturbing activity taking place on the site. For this project, the plan review agency is the DNREC Sediment and Stormwater Program.
  Understood. DNREC Sediment and Stormwater Program will be contacted for review for the Sediment and Stormwater Plan.

- Additionally, to address federal requirements, construction activities that exceed 1.0 acre of land disturbance require Construction General Permit coverage through submittal of an electronic Notice of Intent for Stormwater Discharges Associated with Construction Activity. This form must be submitted electronically

(https://apps.dnrec.delaware.gov/enoi/, select Construction Stormwater General Permit) to the DNREC Division of Watershed Stewardship, along with the $195 fee.
We acknowledge to submit a Construction General Permit via electronically with the fee.

- Schedule a project application meeting with the appropriate plan review agency prior to moving forward with the stormwater and site design. As part of this process, you must submit a Stormwater Assessment Study.
Understood. We acknowledge to submit a Stormwater Assessment Study with the submittal.

Plan review agency contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
E-mail: DNREC.Stormwater@delaware.gov
Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

General stormwater contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
E-mail: DNREC.Stormwater@delaware.gov
Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

Nutrient Management Plan
This project proposes open space of 17 acres. Requirements:

- A nutrient management plan is required for all persons or entities who apply nutrients to lands or areas of open space of 10 acres or more.
Understood. We acknowledge that a nutrient management plan is required for application of nutrients to lands or areas of open space of 10 acres or more.

Contact: Delaware Department of Agriculture's Nutrient Management Program at (302) 698- 4558.
Website: https://agriculture.delaware.gov/nutrient-management/

Delaware Emergency Management Agency – Contact Phillip Cane 302-659-2325
Proposed Project Parcel Flood Concern

- This/These parcel(s) is/are located within an area of Minimal Flood Concern of 1000 years or greater.
We acknowledge that the site is located within an area of Minimal Flood Concern of 1,000 years of greater.

Parcel Status within County Evacuation Zone Location

- The parcel(s) is located within **Sussex County and Not** a part of an Evacuation Zone.
We acknowledge that the parcel is located within Sussex County and **Not** a part of an Evacuation Zone.

State Historic Preservation Office – Contact Carlton Hall 302-736-7400

- There are no known archaeological sites or known National Register-listed or eligible properties on the parcel.
  We acknowledge that there are no known archaeological sites or known National Register listed or eligible properties on the parcel.

- The Delaware SHPO appreciates the Milford School District for preserving historic elements of the middle school. The area has been previously disturbed from the construction of the existing middle school and is unlikely to contain intact archaeological resources associated with the parcel.
  We acknowledge your appreciation of preserving historic elements of the existing middle school.

Delaware State Fire Marshall's Office – Contact Duane Fox 302-739-4394

This document is for information purposes only and does not constitute any type of approval from the Delaware State Fire Marshal's Office.
Understood.

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):
Understood. We acknowledge to provide a completed application, fee and three sets of plans at the time of formal submission.

Fire Protection Water Requirements

- Water distribution system capable of delivering at least 1,000 gpm for 1-hour duration, at 20-psi residual pressure is required. Fire hydrants with 800 feet spacing on centers.
  We acknowledged the requirements of the proposed water distribution system and that fire hydrants must be within 800 feet on centers.

- Where a water distribution system is proposed for business occupancy sites, the infrastructure for fire protection water shall be provided, including the size of water mains for fire hydrants and sprinkler systems.
  We acknowledge the requirements for fire protection mains.

Fire Protection Features

- All structures over 10,000 Sq. Ft. aggregate will require automatic sprinkler protection installed.
  We acknowledge the requirements for automatic sprinkler protections.

- Buildings greater than 10,000 Sq. Ft., 3-stories or more, over 35 feet in height, or classified as High Hazard are required to meet fire lane marking requirements.
  We acknowledge the requirements for fire lane markings.

- Show Fire Department Connection location (must be within 300 feet of fire hydrant),

and detail as shown in the DSFPR.
We acknowledge the requirements for Fire Department Connections.

- Show Fire Lanes and Sign Detail as shown in DSFPR.
We acknowledge Fire Lanes & Sign Detail will be shown on the plan.

- 75% of building perimeter required to be accessible by fire lanes per DSFPR.
We acknowledge the requirements for percentage of building to be accessible by fire lanes.

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 site must be constructed so fire department apparatus may negotiate it. If a "center island" is placed at an entrance road, it shall be arranged in such a manner that it will not adversely affect quick and unimpeded travel of fire apparatus into the site.
Understood. We acknowledge the need of accessibility to fire apparatus.

- 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.
Understood. We also acknowledge that if a dead-end road is more than 300 feet, a cul-de-sac or turn-around is required.

- 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.
Understood. We also acknowledge dimensions will be shown on the plan and the parking is prohibited in the cul-de-sac.

- The use of speed bumps or other methods of traffic speed reduction must be in accordance with Department of Transportation requirements.
We acknowledge that if traffic speed reduction measures are used, they must be in accordance with DOT 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.
We acknowledge that the local Fire Chief shall approve the used of gates into and out of the site.

Gas Piping and System Information

- Provide type of fuel proposed and show locations of bulk containers on plan.
We acknowledge that if gas piping is proposed, we will show it and the locations of

any bulk containers in the plan.

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)
- 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)
- Provide Road Names, even for County Roads

  The above referenced notes will be provided on the plans.

Recommendations/Additional Information

This section includes a list of site-specific suggestions that are intended to enhance the project. These suggestions have been generated by the State Agencies based on their expertise and subject area knowledge. **These suggestions do not represent State code requirements.** They are offered here in order to provide proactive ideas to help the applicant enhance the site design, and it is hoped **(but in no way required)** that the applicant will open a dialogue with the relevant agencies to discuss how these suggestions can benefit the project.

Department of Transportation – Contact Stephen Bayer 302-760-4834

- The applicant is encouraged to work with our Safe Routes to School Program. Information about the program can be found at Safe Routes to School Program - Delaware Department of Transportation (deldot.gov) and any questions can be directed at Thomas Kneaval at Thomas.kneaval@delaware.gov.

  Understood.

- The applicant should expect a requirement that any substation and/or wastewater facilities will be required to have access from an internal driveway with no direct access to Delaware Route 36.

  We acknowledge the access requirements for a substation and/or wastewater facility.

- The applicant should expect a requirement that all PLUS and Technical Advisory Committee (TAC) comments be addressed prior to submitting plans for review.

  We acknowledge that all comments be addressed prior to submitting plans for review.

- Please be advised that the Standard General Notes have been updated and posted to the DelDOT website. Please begin using the new versions and look for the revision dates of March 21, 2019 and March 16, 2022. The notes can be found at

https://www.deldot.gov/Business/subdivisions/
Understood.

Department of Natural Resources and Environmental Control – Contact Clare Quinlan 302-735-3480

Stormwater Management

- Where the site and soil conditions allow, integrate runoff reduction techniques including infiltration basins, bioretention (rain gardens), filter strips, and pavers to encourage on-site stormwater infiltration and reduce runoff.
  We acknowledge the need for runoff reduction techniques if site and soil condition permits.

- For improved stormwater management, preserve existing trees, wetlands, and passive open space.
  We acknowledge the need for improving stormwater management by keeping existing tress, wetlands, and passive open space.

  Plan review agency contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
  E-mail: DNREC.Stormwater@delaware.gov
  Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

  General stormwater contact: DNREC Sediment and Stormwater Program at (302) 739-9921.
  E-mail: DNREC.Stormwater@delaware.gov
  Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/

Drainage

- All existing drainage ditches on the property should be evaluated for function and cleaned, if needed, prior to the construction of the project.
  We acknowledge the need to evaluate existing drainage ditches on the property.

- Environmental permits or exemptions may be required by the County Conservation District (Standard Plan), the DNREC Sediment and Stormwater Program (eNOI/NOT), Army Corp of Engineers, and/or DNREC Wetlands and Subaqueous Lands Section prior to clearing and/or excavating ditch channels.
  We acknowledge that a permit or exemption may be required by the reviewing agencies prior to clearing and/or excavating ditch channels.

- All precautions should be taken to ensure the project does not hinder any off-site drainage upstream of the project or create any off-site drainage problems downstream by the release of on-site storm water.
  We acknowledge that all precautions should be taken to prevent any offsite drainage problems downstream.

Contact: DNREC Drainage Program at (302) 855-1930.
Website: https://dnrec.alpha.delaware.gov/drainage-stormwater/

Water Quality (Pollution Control Strategies)

- This site lies within the Mispillion River Watershed. Surface water quality in this watershed does not meet Federal and/or State Water Quality Standards and a Pollution Control Strategy is in place for this watershed.
  Understood. Sussex Conservation District will be contacted to review plans on determining if stricter standards may apply.

- Reduce impervious surfaces on the project site by eliminating areas of impervious pavement and/or using pervious pavement where practicable. Break up large parking lots with planted islands.
  We acknowledge to reduce impervious areas with pervious improvements. We also acknowledge the need to break parking lots with planted islands.

- Reduce stormwater runoff by integrating infiltration basins, bioretention (rain gardens), filter strips, and by preserving existing trees, wetlands, and passive open space.
  We acknowledge the need to integrate stormwater management facilities and by preserving existing trees, wetlands, and passive open space.

- Reduce the necessity for nutrient application by maintaining open space as meadow or forest planted exclusively with native plants. Native plants are well-suited to our climate and require limited maintenance.
  We acknowledge the need to reduce the necessity for nutrient application. We also acknowledge to implement exclusive native plants.

  Contact: DNREC Division of Watershed Stewardship's Watershed Assessment Section at (302) 739-9939.
  Website: https://dnrec.alpha.delaware.gov/watershed-stewardship/

Additional Sustainable Practices

- Install electric vehicle charging stations for staff, faculty, and visitors. Installation costs can vary significantly depending on the parking and electricity distribution at a given location, so it is often easier and cheaper to plan for the installation at construction, rather than doing costly retrofits later. The DNREC Division of Climate, Coastal and Energy offers rebates of up to 90% of the cost of the charging station for commercial, multi-unit dwelling and other public properties. These programs address climate change goals of reducing greenhouse gas emissions and improving overall air quality (https://dnrec.alpha.delaware.gov/climate-coastal-energy/clean-transportation/).
  Understood. Discussion is underway with the owner.

- Consider using renewable energy infrastructure such as solar or geothermal to reduce

energy costs and further reduce pollution created from offsite generation. Grant funds and incentives are available for Delmarva Power customers through the DNREC Green Energy Fund, which includes several funding types through the state's major electric utilities (https://dnrec.alpha.delaware.gov/climate-coastal-energy/renewable/assistance/).
Understood. Discussion is underway with the owner.

- Include space for recycling dumpsters within the preliminary site design stage. These can be placed adjacent to trash dumpsters.
  We acknowledge the need for recycling dumpsters within the preliminary site design stage.

- Incorporate nonmotorized connectivity and install bicycle racks where feasible to help facilitate non-vehicular travel modes.
  We acknowledge the need for nonmotorized connectivity and installing bicycle racks where feasible.

- Use efficient Energy Star rated products and materials in construction and redevelopment. Energy efficient appliances use less energy over time. This saves consumers and businesses money, while also helping to reduce pollution from power generation.
  We acknowledge the need for energy efficient appliances.

- Use structural paint coatings that are low in Volatile Organic Compounds to help protect air quality. Air pollution from new construction is generated through the use of maintenance equipment, paints, and consumer products like roof coatings and primers.
  We acknowledge the need for paint coatings low in Volatile Organic Compounds to protect air quality.

- Use recycled materials, such as reclaimed asphalt pavement, to reduce heat island effects on paved surfaces, prevent landfill waste, and lower material costs.
  We acknowledge the need for reclaimed asphalt pavement to reduce heat island effects on paved surfaces.

  Contact: DNREC Division of Climate, Coastal & Energy at (302) 735-3480.
  Website: https://dnrec.alpha.delaware.gov/climate-coastal-energy/

Delaware Emergency Management Agency – Contact Phillip Cane 302-659-2325

Population

- The county has a population density of 265.60 per square mile based on the US 2020 Census report, an increase from 2010 at 208.90 persons per square mile.
  We acknowledge that the population density has significantly increased per Census report.

- The specific census block(s) the project is located on has a total population of 0, though, with development, this will undoubtedly change.

Understood.

- The adjacent blocks aggregate brings the area to a total population of 445.
  Understood.

FEMA National Risk Index

- The FEMA National Risk Index is an online mapping application that identifies communities most at risk of 18 natural hazards: Avalanche, Coastal Flooding, Cold Wave, Drought, Earthquake, Hal, Heat Wave, Hurricane, Ice Storm, Landslide, Lightning, Riverine Flooding, Strong Wind, Tornado, Tsunami, Volcanic Activity, Wildfire, and Winter Weather. The FEMA National Risk Index is calculated by multiplying the Expected Annual Loss times the Social Vulnerability and dividing that by the Community Resilience.

$$\frac{\text{Expected Annual Loss} \times \text{Social Vulnerability}}{\text{Community Resilience}} = \text{Risk Index}$$

  Understood.

- According to FEMA's National Risk Index, the parcel(s) is considered **very low** for overall natural hazard risks.
  We acknowledge that the parcel is considered very low for overall natural hazard risks.

- Community Resilience is a consequence reduction risk component and a community risk factor that represents the ability of a community to prepare for anticipated natural hazards, adapt to changing conditions, and withstand/recover rapidly from disruptions. Social Vulnerability is a consequence-enhancing risk factor that represents the susceptibility of social groups to the adverse impacts of natural hazards.
  Understood.

- Its community resilience is rated as relatively moderate. In contrast, its social vulnerability is rated as relatively moderate.
  We acknowledge that both community resilience & social vulnerability are rated as relatively moderate.

Potential Parcel Solar Panel Capabilities

- Regarding energy use and consumption, the parcel utilizes electricity. as the predominant fuel for heating purposes.
  Understood.

- However, for electricity generation via solar panels, the parcels have an average photovoltaic power potential of 1496 kWh/kWp. As such, should solar panels be utilized, we recommend an optimum tilt of the photovoltaic modules at approximately 35°, which could provide a potential of 1811 kWh/m2.
  Understood. Discussion is underway with the owner.

Renewable Energy Commitment

- DEMA strongly encourages the use of renewable energies and high-efficiency appliances and utilities.
  We acknowledge that the use of renewable energies and high-efficiency appliances and utilities are encouraged.

- Regarding utilities, DEMA suggests incorporating 90% series furnaces/HVAC systems; the closer to 99%, the better, as well as A/C units of 20 Seer or greater. DEMA recommends using tankless water heaters, and battery backup systems for sump pumps to reduce potential water damage from power failure.
  We acknowledge the need to have furnaces/HVAC systems to be about 90%. We also acknowledge the need to take preventive measures to avoid potential water damage from power failure.

- Lastly, DEMA encourages the integration of modem and emerging technologies, such as the potential for electric vehicles in garages/parking lots, green roofs where applicable and allowable, and the like.
  We acknowledge the need to integrate modern and emerging technologies where applicable and allowable.

Delaware State Fire Marshall's Office – Contact Duane Fox 302-739-4394

- 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.
  Understood.

Should you have any questions or need additional information, please call.

Sincerely,
DAVIS, BOWEN AND FRIEDEL, INC.



Timothy M. Metzner, RLA, LEED AP ND
Associate / Sr. Landscape Architect

Enclosures

TMM
\\Atlas\sal\CIVIL\1022\1022A017 - Milford Middle School\submit\PLUS\2023-02-14\Response Letter.docx

cc: City of Milford – Mr. Rob Pierce, Planning Director

City of Milford, Delaware
Development Advisory Committee

Comment Sheet

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DATE OF REVIEW: March 6, 2023

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
Desiree B. McCall, CFI, Sr. Fire Protection Specialist
John A. Colpo, Fire Protection Specialist

AGENCY PHONE NUMBERS: **302-856-5298, Fax: 302-856-5800**

RE: MILFORD MIDDLE SCHOOL REVITALIZATION (23-012)

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. (Education)
- 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

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 Lakeview Avenue 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)
   - 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

STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL
DIVISION OF WATERSHED STEWARDSHIP
ENTERPRISE BUSINESS PARK
285 BEISER BOULEVARD, SUITE 102
DOVER, DELAWARE 19904

CONSERVATION PROGRAMS SECTION

PHONE: (302) 739-9921
FAX: (302) 739-6724

MEMORANDUM

TO: Steven Nichols, P.E., Civil Engineer
Davis, Bowen & Friedel, Inc.

FROM: Elaine Z. Webb, P.E., Engineer VI
DNREC Sediment and Stormwater Program

DATE: August 2, 2023

SUBJECT: Milford Middle School
512 Lakeview Avenue, Milford, DE
DNREC Project 2023-030

CC: Sara Hale, Chief Operating Officer, Milford School District
Rob Pierce, City of Milford
Bonnie Arvay, Acting Program Manager II, Sediment and Stormwater Program

The DNREC Sediment and Stormwater Program has reviewed the Sediment and Stormwater Management Step 2 plan submittal made July 10, 2023 for the above referenced project.

Please address the following comments:

1. Please submit DURMM files in Excel format and HydroCAD files in .hcp format with the next submittal.
2. The narrative of the geotechnical report indicates that 12" single ring infiltrometer tests were conducted for SMW-4 through SWM-12 but the test logs are labeled as 4" ring tests.
3. Provide a copy of the notice to the City of Milford for the intent to discharge to their stormwater system.
4. Provide a north arrow on the plan.
5. Update the DNREC Project Number on the coversheet to 2023-030. It seems that we made an error with the number included on the Project Application Meeting notes document.
6. Provide the printed name of the individual that will be signing the owner's certification.

7. The project level DURMM states that the pre-developed imperviousness within the LOD is 6.73 ac while the coversheet site data states the existing impervious is 6.261 acres. Confirm the existing and proposed impervious surface numbers in the site data on the coversheet because they conflict with the RPv computations. Likewise, the limit of disturbance on the coversheet does not agree with the LOD in DURMM.
8. In the Summary Table for RPv Site Compliance, the total site RPv requirement to be managed has been computed in Section 1, so the required runoff to be managed for DA1.2 need not be included. The HydroCAD routing shows over 20,000 cf of runoff being infiltrated in the infiltration basin in the RPv event, far exceeding the total site RPv management requirement. Adjust the Summary Table entries and include it in the narrative under the RPv compliance section.
9. Provide the numeric discharge hydrograph table from HydroCAD for the Pond IB1: Infiltration Basin with the RPv, Cv, and Fv routings.
10. Sheet C402 shows a pipe outlet sediment trap for management of 4.88 acres of drainage area. The pipe outlet is not indicated on the plan nor the discharge location. The scaled dimensions of the depression shown on the plans does not match the dimensions listed in the PST-1 data block.
11. The infiltration basin outlet pipe must be a minimum of 24" in diameter if an emergency spillway is not provided.
12. Confirm that the minimum maintenance access of 15 feet is provided to the perimeter and outlet structure of the infiltration basin.

Please provide and item by item response to these comments including how and where each comment was addressed when resubmitting. DNREC Sediment and Stormwater Program is satisfied that the Step 2 requirements have been met. Please address the above comments and proceed with preparation of the plan and report to address the Step 3 plan review checklist.

Submittals should be directed to DNREC.Stormwater@delaware.gov so that files may be retrieved, filed, and tracked properly for the most efficient review. Please reference the DNREC project number in the subject line of the submittal email.

If you should have any questions, please do not hesitate to contact me at Elaine.Webb@delaware.gov.

§ 200-8. 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) Local 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 interconnected streets 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 500 feet on arterial streets, 300 feet on collector streets and 100 feet on local 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) Street rights-of-way and roadway widths shall be as shown on the official map or development plan and, if not shown thereon, said widths for the various street types, shall not be less than as follows:

(a)

Street Type (feet)	Right-of-Way Width (feet)	Pavement Width (feet)	Pavement Width with Parking One-Side (feet)	Pavement Width with Parking Both Sides (feet)
Arterial	80 to 110	60 to 80	N/A	N/A
Collector	60	38	38	38
Local for all residential areas	60	24	30	36
Local for commercial areas	60	26	32	38
Cul-de-sac and Dead-ends	60	24	30	36
Marginal access	60	24	30	36
*Alley, one-way	20	12	18	24

Note:

* The City reserves the right to modify the minimum right-of-way and roadway widths where utilities or other items exist which would necessitate a wider access.

(b) Proposed subdivision streets serving lots with a lot width of less than 60 feet shall be required to provide on-street parking as outlined Chapter 200-8(A)(14)(a). On-street parking for each side of the street shall be determined based on the proposed minimum lot width for each side of the street.

(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 80 feet and a street right-of-way diameter of 100 feet. Dead-end streets are prohibited in alleys where public services are to be provided.

(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
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 City Standard Construction Specifications.

B. Sidewalks, curbs and shared-use paths.

(1) Sidewalks shall be required in all subdivisions on both sides of the street and shall have a minimum width of 5 feet.

(2) Curbs shall be required in all subdivisions to ensure proper drainage of stormwater.

(a) Where rolled curb is proposed, a minimum 3-foot-wide reserve grass strip shall be required between the sidewalk and the curb.

(b) Sidewalk may be placed directly against upright curb.

(3) All required sidewalks shall be constructed in accordance with the City Standard Construction Specifications.

(4) Shared-use paths shall be connected with existing paths and shall be consistent with the City's Bicycle Master Plan and Comprehensive Plan.

C. Easements.

(1) A stormwater or drainage right-of-way with adequate width shall be provided where a subdivision is traversed by a watercourse, drainageway, channel, pipe or stream. Parallel streets, parkways or greenways may be required in relation thereto.

(2) Each lot in a proposed subdivision shall provide a 5-foot-wide general utility easement on each side lot line, a 10-foot-wide general utility easement along the rear property line, and a 15-foot general utility easement along the frontage of the lot for the installation of City utilities and conveyance of drainage.

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 or be less than 500 feet in length between street lines.

(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 those adjacent to 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 five feet wide.

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 meeting the minimum lot width requirements of the zoning code.

(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 by the 100-year flood elevation 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. General grading.

(1) 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.

G. Improvements.

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

(a) Paved streets.

(b) Street signs meeting the State of Delaware, Department of Transportation, Manual on Uniform Traffic Control Devices, latest edition.

(c) Curbs and gutters. Curbs shall be required on both sides of proposed streets as per the City Standard Construction Specifications.

(d) Sidewalks or shared use paths located on both sides of the street.

(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 a Registered Landscape Architect.

(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. Permanent monuments shall be placed on each corner of any building lot by the developer and along the project boundary and the right-of-way at all corners and tangent points prior to final settlement for the property.

(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] Water and sewer services shall be made available to all adjacent properties.

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

[4] No underground utility installation shall be covered until inspected and approved by the City.

(2) The developer shall complete all utilities and street improvements not specifically waived by City Council in accordance with the City Standard Construction Specifications and with any additional requirements specified by the City Council. (3) 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.

[Ord. No. 2013-7, § 1, 9-23-2013; Ord. No. 2019-13, § 1, 7-22-2019; Ord. No. 2022-05, § 3, 1-24-2022]

§ 230-9. R-1 Single-Family Residential District.

In an R-1 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 intent of the R-1 Residential District is to preserve the spacious residential atmosphere and quality of living of existing low-density residential development, to provide for the orderly and appropriate development of new low-density housing and to allow related uses that would not be detrimental to the residential character of the district.

B. Permitted uses. Permitted uses for the R-1 District shall be as follows:

(1) A single-family detached residential dwelling.

(2) Farming, agricultural activities and roadside stands for the sale of farm and nursery products produced on the property where offered for sale.

(3) Municipal and public services and facilities, including City Hall, water storage towers, water reservoirs, water pumping stations, water treatment plants, sewage pumping stations, sewers (storm and sanitary), street rights-of-way, utility transmission and distribution lines, public transportation bus or transit stops, police and fire stations and substations for electric, gas and telephone facilities.

(4) Parks, playgrounds, athletic fields, recreation buildings, swimming pools and community centers operated on a noncommercial basis for recreation purposes.

(5) Customary residential accessory uses, such as private garages, swimming pools and storage sheds, may be located in any required side or rear yard provided:

(a) The primary residence must exist or be under construction.

(b) All such buildings in the aggregate shall not occupy more than 30 percent of the area of the required rear and side yard.

(c) An accessory structure may not dominate in area, extent or purpose to the principal use or structure. The area of the principal structure shall be calculated using the definition of floor area in this chapter with the inclusion of attached garages.

(d) Such buildings shall be setback five feet from any lot line and shall not be located less than five feet from a principal structure.

(6) Home occupational/office (subject to the following special requirements):

(a) The business activity shall be compatible with the residential zoning of the property and surrounding uses.

(b) The use is carried on entirely by the inhabitants of the dwelling, and shall employ no employees other than family members residing in the dwelling.

(c) The use does not involve any customer, client, or patient visits, whether vehicular or pedestrian, to the dwelling.

(d) Such use involves no pickup, delivery, or removal functions to or from the premises in excess of those normally associated with the residential use.

(e) There shall be no display or sale of retail goods and no stockpiling or inventory of a substantial nature.

(f) There shall be no outside appearance of a business use, including, but not limited to, parking, signs or lights.

(g) The business activity may not use any equipment or process which creates noise, vibration, glare, fumes, odors or electrical or electronic interference detectable to normal senses beyond the property in excess of levels customarily generated by a residential use.

(h) The business activity may not generate any solid waste or sewage discharge, in volume or type, which is not normally associated with residential use in the neighborhood.

(i) The business activity shall only be conducted within the dwelling and the floor area devoted to such use shall not exceed 30 percent of the total floor area for the principal residential structure.

(j) As long as all other criteria is met, more than one home occupation shall be permitted per lot or dwelling.

(k) The practice of a home occupation shall be conducted entirely within the dwelling which is the bona fide residence and under ownership of the principal practitioner or contained entirely within an accessory building and located on the same lot as the dwelling.

(l) There shall be no change in the exterior appearance of the dwelling, any accessory building and/or the lot, which would cause the premises to differ from its residential character.

(m) There shall be no storage or use upon the premises (beyond normal household use) of toxic, explosive, polluting, dangerous, or other substances defined as hazardous by DNREC, or through applicable regulations.

(n) There shall be no unenclosed exterior storage of material or refuse resulting from the home occupation.

(o) Prohibited minor home occupations. Minor home occupations shall not include the following uses:

[1] Animal shelter, commercial kennel or veterinary office;

[2] Rooming or boarding home;

[3] Bed and Breakfast;

[4] Funeral home;

[5] Restaurant;

[6] Outdoor café;

[7] Club or lodge;

[8] Medical or dental office;

[9] Retail shop;

[10] Rental business;

[11] Furniture stripping;

[12] Auto or small engine repair;

[13] Painting of vehicles, trailers, or boats;

[14] Manufacturing, repairing or other mechanical work performed in connection with the home occupation performed in any outdoor area;

[15] Private school with organized classes; private schools are defined as any building or groups of buildings, the use of which meets state requirements for elementary, secondary or higher education and which does not secure the major part of its funding from any governmental agency;

[16] Welding shop;

[17] Other uses of similar character to those listed above.

(7) Family day care home. An occupied residence in which a person provides care for children other than his/her own family and the children of close relatives for compensation. Such care in a family day care home is limited to that care given to six or fewer children with a maximum of three children allowed for after school care. Such child care facility shall be permitted as an accessory use.

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 in Article IX of this chapter:

(1) Churches and other places of worship and cemeteries.

(2) Public and private elementary, junior or senior high schools.

(3) Day-care facilities, including large family day cares involving more than six children.

(4) Conversion of a one-family dwelling into multiple dwelling units, if such dwelling is structurally sound but too large to be in demand for one-family use and if that conversion would not impair the character of the neighborhood, subject to conformance with the following requirements:

(a) There shall be a lot area of at least 2,000 square feet for each unit to be accommodated.

(b) There shall be a gross leasable floor area, computed as the sum of those areas enclosed by the outside faces of all exterior walls surrounding each story used for the residence, exclusive of any area for any accessory private garage, of at least 500 square feet per family to be accommodated.

(c) Fire escapes and outside stairways leading to a second or higher story shall, where practicable, be located on the rear of the building and shall not be located on any building wall facing a street.

(5) Accessory dwelling units. Accessory dwelling units include accessory apartments and accessory cottages and are subject to the following requirements;

(a) One dwelling unit on the property shall be owner-occupied. A notice and declaration of land use restriction to this effect shall be signed and recorded prior to issuance of a certificate of use and/or building permit for the accessory dwelling unit.

(b) Only one accessory dwelling unit (either apartment or cottage) shall be permitted per property.

(c) Accessory Apartments.

[1] Accessory apartments are only permitted within single-family detached dwellings.

[2] The floor area of an accessory apartment shall not exceed 35% of the single-family detached dwelling.

(d) Accessory Cottages.

[1] An accessory cottage shall contain at least 220 square feet of floor area. The floor area of an accessory cottage shall not exceed 40% of the floor area of the single-family detached dwelling to which it is accessory or 1,200 square feet, whichever is greater.

[2] For an accessory cottage which will be a new structure, the exterior materials, roof form, and window spacing and proportions of the accessory cottage shall approximate those of the existing or proposed single-family detached dwelling.

[3] For an accessory cottage located within an existing garage or other outbuilding, the structure is not required to approximate the exterior features of the existing single-family detached dwelling, but any exterior modification should be consistent with the architectural style of that structure unless the building is upgraded per the requirements for new structures.

[4] Accessory cottages shall comply with the principal structure setbacks for the respective zoning district, unless the accessory cottage is located within an existing garage or other outbuilding, for which the structure must meet the accessory structure setbacks for the respective zoning district.

(6) Major Home Occupation. A home occupation that does not meet one or more of the criteria for a minor home occupation shall be defined as a major home occupation and subject to the following requirements:

(a) Major home occupations shall be permitted only in single-family detached dwellings or an accessory structure to a single-family detached dwelling

(b) The area used for a major home occupation shall not exceed 30 percent or 600 square feet of the total floor area of the principal residential structure or accessory structure.

(c) No more than one person, other than resident members of the immediate family may be employed or subcontracted at the residence. Use of nonresident employees must have prior approval from City Council.

(d) No more than two clients at any one given time shall be permitted to visit the premises to conduct business related to the major home occupation.

(e) No articles shall be sold or offered for sale except those produced on the premises. Such sales must have prior approval from City Council.

(f) Where employees or customer visits are anticipated, off-street parking shall be provided in a sufficient capacity to prevent interference with normal residential parking in the neighborhood. Minimum off-street parking shall apply as outlined in Article IV Off-street Parking and Loading Standards.

(g) Beauty parlors and barber shops may be permitted as a major home occupation provided that no more than two stylist or barber chairs are provided and all other provisions of this ordinance are met.

(h) Instructional services may be permitted as a major home occupation provided that a maximum of three students may be instructed at any one time, and there shall be no more than two trips per hour.

(i) The practice of a home occupation shall be conducted entirely within the dwelling which is the bona fide residence and under ownership of the principal practitioner or contained entirely within an accessory building and located on the same lot as the dwelling.

(j) There shall be no change in the exterior appearance of the dwelling, any accessory building and/or the lot, which would cause the premises to differ from its residential character.

(k) The business activity may not use any equipment or process which creates noise, vibration, glare, fumes, odors or electrical or electronic interference detectable to normal senses beyond the property in excess of levels customarily generated by a residential use.

(l) Deliveries from major commercial suppliers which may be disruptive to the neighborhood shall not be made between the hours of 8:00 pm prevailing time and 8:00 am prevailing time.

(m) There shall be no storage or use upon the premises (beyond normal household use) of toxic, explosive, polluting, dangerous, or other substances defined as hazardous by DNREC, or through applicable regulations.

(n) There shall be no unenclosed exterior storage of material or refuse resulting from the home occupation.

(o) All commercial vehicles shall be parked on the same lot as the home occupation, and only one commercial vehicle may be parked outside of a garage, enclosed structure, or screened parking space within the lot boundaries. Such a commercial vehicle shall have no more than two axles. There shall be not storage of tractor-trailers on the lot on which the home occupation is located.

(p) Prohibited major home occupations. Major home occupations shall not include the following uses:

[1] Animal shelter, commercial kennel or veterinary office;

[2] Rooming or boarding home;

[3] Bed and Breakfast;

[4] Funeral home;

[5] Restaurant;

[6] Outdoor café;

[7] Club or lodge;

[8] Medical or dental clinic (two or more doctors or dentists);

[9] Retail shop;

[10] Rental business;

[11] Furniture stripping;

[12] Auto or small engine repair;

[13] Painting of vehicles, trailers, or boats;

[14] Manufacturing, repairing or other mechanical work performed in connection with the home occupation performed in any outdoor area;

[15] Private school with organized classes; private schools are defined as any building or groups of buildings, the use of which meets state requirements for elementary, secondary or higher education and which does not secure the major part of its funding from any governmental agency;

[16] Welding shop;

[17] Other uses of similar character to those listed above.

(7) Social club or fraternal, social service, union or civic organization.

(8) Cultural facilities, including a library, museum or art gallery.

(9) Country club, regulation golf course, including customary accessory uses, provided that all buildings have a minimum setback of 120 feet from all street and property lines.

(10) Planned unit development, see requirements in Chapter 230-19.9.

(11) Bed-and-breakfast, subject to the following requirements:

(a) The bed-and-breakfast establishment does not adversely affect the residential character of the neighborhood and such use is carried on in an existing residential structure.

(b) The building proposed for use as a bed-and-breakfast must have the owner of the bed-and-breakfast residing in the building as his/her principal residence.

(c) The serving of meals shall be limited to breakfast and afternoon tea for overnight guests and customers.

(d) Rooms used for sleeping shall be part of the primary residential structure and shall not have been specifically constructed for rental purposes.

(e) No exterior alterations other than a sign and those required by law to ensure the safety of the structure shall be made.

(f) The bed-and-breakfast operation shall not use more than 50% of the floor area of the principal residence. Common areas such as the kitchen, foyer, living room or dining room are not included in this calculation.

(g) No areas shall be floodlit. Drives and parking areas shall not be illuminated by lighting fixtures higher than 20 feet. Sidewalks shall not be illuminated by lighting fixtures higher than 15 feet. Exterior lighting shall be so shaded as to prevent illumination off-site. All external lighting, except for demonstrated security needs, shall be extinguished by 10:00 p.m.

(12) Funeral Home or undertaker

D. Area regulations.

(1) Minimum lot area shall be 10,000 square feet. Minimum interior lot shall be 10,000 square feet. Minimum corner lot shall be 13,000 square feet.

(2) Maximum lot coverage shall be 40%.

(3) Minimum lot width shall be 80 feet.

(4) Height of buildings shall not exceed 35 feet. Accessory buildings shall not exceed 15 feet in height.

(5) Minimum front yard setback line shall be 25 feet.

(6) Minimum rear yard shall be 25 feet. For corner lots the rear yard may be reduced 20% in depth to allow for skewing of a residential dwelling on the lot.

(7) Side yards shall be provided as follows: each lot shall have two side yards with a minimum of 12 feet each.

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

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

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

(11) Open space and recreational requirements shall comply with Chapter 230-19.7.

(12) Accessory structures for non-residential uses in aggregate shall occupy no more than 30 percent of the required rear and side yard of the lot area and may not dominate in area, extent or purpose to the principal use or structure. The area of the principal structure shall be calculated using the definition of floor area in this chapter.

(13) Accessory structures for non-residential uses shall be located in the side and rear lot areas.

(14) Accessory structures for non-residential uses shall meet the principal use setbacks and shall not be located less than 5 feet from a principal structure.

[Ord. No. 2022-06, 1-24-2022]

§ 230-19.8. Tree Planting and Preservation.

A. Purpose. The purpose of this section is to establish standards and requirements for the protection and planting of trees and woodlands because it is recognized that woodlands and trees are not only desirable, but are essential to the health, safety, and welfare of the population in that they provide oxygen, reduce carbon dioxide, stabilize soil, cleanse the air by transpiring clean water into the atmosphere, cleanse water passing into the ground through the root system, provide protection for wildlife and their habitats, provide shade, reduce noise and glare, increase property values, and provide an important physical, aesthetic, and psychological balance to the built environment.

B. Definitions.

CALIPER DIMENSION — The term "caliper dimension" means an outside diameter measurement of the trunk of a tree measured at a vertical distance of three feet above grade.

CLEARING — The removal of trees from an area of 5,000 square feet or greater, whether by cutting or other means. The term "clearing" shall not include the removal of trees for landscaping purposes by individual lot owners.

DESIGN PROFESSIONAL — The term "design professional" shall be any person licensed as a landscape architect or architect, or Delaware certified nursery professional.

DEVELOPMENT AREA — The area containing all new site features (buildings, parking and drive areas, pedestrian walks, stormwater management areas, buffer areas etc. but not underground utilities) proposed by a plan. The development area shall be delineated using property lines and lines run straight across the property from one property line to another without bending or curving.

DRIPLINE — A line on the ground established by a vertical plane extending from a tree's outermost branch tips to the ground, i.e., the line enclosing the area directly beneath the tree's crown, from which rainfall would drip.

TREE — Any self-supporting, woody perennial plant, usually having a main stem or trunk and many branches and at maturity normally attaining a trunk diameter greater than three inches at any point and height of over ten feet.

TREE PROTECTION AREA — Any portion of a site wherein are located existing trees which are proposed to be retained in order to comply with the requirements of this section. The tree protection area shall include no less than the total area beneath the tree canopy as defined by the dripline of the tree or group of trees collectively.

WOODLAND — An area of contiguous wooded vegetation (7,500 square feet or greater), where trees exist at a density of at least one tree with a caliper dimension of six inches or greater per 375 square feet of land and where the tree branches form a contiguous canopy.

C. Applicability. The terms and provisions of this section shall apply to any activity on real property which requires conditional use, site plan or subdivision approval of the Planning Commission or City Council as set forth in Chapter 200 and Chapter 230, except the provisions in [sub]section 19.8(D) which shall apply to all real property.

D. Tree preservation.

(1) Trees required by the City to be replaced. Trees required by the City as a part of a conditional use, subdivision, or site plan approval shall not be removed unless they are diseased or infested, or present a danger to life and property. In cases where such trees are removed, they must be replaced with a tree planting in accordance with the table of trees standards kept in the Planning Department.

(2) Trees of special value. Trees having a historic value, as determined by the state historic preservation officer, or that are of an outstanding nature due to type or species, age, or other professional criteria, may be required by the City to be preserved. Such trees may be prohibited from being removed by the Planning Director until such time that the City has granted approval to remove such trees.

(3) Tree preservation in wetlands. No portions of wetland areas shall be developed or cleared of vegetation unless granted permission under state and/or federal permit; and they shall remain as essentially undisturbed areas protected under the provisions set forth in Chapter 230.

(4) Clearing prohibited without approval. Clearing, as defined by this section, for any purpose whatsoever, except the establishment of trails and pathways (not greater than eight feet in width) and open yard areas, shall be prohibited unless approved by the City through the site plan, conditional use, or subdivision review process.

E. Woodland preservation.

(1) Tree preservation and selective clearing plan required. All site development proposals which involve the development of woodland areas and require City approval shall include a tree preservation and selective clearing plan as part of the preliminary submission plan. The tree preservation and selective clearing plan shall be prepared in accordance with the provisions of subsection 19.8(E), subsection 19.8(G) and subsection 19.8(H) of this section.

(2) Limited clearing for site development allowed. Generally, site development plans for the construction of a new building within existing woodland areas shall limit clearing of the land to those areas necessary to provide for the placement of the building or group of buildings, adequate access onto the property and to the proposed building or group of buildings, utility placement, off-street parking and yard areas to allow for daylight infiltration and building maintenance. When woodland areas are proposed to be cleared to allow for new construction, clearing within the area of the proposed construction shall be limited to an area of 30 feet from proposed building foundation, and 15 feet from off-street parking lots, and utility placement.

(3) Maximum clearing requirement. Specifically, no more than 50 percent of a lot, parcel or tract of land occupied by woodland vegetation may be cleared for any purpose.

F. Tree preservation and planting in nonwoodlands.

(1) Tree preservation and planting plan required. All developments requiring approval of the City shall be required to submit, with its application and plans, a tree preservation and planting plan as set forth in subsection 19.8(H), and shall conform with the following provisions.

(2) Tree density. For each property required to submit a tree preservation and planting plan, a development area as defined in this section shall be delineated within the nonwoodland area of the property. Within this development area, existing trees may be retained and new trees shall be planted such that the development area shall attain or exceed a tree density of one tree per 3,000 square feet or fraction thereof.

(3) Minimum standards for new trees. For new trees to be counted toward the required tree density, they must be of a species and size as set forth in the table of trees approved by the City and kept on file in the office of the Planning Director, or be of an alternate species found acceptable by the City.

(4) Minimum standards for existing trees. For existing trees to be counted toward the required tree density, the tree shall have a minimum caliper dimension of two inches. No trees over eight inches in caliper dimension shall be removed unless within an area of 30 feet from the proposed building foundation, off-street parking lot, and utility placement.

G. Tree protection and planting requirements.

(1) Application. The following guidelines and standards shall apply to activities regulated under Chapter 200 or Chapter 230:

(2) Protection required. To protect the required trees or woodland and their critical root zone, a tree protection area delineated by the dripline of a tree or group of trees to be retained, shall be established. The protection area shall not be disturbed by site utility and grading work, by construction activities such as parking, material storage, concrete washout, sedimentation intrusion or erosion, or other activity. Damage to trees or woodlands and their critical root zones shall require tree plans to be revised to compensate for the loss as determined by the City Arborist or a qualified professional/consultant.

(3) Protection measures. Tree protection areas shall be protected by fencing, staking, or continuous ribbon and, where necessary, silt screens which shall be situated to coincide with the dripline of the tree or group of trees to be preserved. Protection measures shall be erected prior to construction, and must remain until final landscaping is installed.

(4) Planting requirements. New trees proposed to be planted for credit toward the density requirement shall have spacing that is compatible with the spatial site limitations and with responsible consideration toward species size when mature. Species selected for planting must be ecologically compatible with the specifically intended growing site. Trees selected for planting shall be free from injury, pest, disease, and disorders.

H. Tree preservation, planting and selective clearing plans.

(1) Plan specifications. A tree preservation and planting plan or a preservation and selective clearing plan, prepared by or in conjunction with a design professional, shall be shown on a copy of a preliminary major subdivision plat, or site plan, as appropriate to the proposed development, drawn to the same scale and covering the same area as the other plan documents prepared for the Planning Commission or City Council meeting. The plan may be combined with a required buffer and landscape plan for the project, at the option of the developer. The plan shall provide sufficient information and detail to clearly demonstrate that all applicable requirements and standards of this section will be fully satisfied.

I. Tree mitigation.

(1) City Council or Planning Commission waiver. The City Council or Planning Commission may waive the provisions of subsections 19.8(E)(2), 19.8(E)(3), and 19.8(F)(2), and require replacement planting for mitigation purposes should the City Council or Planning Commission determine, after demonstration by the applicant, that due to physical limitations of the land which would otherwise prohibit the reasonable use of the land, or for purposes of preserving, protecting and promoting the interest of

public health, safety, welfare and/or public convenience. All tree mitigation plantings must occur within the corporate limits of the City of Milford. Tree mitigation may occur off-site in accordance with the provisions listed below in this ordinance:

(a) If a waiver is sought from the provisions of subsection 19.8(F)(2), new tree plantings are required at a rate of 1:1. All new tree plantings shall meet the minimum size at planting requirements of the City of Milford table of trees.

(b) If a waiver is sought from the provisions of subsection 19.8(E)(2) and/or subsection 19.8(E)(3), then mitigation must be in the form of newly created woodland areas. New woodlands shall be created at a rate of 1.25 times the amount of woodlands to be removed. A woodland mitigation plan shall be prepared by a licensed forester, landscape architect, or certified nursery professional, for the consideration of the City Council or Planning Commission.

(c) All tree mitigation must occur on-site unless an off-site location is specifically approved by the City Council or Planning Commission. When considering off-site locations for tree mitigation, the City Council or Planning Commission shall consider:

[1] A physical hardship related to the land which would otherwise prohibit compliance on the subject site.

[2] Whether the mitigation plan proposed by the applicant is superior in terms of environmental benefits, tree quality, or aesthetic qualities compared to strict compliance with the ordinance on-site.

(2) Tree mitigation required for unauthorized clearing. In the event that trees or woodland areas to be preserved under this ordinance or as a condition of a site plan, subdivision, or conditional use approval are illegally removed, tree mitigation shall be required. All tree mitigation plantings must be placed on the same lot, parcel, or tract on which the illegal clearing occurred. All replacement trees must be of the same or a similar variety as the trees illegally removed.

(a) If trees have been removed from non-woodland areas, new tree plantings shall be provided in accordance with the table below:

Caliper Dimension of Trees Removed	Number of Trees Required	Caliper dimension at Planting
25″ or larger	5 trees	3″
17″ to 24″	3 trees	3″
9″ to 16″	3 trees	3″
8″ or less	2 trees	3″

* Note—All trees replanted must be guaranteed to survive a minimum of one year.

(b) If trees have been removed from woodland areas, then mitigation must be in the form of newly created woodland areas. New woodlands shall be created at a rate of 1.75 times the amount of woodlands that were illegally removed. The woodland unlawfully removed must be replanted to satisfy a portion of this requirement. A woodland mitigation plan shall be prepared by a licensed forester, landscape architect, or certified nursery professional, for review and approval by the Planning Director.

(c) If the applicant wishes to provide replacement plantings on any property other than the one on which illegal clearing occurred, the mitigation plan must be reviewed and approved by the City Council or Planning Commission. When considering off-site locations for tree mitigation, the City Council or Planning Commission shall consider:

[1] A physical hardship related to the land which would otherwise prohibit compliance on the subject site.

[2] Whether the mitigation plan proposed by the applicant is superior in terms of environmental benefits, tree quality, or aesthetic qualities compared to strict compliance with the ordinance on-site.

(3) The City Council or Planning Commission may require tree mitigation areas to be planted in permanent conservation through deed restrictions, conservation easements, or donations to land trusts.

[Ord. No. 2022-06, 1-24-2022]

§ 230-20. General provisions.

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

B. Parking spaces in residential driveways and garages. Driveways and garages shall be considered as constituting off-street parking space for one-family detached, semidetached, townhouse and multi-family dwellings , provided that the driveway shall be a minimum of 10 feet in width with a curb cut no greater than 20 feet in width and such driveways and garages meet the minimum requirements for off-street parking outlined in this section. Residential driveways must be constructed with an approved dustless surface such as asphalt, concrete, pavers or other material that will not wash away or emit dust into the air. Residential driveways shall provide a minimum of two feet of separation between the driveway and the side property line, unless a cross-access easement agreement is provided between property owners for a shared driveway. Driveways for corner lots shall be located off of the street with a lesser road classification as determined by the Planning Director and shall be located as far away from the intersection as practically possible. Curb cuts shall be constructed as required by the City Construction Standards and shall be limited to the frontage of the lot served.

C. Location of parking spaces within parking lots. All parking spaces shall be set back 15 feet from any street line and 5 feet from any property 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.

D. 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.

E. 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 in this zoning district.

F. Parking lots. Whenever a parking lot is located across the street from a residential use, it shall be edged with low-profile evergreen hedge planting located along a line drawn parallel to the street and a distance of 10 feet therefrom, such hedge to be interrupted only at points of ingress and egress. The open area between such hedge and the street shall be landscaped in harmony with the landscaping prevailing on neighboring properties fronting on the same street. 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.

G. 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.

H. 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.

I. Non-residential 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 24 feet and not more than 32 feet in width when the entrance requires two-way traffic, unless otherwise approved by the State of Delaware Department of Transportation for an entrance on a State maintained road. Such accessway shall not be less than 12 feet in width when the entrance is for one-way traffic, unless otherwise approved by the State of Delaware Department of Transportation for an entrance on a State maintained road. No two accessways on the same lot shall be placed within 75 feet of each other. The entrance shall be setback 5 feet from any adjoining property line unless otherwise noted under the conditional use requirements.

J. 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.

K. All permanent parking areas shall be enclosed with upright concrete curbing at least six inches in height. The Planning Director may relax this requirement for a portion of a parking area when there is a demonstrated need to convey stormwater to a proposed or approved stormwater management area. Parking blocks are required at the head of all parking spaces where curb is not provided. Curbing shall not be required for loading areas, handicapped access and for parking spaces accessory to a one-family or two-family residence. Buildings and sidewalk shall be protected by upright concrete curing at least six inches in height, bollards or other object approved by the Planning Director that demonstrates protection of pedestrians and property.

L. Parking Lots: Interior Landscaping. To reduce the visual impact of large expanses of parking and to create a more pedestrian-friendly environment, interior parking lot landscaping is required. Green space in the form of landscape islands and/or peninsulas are required to break up rows of parking spaces as follows:

(1) If the total number of parking spaces is less than 100, the minimum requirement is:

(a) Islands at both ends of each row of parking (minimum of 9' x 18').

(b) One island or peninsula (minimum of 9' x 18') for every 10 contiguous spaces.

(c) No more than two (2) contiguous bays (four total rows) without a 9' wide island separating the two (2) bays from additional parking bays or drive aisles.

(d) Minimum of one (1) 2-1/2" caliper shade tree with a mature height of 12 feet shall be provided per 200 square feet of interior green space within the parking lot islands.

(2) If the total number of parking spaces is 100 or greater, the minimum requirement is:

(a) Islands at both ends of each row of parking (minimum of 9' x 18').

(b) One island or peninsula (minimum of 9' x 18') for every 12 contiguous spaces.

(c) No more than three (3) contiguous bays (six total rows) without a 9' wide island separating the three (3) bays from additional parking bays or drive aisles.

(d) Minimum of one (1) 2-1/2" caliper shade tree with a mature height of 12 feet shall be provided per 200 square feet of interior green space within the parking lot islands.

M. Bicycle Parking Facilities. All parking facilities containing less than ten (10) parking spaces shall provide one bicycle rack with no less than five (5) spaces. For parking facilities with ten (10) or more parking spaces, five (5) bicycle spaces plus one (1) per every twenty (20) parking spaces shall be provided, not to exceed more than twenty (20) bicycle parking spaces in any one facility. The Planning Commission or City Council may waive the requirement for the bicycle parking if it is demonstrated that bicycle parking would not be appropriate for safety reasons or due to the nature of the use of the site.

N. Illumination. Parking lots shall be property illuminated per the most recent version of the Illuminating Engineering Society (IES) Standards.

O. Parking of vehicles on unpaved surfaces within the front yard of all districts shall be prohibited. Exception: emergency vehicles.

P. Garbage Enclosure. Commercial, industrial, institutional or residential multi-family sites shall provide trash enclosures to adequately serve the proposed uses. Enclosures shall be conveniently placed on the site for commercial or residential tenants to use and shall be no farther than 300 feet from the intended users. Trash enclosures shall be constructed with similar materials to other buildings on the site. Receptacles shall be situated at an appropriate location as to not constitute a nuisance for users of the property and adjoining property owners and shall be appropriately screened to improve the appearance of the area.

[Ord. No. 2022-06, 1-24-2022]

§ 230-21. Parking and loading standards.

A. Design standards.

(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
90°	9	18	20 feet (one-way) 24 feet (two-way)
60°	9	20	18 feet (one-way) 22 feet (two-way)
45°	9	18	14 feet (one-way) 22 feet (two-way)
Parallel	10	20	14 feet (one-way) 22 feet (two-way)

(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).

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
Auditorium, stadium, assembly hall, gymnasium, theater (excluding drive-in) and community or recreation center	1 space per 4 seats or 1 space per each 40 square feet of floor area available for the accommodation of movable seats in the assembly room, whichever applies

Automotive Repair	3 spaces per service bay
Automotive or Outdoor Sales	1 space per 200 square feet of floor area in the main display room plus 1 space per each 1,500 square feet of outdoor display area plus 1 space for each employee on the shift of greatest employment
Bed and Breakfast	1 space per guestroom plus required parking for family residence
Community Residential Treatment Program	1 space per 4 residents plus 1 space per employee
Daycare, Nursery School or Kindergarten	1 space per 10 children plus 1 space per employee on the shift of greatest employment
Elementary or Junior High School	1 space for each 8 seats in auditorium, cafeteria or gymnasium
High School, Technical School, College or University	1 space for each classroom plus 1 parking space for each employee or 1 space for each 5 auditorium seats, whichever is greater
Fire station	1 space per employee on the maximum shift or 1 space for each 40 square feet of floor area available for the accommodation of movable seats in the assembly room, whichever is greater
General Offices	1 space per 250 square feet of gross floor area
Medical and Dental Offices	1 space per 200 square feet of gross floor area
Hospitals, Nursing Home or Sanatorium	1 space per 3 beds
Hotel and motel	1 space for each guest room plus 75% of the normal spaces required for accessory uses (e.g. banquet rooms, meeting rooms, restaurants, etc.)
Indoor and commercial outdoor recreation	1 space for each 150 square feet of gross floor area or 1 per 4 seats of facilities available for patron use, whichever is applicable
Industrial, manufacturing or wholesaling establishment	1 space per 2 employees on the shift of the greatest employment, plus 1 per 200 square feet of floor area devoted to sales
Museum, Art Gallery, Library and similar use	1 space per 300 square feet of gross floor area
Places of Worship	1 space per 4 seats or 1 space for each 40 square feet of floor area available for the accommodation of movable seats in the assembly room, whichever applies
Professional Home Occupation	1 space per 300 square feet of floor area devoted to a business plus 1 space per each outside employee, if there is one
Restaurants, fast food, taverns and similar uses	1 space per 3 seating accommodations
Retail or Service	1 space per 200 square feet of gross floor area
Rooming and boarding house or converted unit	1 space per bedroom
Dwelling, single-family detached, semi-detached, townhouse, mobile home, or multi-family dwelling unit	2 ½ spaces per dwelling unit
Accessory Dwelling Unit	1 ½ spaces per dwelling unit
Social club and fraternal, social service, union and civic organization building	1 space per 4 seats or 1 space for each 40 square feet of floor area available for the accommodation of movable seats in the assembly room, whichever applies
Undertaker or Funeral Home	1 space per 4 seats in the largest assembly room plus 1 space per employee

(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 5,000 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 berths must be functionally related to the building, and be situated where actual loading and unloading activities are intended to occur. Loading berths located remotely from the building will not be permitted, unless the applicant can demonstrate the utility of such berths. Loading berths are not permitted between the street and building, except where a property fronts three or more streets. This section of the ordinance shall not preclude the designation of an area in front of the building for parcel pick-up, mail deliveries, or passenger loading.

(3) One required off-street loading berth shall have minimum dimensions of 12 feet wide and 60 feet long. If more than one loading berth is required, subsequent berths may have minimum dimensions of 12

feet wide and 40 feet long. At no time shall any part of a truck or van be allowed to extend into a public right-of-way or thoroughfare while the truck or van is being loaded or unloaded.

(4) Adequate off-street truck maneuvering space shall be provided on-lot and not within any public street right-of-way or other public lands. Internal site circulation lanes are to be designed with adequate turning radii to accommodate the size and efficient maneuvering of delivery vehicles.

[Ord. No. 2022-06, 1-24-2022]

ARTICLE V Landscape Screening

§ 230-22. District requirements.

A. Residential districts.

(1) In any R-1, R-2, R-3 and R-8 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 or R-8 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.

(3) Buffers along arterial streets. Where development proposals front on an arterial street, a landscape buffer shall be required along the arterial road frontage. These buffer areas shall be a minimum of 30 feet in depth, measured from the right-of-way line of the arterial street, and shall, at the time of development of the property, be planted with a variety of trees, shrubs and ground cover so as to create a distinctive and consistent visual character of the arterial street. The landscape design and planting plan for these arterial street buffer areas shall be subject to the approval of the Planning Commission or City Council as an integral part of the site development plan. When it can be demonstrated to the satisfaction of the Commission or City Council through the plan review process that, due to specific constraints related to existing lot size, lot configuration or the orientation of existing buildings on adjoining properties, compliance with this section would severely limit the development potential of the property or would cause the property to be out of character with the surrounding built environment, the Commission or City Council may approve a lesser amount of buffering, provided that the basic objective of establishing landscaped green space along arterial roadways is achieved.

B. Commercial districts. In any C-1, OB-1, OC-1, C-2 or C-3 District, a fifteen-foot visual and sound buffer area shall be provided on non-residential use properties (other than agricultural uses) when abutting a residential use. Screening shall consist of an opaque barrier at least six feet in height accompanied by landscaping.

(1) Opaque barrier options. The requirement for the opaque barrier may be met by choosing one of the following:

(a) An opaque wooden fence.

(b) A wall constructed of masonry materials, either stucco, brick, split-faced block, or decorative concrete.

(c) An earthen berm (4:1 maximum side slopes).

(d) Dense, durable and continuous evergreen tree planted screen of at least six feet in height at the time of planting and arranged to effectively achieve an opaque visual buffer.

(e) Any combination of fencing, landscaping and/or berming that achieves a six-foot-high opaque barrier.

C. Institutional, Industrial and Business Park Districts: H-1, IM, IS, I-1, I-2, and BP.

(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 feet and seven feet above ground level.

(2) Each use established in these districts shall provide a 50-foot visual and sound buffer area on non-residential use properties (other than agricultural uses) when abutting a residential use. Screening shall consist of an opaque barrier at least six feet in height accompanied by landscaping.

(a) Opaque barrier options. The requirement for the opaque barrier may be met by choosing one of the following:

[1] An opaque wooden fence.

[2] A wall constructed of masonry materials, either stucco, brick, split-faced block, or decorative concrete.

[3] An earthen berm (4:1 maximum side slopes).

[4] Dense, durable and continuous evergreen tree planted screen of at least six feet in height at the time of planting and arranged to effectively achieve an opaque visual buffer.

[5] Any combination of fencing, landscaping and/or berming that achieves a six-foot-high opaque barrier.

[Ord. No. 2022-06, 1-24-2022]

§ 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.

[Ord. No. 2022-06, 1-24-2022]

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative.
This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-34

Preliminary Conditional Use Site Plan Application of Milford School District/Milford Middle School
23.97 +/- acres of land located on the
south side of Lakeview Avenue, approximately 875 feet east of the Route 113 Intersection
Address: 512 Lakeview Avenue
Comprehensive Plan Designation: Low Density Residential
Zoning District: R-1 (Single-Family Residential District)
Present and Proposed Use: Public School
Tax Parcel: 1-30-3.07-138.00 & 138.01

WHEREAS, the owner of the property as above described herein have petitioned the City of Milford for a Preliminary Conditional Use Site Plan to construct a public school; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Preliminary Conditional Use Site Plan, as herein described.

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

Section 1. Chapter 230-9(C)(2) states “public and private elementary, junior or senior high schools” are permitted with the approval of a conditional use permit by City Council.

Section 2. Following adoption of Ordinance 2023-34, and upon the effective date, the Milford Public School District is hereby granted a Preliminary Conditional Use Site Plan approval to construct and redevelop a 127,000 square foot public school at 512 Lakeview Avenue.

Section 3. Preliminary approval from City Council shall be void after 24 months unless an extension is requested by the owner and approved for good cause by the Planning Commission prior to the expiration, otherwise the Preliminary Conditional Use Site Plan approval becomes void.

Section 4. Dates.
Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative.
This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-35
Conditional Use Application of Food Bank of Delaware
11.5 +/- acres of land
West Side of Delaware Veterans Boulevard within the Independence Commons Business Park
Address: 102 Delaware Veterans Boulevard
Comprehensive Plan Designation: Commercial
Zoning District: OC-1 (Office Complex District)
Present and Proposed Use: Charitable and Philanthropic Organization
Tax Parcel: MD-16-173.00-01-02.08

WHEREAS, the owners of the property as above described herein have petitioned the City of Milford for a Conditional Use to construct Electronic Message Center Monument Sign and a Comprehensive Sign Plan approval; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Conditional Use, as herein described.

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

Section 1. Chapter 230-24.14 states Electronic Message Centers are prohibited unless permitted by a conditional use approval from City Council on properties used for (c) Social clubs or fraternal, social service, union, or civic organizations.

Section 2. Chapter 230-24.25 permits a Comprehensive Sign Plan review for larger scale projects and developments.

Section 3. Following adoption of Ordinance 2023-35, and upon the effective date, the Food Bank of Delaware is hereby granted a Conditional Use to allow an Electronic Message Sign and other signage outlined in the Comprehensive Sign Plan application at 102 Delaware Veterans Boulevard.

Section 4. Construction or operation shall commence within eighteen months of the date of issuance of the permit otherwise the conditional use becomes void.

Section 5. Dates.
Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

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Milford, DE 19963
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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 FOOD BANK OF DELAWARE

Planning Commission Meeting: September 19, 2023

Application Number / Name	:	23-026 / Food Bank of Delaware
Applicant	:	Food Bank of Delaware 222 Lake Drive Newark, DE 19702
Owner	:	Same
Application Type	:	Comprehensive Sign Plan
Comprehensive Plan Designation	:	Commercial
Zoning District	:	OC-1 (Office Complex District)
Present Use	:	Charitable and Philanthropic Organization
Proposed Use	:	Charitable and Philanthropic Organization
Area and Location	:	11.5 +/- acres of land located along the west side of Delaware Veterans Boulevard within the Independence Commons Business Park, addressed as 102 Delaware Veterans Boulevard.
Property Identification Numbers	:	MD-16-173.00-01-02.08

ENC: Staff Analysis Report
Exhibit A - Location & Zoning Map
Comprehensive Sign Plan

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THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
Planning, Economic Development,
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STAFF ANALYSIS REPORT
September 6, 2023

Application Number / Name	**:**	23-026 / Food Bank of Delaware
Application Type	**:**	Comprehensive Sign Plan / Conditional Use
Property Identification Numbers	**:**	MD-16-173.00-01-02.08
Area and Location	**:**	11.5 +/- acres of land located along the west side of Delaware Veterans Boulevard within the Independence Commons Business Park, addressed as 102 Delaware Veterans Boulevard.

I. BACKGROUND INFORMATION:

- The Planning Commission granted final site plan approval for the project on August 17, 2022 for the construction of a 60,000 square foot facility, a 2-acre community garden space and associated accessory buildings.

- The applicant is seeking a Conditional Use approval to construct an **Electric Message Center** monument sign. Chapter 230-24.14 states "Electronic Message Centers are prohibited except that electronic message centers may be permitted by conditional use approval from City Council on properties used for any of the following uses; (a) Public and private schools; (b) Churches and other places of worship; (c) Social clubs or fraternal, social service, union, or civic organizations." The Food Bank is seeking approval under "Social Service" organization.

- The applicant is also seeking a **Comprehensive Sign Plan** approval for the construction of building and onsite directional signage that does not comply with the general requirements for commercial signage in the OC-1 zoning district found under Chapter 230-24.14.

- Per Chapter 230-24.25, Comprehensive Sign Plans may be submitted in conjunction with larger scale projects and developments.

- The proposed signage plan is not consistent with the deed restrictions for the Independence Commons Business Park recorded under VL-8104 PG-278 with the Kent County Recorder of Deeds. A proposed amendment to the deed restrictions has been prepared for City Council consideration that would allow a Comprehensive Sign Plan conditional use submission for larger scale projects.

II. STAFF ANALYSIS:

- Chapter 230-24.25, Comprehensive Signage for Major Subdivisions and Complexes recognizes that large developments and complexes have signage needs that may not be adequately addressed by the standard sign regulations of Chapter 230 and Chapter 230-24.25 is specifically intended to establish an optional procedure for approval of comprehensive signage plans for such projects.

- Chapter 230-24.25(C) states **comprehensive signage plans** must comply with the following:

  (1) If approved, comprehensive signage plans may not be held to the size, height, numbers, and area regulations for signs found in other sections of this article provided that the number, type, and size of signs proposed shall not be excessive and must be in proportion to the scale of the buildings and the uses planned for the site.

  Staff Response:

  Freestanding Sign – The proposed freestanding sign is 6 feet in height and 48 square feet in area, which meets the requirements for the OC-1 zoning district. The Electronic Message Center sign requires a conditional use approval in the OC-1 district if it is associated with a social service, fraternal, union or civic organization. The original deed restrictions for Independence Commons limits monument signs to individually mounted reverse pan channel letters with internal lighting no more than 50 square feet in area. The deed restrictions also restrict flashing or moving signs.

  Building Signage – The package includes a building sign located above the entrance mounted to the entrance overhang which would not exceed the 10% allowance for the OC-1 zoning category. The package also includes window decals for the packing barn and main building and loading dock identification numbers as shown on the provided site plan. The original deed restrictions for Independence Commons states wall or building signs must be integral with or attached flat against the building and must face the major thoroughfare that abuts the property. The proposed building sign faces Delaware Veterans Boulevard but does not sit flush with and is not integral with the building, as it is mounted on top of the entrance overhang as shown on the provided architectural elevation. The original deed restrictions limit additional signage to 5% of the building façade. The proposed window decals and loading dock numbers do not exceed this limit.

  Directional Signs – There are several directional signs proposed for the site which are shown on the provided site plan. This includes one (1) Large Building Pedestrian Directional Sign which is 8.5 feet tall and 40 square feet in area, one (1) Small Building Pedestrian Directional Sign which is 7 feet tall and 24 square feet, two (2) Vehicular Entrance Directional Signs which are 7 feet tall and 12 square feet each and three (3) Tall Pedestrian Directional Sign which are 7 feet tall and 9 square feet each. The original deed restrictions for Independence Commons limits directional signs to one (1) sign no more than two (2) square feet in area.

  Miscellaneous Signs – The sign package includes freestanding and building mounted donor signs that would not exceed 6 feet in height and 6 square feet in area. The locations of the donor signs are shown on the provided site plan.

  (2) All proposed signage shall be designed and coordinated with the overall architectural concept for the buildings on the site. Sign type, color scheme, size, and illumination shall be coordinated and compatible with the architecture of the development so as to formulate a thematic sign plan for the site.

  Staff Response: The applicant has provided an architectural section view of the proposed signs and the Food Bank project buildings for review.

(3) Wall-mounted signs shall be coordinated with the overall design theme of the site and designed as an integral component of the facades of buildings.

Staff Response: The sign package includes a building sign located above the entrance mounted to the entrance overhang which would not exceed the 10% allowance for the OC-1 zoning district. The original deed restrictions for Independence Commons states wall or building signs must be integral with or attached flat against the building and must face the major thoroughfare that abuts the property. The proposed building sign faces Delaware Veterans Boulevard but does not sit flush with and is not integral with the building, as it is mounted on top of the entrance overhang as shown on the provided architectural elevation. The package also includes wall-mounted signs identifying the loading docks along the south side of the building which will be backlit and visible at night.

(4) Site landscaping shall be designed to complement and not conflict with sign placements.

Staff Response: Sheet SS-01 provides locations of the proposed signage and landscaping. The proposed landscaping does not conflict with the sign placements.

(5) No off-premises signage will be permitted as part of an application for a comprehensive signage plan.

Staff Response: No off-premise signage is proposed; however, the applicant is proposing donor signs on the site that are not visible from the public right-of-way.

- Evaluation of the 3'x 5' (15 square foot) **Electronic Message Center** sign request based on the criteria found under Chapter 230-48 Conditional Uses.

A. The presence of adjoining similar uses.

The property is located within the Independence Commons Business Park. Other uses in the immediate vicinity include professional offices, medical offices, Delaware Veterans Home, Delaware Hospice and the Milford Boys and Girls Club. There are no other Electronic Message Center signs within Independence Commons.

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

Electronic Message Center signs are permitted by conditional use approval from City Council within the OC-1 and BP zoning districts. There are no other adjoining districts.

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 and does directly address the need for Electronic Message Center signs or other signage within the City.

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

The project is located within the Independence Commons Business Park and is surrounded by professional and medical offices, indoor recreation, and long-term or end of life care facilities. The proposed Electronic Message Center sign is located along Delaware Veterans Boulevard and would be visible by the surrounding properties, including the Delaware Veterans Home and Boys and Girls Club. The sign would not be screened from view since the purpose of commercial signage is to advertise the use located on the property from the public right-of-way.

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

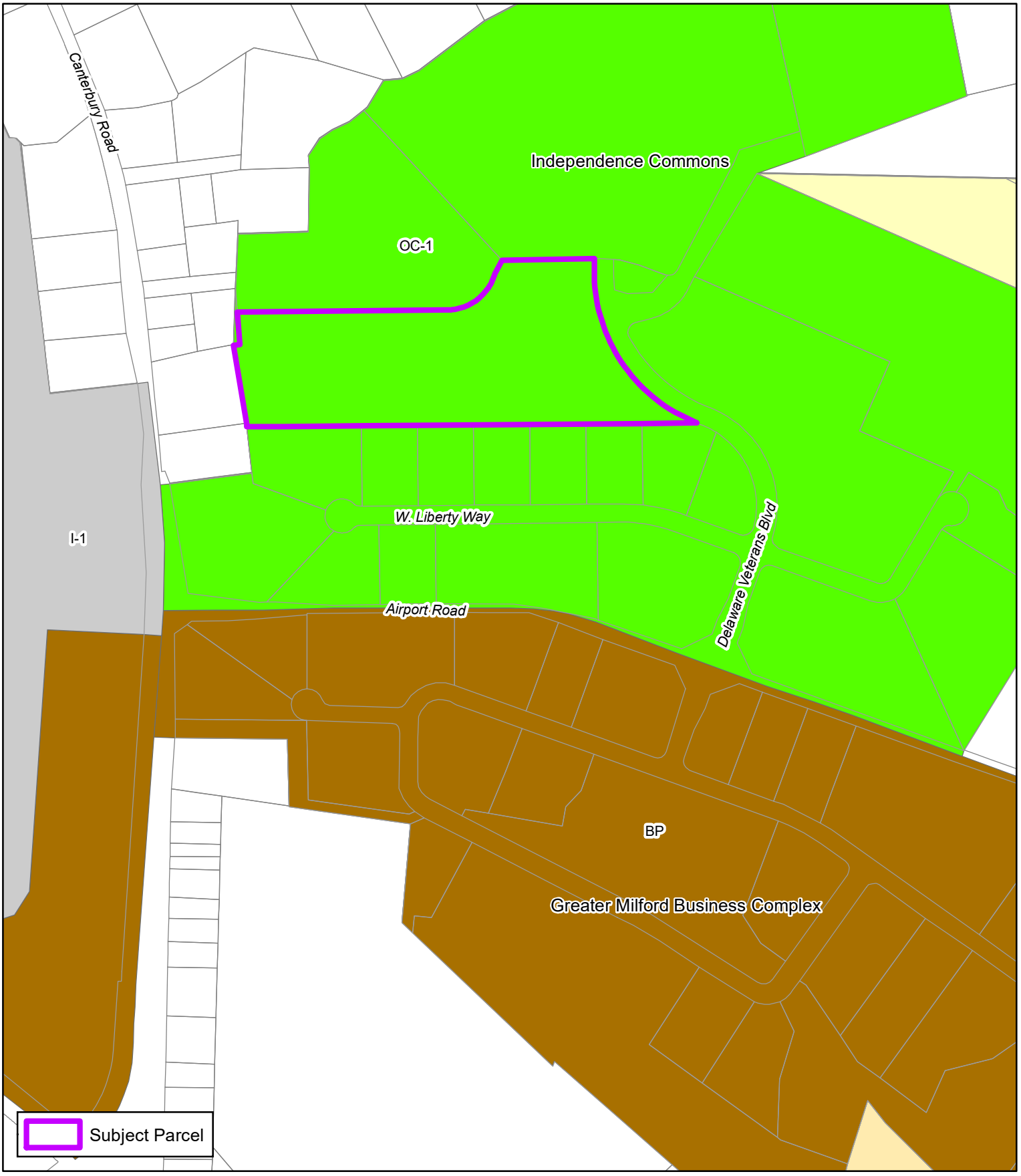
The proposed Electronic Message Center sign could negatively impact the Delaware Veterans Home to the north due to the changing messaging and lighting at night. If City Council elects to permit the construction of an Electronic Message Center sign, staff recommends limiting the message portion of the sign to the southern facing side.

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

The project is located within the Independence Commons Business Park and is surrounded by professional and medical offices, indoor recreation, and long-term or end of life care facilities. The proposed Electronic Message Center could negatively impact the Delaware Veterans Home located to the north. There are no impacts pertaining to traffic control or parking. Limiting the sign to a southern facing message center could remove or limit potential adverse influences on adjoining uses.

III. AGENCY & DEPARTMENT COMMENTS:

None Requested



THE CITY of Milford DELAWARE

Scale: Feet
0 200 400

Drawn by: WRP

Date: 03/30/22

Filepath: PreliminarySitePlan_FoodBank.mxd

Title:

Conditional Use

Food Bank

Location & Zoning Map



Type 5:
Large Building Pedestrian
Directional Sign

Type 2:
Small Building Pedestrian
Directional Sign

Type 3:
Vehicular Entrance
Directional Sign

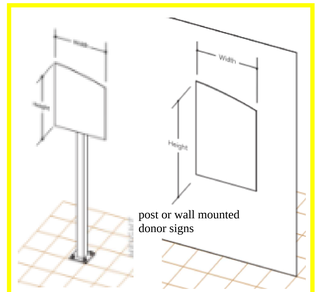
Type 4:
Tall Pedestrian
Directional Signt



DECAL LETTERS AT EXTERIOR ENTRANCES

LANDSCAPE NOTES

L-01	INSTALL VEGO-GARDEN 17" 10-IN-ONE RAISED GARDEN BED IN 5.5'X6.5' CONFIGURATION. (26 IN TOTAL)
L-02	INSTALL 3X FLAG POLES WITH UPLIGHTING. REFER TO FLAGPOLE DETAIL SHEET L-001
L-03	PREPARE WILDFLOWER BED. TILL AND AMEND BED PER SPEC. BROADCAST WILDFLOWER SEED MIX PER RECOMMENDED RATE.
L-04	INSTALL VEGO-GARDEN 32" 10-IN-ONE RAISED GARDEN BED IN L CONFIGURATION. (4 IN TOTAL)
L-05	INSTALL VEGO-GARDEN 17" HGT 24" DIAM RAISED GARDEN BED. (18 IN TOTAL)
L-06	CONSTRUCT BULK MATERIAL STORAGE AREA. 5' HIGH REINFORCED VINYL FENCING, FORMING TWO 12' X 12' STORAGE BAYS.
L-07	CONSTRUCT COMPACTED DECOMPOSED GRANITE PATHWAY PER PLAN. SEE DETAIL SHEET L-001
L-08	ADD ALTERNATE: PREPARE FOOD PLOTS. TILL AND AMEND BED PER SPEC.
L-09	ADD ALTERNATE: PREPARE ORCHARD PLOT PER SPEC.
L-10	WOOD CHIP MULCH BETWEEN RAISED PLANTERS AND PATHWAYS.
L-11	CONSTRUCT COMPACTED DECOMPOSED GRANITE FIRE LANE PER PLAN. SEE DETAIL SHEET L-001
L-12	INSTALL 6' BACKLESS BENCH - SURFACE MOUNT - (10 IN TOTAL)



VOLUNTEER ROOM
STAFF PARKING
PANTRY LOADING

VOLUNTEER LETTERING ON GLASS

PANTRY LETTERING ON GLASS

CAFE LETTERING ON GLASS

MARKET SIGN ON GLASS

PACKING BARN VOLUNTEER LETTERING ON GLASS

MAIN ENTRANCE
PANTRY
CAFE/MARKET
VOLUNTEER ROOM,
PACKING BARN
MEMORIAL GARDEN

ELECTRONIC SITE SIGN

double sided electronic message sign

GATE TO LOADING AREA

MAIN ENTRANCE
PANTRY
CAFE/MARKET
VOLUNTEER ROOM
PACKING BARN
MEMORIAL GARDEN

MAIN ENTRANCE
LOADING DOCK
VISITOR/STAFF PARKING

MAIN ENTRANCE
PANTRY
CAFE/MARKET
VOLUNTEER ROOM
PACKING BARN
MEMORIAL GARDEN

MATCHLINE SHEET L-102

PATRIOTS WAY
(CITY OF MILFORD MAINTAINED)
(RIGHT-OF-WAY VARIES)

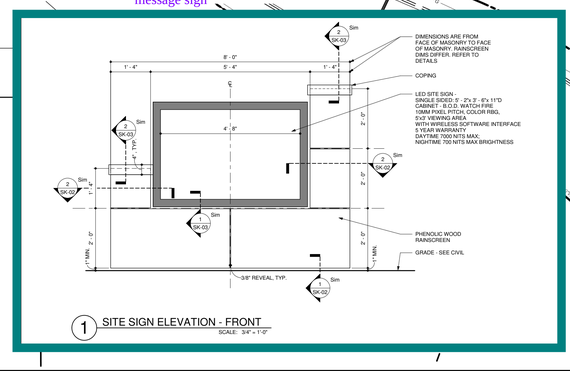
DELAWARE VETERANS BLVD.
(WIDTH VARIES)

N.OF.
CITY OF MILFORD
MD-16-173.00-01-02.15-000
ZONED OC-1

N.OF.
CITY OF MILFORD
ID# MD-16-173.00-01-02.14-000
ZONED OC-1

CITY OF MILFORD
ID# MD-16-173.00-01-02.13-000
ZONED OC-1

N.OF.
MID-DELAWARE PROFESSIONAL, LLC
ID# MD-16-173.00-01-02.11-000
ZONED OC-1



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Newark, DE 19713
302.369.3700

Maryland
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Salisbury, MD 21801
410.546.9100

North Carolina
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Wilmington, NC 28403
910.341.7600

www.beckermorgan.com

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302-738-7172 fax: 302-738-7175

SAVOY-BROWN
KITCHEN CONSULTANT
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JESSUP, MARYLAND 20794
410-792-8447 | 301-483-6266

THE WHITING TURNER CONTRACTING COMPANY
CONSTRUCTION MANAGER
131 CONTINENTAL DRIVE, SUITE 404
NEWARK, DELAWARE 19713
302-292-0676 fax: 302-292-0683

PROJECT TITLE

FOOD BANK OF DELAWARE - MILFORD FACILITY

INDEPENDENCE COMMONS,
LOT 4
DELAWARE VETERANS
BOULEVARD
MILFORD, DE 19963

ISSUED
CONFORMED CONSTRUCTION SET
ISSUED: 07/08/2022

SHEET TITLE

Exterior Site
Signage Plan

SCALE: 1" = 30'

Mark	Date	Description
1	05/31/22	Rev. per City of Milford Comments

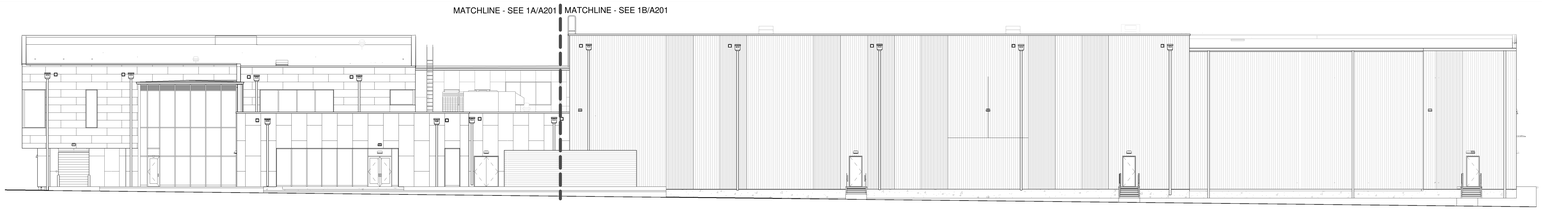
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DATE:	05/24/2023
SCALE:	1" = 30'
DRAWN BY: CDC	PROJ MGR: ALS

SS-101

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F:\AutoCAD\Projects\2021\2021236\DWG\2021236-LSCAPE.dwg, Jul 08, 2022 - 3:47pm

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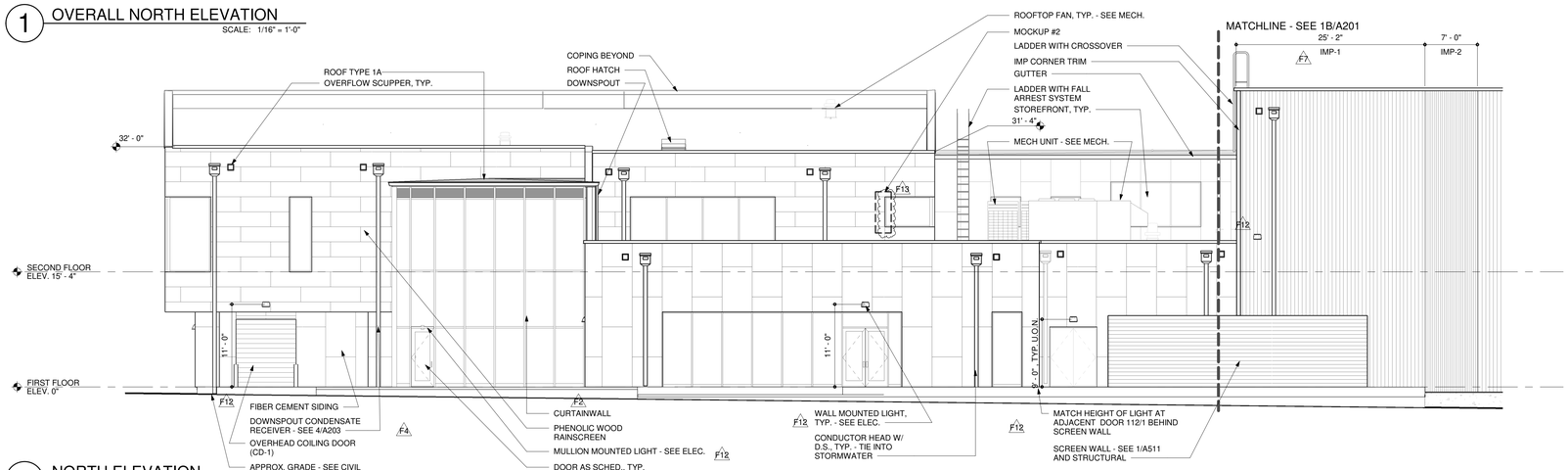


GENERAL NOTES

1. THE INTENDED MOCKUPS ARE LOCATED AT THE FOLLOWING LOCATIONS:
   A. MOCKUP #1: 3/A202
   B. MOCKUP #2: 1A/A201
   C. MOCKUP #3: 4/A202
2. REFER TO A000-SERIES DRAWINGS FOR SLAB AND OTHER CONSTRUCTION TYPES AND TYPICAL DETAILS.
3. SEE A203 FOR ENLARGED ELEVATION DETAILS.
4. GRADE SHOWN APPROXIMATELY. SEE CIVIL FOR ACTUAL GRADING.
5. SEE A600s FOR DOOR, STOREFRONT AND CURTAINWALL TYPES.
6. SEE ENLARGED PLANS AND ELEVATIONS FOR DOCK ACCESSORIES.
7. COORDINATE REQUIREMENTS OF WORK WITH ALL OTHER TRADES.

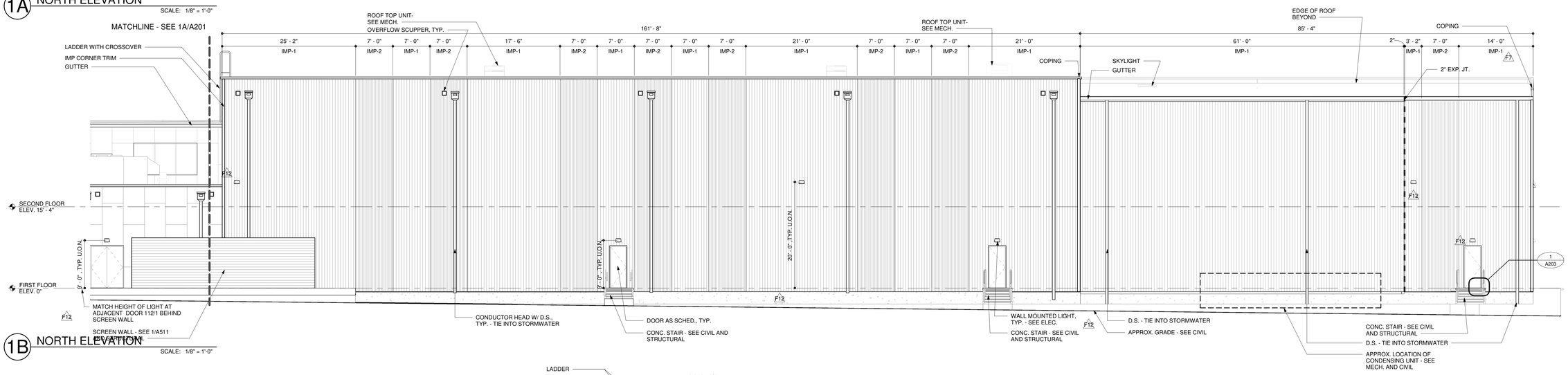
1 OVERALL NORTH ELEVATION

SCALE: 1/16" = 1'-0"



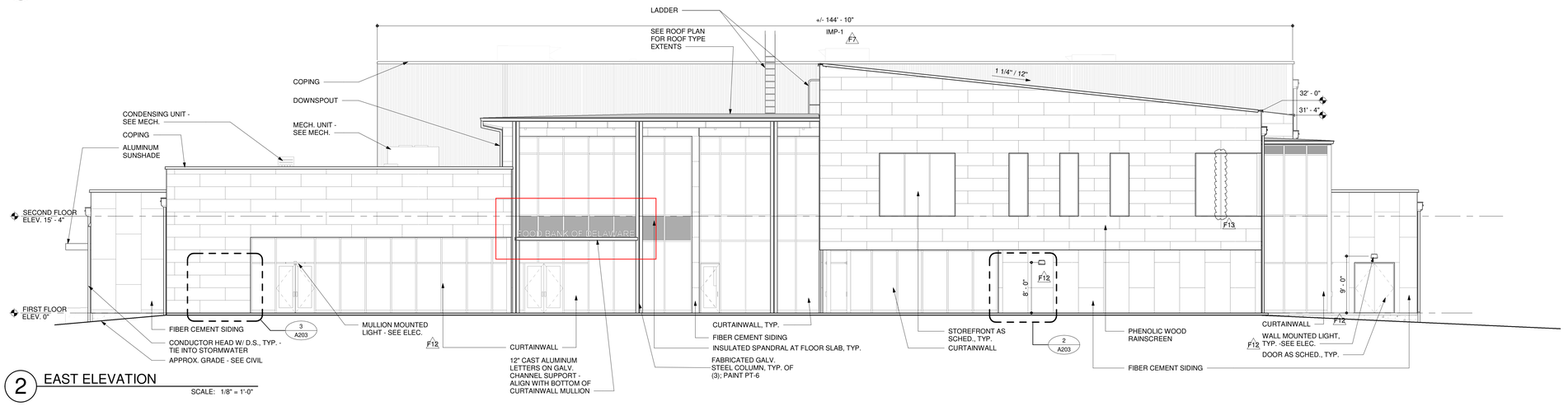
1A NORTH ELEVATION

SCALE: 1/8" = 1'-0"



1B NORTH ELEVATION

SCALE: 1/8" = 1'-0"



2 EAST ELEVATION

SCALE: 1/8" = 1'-0"

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302.369.3700

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North Carolina
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JESSUP, MARYLAND 20794
410-792-8447 | 301-483-6266

THE WHITING TURNER CONTRACTING COMPANY
CONSTRUCTION MANAGER
131 CONTINENTAL DRIVE, SUITE 404
NEWARK, DELAWARE 19713
302-292-0676 fax: 302-292-0683

PROJECT TITLE

FOOD BANK OF DELAWARE - MILFORD FACILITY

INDEPENDENCE COMMONS, LOT 4
DELAWARE VETERANS BOULEVARD
MILFORD, DE 19963

ISSUED
FOR CONSTRUCTION
CONFORMED SET
ISSUED: 09/08/2022

SHEET TITLE

EXTERIOR ELEVATIONS - NORTH AND EAST

0' 8' 16' 32'
SCALE: 1/16" = 1'-0"

0' 4' 8' 16'
SCALE: 1/8" = 1'-0"

ISSUE BLOCK

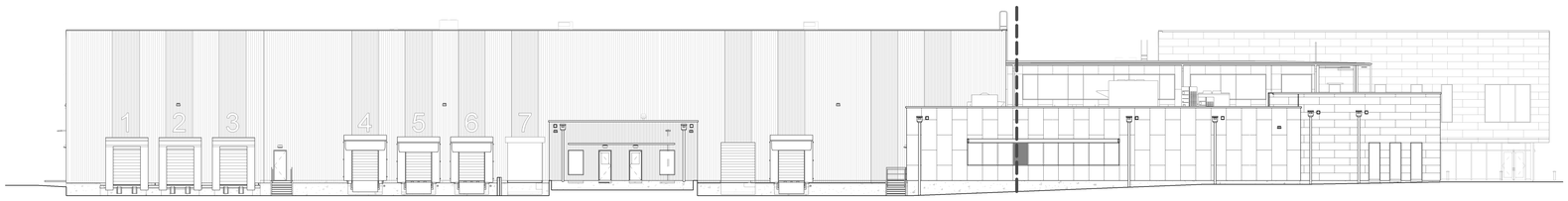
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F12	01/20/2023	FIELD BULLETIN #12
F7	11/16/2022	FIELD BULLETIN #7
F4	10/07/2022	FIELD BULLETIN #4
F2	09/08/2022	FIELD BULLETIN #2

PROJECT NO: 2021236.00
DATE: 09/08/2022
SCALE: As indicated
DRAWN BY: BPD | PROJ MGR: BDF

A201

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2/9/2023 11:13:00 AM Autodesk Docs://Food Bank of Delaware/20212360_MainBldg.rvt

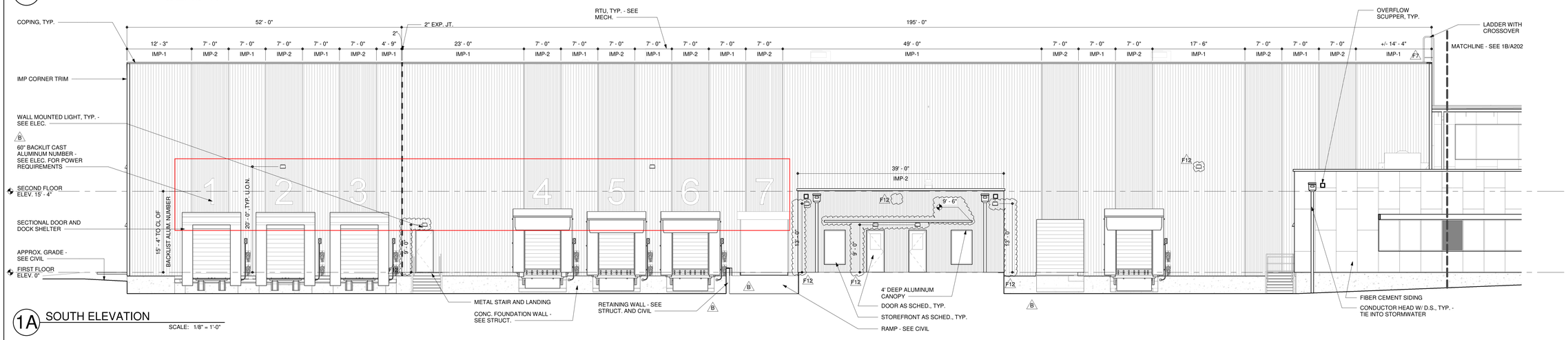


GENERAL NOTES

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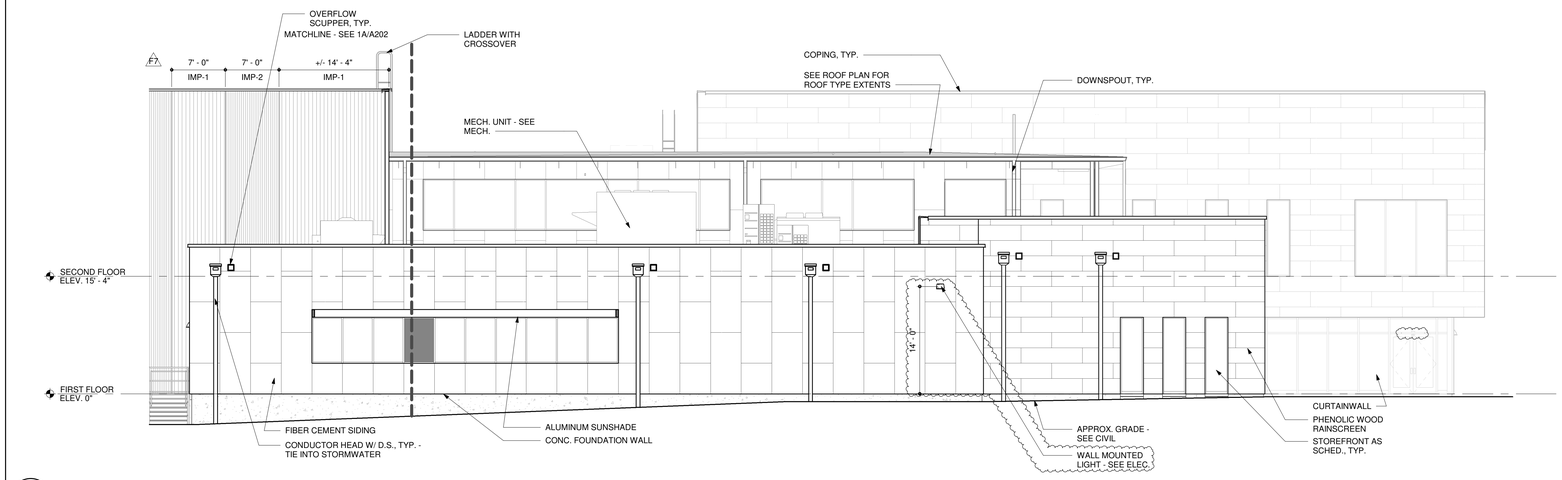
1 OVERALL SOUTH ELEVATION

SCALE: 1/16" = 1'-0"



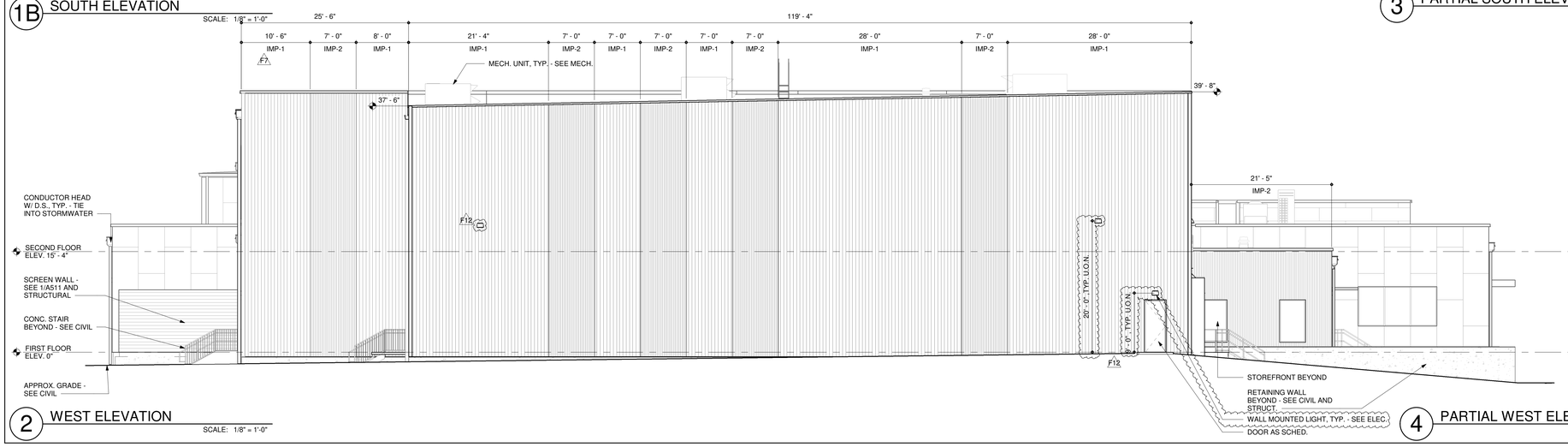
1A SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



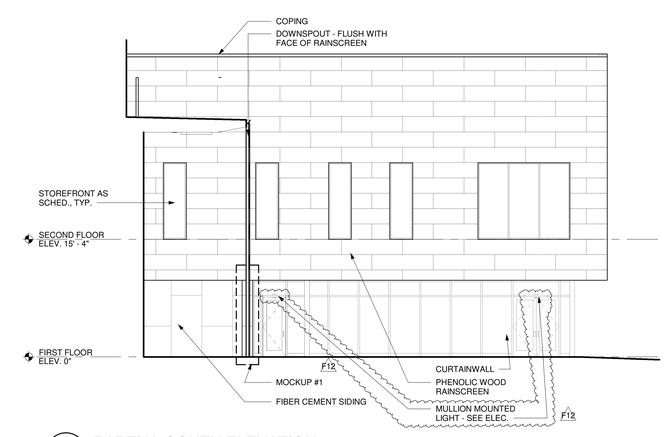
1B SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



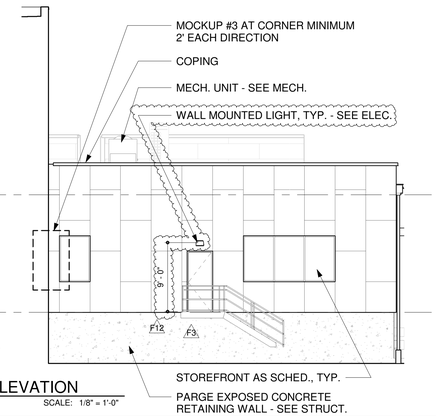
2 WEST ELEVATION

SCALE: 1/8" = 1'-0"



3 PARTIAL SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



4 PARTIAL WEST ELEVATION

SCALE: 1/8" = 1'-0"

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PROJECT TITLE

FOOD BANK OF DELAWARE - MILFORD FACILITY

INDEPENDENCE COMMONS, LOT 4
DELAWARE VETERANS BOULEVARD
MILFORD, DE 19963

ISSUED
FOR CONSTRUCTION
CONFORMED SET
ISSUED: 09/08/2022

SHEET TITLE

EXTERIOR ELEVATIONS - SOUTH AND WEST

0' 8' 16' 32'
SCALE: 1/16" = 1'-0"

0' 4' 8' 16'
SCALE: 1/8" = 1'-0"

ISSUE BLOCK

Mark	Date	Description
F12	01/20/2023	FIELD BULLETIN #12
F7	11/16/2022	FIELD BULLETIN #7
F3	09/30/2022	FIELD BULLETIN #3
B	05/20/2022	ADDENDUM B

PROJECT NO: 2021236.00
DATE: 09/08/2022
SCALE: As indicated
DRAWN BY: BPD PROJ MGR: BDF

A202

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1/23/2023 4:55:02 PM Autodesk Docs://Food Bank of Delaware/2021236\00_MainBldg.rvt

Entry Vinyl

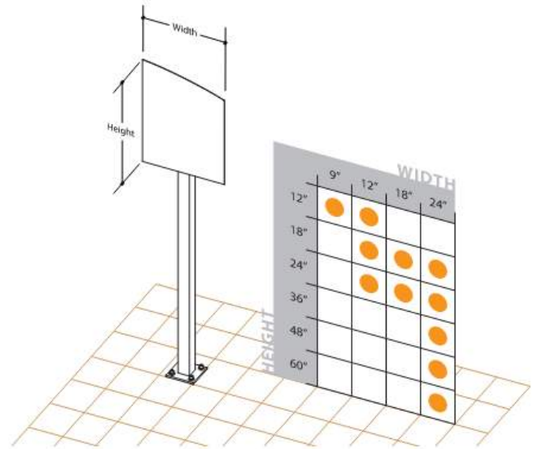
Exterior Donor

Single Post & Panel

- Single ~~or double~~ sided
- Letter options
- ~~vinyl~~
- dimensional letters

Type 4 Signify 01 Quad

Type 4.a = 24" x 36"
Type 4.b = 18" x 24"
Type 4.c = 12" x 18"
Type 4.d = 9" x 12"



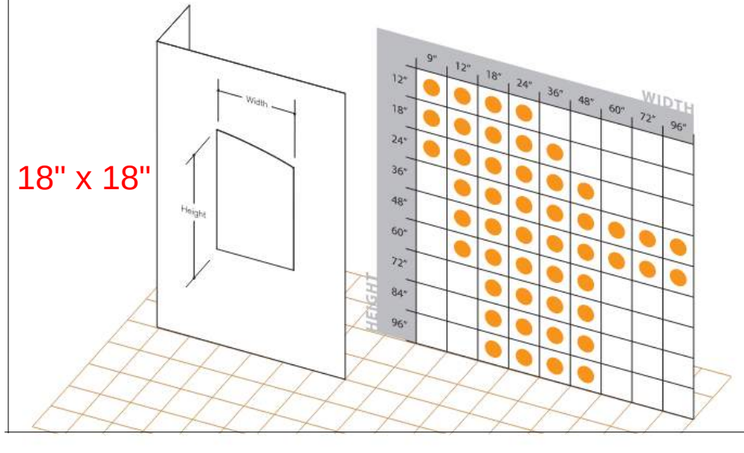
~~Wall Mount Panel~~

- ~~Vertical or horizontal mount~~
- Letter options
- ~~Vinyl~~
- dimensional letters

Type 5 Signify 01 Quad

Type 5 = 18" x 24"

18" x 18"



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11601 Maple Ridge Rd, Medina, NY, 14103
P 800.528.1398 F 585.798.8889
www.takeform.net

Ethos
LETTERS & LOGOS

Project:
Food Bank of Delaware

Date: 05.05.23
Drawn By: JA

Filename:
FOO0013_209923_XCR

Revisions:

Scale:
3/8" = 1'-0"

Notes:

Verify Mounting Conditions

Site Survey Required

Product Approval

NO CHANGES
Approved By: _____
Date: _____

WITH CHANGES AS NOTED
Approved By: _____
Date: _____

Product will be manufactured as indicated on this document. Please review carefully.

Directionals
Design Options

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takeform
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P 800.528.1398 F 585.798.8889
www.takeform.net

Signify
EXTERIOR SIGNAGE

Project:
Food Bank of Delaware

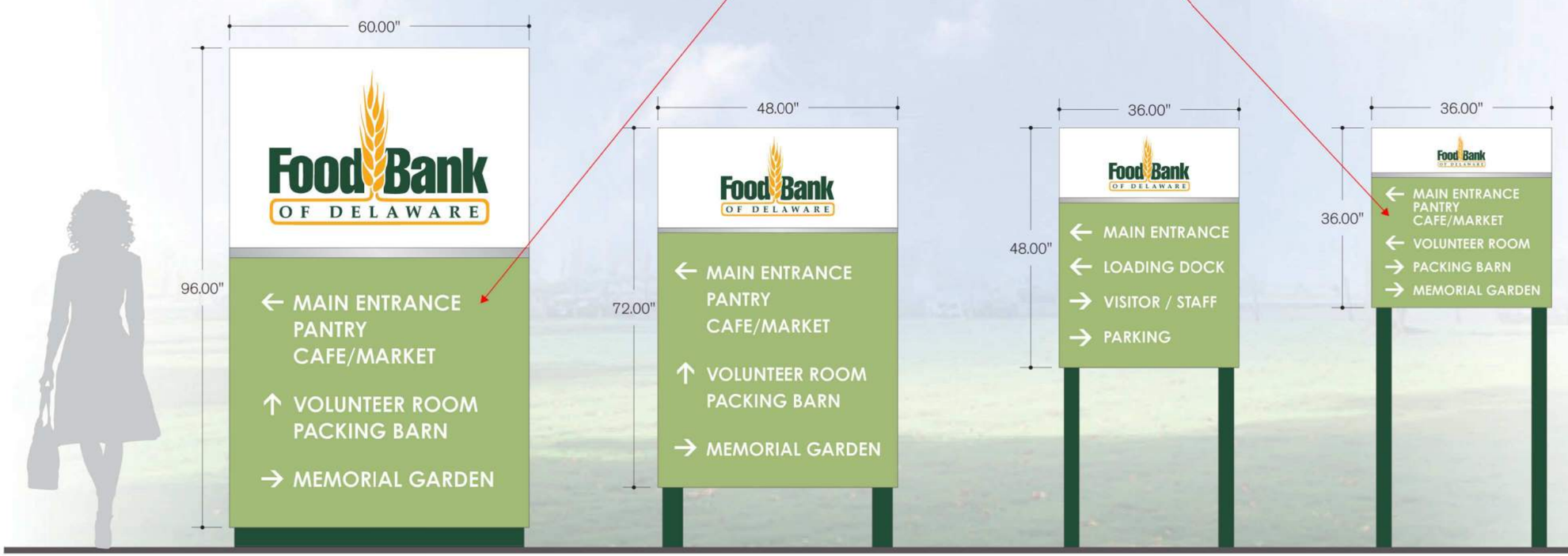
Date: 05.05.23
Drawn By: JA

Filename:
FOO0013_209923_XCR

Revisions:

Option A

Color is to coordinate with interior signage (typical)



Type 5:
Large Building Pedestrian
Directional Sign

Type 2:
Small Building Pedestrian
Directional Sign

Type 3:
Vehicular Entrance
Directional Sign

Type 4:
Tall Pedestrian
Directional Signt

Scale:
1/2" = 1'-0"

Notes:

Verify Mounting Conditions

Site Survey Required

Product Approval

NO CHANGES
Approved By: _____
Date: _____

WITH CHANGES AS NOTED
Approved By: _____
Date: _____

Product will be manufactured as indicated on this document. Please review carefully.

Food Bank OF DELAWARE | Delaware Food Works

A community free of hunger
www.fbd.org

August 17, 2023

The Honorable Arthur J. Campbell
Mayor
City of Milford
201 S Walnut Street
Milford, DE 19963

Dear Mayor Campbell,

As you are well aware, the Food Bank of Delaware is currently constructing a new facility at 102 Delaware Veterans Boulevard (Parcel ID: MD-16-173.00-01-02.08-000) in the Independence Commons Business Park. The City of Milford has been a stalwart partner throughout this construction and we appreciate the time and energy from all the City staff that have gotten this project to this point.

Recently, we have been working on our Comprehensive Signage Plan application and it has been determined that we will need additional assistance from the City in carrying out our intended plan. The deed restrictions for the Independence Commons Business Park lay out specific requirements for signage. Based on our intended usage of the facility and to ensure that it is welcoming to the myriad of visitors that will utilize it, our signage needs are greater than what is currently allowed in the deed restrictions. We are aware that Resolution 2016-05, adopted by the City of Milford City Council, lays out the "Declaration of Covenants, Conditions and Restrictions and Easements" for Independence Commons. Included in this document in Exhibit A, Article 2 is the Sign Requirements. As outlined there, the deed restrictions call for illuminated pan letters in the monument sign and directional signage that is limited to one (1) sign that is no more that two (2) square feet in size. The Food Bank of Delaware plan would create a monument sign that includes an electronic message center and five (5) directional signs throughout the property that are twelve (12) square feet in size. These changes would allow full and complete messaging with all those that visit the Food Bank of Delaware on a daily basis.

As outlined in Exhibit A, Article 5 of Resolution 2016-05, the Declaration of Covenants, Conditions and Restrictions and Easements "may, from time to time, be amended by Resolution," of a majority vote of the City of Milford City Council.

The Food Bank of Delaware respectfully requests that the City Council of the City of Milford make an amendment to the sign requirements for our property and that we be allowed to construct the signage that will best serve the thousands of constituents we assist each year.

We look forward further discussions and, if necessary, discussing this issue with City Council at an upcoming meeting. Should you have any questions, please feel free to contact me by phone at (302) 393-2010 or by e-mail at crobinson@fbd.org.

Thank you in advance!

Sincerely,

Chad Robinson
Vice President of External Affairs

CC: Mr. Mark Whitfield, City Manager
Mr. Rob Pierce, Planning Director

Tax Parcel # MD-16-173.00-01-20.00-000; MD-16-173.00-01-02.24-000
MD-16-173.00-01-02.23-000; MD-16-173.00-01-02.22-000
MD-16-173.00-01-02.21-000; MD-16-173.00-01-02.20-000
MD-16-173.00-01-02.19-000; MD-16-173.00-01-02.18-000
MD-16-173.00-01-02.17-000; MD-16-173.00-01-02-16-000
MD-16-173.00-01-02.15-000; MD-16-173.00-01-02.14-000
MD-16-173.00-01-02.13-000; MD-16-173.00-01-02.12-000
MD-16-173.00-01-02.11-000; MD-16-173.00-01-02.10-000
MD-16-173.00-01-02.08-000; MD-16-173.00-01-02.07-000
MD-16-173.00-01-02.06-000; MD-16-173.00-01-02.05-000
MD-16-173.00-01-02.03-000; MD-16-173.00-01-02.02-000
MD-16-173.00-01-02.00-000

Prepared By & Return To:
City of Milford
201 S Walnut Street
Milford, DE 19963

RESOLUTION 2023-xx

THE CITY of Milford DELAWARE

DECLARATION OF COVENANTS,
CONDITIONS AND RESTRICTIONS
Independence Commons in the City of Milford, Kent County, Delaware

WHEREAS, in 1998, the City of Milford ("City") purchased and subdivided 211 +/- acres of property on the north and south sides of County Road 409 (Airport Road and east side of State Route 15 (Canterbury Road) for economic development benefits; and

WHEREAS, the City of Milford initially sold the property for $24,000 an acre with appraisals of the properties completed in 2006, 2008 and 2016; and

WHEREAS, it is deemed to be in the best interest of the City of Milford and its taxpayers to sell the land in accordance with its most recent appraisals; and

WHEREAS, as the owner of the subdivision and infrastructure shown and described in Exhibit B, attached hereto, and known as Independence Commons ("property"), the City intends that this property continue to provide employment opportunities and economic benefits to all City residents; and

WHEREAS, the City desires to create, establish, preserve and maintain a unified commercial development upon the property and finds it appropriate to subject the property to certain easement, covenants and other restrictions for the orderly development and operation of the property and mutual benefit of all owners of the property as a unified commercial development, regardless of time of purchase or zoning district; and

WHEREAS, the City deems it desirable and in the best interest of all present and future owners of the property and all portions thereof, to subject the property to this Declaration.

NOW, THEREFORE, the City hereby declares that the real property described in Exhibit B, effective September 11, 2023, is and will be held, conveyed, acquired and encumbered subject to the terms and provisions of the Declaration, all of which shall run with the land and binds any respective successors, heirs and assigns.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Mayor and Council of the City of Milford:

1) City Council approves the Declaration of Covenants, Conditions, Restrictions and Easements attached as Exhibit A.
2) This Resolution shall supersede Resolutions passed by the majority of City Council on February 13, 2006, March 12, 2007, September 22, 2008 and March 14, 2016 in relation to Independence Commons.
3) This Resolution shall supersede Deed Book RE, Volume 8104, Page 278 recorded with Kent County Recorder of Deeds on May 25, 2016.

_____ _____

Mayor City Clerk

Adopted: September 11, 2023

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EXHIBIT A
Declaration of Covenants, Conditions, Restrictions and Easements

Article 1
OC – 1 Office Complex District

A. The Property is zoned OC-1. The purpose of an OC-1 Office Complex District shall be to provide locations for the development of general and professional offices and office parks in areas of high accessibility and visibility. Also, this district will facilitate the expansion of the City's service industries in attractive environments.
B. The Property shall be developed in accordance with this declaration and the terms of the OC-1 zoning district that are in place at the time the Property is purchased. The City shall provide a copy of the OC-1 regulations to the purchaser prior to settlement.

Article 2
Sign Requirements

A. Each office structure may have one sign which pertains only to the permitted use on the premises and shall indicate only the name, insignia and/or address of the use.
B. Wall signs must be integral with or attached flat against the building. (The sign must face the major thoroughfare that the property abuts).
C. The monument signs for this development shall incorporate architectural features and colors common to the buildings. Monument signs shall include individually mounted reverse pan channel letters with internal lighting. Metal cabinets with white Plexiglas shall not be allowed. All signs shall require separate sign permit review and approval.
D. Signs allowed under this section may be a maximum of fifty (50) square feet and may only be indirectly illuminated with non-color light, shall not be flashing or moving, shall be constructed of stone or brick. Signs constructed of other material will be reviewed and approved by the City Planner and the Planning Commission for conformance and architectural appearance with the Independence Commons concept. No more than 5% of the façade may be used for additional signage.
E. One free standing directional sign of no more than two (2) square feet may be hung at the office driveway entrance.
F. Signs may not overhang the street right-of-way nor otherwise obstruct or impair the safety of pedestrians or motorists.
G. Portable signs and commercial vehicles serving as portable signs are prohibited.
H. Signage may differ from these sign requirements if approved by City Council as part of a

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Comprehensive Sign Plan conditional use application as outlined in Chapter 230 Zoning.

Article 3
Easements

A. Easements to Facilitate Construction, Installation and Maintenance. The City of Milford hereby reserves to itself and it successors and assigns, a non-exclusive blanket easement over and through each lot twenty-five (25) feet of any boundary line of such lot to the extent such boundary line runs along any roadway or the 100 year flood plain, and otherwise fifteen (15) feet of any boundary line of such lot, for all purposes reasonably related to the development, installation, completion, maintenance and operation On Community Features on the Property, including without limitation: temporary slope and construction easements; and drainage, erosion control and storm and sanitary sewer easements (including the right to cut or remove trees, bushes or shrubbery, to regrade the soil and to take any similar actions reasonable necessary; provided, however, that thereafter The City of Milford shall cause to be restored the affected area as near as practicable to its original condition; easements for the storage (in a slightly manner) of reasonable supplies of building materials and equipment necessary to complete, repair, operation or maintain such Community Features; and easements for the construction, installation, and Upkeep of improvements (e.g. structures, landscaping, street lights, signage, sidewalks, etc.) on the Property or reasonably necessary to serve the Property.

B. Storm water Management Easement. The City Of Milford hereby reserves to itself and its successors and assigns an easement and the right to grant and reserve easements over and through each lot within twenty-five (25) feet of any boundary line of such lot to the extent such boundary line runs along any roadway or the 100 year flood plain, and fifteen (15) feet of all other boundary lines of such lot, for the construction installation, maintenance, repair, operation and replacement of storm water management facilities, including storm water retention areas, which are Community Features. The City of Milford shall assign its right, title and interest therein to the Association. Storm water shall be conveyed across lots only by means of storm sewers and appurtenant facilities and piping which shall be designed, installed and maintained in accordance with the requirements of state and local government authorities having jurisdiction and not by means of trenches, ditches and swales. Each Owner shall bear the cost of installation of pipes necessary to provide underground conveyance features on adjoining lots. The City of Milford and/or the Association shall also have the right to allow adjacent properties to connect their storm water management facilities into the Storm water Facility for the Property; provided, however that the Owners of such adjacent properties shall be required to agree to bear a portion of the expense of Upkeep for the storm water management facilities for the Property in such amount as may be deemed appropriate by The City of Milford and/or the Association. No such use shall be such as to prevent the Owners

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of each of the lots from enjoying and making full use of the Storm water Facilities in accordance with their applicable design and capacity requirements under applicable laws and regulations.

C. Easements for Utilities and Related Services. A non-exclusive perpetual blanket easement is hereby granted over and through each lot within twenty-five (25) feet of any boundary line of such lot to the extent such boundary line runs along any roadway or the 100 year flood plain, and fifteen (15) feet of any other boundary line of such lot, for ingress, egress and for installation and Upkeep of the facilities for providing as Community Features for any portion of the Property, and utilities, including without limitation water, sewer, drainage. Gas, electricity, cable, fiber optic, telephone and television service, whether public or private, to any person installing or providing Upkeep for the aforesaid services. By virtue of this easement, it shall be expressly permissible and proper for The City of Milford or the Person providing the service to install and maintain the necessary equipment on the Property within the area of such easement and to affix and maintain wires, circuits, conduits, installations and other features and facilities underground. Any pipes, conduits, lines, wires, transformers and any other apparatus necessary for the provision of metering of any utility may be installed, maintained or relocated where contemplated on any site plan approved by the City of Milford, within the easement areas described above. No water, sewer, gas, telephone, electrical, television, or communication lines, systems or facilities may be installed or relocated unless approved by The City of Milford. Should any Person providing utilities or services covered by the foregoing general easement request a specific easement by separate recordable document, The City of Milford shall have, and is hereby given, the right and authority to grant such easement without conflicting with the terms hereof, and, if so requested, the Owner of each lot to be burdened thereby shall join in such document without charge or consideration. Any Person using the easement created herein shall use its best efforts to install and maintain the utilities and services provided for herein with minimal disturbance to the Owners; complete its installation and Upkeep activities as promptly and expeditiously as possible; and restore the surface of the ground to substantially its original condition after completion.

Article 4

Common Expenses

A. Each Owner of any parcel, by acceptance of a deed, agrees to pay to the City of Milford an annual fee for the maintenance of storm water management areas, open space, landscaping and landscaped buffers. Said such fee is set at $400.00 per lot.

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Article 5

General Conditions

A. Each Owner shall be responsible for the management and upkeep of all parking areas, landscaping, entrance features, project signage, storm water management facilities and structures, utilities facilities and associated lighting and irrigation systems located on its lot that are not part of the Community Features.

B. The City of Milford shall be responsible for the management and upkeep of all the Community Features, the cost of which shall be assessed as Common Expense. The City of Milford shall not have any responsibility for the Upkeep of any other portion of the lots (except those lots of which The City of Milford is an Owner) except for the Community Features. The City of Milford shall establish the standard for Upkeep of Community Features in its sole discretion.

C. Each Owner shall keep such Owner's lot and all improvements located on the lot in good order, condition and repair and in a clean and sanitary condition, including without limitation all necessary grounds maintenance, except to the extent maintained by The City of Milford. Each Owner shall perform this responsibility in such manner as shall not unreasonably disturb or interfere with the other Owners. If any Owner shall fail to keep such Owner's lot in as good repair and condition as when acquired and in neat and orderly condition, consistent with such Rules and Regulations as The City of Milford may promulgate, then The City of Milford may give notice to that Owner of the condition complained of, specifying generally the action to be taken to rectify that condition. If the Owner fails to take the actions specified by The City of Milford or to otherwise rectify the condition within thirty (30) days after the date of notice is given, or such other period as may be specified in the notice if the circumstances warrant a different period, The City of Milford shall have the right to rectify that condition by taking such action as was specified in the notice. The costs incurred in rectifying the condition shall be assessed against such Owner's lot.

D. Sidewalks. If the public right-of-way adjacent to any lot is improved by a concrete sidewalk or similar structure, the Owner of such lot must maintain the sidewalk adjacent to such Owner's lot to the extent not maintained by The City of Milford as a Community Feature or by the appropriate governmental agency.

E. No person shall make any additions, alteration or improvement in or to any portion of the Property (other than normal Upkeep) which is visible from the exterior of such portion of the Property, without the prior written consent of The City of Milford.

F. No lot may be subdivided or its boundaries otherwise relocated without the approval of The City of Milford, and Mortgagee of the affected lots, any Owner affected and the appropriate governmental entity. No portion less than all of any lot shall be conveyed or transferred by an Owner without the prior written approval of The City of Milford.

G. Any person obtaining approval of The City of Milford shall commence construction or alteration

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in accordance with plans and specifications approved within six (6) months after date of approval and shall substantially complete any construction or alteration within such period as within six months after approval, or such other time period determined by The City of Milford, then approval shall lapse.

H. In the event that any purchaser of land within the Property shall not commence construction of a building thereon within two years from the date of settlement, The City of Milford shall have the option of purchasing said land from the owner at any time prior to the commencement of said construction at the purchase price paid therefore as shown in the Owner's settlement sheet.

I. Trash. Except in connection with construction activities, no burning of any trash and no accumulation of storage of litter, refuse, bulk materials, building materials or trash of any other kind shall be permitted on any lot. Trash containers shall not be permitted to remain in public view from another lot except on days of trash collection. Trash containers and refuse disposal systems must be maintained in enclosures or screened in compliance with the Rules and Regulations. No portion of the lot shall be used as an auto junk yard or salvage yard.

J. It is prohibited to have any outdoor storage buildings and outdoor storage of any kind, located on the property.

Article 6
Architectural Review

A. The City of Milford shall develop Design Guidelines. Such Guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full. Such Guidelines include:
   1. Exterior front and side walls are subject to site plan approval and must be finished on the exterior with the following:
      a. Architectural masonry units, excluding concrete block and cinder block
      b. Natural stone
      c. Precast concrete
      d. Steel
      e. Aluminum
      f. Glass materials or the equivalent
      g. Vinyl siding

Article 7
Reconstruction and Repair

A. If a building or other major improvement located upon a lot is damaged or destroyed, the Owner thereof shall restore the site either by repairing or reconstructing such building or other major improvements or by clearing away the debris and restoring the site to an acceptable condition

compatible with the remainder of the Property. Unless The City of Milford permits a longer time period, such work must be commenced within six months after the casualty and substantially within twenty-four months after the casualty.

Article 8

Compliance

A. Failure to comply with any of the terms hereof or the Design Guidelines or the Rules of Regulations shall be grounds for relief, including without limitation, of an action to recover any sums due for money damages, injunctive relief, foreclosure of the lien for payment of all assessments, any other relief provided for herein and any other relief afforded by a court of competent jurisdiction, including attorneys' fees, all of which relief may be sought by The City of Milford and/or its managing agent. Before an action may be sought, the City shall notify the Owner against whom such action would be brought, the reason for the action, and shall be given an opportunity to be heard in a public hearing before the Board of Adjustment.

Article 9

Amendments

This Declaration of Covenants, Conditions, Restrictions and Easements, as herein stated, may, from time to time, be amended by Resolution. Such amendment, supplement, or change shall not become effective except by majority vote of City Council

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IN WITNESS WHEREOF, the City of Milford, has caused this Resolution to be executed this 11th day of September, 2023.

CITY OF MILFORD

_____ _____(SEAL)
Attest/City Clerk By: Mayor Arthur J. Campbell

STATE OF DELAWARE)
) SS.
COUNTY OF SUSSEX)

On this 11th day of September 2023, before me, a Notary Public in and for said County, personally came Arthur J. Campbell, Mayor of the City of Milford, Delaware, a Municipal Corporation, to me personally known to be the respective officer of said Municipal Corporation and the identical person whose name is affixed to the foregoing instrument.

WITNESS my hand and Notarial Seal the day and year last above written.

_____
Notary Public

_____
Date Commission Expires

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EXHIBIT B
Legal Description

LANDS OF MILFORD INDEPENDENCE COMMONS

September 19, 2008

ALL that piece or parcel of land, hereinafter described, situate, lying and being on the northerly side of Airport Road, the easterly side of Canterbury Road and being located in Milford Hundred, Kent County, Delaware, being all of Parcels 3,4,5,6,7,8,9,10,11, 12,13,14,15,16,17,18, lands of the City of Milford, lands of the State of Delaware, Delaware Veterans Boulevard, Patriots Way, West Liberty Way and East Liberty Way as shown on a plat entitled "Milford Independence Commons", completed by Davis, Bowen & Friedel, Inc., dated July 2005 and revised September 2008; said piece or parcel of land being more particularly described as follows:

BEGINNING at a point formed by the intersection of the northerly right-of-way line of Airport Road, (County Road 407) 60 feet wide, with the easterly right-of-way line of Delaware Veterans Boulevard, width varies, said point being the southerly end of a daylight easement to Airport Road,

1) Thence, leaving said right-of-way line of Delaware Veterans Boulevard and coincident with said right-of-way line of Airport Road the following (5) courses and distances, North 69 degrees 39 minutes 23 seconds West 488.77 feet to a point,

2) Thence, along a curve to the left having a radius of 860.89 feet, an arc length of 308.55 feet and a chord bearing and distance of North 79 degrees 52 minutes 40 seconds West 306.91 feet to a point,

3) Thence, South 89 degrees 50 minutes 48 seconds West 625.08 feet to a point,

4) Thence, North 85 degrees 22 minutes 25 seconds West 113.11 feet to a point,

5) Thence, South 89 degrees 51 minutes 46 seconds West 250.00 feet to a point at the southerly end of a daylight easement to Canterbury Road, (Delaware Route 15) width varies,

6) Thence, leaving said right-of-way line of Airport Road and coincident with said daylight easement North 54 degrees 03 minutes 53 seconds West 58.55 feet to a point on the easterly right-of-way line of aforementioned Canterbury Road,

7) Thence, coincident with said right-of-way line of Canterbury Road the following (2) courses and distances, along a curve to the left, having a radius of 2580.67 feet, an arc distance of 254.27 and a chord bearing and distance of North 01 degrees 49 minutes 13 seconds West 254.17 feet to a point,

8) Thence, North 16 degrees 51 minutes 33 seconds West 64.34 feet to a point on the southerly line of lands of, now or formerly Donald B. & Renee A. Smith as recorded in the Office of the Recorder of

Deeds in and for Kent County and the State of Delaware in deed book D-485, page 249,

9) Thence, leaving aforementioned right-of-way of Canterbury Road and coincident with said Smith lands, the following (2) courses and distances, North 83 degrees 51 minutes 24 seconds East 268.17 feet to a point,

10) Thence, North 06 degrees 09 minutes 25 seconds West 160.12 feet to a point, on the easterly line of lands of, now or formerly Beverly H. Messick, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-681, page 186,

11) Thence, leaving said Smith lands and coincident with said Messick Lands North 06 degrees 09 minutes 50 seconds West 275.24 feet to a point, on the easterly line of lands of, now or formerly Richard F. & Emma I. Farley, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-424, page 69,

12) Thence, leaving said Messick lands and coincident with said Farley lands, North 03 degrees 36 minutes 52 seconds West 165.08 feet to a point at the easterly end of a private road,

13) Thence, leaving said Farley lands and coincident with said end of private road and in part coincident with lands of, now or formerly Kevin J. & Christine I. Docherty, as recorded in the aforementioned Office of the Recorder of Deeds in deed book M-42, page 62, North 03 degrees 03 minutes 55 seconds East 143.13 feet to a point, on the southerly line of lands of, now or formerly Paynter A. & Joyce E. Lynch, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-424, page 273,

14) Thence, leaving said Docherty lands and coincident with said Lynch lands the following (2) courses and distances, South 87 degrees 07 minutes 56 seconds East 221.36 feet to a point,

15) Thence, North 02 degrees 49 minutes 41 seconds East 197.76 feet to a point on the easterly line of lands of, now or formerly Dr. Brent & Gwendlyn Elliott, as recorded in the aforementioned Office of the Recorder of Deeds in deed book B-33, page 117, said point also being in the centerline of Swan Creek Branch,

16) Thence, leaving said Lynch lands and coincident by and with the centerline of said branch also coincident with said Elliott lands also coincident with lands of now or formerly Ronald & Debbie Lavere as recorded in the aforementioned Office of the Recorder of Deeds in deed book, A-46 page 229, also coincident with lands of, now or formerly Edward Ripper as recorded in the aforementioned Office of the Recorder of Deeds in deed book P-49, page 239, also coincident with lands of, now or formerly Marty A. & Robin Lavere Messick as recorded in the aforementioned Office of the Recorder of Deeds in deed book 2123, page 193, also coincident with lands of, now or formerly Roger & Ruth Ann Minner as recorded in the aforementioned Office of the Recorder of Deeds in deed book I-30, page 53, also coincident with lands of, now or formerly James A. Bowman as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-397, page 3, the following (20)

courses and distances, North 02 degrees 36 minutes 13 seconds West 24.24 feet to a point,

17) Thence, North 26 degrees 41 minutes 21 seconds East 74.64 feet to a point,

18) Thence, North 73 degrees 46 minutes 40 seconds East 40.42 feet to a point,

19) Thence, North 60 degrees 55 minutes 03 seconds East 45.25 feet to a point,

20) Thence, North 64 degrees 17 minutes 03 seconds East 70.86 feet to a point,

21) Thence, North 31 degrees 59 minutes 01 seconds East 40.16 feet to a point,

22) Thence, North 33 degrees 34 minutes 30 seconds East 52.71 feet to a point,

23) Thence, North 37 degrees 04 minutes 53 seconds East 56.03 feet to a point,

24) Thence, North 01 degrees 26 minutes 29 seconds West 27.35 feet to a point,

25) Thence, North 84 degrees 23 minutes 10 seconds East 69.26 feet to a point,

26) Thence, North 56 degrees 08 minutes 29 seconds East 357.40 feet to a point,

27) Thence, North 05 degrees 30 minutes 15 seconds East 30.70 feet to a point,

28) Thence, North 43 degrees 22 minutes 30 seconds East 137.43 feet to a point,

29) Thence, North 38 degrees 15 minutes 15 seconds East 111.56 feet to a point,

30) Thence, North 84 degrees 35 minutes 41 seconds East 160.76 feet to a point,

31) Thence, North 65 degrees 09 minutes 48 seconds East 148.49 feet to a point,

32) Thence, North 27 degrees 47 minutes 42 seconds East 92.54 feet to a point,

33) Thence, North 46 degrees 29 minutes 11 seconds East 146.05 feet to a point,

34) Thence, North 81 degrees 54 minutes 47 seconds East 126.16 feet to a point,

35) Thence, North 73 degrees 40 minutes 00 seconds East 19.83 feet to a point on the westerly line of lands of, now or formerly Delaware Hospice, Inc. as shown on aforementioned plat of "Milford Independence Commons"

36) Thence, leaving the centerline of aforementioned Swan Creek Branch and coincident with said

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Delaware Hospice lands, South 11 degrees 05 minutes 32 seconds East 937.30 feet to a point on the northerly line of lands of, now or formerly Darren J. & Judith M. Sobota as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-170, page 321,

37) Thence, leaving said Delaware Hospice lands and coincident with said Sobota lands South 73 degrees 28 minutes 51 seconds West 178.71 feet to a point on the southerly line of lands of, now or formerly P.J. Walker as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-543, page132,

38) Thence, leaving said Sobota lands and coincident with said Walker lands, also coincident with lands of, now or formerly Melody Booker-Gardner as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-704, page 292, also coincident with lands of, now or formerly Randy E. Marvel, as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-543, page 128, South 65 degrees 33 minutes 59 seconds East 1525.85 feet to a point on the westerly line of lands of, now or formerly John K. & Joseph A. Huber as recorded in the aforementioned Office of the Recorder of Deeds in deed book Q-51, page 151,

39) Thence, leaving said Marvel lands and coincident with said Huber lands, also coincident with lands of, now or formerly Anthony & Elizabeth Cadiz as recorded in the aforementioned Office of the Recorder of Deeds in deed book Z-53, page 310, also coincident with lands of, now or formerly Henry F. & Barbara G. Traute as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-152, page 219, also in part coincident with lands of, now or formerly Raymond D. & Marianne Flavin Jr. as recorded in the Office of the Recorder of Deeds in deed book I-54, page 27, South 31 degrees 53 minutes 34 seconds West 850.72 feet to a point on the northerly line of lands of, now or formerly Tim Johnson as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-286, page 59, being designated as Parcel 2 on aforementioned plat of "Milford Independence Commons"

40) Thence, leaving said Flavin lands and coincident with said Parcel 2, also coincident with other lands of, now or formerly Tim Johnson as recorded in the aforementioned Office of the Recorder of Deeds in deed book D-592, page 1, being designated as Parcel 1 on aforementioned plat of "Milford Independence Commons" the following (9) courses and distances, North 58 degrees 09 minutes 09 seconds West 420.55 feet to a point,

41) Thence, South 31 degrees 42 minutes 14 seconds West 214.19 feet to a point,

42) Thence, along a curve to the right, having a radius of 95.00 feet, an arc distance of 130.17 and a chord bearing and distance of South 70 degrees 57 minutes 28 seconds West 120.22 feet to a point,

43) Thence, North 69 degrees 47 minutes 16 seconds West 323.55 feet to a point,

44) Thence, along a curve to the left, having a radius of 30.00 feet, an arc distance of 47.12 and a chord bearing and distance of South 65 degrees 12 minutes 44 seconds West 42.43 feet to a point,

45) Thence, South 20 degrees 12 minutes 44 seconds West 110.55 feet to a point,

46) Thence, South 12 degrees 20 minutes 44 seconds West 75.74 feet to a point,

47) Thence, South 20 degrees 20 minutes 58 seconds West 47.82 feet to a point,

48) Thence, South 24 degrees 39 minutes 02 seconds East 106.01 feet to the point and place of beginning; **CONTAINING** 98.25 acres of land, more or less.

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§ 230-24.14. Standards in business park and office zones.

A. General standards and sign features: Permanent on-premise signs in the Business Park and Office Zones, as identified herein, shall be subject to the standards set forth in this section.

(1) BP Business Park District.

(2) OC-1 Office Complex District.

B. Subject to the regulations in this section, Business Park and Office Zone properties are limited to a combination of two signs per street frontage.

(1) Freestanding Signs

(a) Freestanding signs shall be limited to one per street frontage.

(b) Freestanding signs shall not exceed 10 feet in height and shall not exceed 48 square feet of sign area per side.

(c) Freestanding signs shall have a minimum setback of 10 feet from the front lot line and a minimum setback of 15 feet from adjacent property lines.

(2) Projecting Signs: Prohibited.

(3) Building Signs.

(a) Building signs include wall or fascia signs, and signs otherwise permanently applied to walls or other building surfaces.

(b) The total sign area of all parallel wall signs applied to any given façade shall not exceed 10% of the building façade in elevation view, including window and door areas and cornices to which they are affixed or applied.

(4) Canopy Signs: Prohibited.

(5) Awning Signs: Prohibited.

(6) Electronic Message Centers are prohibited except that electronic message centers may be permitted by conditional use approval from City Council on properties used for any of the following uses

(a) Public and private schools.

(b) Churches and other places of worship.

(c) Social clubs or fraternal, social service, union, or civic organizations.

§ 230-24.20. Electronic message centers.

A. General Electronic Message Center regulations

(1) An Electronic Message Center may consist of a portion of a building sign or freestanding sign, subject to the following limitations;

(a) For a sign with a sign area of 32 square feet or less, all of the sign can be comprised of an Electronic Message Center.

(b) For a sign with a sign area of greater than 32 square feet, the electronic message center portion of the sign cannot exceed 70% of the sign area or 100 square feet per sign, whichever is less.

(2) All Electronic Message Centers shall have automatic dimming controls, either by photocell (hardwired) or via software settings, in order to bring the Electronic Message Center lighting level at night into compliance with Section 230-24.21, Sign Illumination Standards. The owner of the Electronic Message Center shall provide a certification by an independent contractor of the lumens showing compliance with the Illumination Standards at the time of building permit issuance.

(3) The owner of the Electronic Message Center shall provide the City with contact information for a person who is available at any time to turn off the Electronic Message Center promptly if a malfunction occurs.

(4) All Electronic Message Center display features and functions are permitted, except that the following features and functions are prohibited:

(a) Flashing.

(b) Full motion video or film display via an electronic file imported into the Electronic Message Center software or streamed in real time into the Electronic Message Center.

§ 230-24.21. Sign illumination standards.

Signs may be illuminated consistent with the following standards:

A. A sign in any Zone may be illuminated at night. Signs that are illuminated at night may not exceed a maximum luminance level of 750 cd/m2 or Nits, regardless of the method of illumination.

B. The following signs are prohibited:

(1) Signs which are not effectively shielded as to prevent beams or rays of light from being directed at any portion of any roadway or residential area.

(2) Signs which are of such intensity or brilliance as to cause glare or to impair the vision of any resident or the driver of any motor vehicle or which otherwise interfere with any driver's operation of a motor vehicle.

(3) Signs which are so illuminated that they interfere with the effectiveness of or obscures an official traffic sign, device or signal.

C. Signs that have external illumination, whether the lighting is mounted above or below the sign face or panel, shall have lighting fixtures or luminaries that are fully shielded to focus light only on the sign.

D. All illuminated signs must comply with the maximum luminance level of 750 cd/m2 or Nits at least one-half hour before Apparent Sunset, as determined by the National Oceanic and Atmospheric Administration (NOAA), US Department of Commerce, for the specific geographic location and date. All illuminated signs must comply with this maximum luminance level throughout the night, if the sign is energized, until Apparent Sunrise, as determined by the NOAA, at which time the sign may resume luminance levels appropriate for daylight conditions, when required or appropriate.

E. No illuminated sign, including Electronic Message Centers, shall have a maximum illuminance level greater than 0.30 foot candle above ambient light, as measured using a foot candle meter, or similar technology, at a preset distance. Preset distances to measure the foot candle impact vary with expected viewing distances of each sign size. Measurement shall be based upon the sign area using the following formula:

Sign Area (in square feet)	Measurement Distance (in feet)
10	32
50	71

100	100
200	141
300	173

Notes: For signs with a sign area in square feet other than those measurements specifically listed in the table above, the measurement distance shall be calculated with the following formula:

Measurement Distance = Sign Area in Square Feet x 100

F. On-premise signs shall not be used as a form of outdoor lighting at night for security purposes or egress illumination.

§ 230-24.25. Comprehensive signage for major subdivisions and complexes.

A. Purpose. In recognition that large developments and complexes have signage needs that may not be adequately addressed by the standard sign regulations of Chapter 230, this section is specifically intended to establish an optional procedure for approval of comprehensive signage plans for such projects.

B. Qualifications. Comprehensive signage plans may only be submitted in conjunction with the following types of development projects:

(1) Major subdivisions and residential developments involving more than one entrance or involving 200 or more dwelling units;

(2) Planned unit developments;

(3) Shopping centers;

(4) Groups of three or more nonresidential principal structures under common management and located on one or more contiguous properties; or

(5) Any institutional complex, professional office, medical or educational campus, or business park.

C. Standards. Comprehensive signage plans shall comply with the following standards:

(1) If approved, comprehensive signage plans may not be held to the size, height, numbers, and area regulations for signs found in other sections of this article provided that the number, type, and size of signs proposed shall not be excessive and must be in proportion to the scale of the buildings and the uses planned for the site.

(2) All proposed signage shall be designed and coordinated with the overall architectural concept for the buildings on the site. Sign type, color scheme, size, and illumination shall be coordinated and compatible with the architecture of the development so as to formulate a thematic sign plan for the site.

(3) Wall-mounted signs shall be coordinated with the overall design theme of the site and designed as an integral component of the facades of buildings.

(4) Site landscaping shall be designed to complement and not conflict with sign placements.

(5) No off-premises signage will be permitted as part of an application for a comprehensive signage plan.

D. Approval process.

(1) Comprehensive signage plans shall be submitted for review by the Planning Commission for the purpose of providing commentary and recommendation to the City Council, if applicable. The City Council shall have authority to approve or deny the comprehensive signage plans, except for

applications that are not required to be reviewed by City Council, in which case the Planning Commission shall have the authority to approve or deny the comprehensive signage plans.

(2) Applicants may submit a comprehensive signage plan in conjunction with, and as a component of, any Preliminary Site Plan or Preliminary Major Subdivision application, for review and consideration by the Planning Commission and City Council, if applicable.

(3) Owners of existing developments or previously approved but not completed developments, or successors in interest thereto, including but not limited to legally created homeowners associations, that own and control subdivision identification signage in subdivision that meet the qualifications of Chapter 230-24.25(B) may submit a comprehensive signage plan for consideration as a conditional use site plan in accordance with the procedures set forth in Chapter 230 of this Code.

(4) Sign permits shall be obtained for each sign approved for installation as part of a comprehensive signage plan prior to the installation or placement of the sign.

E. Submission requirements. The following minimum submission materials shall accompany any request for consideration of a comprehensive signage plan.

(1) A site plan which details the signage proposed to include the physical location of all existing and proposed signs on the property and their relationship to all existing and proposed buildings, structures, streets, parking areas, stormwater management ponds, and all other physical features of the site.

(2) Fully dimensioned elevation drawings of each proposed sign. Proposed wall-mounted signs shall be illustrated as a component of the architectural elevation drawing of the building façade.

(3) Colored renderings of each proposed sign.

(4) Miscellaneous specifications to include proposed illumination type, mounting details, and materials proposed.

F. Planning Commission and City Council considerations. In considering approval of comprehensive signage plans, the Planning Commission and City Council shall take into consideration the public health, safety, and welfare, the comfort and convenience of the public in general, and the residents, businesses, and property owners in the immediate vicinity in particular, and shall ensure that qualifying developments are afforded adequate, but not excessive, signage.

§ 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. A conditional use approval in conjunction with a Site Plan review shall expire upon expiration of the associated Site Plan.

C. A conditional use approval in conjunction with a Major Subdivision application shall expire upon expiration of the associated Major Subdivision.

D. A standalone conditional use permit shall expire within eighteen months of the date of issuance unless construction or operation of said use has commenced.

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

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative.
This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-35
Conditional Use Application of Food Bank of Delaware
11.5 +/- acres of land
West Side of Delaware Veterans Boulevard within the Independence Commons Business Park
Address: 102 Delaware Veterans Boulevard
Comprehensive Plan Designation: Commercial
Zoning District: OC-1 (Office Complex District)
Present and Proposed Use: Charitable and Philanthropic Organization
Tax Parcel: MD-16-173.00-01-02.08

WHEREAS, the owners of the property as above described herein have petitioned the City of Milford for a Conditional Use to construct Electronic Message Center Monument Sign and a Comprehensive Sig Plan approval; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Conditional Use, as herein described.

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

Section 1. Chapter 230-24.14 states Electronic Message Centers are prohibited unless permitted by a conditional use approval from City Council on properties used for (c) Social clubs or fraternal, social service, union, or civic organizations.

Section 2. Chapter 230-24.25 permits a Comprehensive Sign Plan review for larger scale projects and developments.

Section 3. Following adoption of Ordinance 2023-35, and upon the effective date, the Food Bank of Delaware is hereby granted a Conditional Use to allow an Electronic Message Sign and other signage outlined in the Comprehensive Sign Plan application at 102 Delaware Veterans Boulevard.

Section 4. Construction or operation shall commence within eighteen months of the date of issuance of the permit otherwise the conditional use becomes void.

Section 5. Dates.
Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative.
This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-36
Conditional Use Application of James Purcell
0.31 +/- acres
South Side of Kings Highway between South Walnut Street and Polk Avenue
Address: 102 Kings Highway
Comprehensive Plan Designation: Low Density Residential
Zoning District: R-1 (Single-Family Residential District)
Present Use: Single-Family Dwelling
Proposed Use: Single Family Dwelling with Accessory Dwelling Unit
Tax Parcel: 1-30-3.08-063.00

WHEREAS, the owner of the property as above described herein have petitioned the City of Milford for a Conditional Use to construct an accessory dwelling; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Conditional Use, as herein described.

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

Section 1. Chapter 230-9(C)(5) states accessory dwellings are allowed upon conditional use approval from City Council subject to conditions.

Section 2. Following adoption of Ordinance 2023-36, and upon the effective date, James Purcell is hereby granted a Conditional Use to construct a 672 square foot accessory cottage at 102 Kings Highway.

Section 3. Construction or operation shall commence within eighteen months of the date of issuance of the permit otherwise the conditional use becomes void.

Section 4. Dates.
Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

PUBLIC WORKS FACILITY
180 Vickers Drive
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

DATA SHEET FOR LANDS OF JAMES PURCELL

Planning Commission Meeting: September 19, 2023

Application Number / Name	:	23-024 / Lands of James Purcell
Applicant	:	James Purcell 102 Kings Highway Milford, DE 19963
Owner	:	Same
Application Type	:	Conditional Use
Present Comprehensive Plan Map Designation	:	Low Density Residential
Present Zoning District	:	R-1 (Single-family Residential District)
Present Use	:	Single-family Detached Dwelling
Proposed Use	:	Single-family Detached Dwelling with an Accessory Dwelling Unit
Size and Location	:	0.31 +/- acres located along the south side of Kings Highway between S. Walnut Street and Polk Avenue, addressed as 102 Kings Highway.
Tax Map & Parcel	:	1-30-3.08-063.00

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

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Milford, DE 19963
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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

STAFF REPORT
August 28, 2023

Application Number / Name	**:**	23-024 / Lands of James Purcell
Tax Map & Parcel	**:**	1-30-3.08-063.00
Size and Location	**:**	0.31 +/- acres located along the south side of Kings Highway between S. Walnut Street and Polk Avenue, addressed as 102 Kings Highway.

I. BACKGROUND INFORMATION:

- The applicant proposes to construct a 672 square foot accessory cottage on the above referenced parcel as shown on the provided survey.

- Chapter 230-9(C)(5) states accessory dwelling are allowed upon conditional use approval from City Council subject to the conditions outlined in Section II of the staff report.

- Chapter 230 defines an accessory dwelling unit as "an accessory apartment or accessory cottage" and defines an accessory cottage as "a separate and subordinate dwelling unit that is located on the same lot as a single-family detached dwelling but is contained in a detached garage or other outbuilding."

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:

- Chapter 230-21(B) states that single-family detached dwellings require 2.5 parking spaces per unit and accessory dwelling units require 1.5 parking spaces per unit; therefore the applicant is required to provide 4 off-street parking spaces on the property. There is adequate space within the existing driveway to accommodate 4 vehicles.

- Evaluation based on the criteria found under Chapter 230-9(C)(5) Accessory Dwelling Units;

  A. One dwelling unit on the property shall be owner-occupied. A notice and declaration of land use restriction to this effect shall be signed and recorded prior to issuance of a certificate of use and/or building permit for the accessory dwelling unit.

Staff Response: The applicant/owner occupies the main residence on the subject parcel.

B. Only one accessory dwelling unit (either apartment or cottage) shall be permitted per property.

Staff Response: The applicant is only proposing one accessory cottage.

C. Accessory Apartments.

Staff Response: Not applicable.

D. Accessory Cottages.

[1] An accessory cottage shall contain at least 220 square feet of floor area. The floor area of an accessory cottage shall not exceed 40% of the floor area of the single-family detached dwelling to which it is accessory or 1,200 square feet, whichever is greater.

Staff Response: According to City assessment records, the existing single-family detached dwelling contains 1,747 square feet of living space (40% equals 699 square feet). The accessory cottage would need to be at least 220 square feet and no larger than 1,200 square feet based on the zoning ordinance. The applicant is proposing a 672 square foot accessory cottage.

[2] For an accessory cottage which will be a new structure, the exterior materials, roof form, and window spacing and proportions of the accessory cottage shall approximate those of the existing or proposed single-family detached dwelling.

Staff Response: This will be reviewed by the City at the time of building permit issuance.

[3] For an accessory cottage located within an existing garage or other outbuilding, the structure is not required to approximate the exterior features of the existing single-family detached dwelling, but any exterior modification should be consistent with the architectural style of that structure unless the building is upgraded per the requirements for new structures.

Staff Response: N/A.

[4] Accessory cottages shall comply with the principal structure setbacks for the respective zoning district, unless the accessory cottage is located within an existing garage or other outbuilding, for which the structure must meet the accessory structure setbacks for the respective zoning district.

Staff Response: The proposed accessory cottage would be 25 feet from the rear property line and 12 feet from the side property line, which meets the setback requirements of the R-1 zoning district.

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

  A. The presence of adjoining similar uses.

     The immediate vicinity is characterized by a mixture of uses including similar single-family detached dwellings on similar sized parcels, a wellness village containing various medical service uses, smaller individual medical office buildings and homes converted into medical and professional offices.

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

     Accessory Cottages are allowed by conditional use within the residential zoning districts.

  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 Low Density Residential for which the R-1 zoning district is a permitted zoning category. Allowing accessory dwelling units would provide additional affordable housing options within the City of Milford. Promoting opportunities for the creation of new, clean, safe and affordable housing is a goal of the 2018 Comprehensive Plan.

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

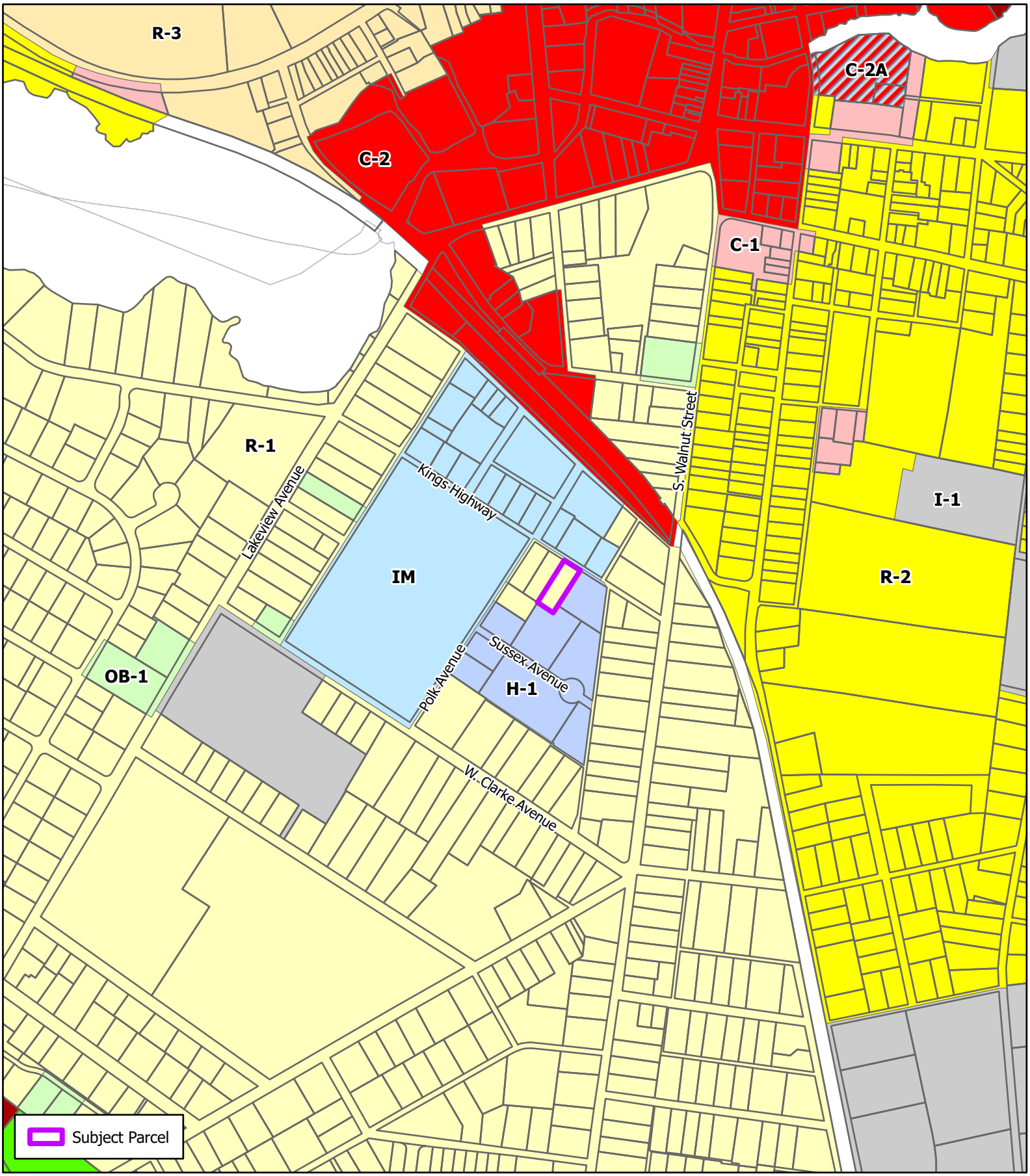
     The proposed accessory dwelling unit would meet the principal setback requirements for the R-1 zoning district and would be constructed 12 feet from the side property line and 25 feet from the rear property line. No screening is proposed.

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

     The proposed use should not detract from permitted uses within the district. The property is located in an area with some low-density residential housing that is surrounded by medical and professional office uses. The properties to the east and south are zoned H-1 and contain a offices. The properties across the street are zoned IM and contain houses that have been converted to office space. The property to the west contains a single-family detached dwelling on a similarly sized property.

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

     The proposed accessory dwelling unit would be constructed 12 feet from the side property line and 25 feet from the rear property line, meeting the principal setbacks for the R-1 zoning district. The applicant has provided enough off-street parking to meet the requirements of Chapter 230 Zoning.



THE CITY of Milford DELAWARE

Scale: 0 300 600 Feet

Drawn by: WRP

Date: 08/24/23

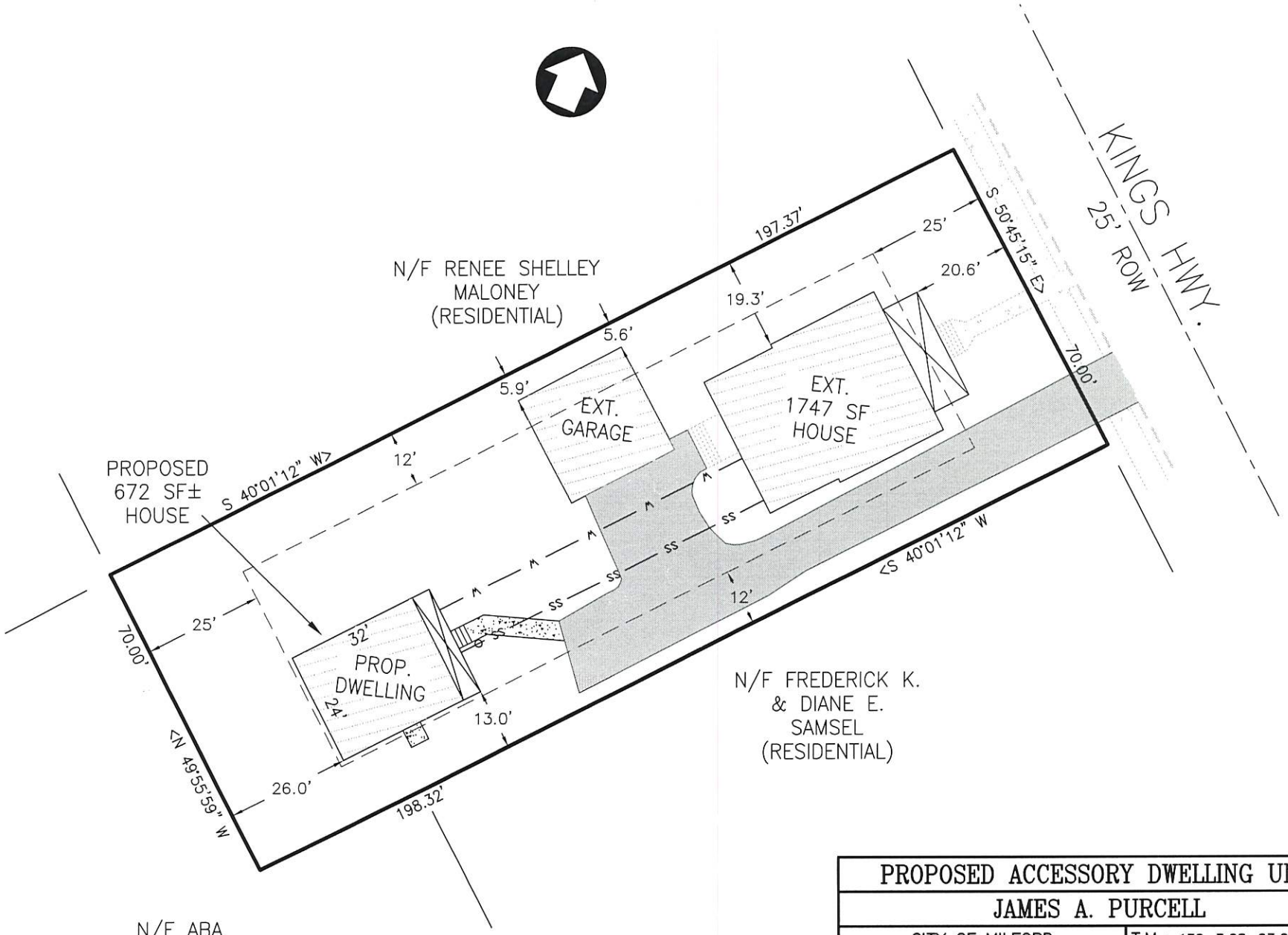
Filepath: CU_Purcell.aprx

Title:

Conditional Use

Lands of James Purcell

Location & Zoning Map



PROPOSED ACCESSORY DWELLING UNIT

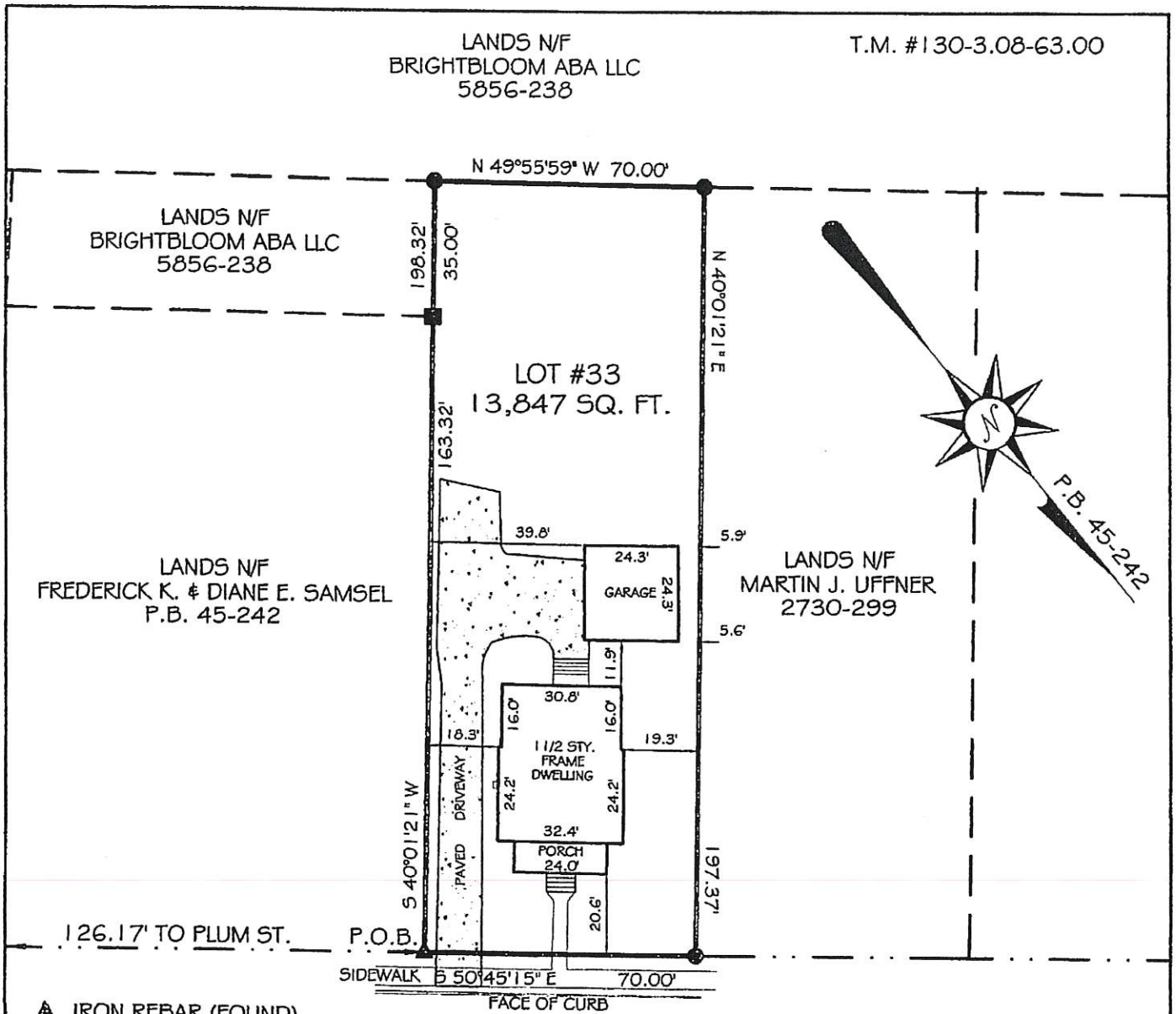
JAMES A. PURCELL

CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

T.M.: 130-3.08-63.00

MHDC
977 East Masten Circle
Milford, Delaware 19963
(302) 422-8255

DRAWN BY: RBA
DATE: JUL 12, 2023
FILE: Purcell
SCALE: 1" = 30'



SEE PLOT BOOK 179 PAGE 36 FOR EASEMENT RESERVATIONS. THIS SURVEY AND PLAT DOES NOT VERIFY THE EXISTENCE OR NON-EXISTENCE OF RIGHTS-OF-WAY OR EASEMENTS CROSSING THIS PROPERTY OTHER THAN THOSE SHOWN. NO TITLE SEARCH PROVIDED OR STIPULATED.

I, DONALD K. MILLER REGISTERED AS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF DELAWARE, HEREBY STATE THAT THE INFORMATION SHOWN ON THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND MEETS THE STANDARDS OF PRACTICE AS ESTABLISHED BY THE STATE OF DELAWARE BOARD OF PROFESSIONAL LAND SURVEYORS. ANY CHANGES TO THE PROPERTY CONDITIONS, IMPROVEMENTS, BOUNDARY OR PROPERTY CORNERS AFTER THE DATE SHOWN HEREON SHALL NECESSITATE A NEW REVIEW AND CERTIFICATION FOR ANY OFFICIAL OR LEGAL USE.

DONALD K. MILLER, PLS 407 — DATE 5/16/23

SURVEY CLASS: SUBURBAN

BOUNDARY SURVEY FOR

JAMES A. PURCELL

102 KINGS HWY., MILFORD, DE. 19963
LOT #33, BLOCK H OF "CAUSEY ADDTN. TO SOUTH MILFORD" DEV.
CITY OF MILFORD
CEDAR CREEK HUNDRED SUSSEX COUNTY
STATE OF DELAWARE
SCALE 1" =40' MAY 1, 2023

PREPARED BY:
MILLER LEWIS, INC.
LAND SURVEYING
1560 MIDDLEFORD RD. • SEAFORD, DE. 19973
PH: 302-629-9895
FAX: 302-629-2391

Conditional Use Summary for James Purcell Accessory Cottage

Parcel TM: 130-3.08-63.00

Owner: James A. Pucell

Zone: R-1

The owner is seeking conditional use approval for a 672 sf accessory cottage to be placed in the rear of the lot per zoning code 230-9, C (5)(d) (d):

Accessory Cottages.

[1]

An accessory cottage shall contain at least 220 square feet of floor area. The floor area of an accessory cottage shall not exceed 40% of the floor area of the single-family detached dwelling to which it is accessory or 1,200 square feet, whichever is greater.

[2]

For an accessory cottage which will be a new structure, the exterior materials, roof form, and window spacing and proportions of the accessory cottage shall approximate those of the existing or proposed single-family detached dwelling.

[3]

For an accessory cottage located within an existing garage or other outbuilding, the structure is not required to approximate the exterior features of the existing single-family detached dwelling, but any exterior modification should be consistent with the architectural style of that structure unless the building is upgraded per the requirements for new structures.

[4]

Accessory cottages shall comply with the principal structure setbacks for the respective zoning district, unless the accessory cottage is located within an existing garage or other outbuilding, for which the structure must meet the accessory structure setbacks for the respective zoning district.

The structure will be used by a family member. All utility connections (except electric) will come from the existing house. The existing house livable area is 1747 sf. x 40% = 699 sf max. The proposed cottage area will be 672 sf.

§ 230-9. R-1 Single-Family Residential District.

In an R-1 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 intent of the R-1 Residential District is to preserve the spacious residential atmosphere and quality of living of existing low-density residential development, to provide for the orderly and appropriate development of new low-density housing and to allow related uses that would not be detrimental to the residential character of the district.

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 in Article IX of this chapter:

(1) Churches and other places of worship and cemeteries.

(2) Public and private elementary, junior or senior high schools.

(3) Day-care facilities, including large family day cares involving more than six children.

(4) Conversion of a one-family dwelling into multiple dwelling units, if such dwelling is structurally sound but too large to be in demand for one-family use and if that conversion would not impair the character of the neighborhood, subject to conformance with the following requirements:

(a) There shall be a lot area of at least 2,000 square feet for each unit to be accommodated.

(b) There shall be a gross leasable floor area, computed as the sum of those areas enclosed by the outside faces of all exterior walls surrounding each story used for the residence, exclusive of any area for any accessory private garage, of at least 500 square feet per family to be accommodated.

(c) Fire escapes and outside stairways leading to a second or higher story shall, where practicable, be located on the rear of the building and shall not be located on any building wall facing a street.

(5) Accessory dwelling units. Accessory dwelling units include accessory apartments and accessory cottages and are subject to the following requirements;

(a) One dwelling unit on the property shall be owner-occupied. A notice and declaration of land use restriction to this effect shall be signed and recorded prior to issuance of a certificate of use and/or building permit for the accessory dwelling unit.

(b) Only one accessory dwelling unit (either apartment or cottage) shall be permitted per property.

(c) Accessory Apartments.

[1] Accessory apartments are only permitted within single-family detached dwellings.

[2] The floor area of an accessory apartment shall not exceed 35% of the single-family detached dwelling.

(d) Accessory Cottages.

[1] An accessory cottage shall contain at least 220 square feet of floor area. The floor area of an accessory cottage shall not exceed 40% of the floor area of the

single-family detached dwelling to which it is accessory or 1,200 square feet, whichever is greater.

[2] For an accessory cottage which will be a new structure, the exterior materials, roof form, and window spacing and proportions of the accessory cottage shall approximate those of the existing or proposed single-family detached dwelling.

[3] For an accessory cottage located within an existing garage or other outbuilding, the structure is not required to approximate the exterior features of the existing single-family detached dwelling, but any exterior modification should be consistent with the architectural style of that structure unless the building is upgraded per the requirements for new structures.

[4] Accessory cottages shall comply with the principal structure setbacks for the respective zoning district, unless the accessory cottage is located within an existing garage or other outbuilding, for which the structure must meet the accessory structure setbacks for the respective zoning district.

D. Area regulations.

(1) Minimum lot area shall be 10,000 square feet. Minimum interior lot shall be 10,000 square feet. Minimum corner lot shall be 13,000 square feet.

(2) Maximum lot coverage shall be 40%.

(3) Minimum lot width shall be 80 feet.

(4) Height of buildings shall not exceed 35 feet. Accessory buildings shall not exceed 15 feet in height.

(5) Minimum front yard setback line shall be 25 feet.

(6) Minimum rear yard shall be 25 feet. For corner lots the rear yard may be reduced 20% in depth to allow for skewing of a residential dwelling on the lot.

(7) Side yards shall be provided as follows: each lot shall have two side yards with a minimum of 12 feet each.

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

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

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

(11) Open space and recreational requirements shall comply with Chapter 230-19.7.

(12) Accessory structures for non-residential uses in aggregate shall occupy no more than 30 percent of the required rear and side yard of the lot area and may not dominate in area, extent or purpose to the principal use or structure. The area of the principal structure shall be calculated using the definition of floor area in this chapter.

(13) Accessory structures for non-residential uses shall be located in the side and rear lot areas.

(14) Accessory structures for non-residential uses shall meet the principal use setbacks and shall not be located less than 5 feet from a principal structure.

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

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This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-36
Conditional Use Application of James Purcell
0.31 +/- acres
South Side of Kings Highway between South Walnut Street and Polk Avenue
Address: 102 Kings Highway
Comprehensive Plan Designation: Low Density Residential
Zoning District: R-1 (Single-Family Residential District)
Present Use: Single-Family Dwelling
Proposed Use: Single Family Dwelling with Accessory Dwelling Unit
Tax Parcel: 1-30-3.08-063.00

WHEREAS, the owner of the property as above described herein have petitioned the City of Milford for a Conditional Use to construct an accessory dwelling; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on September 19, 2023; and

WHEREAS, Milford City Council will hold a Public Hearing on September 25, 2023 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 approve the Conditional Use, as herein described.

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

Section 1. Chapter 230-9(C)(5) states accessory dwellings are allowed upon conditional use approval from City Council subject to conditions.

Section 2. Following adoption of Ordinance 2023-36, and upon the effective date, James Purcell is hereby granted a Conditional Use to construct a 672 square foot accessory cottage at 102 Kings Highway.

Section 3. Construction or operation shall commence within eighteen months of the date of issuance of the permit otherwise the conditional use becomes void.

Section 4. Dates.
Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Advertised: Delaware State News 09/03/2023

CITY OF MILFORD
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ORDINANCE 2023-37
Legal Owner Mispillion Realty LLC for a Change of Zone from
R-1 (Single-Family Residential District) to C-3 (Highway Commercial)
on 1.73 +/- acres of land located along the east side of S. Dupont Boulevard
approximately 235 feet north of the Donovan Street Intersection
Address: 839 South DuPont Boulevard, Milford, DE
Present Use Single-family Detached Dwelling & Vacant Lot;
Proposed Use Single-family Detached Dwelling
Tax Map & Parcels 1-30-3.15-014.00 & 1-30-3.15-015.00

WHEREAS, the property owner has petitioned the City of Milford Planning and Zoning Office for a Change of Zone from R-1 to C-3 on 1.73 +/- acres of land at 839 South DuPont Boulevard; and

WHEREAS, the Change of Zone request to Commercial is consistent with the Adopted 2018 Comprehensive Plan Future Land Use Map, as amended; and

WHEREAS, the City of Milford Planning Commission considered the application during their regular meeting on September 19, 2023, at which time interested parties had the opportunity to comment on the application to assist in an informed recommendation to City Council; and

WHEREAS, Milford City Council held a Public Hearing on September 25, 2023 to allow additional public comment, after which City Council made a final determination; and

WHEREAS, as required by Chapter 230, the Public Notice was published in the Delaware State News on September 3, 2023 and provided to property owners within 200 feet of the subject parcel; and

WHEREAS, this Ordinance becomes effective ten days following the date of its adoption by City Council.

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

Section 1. Chapter 230 states 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, and generally require locations on major arterial routes and serve both local and regional customers.

Section 2. A Single-Family Detached Dwelling is a permitted use within the C-3 Zoning District.

Section 3. The adoption of this Ordinance grants Mispillion Realty LLC a Change of Zone to C-3 on 1.73 +/- acres of land at 839 South DuPont Boulevard in Sussex County, Milford, Delaware, Tax Map/Parcels 1-30-3.15-014.00 & 1-30-3.15-015.00.

Section 4. Any future use of the property must comply with Chapter 230 (Zoning Code) and the C-3 (Highway Commercial District) uses and area regulations.

Section 5. Dates.

Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Published: Delaware State News 09/03/2023

PUBLIC WORKS FACILITY
180 Vickers Drive
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

DATA SHEET FOR MISPILLION REALTY, LLC

Planning Commission Meeting: September 19, 2023

Application Number / Name	:	23-025 / Mispillion Realty, LLC
Applicant	:	Mispillion Realty, LLC 6103 S. Rehoboth Blvd Milford, DE 19963
Owner	:	Same
Application Type	:	Change of Zone
Present Comprehensive Plan Map Designation	:	Commercial (Transition Area)
Present Zoning District(s)	:	R-1 (Single-family Residential District)
Proposed Zoning District(s)	:	C-3 (Highway Commercial)
Present Use	:	Single-family Detached Dwelling & Vacant Lot
Proposed Use	:	Single-family Detached Dwelling
Size and Location	:	1.73 +/- acres of land located along the east side of S. Dupont Boulevard approximately 235 feet north of the Donovan Street intersection, addressed as 839 S. Dupont Boulevard.
Tax Map & Parcel(s)	:	1-30-3.15-014.00 1-30-3.15-015.00

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

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STAFF REPORT
August 28, 2023

Application Number / Name	**:**	23-025 / Mispillion Realty, LLC
Size and Location	**:**	1.73 +/- acres of land located along the east side of S. Dupont Boulevard approximately 235 feet north of the Donovan Street intersection, addressed as 839 S. Dupont Boulevard.
Tax Map & Parcel(s)	**:**	1-30-3.15-014.00 1-30-3.15-015.00

I. BACKGROUND INFORMATION:

- The property owner is requesting to rezone the above referenced parcels from R-1 (Single-family Residential District) to C-3 (Highway Commercial District). Parcel 014.00 currently contains a single-family detached dwelling and parcel 015.00 is vacant.

- The applicant will need to consolidate the two properties in order to meet the minimum lot area requirement of 1 acre within the C-3 zoning district.

II. STAFF ANALYSIS:

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 Change of Zone request is consistent with the adopted 2018 Comprehensive Plan Future Land Use maps. The Future Land Use designation for the property is Commercial, for which C-3 (Highway Commercial) is a suitable zoning designation. See attached Land Use & Zoning Link table from the comprehensive plan document.

- Per the 2018 Comprehensive Plan, "the commercial category allows for different levels of commercial development intensity. This category includes neighborhood commercial, central business district, highway development, office buildings and medical services. Future Land Use and Urban Growth Boundary map designates all commercial areas in one category, but the individual characteristics of each site would be considered before identifying the level of commercial development that is suitable for each property. Each level of commercial use differs by the size and the site and use intensity. The land use is similar to the C-1, C-2, C-

2A, C-3, BP, OC-1 and H-1 zoning districts found in the Milford Zoning Ordinance. Regular Highway Commercial for the city is located along major state transportation routes, including DE 1, US 113, Route 14 and Business 1."

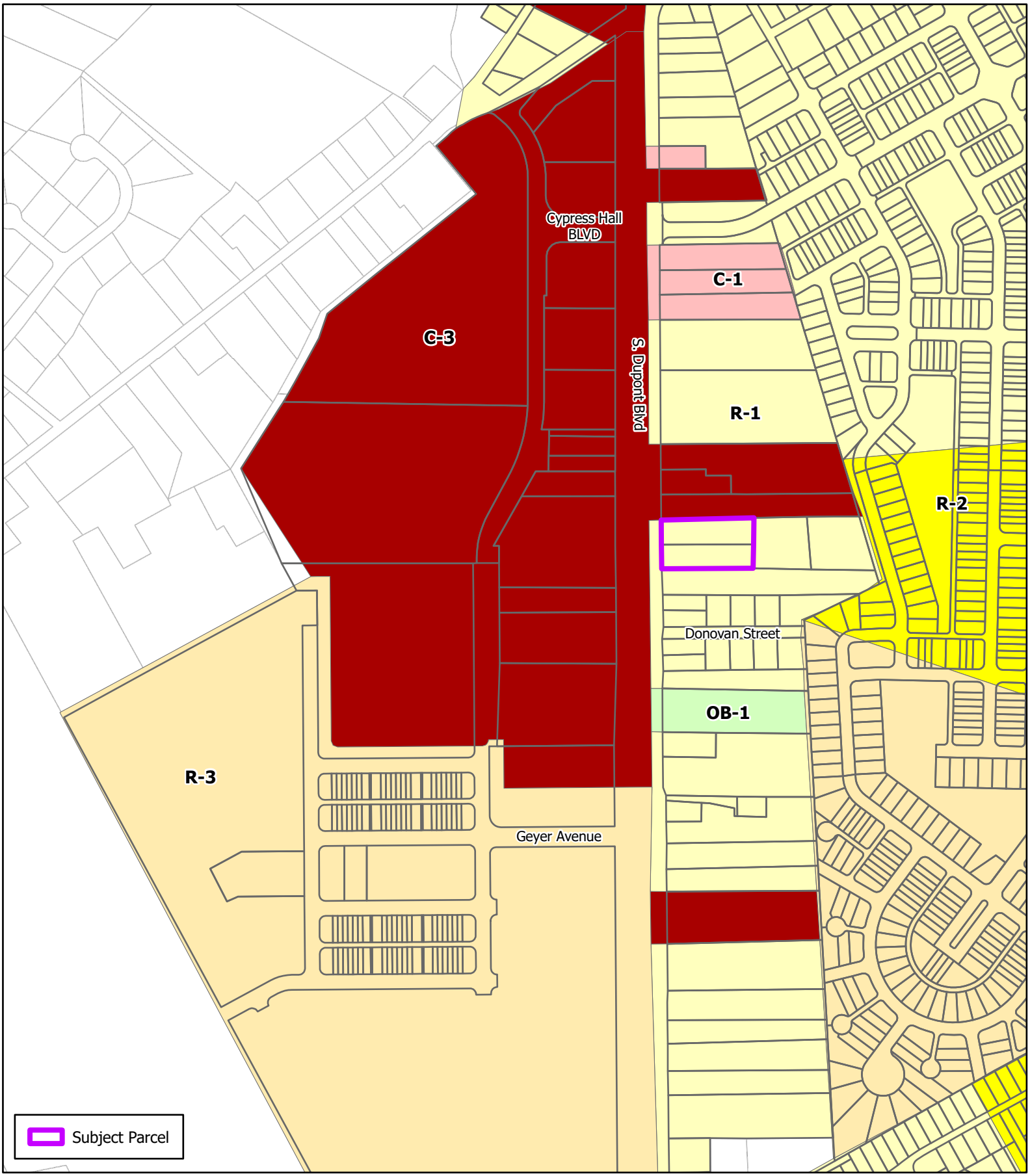
- Chapter 230 states, the purpose of the C-3 district is to "provide for larger-scale commercial uses that may require large amounts of parking space or have a high traffic impact. These uses generally require locations on major arterial routes and serve both local and regional customers."

- "A Single-family detached dwelling" is a permitted use within the C-3 zoning district.

- Any future use of the property must comply with Chapter 230 and the C-3 (Highway Commercial District) zoning use and area regulations. Enclosed is a copy of the current permitted and conditional uses within the C-3 District.

III. AGENCY COMMENTS:

- DelDOT – No comments solicited
- Kent Conservation District – No comments solicited.
- State Fire Marshall – No comments solicited.



THE CITY of Milford DELAWARE

Scale: 0 300 600 Feet

Drawn by: WRP

Date: 08/24/23

Filepath: COZ_MispillionRealty.aprx

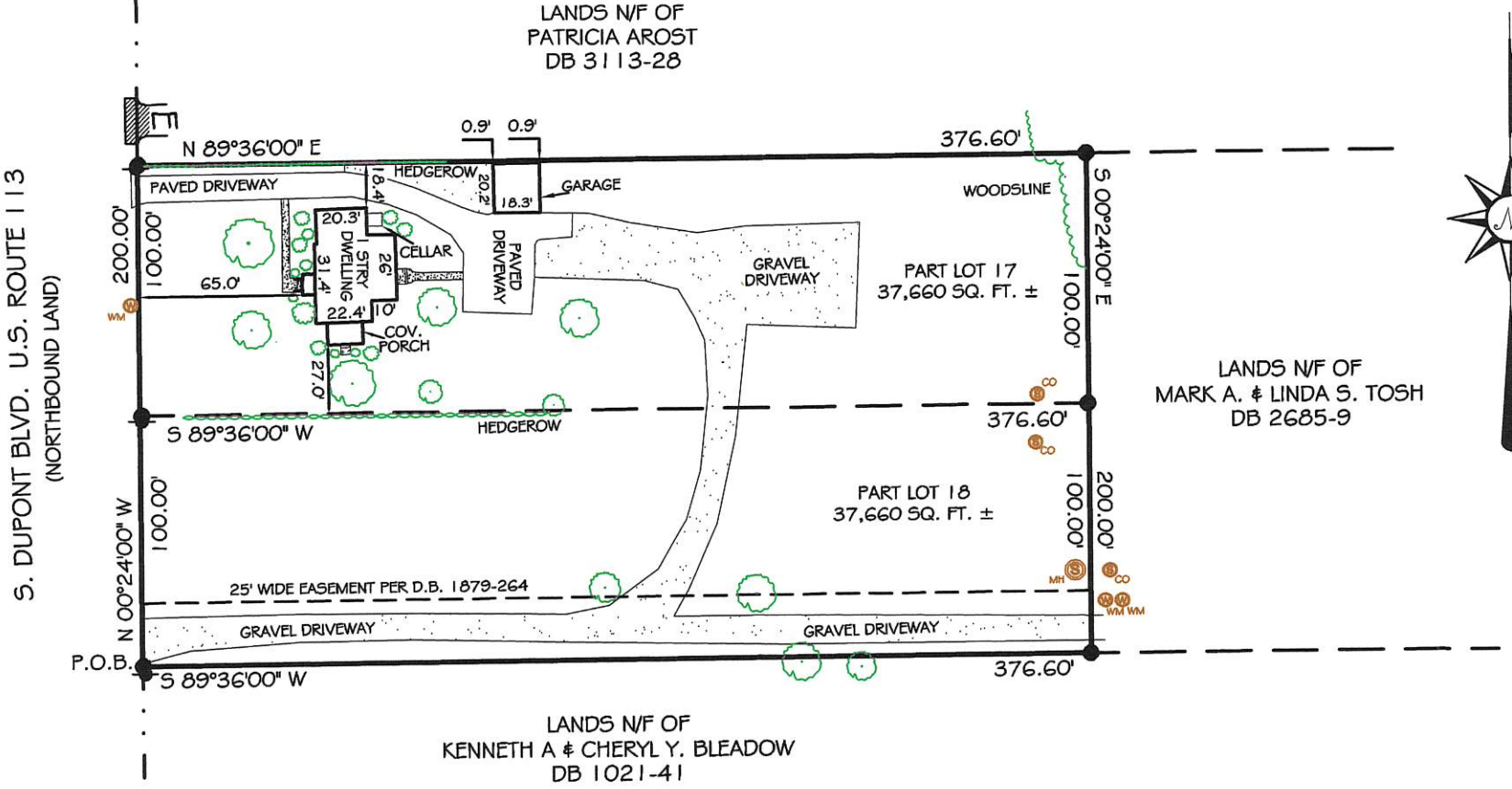
Title:

Change of Zone

Mispillion Realty, LLC

Location & Zoning Map

T.M. #130-3.15-14.00, 15.00



THIS SURVEY AND PLAT DOES NOT VERIFY THE EXISTENCE OR NON-EXISTENCE OF RIGHTS-OF-WAY OR EASEMENTS CROSSING THIS PROPERTY OTHER THAN THOSE SHOWN. NO TITLE SEARCH PROVIDED OR STIPULATED.

I, STEPHEN M. SELLERS REGISTERED AS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF DELAWARE, HEREBY STATE THAT THE INFORMATION SHOWN ON THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND MEETS THE STANDARDS OF PRACTICE AS ESTABLISHED BY THE STATE OF DELAWARE BOARD OF PROFESSIONAL LAND SURVEYORS. ANY CHANGES TO THE PROPERTY CONDITIONS, IMPROVEMENTS, BOUNDARY OR PROPERTY CORNERS AFTER THE DATE SHOWN HEREON SHALL NECESSITATE A NEW REVIEW AND CERTIFICATION FOR ANY OFFICIAL OR LEGAL USE.

STEPHEN M. SELLERS PLS 566 — DATE 8/2/2023

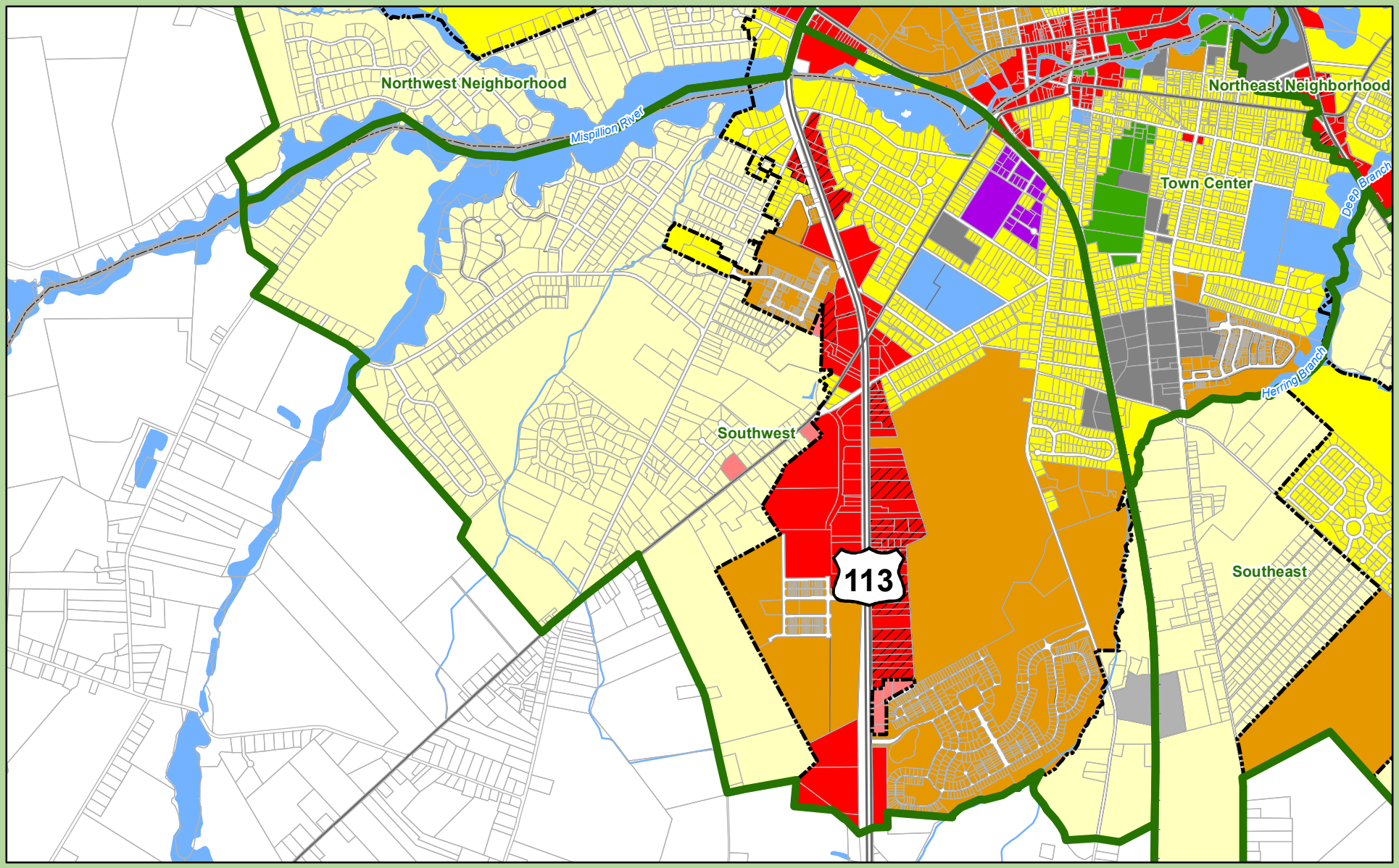
SURVEY CLASS: SUBURBAN

ENTRANCE
IRON PIPE (FOUND)
UTILITY POLE
WM WATER METER
BUSH
TREE
MH SANITARY MANHOLE
CO SANITARY CLEANOUT

BOUNDARY SURVEY PLAN FOR
MISPILLION REALTY, LLC

839 S. DUPONT HWY, MILFORD DE 19963
LOTS #17 P/O & #18 P/O OF "SIMPSON FARM" SUBDIV.
CEDAR CREEK HUNDRED SUSSEX COUNTY
STATE OF DELAWARE
SCALE 1" = 70' JULY 26, 2023

PREPARED BY:
MILLER LEWIS, INC. LAND SURVEYING
PH: 302-629-9895
FAX: 302-629-2391
1560 MIDDLEFORD RD. • SEAFORD, DE. 19973



Neighborhoods

Land Use Type

- Open Space
- Proposed Open Space
- Low Density Residential
- Proposed Low Density Residential
- Moderate Density Residential
- Proposed Moderate Density Residential
- Employment
- Proposed Employment
- Institutional
- Commercial
- Proposed Commercial
- Industrial
- Proposed Industrial
- Transition Area
- Municipal Boundary
- County Boundaries
- State Parcels
- Routes
- Rail Lines
- Hydrology
- Bodies of Water

City of Milford, Delaware

Future Land Use

Southwest

Adopted Jan. 22, 2018, Certified TBD

0 0.1 0.2 0.4 0.6 0.8 Miles

Sources:

Municipal Boundaries - Delaware Office of State Planning Coordination, FirstMap 10/17.
DRAFT Future Landuse - City of Milford, Delaware 01/18.
Road and Rail Network - Delaware Department of Transportation, FirstMap 01/18.
Hydrology - USGS and EPA, FirstMap 01/18.

Note:This map is provided by the University of Delaware, Institute for Public Administration (IPA) solely for display and reference purposes and is subject to change without notice. No claims, either real or assumed, as to the absolute accuracy or precision of any data contained herein are made by IPA, nor will IPA be held responsible for any use of this document for purposes other than which it was intended.

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institute for Public Administration

right to do so). The city's future land use map is largely a reflection of its understanding of likely growth and development. Wherever possible, the future land use attempts to anticipate likely changes. A key feature of the 2017 Comprehensive Plan Update is the "transition" future land use category.

The "transition" future land use designation, conceptually, helps with all three key considerations. It is straightforward and simple to see on the overall and neighborhood maps. It limits the potential need for plan amendments, in that each time a residential property requests rezoning to a commercial or industrial use, it will still be in compliance with the existing future land use map. It maintains flexibility in the identified areas. If and when properties petition for rezoning, procedural changes can be made to the zoning ordinance without it conflicting with the Milford Comprehensive Plan.

The transitional future land use classification has the added benefit of allowing the existing, largely residential uses, as by-right uses to ensure that existing property owners who wish to remain residential are not classified as non-conforming uses.

10-4. Land Use and Zoning

10-4a. Future Land Use Categories

Employment

The employment category is intended to serve as a primary location for a large employer to bring jobs and economic development to the city. Potential uses include schools and healthcare-related uses that would provide many jobs and services for the region. This land use category is similar to the H-1, IM, and IS zoning districts found in the Milford Zoning Ordinance.

Commercial

The commercial category allows for different levels of commercial development intensity. This category includes neighborhood commercial, central business district, highway development, office buildings, and medical services. The *Future Land Use and Urban Growth Boundary* map designates all commercial areas in one category, but the individual characteristics of each site would be considered before identifying the level of commercial development that is suitable for each property. Each level of commercial use differs by the size of the site and use intensity. This land use is similar to the C-1, C-2, C-2A, C-3, BP, OC-1, and H-1 zoning districts found in the Milford Zoning Ordinance.

Regular Highway Commercial for the city is located along major state transportation routes, including DE 1, US 113, Route 14 and Business 1.

Industrial

The industrial category is intended to serve as a primary location for light to moderate industrial and manufacturing uses. This land use is similar to the I-1 and I-2 zoning districts found in the Milford Zoning Ordinance.

Institutional

The institutional category includes government, civic, and community facilities such as libraries, schools, colleges, hospitals, medical facilities, community centers, places of worship, nursing homes, assisted living facilities, and other similar uses. Institutional uses may be found within residential, commercial, and employment areas.

Low Density Residential

The Low Density Residential District represents typical single-family detached dwellings and duplex development. These units receive full urban services. Other dwelling types may be allowed as part of a density bonus by providing additional open space and amenities of development or through a conditional use of a Planned Unit Development by Milford City Council. Neighborhood commercial and office-type uses that do not detract from the residential character of the area may be found in this area as well. This land use is similar to the R-1, R-2, C-1, and OB-1 zoning districts found in the Milford Zoning Ordinance.

Moderate-Density Residential

The Moderate Density Residential District represents typical single-family detached dwellings, attached single-family dwelling units, patio homes, duplexes, triplexes, quadplexes, townhomes/row houses, condominiums, apartments, and loft-style units. Availability of open space and walkable sidewalks are also key components. Neighborhood commercial and office-type uses that do not detract from the residential character of the area may be found in this area as well. This land use is similar to the R-3, R-8, C-1, and OB-1 zoning districts and the PUD conditional use for residential development found in the Milford Zoning Ordinance.

Transitional Commercial and Industrial Areas

These areas are designed to allow for a migration from residential to the underlying future land use categories depicted on the *Future Land Use and Urban Growth Boundary* map. There are two main transitional areas, commercial and industrial. The commercial transition areas are located along major roadways, including US 113 and Rehoboth Boulevard (Route 1A). The Industrial transition area is located along Route 14 between Routes 1A and 1.

The transitional areas will allow the property owners to maintain their current residential zoning until such time they wish to change their zoning to either commercial or industrial. This will allow the area to transition slowly along these corridors, without forcefully rezoning properties and potentially creating non-conforming properties and uses. Once the property owner changes the zoning of the property from residential to commercial or industrial, the property will remain industrial or commercial unless there is an amendment to the Milford Comprehensive Plan that would allow otherwise. The Comprehensive Plan will be reviewed again in five years, where the future land use exhibits can be updated to permanently show the properties that have transitioned from the residential categories to the more intense uses, and reduce the footprint of the transitional area on the maps.

Open Space

The Open Space category includes both existing open space owned by the city as well as the large area of open space located east of DE 1. Milford may elect to annex existing developed residential properties within the proposed Open Space future land use areas at the lowest intensity residential zoning category and provide services if deemed cost effective.

One of the recommendations of the Milford Comprehensive Plan is to prepare an Open Space Preservation Plan. Local governments and conservation groups offer many tools to preserve farmland and other open space. Some rely on the donation or sale of property development rights by a property owner, while other tools may include marketing assistance or protective planning and zoning. The primary goals of the Open Space designation east of DE 1 are the following:

- Promote the Transfer of Development Rights (TDR) – A TDR is a legal agreement that allows a developer who wants to build at a higher density than is permitted to purchase or trade for additional development rights from a willing seller who owns land in an area designated for preservation. The goal of the Open Space designation is to use the land as a sending area either into designated areas of the City of Milford or designated areas of Sussex County, thus protecting the open space area.
- Promote Conservation Easements – A conservation easement is a legal agreement between a landowner and a land trust or government agency whereby a landowner sells or donates the rights to develop his or her property to a conservation organization.
- Protective Rural Zoning – This type of zoning allows a very low density per acre. This is one of the most effective ways to protect rural and agricultural land and maintain a mass of land required to support agriculture economies without buying conservation easements.

- Purchase of Land – In the interest of Milford City Council to protect our recharge areas, funding could be used to protect our recharge areas and preserve open space.

10-4b. Land Use and Zoning Link

The link between land use and zoning is important because Title 22, Section 702(c) of the Delaware Code requires that Milford:

"…within 18 months of the adoption of a comprehensive development plan or revision thereof, amend its official zoning map to rezone all lands within the municipality in accordance with the uses of land provided for in the comprehensive development plan."

Table 27 shows the link between the future land use designations depicted on the *Future Landuse and Urban Growth Boundary* map and the zoning districts summarized in Table 28. Table 27 provides guidance as to the zoning districts that would be considered consistent with each land use designation.

Table 27. Land Use and Zoning Link

Future Land Use Designation	Corresponding Zoning District(s)
Employment	H-1 – Institutional Development
	IM – Institutional Medical
	IS – Institutional Service
Commercial	C-1 – Community Commercial
	C-2 – Central Business
	C-2A – Riverfront Development
	C-3 – Highway Commercial
	OC-1 – Office Complex
	BP – Business Park
	H-1 – Institutional Development
Industrial	I-1 – Limited Industrial
	I-2 – General Industrial
Institutional	Institutional uses may be permitted or conditionally permitted in residential, commercial, and employment zones

Future Land Use Designation	Corresponding Zoning District(s)
Low Density Residential	R-1 – Single Family Residential
	R-2 - Residential
	C-1 – Community Commercial
	OB-1 – Office Building
Moderate Density Residential	R-3 – Garden Apartment & Townhouse
	R-8 – Garden Apartment & Townhouse
	C-1 – Community Commercial
	OB-1 – Office Building
Open Space	Designed for preservation. Existing residential properties may be zoned R-1.

Disclaimer: Table 27 shows the relationship between the future land use designations depicted on the future land use map and the zoning districts summarized in Table 28. This table describes how Milford's zoning districts might match up with the land uses recommended on the future land use map. These match ups are intended as guidance for the Milford City Council to consider during the rezoning process. They are not intended to preclude the development of new zoning districts or revisions to the zoning ordinance, the subdivision ordinance, or any other land use regulations.

10-4c. Zoning Districts

The current zoning map depicts Milford's zoning districts, and Table 28 provides a list of the current zoning classifications.

As of the date of the plan adoption, Table 28 and the existing zoning exhibit represent a fixed period in time and Milford reserves the right to create new zoning categories and change property zonings as long as the intent of the Comprehensive Plan is upheld. This table and section is for informational purposes only.

Zoning is the chief means for implementing the Milford Comprehensive Plan, consisting of a written document and a series of maps. The maps show a number of districts or zones into which the municipality is divided to regulate the use of land. The document specifies the types of activities (uses) that can occur in each district either as a matter of right (in all circumstances) or under certain conditions (conditional uses). It also regulates building height, lot sizes, setbacks, yards and green space, the number and sizes of signs, and space for off-street parking. Some municipalities incorporate environmental protection standards in zoning ordinances, while others have stand-alone ordinances with cross-references to zoning standards.

Table 28. Milford Zoning Districts

Zoning District
BP – Business Park
R-1 – Single Family Residential
R-2 – Residential
R-3 – Garden Apartment & Townhouse
R-8 – Garden Apartment & Townhouse
C-1 – Community Commercial
C-2 – Central Business
C-2A – Riverfront Development
C-3 – Highway Commercial
H-1 – Institutional Development
IM – Institutional Medical
IS – Institutional Service
I-1 – Limited Industrial
I-2 – General Industrial
OB-1 – Office Building
OC-1 – Office Complex

Zoning works with subdivision regulations. Subdivision refers to the process of splitting up or assembling land for development. The regulations governing this process designate utility locations, street rights-of-way, open space, and common areas. They also outline the services, such as water, sewer, gas, and electricity and amenities that a developer must supply prior to sale of subdivided (or assembled) land.

Increasingly, the distinction between zoning and subdivision regulations is becoming blurred.

Development plan approvals cannot take place without making sure that plans are in compliance with zoning and subdivision codes. Over the past several years, a number of Delaware municipalities have consolidated subdivision and zoning regulations into a single land use code.

10-5. Land Use and Growth Management Goals and Recommendations

Milford has, and continues to, work diligently to build its economic and employment base through development of all types. It has also made significant efforts to include relevant state agencies, county and municipal governments, school districts, property owners, and development interests. Milford has successfully utilized a master planning approach for its southeastern area and now envisions undertaking a similar initiative for potential growth, development, and redevelopment in its Northeastern area.

GOAL

Encourage compatible, resilient, connected development, redevelopment, and growth within Milford's municipal boundary and entertain annexation or growth opportunities within the municipality's established Urban Growth Boundary, provided cost-effective services can be provided.

OBJECTIVES

- Create a variety of suitable zoning categories and targeted land use areas within the city to accommodate the assortment of business sectors.
- Update the zoning ordinance to reflect the objectives of the city's Comprehensive Plan.
- Refer to the Milford Comprehensive Plan for rezoning and annexation agreements.
- See the State Strategy mapping to guide growth.
- Ensure that the design of new developments complement and enhance the city's unique character by developing and implementing architectural review standards for major residential and commercial developments.
- Encourage infill and redevelopment of vacant, underutilized, or in-need-of-repair properties, particularly within the Downtown Development District.
- Prioritize growth on the significant developable and vacant areas within the existing municipal boundaries.
- Establish a process to review comprehensive plan amendment requests once a year, which may be needed to harmonize proposed development plans with the Milford Comprehensive Plan.

(3) Minimum lot width shall be 50 feet.

(4) Maximum lot coverage shall be 60%

(5) Minimum front yard setback shall be 15 feet minimum

(6) Side yard setback shall be 14 feet aggregate total with a minimum of 6 feet.

(7) Minimum rear yard setback shall be 20 feet.

(8) Height of buildings shall not exceed 50 feet.

(9) Minimum separation distance between dwelling structures on the same lot shall not be less than 15 feet.

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

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

(12) For mixed use residential and commercial projects, 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.

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

(14) Accessory structures in aggregate shall occupy no more than 30 percent of the required rear and side yard of the lot area and may not dominate in area, extent or purpose to the principal use or structure. The area of the principal structure shall be calculated using the definition of floor area in this chapter.

(15) Accessory structures shall be located in the side and rear lot areas.

(16) Accessory structures for residential and non-residential uses shall be located at least 5 feet from the rear lot line and at least 5 feet from the side lot line and shall not be located less than 5 feet from a principal structure.

§ 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 permitted uses 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) Outdoor commercial recreational facilities, not motorized vehicles.

(10) Swimming club.

(11) Indoor facility for amusement or assembly.

(12) Bus station.

(13) Motels or hotels.

(14) Commercial greenhouse.

(15) Wholesale establishment.

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

(17) Laboratory, testing and research.

(18) Car wash.

C. Conditional uses subject to special requirements. All uses specified as conditional uses in the C-2 zoning district and 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.~~

~~(2) Commercial greenhouse.~~

~~(3) Wholesale establishment.~~

~~(4) Contractors', craftsmen's or general service shops, including welding and similar shops.~~

~~(5) Laboratory, testing and research.~~

(1~~6~~) Automotive sales.

(2~~7~~) Automotive repair, 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.

(3~~8~~) Shopping center, subject to the following site requirements:

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

(a~~b~~) 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.~~

[1~~2~~] The minimum distance between accessways and a residential district shall be 50 feet.

[2~~3~~] Spacing of accessway.

[a] From adjoining property: 50 feet.

[b] From minor intersections: 50 feet.

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

(b~~c~~) Setback.

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

[1~~2~~] From nonresidential districts: 15 feet.

[2~~3~~] From residential districts: 100 feet.

~~(9) Car wash.~~

(4~~10~~) All uses permitted in the R-3 Zoning District subject to its area regulations.

(5~~11~~) Business, commercial or industrial uses that do not adversely affect neighboring properties.

(6~~12~~) Aquarium.

(7) Community energy generating facility.

(a) The footprint of the solar array, as defined as the by the outer limit of the panels and exclusive of buffers shall be no larger than fifty (50) acres in size.

(b) No more than one Community Solar Energy Facility (SEF) shall be permitted on a parcel. All separate parcels in existence on June 1, 2023, shall be considered original parcels. Future subdivision of an original parcel shall not enable the development of additional Community Solar Energy Facilities.

(c) Facility location and siting shall be in accordance with the requirements of Title 26 Public Utilities of the Delaware Administrative Code, 3001 (Rules for Certification and Regulation of Electric Suppliers) as amended.

(d) Setbacks for the Facility shall be:

[1] Front setback shall be 75 feet.

[2] Side setback shall be 50 feet.

[3] Rear setback shall be 50 feet.

[4] Distance from any off-site dwelling unit shall be 100 feet.

[5] Distance from any State recognized Scenic Byway shall be 150 feet.

[6] Distance from any wetlands shall be 100 feet.

(e) The site area shall be planted to achieve a minimum six (6) foot high four-season visual barrier in accordance with the following guidelines:

[1] Include a variety of native evergreen trees. Existing native vegetation may be used to achieve the required planted buffer.
[2] A minimum of two (2) rows shall be installed and trees shall be planted in staggered rows. Plantings shall be placed at maximum 20 feet apart within the same row and 10 feet apart from the adjacent, staggered row.
[3] Include groundcover to minimize growth of invasive species or provide a mowing schedule until the area is fully established in a natural condition.
[4] The buffer shall be maintained to prevent disease from spreading and any trees that don't survive shall be replaced.
[5] A raised berm with a 1:4 side slope and flat top may be used to achieve minimum height at planting.

(f) The required buffer may be counted toward planting requirements included in this Chapter.

(g) If topsoil is removed for improvements, it shall remain on the site.

(h) Noninvasive, perennial vegetative ground cover must be maintained or established in all areas containing solar arrays and in required setbacks to prevent erosion and manage run-off. A seed mix will be used to promote the growth of a ground cover that is favorable to future use of the land by animals. The height of the vegetation growth shall be maintained as to reduce the possibility of the airborne spreading of weeds and seeds transmitted to other adjacent lands.

(i) A soils study establishing the presence of any contaminants shall be completed prior to construction and every five (5) years thereafter. Surface Soil samples shall be collected from the first six inches of soil. One composite sample shall be collected every 5 acres of SEF footprint. The composite sample should be a maximum of 10 aliquots collected from evenly spaced locations throughout the 5-acre footprint. A baseline sample shall be collected prior to the start of the SEF construction. The composite sample should be analyzed for the primary component of the installed solar panel via the prevailing EPA method for Inorganic Compounds. A letter report of findings shall be submitted within 45 days from receipt of the laboratory results to the City and shall include a summary table showing current and past results and the original certified laboratory results. A sketch showing the sample locations should be provided with the letter report. The full report shall be kept on file by the applicant and available for review by the City. If contaminate levels appear to exceed the baseline, the City will forward the report to DNREC to determine appropriate mitigation measures. If the 5 year and 10 year tests do not show material increase in the metal constituents tested, then testing interval may be extended to every 10 years.

(j) Signage, not to exceed six (6) square feet, identifying the operator, its contact numbers, 911 address and emergency contact information shall be posted at each entrance or exit of the property.

(k) Abandonment. A Community Energy Generating Facility that does not produce energy for a continuous period of one year or more shall be presumed to have been abandoned. The Applicant may request a Good Cause Exemption that may not be unreasonably withheld so long as all Real Estate and Personal Property Taxes are in Good Standing. Any Facility that has been abandoned without attaining a Good Cause Exemption must be decommissioned and removed within 180 days. Decommissioning must consist of:

[1] Physical removal of all solar photovoltaic facilities, structures, equipment, security barriers and transmission lines from the site.

[2] Recycling or disposal of all solid and hazardous waste in accordance with local, state, and federal regulations.

[3] Stabilization or re- vegetation of the site as necessary to minimize erosion. The Planning Director is authorized to allow the owner or operator to leave landscaping or designated below-grade foundations in place in order to minimize erosion and disruption to vegetation and/or agriculture.

(l) Decommissioning plan.

[1] A decommissioning plan outlining the anticipated means and costs of removing the solar facility must be submitted, with the application.

[2] The decommissioning plan should ensure that the owner or operator properly removes the equipment and facilities upon the end of project life or after their useful life. The plan must include provisions for the removal of all structures and foundations, the removal of all electrical transmission components and the restoration of soil and vegetation.

[3] The owner/operator must provide a present-day decommissioning cost estimate and identify the parties responsible for decommissioning.

(m) Financial Assurance. The operator or property owner shall provide a bond, surety, letter of credit, or other financial assurance in a form and amount acceptable to the Department to secure payment of one hundred (100) percent of the anticipated cost of removal of all associated site improvements and restoration of the site to its pre-development condition. The financial assurance shall remain in full force and effect as long as the solar Facility remains in place. The financial assurance shall be reviewed and renewed every five (5) years to ensure the amount reflects the current market.

(8) Energy system utility scale solar & wind.

(a) The following are conditions specific to Solar Facilities:

[1] Setbacks for a Solar facility shall be:

[a] Front setback shall be 100 feet.

[b] Side setback shall be 75 feet.

[c] Rear setback shall be 75 feet.

[d] Distance from any off-site dwelling unit shall be 100 feet.

[e] Distance from any State recognized Scenic Byway shall be 150 feet.

[f] Distance from any wetlands shall be 100 feet.

[2] The required setback shall be planted to achieve a minimum six (6) foot high four-season visual barrier in accordance with the following guidelines:

[a] Include a variety of native evergreen trees. Existing native vegetation may be used to achieve the required planted buffer.

[b] A minimum of two (2) rows shall be installed and trees shall be planted in staggered rows. Plantings shall be placed at maximum 20 feet apart within the same row and 10 feet apart from the adjacent, staggered row.

[c] Include groundcover to minimize growth of invasive species or provide a mowing schedule until the area is fully established in a natural condition.

[d] The buffer shall be maintained to prevent disease from spreading and any trees that don't survive shall be replaced.

[e] A raised berm with a 1:4 side slope and flat top may be used to achieve minimum height at planting.

[3] A soils study establishing the presence of any contaminants shall be completed prior to construction and every five (5) years thereafter. Surface Soil samples shall be collected from the first six inches of soil. One composite sample shall be collected every 5 acres of SEF footprint. The composite sample should be a maximum of 10 aliquots collected from evenly spaced locations throughout the 5-acre footprint. A baseline sample shall be collected prior to the start of the SEF construction. The composite sample should be analyzed for the primary component of the installed solar panel via the prevailing EPA method for Inorganic Compounds. A letter report of findings shall be submitted within 45 days from receipt of the laboratory results to the City and shall include a summary table showing current and past results and the original certified laboratory results. A sketch showing the sample locations should be provided with the letter report. The full report shall be kept on file by the applicant and available for review by the City. If contaminate levels appear to exceed the baseline, the City will forward the report to DNREC to determine appropriate mitigation measures. If the 5 year and 10 year tests do not show material increase in the metal constituents tested, then testing interval may be extended to every 10 years.

[4] Signage, not to exceed six (6) square feet, identifying the operator, its contact numbers, 911 address and emergency contact information shall be posted at each entrance or exit of the property.

(b) The following are conditions specific to Wind Facilities:

[1] Setbacks for a Wind Facility shall be:

[a] Front setback shall be 800 feet.

[b] Side setback shall be 800 feet.

[c] Rear setback shall be 800 feet.

[d] Distance from any off-site dwelling unit shall be 1,000 feet.

[e] Distance from any State recognized Scenic Byway shall be 800 feet.

[f] Distance from any wetlands shall be 100 feet.

[2] No climbing pegs or tower ladders shall be located closer than 12 feet to the ground level at the base of the structure for freestanding single poles.

[3] The facility shall be designed to prevent unauthorized external access to electrical and mechanical components and shall have access doors that are kept securely locked.

[4] All access roads shall be gated and locked.

[5] All power transmission lines from the tower to any other building or other structure shall be located underground to the maximum extent practical.

[6] No tower shall be lit except to comply with Federal Aviation Administration requirements. Minimum-security lighting for ground level facilities shall be allowed as approved on the site plan. Security lighting shall be designed to minimize light pollution, including the use of light hoods, low-glare fixtures, and directing lights at the ground.

[7] All structures in a project shall be finished in a single, non-reflective, matte color or a camouflage scheme.

[8] Signs

[a] No advertising signs are allowed on any part of the WECS, including fencing and support structures.

[b] No lettering, company insignia, advertising, or graphics shall be on any part of the tower, hub, or blades.

[c] Appropriate warning signs shall be posted. At least one sign shall be posted at the base of the tower warning of electrical shock or high voltage. A sign shall be posted on the entry area of the fence around each tower or group of towers and any building (or on the tower or building if there is no fence) containing emergency contact information, 911 address, including a local telephone number with 24-hour, 7-days-a-week coverage. The City may require additional signs based on safety needs.

[9] Noise level shall not exceed 50 dBA, including constructive interference at existing off-site residences, businesses, and public buildings.

(c) The following are conditions required for all Utility Solar and Wind Energy Facilities

[1] Required buffers may be counted toward planting requirements included in this Chapter.

[2] If topsoil is removed for improvements, it shall remain on the site.

[3] Noninvasive, perennial vegetative ground cover must be maintained or established in all areas containing solar arrays and in required setbacks to prevent erosion and manage run-off. A seed mix will be used to promote the growth of a ground cover that is favorable to future use of the land by animals. The height of the vegetation growth shall be maintained as to reduce the possibility of the airborne spreading of weeds and seeds transmitted to other adjacent lands.

[4] Abandonment. A Utility Solar or Wind Facility that does not produce energy for a continuous period of one year or more shall be presumed to have been abandoned. The Applicant may request a Good Cause Exemption that may not be unreasonably withheld so long as all Real Estate and Personal Property Taxes are in Good Standing. Any Utility Solar Facility that has been abandoned without attaining a Good Cause Exemption must be decommissioned and removed within 180 days. Decommissioning must consist of:

[a] Physical removal of all solar photovoltaic facilities, wind turbines, structures, equipment, security barriers and transmission lines from the site.

[b] Recycling or disposal of all solid and hazardous waste in accordance with local, state, and federal regulations.

[c] Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Director is authorized to allow the owner or operator to leave landscaping or designated below-grade foundations in place in order to minimize erosion and disruption to vegetation.

[5] Decommissioning plan.

[a] A decommissioning plan outlining the anticipated means and costs of removing the facility must be submitted, with the application.

[b] The decommissioning plan should ensure that the owner or operator properly removes the equipment and facilities upon the end of project life or after their useful life. The plan must include provisions for the removal of all structures and foundations, the removal of all electrical transmission components and the restoration of soil and vegetation and/or agriculture.

[c] The owner/operator must provide a present-day decommissioning cost estimate and identify the parties responsible for decommissioning.

[6] Financial Assurance. Prior to final plan approval, the operator or property owner shall provide a bond, surety, letter of credit, or other financial assurance in a form and amount acceptable to the Department to secure

payment of one hundred (100) percent of the anticipated cost of removal of all associated site improvements and restoration of the site to its pre-development condition. The financial assurance shall remain in full force and effect as long as the facility remains in place. The financial assurance shall be reviewed and renewed every five (5) years to ensure the amount reflects the current market.

(9) Emergency shelter facility.

(a) The lot on which an emergency shelter facility is located shall not be within 500 feet of a lot on which another emergency shelter facility or group home is located.

(b) All state licenses and permits for such a facility have been obtained.

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 35 feet, with the following exception: a motel, hotel, or aquarium may be erected to a height not exceeding 60 feet.

(5) Minimum front yard 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.

(11) Accessory structures in aggregate shall occupy no more than 30 percent of the required rear and side yard of the lot area and may not dominate in area, extent or purpose to the principal use or structure. The area of the principal structure shall be calculated using the definition of floor area in this chapter.

(12) Accessory structures shall be located in the side and rear lot areas.

(13) Accessory structures for residential uses shall be located at least 5 feet from the rear lot line and at least 5 feet from the side lot line and shall not be located less than 10 feet from a principal structure.

(14) Accessory structures for non-residential uses shall meet the principal use setbacks and shall not be located less than 5 feet from a principal structure.

§ 230-15. - H-1 Institutional Development District.

In an H-1 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.

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS

Planning Commission Hearing: Tuesday, September 19, 2023 @ 6:00 p.m.
City Council Hearing: Monday, September 25, 2023 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative. This form of writing is not used to influence any decision of City Council:

ORDINANCE 2023-37
Legal Owner Mispillion Realty LLC for a Change of Zone from
R-1 (Single-Family Residential District) to C-3 (Highway Commercial)
on 1.73 +/- acres of land located along the east side of S. Dupont Boulevard
approximately 235 feet north of the Donovan Street Intersection
Address: 839 South DuPont Boulevard, Milford, DE
Present Use Single-family Detached Dwelling & Vacant Lot;
Proposed Use Single-family Detached Dwelling
Tax Map & Parcels 1-30-3.15-014.00 & 1-30-3.15-015.00

WHEREAS, the property owner has petitioned the City of Milford Planning and Zoning Office for a Change of Zone from R-1 to C-3 on 1.73 +/- acres of land at 839 South DuPont Boulevard; and

WHEREAS, the Change of Zone request to Commercial is consistent with the Adopted 2018 Comprehensive Plan Future Land Use Map, as amended; and

WHEREAS, the City of Milford Planning Commission considered the application during their regular meeting on September 19, 2023, at which time interested parties had the opportunity to comment on the application to assist in an informed recommendation to City Council; and

WHEREAS, Milford City Council held a Public Hearing on September 25, 2023 to allow additional public comment, after which City Council made a final determination; and

WHEREAS, as required by Chapter 230, the Public Notice was published in the Delaware State News on September 3, 2023 and provided to property owners within 200 feet of the subject parcel; and

WHEREAS, this Ordinance becomes effective ten days following the date of its adoption by City Council.

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

Section 1. Chapter 230 states 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, and generally require locations on major arterial routes and serve both local and regional customers.

Section 2. A Single-Family Detached Dwelling is a permitted use within the C-3 Zoning District.

Section 3. The adoption of this Ordinance grants Mispillion Realty LLC a Change of Zone to C-3 on 1.73 +/- acres of land at 839 South DuPont Boulevard in Sussex County, Milford, Delaware, Tax Map/Parcels 1-30-3.15-014.00 & 1-30-3.15-015.00.

Section 4. Any future use of the property must comply with Chapter 230 (Zoning Code) and the C-3 (Highway Commercial District) uses and area regulations.

Section 5. Dates.

Planning Commission Review & Public Hearing: September 19, 2023
City Council Introduction: September 11, 2023
City Council Public Hearing: September 25, 2023
Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Zoning Department either by e-mail at RPierce@milford-de.gov or by phone at 302.424.8396.

Published: Delaware State News 09/03/2023

THE CITY of Milford DELAWARE

The governing body has recessed to Executive Session. The regular meeting will resume shortly.

CITY COUNCIL MEETING

Executive Session has concluded. Council has returned to *Open Session*