THE CITY of Milford DELAWARE

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

CITY COUNCIL AGENDA
October 28, 2024

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6:00 PM
15-Minute Public Comment Period*

All interested parties are invited to speak during the public comment portion of the Meeting. Discussion of those items appearing on the agenda as a public hearing is prohibited during the Public Comment Period, as an opportunity will be provided at the time it is being considered. Virtual attendees must register prior to start time of the meeting by calling 302-422-1111 Extension 1142 or 1303, or by sending an email to cityclerk@milford-de.gov and providing their name, address, phone number, and item name and/or description you wish to comment on. Persons in attendance wishing to speak must sign up prior to the start of the Meeting. Citizen comments are limited to three (3) minutes. Council and Committee Members are prohibited from responding or taking action since this is not an official session; however, items may be considered for placement on a future agenda.

COUNCIL MEETING

Call to Order – Mayor F. Todd Culotta

Invocation

Pledge of Allegiance

Roll Call

Recognition
- Introduction/New City Employees
- Recognition - Patrolman Benjamin Mitzel
  Patrolman Dylan Connell
- Proclamation 2024-25/Extra Mile Day

Public Comments/Final Determination ℗

Ordinance 2024-09
Application of Milford Ponds, LLC
for Revised Planned Unit Development

178.03 +/- acres located along the east side of
Route 113 5,500 feet south of the Seabury Avenue intersection
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: 1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-
108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00

Ordinance 2024-10
Application of Milford Ponds, LLC on behalf of Milford Ponds – Phase II
for Revised Preliminary Major Subdivision
27.572 +/- acres located at the southwest corner of
Flying Geese Drive and S. Walnut Street
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, 1-30-6.00-558.00, 1-30-6.00-600.00 thru 688.00

Communications & Correspondence

Monthly Finance Report

Unfinished Business

New Business
- Authorization/ Lease Renewal/ First State BMX, Inc.
- Authorization/ Award Contract/City Manager Recruitment
- Discussion/Marijuana Regulations Ⓟ

EXECUTIVE SESSION

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

Return to Open Session

Potential Vote-Legal Matters

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 ADDITIONAL 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 MUST BE INCLUDED IN THE COUNCIL PACKET AND ACCESSIBLE BY AUDIO AND VISUAL MEANS PURSUANT TO 29 Del. Code, Chapter 100, §10006A(c)(5).

**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.

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CITY OF MILFORD
CITY COUNCIL MEETING MINUTES
October 14, 2024

The City Council of the City of Milford met in the Joseph Ronnie Rogers Council Chambers in Regular Session on Monday, October 14, 2024.

PRESIDING: Mayor F. Todd Culotta

IN ATTENDANCE: Councilmembers Daniel Marabello, Madula Kalesis, Nadia Zychal, Lori Connor, Michael Stewart, Nirmala Samaroo, Katrina Wilson and Jason James Sr.

STAFF: City Manager Mark Whitfield, Sgt. Timothy Maloney, and City Clerk Katrina White

COUNSEL: Solicitor David Rutt, Esquire

PUBLIC COMMENT

Terri Hudson, Stage Coach Drive, Milford, DE 19963, was present and she congratulated Katrina White on being appointed as the City Clerk of Milford. She thanked the City Council in making a great decision. She stated that there were people statewide that have been watching this process and many will be watching online tonight. Unfortunately, many of the city clerks have council meetings in other towns tonight and were unable to attend but will try to tune in for the swearing in. She thanked Council again and stated that she thinks they made the right choice. She thinks that Katrina is not only good for the city but also for the community.

CALL TO ORDER

Mayor Culotta called the regular meeting to order at 6:05 p.m. Roll Call showed that there were nine members present.

Councilmember Samaroo was in attendance virtually.

INVOCATION AND PLEDGE

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

SWEARING IN OF THE CITY CLERK

Oath of Office was administered by The Honorable Noel Eason Primos of the Superior Court of Delaware to:

City Clerk Katrina L. White, accompanied by her daughters, Brandi Daniels and Adrienne White.

City Clerk White then took her place as City Clerk for the remainer of the meeting.

APPROVAL OF PREVIOUS MINUTES

Councilmember Wilson made the motion to approve the September 23, 2024 Council meeting minutes. Councilmember James seconded. The motion carried unanimously.

RECOGNITION

Introduction New City Employees:
There were no new employee introductions.

Proclamation 2024-22/Cybersecurity Awareness Month

IT Director Bill Pettigrew stated that he was also representing Breast Cancer Awareness Month by wearing pink. He then read the Cybersecurity Awareness Month proclamation which was included in the packet.

Proclamation 2024-23/Public Power Week

Electric Director Tony Chipola read the Public Power Week proclamation which was included in the packet.

Proclamation 2024-24/National Customer Service Week

Finance Director Lou Vitola read the National Customer Service Week proclamation that was included in the packet.

STAFF REPORTS
All reports were included in the Council packet.

Mayor Culotta stated that typically all staff reports were done once a month. We will continue to do the staff reports once a month only for the Police Chief, City Manager and the City Clerk. The department heads reports will be submitted and included in the packet every month for Council to review and ask questions if they have any, but they will only read through them once a quarter.

Police Department

Councilmember Katrina Wilson and Chair of the Public Safety Committee reviewed the Police Report that was included in the packet. She highlighted that the department had been very busy. Behavior Health had 58 new contacts for the month of September and 38 follow ups.

Sgt. Timothy Maloney was in attendance in lieu of Chief Ashe.

Councilmember Zychal moved to accept the Monthly Police Report. Councilmember Kalesis seconded. The motion carried unanimously.

City Clerk Katrina White provided a recap of activities that occurred during the month of September as well as an update on special events from the report that was included in the packet.

Councilmember Wilson moved to accept the City Clerk Report, seconded by Councilmember Kalesis. The motion carried unanimously.

City Manager

City Manager Whitfield highlighted a few of the monthly activities from the report that was included in the packet.

Councilmember James asked what it means where it says on the report that the work will resume on NE Front Street. City Manager Whitfield answered that it should be done by the end of the month. City crews were out there removing the electric lines as well as the poles that were in the way. The next contractor to move in would be that of the sidewalk and as long as the weather holds out, the project should be buttoned up by the end of October.

Councilmember James asked City Manager Whitfield to speak to the work being done on N. Church Street because it has been going on a very long time. City Manager Whitfield responded that the predominant issue has been getting the water lines to pass the state regulations. It is more the length of time that it takes to get the tests done. So, once the contractor fills the pipe, and takes the test, it is about a 10-day turnaround. It has taken three tries of getting this thing to pass, so that delayed everything by a month until you factor in the 10 day test period time. So that project also should be coming to close soon.

Public Works Director Willis Shaffer reviewed the Public Works report that was included in the packet. (Pages 27-32) He thanked Council for supporting the Employee Appreciation Event and stated that it is really important to the Public Works staff and they really had a great time. It is an event that is much needed and it takes a lot for Human Resources Director Jamesha Williams and the Employee Rewards & Recognition Committee to put it all together. It was also great to see Council out there and he thinks that staff appreciates that.

Electric Director Tony Chipola reviewed the Electric Department report that was included in the packet. (Pages 33-35) He reported that they have been on mutual aid preparations for the past few days, for hurricanes Milton and Helene, offering up their services to those in need of it down South, if needed.

Planning Director Pierce reviewed the Planning Department report that was included in the packet. (Pages 36-38.

Parks & Recreation Director Brad Dennehy reviewed the Parks & Recreation report that was included in the packet. (Pages 39 – 44)

Mayor Culotta stated that last Friday, the city had multiple events taking place, the Homecoming Parade, First Friday event, and St. John the Apostle Oktober Fest. The support from the Police Department and Parks & Rec was phenomenal. Everybody was happy with how everything went and there were no issues. He said he wanted to recognize them for that.

Human Resources Director Jamesha Williams reviewed the Human Resources Department report that was included in the packet. (Pages 45-47)

IT Director Bill Pettigrew reviewed the IT Department report that was included in the packet. (Pages 48-50)

Finance Director Lou Vitola reviewed the Finance report that was included in the packet. (Pages 51-52) He reported that the department has supplied all the materials for the auditors, including the TB, the financials, and some preliminary schedules. They have been reviewing that and there have been three or four rounds of inquiries to which he has responded and the goal is to respond to every inquiry within 24 hours. The auditor is going to be on site October 23rd, 24th, and the 25th. He stated that he would have a complete draft of the financials in time for the October 28th meeting of the Finance and Audit Committee. There's a chance that will be on the November 12th meeting with the auditors, although formal approval may be the next meeting in November, while the 12th is used for review of the final statements ahead of that meeting.

Councilmember Kalesis moved to accept the City Manager's report and his staff reports, seconded by Councilmember Wilson. The motion carried unanimously.

COMMUNICATIONS & CORRESPONDENCE

Mayor Culotta referenced City manager Mark Whitfield's announcement letter of his retirement effective April 30, 2024, that was included in the packet on page 53. He thanked him for his service to the City of Milford and wished him luck going forward.

Councilmember James stated that he has worked with City Manager Whitfield for a long time and since he has been City Manager, he is really on the forefront with things that people don't see. Milford is both Kent and Sussex Counties and there is a legislative part to the job. He must deal with both of those and at the State level to deal with the legislators to get the money that Milford needs. There is more than just what takes place inside the city limits on a day-to-day basis that the city manager is tasked with. He further stated that he thinks that Milford has been blessed with a great city manager and that Milford is so far ahead of other towns. Milford has become the model in many areas for other towns and he thinks that is a lot to be proud of. A lot of that was due to City Manager Whitfield's diligence and his work that he has done on behalf of City Milford.

City Manager Whitfield stated that it's always tough to leave a job that you love and he does really love the job. But it does come a time that you must make some decisions for yourself and felt like now is the time. He said that he appreciated the support he has received from all Council over the years and for that reason he did not want to leave council in a bind. He wants to be able to assist in the process and make sure that the city is in good hands when he leaves.

Councilmember Samaroo thanked City Manager Whitfield for his service to the City of Milford. She stated that there was never a time since she was on Council that she called that he did not answer and wished him the best in his retirement.

Councilmember Marabello stated he is glad that City Manager Whitfield will be here for the next six months and it has been a pleasure working with him. He stated that he has been around long enough to see dramatic changes and in time past a lot of reactive work was done. He stated that City Manager Whitfield is proactive and having him at the helm was very comforting. He thanked him for all that he has done.

DEMEC MRPS Compliance Report

City Manager Whitfield stated that the report (Pages 54-62) is a compliance report that is put together by DEMEC and it is required by State law that Council receive a copy of it with proof that Council received a copy of it. It is the Municipal Electric Utilities Renewable Portfolio Standard Report.

Mayor Culotta announced that Milford would be hosting the SCAT dinner on November 6, 2024 at the Milford Food Bank. He gave a reminder about the Delaware League of Local Government dinner with its new location in Cheswold, Delaware on October 21, 2024. He also announced the Annual General Membership meeting for the Chamber of Commerce at Etta's Catering on October 16, 2024 and the Milford Community Parade would be on the same day at 6:00. City Council Members would also be in the parade this year.

Councilmember Wilson announced that the Milford High School would be having the Haunted Hallways at the school again this year on October 29, 2024.

Councilmember Kalesis stated that she had trouble with the online portal where taxes are to be paid. She said that she had gotten feedback from others that were having the same issue and were not able to log in and pay their taxes. She stated that she also attended an HOA meeting for West Shores and the residents are infuriated about their streets. She said that some are trying to sell their homes and are unable to due to the streets not being completed.

Councilmember Wilson thanked everyone for attending the Faith & Blue: Prayer in the Park Event on October 11, 2024. Councilmember James stated that Councilmember Wilson did an outstanding job emceeing the event.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Presentation/Second Street/Marshall Street Signal Removal Study Summary

Public Works Director Willis Shaffer introduced BJ Song, Traffic Analysis Manager for Century Engineering. Mr. Song reviewed the presentation that was included in the packet. (Pages 63-75)

Authorization/Purchase Order/ Sewer By-Pass Pump

Public Works Director Willis Shaffer stated that staff is requesting that City Council approve the purchase of an 8-inch wastewater by-pass pump trailer and flow meter. (Pages 76-90) The bypass pump is an essential piece of equipment used by the Water and Sewer Division that is needed during maintenance and emergency maintenance operations to transport waste past a work site and allow staff to repair a pump, unclog a pump, clean a wet well and perform general monthly maintenance to the four large pump stations. He stated that Staff recommended City Council to authorize a purchase order in the amount of $66,025.50 to acquire an 8-inch portable bypass pump, trailer and hoses through PPS Pumps pursuant to the Sourcewell/NCSA Contract # 24-08-0421R.

Councilmember Marabello asked how much it would cost to rent the equipment. Public Works Director Shaffer stated that he would get the information and forward it to council.

Councilmember Zychal made a motion to table the authorization of a purchase order for the Sewer By-Pass Pump in the name of fiscal responsibility, so that Council can compare and contrast all of the numbers available. Councilmember Kalesis seconded. Motion fails 2-Yes, 5-No.

Councilmember Marabello voted no for the reason that he thinks the city should get it now.
Councilmember Kalesis voted yes for the reason that she thinks they should have all of the facts together.
Councilmember Zychal voted yes for the reason that she wants to be thorough about the numbers
Councilmember Connor voted no.
Councilmember Stewart voted no.
Councilmember Samaroo voted no for the reason that she thinks it is needed.
Councilmember James voted yes for the reason that if councilmembers need additional information or have additional questions thinks they should be satisfied.
Councilmember Wilson voted no.

Councilmember Marabello made the motion to authorize a purchase order in the amount of $66,025.50 to acquire an 8-inch portable bypass pump, trailer and hoses through PPS Pumps pursuant to the Sourcewell/NCSA Contract # 24-08-0421R paid through the Sewer Fund Reserve as approved in the budget. Councilmember Wilson seconded. The motion carried 7-Yes, 1-No.

Presentation/Downtown Streetscapes 30% Plans
Planning Director Rob Pierce reviewed the presentation that was included in the packet. (Pages 91–127)

Authorization/Final Acceptance of Simpsons Crossing Phase 1
City Engineer James Puddicombe reviewed Resolution 2024-17 Final Acceptance of Simpsons Crossing Subdivision, Phase 1A Rights of Way and Associated Infrastructure and site map that was included in the packet. (Pages 128-129) He stated that this is the first phase in Simpsons Crossing to be brought to council for turnover. They have finished the topcoat within that phase, finished the utility work, and they are ready to turn this first phase over.

Councilmember Wilson made a motion to accept Resolution 2024-17 Final Acceptance of Simpsons Crossing Subdivision, Phase 1A Rights of Way and Associated Infrastructure. Councilmember Connor seconded. The motion carried unanimously.

Authorization/DWSRF/Lead Service Line Remediation Project

City Engineer James Puddicombe reviewed (Pages 130-133) stated that the city applied back in January 2023 for $2,789,800 in funds to the State SRF Fund with the intent of using those funds for lead service remediation. Using the climate and economic justice screening tool, they identified predominant areas that have underserved community, which in shown on the map (Page 133) in the packet. He explained that the City was given approval for a $2,789,800 loan. The terms of the loan are quite generous. It's a 20-year term at a 0% interest rate and if the project is completed, the principal balance would be fully forgiven. Council is requested to authorize Mayor Culotta to execute the necessary agreement with the Delaware Drinking Water

State Revolving Fund, enabling the City to proceed with the Lead Service Line Remediation Project and secure the related funding.

Finance Director Lou Vitola added that however long the project takes within the regulations of the loan, if there is some amount of principal forgiveness that is less than 100%, 99% all the way down to 0, the city is responsible for the repayment of any of it in the form of a loan. The City would pay that back inside of 5 years because technically, a debt with a term of greater than 5 years would require a referendum. This is highly likely going to finish as a 100% principal forgiveness loan, which is the State's preferred terminology to avoid the strings that come with grants, and the City has to deal with the strings that come with grants, because ultimately it's going to be treated as a grant.

Councilmember Connor made a motion to authorize Mayor F. Todd Culotta to execute the necessary agreement with the Delaware Drinking Water State Revolving Fund enabling the city to proceed with the lead Service Line Remediation project and secure the related funding. Councilmember Zychal seconded. The motion carried unanimously.

Approval/Job Descriptions/Chief of Police and City Manager

Mayor Culotta stated that on the city website, every job in the city is made public with a job description and a job classification number when then correlates to the pay scale. The only two jobs not listed on there are the Police Chief and City Manager positions. He explained that in the spirit of true transparency he asked for them to be placed on the website also to show the job description and how they line up with the city pay scale. (Pages 134-115)

Councilmember Kalesis made a motion to approve the Police Chief job description. Councilmember Stewart seconded. The motion carried unanimously.

Councilmember Connor made a motion to approve the City Manager job description. Councilmember Kalesis seconded. The motion carried unanimously.

Authorization/Salary/City Clerk

Mayor Culotta stated that the new City Clerk has been sworn in and the salary authorization still need to be determined. He referenced the salary request memo that was included in the packet (Pages 142-143) He explained that the Interim City Clerk pay grade was Pay Grade 109 Step 2 and the request was for Pay Grade 109 Step 6.

Councilmember James stated that he thought the Pay Grad should be changed to 109 Step 9 because he thinks it puts in more in line to acknowledge the experience of having the prior city clerk experience prior to coming to the City of Milford, the long tenure with working with the city government, the experience working as Deputy City Clerk and then Senior Deputy Clerk for the City of Milford and the outstanding job that has been done. In comparison to other cities that are Milford’s size, he thinks Milford was the 5th but probably now the 4th largest city in the state of Delaware. The number of meetings that council handles, the amount of activity going on, the number of requests that comes to the city clerk's office and the responsibility to manage a deputy city clerk that is slated to be hired, he thinks Step 9 would be more reflective and appropriate for this position at this time.

Councilmember James made the motion to approve the City Clerk salary of Pay Grade 109 Step 9. Councilmember Zychal seconded. The motion carried unanimously.

Adoption/ Resolution 2024-26/City Holidays 2025 ℗

Solicitor Rutt read the Public Hearing rules. There were no public comments on Resolution 2024-26/City Holidays 2025 that was included in the packet. (Page 144)

City Manager Whitfield stated that nothing has been added or deleted and the City Hall and city administration dates are the exact same dates as the police officers and dispatchers' dates. That rarely happens.

Councilmember Wilson made a motion to accept Resolution 2024-26 Approval of 2025 Holiday Schedule. Councilmember James seconded. The motion carried unanimously.

Introduction/Ordinance 2024-09
Application of Milford Ponds, LLC
for Revised Planned Unit Development
178.03 +/- acres located along the east side of
Route 113 5,500 feet south of the Seabury Avenue intersection
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: 1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-
108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00

Planning Director Pierce introduced Ordinance 2024-09 which will be reviewed by the Planning Commission on October 15, 2024, after which it will return to Council for a final public hearing and determination at the October 28th meeting.

Introduction/Ordinance 2024-10
Application of Milford Ponds, LLC on behalf of Milford Ponds – Phase II
for Revised Preliminary Major Subdivision
27.572 +/- acres located at the southwest corner of
Flying Geese Drive and S. Walnut Street
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, 1-30-6.00-558.00, 1-30-6.00-
600.00 thru 688.00

Planning Director Pierce introduced Ordinance 2024-10 which will be reviewed by the Planning Commission on October 15, 2024, after which it will return to Council for a final public hearing and determination at the October 28th meeting.

EXECUTIVE SESSION
Councilmember Wilson made a motion to go into Executive Session reference the below statutes. Councilmember Zychal seconded. The motion carried unanimously.

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)(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

Mayor Culotta recessed the Council Meeting at 7:57 pm for the purposes as permitted by the Delaware Freedom of Information Act. Council relocated to the Conference Room for the closed session discussion.

Return to Open Session

At 8:46 p.m., Councilmember Wilson moved to return to Open Session. Councilmember James seconded. The motion carried unanimously.

Potential Vote- Real Estate

Potential Vote-Legal Matters

Councilmember James made the motion to proceed with potential litigation as warranted by Council in Executive Session. Councilmember Zychal seconded. Then motion carried unanimously.

Adjournment

Councilmember Wilson made the motion to adjourn. Councilmember James seconded. The motion carried unanimously.

Mayor Culotta adjourned the meeting at 8:48 pm.

Respectfully submitted,

Katrina L. White, MMC
City Clerk/Recorder

PROCLAMATION 2024-25

EXTRA MILE DAY-NOVEMBER 1, 2024

WHEREAS, the City of Milford is a community that acknowledges that an exceptional vibrancy exists within the community as a whole when its individual citizens collectively "go the extra mile" in personal effort, volunteerism, and service; and

WHEREAS, Milford, Delaware is a community that encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Milford is a community that chooses to shine a light on and celebrate individuals and organizations within its community who "go the extra mile" in order to make a difference and lift up fellow members of their community; and

WHEREAS, the City of Milford acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support "Extra Mile Day" on November 1, 2024.

NOW THEREFORE, I, Todd Culotta, Mayor of the City of Milford do hereby proclaim November 1, 2024 to be Extra Mile Day and urge each individual in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford to be affixed this 28th day of October in the Year of Our Lord, Two Thousand Twenty-Four.

_____

Mayor F. Todd Culotta

Attest: _____

City Clerk Katrina L. White

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 PONDS

Planning Commission Meeting: October 15, 2024

Application Number / Name	:	24-015 / Milford Ponds
Applicant	:	Milford Ponds, LLC 179 Rehoboth Avenue, Suite 1081 Rehoboth Beach, DE 19971
Owner	:	Same
Application Type	:	**Revised** Planned Unit Development
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
Area and Location	:	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
Property Identification Numbers	:	1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00

ENC: Staff Analysis Report
Exhibit A - Location & Zoning Map
Planned Unit Development – Master Plan

PUBLIC WORKS FACILITY
180 Vickers Drive
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THE CITY of Milford DELAWARE

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STAFF ANALYSIS REPORT
September 30, 2024

Application Number / Name	**:**	24-015 / Milford Ponds
Application Type	**:**	**Revised** Planned Unit Development
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
Property Identification Numbers	**:**	1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00
Area and Location	**:**	178.03 +/- acres located along the east side of Route 113 5,500 feet south of the Seabury Avenue intersection known as the Milford Ponds subdivision

I. BACKGROUND INFORMATION:

CURRENT REQUEST

- The applicant is seeking permission to amend the Planned Unit Development by removing the Phase IV multi-family apartment area completely from the PUD and adding townhouses within the Phase II area. The proposed unit mix would be 462 single-family detached dwellings and 94 townhouses, for a total of 556 dwelling units.

- The applicant is seeking approval of the revised Planned Unit Development in order to proceed with the Preliminary Major Subdivision application for Phase II.

- Per Chapter 200-6, the proposed revisions to the Planned Unit Development requires that the plat be signed by all lot owners within the subdivision who are adjacent to or share a common boundary line with the area of proposed change in addition to 75% of all lot owners within the entire Planned Unit Development. A signature sheet is included in the plan set.

PROJECT HISTORY

- On July 12, 2004, City Council approved the annexation of four parcels with varying zoning designations including R-1, R-2 and R-3.

- Preliminary Major Subdivision approval and conditional use approval was granted by City Council on September 27, 2004 for a total of 722 units, including 150 condominiums, 228 townhouses and 344 single family detached units.

- Final Major Subdivision approval was granted by City Council on June 5, 2006 for Phase I only. Phase II received Final Major Subdivision approval from City Council on April 28, 2008.

- Portions of Phase I have been constructed, including a roads, curbing, sewer, water, electric and stormwater improvements.

- City Council approved an amendment to the Planned Unit Development on April 23, 2018, modifying the mixture of unit types by eliminating townhouse areas in favor of single-family detached dwellings, resulting in a unit mix of 459 single family detached units, 91 townhouse units and 150 multi-family units, for a total of 700 dwelling units.

- City Council approved a second amendment to the Planned Unit Development on June 24, 2020, modifying the mixture of unit types to 504 single-family detached dwellings and 264 multi-family apartments, for a total of 768 dwelling units.

II. STAFF ANALYSIS:

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

- A Planned Unit Development is defined as "a development providing housing of various densities, lot sizes, lot coverage and types, including related recreational and community facilities. The development may include commercial uses that are designed to serve the convenience needs of the residents of the development." The Planning Commission and City Council need to determine if the intent of the Planned Unit Development is met by the proposed unit mix of 462 single-family detached dwellings and 94 townhouse dwellings.

- Evaluation based on the criteria for a Planned Unit Residential Development as provided in Chapter 230-19.9

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

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

Minimum requirements, area and width. In a planned unit residential development, minimum lot area and width may be less than that required by the district regulations, except that no single-family lot shall be less than 4,000 square feet in area nor less than 40 feet in width.

Under the R-3 zoning designation, the minimum lot size required for a townhouse is 2,000 square feet and the minimum lot width is 20 feet. The minimum lot size for a single-family detached dwelling is 7,500 square feet and the minimum lot width is 60 feet.

The minimum lot area provided for single family detached lots within the development is 5,000 square feet, with a minimum lot width of 50 feet. The minimum lot area provided for a townhouse is 2,400 square feet and the minimum lot width provided is 20 feet.

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

Zoning Category	Minimum Lot Area
R-1	10,000
R-2	8,000
R-3	3,630
R-8	3,630

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

The PUD Master Plan Data Column computes the PUD Density calculation based on the above criteria. The total land area with the varying zoning categories allows for up to 703 total residential units in the subdivision, which would be a density of 6.02 units/acre within the Net Developable Area. The applicant has provided a total of 556 residential units, which would be 4.90 units/acre within the Net Developable Area.

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

- The applicant is seeking the following waivers and deviations from Chapter 230 and Chapter 200 which are to be approved by City Council;

    - Reduction in the minimum lot size for single-family detached dwellings from 7,500 square feet to 5,000 square feet.
    - Reduction in the minimum lot width for single-family detached dwellings from 60 feet to 50 feet.
    - Reduction in the front yard setback for single-family detached dwellings from 30 feet to 15 feet.
    - Reduction in the side yard setback for single-family detached dwellings from 8 feet to 5 feet.
    - Increase maximum lot coverage for single-family detached dwellings from 30% to 60%.
    - Reduction in the front yard setback for townhouse dwellings from 30 feet to 15 feet.
    - Reduction in the side yard setback for townhouse dwellings from 8 feet to 7 feet.
    - Increase the maximum lot coverage for townhouse dwellings from 60% to 75%.
    - Reduction in the pavement width for the single-family detached dwelling and townhouse sections from 36 feet to 22 feet.
    - Reduction in the right-of-way width from 60 feet to 28 feet.
    - Increase maximum fence height for the clubhouse from 6 feet to 8 feet.
    - Waiver from the requirement from Chapter 200-8(G)(1)(f) which requires street trees every 150 linear feet.

The requested deviations are consistent with prior waivers and deviations approved by City Council for Phases I and III, which are already recorded.

Neighborhood Commercial.

No neighborhood commercial is proposed.

- The approval of the Planned Unit Development does not constitute an approval for the Major Subdivision and the applicant will be required to obtain Preliminary and Final Major Subdivision approval from the City for Phase II.

III. AGENCY & DEPARTMENT COMMENTS:

- **Office of State Planning Coordination**
  No comments provided.

- **DelDOT**
  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.

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

- **Delaware State Fire Marshal's Office**
  No comments provided.

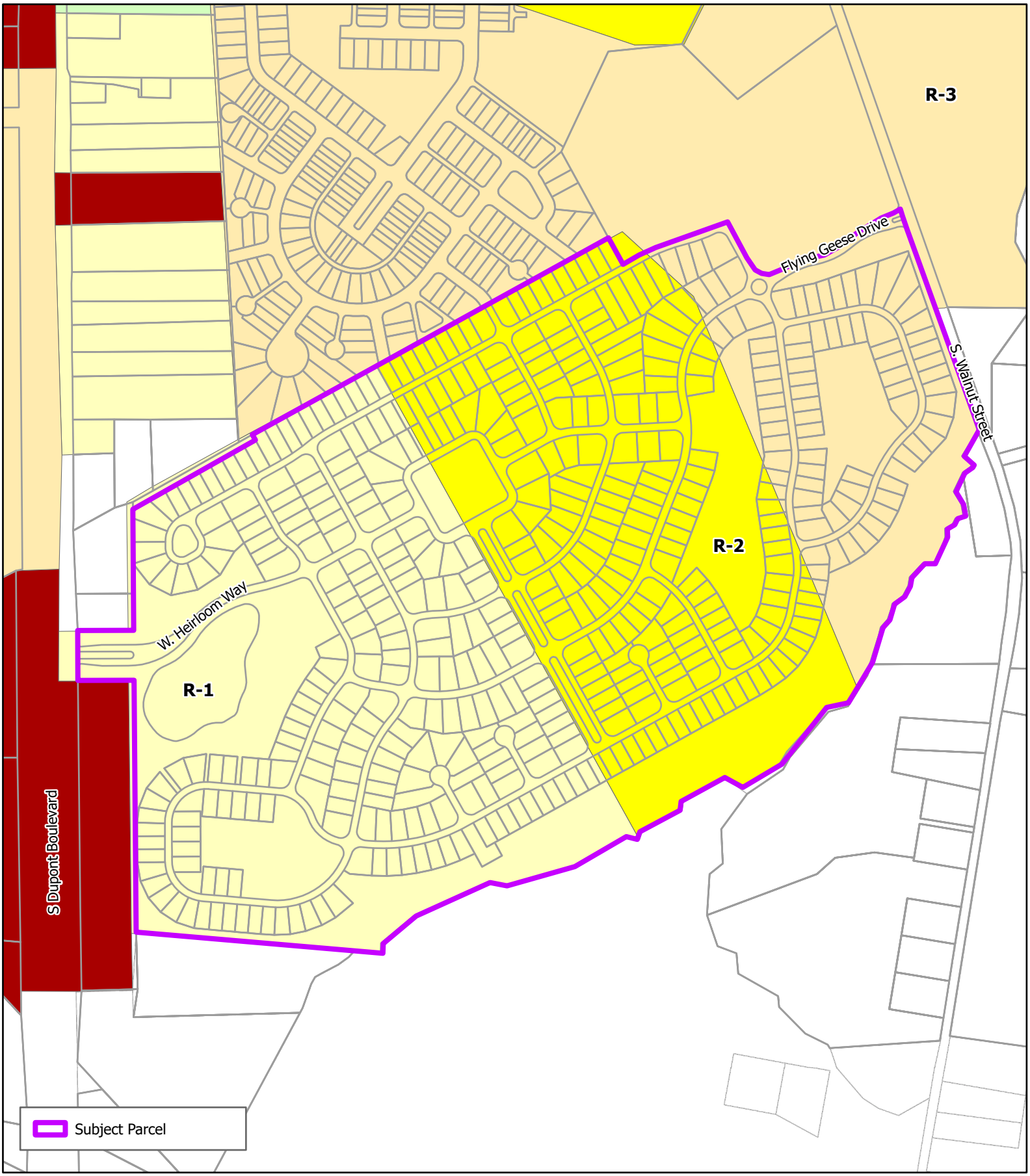
- **Carlisle Fire Company**
  No comments provided.

- **City of Milford Public Works Department, City Engineer**
  See plan review comments from KCI dated September 3, 2024 and the applicant's response.

- **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: Feet
0 200 400

Drawn by: WRP

Date: 09/30/2024

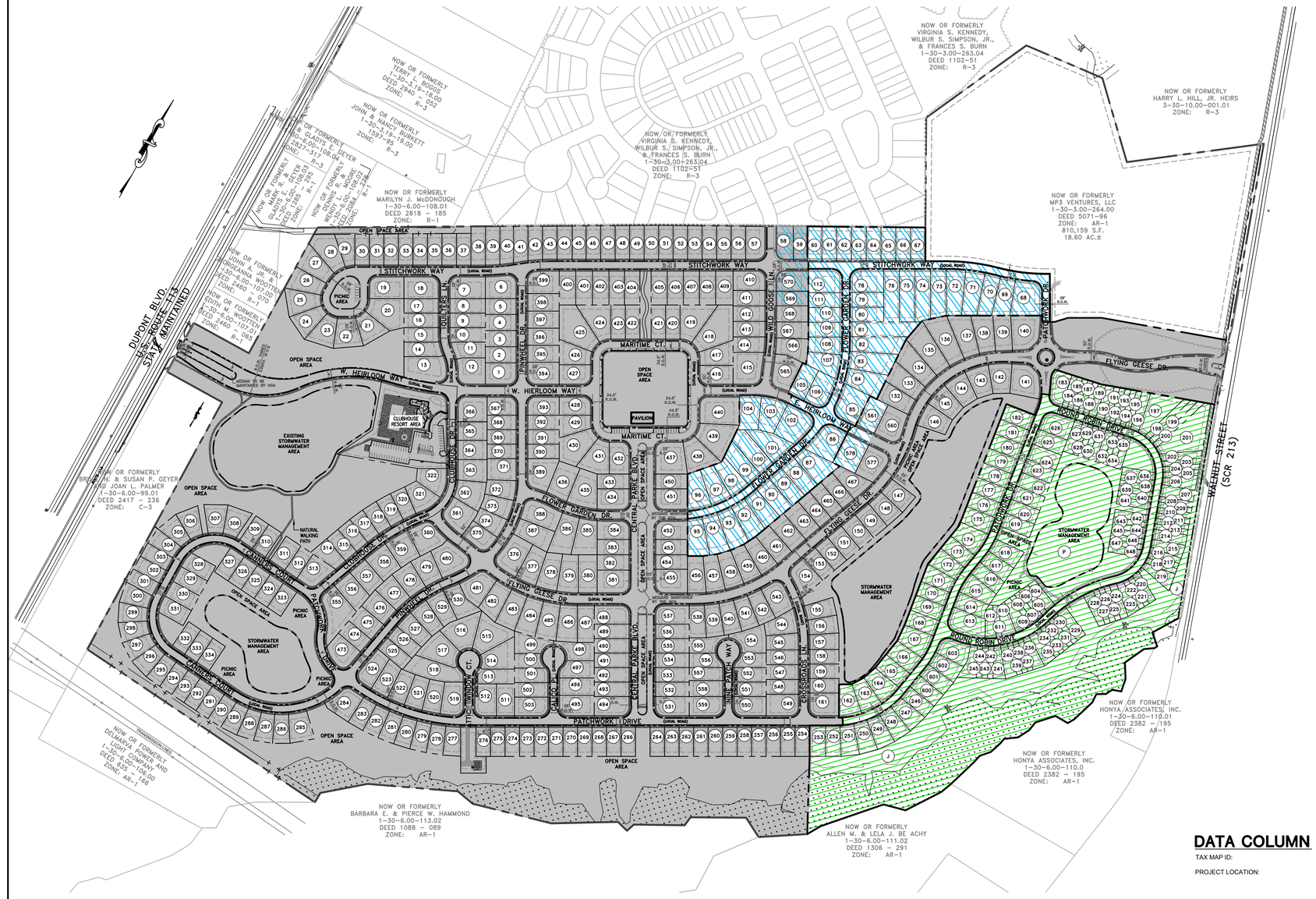
Filepath: PUD_MilfordPonds2024.aprx

Title:

Planned Unit Development

Milford Ponds

Location & Zoning Map



PHASE 1

PHASE 2

PHASE 3

PROPOSED PUD REQUIREMENTS

A. SINGLE FAMILY DWELLING UNITS:

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

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

-MINIMUM LOT SIZE:	2,400 SQUARE FEET
-MINIMUM LOT WIDTH:	20 FEET
-MINIMUM LOT DEPTH:	100 FEET
-MINIMUM FRONT YARD:	18 FEET FROM RIGHT-OF-WAY TO GARAGE DOOR, AND 15 FEET FROM RIGHT-OF-WAY TO FRONT PORCH OR NON-GARAGE BUILDING FOUNDATION. (ALLOW 5 FOOT ENCROACHMENT FOR FRONT STOOP OR STEPS.)
-MINIMUM SIDE YARD FOR END UNITS:	7.0 FEET MEASURED FROM RIGHT-OF-WAY TO FOUNDATION WALL. (ALLOW SIDE YARD ENCROACHMENTS OF 3 FEET FOR CHIMNEYS, BAY WINDOWS, STOOPS, ETC.)
-MINIMUM BUILDING SEPARATION:	14 FEET FROM CLOSEST POINT OF FOUNDATION WALL TO CLOSEST POINT OF FOUNDATION WALL OF ADJACENT BUILDING.
-MINIMUM REAR YARD:	15 FEET
-OFF STREET PARKING	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE. TANDEM SPACE TO BEGIN AT RIGHT-OF-WAY LINE.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 35 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS.
-MAXIMUM LOT COVERAGE:	75% OF LOT AREA
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE.
-TOWNHOUSE ACCESS:	REAR ALLEYS WILL NOT BE REQUIRED

C. CLUBHOUSE FACILITY:

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

D. SIGNS:

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

E. DEVIATIONS FROM CHAPTER 200 OR 230:

1. CHAPTER 200-8(A)(14) A REDUCED R.O.W. FROM 60' TO 28'. TO COMPENSATE FOR THIS AN 18' EASEMENT IS PROVIDED ON EACH SIDE OF THE ROAD THAT TOTALS 64' FOR ACCESS AND UTILITY WORK.
2. CHAPTER 200-8(A)(14) THE PAVEMENT WIDTH OF THE ROADS IN PHASE 2 AND PHASE 3 ARE 22' RATHER THAN 24' WIDE, CONSISTENT WITH PHASE 1.
3. CHAPTER 200-8(G)()(f) ELIMINATE STREET TREES EVERY 150 LINEAR FEET CONSISTENT WITH PHASES 1 AND 3.

DATA COLUMN

TAX MAP ID:	1-30-3.00-264.01
PROJECT LOCATION:	CITY OF MILFORD, CEDAR CREEK HUNDRED, SUSSEX COUNTY
OWNER/DEVELOPER:	MILFORD PONDS, LLC 179 REHOBOTH AVENUE, SUITE 1081 REHOBOTH BEACH, DE 19971 CHRIS KALIL 202-302-5735 chris.kalil71@gmail.com
ENGINEER/SURVEYOR:	DAVIS, BOWEN & FRIEDEL, INC. 1 PARK AVENUE MILFORD, DE 19963 302-424-1441
EXISTING/PROPOSED ZONING:	R-1, R-2, R-3, W/PUD
EXISTING USE: PROPOSED USE:	VACANT RESIDENTIAL LOTS
TOTAL SITE AREA: PHASE 1: PHASE 2: PHASE 3:	159.173 AC.± 118.637 AC.± 27.872 AC.± 12.152 AC.±
GROSS AREA: NET DEVELOPMENT AREA: MINIMUM LOT AREA: UNITS ALLOWED:	R-1 = 71.023 AC, R-2 = 50.854 AC, R-3 = 29.257 AC R-1 = 53.267 AC, R-2 = 38.141 AC, R-3 = 21.943 AC R-1 = 10,000 SF, R-2 = 8,000 SF, R-3 = 3,360 SF R-1 = 53.267 AC ÷ 10,000 SF = 232 R-2 = 38.141 AC ÷ 8,000 SF = 208 R-3 = 21.943 AC ÷ 3,360 SF = 263
TOTAL NUMBER OF UNITS ALLOWED: TOTAL NUMBER OF UNITS PROVIDED: OVERALL DENSITY :	703 556 3.49 UNITS/ACRE
BUILDING CONSTRUCTION TYPE:	MASONARY & TIMBER
MAX BUILDING HEIGHT:	35'
PHASE 1 TOTAL: SINGLE FAMILY DWELLING:	358 358
PHASE 2 TOTAL: SINGLE FAMILY DWELLING: TOWNHOUSE LOTS:	141 47 94
PHASE 3 TOTAL: SINGLE FAMILY DWELLING:	57 57
COMMUNITY BUILDING SIZE: COMMUNITY BUILDING LOCATION:	±40'x ±95' CORNER OF W. HEIRLOOM WAY & CLUBHOUSE DR.
TOTAL PROPOSED RIGHT-OF-WAY: PHASE 1: PHASE 2: PHASE 3:	18.90 AC.± 15.31 AC.± 1.99 AC.± 1.60 AC.±
TOTAL AREA OF LOTS: PHASE 1: PHASE 2: PHASE 3:	90.73 AC.± 64.88 AC.± 14.31 AC.± 11.54 AC.±
TOTAL REQUIRED RECREATIONAL AREA: TOTAL PROVIDED RECREATIONAL AREA: TOTAL WETLANDS: PROVIDED OPEN SPACE AREA:	(556 DWELLING UNITS x 275 SF) = 3.51 AC.± 22.94 AC.± 8.31 AC.± 47.57 AC.±
PHASE 1: AVERAGE DENSITY OF LOTS: MINIMUM LOT SIZE: MAXIMUM LOT SIZE: AVERAGE LOT SIZE:	 3.04 UNITS/ACRE 5,772 SQ.FT.± 15,858 SQ.FT.± 7,789 SQ.FT.±
PHASE 2: AVERAGE DENSITY OF LOTS: MINIMUM LOT SIZE: MAXIMUM LOT SIZE: AVERAGE LOT SIZE: REQUIRED TREE RATIO: TREES PROVIDED:	 5.04 UNITS/ACRE 2,261 SQ.FT.± 17,679 SQ.FT.± 4,434 SQ.FT.± 1 TREE REQUIRED PER 10,000 OF SITE AREA 63
PHASE 3: AVERAGE DENSITY OF LOTS: MINIMUM LOT SIZE: MAXIMUM LOT SIZE: AVERAGE LOT SIZE:	 4.27 UNITS/ACRE 6,426 SQ.FT.± 12,316 SQ.FT.± 8,838 SQ.FT.±
TOTAL WOODLAND PRESERVATION: MAXIMUM IMPERVIOUS COVERAGE:	10.45 Ac.± 35%
PROPOSED SEWER: PROPOSED WATER: ELECTRIC SERVICE: SCHOOL DISTRICT: FIRE DEPARTMENT:	CITY OF MILFORD CITY OF MILFORD CITY OF MILFORD MILFORD MILFORD
VERTICAL DATUM: HORIZONTAL DATUM:	NAVD 88 NAD 83
NUMBER OF MONUMENTS FOUND: NUMBER OF MONUMENTS SET:	14 12

DAVIS, BOWEN & FRIEDEL, INC.
ARCHITECTS ENGINEERS SURVEYORS
SALISBURY, MARYLAND (410) 543-9091
OCEAN CITY, MD (410) 524-5141
EASTON, MARYLAND (410) 770-4744

PLANNED UNIT DEVELOPMENT PLAN

MILFORD PONDS

CEDAR CREEK HUNDRED, CITY OF MILFORD

SUSSEX COUNTY, DELAWARE

Revisions:

Date: MARCH 2024
Scale: 1"=200'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: PUD1

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WE, THE RECORDED RESIDENTS AND/OR LOT OWNERS IN THE MILFORD PONDS COMMUNITY, HAVE NO OBJECTIONS WHATSOEVER TO THE PLAN REVISIONS REQUESTED BELOW , AND BECAUSE WE FIRMLY BELIEVE THAT THE REQUESTED PLAN REVISIONS ARE IN THE BEST INTERESTS OF THE COMMUNITY AT LARGE, WE DO HEREBY RESPECTFULLY REQUEST THAT THE CITY OF MILFORD APPROVE THE REQUESTED PLAN REVISIONS.

REQUESTED RECORD PLAN REVISIONS:
1. REMOVAL OF PHASE 4 (THE APARTMENTS) FROM MILFORD PONDS.
2. THE ADDITION OF NINETY-FOUR (94) TOWNHOMES IN PLACE OF FORTY-TWO OF THE SINGLE-FAMILY HOMES ORIGINALLY PLANNED IN PHASE 2.

* = REQUIRED SIGNATURES

MILFORD PONDS

LOT #	OWNER 1 SIGNATURE	OWNER 2 SIGNATURE
1-59, 132-140, 142,144,150, 151, 153, 156, 158-250, 265, 367, 382-386, 392, 394-440, 450-455, 458, 459, 467, 538, 539, 541, 543, 547-549, 561, 578 *	MILFORD PONDS LLC	
60-112 & PARCEL 264	MP3 VENTURES LLC	
134~~,135~~, 141, 143, 145~~,149~~, 152, 154, ~~155, 187, 275~~, 292, 540, ~~542~~, 545, 546, ~~560, 577~~ * (147,149 added)	NVR INC FOR NVR	148 -
254 *	LILLIAN COLLISSA JACKSON-MOSBY	
255	ANTHONY JOSEPH GENTILE	MARITA FRANCES GENTILE
256	ANTONIO ROBERT FRANKLIN JR	KARRON A. FRANKLIN
257	TIMOTHY JOSEPH HALLORAN	
258	JEFFREY W. LEASURE	SHARON ELIZABETH LEASURE
259	JAMES RUSSELL STONE	JULIE DAWN STONE
260	STUART M. CARBONE	
261	RICHARD C. KROON	ELLYN J KROON
262	JOHN BALLOU HORSFORD JR.	JULIE ANN HORSFORD
263	RICHARD HURT	
264	JAMES A. LYNCH SR.	THERESA A. LYNCH
266	BRIAN KEITH FULLER SR.	MARY KATHERINE FULLER
267	WILLIAM T. ARTHUR	CHERYL ARTHUR
268	FREDERIC CARRRE RICHMAN	DONNA RICHMAN
269	MICHAEL HAUPTMANN	FLORENCE HAUPTMANN
270	MARY ELLEN BECKETT	KELLY SAMNICH, TRUSTEE OF IRREVOCABLE TRUST
271	BONNIE CIRINO	
272	LAURA LUND	
273	WILLIAM MORRISON	
274	EDMUND FRANCIS LINGO JR.	KATHY MARIE LINGO
276	ROBERT HOWELLS	HELEN PATRICIA HOWELLS
277	ROBERT B. LEWIS	PHYLLIS JACKSON-LEWIS
278	JACOB CHARLES CONNOR	
279	JOSEPH CORNELIUS BASKERVILLE	CERRIE ELAINE BASKERVILLE

MILFORD PONDS

LOT #	OWNER 1 SIGNATURE	OWNER 2 SIGNATURE
280	MARK ANDREW GAJDA	PATRICIA GAYLE GAJDA
281	JORGE VELEZ	CYNTHIA VELEZ
282	DALE M. SANDERS, TRUSTEE OF REVOCABLE TRUST	LYNN M. SANDERS TRUSTEE OF REVOCABLE TRUST
283	BRIAN WHITLEY	CAROL WHITLEY
284	ALICE L. LEWIS	
285	DAVID L. TAYLOR	OVAL J. TAYLOR
286	FRANKLIN J. CUCE	SUN HUI CUCE
287	PETER HOWARD DORIO	FAITH COLDWELL DORIO
288	PAUL RICHARD FLESHER	GAIL ARLENE FLESHER
289	ED NANOLA	JOAN CLARE NANOLA
290	MARK S. SHUPE	
291	VINCENT CHARLES MILITO	PATRICIA MARIE MILITO
293	EDWARD WILLIAM DAVIS	SANDRA JEAN DAVIS
294	FRANK J. MUSINSKI	LIBERTA MUSINSKI
295	CLARA ELIZABETH JACOBY	
296	ARTHUR C. FAUSEL	DONNA F. FAUSEL
297	JOSEPH P. KONECNI	RUTH A. KONECNI
298	SCOTT WILLIAM NEIDERT JR.	
299	KATHLEEN M. SHEEDY	
300	KETTIA LAMARTINIRE	
301	EDWARD ALEXANDER HAWLEY	JANICE A. HAWLEY
302	WILLIAM RONALD GASKILL	LISA ANN GASKILL
303	KAREN ANN LAMBDEN	
304	SUSAN GAMBUTI	
305	AARON C. FOOTE	DANIELLE FOOTE
306	JOSE A. DIAZ	
307	JORGE VELEZ	JADYN CRUZ VANESSA CRUZ
308	EDWARD O'NEILL	ARLETE O'NEILL

MILFORD PONDS

LOT #	OWNER 1 SIGNATURE	OWNER 2 SIGNATURE
309	JOSEPH ALAN GIVEN	
310	DWAYNE REGINALD CARVER	
311	MICHAEL PAGANO	PAULA PAGANO
312	ROBERT A. SOUTAR	DIANE P. SOUTAR
313	SARAH WOLFE	
314	STEVEN J. PRICE	HELEN A. PRICE
315	JASPER SYLVESTER MEADOWS	JAUNITA LYNN MEADOWS
316	GAILAND E. POLK	LINDA KAY LENTZ
317	ROXANNE BEAL	
318	JAMES GREGORY SUTTON	MARIA GLORIA S SUTTON
319	STEVE K. SU	
320	KATHERINE HAUCH	
321	STEWART HOOKS	MARY HOOKS
322	KAREN DEMARCO	
323	MICHAEL J. PONTON	JUDITH A. PONTON
324	JEROME DEBOER	KATHLEEN DEBOER
325	DONALD C. TOSATTO	
326	NICHOLAS GUILINTANO JR.	DONNA MARIE GUILINTANO
327	JESSICA O. HERB	
328	ALICIA CHAVEZ MARTIN	
329	JAMES M. ARNOLD	LAMBRINIE ARNOLD
330	LEIDA ROJAS	LISANDRA FIGUEROA
331	JAY M. ROBERTS	DIANE T. ROBERTS
332	DAVID SWANNER	KARIE SWANNER
333	RANDY E. BOONE	CATHERINE L. BOONE
334	DEBORAH L. MYERS	
355	DAVID DISTEFANO	
356	SALVATORE V. CURCI	DORTHY C. CURCI

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EASTON, MARYLAND (410) 770-4744

OWNER SIGNATURES PLAN

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

Revisions:

Date: JUNE 2024
Scale: NONE
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: PUD2

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MILFORD PONDS		
LOT #	OWNER 1 SIGNATURE	OWNER 2 SIGNATURE
357	MCKINLEY ROBINSON	
358	JOEL G. MCKAY	
359	WAYNE COLUMBUS FARMER TRUSTEE OF LIVING TRUST	
360	ISAMAR ALEMAN	
361	JAMES CHRISTOPHER DUFFORD	ELLEN CLAIRE DUFFORD
362	RICHARD MICHAEL MARTINEZ	
363	DEANNA L. SELBA	
364	STEPHEN A. TERRIBLE	MARY LOU TERRIBLE
365	TIMMY A. SOLO	
366	JOHN A. CHANDLER	CATHY J. CHANDLER
368	PENELOPE TZAFARAS	
369	TODD R. MASTON	KARLA L. MASTON
370	JEFFREY COWAN STEWART	KRISTIE ANN STEWART
371	VIRGINIA A. MEEKS	JOHN F. MEEKS
372	RICHARD A. SETLEY	PATRICIA A. SETLEY
373	JOHN MARTIN MANAHAN	
374	LUIS VEGA	CATHERINE M. VEGA
375	BRENDA LEE SARMIENTO	JOHN DALE SELLERS
376	RODGER PRESTON BURNETTE	MAY ELIZABETH BURNETTE
377	JOHN GEORGE ENGLAND	DONNA MARIE ENGLAND
378	JOHN M. GRODIS	
379	JOSEPH JOHN SCHWARTZ	JANET M. SCHWARTZ
380	THOMAS PETER MEREDITH	MARY L. MEREDITH
381	PAUL JAO SIA KHO PO	INONIE YAU SIA KHO PO
387	CHERYL LYNN MAX	
388	SHON BRYANT	
389	CAROL ANN HROMNAK	
390	GERMAN ALVAREZ	VIDELINA RUEL

MILFORD PONDS		
LOT #	OWNER 1 SIGNATURE	OWNER 2 SIGNATURE
391	SHARON L. WILLIS	JAMES R. WILLS SR.
393	LAWRENCE LEE SEITZ	LOIS ANN SEITZ
456	SHABEER KHAN	SHAKILA KHAN
457	SHABEER KHAN	SHAKILA KHAN
460	DENNIS GENE BERGER III	CHELSEA NICHOLE MOYER
461	WILLIAM JOHN FRAILER JR.	PATRICIA ANN FRAILER
462	TAMARA FRANCINE STENZEL	DANIEL JOSEPH KOSTECKA
463	MICHAEL JOHN MICHENER	KAREN LUISE MICHENER
464	MARIA REESE CLARK	
465	MICHAEL PATRICK CUNNINGHAM	CHERYL ANNE CUNNINGHAM
466	MAUREEN GRACE GRINDLE	
473	LARRY L. DUTCH	SUE DUTCH
474	DOROTHY BROWN	
475	MARGIE WILLIAMS	
476	DEBORAH MACKEY	
477	CONNIE DAVIS	
478	GERTRUDE GILLES	DEMSKY OBERT FLORESTAL
479	RICHARD JONES	JEAN JONES
480	LICIA ANN JOHNSON	
481	ROBERT ANDRADE	DIANE ANDRADE
482	RICHARD A. SIMPSON	LINDA E. SIMPSON
483	KENNETH J. PARTE	BARBARA JEAN PARTE
484	DANIEL PALMER	DANA PALMER
485	AGOSTINO FORMATO JR.	DONNA M. FORMATO
486	MARIO AVENOSO	MARY AVENOSO
487	JUDITH SCULLION	JOHN SCULLION
488	CURTIS D. MATTHEWS SR.	PRISCILLA M. MATTHEWS
489	SHANE P. CHAYAPRUKS	SUPRANEE CHAYAPRUKS

MILFORD PONDS		
LOT #	OWNER 1 SIGNATURE	OWNER 2 SIGNATURE
490	JAMES A. AMOS	BRENDA J. AMOS
491	VINCENT ANTHONY FORINO JR.	ARLENE SUSAN FORINO
492	DENNIS ALVIN YATES	DONNA JEAN YATES
493	JOSEPH EARLE OGG	
494	RAYMOND JOSEPH DAVIDSON JR.	NANCY RYAN DAVIDSON
495	WAYNE CAMBREL	CAROLYN ELAINE CAMBREL
496	JOHN C. OMBRERA	
497	JASMINE WISE	MICHAEL R. LOKOSIS
498	VICKIE YVETTE MOUZON	
499	MENESSIA NIXON-SAVAGE	
500	JUSTIN JEFFREY PIAZZA	
501	ERIC EDELMANN	SUSAN EDELMANN
502	KENNETH DICKENSCHEIDT	
503	LARRY GEIGER	NANCY GEIGER
511	PATCHWORK 18323 LLC	
512	MOLLY D. SERVISS	
513	JAMES T. SHERIDAN	MARIE H. CALDWELL
514	RICHARD W. BROWN	SUSAN A. BROWN
515	MARIA J. VAZQUEZ DEFILLO	LOURDES VAZQUEZ
516	FRANK JONES	MILDRED E. JONES
517	JOHN T. KELSH	ELLEN KELSH
518	KATHERINE CALDERON MORGAN	
519	KATIE MILLER	GERRY ORTON
520	RAYMOND C. PRATT	LINDA A. PRATT
521	JOSEPH DIFINIZIO	ANTOINEETTE DIFINIZIO
522	TERRY LEE FARINA	SUSAN P. FARINA
523	REYNALDO A. GONZALEZ	LORRAINE GONZALEZ
524	SUSAN D. BRENNAN	TIMOTHY BRENNAN

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MILFORD, DELAWARE (302) 424-1441
ESSEX, MARYLAND (410) 972-7444

OWNER SIGNATURES PLAN

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

Revisions:

Date:	JUNE 2024
Scale:	NONE
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	PUD3

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MILFORD PONDS		
LOT #	OWNER 1 SIGNATURE	OWNER 2 SIGNATURE
525	YDONNA FLEURENTUS	MALENE FLEURENTUS
526	TERRY V. WHITE	ANDRIA G. WHITE
527	PHILIP KOERNER	NANCY KOERNER
528	JESSICA RUMLEY	
529	ALPHONSO C. KEMP JR.	YOLANDA KEMP
530	VALENCIA A. GIBBS	
531	JOSEPH DONALD GORDON JR.	MARIE ELAINA GORDON
532	GEORGE ALBERT YOUNG JR.	LAURA ELSA YOUNG
533	RICARDO HERMANDEZ RODRIGUEZ	TECOLA GIBBS-HERNANDEZ
534	SHEILA MARGARET KELLY	
535	JUDITH LYNN HUBBARD	
536	LEON SCULLY	
537	KATHLEEN DEVITO	
544	KATHLEEN M. DIDONATO	
550	JESUS MANUEL FELICIANO	MARILYN FELICIANO
551	BILLIE ELIZABETH MARTIN	
552	KEVIN C. WILLIAMS	
553	LEO MARVIN LAKE II	ANDREA KATHRYN LAKE
554	FRANCES JOSEPH VELEZ	ROSEANN PATRICIA VELEZ
555	MICHAEL GROSSTEPHAN	LINDA L. GROSSTEPHAN
556	KEITH MATTHEW ZOBA	THERESA MARIE ZOBA
557	DANETTE CORDONE	
558	DANIEL ELEFANTE	
559	MARKI A. DAVIS	

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

OWNER SIGNATURES PLAN

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

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KCI TECHNOLOGIES
ISO 9001:2008 CERTIFIED
ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS
1352 Marrows Road, Suite 100 • Newark, DE 19711 • Phone 302-731-9176 • Fax 302-731-7807

September 03, 2024

City of Milford
201 South Walnut Street
Milford, Delaware 19963

Attention: Mr. Rob Pierce

Subject: **Milford Ponds – Phase 2 Preliminary Plans**
KCI Job No. 00009730_00001.007 *(formerly 131803632.24 – Task 09P)*

Dear Mr. Pierce,

As requested, KCI Technologies performed a review of the Preliminary Plans of Milford Ponds Phase 2 PUD. This review was based on the City's Standard Specifications, and general engineering best practices. These plans were submitted by DBF and are dated June 2024.

Comments 2b, 3, 5a, 6, 8, 14, 17, and 22 shall be addressed for the Preliminary Plan Approval. Provide a point-by-point response letter.

1. Add the following information to the Data Column per the City of Milford's Preliminary Checklist:
    a. Provide the phone number of the owner/developer. **Addressed.**
    b. Provide the existing and proposed use. **Addressed.**
    c. Provide the estimated number of EDU for each unit. **Addressed.**
    d. Provide a list of waivers being sought and their corresponding code location if applicable. **Addressed.**
    e. Provide the actual proposed lot area(s). **Addressed.**
    f. Provide the actual proposed lot width(s). **Addressed.**
    g. Remove all reference to Phase IV (tax parcel). **Addressed.**
    h. Revise the total open space and recreational area requirements for the site to meet the requirements outlined in Section 230-19.7 of the City of Milford Zoning Ordinance. Otherwise, a cash-in lieu option is available. **Addressed.**
    i. Update the maximum density allowed and units allowed items based on Chapter 230-19.9. This may also impact the total number of units allowed item. Revise accordingly. **Addressed.**

2. Address the following comments on the cover sheet:
    a. Add the approved PUD Table. **Addressed.**
    b. According to the index of drawings Sheet C3.5 should be "SWM Pond 4 As Built and Revision." However, this sheet is not included in the plan set. Additionally, the order of the sheets does not match the order of the set. Revise accordingly. **Comment Remains – PUD1 to PUD4 is not listed in the index of Drawings.**
    c. Add the City Planning Department Approval block. **Addressed.**
    d. The note that is in the bottom left corner of the cover sheet that references separation between utilities is incorrect. Vertical separation between water and sewer shall be at least 18 inches. We recommend removing this note due to the information being provided in general notes 15 and 16 on the next page. **Addressed.**
    e. According to the Websoils website the soils shown in the soils map are incorrect. Verify the correct soils and revise accordingly. Additionally, provide a north arrow. **Addressed.**
    f. Add a location map per the City of Milford Preliminary checklist. **Addressed.**
    g. Revise the scale of the Vicinity Map to have a maximum scale of 1" = 400' per the checklist. **Addressed.**
    h. Update the City of Milford Approval to list Mark Whitfield as the City Manager. **Addressed.**
    i. Add an Owner's Certification block with the following language: "I, _____, hereby certify that I am the owner of the properties described on this plan, that the plan was made by my direction and that I acknowledge the same to be my act and desire the plan to be developed as shown in accordance with all applicable laws and regulations." **Addressed.**
    j. Update the Engineer's Statement to read as follows: "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 the best of my knowledge and belief represents good engineering practices as required by the applicable laws of the State of Delaware." **Addressed.**
3. The Data Column on the PUD plan, Record Plan, and on the Construction set do not match. Revise the information per the latest version of the zoning ordinance so that it matches across plans. **Comment Remains. Some information is missing in the Data Column between the three sets of plans. For example, the building height is missing in the Data Column on the Record Plan. Revise accordingly so all information is given on PUD, Record, and Construction plans.**
4. Per Chapter 230 of the zoning ordinance townhouses must be in clusters of 3 to 8 units. Revise the layout to meet this requirement. **Addressed.**
5. Add the following waiver requests or amend the plan to meet the requirement:

a. Chapter 200 requires 36-foot-wide pavement per Chapter 200-8(A)(14). **Comment Remains. The note on the Construction plan cover sheet and on the PUD sheet should include reference to the required width so the Planning Commission and City Council can see what is being requested, similar to what has been provided for the right-of-way width reduction waiver note.**

b. Chapter 200-8(G)(1)(f) require street trees every 150 linear feet. **Addressed**

6. Revise the City of Milford General Notes with the attached (General Major Subdivision Notes). **Comment Remains. Complete note 17 and 33. The record plan requirements includes site plan notes and not major subdivision notes.**
7. The City of Milford General Note 17 references the wrong FEMA floodplain map. Revise the note accordingly. **Comment Remains.**
8. The notes that reference the DelDOT standard specifications refer to the 2016 version. However, there has been multiple updates to the standard specifications since then. We recommend revising all notes to 'refer to the latest version' rather than provide a date. Revise as necessary. **Comment Remains. Revise Drainage, Grading and Sediment Control Notes 1.**
9. The Sanitary Sewer notes reference providing an 8" sewer lateral and cleanout. Per the City of Milford Standard Specifications, the standard size is 6" minimum. We recommend revising the note. **Addressed.**
10. Add a note to the plan that lists the information given in Chapter 200-8(C)(2) of the City of Milford Zoning Ordinance. **Addressed.**
11. Label the street types for each street in the PUD per Chapter 200-8. **Addressed.**
12. Revise the phasing lines shown on Sheet C0.2 to be legible. **Addressed.**
13. There is a note located in the bottom right corner of Sheet C0.3 that references Lot 235 only being able to be constructed if modifications to the pond are made. However, this lot is not adjacent to the pond or the ponds outfall. Please clarify the reason for this note. **Addressed.**
14. Provide correspondence from the City of Milford that allows the roadway width (22') and right-of-way width (28' with 18' easements on either side of the ROW) to be less than what is required per Chapter 200-8 of the Zoning Ordinance. **Comment Remains. The note on the Construction plan cover sheet and on the PUD sheet should include reference to the required width so the Planning Commission and City Council can see what is being requested, similar to what has been provided for the right-of-way width reduction waiver note.**
15. There is a lot of overlapping information that is not legible. Revise plans so all labels are readable. **Addressed.**
16. Revise the following regarding the Existing Conditions Plan:

a. Turn all proposed grading and features off. **Addressed.**

b. Per the City of Milford Preliminary Checklist all existing buildings, paved and concrete areas, and adjacent site features should be shown on the plan. Revise to show and provide all this information. **Addressed.**

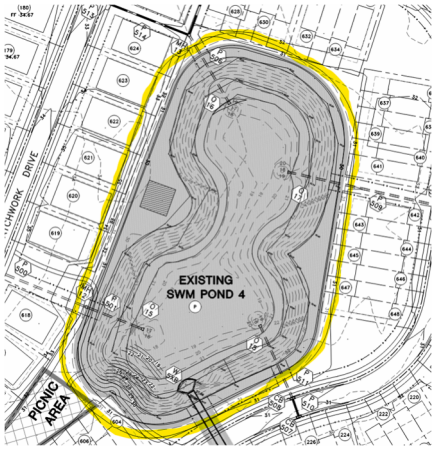
c. Verify the existing contours shown match the current conditions on site. **Addressed.**

d. Currently, some of the labeled structures appear to be missing. Verify which have been installed and revise the plan accordingly. **Addressed.**

e. Turn the boring locations within the wetlands off. **Addressed.**

17. Provide a Preliminary landscaping and open space plan that includes tree preservation, planting, and selective clearing plans (if applicable). Additionally, be sure to show all landscape buffers, recreational amenities, etc. Scale shall be no smaller than 1" = 50'. **Comment Remains. A more extensive landscape buffer shall be provided along South Walnut Street per Section 230-22 of the City of Milford Zoning code. In addition, revise landscape plans to provide street trees along Round Robin Drive and Patchwork Drive or seek a waiver from the landscape buffer requirement along an arterial street. The waiver request must be added to the cover sheet of the PUD, construction plan, and record plan.**
18. Revise the legend on each sheet to include all items shown on the plan. For example, the require setback line is shown in a very light grey but is not included in the legend. Revise the plans and legends on each sheet. **Addressed.**
19. Provide existing contour labels on all grading sheets. **Addressed.**
20. Provide flow arrows for all storm drain pipes. **Addressed.**
21. Currently, there are many proposed contour labels shown on the grading sheets that do not label anything. Verify if a proposed contour is supposed to be shown in each location, otherwise remove from the plan. **Addressed.**
22. What are the hatched square areas (north of Lot 182 and between the lots and existing stormwater management pond 4). Add a label to the plan. **Addressed with Comment, please use full words to label these areas.**
23. Lots 611 and 612 appear to be duplexes rather than townhouses. Revise to add a third unit or provide PUD requirements for a semi-detached dwelling on the PUD sheet and cover sheet. **Addressed.**
24. There are several stormwater pipe easements on private property. Ensure there is adequate room to make repairs in the future based on the utility depth and size. **Addressed.**
25. The 10" water main stub should be placed completely within an easement in the open space and not on a portion of Lot 219. **Addressed.**
26. Provide a signature sheet for property owners with the record plan set for Phase II for review. Ensure all properties adjacent to the proposed revisions are included on the signature sheet. **Addressed.**

27. Verify what the black line (pictured below) is shown around the existing SWM pond 4 is. It cuts into lots, and it is unclear what it is. **Addressed.**

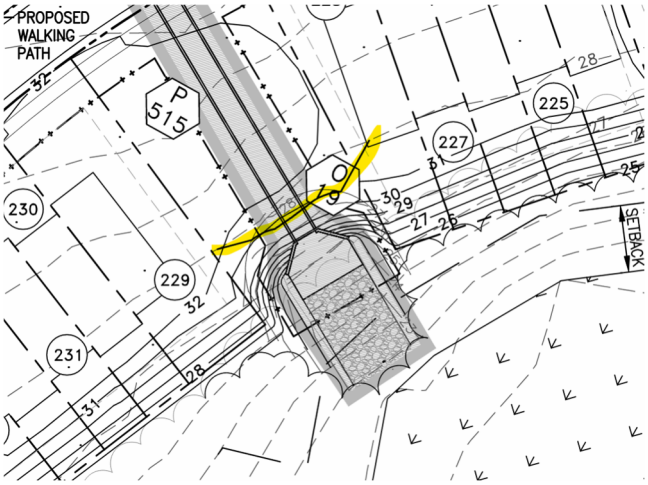


28. There are a lot of random lines and information that is turned on in the grading plans that is not denoted in the legend. Please turn all unnecessary information off to help the readability of the plans. **Addressed.**
29. It appears there are two sets of existing contours shown on the grading plans. Verify which reflects the current site conditions and turn the other set off. **Addressed.**
30. Clarify what the dark line that runs along the bottom of the pipe in storm drain profile "CB509 – CB503" is. Otherwise, remove from profile. **Addressed.**
31. Provide labels in all profiles that denote the vertical separation for all utilities. Verify the separation meets the requirements outlined in the City of Milford Code and Specifications. **Addressed.**
32. The information for outfall "OP-5XA" and "W-5XB" is not provided in the schedule tables. Update tables to provide information so profiles can be checked. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**
33. Revise the legend to include the sanitary sewer cleanout along the proposed sewer main similarly to the hydrant and blow off that are shown on the proposed water line. **Addressed.**

Please address the following comment with the Final Subdivision Plan Submission:

34. Clarify where the proposed 32 contour that is along the rear of Lots 170 and 171 goes. It does not appear to continue or tie back into existing. **Addressed.**
35. The proposed 32 contour that loops around Lots 183-197 does not appear to tie into existing. Revise the grading so all contours tie back into existing where applicable. **Addressed with comment. Provide elevations at each corner of the building with your next submission.**

36. Clarify what the highlighted line shown below is. If it is a contour, it crosses another proposed contour. **Addressed.**



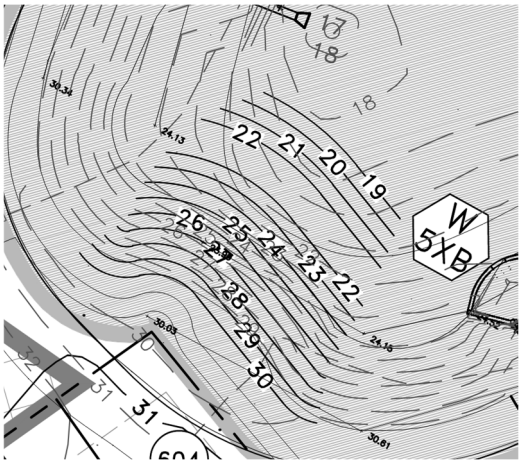
37. The finish floor elevations that are provide do not appear to work with the surrounding proposed grading. Revise grading so there is at least 6" of fall over 10 feet from all corners of structures. **Comment Remains. No response was provided.**

38. Provide finish floor elevations for all proposed structures shown on the plan. **Addressed.**

39. Currently, the area to the south of existing SWM pond 4 is labeled as the picnic area and the lots to the south of that are all proposed at elevation 31. This area is relatively flat. Provide additional spot grades and information in this area that prove positive drainage will occur. **Addressed.**

40. Show the proposed driveway locations on the utility plans to ensure all water meters are not within the driveway areas. **Comment Remains. Also show the driveways of the single-family houses.**

41. The proposed contours located on the south end of existing SWM pond 4 do not tie back into existing. Revise accordingly. **Addressed.**



42. According to the typical section on sheet C2.3 the cross slope shall be 2 percent. However, the provided spot grades for both intersections propose 3 percent. Revise grading and the plans accordingly. **Addressed.**
43. The proposed grading for Lot 253 is shown going off the lot to the west onto Lot 254. Due to this being outside of the phase and the possibility of Lot 254 already being constructed, grading can not be proposed on the adjacent lot. Verify how the grading will tie back in and revise the plans as necessary. **Addressed.**
44. Revise the grading for Lot 162, 163 and, 164. **Addressed.**
45. The proposed 31 contour for Lots 244, 233, and 245 cuts through the building footprint. Revise all grading to be outside of structures. **Addressed.**
46. All utilities must run within the paved roadway. Revise the alignment of the water to remain within the roadway. Additionally, we recommend shifting the water to be at a minimum 5' of separation from the storm drain for clearance and easier constructability. **Addressed.**
47. Revise the water alignment to include valves at a maximum spacing of 800 linear feet. **Addressed.**
48. Many of the proposed services come off the main too close to a structure or along the side of a catch basin and would be difficult or impossible to construct. Revise the alignments to provide adequate spacing and so all services come off the main perpendicularly. **Comment Remains. Services to lot numbers 211 and 242 are too close to the structure. Revise accordingly.**
49. Provide calculations that prove the post discharge rate (Q in cfs) is the same as before based on the revised lot configuration. **Comment Remains. The pre-development calculations are not provided.**
50. Provide the DelDOT Minimum pipe cover and angle worksheet with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Comment Remains. DelDOT Minimum pipe cover and angle worksheet is not provided.**
51. Provide spread and hydraulic grade line calculations with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Comment Remains. The spread calculations shows that the width of spread exceeds half of the width of the roadway in most instances. Revise the storm drain so the sum of the spread is equal to or less than the half of the width of the road per DelDOT Road Design Manual Chapter 6.**
52. Currently, there are many pipe runs that are proposed at a relatively flat slope or negative slope. Negative slopes are not allowed. Pipe slopes shall be at least 0.002 ft/ft or have provide a velocity of at least 2 fps. Revise the design to meet these requirements. We understand that this should not have changed since the previously

approved design, but this information should be included with this plan set also. **Addressed.**

53. Some of the pipe lengths when measured in plan view are longer than what is given in the pipe schedule and on the profiles. Verify which lengths are correct and revise all information to match. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**
54. Currently, all outfalls also list a Rim Elevation. It appears based on the grading in the profiles and plan view that all outfalls are either a flared end sections or headwall. Clarify why Rim Elevations are provided. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**
55. Verify all manhole lids and valves are located outside of the flowline (where the pavement meets the curb). Revise as necessary. **Comment Remains. Shift manholes 84A, 86, 92, and 79 so they are not so close to the curb.**
56. No sanitary sewer laterals shall connect directly to a manhole. Revise the plans so that all proposed sewer services come off the main perpendicularly. **Comment Remains. Sanitary Sewer laterals for lots 244, 239, 228, and 223 are shown to come off the sanitary sewer manhole, revise accordingly.**
57. Please revise the fire protection plans based on the following comments:
    a. Plans are dated June 2020. Is this correct? If not, provide the correct date and/or revision dates for the plans. **Addressed.**
    b. Sheet FP1.1: Fire Protection Note 1: Provide the fire separation detail referenced in this note.
        i. A cross-section detail of a fire barrier wall between townhouse buildings indicating its construction and hourly fire rating is required. **Addressed.**
        ii. The detail shall also be listed by a testing laboratory meeting the requirements of Chapter 5 Listing and Approval of Testing Laboratories of the Delaware State Fire Prevention Commission, Regulation 701 Administration and Enforcement. **Addressed.**
    c. All the Fire Hydrant Label pointers must point to the Fire Hydrants. **Addressed.**
    d. The developer must apply for and provide a State Fire Marshal Approval. **Comment Remains.**
    e. The Fire Protection Plan does not indicate how fire apparatus can gain access to this phase of the development. Show the access route to this phase. **Addressed.**
    f. Full site address is required on the plans. **Comment Remains. Provide full site address.**

g. Specify the County's planning department reference number when given. **Addressed with comment, per engineer's response, this project is not within the jurisdiction of Sussex County and no reference number will be given.**

h. Owner's name and address is required. **Addressed.**

i. Maximum building height is required. **Addressed.**

j. Proposed building construction is required. **Addressed.**

58. Label the vertical separation between the sanitary sewer and all crossing utilities in the profiles on Sheet C4.3. **Addressed.**
59. Provide the actual vertical separation and coverage in the water crossing profile on Sheet C4.3. **Addressed.**
60. Lots 216, 612, and 618 do not meet the minimum lot width requirements per the proposed PUD. Revise the lot lines to meet this requirement. Addressed.
61. Provide the following approvals to received final approval: **Comment Remains.**
    k. State Fire Marshall
    l. Sussex Conservation District
    m. DelDOT (if applicable)
    n. Department of Health Services
62. **The City Code only requires 1 tree per 10,000 square feet of lot area for residential development. Update the landscape plan accordingly. Add the required tree ratio to the data column on each of the three sheets along with the number of trees provided. The landscaping plan shall be recorded with the record plan set.**

If you have any questions or comments regarding this letter, please do not hesitate to contact me any time at (302) 318-1108.

Sincerely,

Ardalan Faghri,
Senior Design Engineer

Thomas Fruehstorfer
Senior Project Manager

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.

September 12, 2024

City of Milford
Department of Planning and Zoning
180 Vickers Drive
Milford, DE 19963

Attn: Mr. Rob Pierce
Planning and Economic Development Director

RE: **Milford Ponds Phase 2**
PUD & Preliminary Plan
Tax Parcel #: 1-30-3.00-264.00
DBF #: 2875A002.A01

Dear Mr. Pierce,

We received KCI Technologies review of the Preliminary Plans of Milford Ponds Phase 2 dated September 03, 2024, and have the following responses.

1. Add the following information to the Data Column per the City of Milford's Preliminary Checklist:
   a. Provide the phone number of the owner/developer. **Addressed.**
   b. Provide the existing and proposed use. **Addressed.**
   c. Provide the estimated number of EDU for each unit. **Addressed.**
   d. Provide a list of waivers being sought and their corresponding code location if applicable. **Addressed.**
   e. Provide the actual proposed lot area(s). **Addressed.**
   f. Provide the actual proposed lot width(s). **Addressed.**
   g. Remove all references to Phase IV (tax parcel). **Addressed.**
   h. Revise the total open space and recreational area requirements for the site to meet the requirements outlined in Section 230-19.7 of the City of Milford Zoning Ordinance. Otherwise, a cash-in lieu option is available. **Addressed.**
   i. Update the maximum density allowed and units allowed items based on Chapter 230-19.9. This may also impact the total number of units allowed item. Revise accordingly. **Addressed.**
2. Address the following comments on the cover sheet:
   a. Add the approved PUD Table. **Addressed.**

b. According to the index of drawings Sheet C3.5 should be "SWM Pond 4 As Built and Revision." However, this sheet is not included in the plan set. Additionally, the order of the sheets does not match the order of the set. Revise accordingly. *Comment Remains – PUD1 to PUD4 is not listed in the index of Drawings.* **The PUD sheets have been added to the Phase 2 sheet index.**

c. Add the City Planning Department Approval block. **Addressed.**

d. The note that is in the bottom left corner of the cover sheet that references separation between utilities is incorrect. Vertical separation between water and sewer shall be at least 18 inches. We recommend removing this note due to the information being provided in general notes 15 and 16 on the next page. **Addressed.**

e. According to the Websoils website the soils shown in the soils map are incorrect. Verify the correct soils and revise accordingly. Additionally, provide a north arrow. **Addressed.**

f. Add a location map per the City of Milford Preliminary checklist. **Addressed.**

g. Revise the scale of the Vicinity Map to have a maximum scale of 1" = 400' per the checklist. **Addressed.**

h. Update the City of Milford Approval to list Mark Whitfield as the City Manager. **Addressed.**

i. Add an Owner's Certification block with the following language: "I, , hereby certify that I am the owner of the properties described on this plan, that the plan was made by my direction and that I acknowledge the same to be my act and desire the plan to be developed as shown in accordance with all applicable laws and regulations." **Addressed.**

j. Update the Engineer's Statement to read as follows: "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 the best of my knowledge and belief represents good engineering practices as required by the applicable laws of the State of Delaware." **Addressed.**

3. The Data Column on the PUD plan, Record Plan, and on the Construction set do not match. Revise the information per the latest version of the zoning ordinance so that it matches across plans. *Comment Remains. Some information is missing in the Data Column between the three sets of plans. For example, the building height is missing in the Data Column on the Record Plan. Revise accordingly so all information is given on PUD, Record, and Construction plans.* **The data columns have been revised to show the same information.**

4. Per Chapter 230 of the zoning ordinance townhouses must be in clusters of 3 to 8 units. Revise the layout to meet this requirement. **Addressed.**

5. Add the following waiver requests or amend the plan to meet the requirement:

a. Chapter 200 requires 36-foot-wide pavement per Chapter 200-8(A)(14). *Comment Remains. The note on the Construction plan cover sheet and on the PUD sheet should include reference to the required width so the Planning Commission and*

City Council can see what is being requested, similar to what has been provided for the right-of-way width reduction waiver note. **The 36' wide pavement includes parking on the street. The plan provides two parking spaces on each lot and does not intend to have parking on the street. Therefore, the width per the Code is supposed to be 24' wide as we are not proposing on-street parking. The note now references 24'. This note was previously recorded on the Phase 3 plans.**

b. Chapter 200-8(G)(1)(f) require street trees every 150 linear feet. **Addressed.**

6. Revise the City of Milford General Notes with the attached (General Major Subdivision Notes). *Comment Remains. Complete note 17 and 33. The record plan requirements includes site plan notes and not major subdivision notes.* **The major subdivision notes have been added to the record plan cover sheet. As a result, the data column and some general notes were moved to the next page R2.1.**

7. The City of Milford General Note 17 references the wrong FEMA floodplain map. Revise the note accordingly. *Comment Remains.* **The note has been revised.**

8. The notes that reference the DelDOT standard specifications refer to the 2016 version. However, there has been multiple updates to the standard specifications since then. We recommend revising all notes to 'refer to the latest version' rather than provide a date. Revise as necessary. *Comment Remains. Revise Drainage, Grading and Sediment Control Notes 1.* **The note has been revised.**

9. The Sanitary Sewer notes reference providing an 8" sewer lateral and cleanout. Per the City of Milford Standard Specifications, the standard size is 6" minimum. We recommend revising the note. **Addressed.**

10. Add a note to the plan that lists the information given in Chapter 200-8(C)(2) of the City of Milford Zoning Ordinance. **Addressed.**

11. Label the street types for each street in the PUD per Chapter 200-8. **Addressed.**

12. Revise the phasing lines shown on Sheet C0.2 to be legible. **Addressed.**

13. There is a note located in the bottom right corner of Sheet C0.3 that references Lot 235 only being able to be constructed if modifications to the pond are made. However, this lot is not adjacent to the pond or the pond's outfall. Please clarify the reason for this note. **Addressed.**

14. Provide correspondence from the City of Milford that allows the roadway width (22') and right-of-way width (28' with 18' easements on either side of the ROW) to be less than what is required per Chapter 200-8 of the Zoning Ordinance. *Comment Remains. The note on the Construction plan cover sheet and on the PUD sheet should include reference to the required width so the Planning Commission and City Council can see what is being requested, similar to what has been provided for the right-of-way width reduction waiver note.* **The note was added to the construction title sheet and PUD cover sheet, and now references 24' as explained in comment 5b.**

15. There is a lot of overlapping information that is not legible. Revise plans so all labels are readable. **Addressed**

16. Revise the following regarding the Existing Conditions Plan:

    a. Turn all proposed grading and features off. **Addressed**

    b. Per the City of Milford Preliminary Checklist all existing buildings, paved and concrete areas, and adjacent site features should be shown on the plan. Revise to show and provide all this information. **Addressed**

    c. Verify the existing contours shown match the current conditions on site. **Addressed**

    d. Currently, some of the labeled structures appear to be missing. Verify which have been installed and revise the plan accordingly. **Addressed**

    e. Turn the boring locations within the wetlands off. **Addressed.**

17. Provide a Preliminary landscaping and open space plan that includes tree preservation, planting, and selective clearing plans (if applicable). Additionally, be sure to show all landscape buffers, recreational amenities, etc. Scale shall be no smaller than 1" = 50'. *Comment Remains. A more extensive landscape buffer shall be provided along South Walnut Street per Section 230-22 of the City of Milford Zoning code. In addition, revise landscape plans to provide street trees along Round Robin Drive and Patchwork Drive or seek a waiver from the landscape buffer requirement along an arterial street. The waiver request must be added to the cover sheet of the PUD, construction plan, and record plan.*

    South Walnut Street is classified as a Major Collector per the DelDOT Functional Classification map; Therefore Section 230-22 does not apply because S. Walnut is not an Arterial street.

18. Revise the legend on each sheet to include all items shown on the plan. For example, the require setback line is shown in a very light grey but is not included in the legend. Revise the plans and legends on each sheet. **Addressed.**

19. Provide existing contour labels on all grading sheets. **Addressed.**

20. Provide flow arrows for all storm drain pipes. **Addressed.**

21. Currently, there are many proposed contour labels shown on the grading sheets that do not label anything. Verify if a proposed contour is supposed to be shown in each location, otherwise remove from the plan. **Addressed.**

22. What are the hatched square areas (north of Lot 182 and between the lots and existing stormwater management pond 4). Add a label to the plan. *Addressed with Comment, please use full words to label these areas.* **The labels have been revised.**

23. Lots 611 and 612 appear to be duplexes rather than townhouses. Revise to add a third unit or provide PUD requirements for a semi-detached dwelling on the PUD sheet and cover sheet. **Addressed.**

24. There are several stormwater pipe easements on private property. Ensure there is adequate room to make repairs in the future based on the utility depth and size. **Addressed.**

25. The 10" water main stub should be placed completely within an easement in the open space and not on a portion of Lot 219. **Addressed.**

26. Provide a signature sheet for property owners with the record plan set for Phase II for review. Ensure all properties adjacent to the proposed revisions are included on the

signature sheet. **Addressed.**

27. Verify what the black line (pictured below) is shown around the existing SWM pond 4 is. It cuts into lots, and it is unclear what it is. **Addressed.**

28. There are a lot of random lines and information that is turned on in the grading plans that is not denoted in the legend. Please turn all unnecessary information off to help the readability of the plans. **Addressed.**

29. It appears there are two sets of existing contours shown on the grading plans. Verify which reflects the current site conditions and turn the other set off. **Addressed.**

30. Clarify what the dark line that runs along the bottom of the pipe in storm drain profile "CB509 – CB503" is. Otherwise, remove from profile. **Addressed.**

31. Provide labels in all profiles that denote the vertical separation for all utilities. Verify the separation meets the requirements outlined in the City of Milford Code and Specifications. **Addressed.**

32. The information for outfall "OP-5XA" and "W-5XB" is not provided in the schedule tables. Update tables to provide information so profiles can be checked. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**

33. Revise the legend to include the sanitary sewer cleanout along the proposed sewer main similarly to the hydrant and blow off that are shown on the proposed water line. **Addressed.**

Please address the following comment with the Final Subdivision Plan Submission:

34. Clarify where the proposed 32 contour that is along the rear of Lots 170 and 171 goes. It does not appear to continue or tie back into existing. **Addressed.**

35. The proposed 32 contour that loops around Lots 183-197 does not appear to tie into existing. Revise the grading so all contours tie back into existing where applicable. *Addressed with comment. Provide elevations at each corner of the building with your next submission.* **Spot elevations are now provided at each corner of the buildings.**

36. Clarify what the highlighted line shown below is. If it is a contour, it crosses another proposed contour. **Addressed.**

37. The finish floor elevations that are provided do not appear to work with the surrounding proposed grading. Revise grading so there is at least 6" of fall over 10 feet from all corners of structures. *Comment Remains. No response was provided.* **The grading has been revised.**

38. Provide finished floor elevations for all proposed structures shown on the plan. **Addressed.**

39. Currently, the area to the south of existing SWM pond 4 is labeled as the picnic area and the lots to the south of that are all proposed at elevation 31. This area is relatively flat. Provide additional spot grades and information in this area that prove positive drainage will occur. **Addressed.**

40. Show the proposed driveway locations on the utility plans to ensure all water meters are

not within the driveway areas. *Comment Remains. Also show the driveways of the single-family houses.* **The driveways for the single-family homes are now shown as well.**

41. The proposed contours located on the south end of existing SWM pond 4 do not tie back into existing. Revise accordingly. **Addressed.**

42. According to the typical section on sheet C2.3 the cross slope shall be 2 percent. However, the provided spot grades for both intersections propose 3 percent. Revise grading and the plans accordingly. **Addressed.**

43. The proposed grading for Lot 253 is shown going off the lot to the west onto Lot 254. Due to this being outside of the phase and the possibility of Lot 254 already being constructed, grading cannot be proposed on the adjacent lot. Verify how the grading will tie back in and revise the plans as necessary. **Addressed.**

44. Revise the grading for Lot 162, 163, and 164. **Addressed.**

45. The proposed 31 contour for Lots 244, 233, and 245 cuts through the building footprint. Revise all grading to be outside of structures. **Addressed.**

46. All utilities must run within the paved roadway. Revise the alignment of the water to remain within the roadway. Additionally, we recommend shifting the water to be at a minimum 5' of separation from the storm drain for clearance and easier constructability. **Addressed.**

47. Revise the water alignment to include valves at a maximum spacing of 800 linear feet. **Addressed.**

48. Many of the proposed services come off the main too close to a structure or along the side of a catch basin and would be difficult or impossible to construct. Revise the alignments to provide adequate spacing so all services come off the main perpendicularly. *Comment Remains. Services to lot numbers 211 and 242 are too close to the structure. Revise accordingly.* **The services have been revised to be further away.**

49. Provide calculations that prove the post discharge rate (Q in cfs) is the same as before based on the revised lot configuration. *Comment Remains. The pre-development calculations were not provided.* **Updated pre-development calculations will be provided at final major subdivision submission.**

50. Provide the DelDOT Minimum pipe cover and angle worksheet with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. *Comment Remains. DelDOT Minimum pipe cover and angle worksheet was not provided.* **The DelDOT Minimum pipe cover and angle worksheet will be provided at final major subdivision submission.**

51. Provide spread and hydraulic grade line calculations with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. *Comment Remains. The spread calculations show that the width of spread exceeds half of the width of the roadway in most instances. Revise the storm drain so the sum of the spread is equal to or less than the half of the width of the road per DelDOT Road Design Manual Chapter 6.* **The updated spread and hydraulic grade line calculations will be provided at final major subdivision submission.**

52. Currently, there are many pipe runs that are proposed at a relatively flat slope or negative slope. Negative slopes are not allowed. Pipe slopes shall be at least 0.002 ft/ft or have a velocity of at least 2 fps. Revise the design to meet these requirements. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**

53. Some of the pipe lengths when measured in plan view are longer than what is given in the pipe schedule and on the profiles. Verify which lengths are correct and revise all information to match. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**

54. Currently, all outfalls also list a Rim Elevation. It appears based on the grading in the profiles and plan view that all outfalls are either a flared end sections or headwall. Clarify why Rim Elevations are provided. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**

55. Verify all manhole lids and valves are located outside of the flowline (where the pavement meets the curb). Revise as necessary. *Comment Remains. Shift manholes 84A, 86, 92, and 79 so they are not so close to the curb.* **The manhole lids are now shown as the inner circle of the manhole; This should demonstrate that there is plenty of room from the flow line to the manhole lid.**

56. No sanitary sewer laterals shall connect directly to a manhole. Revise the plans so that all proposed sewer services come off the main perpendicularly. *Comment Remains. Sanitary Sewer laterals for lots 244, 239, 228, and 223 are shown to come off the sanitary sewer manhole, revise accordingly*. **The sewer laterals were shifted slightly to make it more clear that the laterals do not connect directly to the manholes.**

57. Please revise the fire protection plans based on the following comments:

    a. Plans are dated June 2020. Is this correct? If not, provide the correct date and/or revision dates for the plans. **Addressed.**

    b. Sheet FP1.1: Fire Protection Note 1: Provide the fire separation detail referenced in this note.

        i. A cross-section detail of a fire barrier wall between townhouse buildings indicating its construction and hourly fire rating is required. **Addressed.**

        ii. The detail shall also be listed by a testing laboratory meeting the requirements of Chapter 5 Listing and Approval of Testing Laboratories of the Delaware State Fire Prevention Commission, Regulation 701 Administration and Enforcement. **Addressed.**

    c. All the Fire Hydrant Label pointers must point to the Fire Hydrants. **Addressed.**

    d. The developer must apply for and provide a State Fire Marshal Approval. *Comment Remains.* **We have submitted to the State Fire Marshal for revised plan approval.**

    e. The Fire Protection Plan does not indicate how fire apparatus can gain access to

this phase of the development. Show the access route to this phase. **Addressed.**

f. Full site address is required on the plans. *Comment Remains. Provide full site address.* **The property does not have an address yet.**

g. Specify the County's planning department reference number when given. *Addressed with comment, per engineer's response, this project is not within the jurisdiction of Sussex County and no reference number will be given.*

h. Owner's name and address is required. **Addressed.**

i. Maximum building height is required. **Addressed.**

j. Proposed building construction is required. **Addressed.**

58. Label the vertical separation between the sanitary sewer and all crossing utilities in the profiles on Sheet C4.3. **Addressed.**

59. Provide the actual vertical separation and coverage in the water crossing profile on Sheet C4.3. **Addressed.**

60. Lots 216, 612, and 618 do not meet the minimum lot width requirements per the proposed PUD. Revise the lot lines to meet this requirement. **Addressed.**

61. Provide the following approvals to receive final approval: *Comment Remains.* **The following approvals will be forwarded to the City prior to final approval.**

a. State Fire Marshall

b. Sussex Conservation District

c. DelDOT (if applicable)

d. Department of Health Services

62. The City Code only requires 1 tree per 10,000 square feet of lot area for residential development. Update the landscape plan accordingly. Add the required tree ratio to the data column on each of the three sheets along with the number of trees provided. The landscaping plan shall be recorded with the record plan set. **The amount of trees have been revised and the ratio added to the site data**

Should you have any further questions please contact me.

Sincerely,
Davis, Bowen & Friedel, Inc.



Timothy M. Metzner, RLA, LEED AP ND
Associate / Sr. Landscape Architect

§ 200-6. Revisions to recorded subdivision plats.

A. For rerecordation of previously subdivided and recorded major subdivision and minor subdivision, the revised plat must be signed by all lot owners within the subdivision who are adjacent to or share a common boundary line with the area of proposed change in addition to 75% of all lot owners within the entire subdivision. The adjacent property owners shall be included as a part of the required 75% of required signatures.

(1) A copy of the subdivision deed restrictions must accompany the application to revise a recorded subdivision plat. If there are procedures regarding revisions to the subdivision outlined in the deed restrictions, the applicant must meet the stricter of the two requirements.

B. Prior to seeking approval of any rerecordation, the owner/applicant shall give notice to all persons indicated by assessment records to be lot owners within the subdivision. The owner/applicant shall provide proof of notification in the form of certified mail receipts for each lot owner to the Department.

C. With the exception of Subsections D and E below, new letters of "No objection" from all agencies granting original approval of a project must be submitted.

D. The following are exempt from the rerecordation signature requirements:

(1) Administratively approved applications such as lot line adjustments where no additional lots are proposed; and

(2) Cases where utility easements are added to a subdivision plan.

E. For minor changes or alterations to recorded subdivision plats, in lieu of formal plan review by the Planning Commission and City Council, said minor changes may be administratively approved at the discretion of the Planning Director or designee, provided that such changes or amendments:

(1) Do not increase density;

(2) Do not substantially alter the road design or layout;

(3) Do not substantially alter the original conditions for approval;

(4) Involve no changes in permitted use of the property;

(5) Do not conflict with the specific requirements of this chapter or Chapter 230, Zoning;

(6) Do not change the general character or content of an approved plan in a material way;

(7) Have no adverse effect on adjoining or surrounding property;

(8) Do not result in any substantial change of major external access points;

(9) Do not decrease the minimum specified yards, setbacks, and open spaces; and

(10) Have no adverse effects on traffic operations.

§ 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.

§ 200-9. Variances and waivers.

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

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

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

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

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

(1) All permitted uses in an R-2 District

(2) Two-family dwellings.

(3) Townhouses.

(4) Garden Apartments.

C. Conditional uses subject to special regulations. All uses specified as conditional uses in the R-1 District and the following uses may be permitted with the approval of a conditional use permit by the Milford City Council in accordance with the provisions of Article IX of this chapter and are subject to the area regulations for the R-1 zoning district unless otherwise noted below:

(1) Rooming or boarding houses.

(2) Business or Professional offices (nonresident); minimum lot size one acre.

(3) Nursing homes; minimum lot size one acre.

(4) Manufactured home parks.

(5) Tiny Home Village.

D. Area regulations.

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

(a) Minimum lot area shall be 7,500 square feet.

(b) Maximum lot coverage shall be 40%.

(c) Minimum lot width shall be 60 feet.

(d) Minimum front yard setback line shall be 30 feet.

(e) Side yards shall be provided as follows: each lot shall have at least two side yards eight feet in width, except semi-detached structures, which shall have at least one side yard per lot eight feet in width.

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

(2) Single-family semi-detached

(a) Minimum interior lot area shall be 4,000 square feet and minimum corner lot area shall be 6,500 square feet.

(b) Maximum lot coverage shall be 40%.

(c) Minimum lot width shall be 40 feet.

(d) Minimum front yard setback line shall be 30 feet.

(e) Side yards shall be provided as follows: each lot shall have at least two side yards eight feet in width, except semi-detached structures, which shall have at least one side yard per lot eight feet in width.

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

(3) Townhouses or row dwellings, subject to the following requirements:

(a) Minimum townhouse project size shall be one acre.

(b) Minimum lot area shall be 2,000 square feet.

(c) Maximum lot coverage shall be 60%.

(d) Minimum lot width shall be 20 feet.

(e) Minimum front yard setback line shall be 30 feet.

(f) Minimum rear yard setback shall be 30 feet.

(g) Minimum side yard setback shall be 10 feet, aggregate 30 feet.

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

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

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

(4) Garden or low-rise apartments, subject to the following requirements:

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

(b) Maximum lot coverage shall be 80%.

(c) Minimum lot width shall be 50 feet.

(d) Minimum front yard setback shall be 30 feet.

(e) Minimum rear yard setback shall be 30 feet.

(f) Minimum side yard setback shall be 20 feet.

(g) The maximum number of dwelling units per building shall be 24.

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

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

(5) Manufactured Home Parks.

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

(b) The number of dwelling units per acre shall not exceed 8.

(c) Maximum lot coverage shall be 60%.

(d) Minimum lot width shall be 40 feet.

(e) Minimum lot area shall be 4,000 square feet.

(f) Minimum front yard setback shall be 25 feet.

(g) Minimum rear yard setback shall be 15 feet.

(h) Minimum side yard setback shall be 8 feet.

(i) Mobile homes must meet the requirements of the Federal Manufacturer Housing Construction and Safety Standard Act of 1974.

(6) Tiny Home Village.

(a) The total area to be developed as a tiny home village shall be at least one acre.

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

(c) Maximum lot coverage shall be 60%.

(d) Minimum lot width shall be 25 feet.

(e) Minimum lot area shall be 2,000 square feet.

(f) Minimum front yard setback shall be 20 feet.

(g) Minimum rear yard setback shall be 15 feet.

(h) Minimum side yard setback shall be 8 feet.

(i) Tiny homes must meet the requirements of the adopted building code of the City of Milford.

(7) Heights of buildings shall not exceed 35 feet. Accessory buildings shall not exceed 15 feet in height.

(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 amenities shall comply with the requirements of 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.

§ 230-19.9. Planned Unit Development.

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

B. Minimum requirements, area and width. In a planned unit development, minimum lot area and width may be less than that required by the district regulations, except that no single-family lot shall be less than 4,000 square feet in area nor less than 40 feet in width.

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

Zoning Category	Minimum Lot Area
R-1	10,000 square feet
R-2	8,000 square feet
R-3	3,630 square feet
R-8	3,630 square feet

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

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

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

F. Neighborhood commercial.

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

(a) Retail goods and services.

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

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

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

(e) Professional and administrative offices.

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

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

(h) Laundromats or dry cleaners.

(i) Art, music, or photography studio.

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

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

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

(3) Hours of operation. Except for the swimming pool, clubhouse and associated sport or exercise areas, neighborhood commercial land uses shall be limited to the following hours of operation 6:00 a.m. to 9:00 p.m., unless otherwise specifically approved by City Council as part of the conditional use approval.

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

(5) Parking. Parking spaces for the commercial space shall be determined in accordance with the overall planned unit development submission but in no event shall be less than 80% of the spaces required for standard commercial space.

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

G. Planned Unit Developments are subject to the Recreation, Open Space and other Public Facilities sections of this Chapter.

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS
Planning Commission Hearing: Tuesday, October 15, 2024 @ 6:00 PM
City Council Hearing: Monday, October 28, 2024 @ 6:00 PM

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 2024-09

Application of Milford Ponds, LLC for Revised Planned Unit Development of 178.03 +/- acres of land, in an R-1, R-2 & R-3 with PUD Zoning District to be known as Milford Ponds (Residential). Property is located along the east side of Route 113 5,500 feet south of the Seabury Avenue intersection in Milford, Delaware.
Present Use: Planned Unit Development; Proposed Use: Planned Unit Development
Tax Map: 1-30-3.00-264.00, 1-30-3.00-264.01, 1-30-6.00-108.00, 1-30-6.00-167.00 thru 558.00, 1-30-6.00-601.00 thru 691.00

WHEREAS, the owners of the property as above described herein have petitioned the City of Milford to amend the Planned Unit Development Master Plan by modifying the unit count and mix; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on October 15, 2024, whereby public comment will be taken and a recommendation will be made; and

WHEREAS, Milford City Council will hold a Public Hearing on Monday, October 28, 2024, to make a final determination following further review and additional public comment of the ordinance.

NOW THEREFORE BE IT RESOLVED, by the City of Milford:

In accordance with Chapter 200 of the City of Milford Code, the City Council hereby finds and determines, as follows:

Section 1. The Planned Unit Development Master Plan is consistent with the objectives, policies, general land uses and programs in the City of Milford Comprehensive Plan, Subdivision and Zoning Codes, in that it establishes obligations and conditions for the implementation of the Milford Ponds Development.
Section 2. The Preliminary Major Subdivision Plan is in conformity with public convenience, general welfare and good land use practice.
Section 3. The Final Major Subdivision Plan will not be detrimental to the public health, safety and general welfare of the community.
Section 4. These changes and additions will not adversely affect the orderly development of adjacent properties and will maintain the preservation of property values.
Section 5. Dates.
City Council Introduction: October 14, 2024
Planning Commission Review & Public Hearing: October 15, 2024
City Council Public Hearing: October 28, 2024
Effective: Ten Days Following Adoption by City Council

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

09.23.24

Published:
Delaware State News 09.27.24

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 PONDS – PHASE II

Planning Commission Meeting: October 15, 2024

Application Number / Name	:	24-016 / Milford Ponds – Phase II
Applicant	:	Milford Ponds, LLC 179 Rehoboth Avenue, Suite 1081 Rehoboth Beach, DE 19971
Owner	:	Same
Application Type	:	**Revised** Preliminary Major 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
Area and Location	:	27.572 +/- acres located at the southwest corner of Flying Geese Drive and S. Walnut Street, known as Milford Ponds Phase II.
Property Identification Numbers	:	1-30-3.00-264.01, 1-30-6.00-558.00, 1-30-6.00-600.00 thru 688.00

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

PUBLIC WORKS FACILITY
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THE CITY of Milford DELAWARE

PLANNING DEPARTMENT
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STAFF ANALYSIS REPORT
September 30, 2024

Application Number / Name	**:**	24-016 / Milford Ponds – Phase II
Application Type	**:**	**Revised** Preliminary Major 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
Property Identification Numbers	**:**	1-30-3.00-264.01, 1-30-6.00-558.00, 1-30-6.00-600.00 thru 688.00
Area and Location	**:**	27.572 +/- acres located at the southwest corner of Flying Geese Drive and S. Walnut Street, known as Milford Ponds Phase II.

I. BACKGROUND INFORMATION:

CURRENT REQUEST

- The applicant is seeking approval of the revised Preliminary Major Subdivision Plans for Phase II of the Milford Ponds subdivision consisting of 47 single-family detached dwellings and 94 townhouses.

PROJECT HISTORY

- On July 12, 2004, City Council approved the annexation of four parcels with varying zoning designations including R-1, R-2 and R-3.

- Preliminary Major Subdivision approval and conditional use approval was granted by City Council on September 27, 2004 for a total of 722 units, including 150 condominiums, 228 townhouses and 344 single family detached units.

- Final Major Subdivision approval was granted by City Council on June 5, 2006 for Phase I only. Phase II received Final Major Subdivision approval from City Council on April 28, 2008.

- City Council approved an amendment to the Planned Unit Development on April 23, 2018, modifying the mixture of unit types by eliminating townhouse areas in favor of single-family detached dwellings, resulting in a unit mix of 459 single family detached units, 91 townhouse units and 150 multi-family units, for a total of 700 dwelling units.

- City Council approved a second amendment to the Planned Unit Development on June 24, 2020, modifying the mixture of unit types to 504 single-family detached dwellings and 264 multi-family apartments, for a total of 768 dwelling units.

- Phase II received final major subdivision approval from the City on January 11, 2021, which changed Phase II from townhouses to 89 single-family detached dwellings.

- The applicant has requested to amend the Planned Unit Development by removing the Phase IV multi-family apartment area completely from the PUD and adding townhouses within the Phase II area. The proposed unit mix would be 462 single-family detached dwellings and 94 townhouses, for a total of 556 dwelling units.

II. STAFF ANALYSIS:

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

- The application is consistent with the proposed Planned Unit Development and the requested waivers associated with the submission are provided on the title sheet for the Phase II record plans. Final Subdivision must provide agency approvals and address any waivers not specifically approved by City Council with the Planned Unit Development or the Preliminary Major Subdivision Request.

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

III. AGENCY & DEPARTMENT COMMENTS:

- **Office of State Planning Coordination**
  No comments provided.

- **DelDOT**
  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.

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

- **Delaware State Fire Marshal's Office**
  No comments provided.

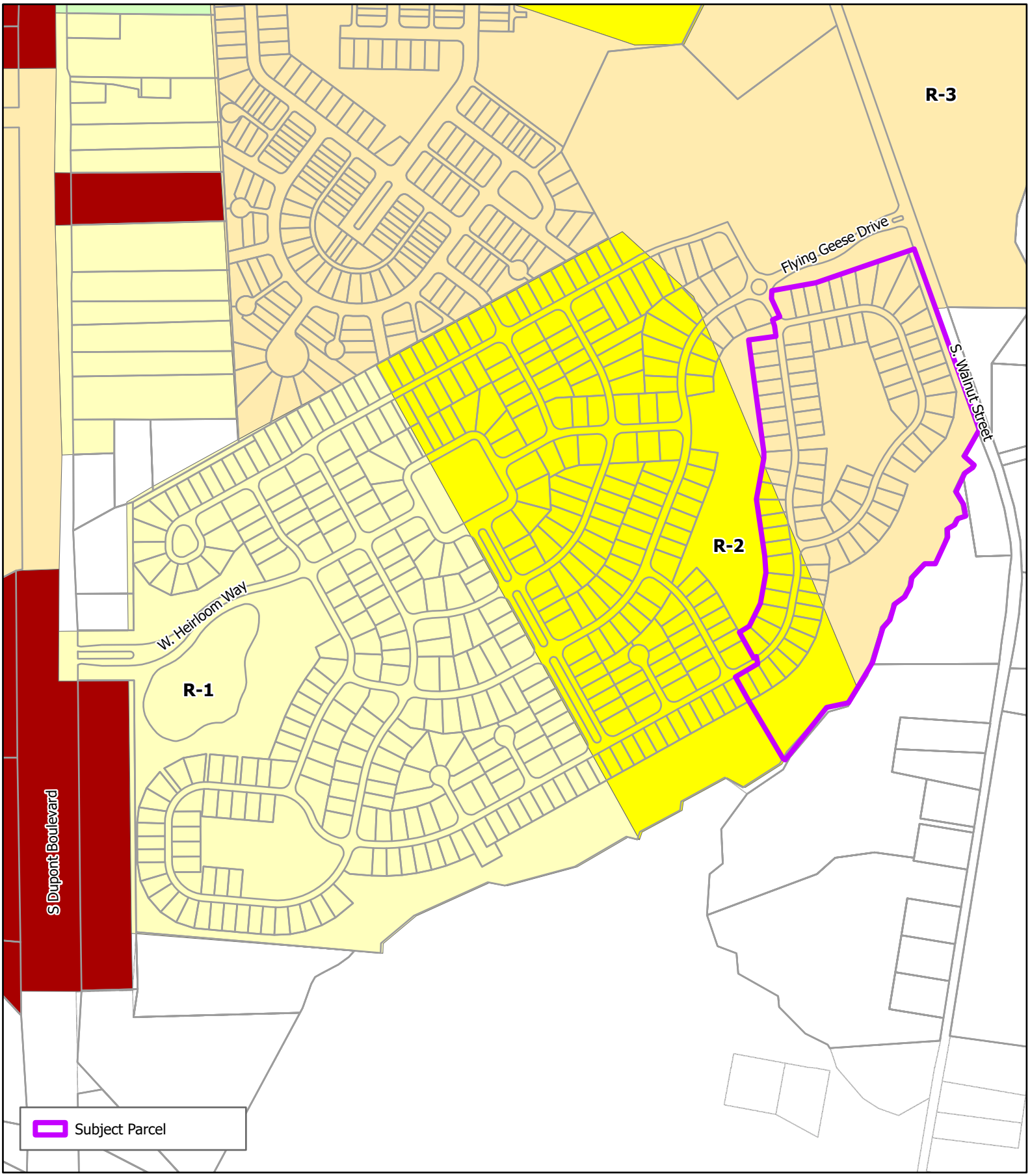
- **Carlisle Fire Company**
  No comments provided.

- **City of Milford Public Works Department, City Engineer**
  See plan review comments from KCI dated September 3, 2024 and applicant's response.

- **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: 0 250 500 Feet

Drawn by: WRP

Date: 09/30/2024

Filepath: MajorSub_MilfordPondsPHII.aprx

Title:

Major Subdivision

Milford Ponds - Phase II

Location & Zoning Map

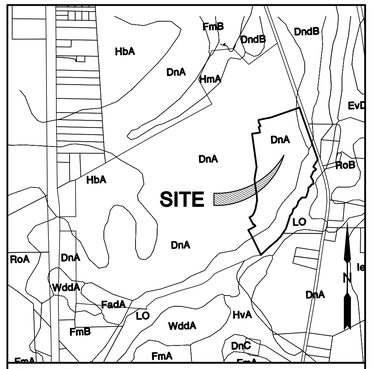
MILFORD PONDS - PHASE 2

CONSTRUCTION PLANS

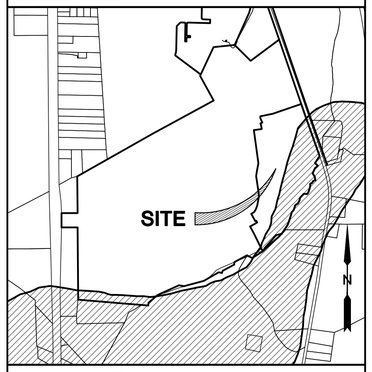
CITY OF MILFORD

DBF NO. : 2875A001

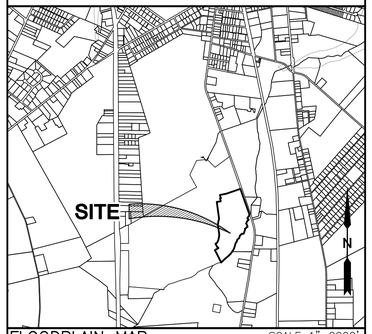
JUNE 2024



SOILS MAP SCALE: 1"=1000'

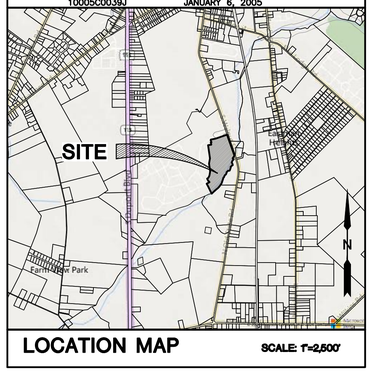


N.W.I. MAP SCALE: 1"=1000'



FLOODPLAIN MAP SCALE 1"=2000'

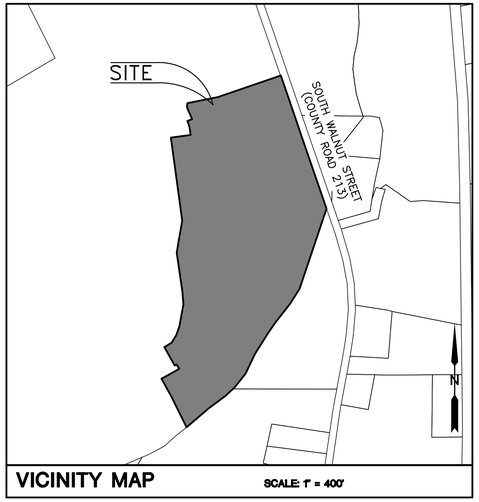
MAP PANEL: 10005C0043K DATED: MARCH 16, 2015
10005C0039J JANUARY 6, 2005



LOCATION MAP SCALE: 1"=2,500'

DATA COLUMN

TAX MAP ID:	1-30-3.00-264.01
PROJECT LOCATION:	CITY OF MILFORD, CEDAR CREEK HUNDRED, SUSSEX COUNTY
OWNER/DEVELOPER:	MILFORD PONDS, LLC 179 REHOBOTH AVENUE, SUITE 1081 REHOBOTH BEACH, DE 19971 CHRIS KALIL 202-302-5735 chris.kalil71@gmail.com
ENGINEER/SURVEYOR:	DAVIS, BOWEN & FRIEDEL, INC. 1 PARK AVENUE MILFORD, DE 19963 302-424-1441
EXISTING/PROPOSED ZONING:	R-1, R-2, R-3, W/PUD
EXISTING USE: PROPOSED USE:	VACANT RESIDENTIAL LOTS
TOTAL SITE AREA: PHASE 1: PHASE 2: PHASE 3:	159.173 AC.± 118.637 AC.± 27.872 AC.± 12.152 AC.±
GROSS AREA: NET DEVELOPMENT AREA: MINIMUM LOT AREA: UNITS ALLOWED:	R-1 = 71.023 AC, R-2 = 50.854 AC, R-3 = 29.257 AC R-1 = 53.267 AC, R-2 = 38.141 AC, R-3 = 21.943 AC R-1 = 10,000 SF, R-2 = 8,000 SF, R-3 = 3,360 SF R-1 = 53.267 AC ÷ 10,000 SF = 232 R-2 = 38.141 AC ÷ 8,000 SF = 208 R-3 = 21.943 AC ÷ 3,360 SF = 263
TOTAL NUMBER OF UNITS ALLOWED: TOTAL NUMBER OF UNITS PROVIDED: DENSITY PROVIDED:	703 556 556 UNITS ÷ 159.173 AC = 3.49 UNITS/ACRE
BUILDING CONSTRUCTION TYPE:	MASONARY & TIMBER
MAX BUILDING HEIGHT:	35'
PROPOSED RIGHT-OF-WAY IN PH2:	1.99 AC.±
TOTAL AREA OF LOTS IN PH2:	14.31 AC.±
PHASE 2 EDU'S:	141
PHASE 1 TOTAL: SINGLE FAMILY DWELLING:	358 358
PHASE 2 TOTAL: SINGLE FAMILY DWELLING: TOWNHOUSE DWELLING:	141 47 94
PHASE 3 TOTAL: SINGLE FAMILY DWELLING:	57 57
COMMUNITY BUILDING SIZE: COMMUNITY BUILDING LOCATION:	±40'x ±95' CORNER OF W. HEIRLOOM WAY & CLUBHOUSE DR.
TOTAL PROPOSED RIGHT-OF-WAY: PHASE 1: PHASE 2: PHASE 3:	18.90 AC.± 15.31 AC.± 1.99 AC.± 1.60 AC.±
TOTAL AREA OF LOTS: PHASE 1: PHASE 2: PHASE 3:	90.73 AC.± 64.88 AC.± 14.31 AC.± 11.54 AC
SINGLE FAMILY LOT (PER PUD) MINIMUM LOT WIDTH: MINIMUM LOT DEPTH: MINIMUM LOT AREA:	 50' 100' 5,000 SF
TOWNHOUSE LOT (PER PUD) MINIMUM LOT WIDTH: MINIMUM LOT DEPTH: MINIMUM LOT AREA:	 20' 100' 2,000 SF
PHASE 2 MINIMUM LOT SIZE: MAXIMUM LOT SIZE: AVERAGE LOT SIZE: REQUIRED TREE RATIO: TREES PROVIDED:	 2,261 SF 17,679 SF 4,434 SF 1 TREE REQUIRED PER 10,000 OF SITE AREA 63
TOTAL SITE (ALL PHASES) WETLANDS: TOTAL REQUIRED RECREATIONAL AREA: TOTAL RECREATIONAL AREA PROVIDED: CLUBHOUSE AREA: TOTAL OPEN SPACE PROVIDED: MAXIMUM IMPERVIOUS COVERAGE:	 8.31 AC.± (556 DWELLING UNITS x 275 SF) = 3.51 AC.± 22.94 AC.± 6.32 AC.± 47.57 AC.± 35%
PROPOSED SEWER: PROPOSED WATER: ELECTRIC SERVICE: SCHOOL DISTRICT: FIRE DEPARTMENT:	CITY OF MILFORD CITY OF MILFORD CITY OF MILFORD MILFORD MILFORD
VERTICAL DATUM: HORIZONTAL DATUM:	NAVD 88 NAD 83
NUMBER OF MONUMENTS FOUND: NUMBER OF MONUMENTS SET:	14 12



VICINITY MAP SCALE: 1" = 400'

INDEX OF DRAWINGS

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PUD2	OWNER SIGNATURES PLAN
PUD3	OWNER SIGNATURES PLAN
PUD4	OWNER SIGNATURES PLAN

DAVIS, BOWEN & FRIEDEL, INC.

ARCHITECTS ENGINEERS SURVEYORS

SALISBURY, MARYLAND (410) 543-9091
MILFORD, DELAWARE (302) 424-1441
EASTON, MARYLAND (410) 770-4744

APPROVED PUD REQUIREMENTS

A. SINGLE FAMILY DWELLING UNITS:

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

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

-MINIMUM LOT SIZE:	2,000 SQUARE FEET
-MINIMUM LOT WIDTH:	20 FEET
-MINIMUM LOT DEPTH:	100 FEET
-MINIMUM FRONT YARD:	18 FEET FROM RIGHT-OF-WAY TO GARAGE DOOR, AND 15 FEET FROM RIGHT-OF-WAY TO FRONT PORCH OR NON-GARAGE BUILDING FOUNDATION. (ALLOW 5 FOOT ENCROACHMENT FOR FRONT STOOP OR STEPS.)
-MINIMUM SIDE YARD FOR END UNITS:	7.0 FEET MEASURED FROM RIGHT-OF-WAY TO FOUNDATION WALL. (ALLOW SIDE YARD ENCROACHMENTS OF 3 FEET FOR CHIMNEYS, BAY WINDOWS, STOOPS, ETC.)
-MINIMUM BUILDING SEPARATION:	14 FEET FROM CLOSEST POINT OF FOUNDATION WALL TO CLOSEST POINT OF FOUNDATION WALL OF ADJACENT BUILDING.
-MINIMUM REAR YARD:	15 FEET
-OFF STREET PARKING	2 SPACES PER DWELLING UNIT AND MAY INCLUDE GARAGE AND TANDEM PARKING SPACE. TANDEM SPACE TO BEGIN AT RIGHT-OF-WAY LINE.
-MAXIMUM BUILDING HEIGHT:	2.5 STORIES AND 35 FEET MEASURED IN ACCORDANCE WITH CURRENT CITY CODE REQUIREMENTS.
-MAXIMUM LOT COVERAGE:	75% OF LOT AREA
-MAXIMUM FENCE/WALL HEIGHT:	8 FEET AND ALLOWED TO BE PLACED WITHIN BUILDING RESTRICTION LINE.
-TOWNHOUSE ACCESS:	REAR ALLEYS WILL NOT BE REQUIRED

C. CLUBHOUSE FACILITY:

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

D. SIGNS:

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

E. DEVIATIONS FROM CHAPTER 200 OR 230:

1. CHAPTER 200-8(A)(14)
   A REDUCED R.O.W. FROM 60' TO 28'. TO COMPENSATE FOR THIS AN 18' EASEMENT IS PROVIDED ON EACH SIDE OF THE ROAD THAT TOTALS 64' FOR ACCESS AND UTILITY WORK.
2. CHAPTER 200-8(A)(14)
   THE PAVEMENT WIDTH OF THE ROADS IN PHASE 2 AND PHASE 3 ARE 22' RATHER THAN 24' WIDE, CONSISTENT WITH PHASE 1.
3. CHAPTER 200-8(G)(1)(F)
   ELIMINATE STREET TREES EVERY 150 LINEAR FEET CONSISTENT WITH PHASES 1 AND 3.

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, MILFORD PONDS, LLC, HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTIES DESCRIBED ON THIS PLAN, THAT THE PLAN WAS MADE BY MY DIRECTION AND THAT I ACKNOWLEDGE THE SAME TO BE MY ACT AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

DATE: _____ SIGNATURE: _____
CHRISTOPHER KALIL
MILFORD PONDS, LLC

ENGINEER'S STATEMENT

I, W. ZACHARY CROUCH, 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 THE BEST OF MY KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

W. ZACHARY CROUCH, P.E. DATE
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DE 19963

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 2005.
2. A TOPOGRAPHIC SURVEY WAS PERFORMED BY DAVIS, BOWEN & FRIEDEL, INC. OF MILFORD, DELAWARE IN 2018. ELEVATIONS ARE BASED ON CONTROL MONUMENT IRCS NEAR THE INTERSECTION OF CANNER'S COURT AND PATCHWORK DRIVE, WITH AN ELEVATION OF 36.04 NGVD88.
3. HORIZONTAL DATUM IS BASED ON DELAWARE STATE GRID, NAD83/91, CONTROL MONUMENTS IRCS NEAR THE INTERSECTION OF CANNER'S COURT AND PATCHWORK DRIVE, WITH AN ELEVATION OF 36.04.
4. HYDRIC SOILS ARE 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. THIS SITE IS FLOOD ZONE X BASED ON FEMA FIRM PANEL NUMBER 10005C0043K EFF. 3/16/2015.
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 DEVELOPER IS RESPONSIBLE FOR OBTAINING THE SERVICES OF A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF DELAWARE FOR THE PLACEMENT OF PERMANENT MONUMENTS ON EACH CORNER OF ANY BUILDING LOT AND ALONG THE PROJECT BOUNDARY AND THE RIGHT-OF-WAY AT ALL CORNERS AND TANGENT POINTS PRIOR TO FINAL SETTLEMENT FOR THE PROPERTY.
28. 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.
29. 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.
30. 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.
31. PRELIMINARY APPROVAL FROM CITY COUNCIL SHALL BE VOID AFTER TWENTY-FOUR (24) MONTHS, UNLESS AN EXTENSION IS REQUESTED BY THE OWNER AND APPROVED BY CITY COUNCIL PRIOR TO THE DATE OF EXPIRATION.
32. THE APPROVAL OF A CONDITIONAL USE IN CONJUNCTION WITH A MAJOR SUBDIVISION APPLICATION SHALL EXPIRE UPON EXPIRATION OF THE ASSOCAITED MAJOR SUBDIVISION.
33. WITHIN 90 DAYS OF FINAL APPROVAL FROM CITY COUNCIL, THE SUBDIVIDER SHALL RECORD THE PLAT AT THE COUNTY RECORDER OF DEEDS OFFICE. FAILURE TO RECORD THE APPROVED PLAT WITHIN 90 DAYS FROM THE DATE OF CITY COUNCIL APPROVAL SHALL VOID THE FINAL APPROVAL. IN ORDER TO OBTAIN FINAL APPROVAL AFTER IT HAS BEEN VOIDED, THE SUBDIVIDER MUST MAKE APPLICATION FOR PRELIMINARY AND FINAL APPROVALS AGAIN.
34. IF CONSTRUCTION OF IMPROVEMENTS SHOWN ON THE RECORDED SUBDVIISION PLANS DO NOT COMMENCE WITHIN FIVE YEARS OF THE ORIGINAL RECORDATION DATE, AND CONTINUE PROGRESSING TOWARDS COMPLETION, THE SUBDIVISION IS SUBJECT TO EXPIRATION PER CHAPTER 200-7 OF THE CITY CODE.
35. 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.
36. 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 SPACE AMENITIES, INCLUDING BUT NOT LIMITED TO COMMUNITY BUILDINGS, PLAYGROUNDS, WALKING PATHS, LANDSCAPING AND LANDSCAPE SCREENING. THE GUARANTY SHALL BE IN THE FORM OF A BOND OR FUNDS DEPOSITED IN AN ESCROW ACCOUNT.
37. 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 OF 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.
38. 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.
39. 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.
40. THERE ARE SOURCEWATER PROTECTION AREAS ON THIS SITE.
41. WETLANDS EXIST ON THIS SITE. REFER TO THE DATA COLUMN ON SHEET R1.0 FOR TOTAL ACREAGE. WETLAND DELINEATION IS SHOWN ON ALL PLAN VIEWS.
42. ALL RIGHT OF WAYS SHOWN ON THIS PLAT SHALL BE DEDICATED TO THE PUBLIC USE UPON RECORDATION OF THESE PLATS.
43. ALL SUBDIVISION LOTS SHALL HAVE 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-WIDE GENERAL UTILITY EASEMENT ALONG THE FRONTAGE OF THE LOT FOR THE INSTALLATION OF CITY UTILITIES AND CONVEYANCE OF DRAINAGE.
44. NO PLANTINGS OR IMPROVEMENTS MAY BE PLACED IN THE DEDICATED EASEMENT AREAS, EXCEPT FOR FENCES.

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 SUSSEX CONSERVATION DISTRICT 302-856-2105.
    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, SOUTH DISTRICT PERMITS SUPERVISOR 302.853.1342.
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.
8. 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.

POTABLE WATER DISTRIBUTION GENERAL NOTES

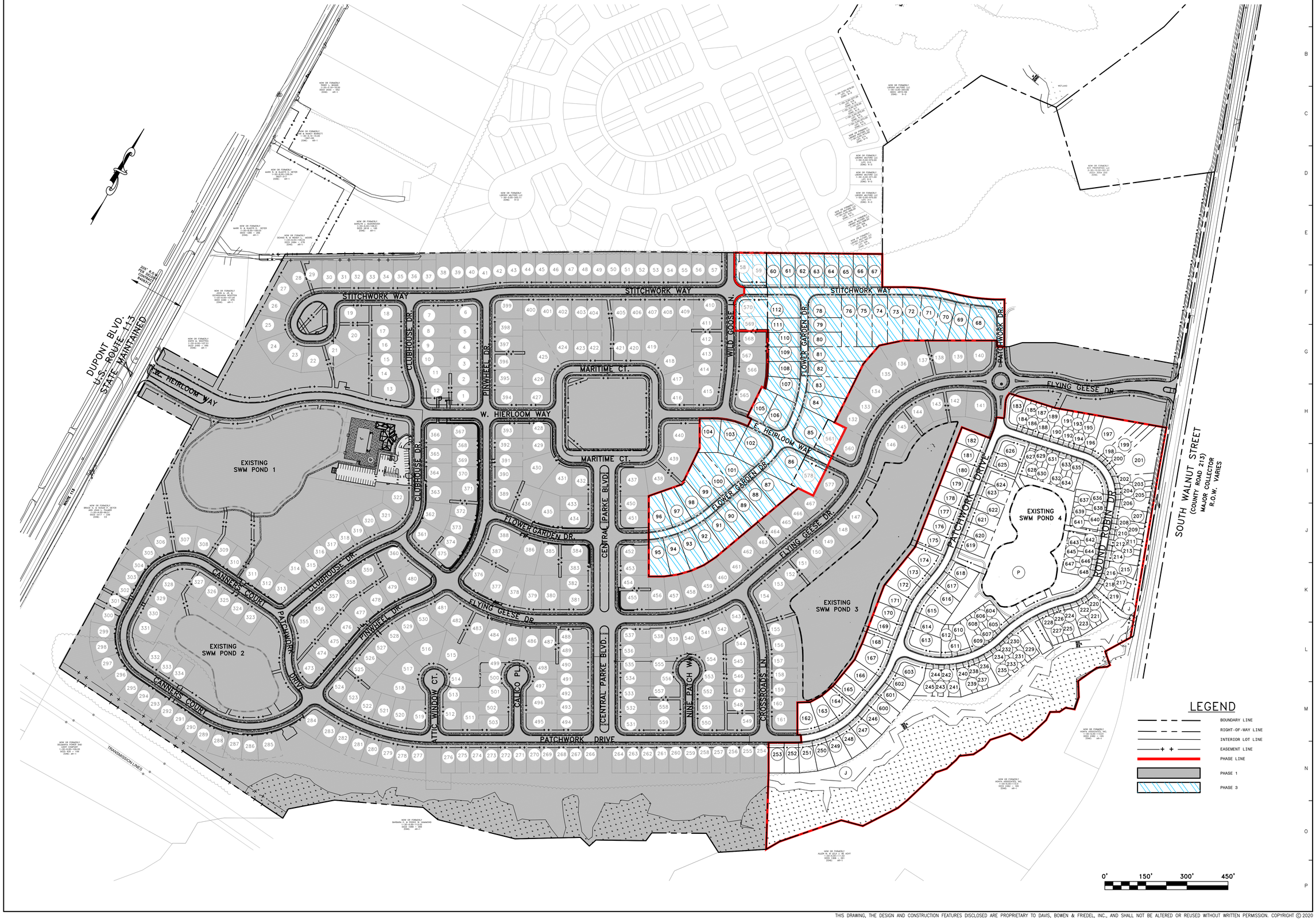
1. ALL WATER DISTRIBUTION WORK SHALL COMPLY WITH THE CITY OF MILFORD WATER MAIN CONSTRUCTION SPECIFICATIONS, LATEST EDITION. CONTRACTOR SHALL OBTAIN A COPY FROM CITY OF MILFORD PRIOR TO BIDDING ON THE JOB. FAILURE TO OBTAIN A COPY OF THE SPECIFICATIONS SHALL NOT RELIEVE THE CONTRACTOR OF THEIR RESPONSIBILITY. 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.
13. WATER MAINS ARE TO BE POLYVINYL CHLORIDE PIPE AND SHALL MEET THE REQUIREMENTS OF AWWA C-900. IT SHALL BE MANUFACTURED IN STANDARD LENGTH NOT EXCEEDING 20 FEET AND HAVE AN OUTSIDE DIAMETER EQUAL TO CAST IRON PIPE. PVC PIPE SHALL HAVE STANDARD DIMENSION RATION (DR) OF 18.0 OR LESS. THE PIPE SHALL BE RATED FOR WORKING PRESSURE OF AT LEAST 150 PSI.

INTERNAL PAVING NOTES

1. BITUMINOUS CONCRETE ASPHALT SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST VERSION OF THE DeIDOT 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 DeIDOT 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 DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (LATEST EDITION).
4. DESIGN, FABRICATION, AND INSTALLATION OF ALL PERMANENT SIGNING SHALL BE AS OUTLINED IN THE 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 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 DeIDOT'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.

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 6" 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 DIR



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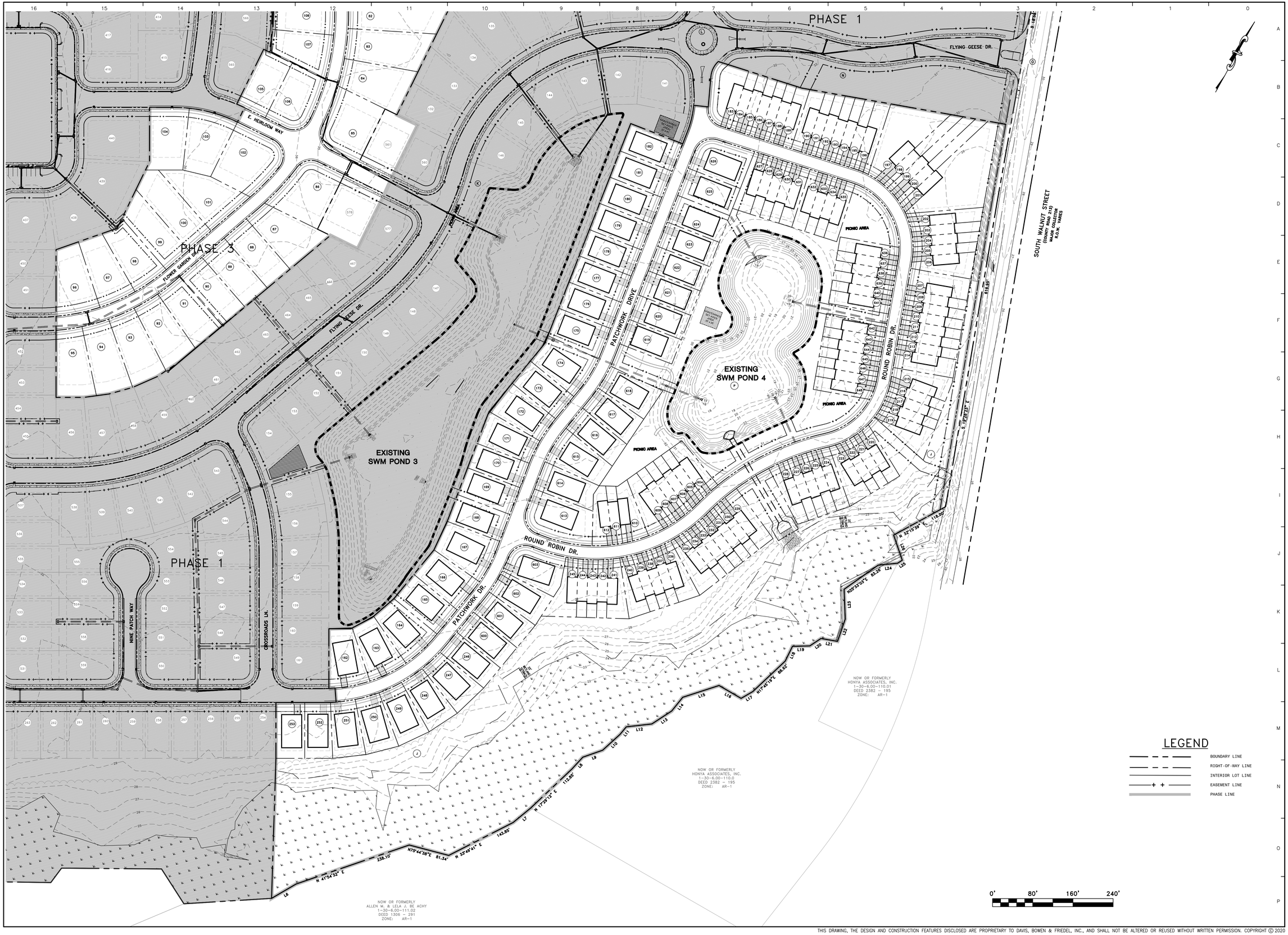
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OVERALL SITE PLAN

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JUNE 2024
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KEY PLAN

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JUNE 2024
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Dwn.By:	ADM
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EXISTING CONDITIONS PLAN

MILFORD PONDS - PHASE 2

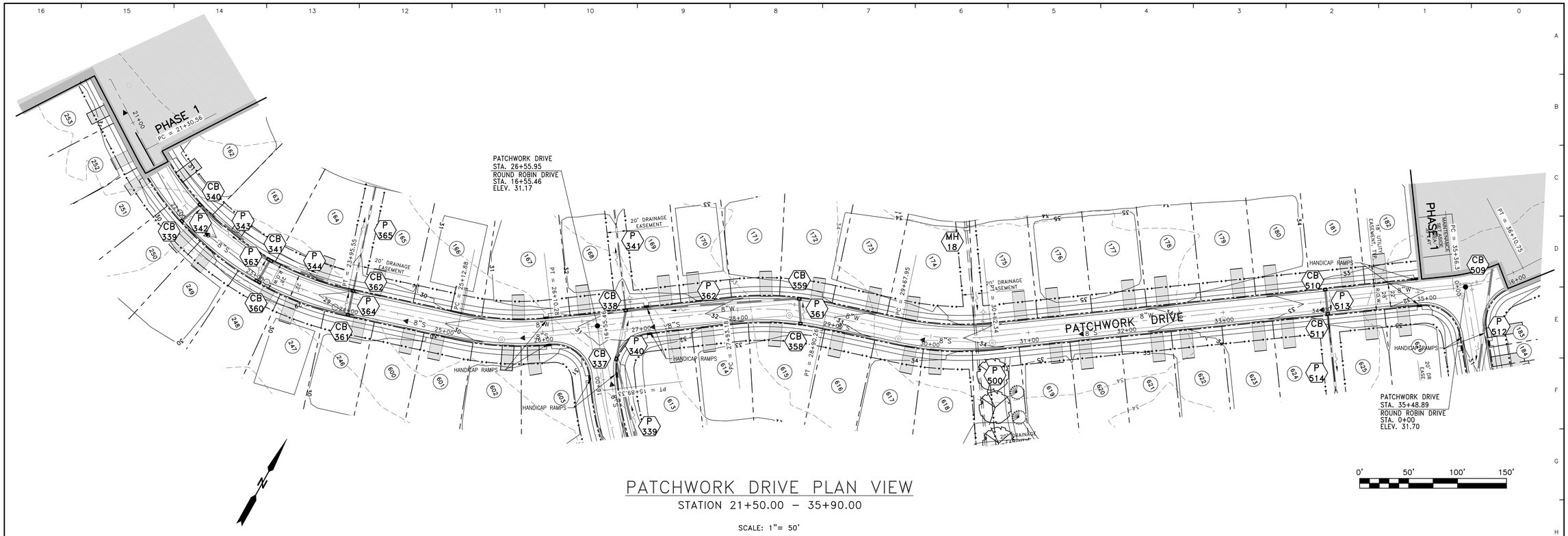
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

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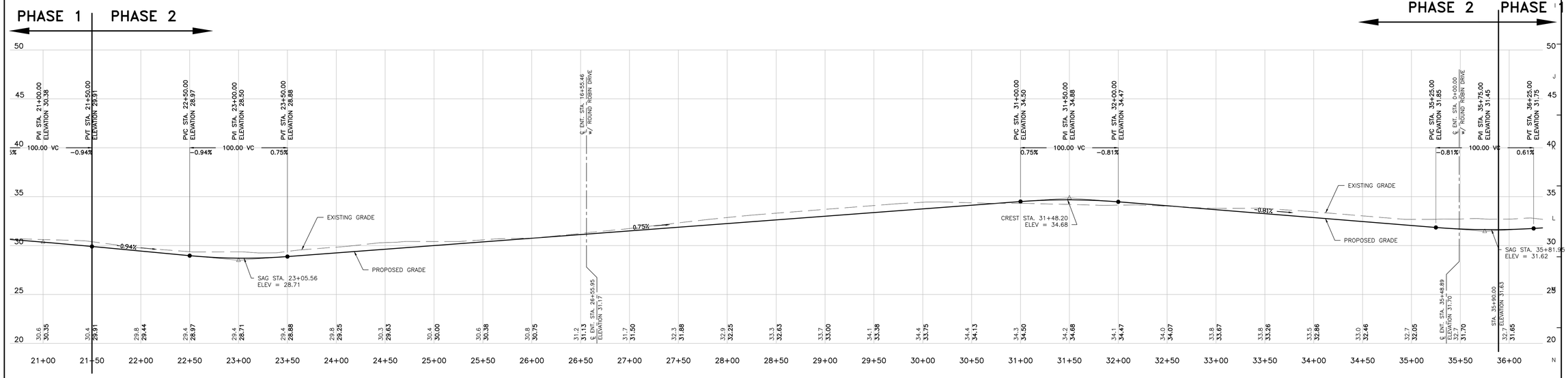
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PATCHWORK DRIVE PLAN VIEW

STATION 21+50.00 – 35+90.00

SCALE: 1"= 50'



PATCHWORK DRIVE PROFILE

STATION 21+50.00 – 35+90.00

SCALE: VERT: 1" = 5'
HORZ: 1" = 50'

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ROAD PLAN & PROFILE

MILFORD PONDS - PHASE 2

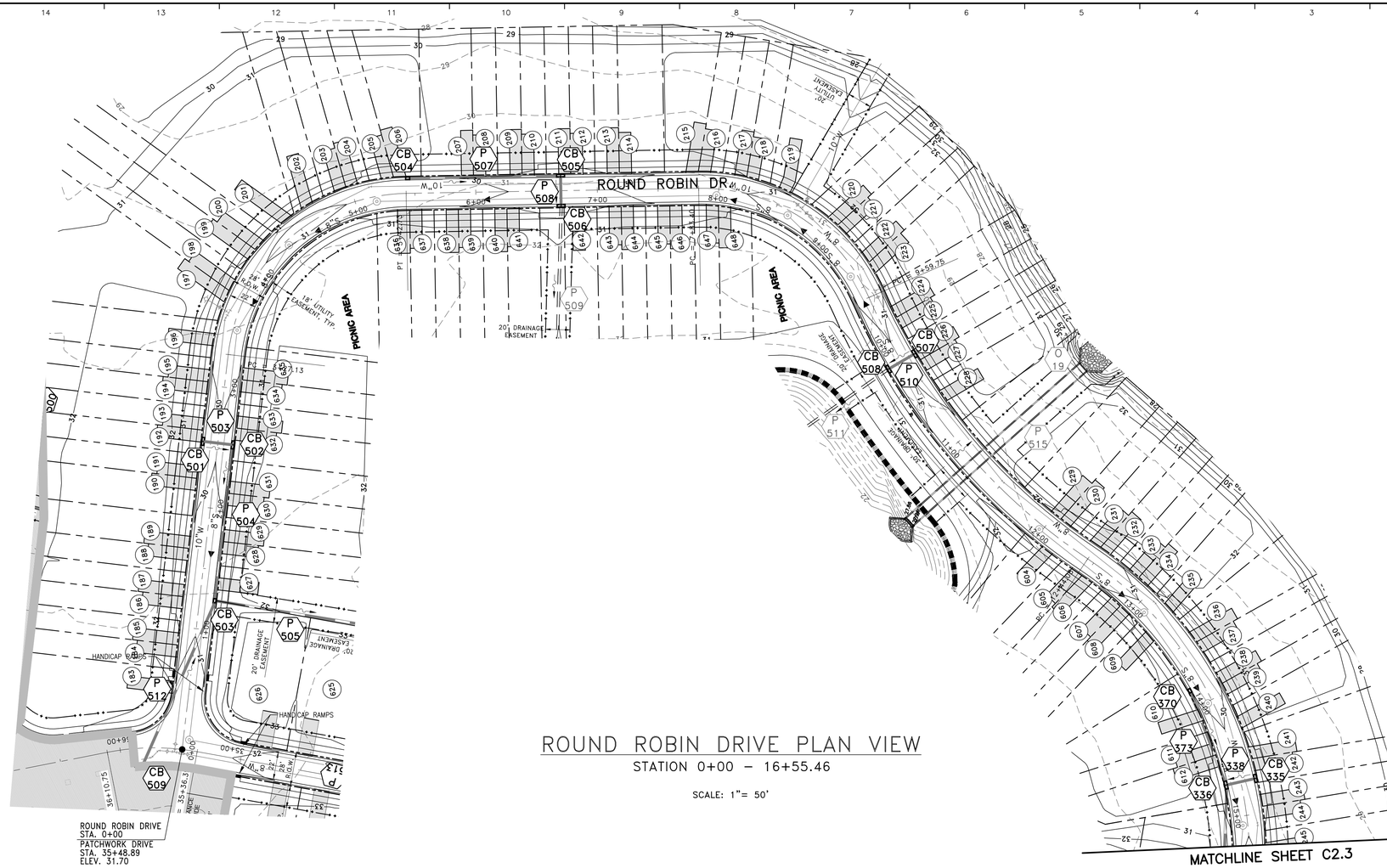
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JUNE 2024
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Proj.No.:	2875A001
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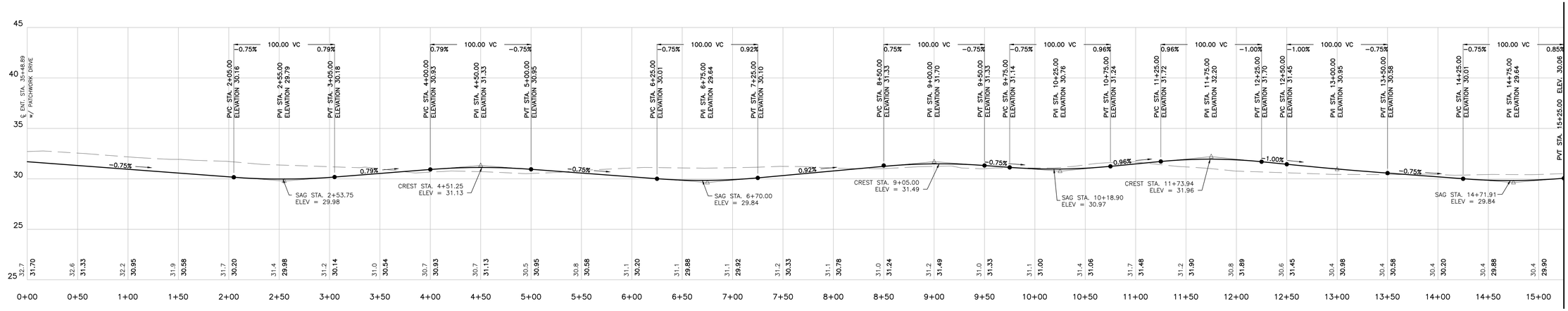


ROUND ROBIN DRIVE PLAN VIEW

STATION 0+00 – 16+55.46

SCALE: 1"= 50'

0' 50' 100' 150'



ROUND ROBIN DRIVE PROFILE

STATION 2+25.00 – 16+55.46

SCALE: VERT: 1" = 5'
HORZ: 1" = 50'

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ROAD PLAN & PROFILE

MILFORD PONDS - PHASE 2

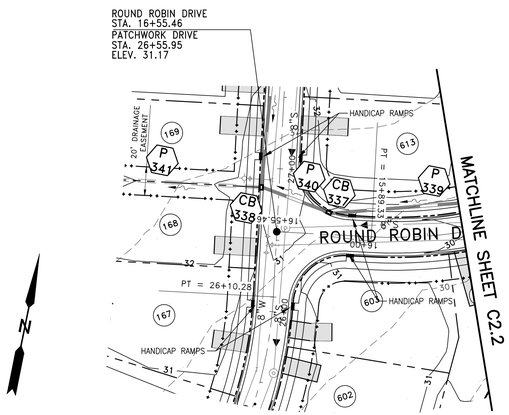
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

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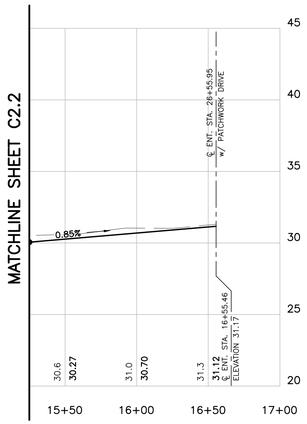


ROUND ROBIN DRIVE PLAN VIEW (CONT.)

STATION 15+25.00 – 16+55.46

SCALE: 1"= 50'

0' 50' 100' 150'



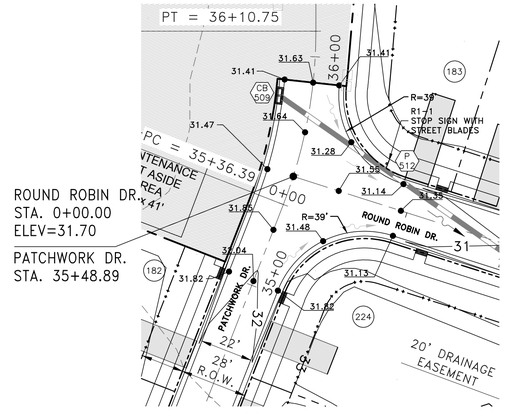
ROUND ROBIN DRIVE PROFILE (CONT.)

STATION 15+25.00 – 16+55.46

SCALE:

VERT: 1" = 5'

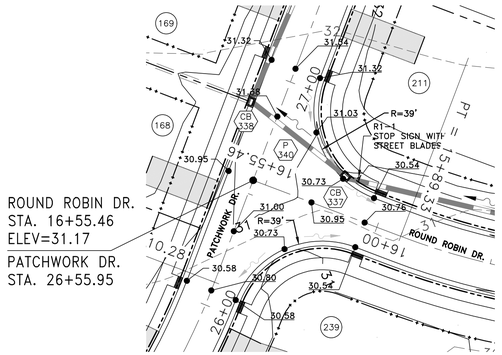
HORZ: 1" = 50'



INTERSECTION: ROUND ROBIN DR. & PATCHWORK DR.

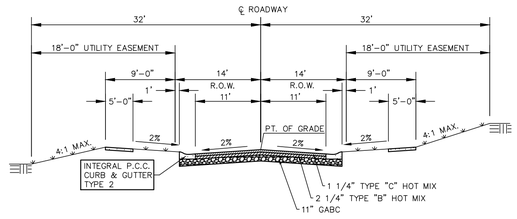
SCALE: 1"= 30'

0' 30' 60' 90'



INTERSECTION: ROUND ROBIN DR. & PATCHWORK DR.

SCALE: 1"= 30'



ROUND ROBIN DRIVE	PATCHWORK DRIVE
0+00.00 - 16+55.46	21+50.00 - 35+90.00

REQUIRED STRUCTURAL NUMBER = 2.90
PROPOSED STRUCTURAL NUMBER = 2.94

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INTERSECTIONS–ROAD SECTIONS

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

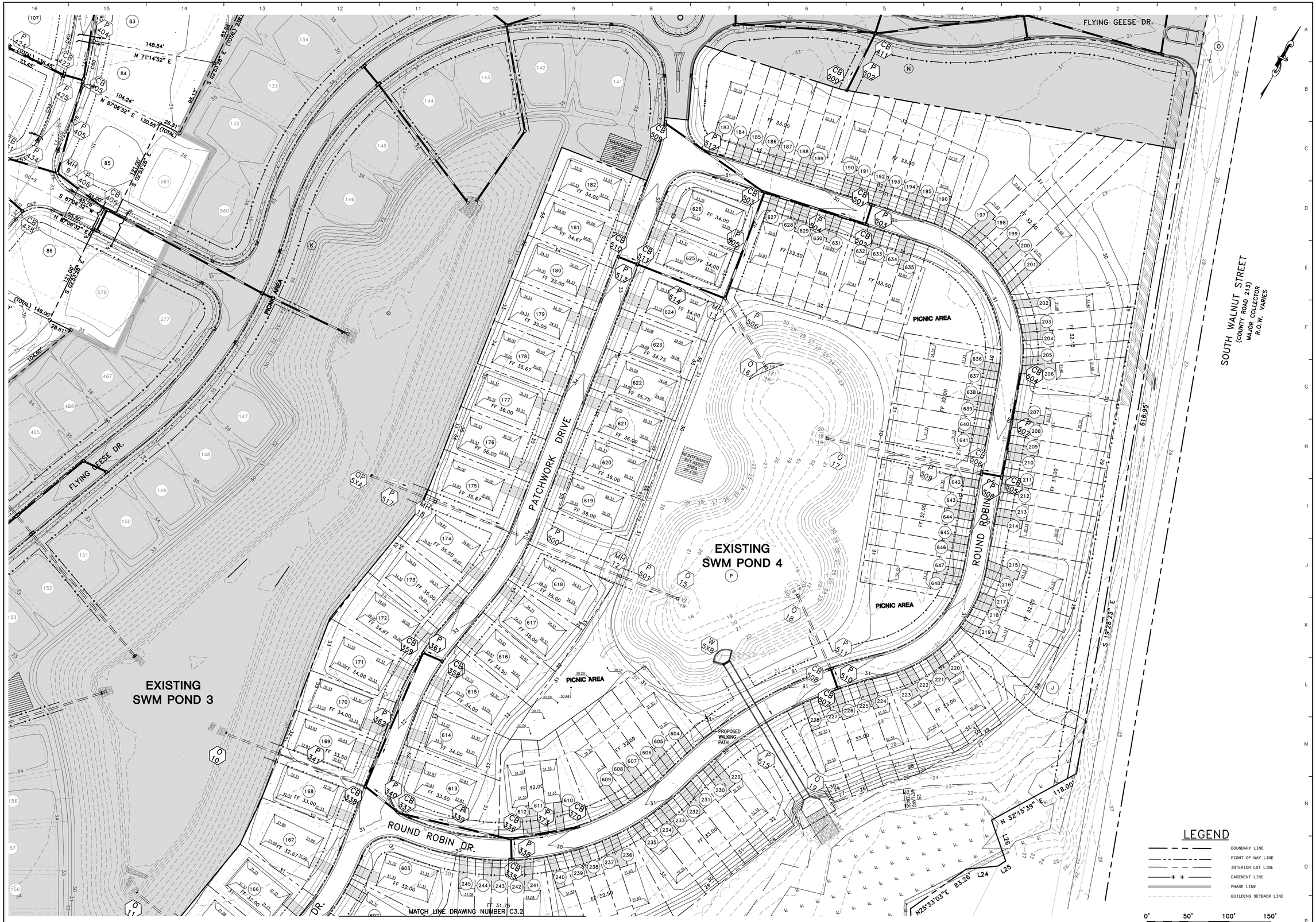
SUSSEX COUNTY, DELAWARE

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GRADING PLAN

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

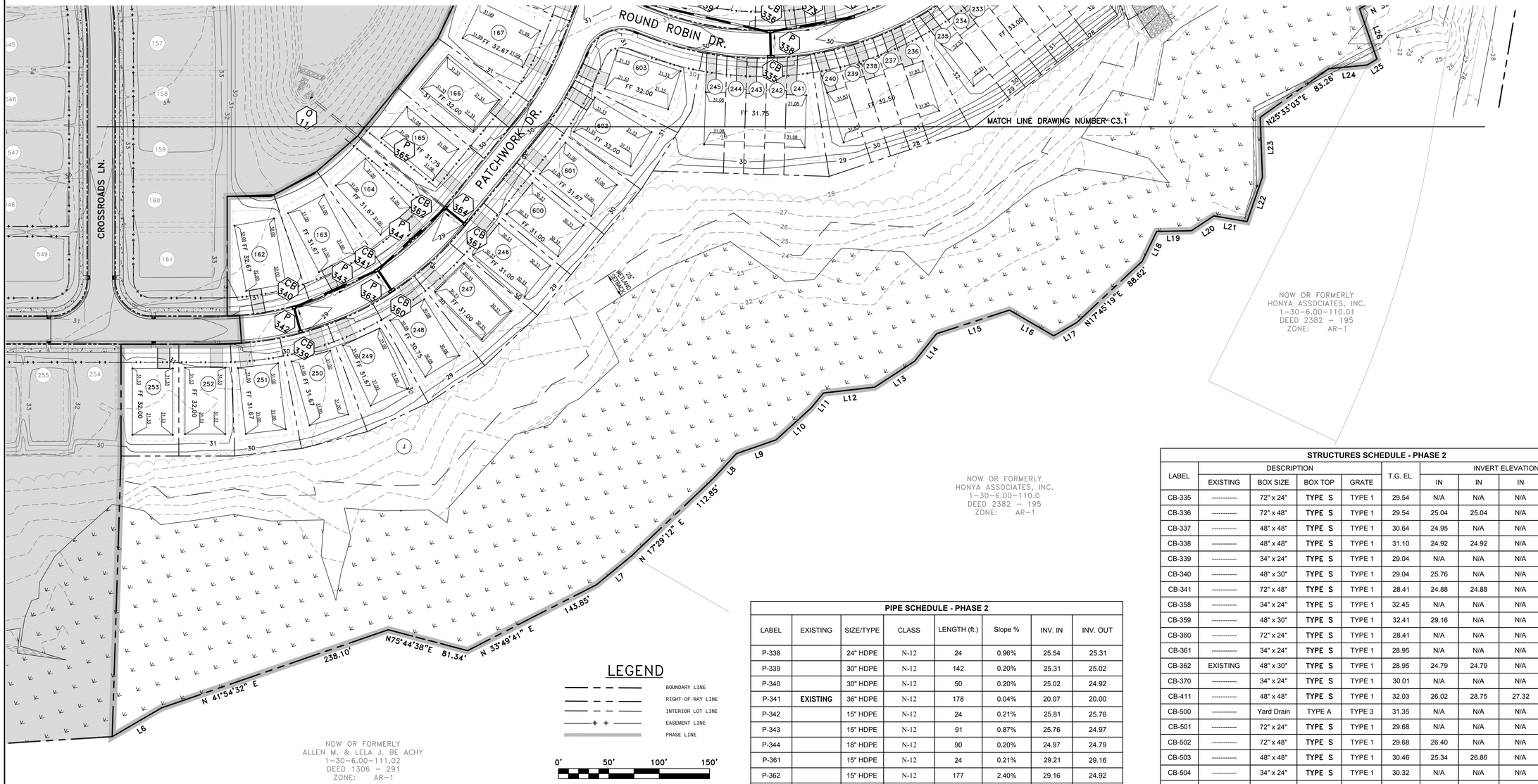
SUSSEX COUNTY, DELAWARE

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PIPE SCHEDULE - PHASE 2

LABEL	EXISTING	SIZE/TYPE	CLASS	LENGTH (ft.)	Slope %	INV. IN	INV. OUT
P-338		24" HDPE	N-12	24	0.96%	25.54	25.31
P-339		30" HDPE	N-12	142	0.20%	25.31	25.02
P-340		30" HDPE	N-12	50	0.20%	25.02	24.92
P-341	**EXISTING**	36" HDPE	N-12	178	0.04%	20.07	20.00
P-342		15" HDPE	N-12	24	0.21%	25.81	25.76
P-343		15" HDPE	N-12	91	0.87%	25.76	24.97
P-344		18" HDPE	N-12	90	0.20%	24.97	24.79
P-361		15" HDPE	N-12	24	0.21%	29.21	29.16
P-362		15" HDPE	N-12	177	2.40%	29.16	24.92
P-363		18" HDPE	N-12	24	0.21%	25.02	24.97
P-364		15" HDPE	N-12	24	3.79%	25.70	24.79
P-365	**EXISTING**	24" HDPE	N-12	166	0.07%	21.12	21.00
P-373		15" HDPE	N-12	83	1.75%	26.76	25.31
P-500	**EXISTING**	48" HDPE	N-12	242	0.41%	24.00	23.00
P-501	EXISTING	48" HDPE	N-12	77	0.01%	18.02	18.01
P-502		15" HDPE	N-12	78	1.00%	28.10	27.32
P-503		15" HDPE	N-12	24	0.21%	26.45	26.40
P-504		24" HDPE	N-12	129	0.20%	25.60	25.34
P-505		36" HDPE	N-12	139	0.20%	25.34	25.06
P-506	EXISTING	36" HDPE	N-12	96	0.37%	19.11	18.75
P-507		15" HDPE	N-12	125	3.12%	27.07	23.17
P-508		18" HDPE	N-12	24	0.21%	23.17	23.12
P-509	EXISTING	24" HDPE	N-12	191	0.08%	20.01	19.85
P-510		18" HDPE	N-12	24	0.21%	24.07	24.02
P-511	EXISTING	18" HDPE	N-12	96	0.49%	20.25	19.78
P-512		15" HDPE	N-12	146	0.82%	28.05	26.86
P-513		15" HDPE	N-12	24	0.21%	29.26	29.21
P-514		15" HDPE	N-12	115	3.61%	29.21	25.06
P-515	EXISTING	4' x 8' BOX	----------	191	-0.01%	22.97	22.98
P-517	**EXISTING**	48" HDPE	N-12	83	-0.02%	20.00	20.02

STRUCTURES SCHEDULE - PHASE 2

LABEL	DESCRIPTION				T.G. EL.	INVERT ELEVATION			
	EXISTING	BOX SIZE	BOX TOP	GRATE		IN	IN	IN	OUT
CB-335	----------	72" x 24"	**TYPE S**	TYPE 1	29.54	N/A	N/A	N/A	25.54
CB-336	----------	72" x 48"	**TYPE S**	TYPE 1	29.54	25.04	25.04	N/A	25.04
CB-337	----------	48" x 48"	**TYPE S**	TYPE 1	30.64	24.95	N/A	N/A	24.95
CB-338	----------	48" x 48"	**TYPE S**	TYPE 1	31.10	24.92	24.92	N/A	20.07
CB-339	----------	34" x 24"	**TYPE S**	TYPE 1	29.04	N/A	N/A	N/A	25.79
CB-340	----------	48" x 30"	**TYPE S**	TYPE 1	29.04	25.76	N/A	N/A	25.76
CB-341	----------	72" x 48"	**TYPE S**	TYPE 1	28.41	24.88	24.88	N/A	24.88
CB-358	----------	34" x 24"	**TYPE S**	TYPE 1	32.45	N/A	N/A	N/A	29.20
CB-359	----------	48" x 30"	**TYPE S**	TYPE 1	32.41	29.16	N/A	N/A	29.16
CB-360	----------	72" x 24"	**TYPE S**	TYPE 1	28.41	N/A	N/A	N/A	24.91
CB-361	----------	34" x 24"	**TYPE S**	TYPE 1	28.95	N/A	N/A	N/A	25.70
CB-362	EXISTING	48" x 30"	**TYPE S**	TYPE 1	28.95	24.79	24.79	N/A	21.12
CB-370	----------	34" x 24"	**TYPE S**	TYPE 1	30.01	N/A	N/A	N/A	26.76
CB-411	----------	48" x 48"	**TYPE S**	TYPE 1	32.03	26.02	28.75	27.32	26.02
CB-500	----------	Yard Drain	TYPE A	TYPE 3	31.35	N/A	N/A	N/A	28.10
CB-501	----------	72" x 24"	**TYPE S**	TYPE 1	29.68	N/A	N/A	N/A	26.43
CB-502	----------	72" x 48"	**TYPE S**	TYPE 1	29.68	26.40	N/A	N/A	25.18
CB-503	----------	48" x 48"	**TYPE S**	TYPE 1	30.46	25.34	26.86	N/A	25.34
CB-504	----------	34" x 24"	**TYPE S**	TYPE 1	30.32	N/A	N/A	N/A	27.07
CB-505	----------	72" x 24"	**TYPE S**	TYPE 1	29.54	23.14	N/A	N/A	23.14
CB-506	----------	72" x 24"	**TYPE S**	TYPE 1	29.54	23.12	N/A	N/A	20.13
CB-507	----------	72" x 24"	**TYPE S**	TYPE 1	30.67	N/A	N/A	N/A	24.07
CB-508	----------	72" x 24"	**TYPE S**	TYPE 1	30.67	24.02	N/A	N/A	20.10
CB-509	----------	72" x 24"	**TYPE S**	TYPE 1	31.30	N/A	N/A	N/A	28.05
CB-510	----------	34" x 24"	**TYPE S**	TYPE 1	32.51	N/A	N/A	N/A	29.26
CB-511	----------	34" x 24"	**TYPE S**	TYPE 1	32.51	29.21	N/A	N/A	29.21
MH-12	EXISTING	ROUND	----------	----------	30.74	23.00	N/A	N/A	17.80
MH-13	EXISTING	ROUND	----------	----------	31.89	25.01	24.81	N/A	19.11
MH-18	EXISTING	ROUND	----------	----------	33.15	23.98	N/A	N/A	19.94
O-10	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	20.00
O-11	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	21.00
O-15	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	18.01
O-16	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	18.75
O-17	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	19.85
O-18	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	19.78
O-19	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	22.98
OP-5XA	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	19.88
W-5XB	EXISTING	----------	----------	----------	--------	N/A	N/A	N/A	22.97

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GRADING PLAN

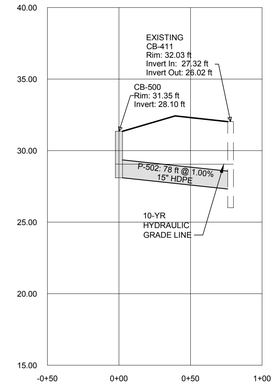
MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date: JUNE 2024
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Proj.No.: 2875A001
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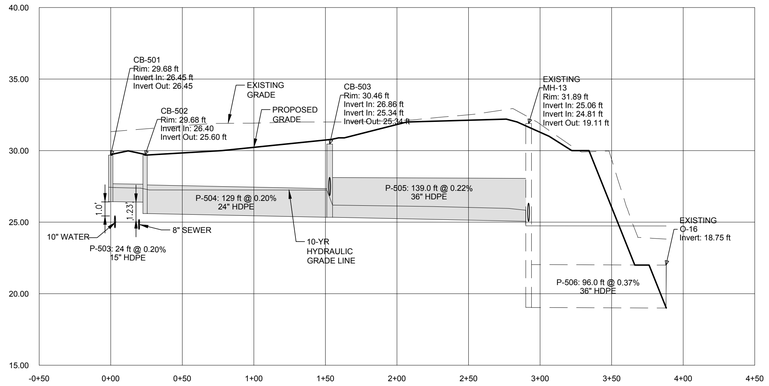
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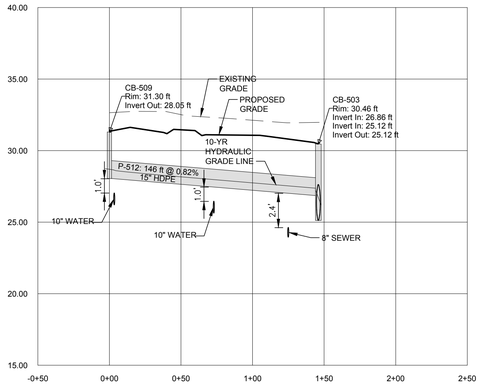
STORMDRAIN CB500-CB411

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



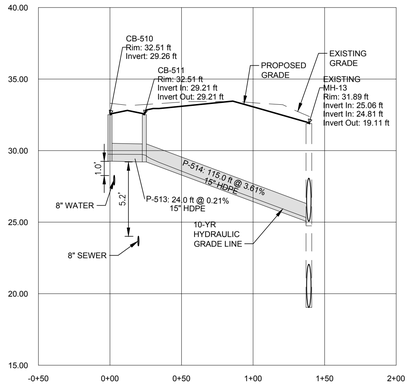
STORMDRAIN CB501-O16

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



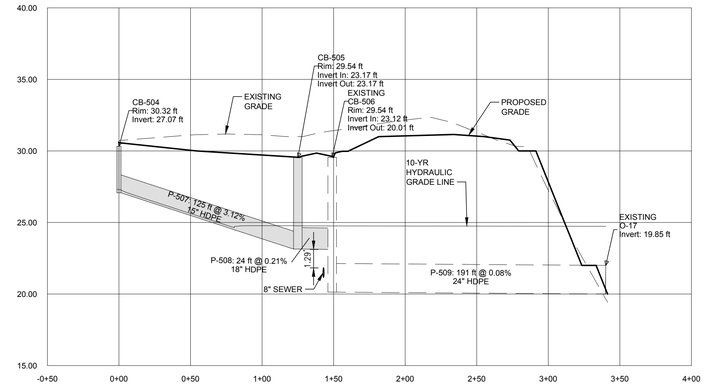
STORMDRAIN CB509-CB503

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



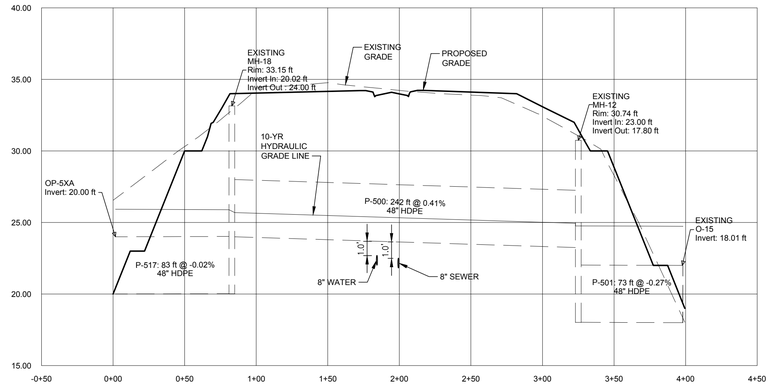
STORMDRAIN CB510-MH13

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



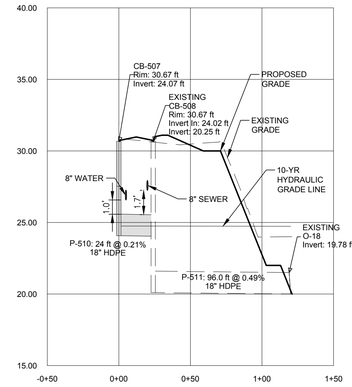
STORMDRAIN CB504-O17

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



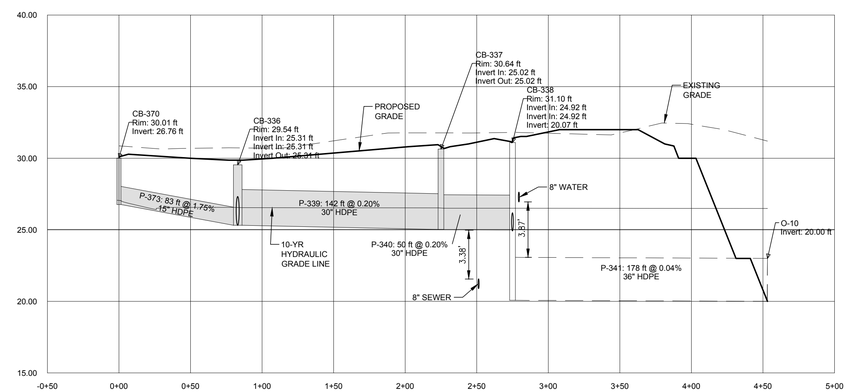
STORMDRAIN OP5XA-O15

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



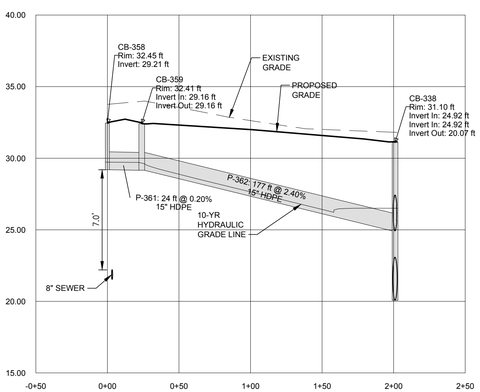
STORMDRAIN CB507-O18

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



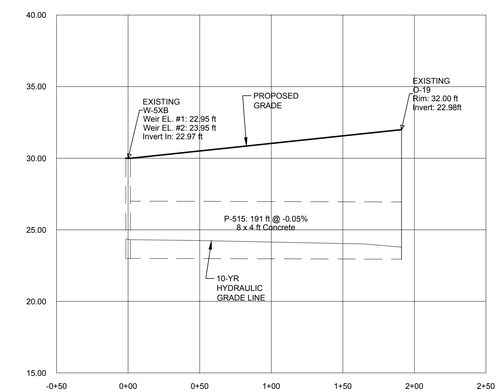
STORMDRAIN CB370-O10

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



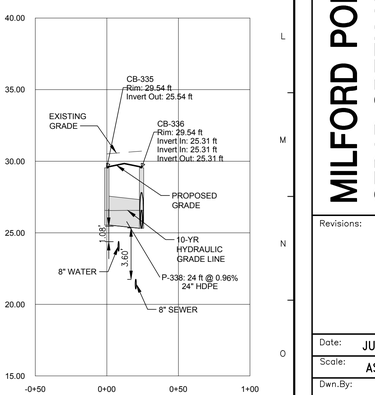
STORMDRAIN CB358-CB338

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



STORMDRAIN W5XB-O19

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



STORMDRAIN CB335-CB336

SCALE: 1"=50' HORIZ.
1"= 5' VERT.

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MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

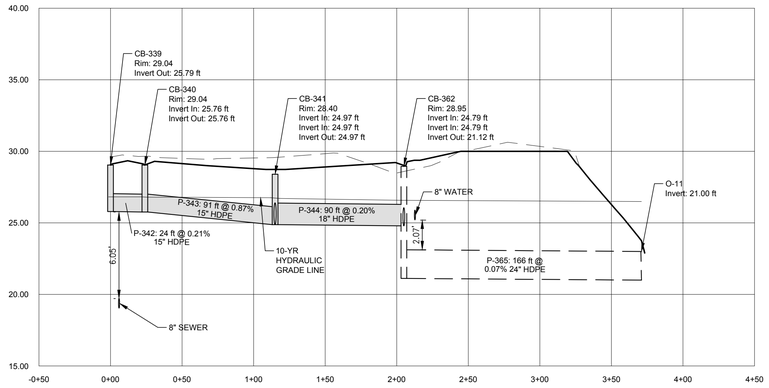
STORMDRAIN PROFILES

Revisions:

Date:	JUNE 2024
Scale:	AS NOTED
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	C3.3

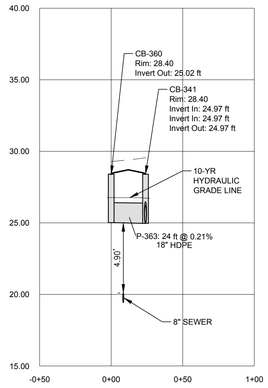
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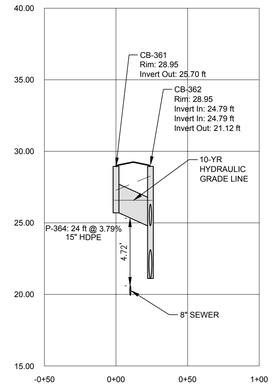
STORMDRAIN CB339-O11

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



STORMDRAIN CB360-CB341

SCALE: 1"=50' HORIZ.
1"= 5' VERT.



STORMDRAIN CB361-CB362

SCALE: 1"=50' HORIZ.
1"= 5' VERT.

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STORMDRAIN PROFILES

MILFORD PONDS - PHASE 2

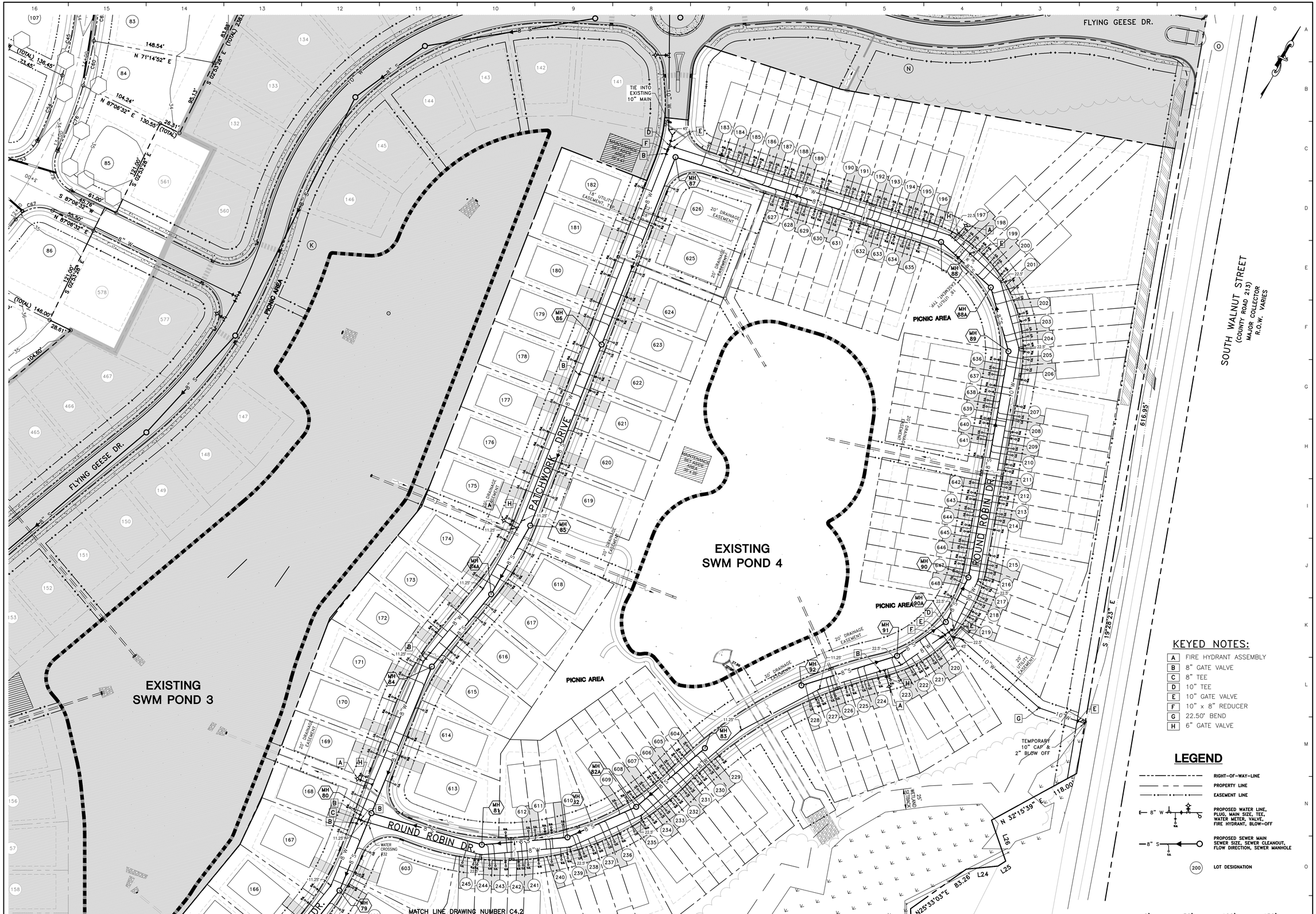
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JUNE 2024
Scale:	AS NOTED
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	C3.4

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KEYED NOTES:

A	FIRE HYDRANT ASSEMBLY
B	8" GATE VALVE
C	8" TEE
D	10" TEE
E	10" GATE VALVE
F	10" x 8" REDUCER
G	22.50° BEND
H	6" GATE VALVE

LEGEND

- RIGHT-OF-WAY-LINE
- PROPERTY LINE
- EASEMENT LINE
- 8" W — PROPOSED WATER LINE, PLUG, MAIN SIZE, TEE, WATER METER, VALVE, FIRE HYDRANT, BLOW-OFF
- 8" S — PROPOSED SEWER MAIN SEWER SIZE, SEWER CLEANOUT, FLOW DIRECTION, SEWER MANHOLE
- (200) LOT DESIGNATION

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MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

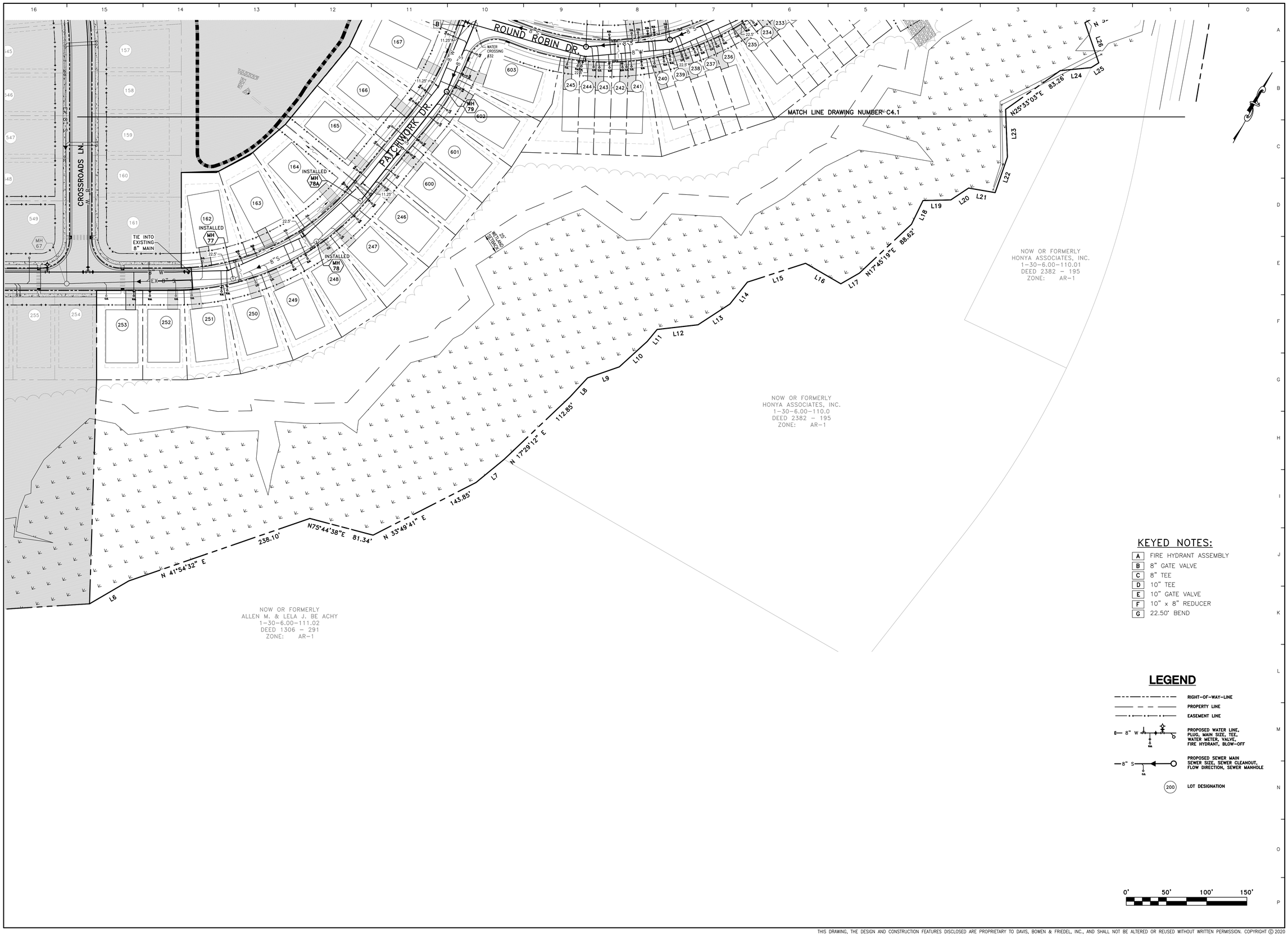
UTILITY PLAN

Revisions:

Date:	JUNE 2024
Scale:	1"=50'
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	C4.1

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KEYED NOTES:

A	FIRE HYDRANT ASSEMBLY
B	8" GATE VALVE
C	8" TEE
D	10" TEE
E	10" GATE VALVE
F	10" x 8" REDUCER
G	22.50° BEND

LEGEND

- RIGHT-OF-WAY-LINE
- PROPERTY LINE
- EASEMENT LINE
- PROPOSED WATER LINE, PLUG, MAIN SIZE, TEE, WATER METER, VALVE, FIRE HYDRANT, BLOW-OFF
- PROPOSED SEWER MAIN SEWER SIZE, SEWER CLEANOUT, FLOW DIRECTION, SEWER MANHOLE
- (200) LOT DESIGNATION

0' 50' 100' 150'

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UTILITY PLAN

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

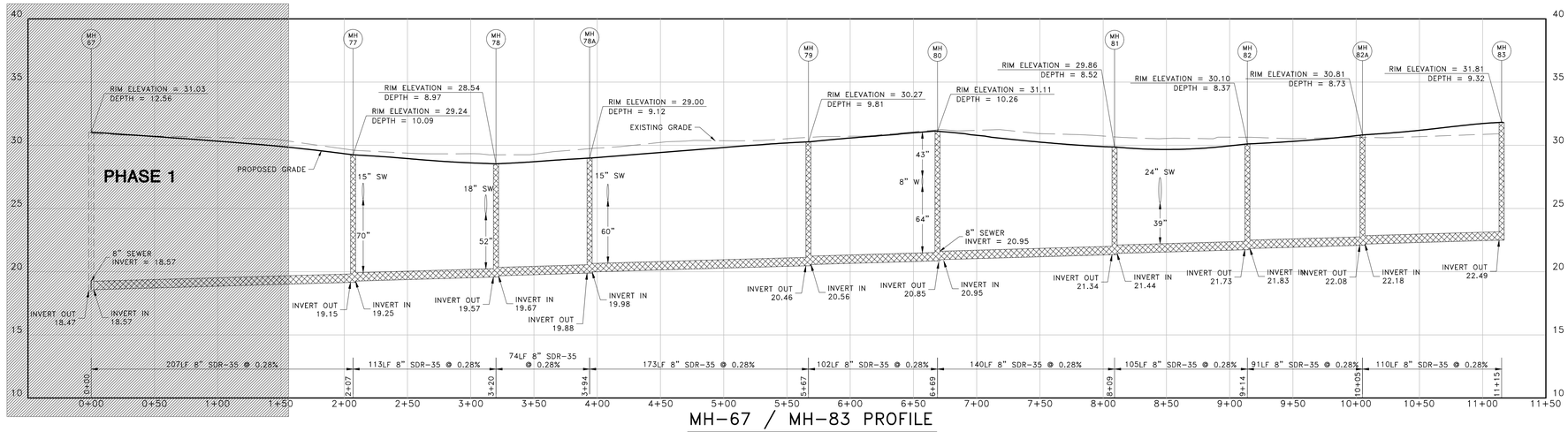
SUSSEX COUNTY, DELAWARE

Revisions:

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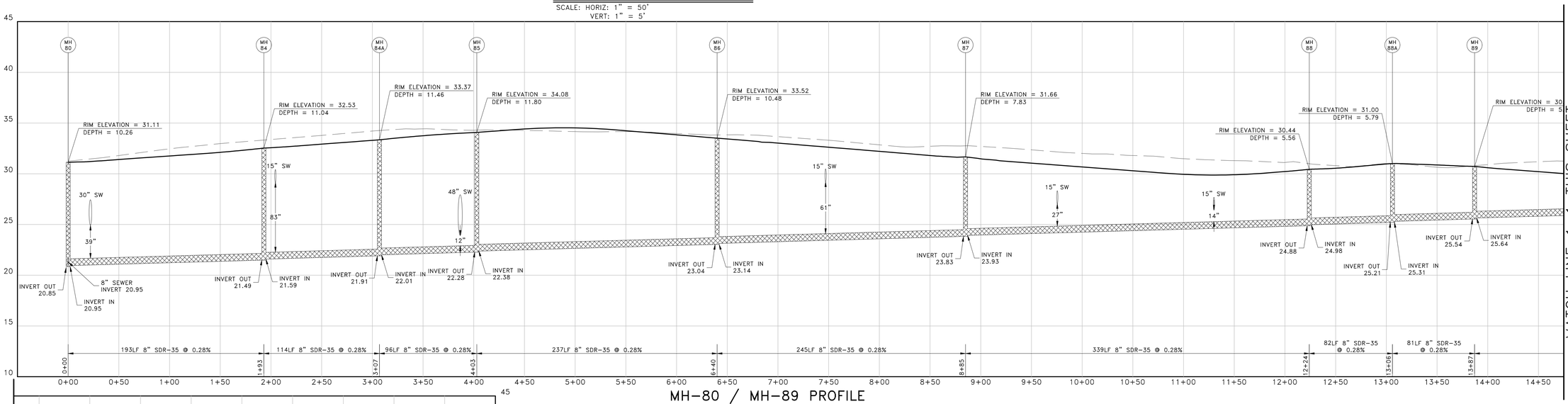
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MH-67 / MH-83 PROFILE

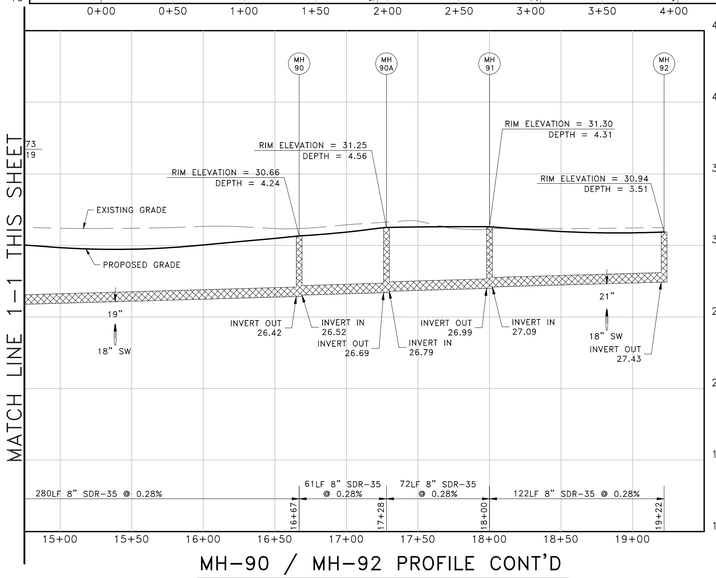
SCALE: HORIZ: 1" = 50'
VERT: 1" = 5'



MH-80 / MH-89 PROFILE

SCALE: HORIZ: 1" = 50'
VERT: 1" = 5'

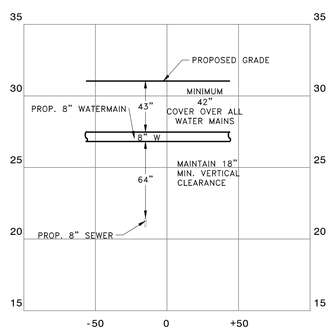
MATCH LINE 1-1 THIS SHEET



MATCH LINE 1-1 THIS SHEET
73
19

MH-90 / MH-92 PROFILE CONT'D

SCALE: HORIZ: 1" = 50'
VERT: 1" = 5'



WATER CROSSING #32

SCALE: HORIZ: 1" = 50'
VERT: 1" = 5'

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SEWER PROFILES

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

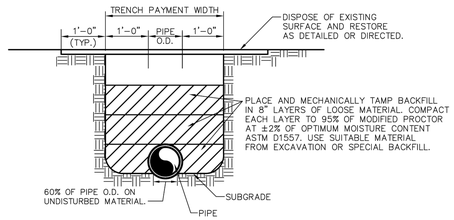
SUSSEX COUNTY, DELAWARE

Revisions:

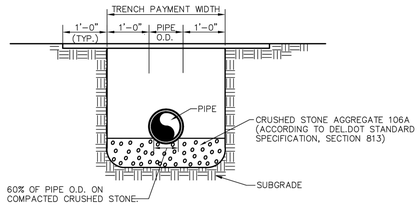
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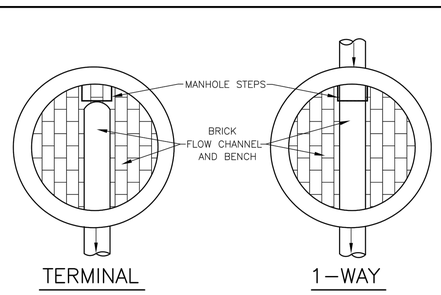


TRENCH BACKFILL



CRUSHED STONE BEDDING

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

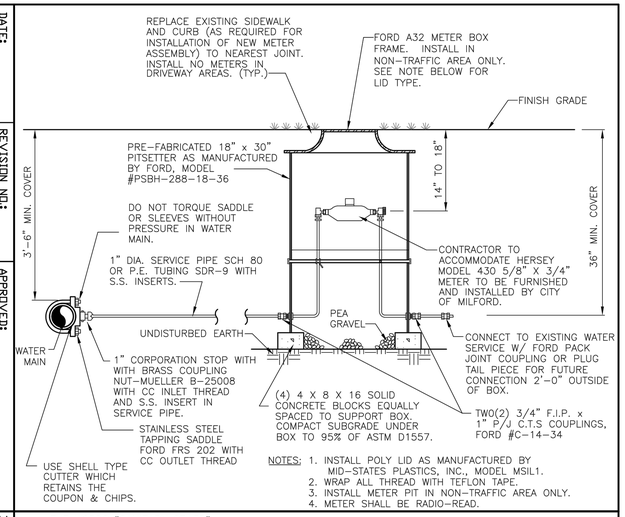


DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		TYPICAL MANHOLE FLOW CHANNEL DETAIL NO SCALE
	SECTION - 3	DRAWING: D3-6

CITY OF MILFORD
DEPARTMENT OF PUBLIC WORKS
WATER & WASTEWATER DIVISION
CONSTRUCTION STANDARDS

DATE: | REVISION NO.: | APPROVED:

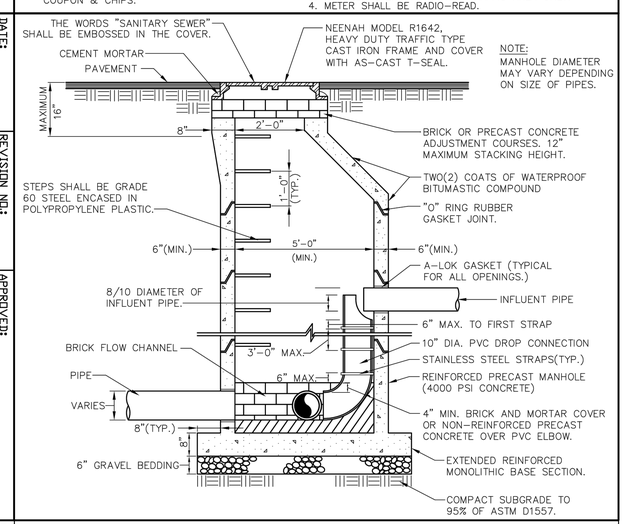
STANDARD SINGLE METER PIT DETAIL(PREFABRICATED)
NO SCALE
SECTION - 2 | DRAWING: D2-1



CITY OF MILFORD
DEPARTMENT OF PUBLIC WORKS
WATER & WASTEWATER DIVISION
CONSTRUCTION STANDARDS

DATE: | REVISION NO.: | APPROVED:

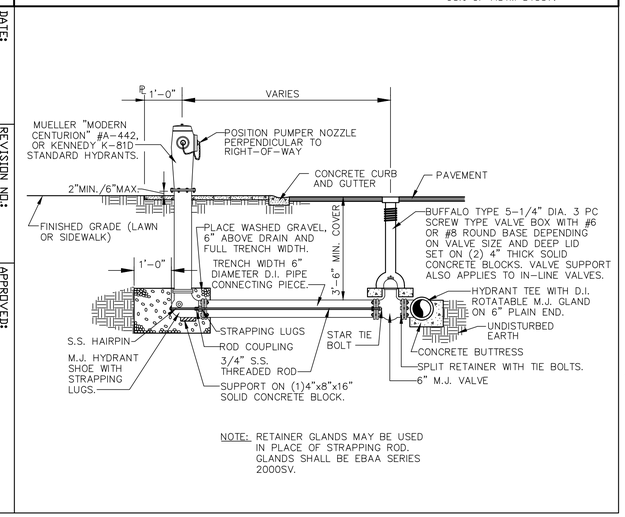
INSIDE DROP MANHOLE DETAIL
NO SCALE
SECTION - 3 | DRAWING: D3-3



CITY OF MILFORD
DEPARTMENT OF PUBLIC WORKS
WATER & WASTEWATER DIVISION
CONSTRUCTION STANDARDS

DATE: | REVISION NO.: | APPROVED:

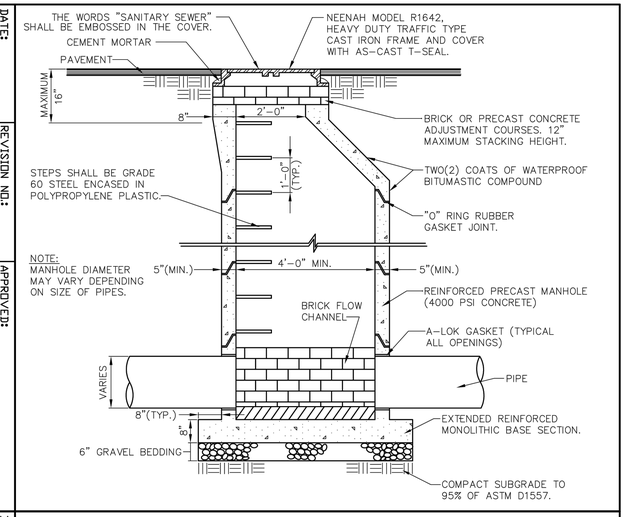
FIRE HYDRANT DETAIL
NO SCALE
SECTION - 2 | DRAWING: D2-7



CITY OF MILFORD
DEPARTMENT OF PUBLIC WORKS
WATER & WASTEWATER DIVISION
CONSTRUCTION STANDARDS

DATE: | REVISION NO.: | APPROVED:

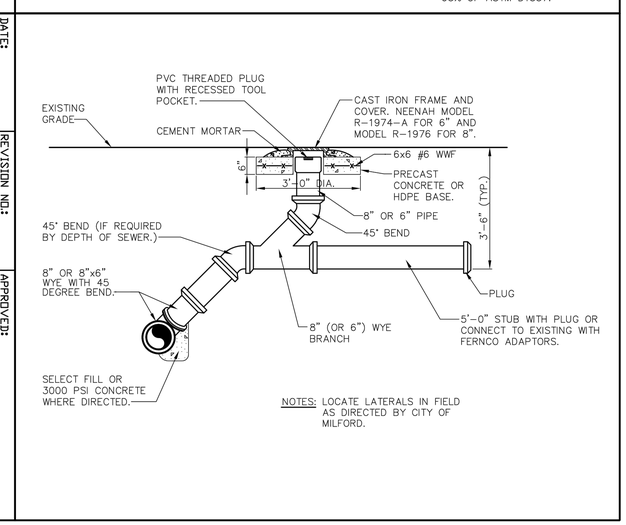
PRECAST CONCRETE MANHOLE DETAIL
NO SCALE
SECTION - 3 | DRAWING: D3-2

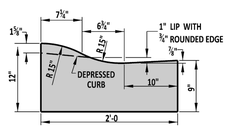


CITY OF MILFORD
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WATER & WASTEWATER DIVISION
CONSTRUCTION STANDARDS

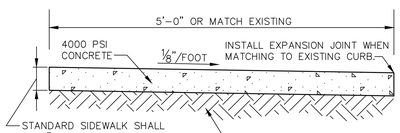
DATE: | REVISION NO.: | APPROVED:

BUILDING LATERAL CLEANOUT DETAIL
NO SCALE
SECTION - 3 | DRAWING: D3-7



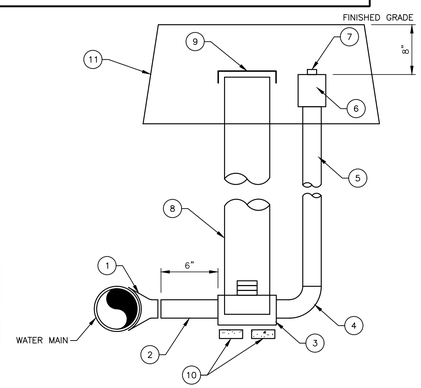


INTEGRAL P.C.C. CURB AND GUTTER
TYPE 2



NOTE: PLACE EXPANSION JOINTS 20' ON CENTER AND CONTROL JOINTS 5' ON CENTER OR MATCH EXISTING PATTERN.

CONCRETE SIDEWALK DETAIL
NO SCALE



1. FORD FS202-XXX-IPY SADDLE
2. BRASS NIPPLE
3. FORD B11-ZZZ CURB STOP
4. SCH80 90
5. SCH80 PIPE
6. SCH80 FEMALE ADAPTER
7. GALVANIZED PLUG
8. 4" SDR-35 PIPE
9. 4" SDR-35 CAP (SLIP)
10. CEMENT BRICK
11. ENCLOSURE-SUPPLIED BY TIDEWATER

MAIN SIZE	BLOW SIZE	XXX	Y	Z
8	2"	979	7	777
6	1 1/2"	760	6	666
4	1 1/2"	526	6	666

BLOW-OFF HYDRANT
NOT TO SCALE

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UTILITY DETAILS

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

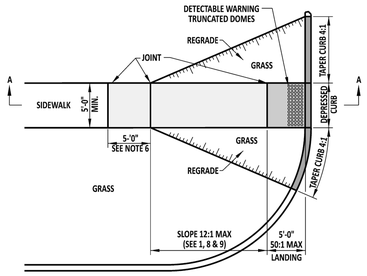
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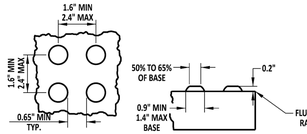
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Scale: AS SHOWN
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: C4.4

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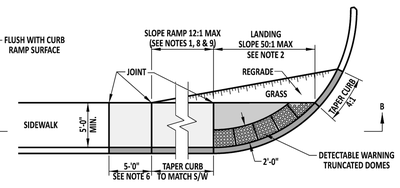
SCALE : NTS

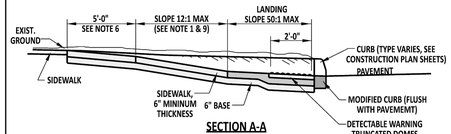




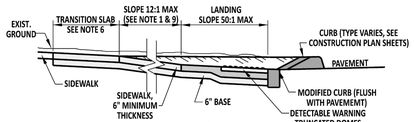
DETECTABLE WARNING TRUNCATED DOME DETAILS

NOTES:
A). ENTIRE DEPRESSED AREA OF CURB EXCLUDING THE TAPERED CURBS SHALL HAVE DETECTABLE WARNING TRUNCATED DOMES.
B). THE DETECTABLE WARNING SYSTEM SHALL EXTEND AT LEAST 2'-0" IN LENGTH, MEASURED IN THE DIRECTION OF TRAVEL, FROM THE BACK OF THE CURB ALONG THE PEDESTRIAN CONNECTION SURFACE.
C). SEE SPECIFICATION FOR ADDITIONAL INFORMATION.

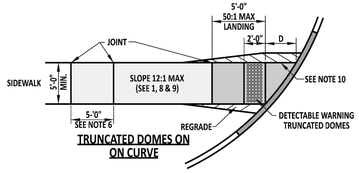




SECTION A-A



SECTION B-B



TRUNCATED DOMES ON ON CURVE

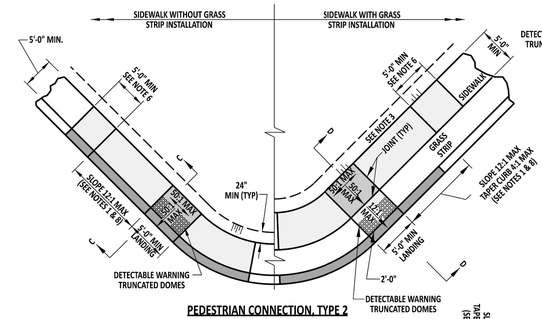
PEDESTRIAN CONNECTION, TYPE 1

NOTES:
1). FOR ALTERATIONS WHERE THE MAXIMUM ALLOWABLE 12:1 RUNNING SLOPE WILL NOT MEET THE EXISTING SIDEWALK GRADE WITHIN A LENGTH OF 15'-0", THE SLOPED SEGMENT OF THE PEDESTRIAN CONNECTION MAY BE LIMITED TO 15'-0" AT A CONSTANT SLOPE, AND ALLOWED TO EXCEED THE 12:1 MAXIMUM SLOPE.
2). PEDESTRIAN CONNECTION AND SIDEWALK CROSS SLOPE SHALL BE 50:1 (2%) MAXIMUM. FOR REHABILITATION WORK, THE PEDESTRIAN CONNECTION CROSS SLOPE MAY MATCH THE SLOPE OF THE ADJACENT ROADWAY IN ACCORDANCE WITH THE LATEST VERSION OF THE PAS MANUAL.
3). A 6:1 GRADE IS REQUIRED FOR A MINIMUM OF 2'-0" IMMEDIATELY ADJACENT TO THE PEDESTRIAN CONNECTION.
4). THE MAXIMUM ALGEBRAIC DIFFERENCE IN GRADE BETWEEN THE PEDESTRIAN CONNECTION OR MODIFIED CURB AT THE FLOW LINE AND THE PAVEMENT SHALL BE 13.3%, HOWEVER 11% IS PREFERRED.
5). LANDING AREA SHALL BE DELINEATED WITH JOINTS.
6). FOR REHABILITATION WORK, PLACE TRANSITION SLAB TO TRANSITION FROM THE NEW PEDESTRIAN CONNECTION TO THE EXISTING SIDEWALK WHEN THE EXISTING SIDEWALK HAS A NON-CONFORMING RUNNING SLOPE, CROSS SLOPE, OR WIDTH. ADJACENT CURB TAPER SHOULD MATCH THE SLOPE OF THE TRANSITION SLAB.
7). REFER TO THE DELAWARE MANUAL FOR UNIFORM TRAFFIC CONTROL DEVICES FOR DETAILS REGARDING THE LOCATION OF PEDESTRIAN PUSH BUTTONS.
8). CONSTRUCTION JOINTS ARE REQUIRED ON RAMPS AT THE INTERVAL SPECIFIED IN NOTE 6 ON DETAIL M-3, SHEET 1 OF 1. HOWEVER, EXPANSION MATERIAL SHALL NOT BE USED IN THE PEDESTRIAN CONNECTION SECTION.
9). IF THE RUNNING SLOPE IS LESS THAN 20:1 (5%) THEN THE 50:1 (2%) LANDING CAN BE OMITTED. DETECTABLE WARNING SYSTEM MUST STILL BE PLACED.
10). FOR INSTALLATIONS ON A RADIUS AND WHEN DIMENSION D IS LESS THAN 5'-0", THE DETECTABLE WARNING TRUNCATED DOMES SYSTEM SHALL BE INSTALLED AT THE INTERSECTION OF THE BACK OF THE CURB AND THE BEGINNING OF THE FULL WIDTH OF THE PEDESTRIAN ACCESS ROUTE. THE DOMES SHALL BE INSTALLED PERPENDICULAR TO THE PATH OF THE PEDESTRIAN TRAVEL AND BE THE FULL WIDTH OF THE PEDESTRIAN ACCESS ROUTE.

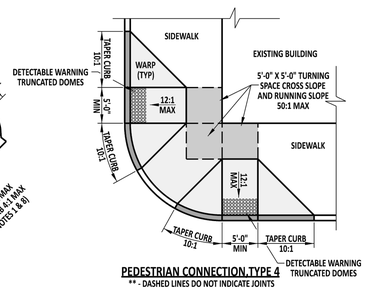
DELAWARE DEPARTMENT OF TRANSPORTATION	PEDESTRIAN CONNECTION, TYPE 1 AND SECTIONS			APPROVED	SIGNATURE ON FILE (CHIEF ENGINEER)	1/04/2019 (DATE)
	STANDARD NO. C-2 (2018)	SHT. 1	OF 3	RECOMMENDED	SIGNATURE ON FILE (DESIGN ENGINEER)	12/20/2018 (DATE)

1/7/2019

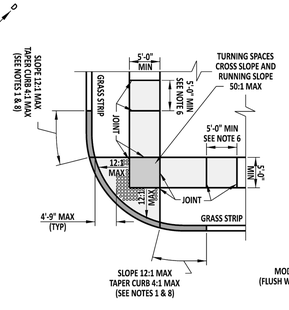
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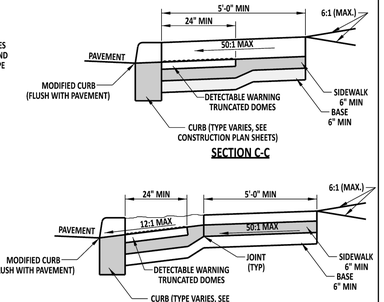
PEDESTRIAN CONNECTION, TYPE 2



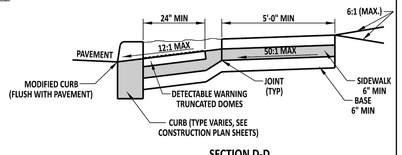
PEDESTRIAN CONNECTION, TYPE 4
** - DASHED LINES DO NOT INDICATE JOINTS



PEDESTRIAN CONNECTION, TYPE 3



SECTION C-C

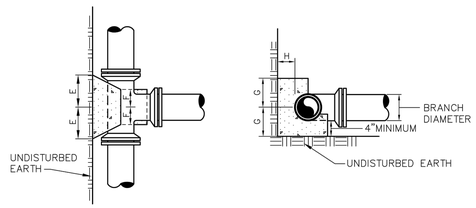


SECTION D-D

NOTES:
1). FOR ALTERATIONS WHERE THE MAXIMUM ALLOWABLE 12:1 RUNNING SLOPE WILL NOT MEET THE EXISTING SIDEWALK GRADE WITHIN A LENGTH OF 15'-0", THE SLOPED SEGMENT OF THE PEDESTRIAN CONNECTION MAY BE LIMITED TO 15'-0" AT A CONSTANT SLOPE, AND ALLOWED TO EXCEED THE 12:1 MAXIMUM SLOPE.
2). PEDESTRIAN CONNECTION AND SIDEWALK CROSS SLOPE SHALL BE 50:1 (2%) MAXIMUM. FOR REHABILITATION WORK, THE PEDESTRIAN CONNECTION CROSS SLOPE MAY MATCH THE SLOPE OF THE ADJACENT ROADWAY IN ACCORDANCE WITH THE LATEST VERSION OF THE PAS MANUAL.
3). A 6:1 GRADE IS REQUIRED FOR A MINIMUM OF 2'-0" IMMEDIATELY ADJACENT TO THE PEDESTRIAN CONNECTION.
4). THE MAXIMUM ALGEBRAIC DIFFERENCE IN GRADE BETWEEN THE PEDESTRIAN CONNECTION OR CURB AND THE PAVEMENT SHALL BE 13.3%, HOWEVER 11% IS PREFERRED.
5). LANDING AREA SHALL BE DELINEATED WITH JOINTS.
6). FOR REHABILITATION WORK, PLACE TRANSITION SLAB TO TRANSITION FROM THE NEW PEDESTRIAN CONNECTION TO THE EXISTING SIDEWALK WHEN THE EXISTING SIDEWALK HAS A NON-CONFORMING RUNNING SLOPE, CROSS SLOPE, OR WIDTH. ADJACENT CURB SHOULD MATCH THE SLOPE OF THE TRANSITION SLAB.
7). REFER TO DELAWARE MANUAL FOR UNIFORM TRAFFIC CONTROL DEVICES FOR DETAILS REGARDING THE LOCATION OF PEDESTRIAN PUSH BUTTONS.
8). CONSTRUCTION JOINTS ARE REQUIRED AT THE INTERVALS SPECIFIED IN NOTE 6 ON DETAIL M-3, SHEET 1 OF 1. HOWEVER, EXPANSION MATERIAL SHALL NOT BE USED IN THE PEDESTRIAN CONNECTION SECTION.
9). ENTIRE DEPRESSED AREA OF CURB SHALL HAVE DETECTABLE WARNING TRUNCATED DOMES.

DELAWARE DEPARTMENT OF TRANSPORTATION	PEDESTRIAN CONNECTION, TYPES 2, 3, & 4			APPROVED	SIGNATURE ON FILE (CHIEF ENGINEER)	1/04/2019 (DATE)
	STANDARD NO. C-2 (2018)	SHT. 2	OF 3	RECOMMENDED	SIGNATURE ON FILE (DESIGN ENGINEER)	12/20/2018 (DATE)

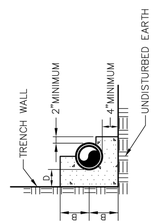
1/7/2019



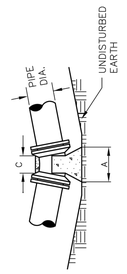
PLAN PROFILE

DIMENSION SCHEDULE					
BRANCH DIA.	6"	8"	10"	12"	16"
E	8"	10"	1'-0"	1'-3"	1'-8"
F	6"	8"	8"	8"	10"
G	7"	9"	1'-0"	1'-2"	1'-6"
H	8"	9"	10"	1'-0"	1'-2"

DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		TEE AND WYE DETAIL NO SCALE
		SECTION - 2 / DRAWING: D2-9



PROFILE



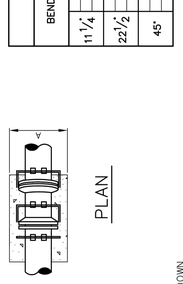
PLAN

DIMENSION SCHEDULE						
11 1/4°						
BEND	6"	8"	10"	12"	16"	
PIPE DIA.						
A	6"	8"	10"	12"	16"	
B	6"	10"	1'-0"	1'-3"	1'-8"	
C	7"	8"	10"	1'-0"	1'-2"	
D	4"	6"	8"	10"	1'-0"	
22 1/2°						
BEND	6"	8"	10"	12"	16"	
PIPE DIA.						
A	7"	9"	1'-1"	1'-3"	1'-8"	
B	4"	6"	8"	10"	1'-0"	
C	7"	8"	9"	10"	1'-0"	
D	8"	9"	10"	11"	1'-2"	
45°						
PIPE DIA.	6"	8"	10"	12"	16"	
A	1'-3"	1'-8"	2'-1"	2'-6"	3'-4"	
B	7"	8"	9"	1'-1"	1'-3"	
C	4"	6"	8"	10"	1'-0"	
D	8"	9"	10"	1'-0"	1'-2"	
90°						
BEND	6"	8"	10"	12"	16"	
PIPE DIA.						
A	6"	8"	10"	12"	16"	
B	6"	10"	1'-0"	1'-3"	1'-6"	
C	7"	8"	10"	1'-0"	1'-2"	
D	4"	6"	8"	10"	1'-0"	
22 1/2°						
BEND	6"	8"	10"	12"	16"	
PIPE DIA.						
A	9"	1'-0"	1'-4"	1'-9"	2'-3"	
B	7"	8"	9"	10"	1'-0"	
C	7"	8"	8"	8"	10"	
D	7"	8"	9"	10"	1'-0"	
45°						
BEND	6"	8"	10"	12"	16"	
PIPE DIA.						
A	9"	1'-0"	1'-4"	1'-9"	2'-3"	
B	6"	8"	10"	1'-0"	1'-3"	
C	7"	8"	8"	8"	10"	
D	7"	8"	9"	10"	1'-0"	
90°						
BEND	6"	8"	10"	12"	16"	
PIPE DIA.						
A	6"	8"	10"	12"	16"	
B	6"	10"	1'-0"	1'-3"	1'-6"	
C	7"	8"	10"	1'-0"	1'-2"	
D	4"	6"	8"	10"	1'-0"	

DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		HORIZONTAL BEND DETAIL NO SCALE
		SECTION - 2 / DRAWING: D2-10

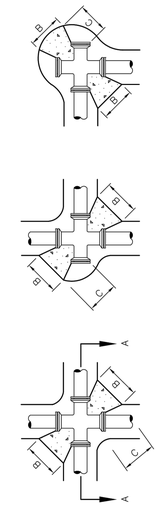
DIMENSION SCHEDULE							
	PIPE DIAMETER						
BEND	6"	8"	10"	12"	16"		
11 1/4°							
A	1'-6"	2'-5"	3'-0"	3'-6"	4'-6"		
B	1'-3"	1'-9"	2'-0"	2'-3"	3'-0"		
C	2'-0"	3'-4"	4'-0"	4'-6"	5'-9"		
22 1/2°							
A	2'-0"	3'-4"	4'-0"	4'-6"	5'-9"		
B	1'-9"	2'-9"	3'-6"	4'-0"	5'-2"		
C	2'-6"	4'-0"	4'-6"	5'-0"	6'-6"		
45°							
A	2'-6"	4'-0"	4'-6"	5'-0"	6'-6"		
B	2'-6"	3'-9"	4'-6"	5'-0"	6'-6"		
C	3'-0"	4'-0"	4'-6"	4'-9"	8'-0"		

BAR SCHEDULE			
	REINFORCING BARS		
SIZE	11 1/4	22 1/2	45°
6"	3 #6	3 #6	3 #6
8"	3 #6	3 #6	3 #6
10"	3 #6	3 #6	3 #6
12"	3 #6	3 #6	3 #6
16"	3 #6	3 #6	3 #6

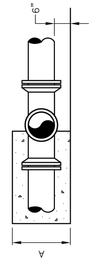


PLAN PROFILE

DIMENSION SCHEDULE			
UNDISTURBED EARTH BRANCH DIA.	6"	8"	10"
A	1'-9"	2'-6"	3'-0"
B	1'-2"	1'-4"	2'-0"
C	2'-6"	UNIN. OR UNDISTURBED SOIL	



PLAN VIEW



SECTION A

DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		VERTICAL DOWNWARD BEND DETAIL NO SCALE
		SECTION - 2 / DRAWING: D2-11

DATE:	REVISION NO.:	APPROVED:
CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS		CROSS DETAIL NO SCALE
		SECTION - 2 / DRAWING: D2-12

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MILFORD, DELAWARE (302) 424-1441
EASTON, MARYLAND (410) 770-4744

UTILITY DETAILS

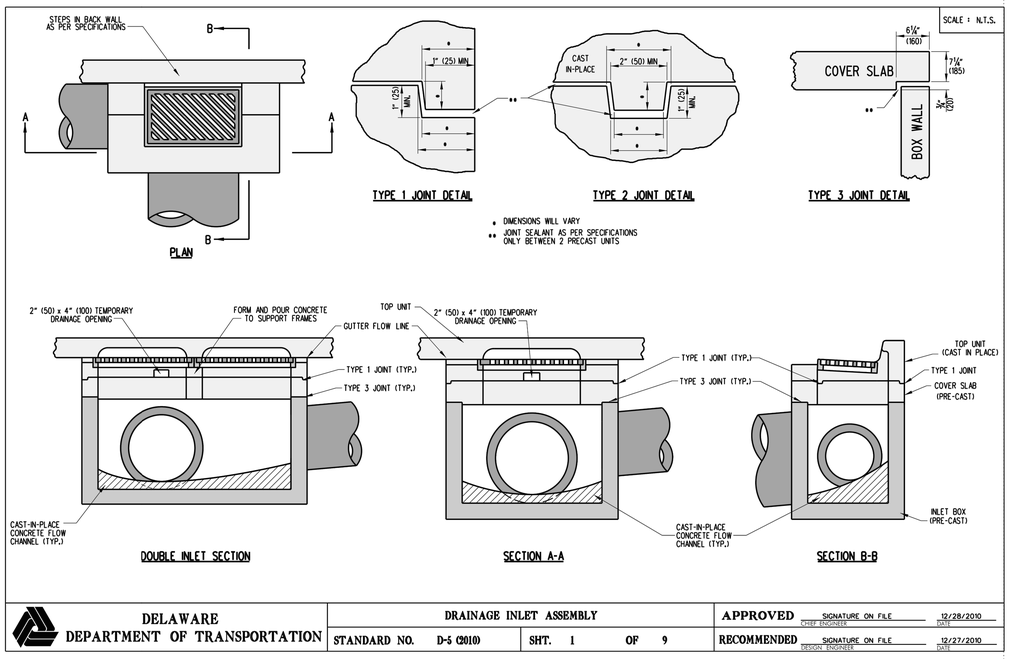
MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date: JUNE 2024
Scale: AS SHOWN
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: C4.5

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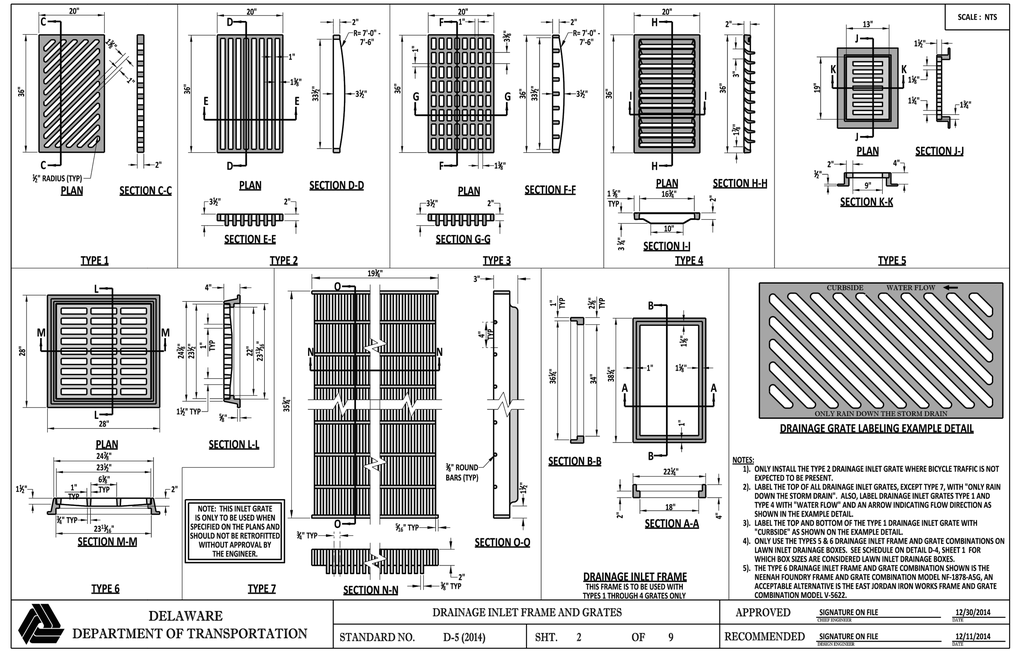
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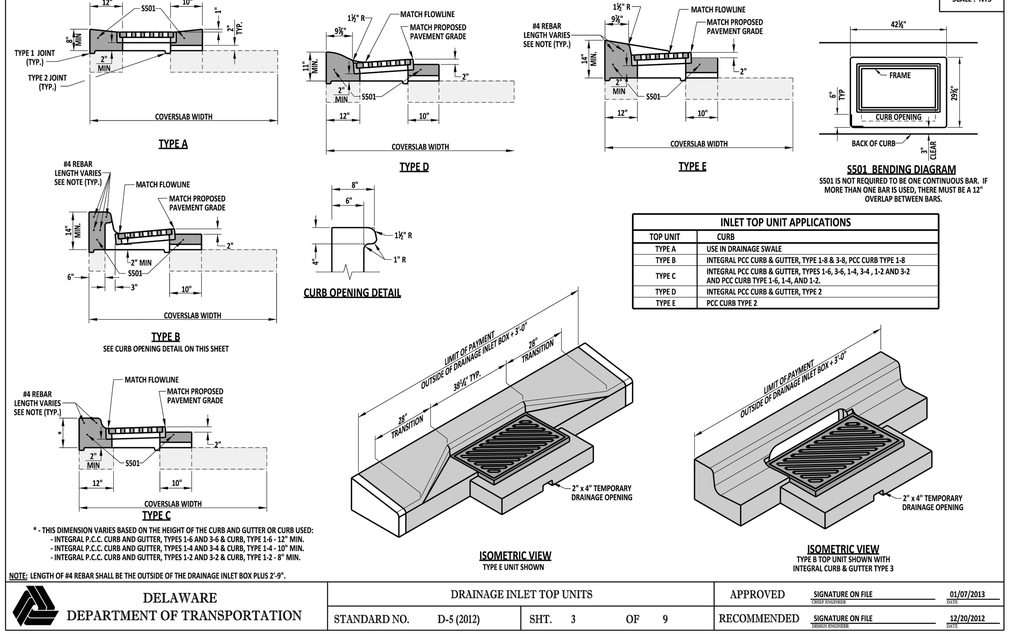
DELAWARE DEPARTMENT OF TRANSPORTATION	DRAINAGE INLET ASSEMBLY			APPROVED SIGNATURE ON FILE (CHIEF ENGINEER) 12/28/2010 (DATE)
	STANDARD NO. D-5 (2010)	SHT. 1	OF 9	RECOMMENDED SIGNATURE ON FILE (DESIGN ENGINEER) 12/27/2010 (DATE)

10/26/2010



DELAWARE DEPARTMENT OF TRANSPORTATION	DRAINAGE INLET FRAME AND GRATES			APPROVED SIGNATURE ON FILE (CHIEF ENGINEER) 12/30/2014 (DATE)
	STANDARD NO. D-5 (2014)	SHT. 2	OF 9	RECOMMENDED SIGNATURE ON FILE (DESIGN ENGINEER) 12/11/2014 (DATE)

12/4/2014



S501 BENDING DIAGRAM

S501 IS NOT REQUIRED TO BE ONE CONTINUOUS BAR. IF MORE THAN ONE BAR IS USED, THERE MUST BE A 12" OVERLAP BETWEEN BARS.

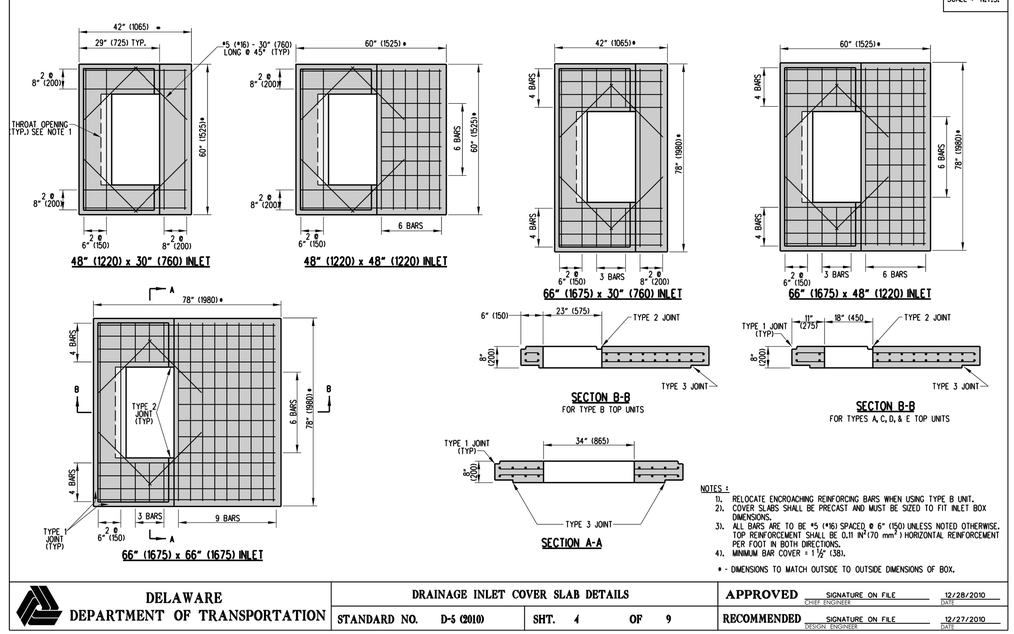
INLET TOP UNIT APPLICATIONS

TOP UNIT	CURB
TYPE A	USE IN DRAINAGE SWALE
TYPE B	INTEGRAL PCC CURB & GUTTER, TYPE 1-8 & 3-8, PCC CURB TYPE 1-8
TYPE C	INTEGRAL PCC CURB & GUTTER, TYPES 1-6, 3-6, 1-4, 3-4 , 1-2 AND 3-2 AND PCC CURB TYPE 1-6, 1-4, AND 1-2.
TYPE D	INTEGRAL PCC CURB & GUTTER, TYPE 2
TYPE E	PCC CURB TYPE 2

NOTE: LENGTH OF #4 REBAR SHALL BE THE OUTSIDE OF THE DRAINAGE INLET BOX PLUS 2'-9".

DELAWARE DEPARTMENT OF TRANSPORTATION	DRAINAGE INLET TOP UNITS			APPROVED SIGNATURE ON FILE (CHIEF ENGINEER) 01/07/2013 (DATE)
	STANDARD NO. D-5 (2012)	SHT. 3	OF 9	RECOMMENDED SIGNATURE ON FILE (DESIGN ENGINEER) 12/20/2012 (DATE)

12/4/2012



DELAWARE DEPARTMENT OF TRANSPORTATION	DRAINAGE INLET COVER SLAB DETAILS			APPROVED SIGNATURE ON FILE (CHIEF ENGINEER) 12/28/2010 (DATE)
	STANDARD NO. D-5 (2010)	SHT. 4	OF 9	RECOMMENDED SIGNATURE ON FILE (DESIGN ENGINEER) 12/27/2010 (DATE)

12/31/2010

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UTILITY DETAILS

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

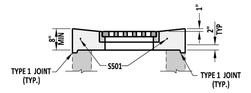
Revisions:

Date:	JUNE 2024
Scale:	AS SHOWN
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	C4.6

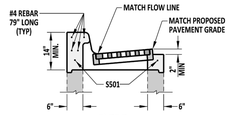
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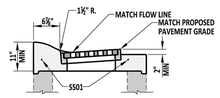
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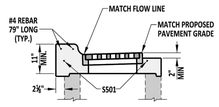
TYPE A



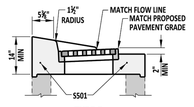
TYPE B



TYPE D



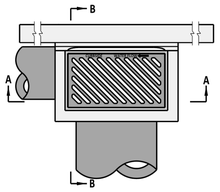
TYPE C



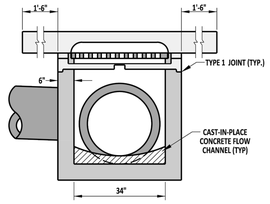
TYPE E

TOP UNIT DETAILS

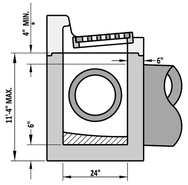
NOTE: SEE DETAIL D-5, SHEET 3 OF 9 FOR INLET TOP UNIT APPLICATIONS.



TOP VIEW



SECTION A-A



SECTION B-B

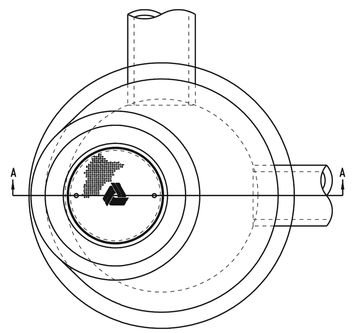
DRAINAGE INLET DETAILS

NOTE: REFER TO PREVIOUS SHEETS FOR REINFORCING REQUIREMENTS
* - SEE OPTIONAL PIPE OPENING DETAIL ON STANDARD NO. D-4, SHEET 1 OF 1

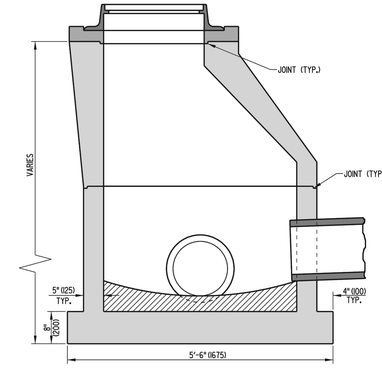
DELAWARE DEPARTMENT OF TRANSPORTATION	34" x 24" DRAINAGE INLET DETAILS			APPROVED	SIGNATURE ON FILE (CHIEF ENGINEER)	01/07/2013 (DATE)
	STANDARD NO. D-5 (2012)	SHT. 6 OF 9		RECOMMENDED	SIGNATURE ON FILE (TRAFFIC ENGINEER)	12/20/2012 (DATE)

12/4/2012

SCALE : N.T.S.



PLAN



SECTION A-A

ROUND MANHOLE ASSEMBLY

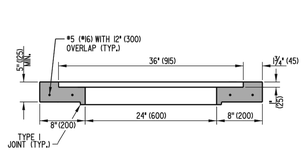
NOTE: ROUND MANHOLES SHALL BE CONSTRUCTED IN ACCORDANCE WITH AASHTO M 199.

DELAWARE DEPARTMENT OF TRANSPORTATION	MANHOLE DETAILS			APPROVED	Lynne M. Hubenak (CHIEF ENGINEER)	6/18/01 (DATE)
	STANDARD NO. D-6 (2001)	SHT. 2 OF 4		RECOMMENDED	(TRAFFIC ENGINEER)	6/15/01 (DATE)

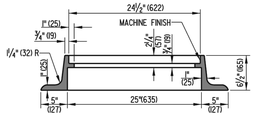
06/06/2001

SCALE : N.T.S.

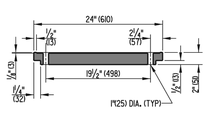
NOTE: TOP UNIT IS TO BE CAST IN PLACE TO GRADE AS SPECIFIED ON PLAN SHEETS OR AS DIRECTED BY ENGINEER.



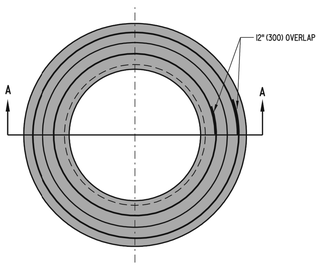
SECTION A-A



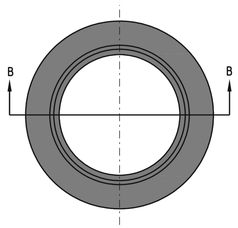
SECTION B-B



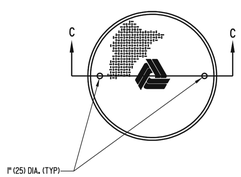
SECTION C-C



TOP UNIT



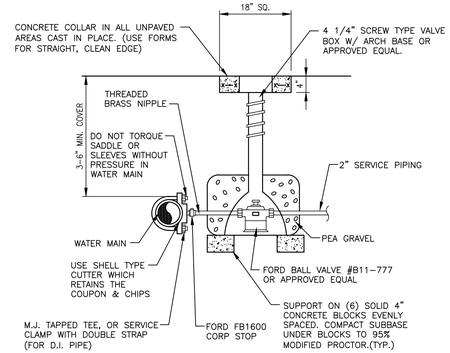
FRAME



COVER

DELAWARE DEPARTMENT OF TRANSPORTATION	MANHOLE DETAILS			APPROVED	Lynne M. Hubenak (CHIEF ENGINEER)	6/18/01 (DATE)
	STANDARD NO. D-6 (2001)	SHT. 3 OF 4		RECOMMENDED	(TRAFFIC ENGINEER)	6/15/01 (DATE)

05/21/2001



2" SERVICE CURB STOP & BOX DETAIL

NOT TO SCALE

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ARCHITECTS ENGINEERS SURVEYORS
SALISBURY, MARYLAND (410) 543-9091
MILFORD, DELAWARE (302) 424-1441
EASTON, MARYLAND (410) 770-4744

UTILITY DETAILS

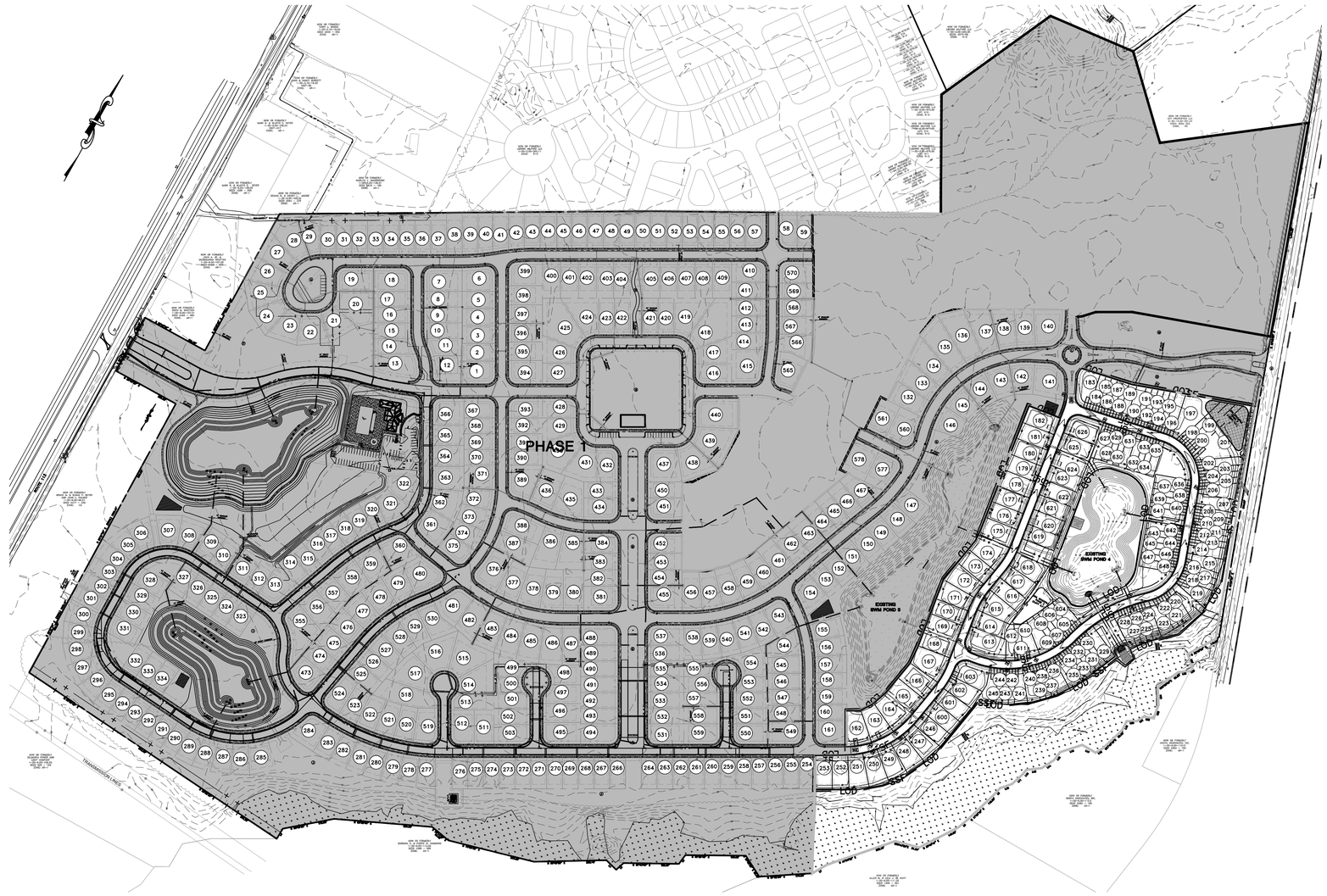
MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JUNE 2024
Scale:	AS SHOWN
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	C4.7

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P:\2875\2875A001\current working folder\dwgs\PHASE 2\UTILITY DETAILS.dwg Sep 12, 2024 - 3:35pm mcka



0′ 200′ 400′ 600′

SEDIMENT & STORMWATER CONSTRUCTION NOTES

1. THE DNREC SEDIMENT AND STORMWATER PROGRAM SHALL BE NOTIFIED IN WRITING 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/OR 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 DNREC OR THE DELEGATED AGENCY.
4. FOLLOWING SOIL DISTURBANCE OR REDISTURBANCE, 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 SHOULD 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 SHALL BE SUBMITTED TO THE DEPARTMENT OR DELEGATED AGENCY WITHIN 60-DAYS OF STORMWATER MANAGEMENT FACILITY COMPLETION.
9. APPROVAL OF A SEDIMENT AND STORMWATER MANAGEMENT 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 #6085. THE PERMITTEE OF RECORD SHALL NOT BE RELIEVED OF THEIR RESPONSIBILITIES UNTIL A NOTICE OF TERMINATION HAS BEEN PROCESSED BY THE DEPARTMENT.
11. THE OWNER SHALL BE FAMILIAR WITH AND COMPLY WITH ALL ASPECTS OF THE NPDES CONSTRUCTION GENERAL PERMIT.
12. THE CONTRACTOR SHALL AT ALL TIMES PROTECT AGAINST SEDIMENT OR DEBRIS LADEN RUNOFF OR WIND FROM LEAVING THE SITE. PERIMETER CONTROLS SHALL BE CHECKED DAILY AND ADJUSTED 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 REVIEWER.
13. 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.
14. BEST AVAILABLE TECHNOLOGY (BAT) SHALL BE EMPLOYED TO MANAGE TURBID DISCHARGES IN ACCORDANCE WITH REQUIREMENTS OF 7 DEL.C. 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.
16. THE DEPARTMENT OR DELEGATED AGENCY MAY REQUIRE ADDITIONAL SOIL TESTING AND REAPPLICATION OF PERMANENT OR TEMPORARY STABILIZATION IN ACCORDANCE WITH THE SPECIFICATIONS IN THE DELAWARE EROSION AND SEDIMENT CONTROL HANDBOOK, OR ALTERNATIVE MEASURES THAT PROVIDE FUNCTIONAL EQUIVALENCY.
17. 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.
18. THE OWNER SHALL ACQUIRE THE SERVICES OF A THIRD PARTY CERTIFIED CONSTRUCTION REVIEWER (CCR) TO PERFORM WEEKLY CONSTRUCTION REVIEWS OF THE APPROVED SEDIMENT AND STORMWATER MANAGEMENT PLAN ELEMENTS, AS WELL AS CONSTRUCTION REVIEWS OF INSTALLATION OF STORMWATER MANAGMEMNT SYSTEMS. THE DEPARTMENT OR DELEGATED AGENCY MAY, AT ITS DISCRETION AND FOLLOWING A WRITTEN REQUEST, MODIFY CCR REPORTING FREQUENCY IF SITE CONDITIONS WARRANT.
19. UPON COMPLETION OF THE PROJECT, THE OWNER AND/OR HOME OWNERS ASSOCIATION WILL BE RESPONSIBLE FOR PERPETUAL MAINTENANCE OF THE STORMWATER FACILITIES.
20. ALL AREAS NOT COVERED BY BUILDING OR PAVEMENT WILL BE SEEDED USING PERMANENT SEED MIXTURE SHOWN ON THIS PLAN.
21. 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.
22. UPON COMPLETION OF STOCKPILING TOPSOIL, SEED AND MULCH USING TEMPORARY SEED MIXTURE #5 IF TO REMAIN IN PLACE LONGER THAN FOURTEEN (14) DAYS.
23. 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 C7.19 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.
24. 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 3.4.5 ON SHEET C7.19 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
25. IF TEMPORARY STABILIZATION IS REQUESTED, PERMANENT SEEDING SHALL BE PERFORMED DURING THE NEXT APPLICABLE PERIOD PER PARAGRAPH 23 (D) ABOVE.
26. ALL FILL SLOPE AREAS SHOWN HEREON ARE TO BE STABILIZED PER PARAGRAPHS 23 OR 24 ABOVE IMMEDIATELY AFTER COMPLETION OF GRADING OPERATIONS FOR THESE SLOPES.
27. TEMPORARY VEGETATIVE COVER, MULCHING, AND/OR SPRINKLING WITH WATER SHALL BE THE METHODS USED AS NECESSARY TO CONTROL DUST.
28. THE DNREC DIVISION OF WATERSHED STEWARDSHIP SEDIMENT AND STORMWATER PROGRAM RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE INSPECTION.
29. ALL SEDIMENT AND EROSION CONTROL MEASURES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION IS ESTABLISHED.
30. SILT FENCE LINE IS THE LIMIT OF DISTURBANCE, TOTAL AREA OF DISTURBANCE

SEQUENCE OF CONSTRUCTION

1. NOTIFY THE DNREC 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 SHALL BE SCHEDULED AND CONDUCTED WITH THE AGENCY CONSTRUCTION SITE REVIEWER. 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 AGENCY CONSTRUCTION SITE REVIEWER AND APPROVED PRIOR TO PROCEEDING WITH FURTHER SITE DISTURBANCE OR CONSTRUCTION.
4. THE CONTRACTOR SHOULD 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 SEDIMENTATION ON THE SITE. ACCUMULATED SEDIMENT SHOULD 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 AGENCY CONSTRUCTION SITE REVIEWER.
5. NOTIFY THE PERSON RESPONSIBLE FOR STORMWATER SYSTEM CONSTRUCTION REVIEW AT LEAST 3 DAYS PRIOR TO THE START OF THE STORMWATER SYSTEM CONSTRUCTION; STORMWATER FACILITIES MUST BE REVIEWED THROUGHOUT THEIR CONSTRUCTION.
6. CONSTRUCTION REVIEWS WILL BE REQUIRED DURING THE FOLLOWING STAGES OF CONSTRUCTION:
    - PRE-CONSTRUCTION MEETING
    - INITIAL SITE-PREPARATION INCLUDING INSTALLATION OF EROSION & SEDIMENT CONTROLS
    - CONSTRUCTION OF THE EMBANKMENT, INCLUDING THE INSTALLATION OF THE PRINCIPAL SPILLWAY AND THE OUTLET STRUCTURE
    - EXCAVATION AND GRADING INCLUDING INTERIM AND FINAL ELEVATIONS
    - IMPLEMENTATION OF THE PLANTING PLAN AND VEGETATIVE STABILIZATION
    - FINAL INSPECTION INCLUDING DEVELOPMENT OF A PUNCH LIST FOR FACILITY ACCEPTANCE.
7. EROSION AND SEDIMENT CONTROL DEVICES TO BE REMOVED ONLY AFTER WORK IN AN AREA HAS BEEN COMPLETED AND STABILIZED, WITH WRITTEN APPROVAL FROM THE AGENCY CONSTRUCTION SITE REVIEWER.
8. PRIOR TO COMMENCING A NEW PHASE OF CONSTRUCTION, THE CONTRACTOR SHALL RECEIVE APPROVAL FROM THE AGENCY CONSTRUCTION SITE REVIEWER THAT THE PREVIOUS PHASE HAS BEEN SUFFICIENTLY STABILIZED.
9. THE CONTRACTOR IS NOT TO EXCEED THE LIMIT OF DISTURBANCE SHOWN PER PHASE.
10. 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.

PHASE 2 (18.60±AC.)

A. SUSSEX CONSERVATION APPROVAL IS REQUIRED AND NECESSARY TO START WORK IN THIS PHASE.
B. ESTABLISH STABILIZED CONSTRUCTION ENTRANCE.
C. INSTALL SILT FENCE AROUND ENTIRE PHASE PERIMETER. SUPER SILT FENCE SHALL BE USED ADJACENT TO THE WETLANDS.
D. INSTALL PUMPING PIT TO DEWATER POND 4. DISCHARGE DEWATERING PIPE INTO POND 4 OUTLET STRUCTURE.
E. INSTALL TURBIDITY CURTAIN IN POND 4.
F. ADJUST GRADING IN ON POND 4 AREA PER GRADING PLAN. STABILIZE SIDE SLOPES WITH TURF REINFORCED MATTING.
G. BULK GRADE SITE IN PHASE 2 AREA.
H. CLEAR, GRUB, AND ROUGH GRADE ROADWAYS IN PHASE 2 AREA.
I. INSTALL UTILITIES AND STORM DRAIN SYSTEM IN PHASE 2. INSTALL INLET PROTECTION ON ALL STORM INLETS.
J. FINE GRADE ROADWAYS, INSTALL CURBING AND ROADWAY AGGREGATE BASE COURSE. NO HOME CONSTRUCTION SHALL BEGIN UNTIL THE STONE BASE AND CURBING HAS BEEN INSTALLED FOR THE PHASE.
K. BEGIN LOT GRADING AND HOME CONSTRUCTION. (SEE DETAIL ON SHEET C5.5).
L. STABILIZE ALL DISTURBED AREAS IN ACCORDANCE WITH THE EROSION AND SEDIMENT CONTROL NOTES.
M. REMOVE SEDIMENT FROM SEDIMENT TRAP, AND STABILIZE AS NECESSARY. INSPECT AND REPAIR ALL INLET PROTECTION.
N. CONTACT SUSSEX CONSERVATION DISTRICT FOR INSPECTION. REMOVE REMAINING TEMPORARY EROSION CONTROL MEASURES (I.E.-SILT FENCE, INLET PROTECTION, ETC.).

SOILS

LABEL	NAME	HYDROLOGIC SOIL GROUP
Fa	Fallsington	B/D
Jo	Johnston	D
RuA,RuB	Rumford	B
SaA	Sassafras	B
Wo	Woodstown	C

SEDIMENT TRAP SIZING (PHASE 1 PONDS)

BASIN	AREA	STORAGE REQUIRED	STORAGE PROVIDED
POND 3	70.67 AC	254,412 CF	255,531 CF @ 26.24'
POND 4	11.31 AC	40,716 CF	40,745 CF @ 23.74'

MAINTENANCE SET ASIDE AREAS (PHASE 1 PONDS)

POND	2 YEAR VOLUME	2% OF 2 YEAR VOLUME	VOLUME PROVIDED
POND 3	170,546 CF	3,411 CF	3,840 CF
POND 4	57,598 CF	1,152 CF	1,225 CF

LIMIT OF DISTURBANCE (18.60± ACRES-PHASE 2)
AREA OF CLEARING (0.74± ACRES-PHASE 2)

* **NOTE:**

NO CONSTRUCTION CAN BEGIN UNTIL PHASE 1, PONDS 3 & 4 ARE COMPLETE AND ALL CONTIGUOUS AREAS ARE STABILIZED.

LEGEND

- IP1 — INLET PROTECTION TYPE 1
- IP2 — INLET PROTECTION TYPE 2
- OUTLET PROTECTION
- TURF REINFORCEMENT MATTING
- LOD — LIMIT OF DISTURBANCE
- SSF — SUPER SILT FENCE
- S — SOIL STOCKPILE
- SCE — STABILIZED CONSTRUCTION ENTRANCE
- MSA — MAINTENANCE SET ASIDE AREA
- TC-1(STD) — TURBIDITY CURTAIN
- SDD — SKIMMER DEWATERING DEVICE
- PP-1 — PUMPING PIT - TYPE 1

RESPONSIBLE PERSONNEL CERTIFICATION

I JOEL SENS, OF MILFORD PONDS, LLC, CERTIFY THAT ALL LAND CLEARING, CONSTRUCTION, AND DEVELOPMENT SHALL BE DONE PURSUANT TO THE APPROVED PLAN, AND THAT RESPONSIBLE PERSONNEL CERTIFIED BY DNREC WILL BE IN CHARGE OF ON-SITE CLEARING AND LAND DISTURBING ACTIVITIES. ALL SEDIMENT AND STORMWATER MANAGEMENT PLANS SHALL CONTAIN CERTIFICATION BY THE OWNER OR DEVELOPER OF THE RIGHT OF THE DEPARTMENT OR DELEGATED INSPECTION AGENCY TO CONDUCT ON-SITE INSPECTIONS.

SIGNATURE: _____

DATE: _____

TITLE: _____

APPROVED BY _____ DATE _____

SUSSEX CONSERVATION DISTRICT
GEORGETOWN, DELAWARE 19947

DAVIS, BOWEN & FRIEDEL, INC.
ARCHITECTS ENGINEERS SURVEYORS
SALISBURY, MARYLAND (410) 543-9091
OCEAN CITY, MARYLAND (410) 524-5141
EASTON, MARYLAND (410) 770-4744

OVERALL EROSION & SEDIMENT CONTROL PLAN

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

SUSSEX COUNTY, DELAWARE

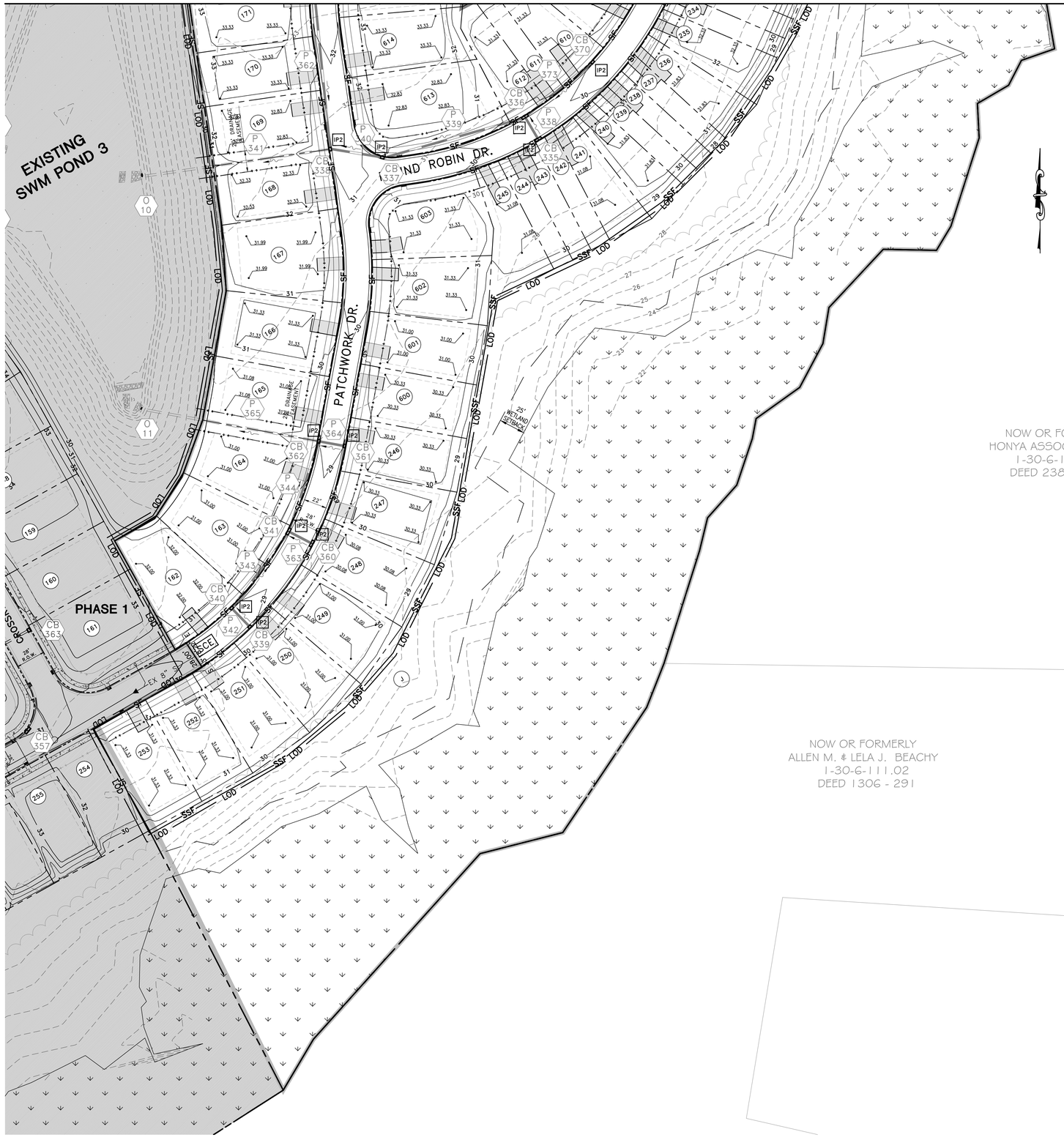
Revisions:

Date: JUNE 2024
Scale: AS SHOWN
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: C5.1

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MATCHLINE SHEET C5.3



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EROSION & SEDIMENT CONTROL PLAN

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JUNE 2024
Scale:	AS SHOWN
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	C5.2

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EROSION & SEDIMENT CONTROL PLAN

MILFORD PONDS - PHASE 2

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SUSSEX COUNTY, DELAWARE

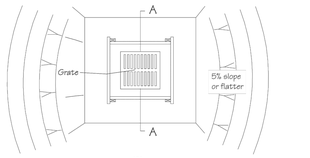
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Date:	JUNE 2024
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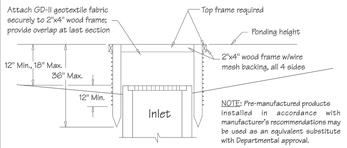
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Standard Detail & Specifications
Inlet Protection - Type 1



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 February 2019

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.

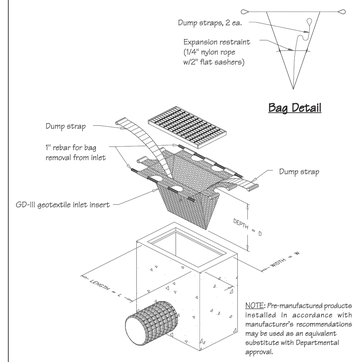
Materials:

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 February 2019

Standard Detail & Specifications
Inlet Protection - Type 2



Perspective

Source:	Symbol:	Detail No.
Adapted from ACF Products, Inc.	IP-2	DE-ESC-3.1.5.2 Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications
Inlet Protection - Type 2

Notes:

1. This practice shall only be used in situations in which Inlet Protection - Type 1 cannot be used due to site constraints. These include, but are not limited to partially completed parking areas, streets, roads, etc.
2. It may be necessary to transition from Type 1 to Type 2 Inlet Protection as construction proceeds.
3. For areas where there is a concern for oil run-off or spills, insert shall meet one of the above specifications with an oil-absorbant pillow or shall be made completely from an oil-absorbant material with a woven pillow.

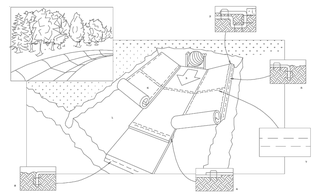
Materials:

The geotextile inlet insert shall meet or exceed the specifications of Type GD-III geotextile in accordance with Appendix A-3 of the Delaware Erosion & Sediment Control Handbook.

Source:	Symbol:	Detail No.
Adapted from ACF Products, Inc.	IP-2	DE-ESC-3.1.5.2 Sheet 2 of 2

Effective February 2019

Standard Detail & Specifications
Stabilization Matting - Channel



Perspective



Note: Horizontal staple spacing should be altered if necessary to allow staples to secure the critical points along the channel surface.

Use manufacturer's recommendations for stapling patterns for channel installations.

Source:	Symbol:	Detail No.
Adapted from North American Green, Inc.	SM-C	DE-ESC-3.4.6.2 Sheet 1 of 3

Effective February 2019

Standard Detail & Specifications
Stabilization Matting - Channel

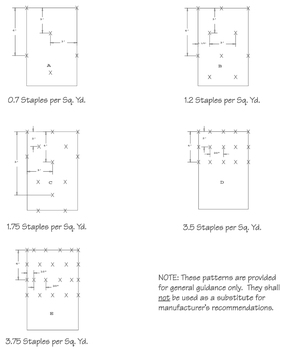
Construction Notes:

1. Prepare soil before installing matting, including application of lime, fertilizer, and seed.
2. Begin at the top of the channel by anchoring the mat in a 6" deep X 6" wide trench. Backfill and compact the trench after stapling.
3. Roll center mat in direction of water flow on bottom of channel.
4. Place mats end over end (shingle style) with a 6" overlap, use a double row of staggered staples 4" apart to secure mats.
5. Full Length edge of mats at top of side slopes must be anchored in 6" deep X 6" wide trench; backfill and compact the trench after stapling.
6. Mats on side slopes must be overlapped 4" over the center mat and stapled.
7. In high flow channel applications, a staple check slot is recommended at 30 to 40 foot intervals. Use a row of staples 4" apart over entire width of the channel. Place a second row 4" below the first row in a staggered pattern.
8. The terminal end of the mats must be anchored in a 6" X 6" wide trench. Backfill and compact the trench after stapling.

Source:	Symbol:	Detail No.
Adapted from North American Green, Inc.	SM-C	DE-ESC-3.4.6.2 Sheet 2 of 3

Effective February 2019

Standard Detail & Specifications
Stabilization Matting - Channel



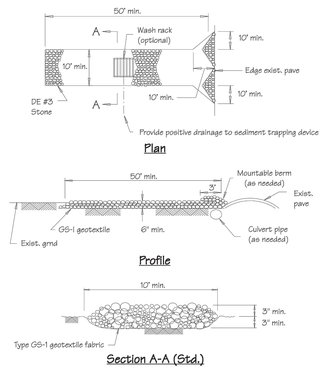
NOTE: These patterns are provided for general guidance only. They shall not be used as a substitute for manufacturer's recommendations.

Stapling Patterns

Source:	Symbol:	Detail No.
Adapted from North American Green, Inc.	SM-C	DE-ESC-3.4.6.2 Sheet 3 of 3

Effective February 2019

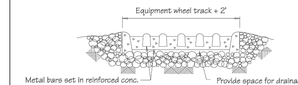
Standard Detail & Specifications
Stabilized Construct. Entrance



Source:	Symbol:	Detail No.
Adapted from VA ESC Handbook	SCE	DE-ESC-3.4.7 Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications
Stabilized Construct. Entrance



Section A-A (Opt.)

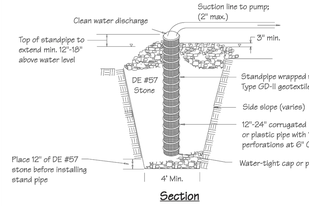
Construction Notes:

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 February 2019

Standard Detail & Specifications
Pumping Pit - Type 1



Section

Construction Notes:

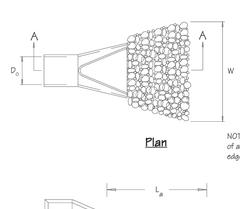
1. Pit dimensions are variable.
2. The standpipe should be constructed by perforating a 12" to 24" diameter corrugated or PVC pipe. The perforations shall be 1/2" X 6" slits or 1" diameter holes 6" on center.
3. A base of DE #57 aggregate should be placed in the pit to a depth of 12". After installing the standpipe, the pit surrounding the standpipe should then be backfilled with DE #57 aggregate.
4. The standpipe should extend 12" to 18" above the lip of the pit or riser crest elevation (basin dewatering).

NOTE: If discharge will be pumped directly to a storm drainage system, the standpipe must be wrapped with Type GD-II geotextile fabric before installation. If desired, 1/2" hardware cloth may be placed around the standpipe, prior to attaching the geotextile fabric. This will increase the rate of water seepage into the pipe.

Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	PP-1	DE-ESC-3.2.2.1 Sheet 1 of 1

Effective February 2019

Standard Detail & Specifications
Riprap Outlet Protection - 1



Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	ROP-1	DE-ESC-3.3.10.1 Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications
Riprap Outlet Protection - 1

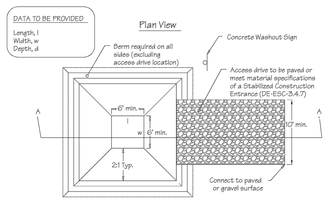
Construction Notes:

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 Stds. & Specs. for ESC	ROP-1	DE-ESC-3.3.10.1 Sheet 2 of 2

Effective February 2019

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 February 2019

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

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EROSION & SEDIMENT CONTROL DETAILS

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

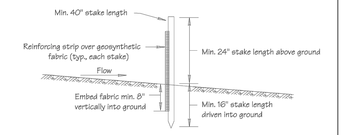
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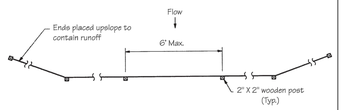
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Standard Detail & Specifications
Silt Fence



Section



Plan

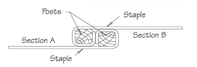
DATA
Max. controlled slope

Source:	Symbol:	Detail No.
Adapted form MD Stds. & Specs. for ESC	SF	DE-ESC-3.1.2.1 Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications
Silt Fence

Construction Detail



Method for joining continuous sections

Top

Construction Notes:

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.

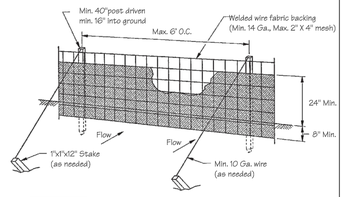
Materials:

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

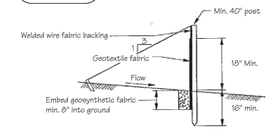
Effective February 2019

Standard Detail & Specifications
Reinforced Silt Fence



DATA
Max. controlled slope

Perspective



Cross-section

Source:	Symbol:	Detail No.
Adapted from Transco, Inc.	RSF	DE-ESC-3.1.2.2 Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications
Reinforced Silt Fence

Construction Notes:

1. Welded wire fabric to be fastened securely to the fence posts with wire ties or staples.
2. Filter cloth to be fastened securely to woven wire fence with ties spaced every 24 inches at top and mid-section.
3. When two sections of fabric adjoin each other, they shall be overlapped by six inches and folded.
4. Maintenance shall be performed as needed and material removed when "bulges" develop in the silt fence.

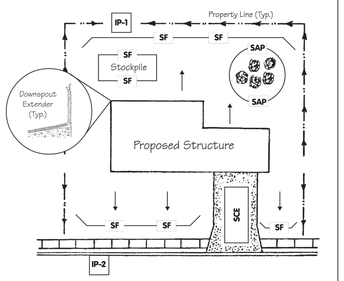
Materials:

1. Posts: Steel either T or U or 2" x 2" hardwood
2. Geotextile Fabric: Type GD-I
3. Backing: Woven welded wire, 14 Ga., 2" X 4" mesh opening

Source:	Symbol:	Detail No.
Adapted from Transco, Inc.	RSF	DE-ESC-3.1.2.2 Sheet 2 of 2

Effective February 2019

Standard Detail & Specifications
ESC for Minor Development



LEGEND

Flow		Inlet protection - Type 1 IP-1
Silt Fence	SF	
Sensitive Area Protection	SAP	
Stabilized Construction Entrance	SCE	Inlet Protection - Type 2 IP-2

Source:	Symbol:	Detail No.
Adapted from IN DNR, "Erosion Control for the Home Builder"		DE-ESC-3.7.1 Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications
ESC for Minor Development

Construction Notes:

1. Evaluate the Site.
   a. Identify Vegetation To Be Saved
   b. Protect Trees and Sensitive Areas
2. Install Perimeter Erosion And Sediment Controls.
   a. Protect down-slope areas with vegetative filter strips.
   b. Protect down-slope areas with silt fence.
   c. Restrict all lot access to stabilized construction entrance to prevent vehicles from tracking mud onto roadways.
   d. Install inlet protection on nearby storm drain inlets.
3. Prepare the Site for Construction.
4. Salvage and Stockpile the Topsoil/Subsoil
5. Build the Structure(s) and Install the Utilities.
6. Install Downspout Extenders
7. Maintain the Control Practices.
   a. Maintain all erosion and sediment control practices until construction is completed and the lot is stabilized.
   b. Inspect the control practices a minimum of twice a week and after each storm event, making any needed repairs immediately.
8. Revegetate the Building Site.
   a. Redistribute the stockpiled subsoil and topsoil.
   b. Seed or sod bare areas.
   c. Mulch newly seeded areas.
9. Remove Remaining Temporary Control Measures.

Source:	Symbol:	Detail No.
Adapted from IN DNR, "Erosion Control for the Home Builder"		DE-ESC-3.7.1 Sheet 2 of 2

Effective February 2019

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.

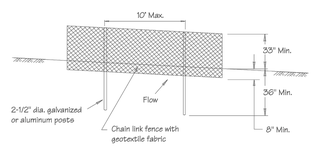
Permanent Methods:

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.

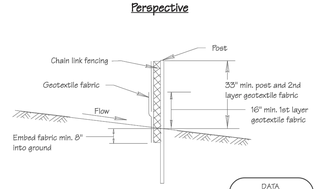
Source:	Symbol:	Detail No.
Adapted from VA ESC Handbook		DE-ESC-3.4.8 Sheet 1 of 1

Effective February 2019

Standard Detail & Specifications
Super Silt Fence



Perspective



Section

DATA
Max. controlled slope

Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	SSF	DE-ESC-3.1.2.3 Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications
Super Silt Fence

Construction Notes:

1. The poles do not need to be set in concrete.
2. Chain link fence shall be fastened securely to the fence posts with wire ties or staples.
3. Geotextile fabric shall be fastened securely to the chain link fence with ties spaced every 24" at the top and mid section.
4. Geotextile fabric shall be embedded a minimum of 8" into the ground.
5. When two sections of geotextile fabric adjoin each other, they shall be overlapped by 6" and folded.
6. Maintenance shall be performed as needed and silt buildups removed when "bulges" develop in the silt fence.

Materials:

1. Fencing: Fencing shall be 42 inches in height and constructed in accordance with the latest Delaware Department of Transportation (Del-DOT) Specifications for Chain Link Fencing Section 727). The Del-DOT specification for a 6 foot fence shall be used, substituting 42 inch fabric and 6 foot length posts.
2. Geosynthetic Fabric: Type GD-I

Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	SSF	DE-ESC-3.1.2.3 Sheet 2 of 2

Effective February 2019

Standard Detail & Specifications
Vegetative Stabilization

TEMPORARY SEEDING BY RATES, DEPTHS AND DATES

Mix #	Species[4]	Seeding Rate		Optimum Seeding Dates [1] O = Optimum Planting Period, A = Acceptable Planting Period								Planting Depth[2]
				Coastal Plain				Piedmont			All*	
	Certified Seed	lb/Ac[3]	lb/1000 sq.ft.	2/1-4/30	5/1-8/14	8/15-10/31	2/1-4/30	2/1-4/30	5/1-8/14	8/1-10/31	10/31-2/1	
1	Barley	125	4	O	A	A	O	O	A	A	O	1-2 inches 2-3" sandy soils
2	Oats	125	4	O	A	A	O	O	A	A	A	0.5 inches 2-3" sandy soils
3	Rye	125	4	O	A	O	O	O	A	O	A	1-2 inches 2-3" sandy soils
4	Perennial Ryegrass	125	4	O	A	O	O	O	A	O		0.5 inches 1-2" sandy soils
5	Annual Ryegrass	125	4	O	A	O	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. Fifty pounds per acre of Annual Lespedeza may be added to 1/2 the seeding rate of any of the above species.
5. Use varieties currently recommended for Delaware. Contact a County Extension Office for information.
6. Warm season grasses such as Millet or Weeping Lovegrass 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 February 2019

Standard Detail & Specifications
Vegetative Stabilization

PERMANENT SEEDING AND SEEDING DATES

Mix No.	Seeding Mixtures: Certified Seed*	Seeding Rate[3]	Optimum Seeding Dates [1] O = Optimum Planting Period, A = Acceptable Planting Period: Coastal Plain 2/1-4/30	Coastal Plain 5/1-8/14	Coastal Plain 8/15-10/31	Piedmont 2/1-4/30	Piedmont 5/1-7/31	Piedmont 8/1-10/31	All* 10/31-2/1	Remarks
	Poorly Drained Soils	lb/Ac	lb/1000 sq.ft.							
1	Tall Fescue	140	3.2	O	A	O	A	O	A	Add 100 lbs./ac Winter Rye. Good erosion control mix. Tolerant of low fertility soils. Lovegrass very difficult to mow; Germinates only in hot weather.
	Weeping Lovegrass	10	0.23							
2	Deertongue	50	0.69	A	O	A	A	O	A	Add 100 lbs./ac Winter Rye. Good erosion control mix. Tolerant of low fertility soils. Good wildlife cover and food source.
	Sheep Fescue	30	0.69							
	Common Lespedeza[5]	15	0.35							
3	Switchgrass	50	1.15	O	A	O	O	A	O	Add 100 lbs./ac Winter Rye. Tolerant of low fertility soils. Good erosion control mix. Tall Fescue for drought/ poor conditions. Creeping Red Fescue for heavy shade. Flatpea is a hardy, long-lived perennial.
	Tall Fescue	50	1.15							
	Creeping Red Fescue	50	1.15							
	Flatpea[5]	15	0.34							
4	Strong Creeping Red Fescue	100	2.3	O	A	O	O	A	O	Add 100 lbs./ac Winter Rye. Suitable waterway mix. Canada Bluegrass more winter hardy than Kentucky. Shade tolerant, moderate traffic tolerance.
	Kentucky Bluegrass	70	1.61							
	Perennial Ryegrass or	15	0.26							
	Redtop	5	0.11							
	plus White Clover[5]	3	0.07							Use Redtop for increased drought tolerance.
5	Switchgrass[6] or	10	0.23		O			O		Native warm-season mixture. Tolerant of low fertility soils. Drought tolerant. Poor shade tolerance. N- fixing Partridge Peas needs
	Coastal Panicgrass	10	0.23							
	Big Bluestem	5	0.11							
	Little Bluestem	5	0.11							
6	Tall Fescue (turf-type)	100	3.3	O	A	O	O	A	O	Managed Mow only for nutrient uptake.
7	or Tall Fescue	150	3.5	O	A	O	O	A	O	Three cultivars of Kentucky Bluegrass. Traffic tolerant.
	Ky. Bluegrass (Blend)	20	0.46							
	Perennial Ryegrass	20	0.46							
8	Big Bluestem[7]	10	0.23	O	A			O	A	All species are native. Indian Grass and Bluestem have fluffy seeds. Plant with a specialized native seed drill.
	Indian Grass[7]	10	0.23							
	Little Bluestem[7]	5	0.18							
	Switch Grass or Fescue plus one of:	10	0.69							
	Partridge Pea	5	0.11							Creeping Red Fescue will provide erosion protection while the warm season grasses get established.
	Sweet Clover	3	0.07							
	Wild Indigo	3	0.07							
	Showy Tick-Trefoil	2	0.05							

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 February 2019

Standard Detail & Specifications
Vegetative Stabilization

PERMANENT SEEDING AND SEEDING DATES (cont.)

Mix No.	Seeding Mixtures: Certified Seed*	Seeding Rate[3]	Optimum Seeding Dates [1] O = Optimum Planting Period, A = Acceptable Planting Period: Coastal Plain 2/1-4/30	Coastal Plain 5/1-8/14	Coastal Plain 8/15-10/31	Piedmont 2/1-4/30	Piedmont 5/1-7/31	Piedmont 8/1-10/31	All* 10/31-2/1	Remarks
9	Redtop	75								Quick stabilization of disturbed sites and waterways
	Deertongue	30								
	Sheep Fescue	30								
	Rough Bluegrass	45								
10	Reed Canarygrass[8]	10	0.23	A		O	A		O	Add 100 lbs./ac Winter Rye. Good erosion control; wildlife cover and wetland revegetation.
	Residential Lawns									
11	Tall Fescue	100	2.3	O	A	O	O	A	O	High value, high maintenance, tight traffic, irrigation necessary; Well drained soils, full sun.
	Perennial Ryegrass	25	0.57							
	Kentucky Bluegrass Blend	30	0.69							
12	Tall Fescue	100	2.3	O	A	O	O	A	O	Moderate value, low maintenance, traffic tolerant
	Perennial Ryegrass	25	0.57							
	Sheep Fescue	25	0.57							
13	Creeping Red Fescue	50	1.15	O	A	O	O	A	O	Shade tolerant, moderate traffic tolerance, moderate maintenance.
	Chewings Fescue	50	1.15							
	Rough Bluegrass	20	0.4							
	Kentucky Bluegrass	30	0.69							
14	Creeping Red Fescue	50	1.15	O	A	O	O	A	O	Shade tolerant, moisture tolerant.
	Rough Bluegrass or	90	2.1							
	Chewings Fescue									
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 Section 1, Chapter 24, Title 3 of the Delaware Code.
4. May be planted throughout summer if soil moisture is adequate or seeded area can be irrigated.
5. All leguminous seed must be inoculated.
6. Warm season grass mix and Reed Canary Grass 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 February 2019

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. Finail grading and shaping is not necessary for temporary seedings.
2. Seedbed Preparation

   It is important to prepare a good seedbed to insure 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 February 2019

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EROSION & SEDIMENT CONTROL DETAILS

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

Revisions:

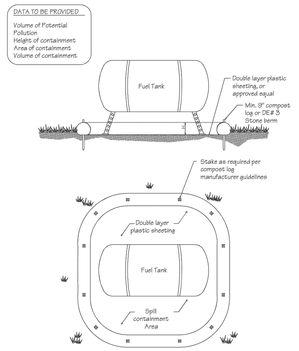
Date: JUNE 2024
Scale: AS SHOWN
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Proj.No.: 2875A001
Dwg.No.: **C5.5**

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Standard Detail & Specifications

Construction Site Waste Mgt & Spill Control



Source:	Symbol:	Detail No.
Delaware ESC Handbook		**DE-ESC-3.6.1** Sheet 1 of 5

Effective February 2019

Standard Detail & Specifications

Construction Site Waste Mgt & Spill Control

Pollution Prevention – Spill Prevention

1. Fueling should only take place in signed designated areas, away from downstream drainage facilities and watercourses.
2. Fueling must be with nozzles equipped with automatic shut-off to control drips. Do not top off.
3. Protect the areas where equipment or vehicles are being repaired, maintained, fueled or parked from storm water run-on and runoff.
4. Use barriers such as berms to prevent storm water run-on and runoff, and to contain spills.
5. Place a "Fueling Area" sign next to each fueling area.
6. Store hazardous materials such as fuel, solvents, oil and chemicals in secondary containment.
7. Inspect vehicles and equipment for leaks on each day of use. Repair fluid and oil leaks immediately.
8. Absorbent spill clean-up materials and spill kits must be available in fueling areas and on fuel trucks.
9. If fueling is to take place at night, make sure the fueling area is sufficiently illuminated.
10. Properly dispose of used oil, fluids, lubricants and spill clean-up materials.

CLEAN UP SPILLS

1. If it is safe to do so, immediately contain and clean up any chemical and/or hazardous material spills.
2. Properly dispose of used oil, fluids, lubricants and spill clean-up materials.
3. Do not bury spills or wash them down with water.

LEAKS AND DRIPS

1. Use drip pans or absorbent pads at all times. Place under and around leaky equipment.
2. Do not allow oil, grease, fuel or chemicals to drip onto the ground.
3. Have spill kits and clean up material on-site.
4. Repair leaky equipment promptly or remove problem vehicles and equipment from the site. Clean up contaminated soil immediately.
5. Store contaminated waste in sealed containers constructed of suitable material. Label these containers properly.
6. Clean up all spills and leaks. Promptly dispose of waste and spent clean up materials.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		**DE-ESC-3.6.1** Sheet 2 of 5

Effective February 2019

Standard Detail & Specifications

Construction Site Waste Mgt & Spill Control

Notes:

The Construction Site Pollution Prevention Plan should include 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. All materials shall be stored in a neat, orderly manner in their original labeled containers and covered.
   c. Substances shall not be mixed.
   d. When possible, all of a product shall be used up prior to disposal of the container.
   e. Manufacturers' instructions for disposal shall be strictly adhered to.
   f. The site foreman shall designate someone to inspect all BMPs daily.

3. **Waste management practices**
   a. All waste materials shall be collected and stored in securely lidded dumpsters in a location that does not drain to a waterbody.
   b. Waste materials shall be salvaged and/or recycled 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 3 of 5

Effective February 2019

Standard Detail & Specifications

Construction Site Waste Mgt & Spill Control

Notes (cont.)

d. Trash shall be disposed of in accordance with all applicable Delaware laws.
e. Trash cans shall be placed at all lunch spots and littering is strictly prohibited. Recycle bins shall be placed near the construction trailer.
f. If fertilizer bags can not be stored in a weather-proof location, they shall 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, vehicles shall be washed with high-pressure water spray without detergents in an area contained by an impervious berm.
   c. Drip pans shall be used for all equipment maintenance.
   d. Equipment shall be inspected for leaks on a daily basis.
   e. Washout from concrete trucks shall be disposed of in a temporary pit for hardening and proper disposal.
   f. Fuel nozzles shall be equipped with automatic shut-off valves.
   g. All used products such as oil, antifreeze, solvents and tires shall be disposed of in accordance with manufacturers' recommendations and local, state and federal laws and regulations.

5. **Spill prevention practices**
   a. Potential spill areas shall be identified and contained in covered areas with no connection to the storm drain system.
   b. Warning signs shall be posted in hazardous material storage areas.
   c. Preventive maintenance shall be performed on all tanks, valves, pumps, pipes and other equipment as necessary.
   d. Low or non-toxic substances shall be prioritized for use.

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		**DE-ESC-3.6.1** Sheet 4 of 5

Effective February 2019

Standard Detail & Specifications

Construction Site Waste Mgt & Spill Control

Notes (cont.)

e. Contact information for reporting spills through the DNREC 24-Hour Toll Free Number shall be prominently posted.

6. **Education**
   a. Best management practices for construction site pollution control shall be a part of regular progress meetings.
   b. Information regarding waste management, equipment maintenance and spill prevention shall be prominently posted in the construction trailer.

CONTACT INFORMATION

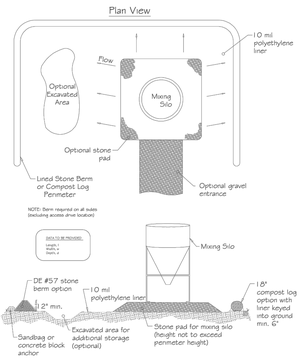
DNREC 24-Hour Toll Free Number	**800-662-8802**
DNREC Solid & Hazardous Waste Management Section	**302-739-9403**

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		**DE-ESC-3.6.1** Sheet 5 of 5

Effective February 2019

Standard Detail & Specifications

Concrete Mixing Operation



Source:	Symbol:	Detail No.
Adapted from MN/DOT Concrete Manual, Chap. 4	CMO	**DE-ESC-3.6.3** Sheet 1 of 2

Effective February 2019

Standard Detail & Specifications

Concrete Mixing Operation

Construction Notes:

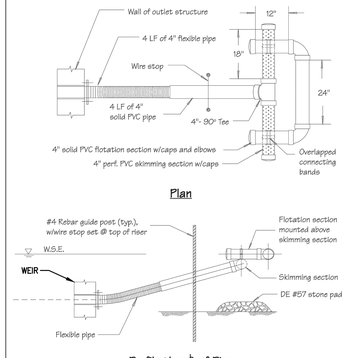
1. Locate concrete mixing and containment area a minimum of 50 feet from open channels, stormdrain inlets, wetlands or waterbodies.
2. Locate concrete mixing and containment area so that it is accessible to telescopic lifts (service with a minimum 10 foot wide gravel or paved accessway), but so it is not in a highly active construction area causing accidental damage.
3. Minimum volume for installed containment areas are 3.5 cubic feet per cubic foot of mixing capacity. The installed containment area must encompass the storage silo and mixing unit, and be surround on three sides minimum by a 12" high stone berm (DE #57) or 18" compost log
4. The 10-mil poly liner must be free of tears or holes and placed over smooth surfaces to prevent puncturing. The liner shall cover the perimeter control and be secured on the backside using cement or sand bags, or keyed into the ground a minimum of 6".
5. Allow cementitious waste 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.
6. Apply a new liner before reusing the station for additional mixing after maintenance has occurred.

Source:	Symbol:	Detail No.
Adapted from MN/DOT Concrete Manual, Chap. 4	CMO	**DE-ESC-3.6.3** Sheet 2 of 2

Effective February 2019

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 February 2019

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:

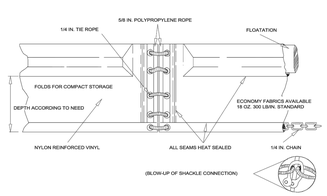
1. Solid pipe - 4" Sched. 40 PVC
2. Perforated pipe - 4" Sched. 40 PVC
3. 90° Tee (1 ea.) - 4" Sched. 40 PVC
4. 90° Elbow (2 ea.) - 4" Sched. 40 PVC
5. Cap (4 ea.) - 4" Sched. 40 PVC, solid
6. Flexible pipe - 4" corrugated plastic tubing (non-perforated)

Source:	Symbol:	Detail No.
Delaware ESC Handbook	SDD	**DE-ESC-3.2.3.1** Sheet 2 of 2

Effective February 2019

Standard Detail & Specifications

Turbidity Curtain



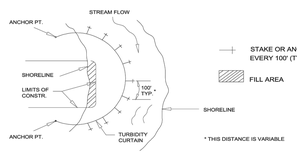
Source:	Symbol:	Detail No.
Adapt. from Amer. Boom and Barrier Corp.	TC-(1/2/3) (Std/Alt)	**DE-ESC-3.5.3** Sheet 1 of 8

Effective February 2019

Standard Detail & Specifications

Turbidity Curtain

NOTE: The standard layout shown is intended for use in streams, ponds and other non-tidal waters



Source:	Symbol:	Detail No.
Adapt. from Amer. Boom and Barrier Corp.	TC-(1/2/3) (Std/Alt)	**DE-ESC-3.5.3** Sheet 4 of 8

Effective February 2019

Standard Detail & Specifications

Turbidity Curtain

Construction Notes:

1. **Materials**
   a. Barriers should be a bright color (yellow or "International" orange are recommended) that will attract the attention of nearby boaters.
   b. The curtain fabric shall meet manufacturer's recommendations for the application.
   c. Seams in the fabric shall be either vulcanized welded or sewn and shall develop the full strength of the fabric.
   d. Floatation devices shall be flexible, buoyant units contained in an individual floatation sleeve or collar attached to the curtain. Buoyancy provided by the floatation units shall be sufficient to support the weight of the curtain and maintain a freeboard of at least 3 inches above the water surface level.
   e. Load lines must be fabricated into the bottom of all floating turbidity curtains. Type II and Type III must have load lines also fabricated into the top of the fabric. The top load line shall consist of woven webbing or vinyl-sheathed steel cable and shall have a break strength in excess of 10,000 pounds. The supplemental (bottom) load line shall consist of a chain incorporated into the bottom hem of the curtain of sufficient weight to serve as ballast to hold the curtain in a vertical position. Additional anchorage shall be provided as necessary. The load lines shall have suitable connecting devices which develop the full breaking strength for connection to load lines in adjacent sections as shown in the detail.
   f. External anchors may consist of wooden or metal stakes (2- x 4-inch or 2-1/2-inch minimum diameter wood or 1.33 lbs/linear foot steel) when Type I installation is used; when Type II or Type III installations are used, bottom anchors should be used.
   g. Bottom anchors must be sufficient to hold the curtain in the same position relative to the bottom of the watercourse without interfering withthe action of the curtain. The anchor may dig into the bottom (grappling hook, plow or fluke-type) or may be weighted (mushroom type) and should be attached to a floating anchor buoy via an anchor line. The anchor line should then run from the buoy to the to load line of the curtain. When used with Type III installations, these lines must contain enough slack to allow the buoy and curtain to float freely with tidal changes without pulling the buoy or curtain down and must be checked regularly to make sure they do not become entangled with debris. As previously noted, anchor spacing will vary with current velocity and potential wind and wave action; manufacturer's recommendations should be followed. See detail for orientation of external anchors and anchor buoys for tidal installations.

Source:	Symbol:	Detail No.
Adapt. from Amer. Boom and Barrier Corp.	TC-(1/2/3) (Std/Alt)	**DE-ESC-3.5.3** Sheet 6 of 8

Effective February 2019

Standard Detail & Specifications

Turbidity Curtain

Construction Notes (cont.)

2. **Installation**
   a. In the calm water of lakes or ponds (Type I installation) it is usually sufficient to set the curtain end stakes or anchor points (using anchor buoys if bottom anchors are employed), then tow the curtain in the furled condition out and attach it to the stakes or anchor points. Following this, any additional stakes or buoyed anchors required to maintain the desired location of the curtain may be set and these anchor points made fast to the curtain. Only then shall the furling lines be cut to allow the curtain skirt to drop.
   b. In rivers or in other moving waters (Type II and Type III installations) it is important to set all curtain anchor points. Care must be taken to ensure that anchor points are of sufficient holding power to retain the curtain under the existing current conditions, prior to putting the furled curtain into the water. Anchor buoys should be employed on all anchors to prevent the current from submerging the flotation at the anchor points. If the curtain is being installed into tidal areas which would be subject to currents in both directions, anchors should be provided on both sides of the curtain. This will minimize curtain movement and prevent the curtain from overrunning the anchors during tide reversals. After the anchors have been secured, the furled curtain should be secured to the upstream anchor point and then sequentially attached to each next downstream anchor point until the entire curtain is in position. Before unfurling, the "lay" of the curtain should be assessed and any necessary adjustments made to the anchors. Once the location has been deemed adequate, the furling lines may be cut to allow the skirt to drop.
   c. Anchor lines should be attached to the flotation device, not to the bottom of the curtain. The anchoring line attached to the flotation device on the downstream side will provide support for the curtain. Attaching the anchors to the bottom of the curtain could cause premature failure of the curtain due to the stresses imparted on the middle section of the curtain.
   d. Turbidity curtain shall not be installed across channel flows unless there is a danger of causing sediment deposition to occur in the middle of a watercourse, thereby blocking access or creating a sand bar. In such situations, the curtain may be installed so as to form a long-sided, sharp "V" to deflect clean water around a work site, confining most of the silt-laden water to the work area inside the "V" and directing it to the shoreline. In no case shall the curtain be installed perpendicular to the channel flow.

Source:	Symbol:	Detail No.
Adapt. from Amer. Boom and Barrier Corp.	TC-(1/2/3) (Std/Alt)	**DE-ESC-3.5.3** Sheet 7 of 8

Effective February 2019

Standard Detail & Specifications

Turbidity Curtain

Construction Notes (cont.)

3. **Maintenance**
   a. The individual(s) identified on the plan as responsible for maintenance of the curtain shall do so for the duration of the project in order to ensure the continuous protection of the watercourse.
   b. Should repairs to the geotextile fabric become necessary, repair kits are generally available from the manufacturer. The manufacturer's instructions must be followed to ensure the adequacy of the repair.
   c. When the curtain is no longer required as determined by the inspector, the curtain and related components shall be removed in such a manner as to minimize turbidity. Remaining sediment shall be sufficiently settled before removing the curtain. Sediment may be removed and the original depth (or plan elevation) restored. Any spoils must be taken to an approved upland disposal area and stabilized in accordance with the approved plan.

4. **Removal**
   a. Care shall be taken to protect the skirt from damage as the turbidity curtain is dragged from the watercourse.
   b. The site selected to bring the curtain ashore should be free of sharp rocks, broken cement, debris, etc. so as to minimize damage when hauling the curtain over the area.
   c. If the curtain has a deep skirt, it can be further protected by running a small boat along its length with a crew installing furling lines before attempting to remove the curtain from the water.

Source:	Symbol:	Detail No.
Adapt. from Amer. Boom and Barrier Corp.	TC-(1/2/3) (Std/Alt)	**DE-ESC-3.5.3** Sheet 8 of 8

Effective February 2019

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EROSION & SEDIMENT CONTROL DETAILS

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

SUSSEX COUNTY, DELAWARE

Revisions:

Date:	JUNE 2024
Scale:	AS SHOWN
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	C5.6

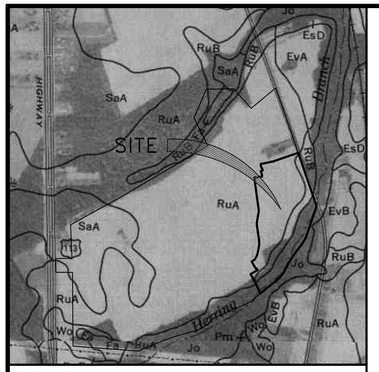
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MILFORD PONDS

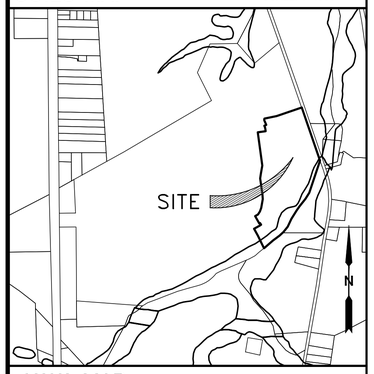
PHASE 2 - RECORD PLAN

CITY OF MILFORD, SUSSEX COUNTY, DELAWARE

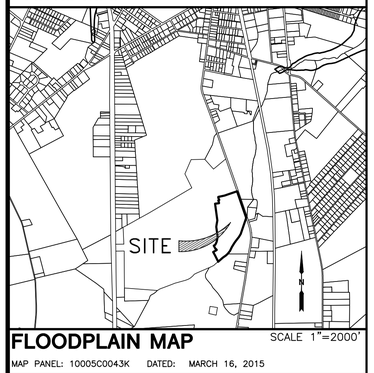
DBF PROJECT NO. 2875A001 JUNE 2024



SOILS MAP SCALE: 1"=1000'

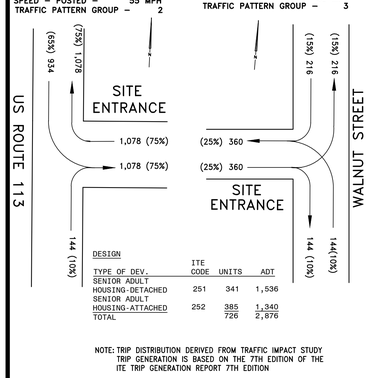


N.W.I. MAP SCALE: 1"=1000'



FLOODPLAIN MAP SCALE 1"=2000'

MAP PANEL: 10005C0043K DATED: MARCH 16, 2015



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

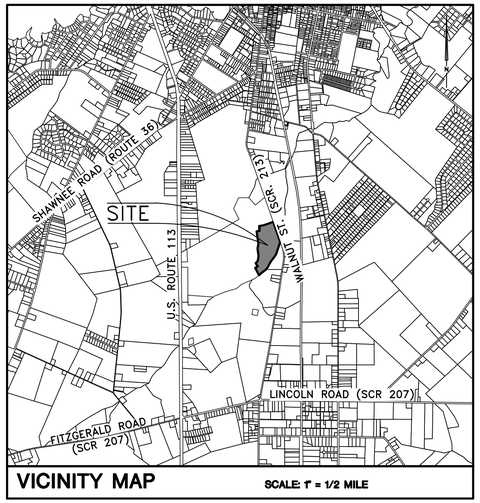
NOTE: TRIP DISTRIBUTION DERIVED FROM TRAFFIC IMPACT STUDY
TRIP GENERATION IS BASED ON THE 7TH EDITION OF THE ITE TRIP GENERATION REPORT 7TH EDITION

TRAFFIC DIAGRAM

NO SCALE

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 2005.
2. A TOPOGRAPHIC SURVEY WAS PERFORMED BY DAVIS, BOWEN & FRIEDEL, INC. OF MILFORD, DELAWARE IN 2018. ELEVATIONS ARE BASED ON CONTROL MONUMENT IRCS NEAR THE INTERSECTION OF CANNERS COURT AND PATCHWORK DRIVE, WITH AN ELEVATION OF 36.04 NGVD88.
3. HORIZONTAL DATUM IS BASED ON DELAWARE STATE GRID, NAD83/91, CONTROL MONUMENTS IRCS NEAR THE INTERSECTION OF CANNER'S COURT AND PATCHWORK DRIVE, WITH AN ELEVATION OF 36.04.
4. HYDRIC SOILS ARE 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. THIS SITE IS FLOOD ZONE X BASED ON FEMA FIRM PANEL NUMBER 10005C0043K EFF. 3/16/2015.
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 THEREUNDER APPLICABLE THERETO.
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 DEVELOPER IS RESPONSIBLE FOR OBTAINING THE SERVICES OF A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF DELAWARE FOR THE PLACEMENT OF PERMANENT MONUMENTS ON EACH CORNER OF ANY BUILDING LOT AND ALONG THE PROJECT BOUNDARY AND THE RIGHT-OF-WAY AT ALL CORNERS AND TANGENT POINTS PRIOR TO FINAL SETTLEMENT FOR THE PROPERTY.
28. 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.
29. 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.
30. 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.
31. PRELIMINARY APPROVAL FROM CITY COUNCIL SHALL BE VOID AFTER TWENTY-FOUR (24) MONTHS, UNLESS AN EXTENSION IS REQUESTED BY THE OWNER AND APPROVED BY CITY COUNCIL PRIOR TO THE DATE OF EXPIRATION.
32. THE APPROVAL OF A CONDITIONAL USE IN CONJUNCTION WITH A MAJOR SUBDIVISION APPLICATION SHALL EXPIRE UPON EXPIRATION OF THE ASSOCAITED MAJOR SUBDIVISION.
33. WITHIN 90 DAYS OF FINAL APPROVAL FROM CITY COUNCIL, THE SUBDIVIDER SHALL RECORD THE PLAT AT THE COUNTY RECORDER OF DEEDS OFFICE. FAILURE TO RECORD THE APPROVED PLAT WITHIN 90 DAYS FROM THE DATE OF CITY COUNCIL APPROVAL SHALL VOID THE FINAL APPROVAL. IN ORDER TO OBTAIN FINAL APPROVAL AFTER IT HAS BEEN VOIDED, THE SUBDIVIDER MUST MAKE APPLICATION FOR PRELIMINARY AND FINAL APPROVALS AGAIN.
34. IF CONSTRUCTION OF IMPROVEMENTS SHOWN ON THE RECORDED SUBDIVISION PLANS DO NOT COMMENCE WITHIN FIVE YEARS OF THE ORIGINAL RECORDATION DATE, AND CONTINUE PROGRESSING TOWARDS COMPLETION, THE SUBDIVISION IS SUBJECT TO EXPIRATION PER CHAPTER 200-7 OF THE CITY CODE.
35. 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.
36. 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 SPACE AMENITIES, INCLUDING BUT NOT LIMITED TO COMMUNITY BUILDINGS, PLAYGROUNDS, WALKING PATHS, LANDSCAPING AND LANDSCAPE SCREENING. THE GUARANTY SHALL BE IN THE FORM OF A BOND OR FUNDS DEPOSITED IN AN ESCROW ACCOUNT.
37. 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 OF 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.
38. 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.
39. 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.
40. THERE ARE SOURCEWATER PROTECTION AREAS ON THIS SITE.
41. WETLANDS EXIST ON THIS SITE. REFER TO THE DATA COLUMN ON SHEET R1.0 FOR TOTAL ACREAGE. WETLAND DELINEATION IS SHOWN ON ALL PLAN VIEWS.
42. ALL RIGHT OF WAYS SHOWN ON THIS PLAT SHALL BE DEDICATED TO THE PUBLIC USE UPON RECORDATION OF THESE PLATS.
43. ALL SUBDIVISION LOTS SHALL HAVE 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-WIDE GENERAL UTILITY EASEMENT ALONG THE FRONTAGE OF THE LOT FOR THE INSTALLATION OF CITY UTILITIES AND CONVEYANCE OF DRAINAGE.
44. NO PLANTINGS OR IMPROVEMENTS MAY BE PLACED IN THE DEDICATED EASEMENT AREAS, EXCEPT FOR FENCES.



VICINITY MAP SCALE: 1" = 1/2 MILE

INDEX OF DRAWINGS:

R2.0 PHASE 2 RECORD TITLE SHEET
R2.1 KEY MAP
R2.2 PHASE 2 RECORD PLAN
R2.3 PHASE 2 RECORD PLAN

DELDOT GENERAL NOTES

3/21/2019

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. SUBDIVISION STREETS CONSTRUCTED WITHIN THE LIMITS OF THE RIGHT-OF-WAY DEDICATED TO THE PUBLIC USE SHOWN ON THIS PLAN ARE TO BE MAINTAINED BY THE CITY OF MILFORD FOLLOWING THE COMPLETION OF THE STREETS BY THE DEVELOPER TO THE SATISFACTION OF THE CITY. THE DEVELOPER HAS THE RESPONSIBILITIES WITHIN THE DEDICATED STREET RIGHT-OF-WAY UNTIL THE STREETS HAVE BEEN ACCEPTED BY THE STATE.
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. ALL LOTS SHALL HAVE ACCESS FROM THE INTERNAL SUBDIVISION STREET.
8. DRIVEWAYS WILL NOT BE PERMITTED TO BE PLACED AT CATCH BASIN LOCATIONS.
9. LOTS WILL BE PERMITTED TO HAVE ACCESS POINTS THAT COMPLY WITH THE DEVELOPMENT COORDINATION MANUAL (DCM) SPACING REQUIREMENTS OF CHAPTER 1 AND LIMITATIONS ON NUMBER OF ACCESS POINTS ESTABLISHED IN DCM CHAPTER 7. HOWEVER, DRIVEWAYS AND SECONDARY ENTRANCES REQUIRE ADDITIONAL DELDOT REVIEW AND SEPARATE PERMITTING, RESTRICTIONS AS DESCRIBED IN THE DCM CHAPTER 7 MAY PROHIBIT SOME SECONDARY ENTRANCE REQUESTS FROM BEING GRANTED.
10. 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.
11. THE DEVELOPER SHALL BE REQUIRED TO FURNISH AND PLACE RIGHT-OF-WAY MONUMENTS IN ACCORDANCE WITH DELDOT'S DEVELOPMENT COORDINATION MANUAL.
12. THE DEVELOPER SHALL BE REQUIRED TO FURNISH AND PLACE RIGHT-OF-WAY MONUMENTS ON THE DEDICATED SUBDIVISION STREET RIGHT-OF-WAY IN ACCORDANCE WITH SECTION 3.2.4.1 OF THE DEVELOPMENT COORDINATION MANUAL, AND THE REQUIREMENTS OF THE LAND USE AGENCY. RIGHT-OF-WAY MONUMENTS SHALL BE PLACED ALONG THE RIGHT-OF-WAY LINES, AT A MINIMUM ON ONE SIDE OF THE STREET AT EVERY CHANGE IN HORIZONTAL ALIGNMENT TO PROVIDE A PERMANENT REFERENCE FOR THE RE-ESTABLISHING THE CENTERLINE AND RIGHT-OF-WAY LINE.
13. THE DEVELOPER HAS ENTERED INTO A MEMORANDUM OF UNDERSTANDING DATED SEPTEMBER 18, 2017 AND IS ON FILE AT THE DEPARTMENT. THE DEVELOPER SHALL COMPLY WITH ITEM 4 OF THE MEMORANDUM AND IT STATES: "WHILE THE ACCESS IS UNDER REVIEW/RECONSTRUCTION AND THE UPDATED TRAFFIC IMPACT STUDY IS BEING PREPARED, DELDOT WILL ALLOW THE BUILDING PERMITS FOR THE FIRST 4 UNITS FOR THE 4 MODEL HOMES. ONCE THE PUNCH LIST IS COMPLETED DELDOT WILL ALLOW FOR 160 CERTIFICATES OF OCCUPANCY. NO OTHER BUILDING PERMITS OR CO'S SHOULD BE ISSUED UNTIL SUCH TIME THE UPDATED TIS IS COMPLETED AND FINDINGS AGREED TO."

DELDOT TIS NOTES (11/6/2019 FINAL)

1. THE DEVELOPER SHOULD MODIFY THE EXISTING FULL-MOVEMENT SITE ACCESS ON S. WALNUT STREET. THE PROPOSED CONFIGURATION IS SHOWN IN THE TABLE BELOW.

APPROACH	EXISTING CONFIGURATION	PROPOSED CONFIGURATION
EASTBOUND SITE ACCESS	ONE SHARED LEFT-TURN/ RIGHT-TURN LANE (STUB IS CURRENTLY CONSTRUCTED)	ONE SHARED LEFT-TURN/ RIGHT-TURN LANE
NORTHBOUND S. WALNUT STREET	ONE SHARED LEFT-TURN/THROUGH LANE	ONE LEFT-TURN LANE AND ONE THROUGH LANE
SOUTHBOUND S. WALNUT STREET	ONE THROUGH LANE, ONE BICYCLE LANE, AND ONE RIGHT-TURN LANE	ONE THROUGH LANE, ONE BICYCLE LANE, AND ONE RIGHT-TURN LANE

2. INITIAL RECOMMENDED MINIMUM TURN-LANE LENGTHS (EXCLUDING TAPERS) OF THE SEPARATE TURN LANES ARE LISTED BELOW. THE DEVELOPER SHOULD COORDINATE WITH DELDOT'S DEVELOPMENT COORDINATION SECTION TO DETERMINE FINAL TURN-LANE LENGTHS DURING THE SITE PLAN REVIEW PROCESS.

APPROACH	LEFT-TURN LANE	RIGHT-TURN
EASTBOUND SITE ACCESS	N/A	N/A
NORTHBOUND S. WALNUT STREET	95 FEET*	N/A
SOUTHBOUND S. WALNUT STREET	N/A	100 FEET**

* INITIAL TURN-LANE LENGTH BASED ON DELDOT'S AUXILIARY LANE WORKSHEET
** INITIAL TURN-LANE LENGTH BASED ON DELDOT'S AUXILIARY LANE WORKSHEET. EXISTING TURN LANE EXCEEDS THIS LENGTH AND IS ACCEPTABLE TO REMAIN, WITH MODIFICATIONS AS NEEDED TO ACCOMMODATE TRANSITION FOR ADDITION OF NORTHBOUND LEFT-TURN LANE.

3. THE DEVELOPER SHOULD IMPROVE S. WALNUT STREET FROM THE BEGINNING OF THE TRANSITION FOR THE NORTHBOUND LEFT-TURN LANE (DESCRIBED ABOVE IN ITEM NO. 1) TO THE SOUTHERN EDGE OF TAX PARCEL 1-30-3.00-263 (APPROXIMATELY 1,550 FEET NORTH OF THE SITE ACCESS). THE ROAD SHOULD BE IMPROVED AS NEEDED TO PROVIDE ELEVEN-FOOT TRAVEL LANES AND FIVE-FOOT SHOULDERS. DETAILS OF THE IMPROVEMENT MUST BE COORDINATED WITH DELDOT'S DEVELOPMENT COORDINATION SECTION. THE DEVELOPER SHOULD PROVIDE A BITUMINOUS CONCRETE OVERLAY TO THE EXISTING TRAVEL LANES, AT DELDOT'S DISCRETION. DELDOT SHOULD ANALYZE THE EXISTING LANE'S PAVEMENT SECTION AND RECOMMEND AN OVERLAY THICKNESS TO THE DEVELOPER'S ENGINEER IF NECESSARY.
4. PRIOR TO ISSUANCE OF THE 227TH BUILDING PERMIT, THE DEVELOPER SHALL MODIFY THE EXISTING RIGHT-IN/LEFT-IN/RIGHT-OUT SITE ACCESS ON US ROUTE 113. THE PROPOSED CONFIGURATION IS SHOWN IN THE TABLE BELOW. ASIDE FROM THE RECOMMENDED EXTENSION OF THE RIGHT-TURN LANE ON NORTHBOUND US ROUTE 113, THE PROPOSED CONFIGURATION HAS ALREADY BEEN CONSTRUCTED.

APPROACH	EXISTING CONFIGURATION	PROPOSED CONFIGURATION
WESTBOUND SITE ACCESS	ONE RIGHT-TURN LANE	ONE RIGHT-TURN LANE
NORTHBOUND US ROUTE 113	ONE U-TURN LANE, TWO THROUGH LANES, AND ONE RIGHT-TURN LANE	ONE U-TURN LANE, TWO THROUGH LANES, AND ONE RIGHT-TURN LANE
SOUTHBOUND US ROUTE 113	ONE U-TURN / LEFT-TURN LANE AND TWO THROUGH LANES	ONE U-TURN / LEFT-TURN LANE AND TWO THROUGH LANES

INITIAL RECOMMENDED MINIMUM TURN-LANE LENGTHS (EXCLUDING TAPERS) OF THE SEPARATE TURN LANES ARE LISTED BELOW. THE DEVELOPER SHOULD COORDINATE WITH DELDOT'S DEVELOPMENT COORDINATION SECTION TO DETERMINE FINAL TURN-LANE LENGTHS DURING THE SITE PLAN REVIEW.

APPROACH	LEFT-TURN LANE	RIGHT-TURN
WESTBOUND SITE ACCESS	N/A	N/A
NORTHBOUND US ROUTE 113	N/A	380 FEET*
SOUTHBOUND US ROUTE 113	315 FEET **	N/A

* INITIAL TURN-LANE LENGTH BASED ON COORDINATION WITH DELDOT. LENGTH OF THE FULL-WIDTH PORTION OF THE NORTHBOUND RIGHT-TURN LANE SHOULD BE APPROXIMATELY 380 FEET (EXTENDING TO WHERE THE EXISTING BEGINS AND THE SHOULDER WIDTH CHANGES), AND SHOULD HAVE AN 80-FOOT TAPER.
** INITIAL TURN-LANE LENGTH BASED ON DELDOT'S AUXILIARY LANE WORKSHEET. EXISTING TURN LANE EXCEEDS THIS LENGTH AND IS ACCEPTABLE TO REMAIN.

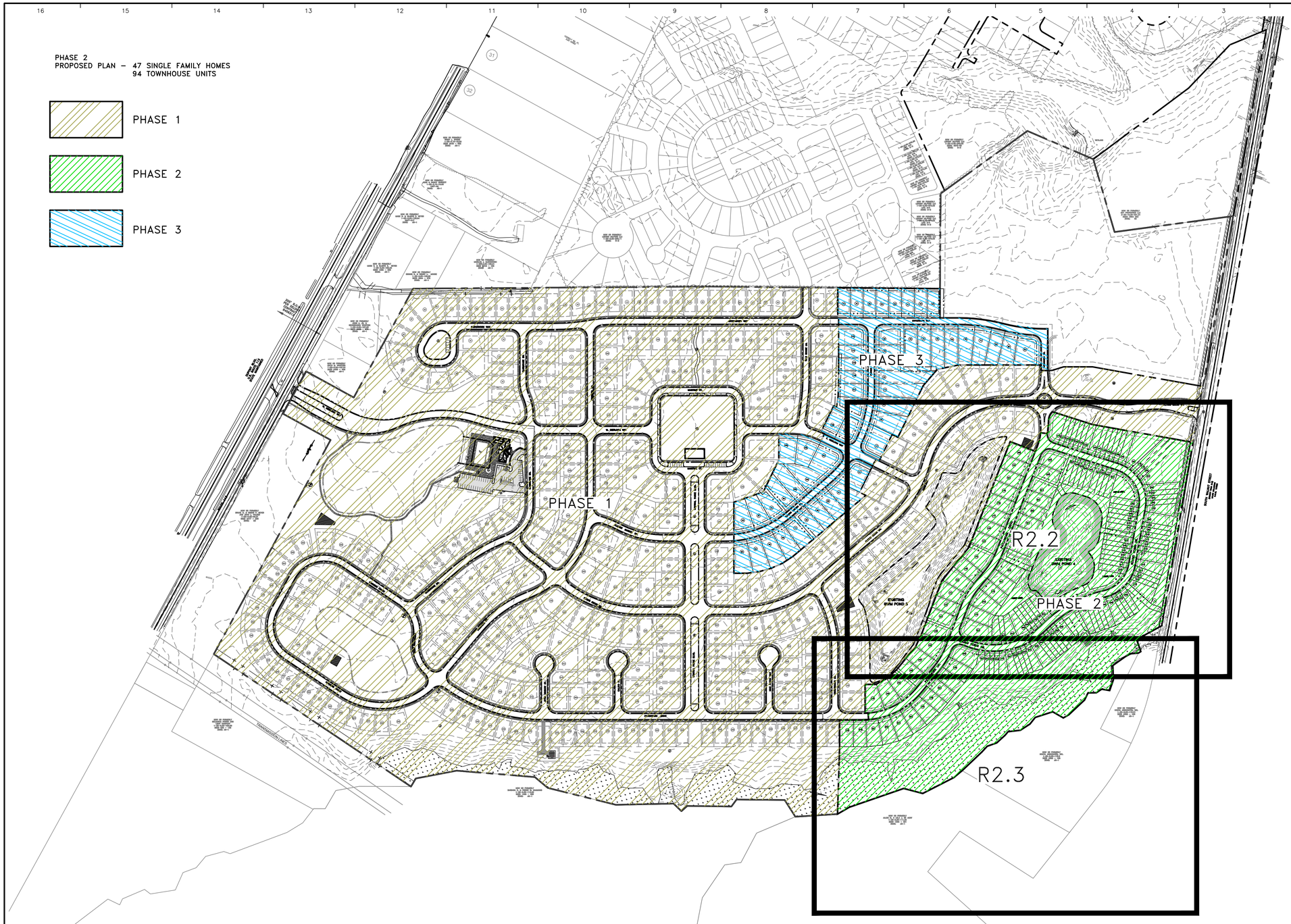
5. THE DEVELOPER SHOULD ENTER INTO A TRAFFIC SIGNAL AGREEMENT WITH DELDOT FOR DESIGN AND CONSTRUCTION OF A FUTURE TRAFFIC SIGNAL FOR THE INTERSECTION OF N. OLD STATE ROAD AND JOHNSON ROAD. THE AGREEMENT SHOULD INCLUDE PEDESTRIAN SIGNALS, CROSSWALKS, INTERCONNECTION, AND ITS EQUIPMENT SUCH AS CCTV CAMERAS AT DELDOT'S DISCRETION. THE CONSTRUCTION SCHEDULE OF THE NEW TRAFFIC SIGNAL IS YET TO BE DETERMINED BY DELDOT. THE DEVELOPER SHOULD COORDINATE WITH DELDOT ON THE DESIGN DETAILS AND IMPLEMENTATION OF THE TRAFFIC SIGNAL. THE AGREEMENT SHOULD PROVIDE FOR INSTALLATION AND ACTIVATION OF THE SIGNAL AT DELDOT'S DISCRETION. ENTERING INTO A TRAFFIC SIGNAL REVOLVING FUND AGREEMENT FOR THIS INTERSECTION IS AN OPTION INSTEAD OF THE TRADITIONAL TRAFFIC SIGNAL AGREEMENT. THE DEVELOPER SHOULD COORDINATE WITH DELDOT'S DEVELOPMENT COORDINATION SECTION REGARDING THE APPROPRIATE TYPE OF AGREEMENT AND DETAILS

PHASE 2
PROPOSED PLAN – 47 SINGLE FAMILY HOMES
94 TOWNHOUSE UNITS

PHASE 1

PHASE 2

PHASE 3



GENERAL NOTES

1. THE SUSSEX CONSERVATION DISTRICT RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE INSPECTION.
2. "THE SUSSEX CONSERVATION DISTRICT RESERVES THE RIGHT TO ADD, MODIFY, OR DELETE ANY EROSION AND SEDIMENT CONTROL MEASURES AS THEY DEEM NECESSARY."
3. THIS SITE IS NOT IMPACTED BY THE 100 YEAR FLOOD PLAIN AS DELINEATED ON FEMA MAP PANEL# 1005C0043K DATED 03/16/2015
4. WETLANDS DELINEATION PERFORMED BY ENVIRONMENTAL RESOURCES, INC. 38173 DUPONT BLVD. SELBYVILLE, DE 19975
5. NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED FOR ANY LOT WITHIN THIS DEVELOPMENT UNTIL ALL REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED, CONSTRUCTED OR PLACED FOR THE LOT WHICH THE CERTIFICATE OF OCCUPANCY IS TO BE ISSUED IN A MANNER ACCEPTABLE TO THE CITY AND THE STATE, OR UNTIL THE DEVELOPER FILES A PERFORMANCE BOND OF OTHER GUARANTEE WITH THE CITY FOR ANY UNCOMPLETED PUBLIC OR PRIVATE STREET OR OTHER IMPROVEMENT.
6. NO CERTIFICATE OF OCCUPANCY SHALL BE ISSUED UNTIL A PROJECT, OR THE CURRENT PHASE OF A PROJECT, HAS BEEN PARTIALLY ACCEPTED BY THE CITY, AND UNTIL A MAINTENANCE BOND HAS BEEN SUBMITTED.
7. ALL FIRE LANES, FIRE HYDRANTS, EXITS, STANDPIPES, AND SPRINKLER CONNECTIONS WILL BE MARKED IN ACCORDANCE WITH STATE FIRE MARSHAL REGULATIONS.
8. THIS PROPERTY IS LOCATED IN THE VICINITY OF LAND USED PRIMARILY FOR AGRICULTURAL PURPOSES ON WHICH NORMAL AGRICULTURAL USES AND ACTIVITIES HAVE BEEN AFFORDED THE HIGHEST PRIORITY USE STATUS. IT CAN BE ANTICIPATED THAT AGRICULTURAL USES AND ACTIVITIES MAY NOW OR IN THE FUTURE INVOLVE NOISE, DUST, MANURE, AND OTHER ODORS. THE USE OF AGRICULTURAL CHEMICALS, AND NIGHTTIME FARM OPERATIONS. THE USE AND THE ENJOYMENT OF THIS PROPERTY IS EXPRESSLY CONDITIONED ON ACCEPTANCE OF ANY ANNOYANCE OR INCONVENIENCE WHICH MAY RESULT FROM SUCH NORMAL AGRICULTURAL USES OR ACTIVITIES.
9. PROPOSED OPEN SPACE TO BE OWNED AND MAINTAINED BY THE COMMUNITY HOMEOWNERS ASSOCIATION.
10. THE OWNER UNDERSTANDS THAT THE TRACT OF LAND DEPICTED HEREON IS IMPACTED BY WETLANDS REGULATED BY THE ARMY CORPS OF ENGINEERS AND IS ADVISED TO CONTACT THE ARMY CORPS OF ENGINEERS FOR INFORMATION AND GUIDANCE IN REGARD TO JURISDICTIONAL DETERMINATIONS AND FEDERAL PERMITS PRIOR TO THE START OF CONSTRUCTION.
11. ALL REQUIRED LANDSCAPE BUFFERS SHALL BE PLANTED AND ALL ACTIVE RECREATION AMENITIES INSTALLED PRIOR TO ISSUANCE OF 50% OF THE CERTIFICATES OF OCCUPANCY, AND MAINTAINED BY THE DEVELOPER UNTIL 75% OF THE CERTIFICATES OF OCCUPANCY HAVE BEEN ISSUED. THE LANDSCAPE BUFFER AREA AND ANY OTHER LANDSCAPE PLAN DEPICTED ON THE RECORD PLAN SHALL BE MAINTAINED IN PERPETUITY BY THE HOMEOWNERS' ASSOCIATION OR MAINTENANCE CORPORATION.THESE DEED RESTRICTIONS SHALL RUN WITH THE LAND AND MAY NOT BE VACATED BY THE HOMEOWNERS' ASSOCIATION OR THE MAINTENANCE CORPORATION.
12. THE DEVELOPER WILL BE RESPONSIBLE FOR MAINTENANCE OF SEDIMENT & STORMWATER CONTROLS DURING CONSTRUCTION AND FOR LONG TERM MAINTENANCE OF STORMWATER CONTROLS UNTIL CONSTRUCTION IS COMPLETE. AT THE TIME, RESPONSIBILITY FOR LONG TERM MAINTENANCE OF STORMWATER CONTROLS SHALL BE ASSUMED BY THE HOMEOWNER'S ASSOCIATION. IF A HOMEOWNER'S ASSOCIATION IS NOT FORMED THEN THE OWNER IS TO PROVIDE LONG TERM MAINTENANCE FOR THE SITE.
13. DELAWARE REGULATIONS PROHIBIT THE BURIAL OF CONSTRUCTION AND DEMOLITION DEBRIS, INCLUDING TREES AND STUMPS, ON CONSTRUCTION SITES. ANY SOLID WASTE FOUND DURING EXCAVATION FOR STRUCTURES AND UTILITY LINES, ON AND OFF SITE, MUST BE REMOVED AND PROPERLY DISCARDED. ANY REMEDIAL ACTION REQUIRED IS THE RESPONSIBILITY OF THE DEVELOPER/OWNER.
14. DRAWINGS DO NOT INCLUDE THE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. ALL CONSTRUCTION MUST BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, AS AMENDED, AND ALL RULES AND REGULATIONS THERETO APPURTENANT.
15. DEVELOPER SHALL INSTALL ONSITE LIGHTING TO ILLUMINATE STREETS, PARKING AREAS, AND WALKWAYS, IN ACCORDANCE WITH CITY REGULATIONS.
16. PROPERTY OWNERS OWN AND MAINTAIN THE SIDEWALKS DIRECTLY IN-FRONT OF THEIR PROPERTY. SIDEWALKS ALONG OR IN OPEN SPACES SHALL BE MAINTAINED BY THE HOME OWNERS ASSOCIATION.
17. SOURCE WATER PROTECTION AREA EXIST ON-SITE.

DATA COLUMN

TAX MAP ID:	1-30-3.00-264.01
PROJECT LOCATION:	CITY OF MILFORD, CEDAR CREEK HUNDRED, SUSSEX COUNTY
OWNER/DEVELOPER:	MILFORD PONDS, LLC 179 REHOBOTH AVENUE, SUITE 1081 REHOBOTH BEACH, DE 19971 CHRIS KALIS 202-302-5735 chris.kalil71@gmail.com
ENGINEER/SURVEYOR:	DAVIS, BOWEN & FRIEDEL, INC. 1 PARK AVENUE MILFORD, DE 19963 302-424-1441
EXISTING/PROPOSED ZONING:	R-1, R-2, R-3, W/PUD
EXISTING USE: PROPOSED USE:	VACANT RESIDENTIAL LOTS
TOTAL SITE AREA: PHASE 1: PHASE 2: PHASE 3:	159.173 AC.± 118.637 AC.± 27.872 AC.± 12.152 AC.±
GROSS AREA:	R-1 = 71.023 AC, R-2 = 50.854 AC, R-3 = 29.257 AC
NET DEVELOPMENT AREA:	R-1 = 53.267 AC, R-2 = 38.141 AC, R-3 = 21.943 AC
MINIMUM LOT AREA:	R-1 = 10,000 SF, R-2 = 8,000 SF, R-3 = 3,360 SF
UNITS ALLOWED:	R-1 = 53.267 AC ÷ 10,000 SF = 232 R-2 = 38.141 AC ÷ 8,000 SF = 208 R-3 = 21.943 AC ÷ 3,360 SF = 263
TOTAL NUMBER OF UNITS ALLOWED: TOTAL NUMBER OF UNITS PROVIDED: DENSITY PROVIDED:	703 556 556 UNITS ÷ 159.173 AC = 3.49 UNITS/ACRE
BUILDING CONSTRUCTION TYPE:	MASONARY & TIMBER
MAX BUILDING HEIGHT:	35'
TOTAL PROPOSED RIGHT-OF-WAY:	1.99 AC.±
TOTAL AREA OF LOTS:	14.31 AC.±
PHASE 1 TOTAL: SINGLE FAMILY DWELLING: PHASE 2 TOTAL: SINGLE FAMILY DWELLING: TOWNHOUSE UNITS PHASE 3 TOTAL: SINGLE FAMILY DWELLING:	358 358 141 47 94 57 57
PHASE 2 EDU'S:	141
COMMUNITY BUILDING SIZE: COMMUNITY BUILDING LOCATION:	±40'x ±95' CORNER OF W. HEIRLOOM WAY & CLUBHOUSE DR.
TOTAL PROPOSED RIGHT-OF-WAY: PHASE 1: PHASE 2: PHASE 3: TOTAL AREA OF LOTS: PHASE 1: PHASE 2: PHASE 3:	18.90 AC.± 15.31 AC.± 1.99 AC.± 1.60 AC.± 90.73 AC.± 64.88 AC.± 14.31 AC.± 11.54 AC.±
SINGLE FAMILY LOT (PER PUD) MINIMUM LOT WIDTH: MINIMUM LOT DEPTH: MINIMUM LOT AREA:	 50' 100' 5,000 SF
TOWNHOUSE LOT (PER PUD) MINIMUM LOT WIDTH: MINIMUM LOT DEPTH: MINIMUM LOT AREA:	 20' 100' 2,000 SF
PHASE 2 MINIMUM LOT SIZE: MAXIMUM LOT SIZE: AVERAGE LOT SIZE: REQUIRED TREE RATIO: TREES PROVIDED:	 2,261 SF 17,679 SF 4,434 SF 1 TREE REQUIRED PER 10,000 OF SITE AREA 63
TOTAL REQUIRED RECREATIONAL AREA:	(556 DWELLING UNITS x 275 SQ.FT.) = 3.51 AC.±
TOTAL RECREATIONAL AREA PROVIDED:	3.684 AC±
TOTAL SITE (ALL PHASES) WETLANDS: CLUBHOUSE RESORT AREA: TOTAL OPEN SPACE PROVIDED:	 8.31 Ac.± 6.32 Ac.± 47.57 AC.±
MAXIMUM IMPERVIOUS COVERAGE:	35%
PROPOSED SEWER: PROPOSED WATER: ELECTRIC SERVICE: SCHOOL DISTRICT: FIRE DEPARTMENT:	CITY OF MILFORD CITY OF MILFORD CITY OF MILFORD MILFORD MILFORD
VERTICAL DATUM: HORIZONTAL DATUM:	NAVD 88 NAD 83
NUMBER OF MONUMENTS FOUND: NUMBER OF MONUMENTS SET:	14 12

DAVIS, BOWEN & FRIEDEL, INC.
ARCHITECTS ENGINEERS SURVEYORS
SALISBURY, MARYLAND (410) 543-9091
OCEAN CITY, MARYLAND (410) 289-9641
EASTON, MARYLAND (410) 770-4744

RECORD PLAN

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

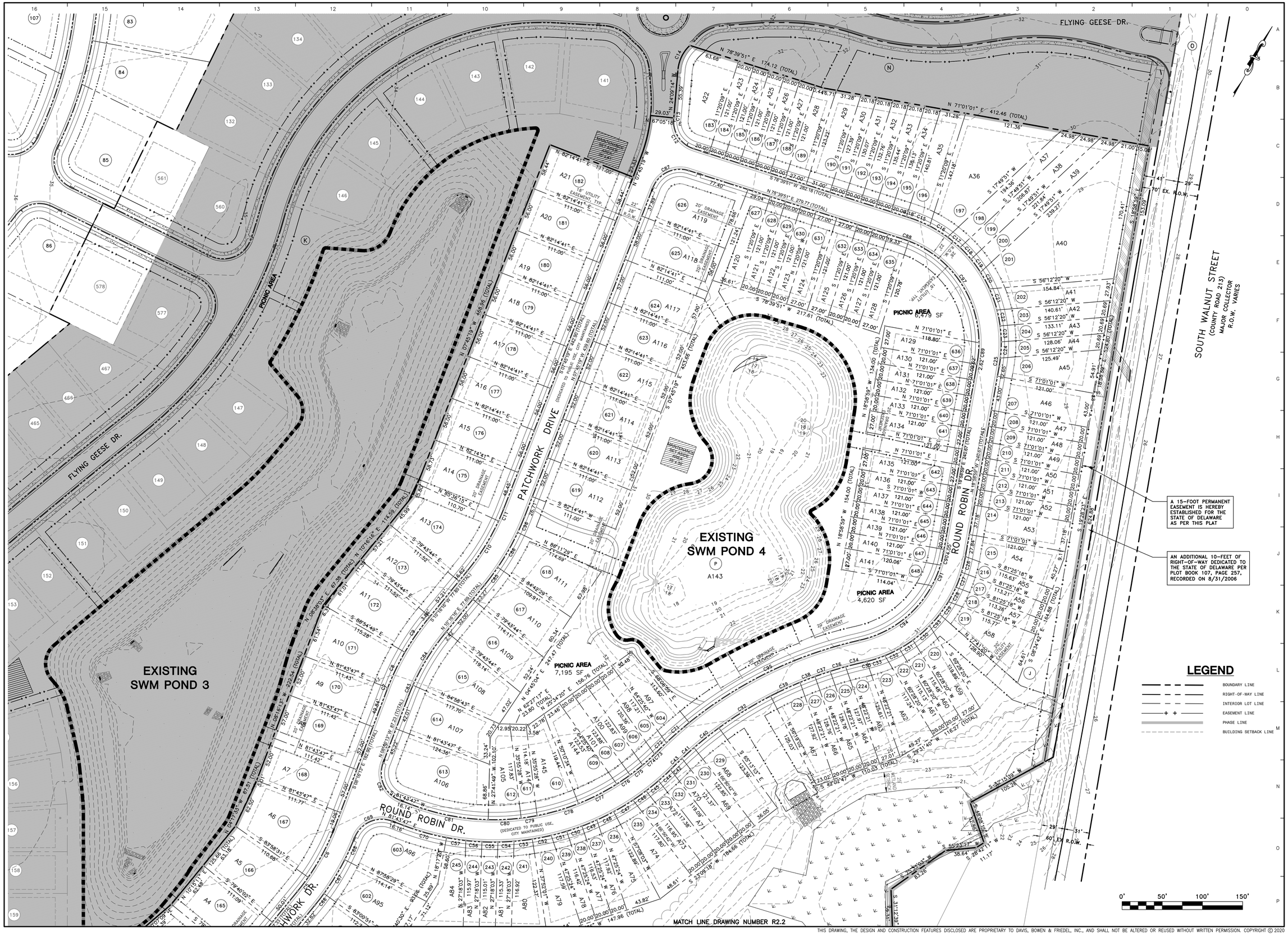
SUSSEX COUNTY, DELAWARE

Revisions:
⚠ 08/05/20 PER DELDOT COMMENTS

Date: JUNE 2024
Scale: 1"=200'
Dwn.By: ADM
Proj.No.: 2875A001
Dwg.No.: R2.1

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RECORD PLAN

MILFORD PONDS - PHASE 2

CEDAR CREEK HUNDRED, CITY OF MILFORD

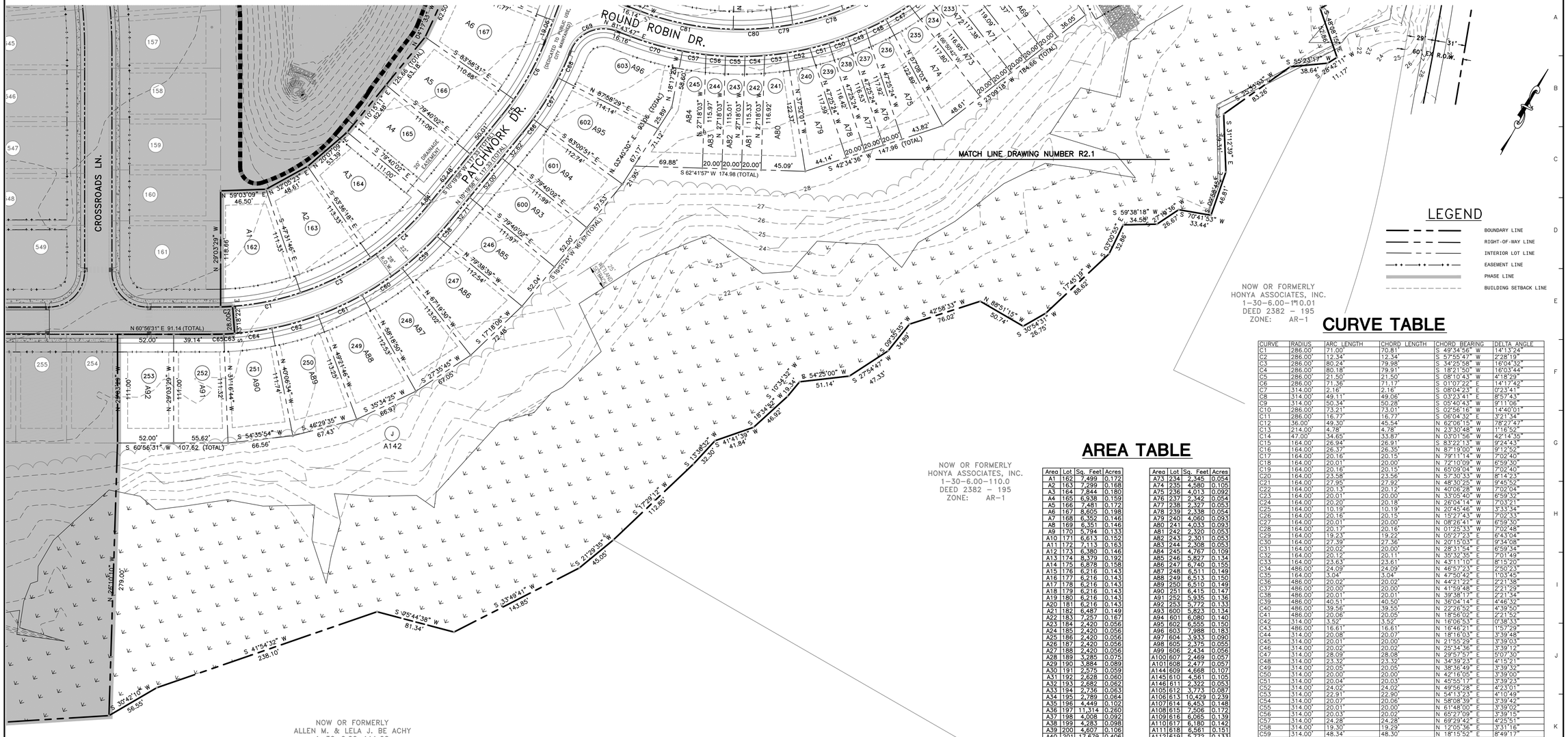
SUSSEX COUNTY, DELAWARE

Revisions:
⚠ 08/05/20 PER DELDOT COMMENTS

Date:	JUNE 2024
Scale:	1"=50'
Dwn.By:	ADM
Proj.No.:	2875A001
Dwg.No.:	R2.2

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LEGEND

- BOUNDARY LINE
- RIGHT-OF-WAY LINE
- INTERIOR LOT LINE
- EASEMENT LINE
- PHASE LINE
- BUILDING SETBACK LINE

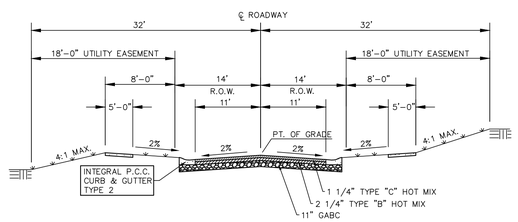
CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	286.00'	71.00'	70.81'	S 49°34'56" W	14°13'24"
C2	286.00'	12.34'	12.34'	S 57°55'47" W	2°28'19"
C3	286.00'	80.24'	79.98'	S 34°25'58" W	16°04'32"
C4	286.00'	80.18'	79.91'	S 18°21'50" W	16°03'44"
C5	286.00'	21.50'	21.50'	S 08°10'43" W	4°18'29"
C6	286.00'	71.36'	71.17'	S 01°07'22" E	14°17'42"
C7	314.00'	2.16'	2.16'	S 08°04'23" E	0°23'41"
C8	314.00'	49.11'	49.06'	S 03°23'41" E	8°57'43"
C9	314.00'	50.34'	50.28'	S 05°40'43" W	9°11'06"
C10	286.00'	73.21'	73.01'	S 02°56'16" W	14°40'01"
C11	286.00'	16.77'	16.77'	S 06°04'32" W	3°21'34"
C12	36.00'	49.30'	45.54'	N 62°06'15" W	78°27'47"
C13	214.00'	4.78'	4.78'	N 23°30'48" W	1°16'52"
C14	47.00'	34.65'	33.87'	N 03°01'56" W	42°14'35"
C15	164.00'	26.94'	26.91'	S 83°22'13" W	9°24'43"
C16	164.00'	26.37'	26.35'	N 87°19'00" W	9°12'52"
C17	164.00'	20.16'	20.15'	N 79°11'14" W	7°02'40"
C18	164.00'	20.01'	20.00'	N 72°10'09" W	6°59'30"
C19	164.00'	20.16'	20.15'	N 65°09'04" W	7°02'40"
C20	164.00'	23.58'	23.56'	N 57°30'33" W	8°14'23"
C21	164.00'	27.95'	27.92'	N 48°30'25" W	9°45'52"
C22	164.00'	20.13'	20.12'	N 40°06'28" W	7°02'04"
C23	164.00'	20.01'	20.00'	N 33°05'40" W	6°59'32"
C24	164.00'	20.20'	20.18'	N 26°04'14" W	7°03'21"
C25	164.00'	10.19'	10.19'	N 20°45'46" W	3°33'34"
C26	164.00'	20.16'	20.15'	N 15°27'43" W	7°02'33"
C27	164.00'	20.01'	20.00'	N 08°26'41" W	6°59'30"
C28	164.00'	20.17'	20.16'	N 01°25'33" W	7°02'48"
C29	164.00'	19.23'	19.22'	N 05°27'23" E	6°43'04"
C30	164.00'	27.39'	27.36'	N 20°15'03" E	9°34'08"
C31	164.00'	20.02'	20.00'	N 28°31'54" E	6°59'34"
C32	164.00'	20.12'	20.11'	N 35°32'35" E	7°01'49"
C33	164.00'	23.63'	23.61'	N 43°11'10" E	8°15'20"
C34	486.00'	24.09'	24.09'	N 46°57'23" E	2°50'23"
C35	164.00'	3.04'	3.04'	N 47°50'42" E	1°03'45"
C36	486.00'	20.02'	20.02'	N 44°21'22" E	2°21'38"
C37	486.00'	20.00'	20.00'	N 41°59'48" E	2°21'29"
C38	486.00'	20.01'	20.01'	N 39°38'17" E	2°21'34"
C39	486.00'	40.51'	40.50'	N 36°04'14" E	4°46'32"
C40	486.00'	39.56'	39.55'	N 32°26'52" E	4°39'50"
C41	486.00'	20.06'	20.05'	N 18°56'02" E	2°21'52"
C42	314.00'	3.52'	3.52'	N 16°06'53" E	0°38'33"
C43	486.00'	16.61'	16.61'	N 15°46'21" E	1°57'29"
C44	314.00'	20.08'	20.07'	N 18°16'03" E	3°39'48"
C45	314.00'	20.01'	20.00'	N 21°55'29" E	3°39'03"
C46	314.00'	20.02'	20.02'	N 25°34'36" E	3°39'12"
C47	314.00'	28.09'	28.08'	N 29°57'57" E	5°07'30"
C48	314.00'	23.32'	23.32'	N 34°39'23" E	4°15'21"
C49	314.00'	20.06'	20.05'	N 38°36'49" E	3°39'32"
C50	314.00'	20.00'	20.00'	N 42°16'05" E	3°39'06"
C51	314.00'	20.04'	20.03'	N 45°55'17" E	3°39'23"
C52	314.00'	24.02'	24.02'	N 49°56'28" E	4°23'01"
C53	314.00'	22.91'	22.90'	N 54°13'23" E	4°10'49"
C54	314.00'	20.07'	20.06'	N 58°08'39" E	3°39'42"
C55	314.00'	20.01'	20.00'	N 61°48'00" E	3°39'02"
C56	314.00'	20.03'	20.02'	N 65°27'09" E	3°39'15"
C57	314.00'	24.28'	24.28'	N 69°29'42" E	4°25'51"
C58	314.00'	19.30'	19.29'	N 72°05'36" E	3°31'16"
C59	314.00'	48.34'	48.30'	N 78°15'52" E	8°49'17"
C60	314.00'	49.38'	49.33'	N 87°10'50" E	9°00'40"
C61	314.00'	49.40'	49.35'	N 86°11'35" E	9°00'50"
C62	314.00'	49.32'	49.27'	S 45°12'00" E	8°59'59"
C63	314.00'	11.11'	11.11'	N 57°42'27" E	2°01'39"
C64	314.00'	38.33'	38.31'	N 53°11'48" E	6°59'39"
C65	314.00'	12.17'	12.17'	N 59°49'54" E	2°13'14"
C66	314.00'	18.34'	18.34'	N 08°39'33" E	3°20'49"
C67	314.00'	49.38'	49.33'	N 02°28'49" E	9°00'40"
C68	314.00'	30.34'	30.33'	N 04°47'37" W	5°32'11"
C69	36.00'	56.10'	50.60'	N 37°05'02" E	89°17'29"
C70	314.00'	54.91'	54.84'	N 76°43'12" E	10°01'09"
C71	514.00'	37.99'	37.98'	S 19°45'59" W	4°14'05"
C72	514.00'	16.65'	16.64'	S 16°43'16" W	1°51'20"
C73	286.00'	3.60'	3.60'	S 16°09'15" W	0°43'18"
C74	286.00'	20.16'	20.15'	S 18°32'02" W	4°02'17"
C75	286.00'	20.03'	20.03'	S 22°33'34" W	4°00'47"
C76	286.00'	20.01'	20.00'	S 26°34'12" W	4°00'29"
C77	286.00'	53.51'	53.43'	S 33°56'03" W	10°43'12"
C78	286.00'	53.77'	53.69'	N 44°40'48" E	10°46'17"
C79	288.00'	20.02'	20.01'	S 52°04'14" W	4°00'36"
C80	286.00'	41.07'	41.03'	S 58°11'21" W	8°13'39"
C81	286.00'	96.97'	96.51'	S 72°00'59" W	19°25'36"
C82	36.00'	56.55'	50.91'	N 53°16'13" W	90°00'00"
C83	286.00'	16.22'	16.21'	N 06°38'45" W	3°14'56"
C84	286.00'	76.34'	76.11'	N 02°37'29" E	15°17'34"
C85	314.00'	27.29'	27.28'	N 07°46'54" E	4°58'45"
C86	314.00'	50.05'	50.00'	N 00°43'31" E	9°08'00"
C87	36.00'	54.30'	49.30'	N 35°27'16" E	86°25'10"
C88	136.00'	7.67'	7.67'	N 80°16'49" E	3°13'56"
C89	136.00'	24.51'	24.48'	S 24°08'47" E	10°19'35"
C90	136.00'	15.99'	15.98'	S 15°36'55" E	6°44'09"
C91	136.00'	27.71'	27.66'	S 06°24'36" E	11°40'28"
C92	486.00'	75.52'	75.44'	N 29°13'52" E	8°54'10"
C93	164.00'	15.32'	15.32'	N 12°47'22" E	5°21'12"
C94	136.00'	116.19'	112.69'	S 23°54'06" W	48°56'57"
C95	514.00'	237.66'	235.55'	S 35°07'48" W	26°29'33"
C96	314.00'	21.45'	21.45'	N 05°47'53" W	3°54'50"
C97	136.00'	163.29'	153.66'	S 63°42'23" E	68°47'39"

AREA TABLE

Area	Lot	Sq. Feet	Acres
A1	162	7,499	0.172
A2	163	7,299	0.168
A3	164	7,844	0.180
A4	165	6,938	0.159
A5	166	7,481	0.172
A6	167	8,605	0.198
A7	168	6,352	0.146
A8	169	6,351	0.146
A9	170	5,794	0.133
A10	171	6,613	0.152
A11	172	7,113	0.163
A12	173	6,380	0.146
A13	174	8,379	0.192
A14	175	6,878	0.158
A15	176	6,216	0.143
A16	177	6,216	0.143
A17	178	6,216	0.143
A18	179	6,216	0.143
A19	180	6,216	0.143
A20	181	6,216	0.143
A21	182	6,487	0.149
A22	183	7,257	0.167
A23	184	2,420	0.056
A24	185	2,420	0.056
A25	186	2,420	0.056
A26	187	2,420	0.056
A27	188	2,420	0.056
A28	189	3,285	0.075
A29	190	3,884	0.089
A30	191	2,575	0.059
A31	192	2,628	0.060
A32	193	2,682	0.062
A33	194	2,736	0.063
A34	195	2,789	0.064
A35	196	4,449	0.102
A36	197	11,314	0.260
A37	198	4,008	0.092
A38	199	4,283	0.098
A39	200	4,607	0.106
A40	201	17,679	0.406
A41	202	3,977	0.091
A42	203	2,733	0.063
A43	204	2,608	0.060
A44	205	2,531	0.058
A45	206	4,709	0.108
A46	207	5,203	0.119
A47	208	2,420	0.056
A48	209	2,420	0.056
A49	210	2,420	0.056
A50	211	2,420	0.056
A51	212	2,420	0.056
A52	213	2,420	0.056
A53	214	4,499	0.103
A54	215	4,564	0.105
A55	216	2,284	0.052
A56	217	2,261	0.052
A57	218	2,286	0.052
A58	219	4,966	0.114
A59	220	3,167	0.073
A60	221	2,302	0.053
A61	222	2,320	0.053
A62	223	4,364	0.100
A63	224	3,427	0.079
A64	225	2,569	0.059
A65	226	2,577	0.059
A66	227	2,568	0.059
A67	228	4,014	0.092
A68	229	4,663	0.107
A69	230	2,444	0.056
A70	231	2,406	0.055
A71	232	2,363	0.054
A72	233	2,341	0.054

Area	Lot	Sq. Feet	Acres
A73	234	2,345	0.054
A74	235	4,580	0.105
A75	236	4,013	0.092
A76	237	2,342	0.054
A77	238	2,327	0.053
A78	239	2,338	0.054
A79	240	4,060	0.093
A80	241	4,033	0.093
A81	242	2,320	0.053
A82	243	2,301	0.053
A83	244	2,308	0.053
A84	245	4,767	0.109
A85	246	5,827	0.134
A86	247	6,740	0.155
A87	248	6,511	0.149
A88	249	6,513	0.150
A89	250	6,510	0.149
A90	251	6,415	0.147
A91	252	5,935	0.136
A92	253	5,772	0.133
A93	600	5,823	0.134
A94	601	6,080	0.140
A95	602	6,555	0.150
A96	603	7,988	0.183
A97	604	3,933	0.090
A98	605	2,375	0.055
A99	606	2,434	0.056
A100	607	2,469	0.057
A101	608	2,477	0.057
A144	609	4,668	0.107
A145	610	4,561	0.105
A146	611	2,322	0.053
A105	612	3,773	0.087
A106	613	10,429	0.239
A107	614	6,453	0.148
A108	615	7,506	0.172
A109	616	6,065	0.139
A110	617	6,180	0.142
A111	618	6,561	0.151
A112	619	5,772	0.133
A113	620	5,772	0.133
A114	621	5,772	0.133
A115	622	5,772	0.133
A116	623	5,772	0.133
A117	624	6,327	0.145
A118	625	6,438	0.148
A119	626	8,105	0.186
A120	627	3,972	0.091
A121	628	2,420	0.056
A122	629	2,420	0.056
A123	630	2,420	0.056
A124	631	3,267	0.075
A125	632	3,267	0.075
A126	633	2,420	0.056
A127	634	2,420	0.056
A128	635	3,266	0.075
A129	636	3,249	0.075
A130	637	2,420	0.056
A131	638	2,420	0.056
A132	639	2,420	0.056
A133	640	2,420	0.056
A134	641	3,267	0.075
A135	642	3,267	0.075
A136	643	2,420	0.056
A137	644	2,420	0.056
A138	645	2,420	0.056
A139	646	2,420	0.056
A140	647	2,415	0.055
A141	648	3,173	0.073
A142	J	339,902	7.803
A143	P	160,488	3.684



ROUND ROBIN DRIVE
0+00.00 - 16+55.46

PATCHWORK DRIVE
21+50.00 - 35+90.00

REQUIRED STRUCTURAL NUMBER = 2.00
PROPOSED STRUCTURAL NUMBER = 2.94

0' 50' 100' 150'

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RECORD PLAN

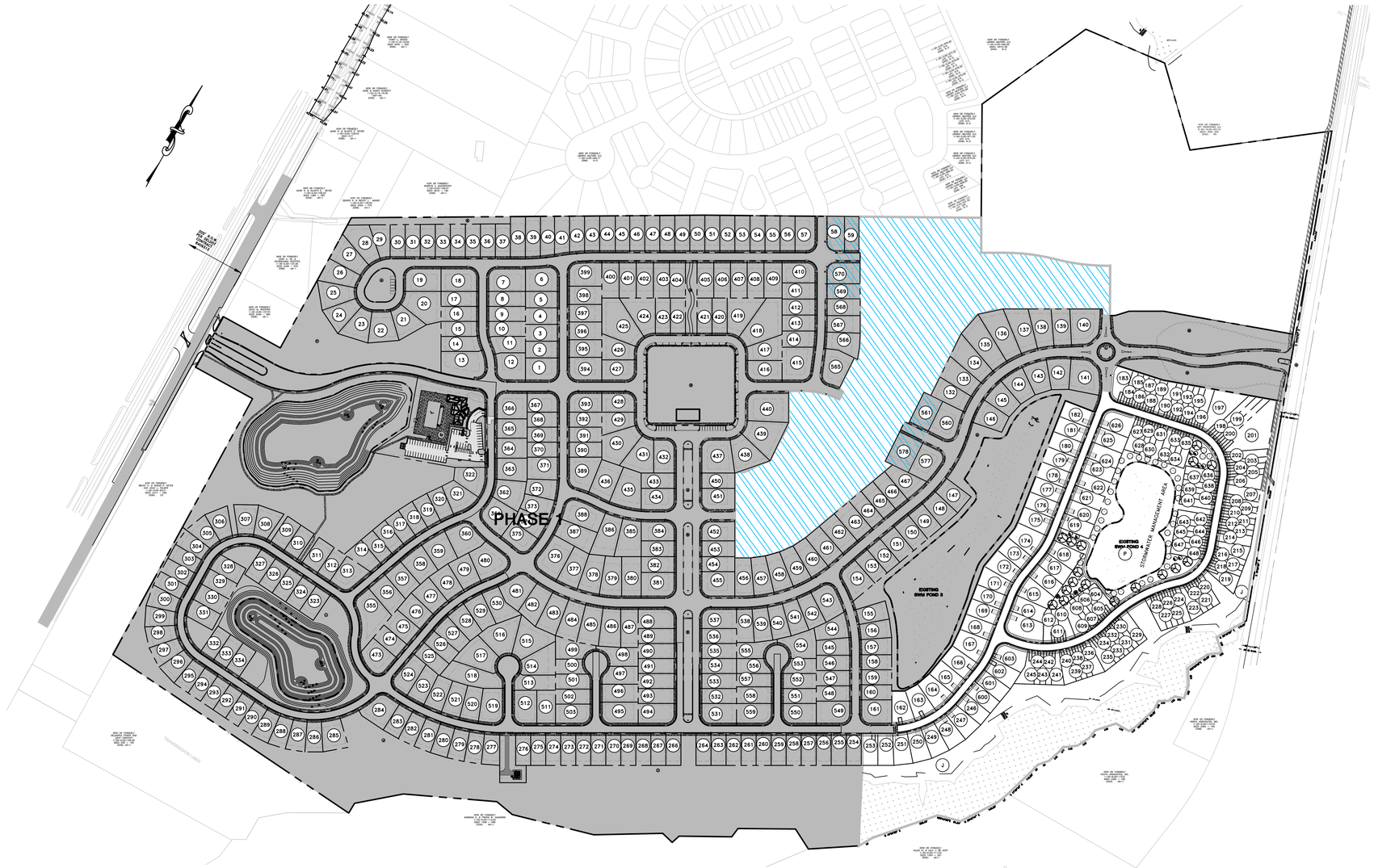
MILFORD PONDS - PHASE 2

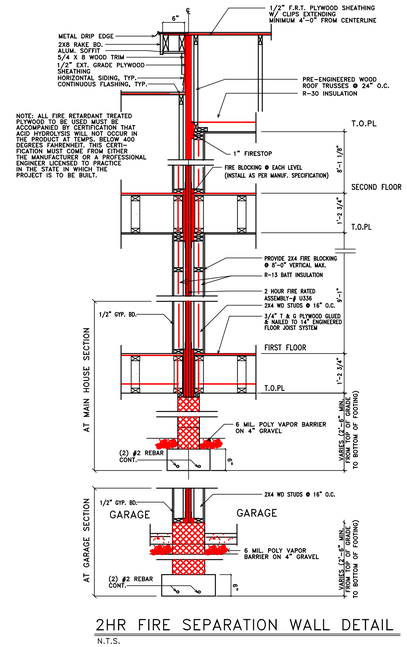
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SUSSEX COUNTY, DELAWARE

Revisions:

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Dwg.No.: R2.3





2HR FIRE SEPARATION WALL DETAIL

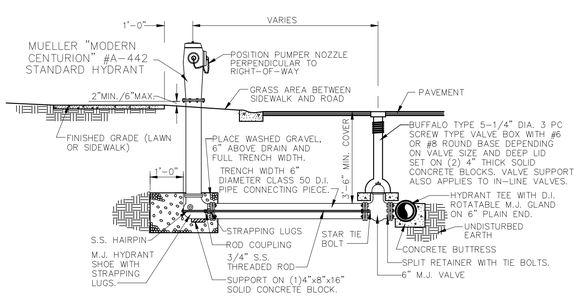
N.T.S.

TOWNHOUSE WALL DIAGRAM

N.T.S.

FIRE PROTECTION NOTES

1. TOWNHOUSE BUILDINGS WILL NOT BE SPRINKLERED BUT WILL CONTAIN WALL SEPARATION BETWEEN UNITS ACCORDING TO DETAIL FOUND ON THIS SHEET.
2. ALL FIRE LANES, FIRE HYDRANTS, AND FIRE DEPARTMENT CONNECTIONS SHALL BE MARKED IN ACCORDANCE WITH THE DELAWARE STATE FIRE PREVENTION REGULATIONS.
3. ALL PROPOSED BUILDINGS REQUIRE A 2 HOUR FIRE WALL RATING IN ACCORDANCE WITH THE DELAWARE STATE FIRE PREVENTION REGULATIONS.
4. PROPOSED BUILDING CONSTRUCTION IS NFPA TYPE V & 2 STORY WOOD FRAME TOWNHOUSES
5. WATER SUPPLIER: CITY OF MILFORD
6. NATURAL GAS SUPPLIER: CHESAPEAKE UTILITIES CORP.



FIRE HYDRANT DETAIL

N.T.S.

= SINGLE FAMILY RESIDENCE

= MULTI FAMILY RESIDENCE

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FIRE PROTECTION OVERVIEW PLAN & DETAILS

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

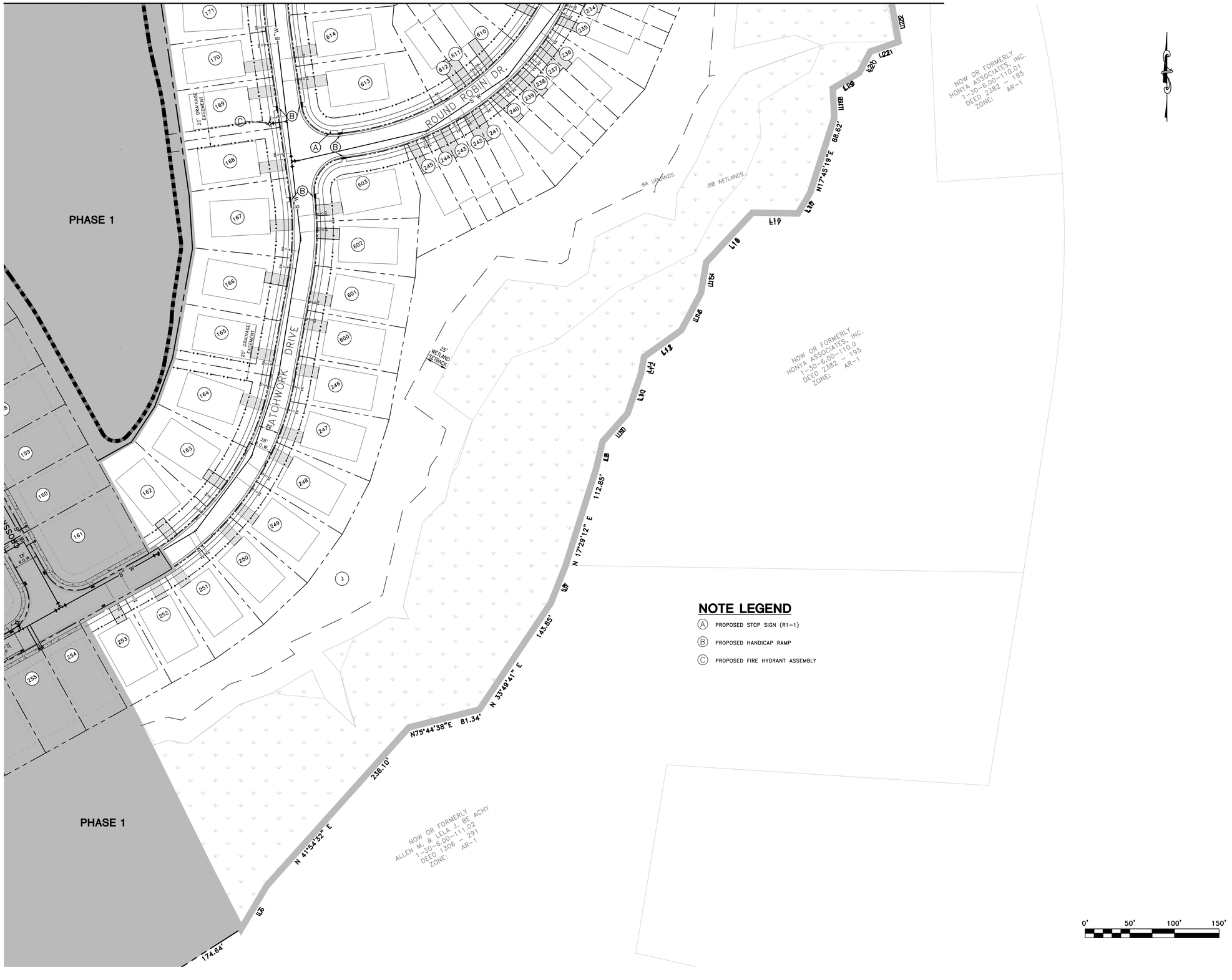
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MATCHLINE SHEET FP1.3



NOTE LEGEND

(A) PROPOSED STOP SIGN (R1-1)

(B) PROPOSED HANDICAP RAMP

(C) PROPOSED FIRE HYDRANT ASSEMBLY

0' 50' 100' 150'

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FIRE PROTECTION PLAN

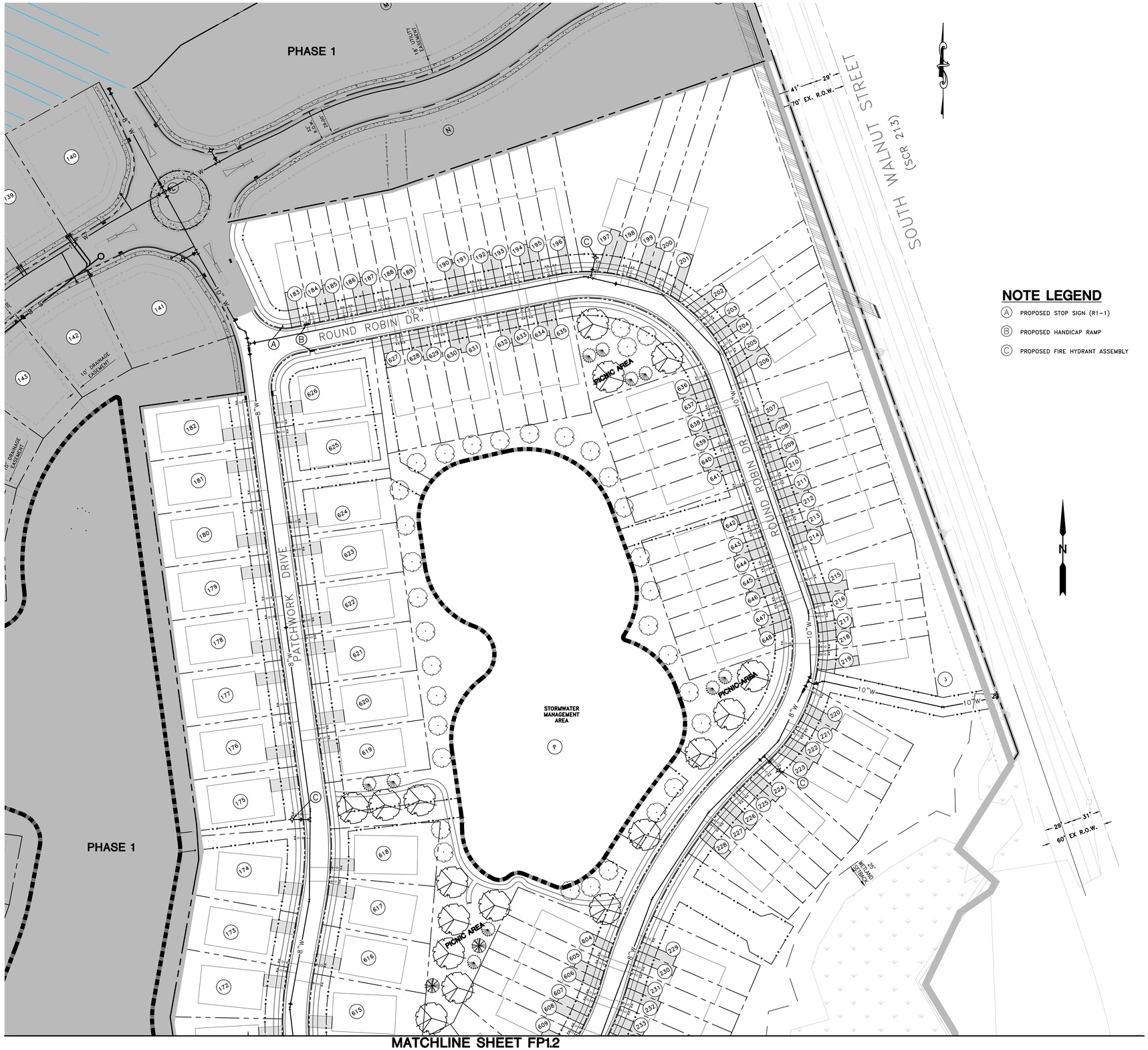
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CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

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NOTE LEGEND

(A) PROPOSED STOP SIGN (R1-1)

(B) PROPOSED HANDICAP RAMP

(C) PROPOSED FIRE HYDRANT ASSEMBLY

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FIRE PROTECTION PLAN

MILFORD PONDS - PHASE 2

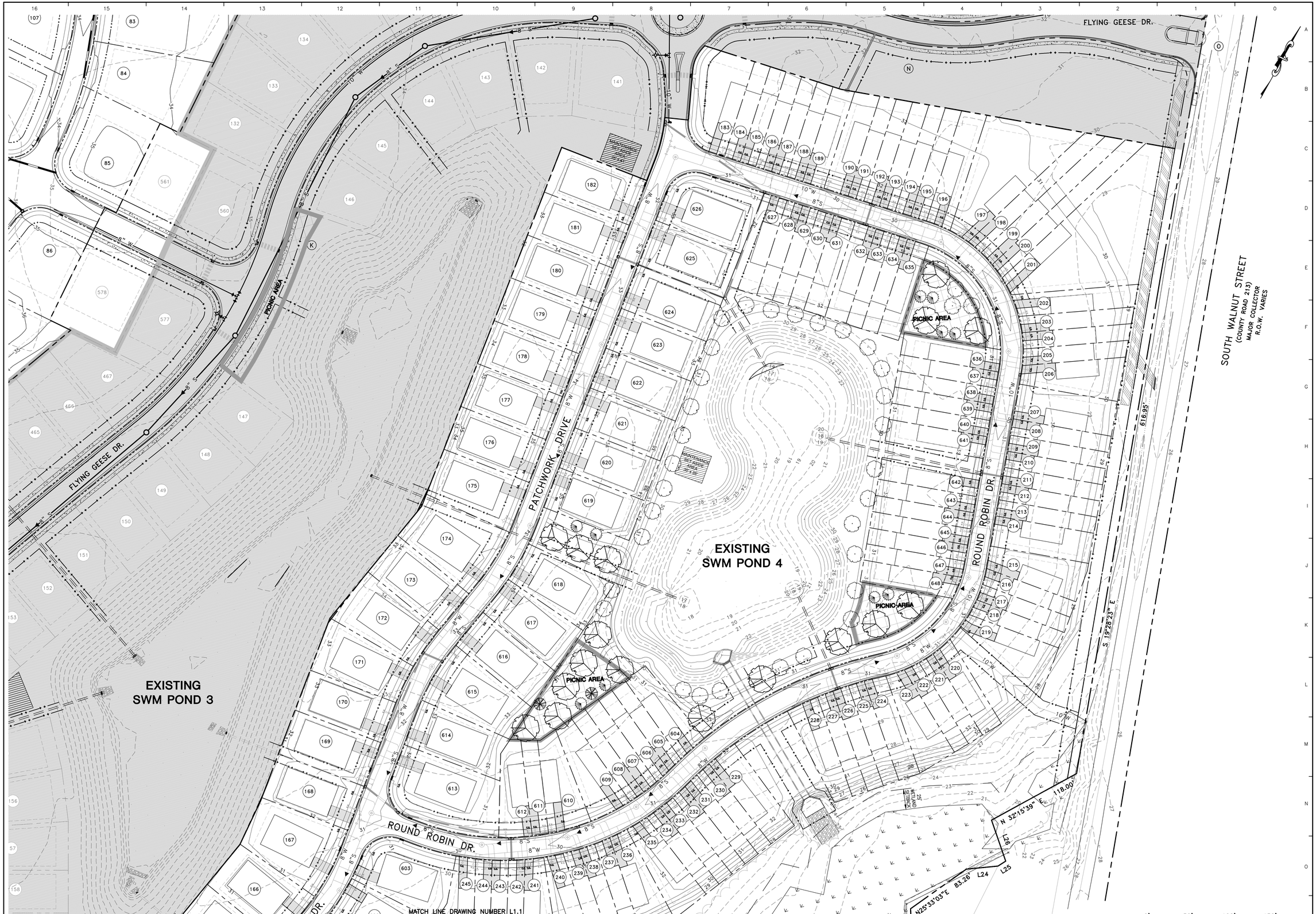
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SUSSEX COUNTY, DELAWARE

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LANDSCAPE PLAN

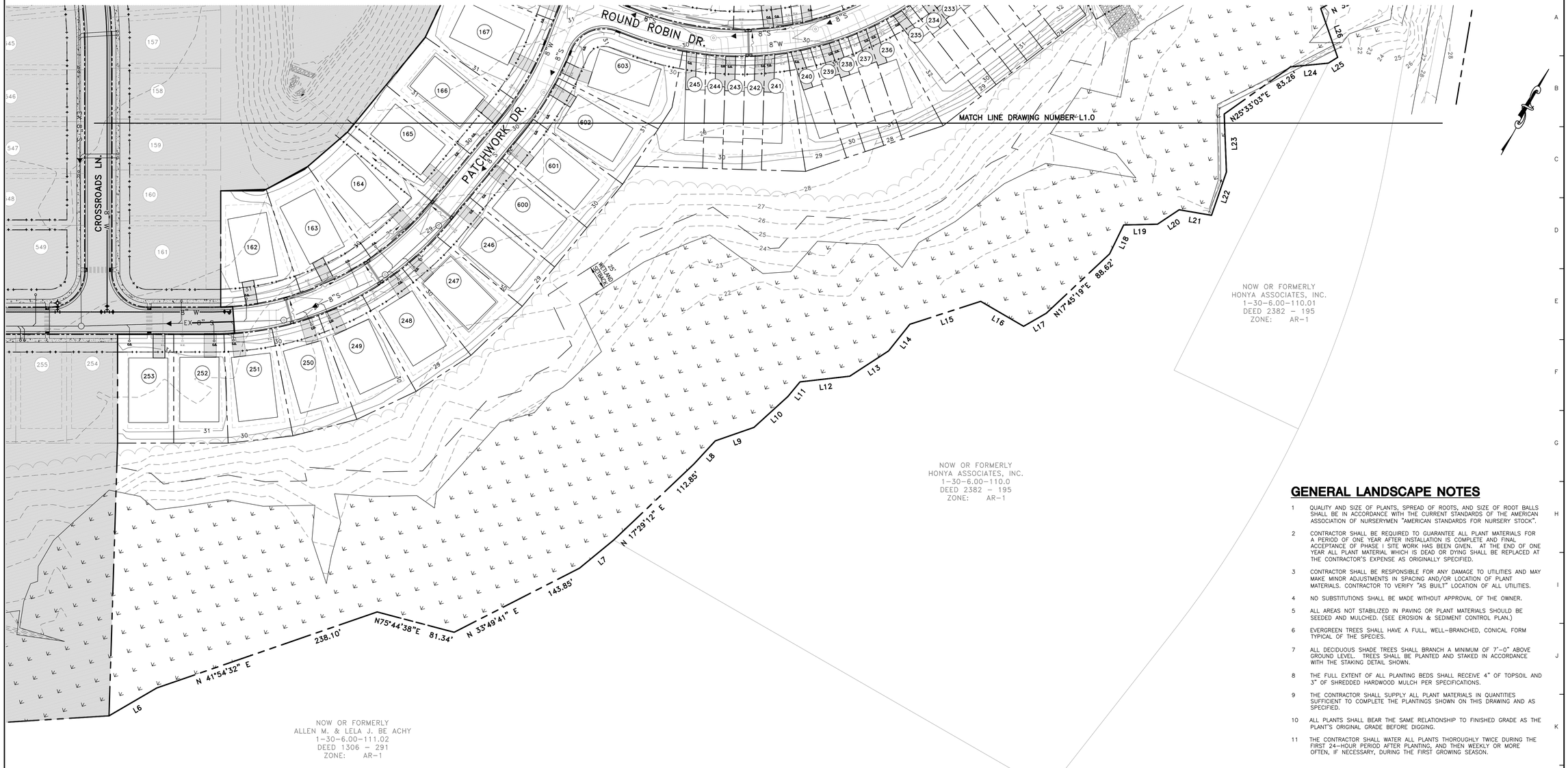
MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

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GENERAL LANDSCAPE NOTES

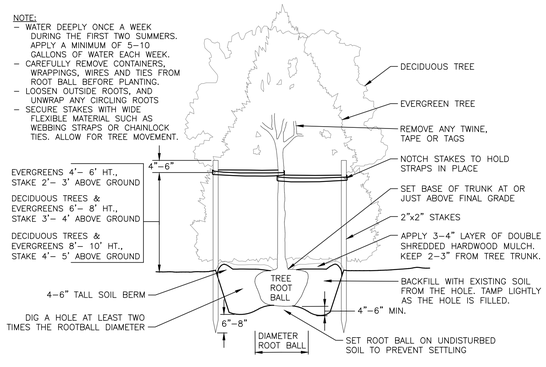
1. QUALITY AND SIZE OF PLANTS, SPREAD OF ROOTS, AND SIZE OF ROOT BALLS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS OF THE AMERICAN ASSOCIATION OF NURSERYMEN "AMERICAN STANDARDS FOR NURSERY STOCK".
2. CONTRACTOR SHALL BE REQUIRED TO GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR AFTER INSTALLATION IS COMPLETE AND FINAL ACCEPTANCE OF PHASE I SITE WORK HAS BEEN GIVEN. AT THE END OF ONE YEAR ALL PLANT MATERIAL WHICH IS DEAD OR DYING SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE AS ORIGINALLY SPECIFIED.
3. 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.
4. NO SUBSTITUTIONS SHALL BE MADE WITHOUT APPROVAL OF THE OWNER.
5. ALL AREAS NOT STABILIZED IN PAVING OR PLANT MATERIALS SHOULD BE SEEDED AND MULCHED. (SEE EROSION & SEDIMENT CONTROL PLAN.)
6. EVERGREEN TREES SHALL HAVE A FULL, WELL-BRANCHED, CONICAL FORM TYPICAL OF THE SPECIES.
7. 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.
8. THE FULL EXTENT OF ALL PLANTING BEDS SHALL RECEIVE 4" OF TOPSOIL AND 3" OF SHREDDED HARDWOOD MULCH PER SPECIFICATIONS.
9. THE CONTRACTOR SHALL SUPPLY ALL PLANT MATERIALS IN QUANTITIES SUFFICIENT TO COMPLETE THE PLANTINGS SHOWN ON THIS DRAWING AND AS SPECIFIED.
10. ALL PLANTS SHALL BEAR THE SAME RELATIONSHIP TO FINISHED GRADE AS THE PLANT'S ORIGINAL GRADE BEFORE DIGGING.
11. 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.

LANDSCAPE PLANT SCHEDULE

SYMBOL	KEY	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY
		DECIDUOUS TREE			
	AR	Acer rubrum 'Red Sunset'	RED MAPLE	1 3/4"-2" Cal., B&B	6
	QM	Quercus phellos	WILLOW OAK	1 3/4"-2" Cal., B&B	6
	FG	Fagus grandifolia	AMERICAN BEECH	1 3/4"-2" Cal., B&B	5
	AC	Amelanchier canadensis	SHADBLOW SERVICEBERRY	1 3/4"-2" Cal., B&B	9
	CC	Cercis canadensis	EASTERN REDBUD	5'/6' Ht., B&B	9
	CK	Cornus kousa	KOUSA DOGWOOD	5'/6' Ht., B&B	8
	PR	Prunus serrulata 'Amanogawa'	AMANOGAWA JAPANESE FLOWERING CHERRY	1 3/4"-2" Cal., B&B	8
		EVERGREEN TREE			
	PS	Pinus strobus	EASTERN WHITE PINE	5'/6' Ht., B&B	2
	JV	Juniperus virginiana	EASTERN RED CEDAR	5'/6' Ht., B&B	5
	TO	Thuja occidentalis 'Green Giant'	GREEN GIANT EASTERN ARBORVITAE	5'/6' Ht., B&B	5
				TOTAL	63

DATA COLUMN

TAX MAP ID	:130-3.00-264.01
EXISTING ZONING	:R-1, R-2, R-3, W/PUD
EXISTING USE	:RESIDENTIAL
PROPOSED USE	:PLANNED UNIT DEVELOPMENT
RELATION TO GROWTH ZONE	:INSIDE GROWTH ZONE
TOTAL SITE AREA	:27.872± AC
TOTAL LOT AREA	:14.31± AC. (623,344 S.F)
TREES REQUIRED	:1 TREE / 10,000 S.F. LOT AREA 623,344 / 10,000 = 63 TREES
TREES PROPOSED	:63
EXISTING WOODLANDS	:6.718± AC
EXISTING WOODLANDS PRESERVED	:6.718± AC (100%)



TREE PLANTING DETAIL

NO SCALE

0' 50' 100' 150'

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LANDSCAPE PLAN

MILFORD PONDS - PHASE 2
CEDAR CREEK HUNDRED, CITY OF MILFORD
SUSSEX COUNTY, DELAWARE

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1352 Marrows Road, Suite 100 • Newark, DE 19711 • Phone 302-731-9176 • Fax 302-731-7807

September 03, 2024

City of Milford
201 South Walnut Street
Milford, Delaware 19963

Attention: Mr. Rob Pierce

Subject: **Milford Ponds – Phase 2 Preliminary Plans**
KCI Job No. 00009730_00001.007 *(formerly 131803632.24 – Task 09P)*

Dear Mr. Pierce,

As requested, KCI Technologies performed a review of the Preliminary Plans of Milford Ponds Phase 2 PUD. This review was based on the City's Standard Specifications, and general engineering best practices. These plans were submitted by DBF and are dated June 2024.

Comments 2b, 3, 5a, 6, 8, 14, 17, and 22 shall be addressed for the Preliminary Plan Approval. Provide a point-by-point response letter.

1. Add the following information to the Data Column per the City of Milford's Preliminary Checklist:
    a. Provide the phone number of the owner/developer. **Addressed.**
    b. Provide the existing and proposed use. **Addressed.**
    c. Provide the estimated number of EDU for each unit. **Addressed.**
    d. Provide a list of waivers being sought and their corresponding code location if applicable. **Addressed.**
    e. Provide the actual proposed lot area(s). **Addressed.**
    f. Provide the actual proposed lot width(s). **Addressed.**
    g. Remove all reference to Phase IV (tax parcel). **Addressed.**
    h. Revise the total open space and recreational area requirements for the site to meet the requirements outlined in Section 230-19.7 of the City of Milford Zoning Ordinance. Otherwise, a cash-in lieu option is available. **Addressed.**
    i. Update the maximum density allowed and units allowed items based on Chapter 230-19.9. This may also impact the total number of units allowed item. Revise accordingly. **Addressed.**

2. Address the following comments on the cover sheet:
    a. Add the approved PUD Table. **Addressed.**
    b. According to the index of drawings Sheet C3.5 should be "SWM Pond 4 As Built and Revision." However, this sheet is not included in the plan set. Additionally, the order of the sheets does not match the order of the set. Revise accordingly. **Comment Remains – PUD1 to PUD4 is not listed in the index of Drawings.**
    c. Add the City Planning Department Approval block. **Addressed.**
    d. The note that is in the bottom left corner of the cover sheet that references separation between utilities is incorrect. Vertical separation between water and sewer shall be at least 18 inches. We recommend removing this note due to the information being provided in general notes 15 and 16 on the next page. **Addressed.**
    e. According to the Websoils website the soils shown in the soils map are incorrect. Verify the correct soils and revise accordingly. Additionally, provide a north arrow. **Addressed.**
    f. Add a location map per the City of Milford Preliminary checklist. **Addressed.**
    g. Revise the scale of the Vicinity Map to have a maximum scale of 1" = 400' per the checklist. **Addressed.**
    h. Update the City of Milford Approval to list Mark Whitfield as the City Manager. **Addressed.**
    i. Add an Owner's Certification block with the following language: "I, _____, hereby certify that I am the owner of the properties described on this plan, that the plan was made by my direction and that I acknowledge the same to be my act and desire the plan to be developed as shown in accordance with all applicable laws and regulations." **Addressed.**
    j. Update the Engineer's Statement to read as follows: "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 the best of my knowledge and belief represents good engineering practices as required by the applicable laws of the State of Delaware." **Addressed.**
3. The Data Column on the PUD plan, Record Plan, and on the Construction set do not match. Revise the information per the latest version of the zoning ordinance so that it matches across plans. **Comment Remains. Some information is missing in the Data Column between the three sets of plans. For example, the building height is missing in the Data Column on the Record Plan. Revise accordingly so all information is given on PUD, Record, and Construction plans.**
4. Per Chapter 230 of the zoning ordinance townhouses must be in clusters of 3 to 8 units. Revise the layout to meet this requirement. **Addressed.**
5. Add the following waiver requests or amend the plan to meet the requirement:

a. Chapter 200 requires 36-foot-wide pavement per Chapter 200-8(A)(14). **Comment Remains. The note on the Construction plan cover sheet and on the PUD sheet should include reference to the required width so the Planning Commission and City Council can see what is being requested, similar to what has been provided for the right-of-way width reduction waiver note.**

b. Chapter 200-8(G)(1)(f) require street trees every 150 linear feet. **Addressed**

6. Revise the City of Milford General Notes with the attached (General Major Subdivision Notes). **Comment Remains. Complete note 17 and 33. The record plan requirements includes site plan notes and not major subdivision notes.**
7. The City of Milford General Note 17 references the wrong FEMA floodplain map. Revise the note accordingly. **Comment Remains.**
8. The notes that reference the DelDOT standard specifications refer to the 2016 version. However, there has been multiple updates to the standard specifications since then. We recommend revising all notes to 'refer to the latest version' rather than provide a date. Revise as necessary. **Comment Remains. Revise Drainage, Grading and Sediment Control Notes 1.**
9. The Sanitary Sewer notes reference providing an 8" sewer lateral and cleanout. Per the City of Milford Standard Specifications, the standard size is 6" minimum. We recommend revising the note. **Addressed.**
10. Add a note to the plan that lists the information given in Chapter 200-8(C)(2) of the City of Milford Zoning Ordinance. **Addressed.**
11. Label the street types for each street in the PUD per Chapter 200-8. **Addressed.**
12. Revise the phasing lines shown on Sheet C0.2 to be legible. **Addressed.**
13. There is a note located in the bottom right corner of Sheet C0.3 that references Lot 235 only being able to be constructed if modifications to the pond are made. However, this lot is not adjacent to the pond or the ponds outfall. Please clarify the reason for this note. **Addressed.**
14. Provide correspondence from the City of Milford that allows the roadway width (22') and right-of-way width (28' with 18' easements on either side of the ROW) to be less than what is required per Chapter 200-8 of the Zoning Ordinance. **Comment Remains. The note on the Construction plan cover sheet and on the PUD sheet should include reference to the required width so the Planning Commission and City Council can see what is being requested, similar to what has been provided for the right-of-way width reduction waiver note.**
15. There is a lot of overlapping information that is not legible. Revise plans so all labels are readable. **Addressed.**
16. Revise the following regarding the Existing Conditions Plan:

a. Turn all proposed grading and features off. **Addressed.**

b. Per the City of Milford Preliminary Checklist all existing buildings, paved and concrete areas, and adjacent site features should be shown on the plan. Revise to show and provide all this information. **Addressed.**

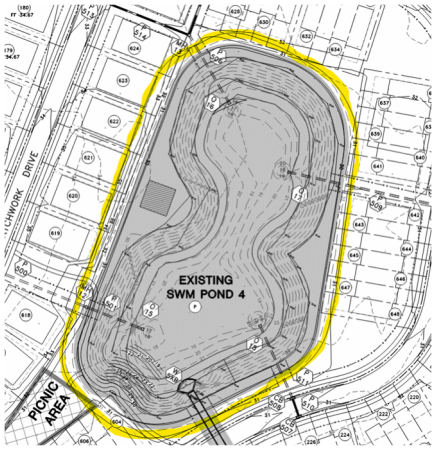
c. Verify the existing contours shown match the current conditions on site. **Addressed.**

d. Currently, some of the labeled structures appear to be missing. Verify which have been installed and revise the plan accordingly. **Addressed.**

e. Turn the boring locations within the wetlands off. **Addressed.**

17. Provide a Preliminary landscaping and open space plan that includes tree preservation, planting, and selective clearing plans (if applicable). Additionally, be sure to show all landscape buffers, recreational amenities, etc. Scale shall be no smaller than 1" = 50'. **Comment Remains. A more extensive landscape buffer shall be provided along South Walnut Street per Section 230-22 of the City of Milford Zoning code. In addition, revise landscape plans to provide street trees along Round Robin Drive and Patchwork Drive or seek a waiver from the landscape buffer requirement along an arterial street. The waiver request must be added to the cover sheet of the PUD, construction plan, and record plan.**
18. Revise the legend on each sheet to include all items shown on the plan. For example, the require setback line is shown in a very light grey but is not included in the legend. Revise the plans and legends on each sheet. **Addressed.**
19. Provide existing contour labels on all grading sheets. **Addressed.**
20. Provide flow arrows for all storm drain pipes. **Addressed.**
21. Currently, there are many proposed contour labels shown on the grading sheets that do not label anything. Verify if a proposed contour is supposed to be shown in each location, otherwise remove from the plan. **Addressed.**
22. What are the hatched square areas (north of Lot 182 and between the lots and existing stormwater management pond 4). Add a label to the plan. **Addressed with Comment, please use full words to label these areas.**
23. Lots 611 and 612 appear to be duplexes rather than townhouses. Revise to add a third unit or provide PUD requirements for a semi-detached dwelling on the PUD sheet and cover sheet. **Addressed.**
24. There are several stormwater pipe easements on private property. Ensure there is adequate room to make repairs in the future based on the utility depth and size. **Addressed.**
25. The 10" water main stub should be placed completely within an easement in the open space and not on a portion of Lot 219. **Addressed.**
26. Provide a signature sheet for property owners with the record plan set for Phase II for review. Ensure all properties adjacent to the proposed revisions are included on the signature sheet. **Addressed.**

27. Verify what the black line (pictured below) is shown around the existing SWM pond 4 is. It cuts into lots, and it is unclear what it is. **Addressed.**

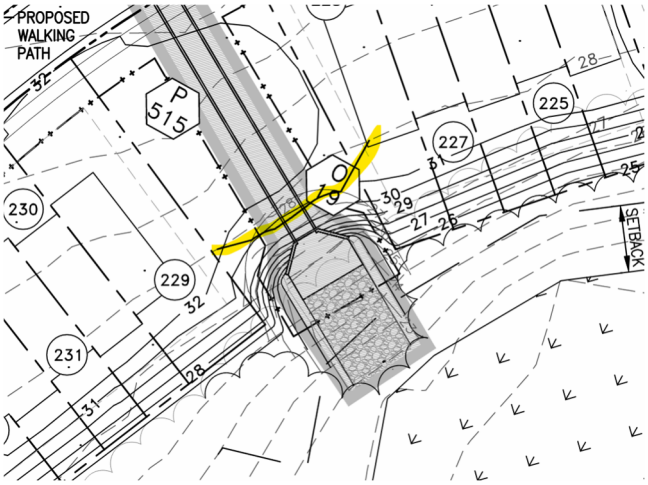


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31. Provide labels in all profiles that denote the vertical separation for all utilities. Verify the separation meets the requirements outlined in the City of Milford Code and Specifications. **Addressed.**
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33. Revise the legend to include the sanitary sewer cleanout along the proposed sewer main similarly to the hydrant and blow off that are shown on the proposed water line. **Addressed.**

Please address the following comment with the Final Subdivision Plan Submission:

34. Clarify where the proposed 32 contour that is along the rear of Lots 170 and 171 goes. It does not appear to continue or tie back into existing. **Addressed.**
35. The proposed 32 contour that loops around Lots 183-197 does not appear to tie into existing. Revise the grading so all contours tie back into existing where applicable. **Addressed with comment. Provide elevations at each corner of the building with your next submission.**

36. Clarify what the highlighted line shown below is. If it is a contour, it crosses another proposed contour. **Addressed.**



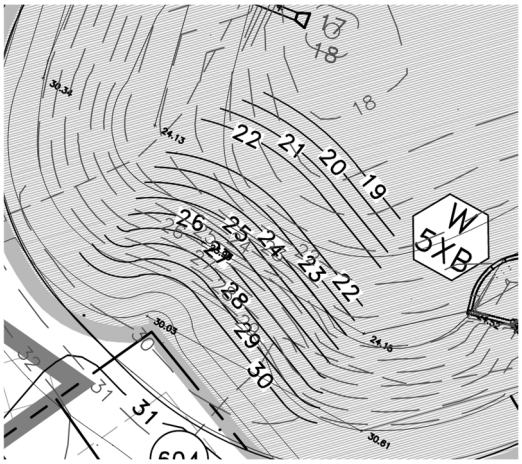
37. The finish floor elevations that are provide do not appear to work with the surrounding proposed grading. Revise grading so there is at least 6" of fall over 10 feet from all corners of structures. **Comment Remains. No response was provided.**

38. Provide finish floor elevations for all proposed structures shown on the plan. **Addressed.**

39. Currently, the area to the south of existing SWM pond 4 is labeled as the picnic area and the lots to the south of that are all proposed at elevation 31. This area is relatively flat. Provide additional spot grades and information in this area that prove positive drainage will occur. **Addressed.**

40. Show the proposed driveway locations on the utility plans to ensure all water meters are not within the driveway areas. **Comment Remains. Also show the driveways of the single-family houses.**

41. The proposed contours located on the south end of existing SWM pond 4 do not tie back into existing. Revise accordingly. **Addressed.**



42. According to the typical section on sheet C2.3 the cross slope shall be 2 percent. However, the provided spot grades for both intersections propose 3 percent. Revise grading and the plans accordingly. **Addressed.**
43. The proposed grading for Lot 253 is shown going off the lot to the west onto Lot 254. Due to this being outside of the phase and the possibility of Lot 254 already being constructed, grading can not be proposed on the adjacent lot. Verify how the grading will tie back in and revise the plans as necessary. **Addressed.**
44. Revise the grading for Lot 162, 163 and, 164. **Addressed.**
45. The proposed 31 contour for Lots 244, 233, and 245 cuts through the building footprint. Revise all grading to be outside of structures. **Addressed.**
46. All utilities must run within the paved roadway. Revise the alignment of the water to remain within the roadway. Additionally, we recommend shifting the water to be at a minimum 5' of separation from the storm drain for clearance and easier constructability. **Addressed.**
47. Revise the water alignment to include valves at a maximum spacing of 800 linear feet. **Addressed.**
48. Many of the proposed services come off the main too close to a structure or along the side of a catch basin and would be difficult or impossible to construct. Revise the alignments to provide adequate spacing and so all services come off the main perpendicularly. **Comment Remains. Services to lot numbers 211 and 242 are too close to the structure. Revise accordingly.**
49. Provide calculations that prove the post discharge rate (Q in cfs) is the same as before based on the revised lot configuration. **Comment Remains. The pre-development calculations are not provided.**
50. Provide the DelDOT Minimum pipe cover and angle worksheet with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Comment Remains. DelDOT Minimum pipe cover and angle worksheet is not provided.**
51. Provide spread and hydraulic grade line calculations with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Comment Remains. The spread calculations shows that the width of spread exceeds half of the width of the roadway in most instances. Revise the storm drain so the sum of the spread is equal to or less than the half of the width of the road per DelDOT Road Design Manual Chapter 6.**
52. Currently, there are many pipe runs that are proposed at a relatively flat slope or negative slope. Negative slopes are not allowed. Pipe slopes shall be at least 0.002 ft/ft or have provide a velocity of at least 2 fps. Revise the design to meet these requirements. We understand that this should not have changed since the previously

approved design, but this information should be included with this plan set also. **Addressed.**

53. Some of the pipe lengths when measured in plan view are longer than what is given in the pipe schedule and on the profiles. Verify which lengths are correct and revise all information to match. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**
54. Currently, all outfalls also list a Rim Elevation. It appears based on the grading in the profiles and plan view that all outfalls are either a flared end sections or headwall. Clarify why Rim Elevations are provided. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**
55. Verify all manhole lids and valves are located outside of the flowline (where the pavement meets the curb). Revise as necessary. **Comment Remains. Shift manholes 84A, 86, 92, and 79 so they are not so close to the curb.**
56. No sanitary sewer laterals shall connect directly to a manhole. Revise the plans so that all proposed sewer services come off the main perpendicularly. **Comment Remains. Sanitary Sewer laterals for lots 244, 239, 228, and 223 are shown to come off the sanitary sewer manhole, revise accordingly.**
57. Please revise the fire protection plans based on the following comments:
    a. Plans are dated June 2020. Is this correct? If not, provide the correct date and/or revision dates for the plans. **Addressed.**
    b. Sheet FP1.1: Fire Protection Note 1: Provide the fire separation detail referenced in this note.
        i. A cross-section detail of a fire barrier wall between townhouse buildings indicating its construction and hourly fire rating is required. **Addressed.**
        ii. The detail shall also be listed by a testing laboratory meeting the requirements of Chapter 5 Listing and Approval of Testing Laboratories of the Delaware State Fire Prevention Commission, Regulation 701 Administration and Enforcement. **Addressed.**
    c. All the Fire Hydrant Label pointers must point to the Fire Hydrants. **Addressed.**
    d. The developer must apply for and provide a State Fire Marshal Approval. **Comment Remains.**
    e. The Fire Protection Plan does not indicate how fire apparatus can gain access to this phase of the development. Show the access route to this phase. **Addressed.**
    f. Full site address is required on the plans. **Comment Remains. Provide full site address.**

g. Specify the County's planning department reference number when given. **Addressed with comment, per engineer's response, this project is not within the jurisdiction of Sussex County and no reference number will be given.**

h. Owner's name and address is required. **Addressed.**

i. Maximum building height is required. **Addressed.**

j. Proposed building construction is required. **Addressed.**

58. Label the vertical separation between the sanitary sewer and all crossing utilities in the profiles on Sheet C4.3. **Addressed.**
59. Provide the actual vertical separation and coverage in the water crossing profile on Sheet C4.3. **Addressed.**
60. Lots 216, 612, and 618 do not meet the minimum lot width requirements per the proposed PUD. Revise the lot lines to meet this requirement. Addressed.
61. Provide the following approvals to received final approval: **Comment Remains.**
    k. State Fire Marshall
    l. Sussex Conservation District
    m. DelDOT (if applicable)
    n. Department of Health Services
62. **The City Code only requires 1 tree per 10,000 square feet of lot area for residential development. Update the landscape plan accordingly. Add the required tree ratio to the data column on each of the three sheets along with the number of trees provided. The landscaping plan shall be recorded with the record plan set.**

If you have any questions or comments regarding this letter, please do not hesitate to contact me any time at (302) 318-1108.

Sincerely,

Ardalan Faghri,
Senior Design Engineer

Thomas Fruehstorfer
Senior Project Manager

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.

September 12, 2024

City of Milford
Department of Planning and Zoning
180 Vickers Drive
Milford, DE 19963

Attn: Mr. Rob Pierce
Planning and Economic Development Director

RE: **Milford Ponds Phase 2**
PUD & Preliminary Plan
Tax Parcel #: 1-30-3.00-264.00
DBF #: 2875A002.A01

Dear Mr. Pierce,

We received KCI Technologies review of the Preliminary Plans of Milford Ponds Phase 2 dated September 03, 2024, and have the following responses.

1. Add the following information to the Data Column per the City of Milford's Preliminary Checklist:
   a. Provide the phone number of the owner/developer. **Addressed.**
   b. Provide the existing and proposed use. **Addressed.**
   c. Provide the estimated number of EDU for each unit. **Addressed.**
   d. Provide a list of waivers being sought and their corresponding code location if applicable. **Addressed.**
   e. Provide the actual proposed lot area(s). **Addressed.**
   f. Provide the actual proposed lot width(s). **Addressed.**
   g. Remove all references to Phase IV (tax parcel). **Addressed.**
   h. Revise the total open space and recreational area requirements for the site to meet the requirements outlined in Section 230-19.7 of the City of Milford Zoning Ordinance. Otherwise, a cash-in lieu option is available. **Addressed.**
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b. According to the index of drawings Sheet C3.5 should be "SWM Pond 4 As Built and Revision." However, this sheet is not included in the plan set. Additionally, the order of the sheets does not match the order of the set. Revise accordingly. *Comment Remains – PUD1 to PUD4 is not listed in the index of Drawings.* **The PUD sheets have been added to the Phase 2 sheet index.**

c. Add the City Planning Department Approval block. **Addressed.**

d. The note that is in the bottom left corner of the cover sheet that references separation between utilities is incorrect. Vertical separation between water and sewer shall be at least 18 inches. We recommend removing this note due to the information being provided in general notes 15 and 16 on the next page. **Addressed.**

e. According to the Websoils website the soils shown in the soils map are incorrect. Verify the correct soils and revise accordingly. Additionally, provide a north arrow. **Addressed.**

f. Add a location map per the City of Milford Preliminary checklist. **Addressed.**

g. Revise the scale of the Vicinity Map to have a maximum scale of 1" = 400' per the checklist. **Addressed.**

h. Update the City of Milford Approval to list Mark Whitfield as the City Manager. **Addressed.**

i. Add an Owner's Certification block with the following language: "I, , hereby certify that I am the owner of the properties described on this plan, that the plan was made by my direction and that I acknowledge the same to be my act and desire the plan to be developed as shown in accordance with all applicable laws and regulations." **Addressed.**

j. Update the Engineer's Statement to read as follows: "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 the best of my knowledge and belief represents good engineering practices as required by the applicable laws of the State of Delaware." **Addressed.**

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a. Chapter 200 requires 36-foot-wide pavement per Chapter 200-8(A)(14). *Comment Remains. The note on the Construction plan cover sheet and on the PUD sheet should include reference to the required width so the Planning Commission and*

City Council can see what is being requested, similar to what has been provided for the right-of-way width reduction waiver note. **The 36' wide pavement includes parking on the street. The plan provides two parking spaces on each lot and does not intend to have parking on the street. Therefore, the width per the Code is supposed to be 24' wide as we are not proposing on-street parking. The note now references 24'. This note was previously recorded on the Phase 3 plans.**

b. Chapter 200-8(G)(1)(f) require street trees every 150 linear feet. **Addressed.**

6. Revise the City of Milford General Notes with the attached (General Major Subdivision Notes). *Comment Remains. Complete note 17 and 33. The record plan requirements includes site plan notes and not major subdivision notes.* **The major subdivision notes have been added to the record plan cover sheet. As a result, the data column and some general notes were moved to the next page R2.1.**

7. The City of Milford General Note 17 references the wrong FEMA floodplain map. Revise the note accordingly. *Comment Remains.* **The note has been revised.**

8. The notes that reference the DelDOT standard specifications refer to the 2016 version. However, there has been multiple updates to the standard specifications since then. We recommend revising all notes to 'refer to the latest version' rather than provide a date. Revise as necessary. *Comment Remains. Revise Drainage, Grading and Sediment Control Notes 1.* **The note has been revised.**

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15. There is a lot of overlapping information that is not legible. Revise plans so all labels are readable. **Addressed**

16. Revise the following regarding the Existing Conditions Plan:

    a. Turn all proposed grading and features off. **Addressed**

    b. Per the City of Milford Preliminary Checklist all existing buildings, paved and concrete areas, and adjacent site features should be shown on the plan. Revise to show and provide all this information. **Addressed**

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    South Walnut Street is classified as a Major Collector per the DelDOT Functional Classification map; Therefore Section 230-22 does not apply because S. Walnut is not an Arterial street.

18. Revise the legend on each sheet to include all items shown on the plan. For example, the require setback line is shown in a very light grey but is not included in the legend. Revise the plans and legends on each sheet. **Addressed.**

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signature sheet. **Addressed.**

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36. Clarify what the highlighted line shown below is. If it is a contour, it crosses another proposed contour. **Addressed.**

37. The finish floor elevations that are provided do not appear to work with the surrounding proposed grading. Revise grading so there is at least 6" of fall over 10 feet from all corners of structures. *Comment Remains. No response was provided.* **The grading has been revised.**

38. Provide finished floor elevations for all proposed structures shown on the plan. **Addressed.**

39. Currently, the area to the south of existing SWM pond 4 is labeled as the picnic area and the lots to the south of that are all proposed at elevation 31. This area is relatively flat. Provide additional spot grades and information in this area that prove positive drainage will occur. **Addressed.**

40. Show the proposed driveway locations on the utility plans to ensure all water meters are

not within the driveway areas. *Comment Remains. Also show the driveways of the single-family houses.* **The driveways for the single-family homes are now shown as well.**

41. The proposed contours located on the south end of existing SWM pond 4 do not tie back into existing. Revise accordingly. **Addressed.**

42. According to the typical section on sheet C2.3 the cross slope shall be 2 percent. However, the provided spot grades for both intersections propose 3 percent. Revise grading and the plans accordingly. **Addressed.**

43. The proposed grading for Lot 253 is shown going off the lot to the west onto Lot 254. Due to this being outside of the phase and the possibility of Lot 254 already being constructed, grading cannot be proposed on the adjacent lot. Verify how the grading will tie back in and revise the plans as necessary. **Addressed.**

44. Revise the grading for Lot 162, 163, and 164. **Addressed.**

45. The proposed 31 contour for Lots 244, 233, and 245 cuts through the building footprint. Revise all grading to be outside of structures. **Addressed.**

46. All utilities must run within the paved roadway. Revise the alignment of the water to remain within the roadway. Additionally, we recommend shifting the water to be at a minimum 5' of separation from the storm drain for clearance and easier constructability. **Addressed.**

47. Revise the water alignment to include valves at a maximum spacing of 800 linear feet. **Addressed.**

48. Many of the proposed services come off the main too close to a structure or along the side of a catch basin and would be difficult or impossible to construct. Revise the alignments to provide adequate spacing so all services come off the main perpendicularly. *Comment Remains. Services to lot numbers 211 and 242 are too close to the structure. Revise accordingly.* **The services have been revised to be further away.**

49. Provide calculations that prove the post discharge rate (Q in cfs) is the same as before based on the revised lot configuration. *Comment Remains. The pre-development calculations were not provided.* **Updated pre-development calculations will be provided at final major subdivision submission.**

50. Provide the DelDOT Minimum pipe cover and angle worksheet with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. *Comment Remains. DelDOT Minimum pipe cover and angle worksheet was not provided.* **The DelDOT Minimum pipe cover and angle worksheet will be provided at final major subdivision submission.**

51. Provide spread and hydraulic grade line calculations with your next submission. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. *Comment Remains. The spread calculations show that the width of spread exceeds half of the width of the roadway in most instances. Revise the storm drain so the sum of the spread is equal to or less than the half of the width of the road per DelDOT Road Design Manual Chapter 6.* **The updated spread and hydraulic grade line calculations will be provided at final major subdivision submission.**

52. Currently, there are many pipe runs that are proposed at a relatively flat slope or negative slope. Negative slopes are not allowed. Pipe slopes shall be at least 0.002 ft/ft or have a velocity of at least 2 fps. Revise the design to meet these requirements. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**

53. Some of the pipe lengths when measured in plan view are longer than what is given in the pipe schedule and on the profiles. Verify which lengths are correct and revise all information to match. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**

54. Currently, all outfalls also list a Rim Elevation. It appears based on the grading in the profiles and plan view that all outfalls are either a flared end sections or headwall. Clarify why Rim Elevations are provided. We understand that this should not have changed since the previously approved design, but this information should be included with this plan set also. **Addressed.**

55. Verify all manhole lids and valves are located outside of the flowline (where the pavement meets the curb). Revise as necessary. *Comment Remains. Shift manholes 84A, 86, 92, and 79 so they are not so close to the curb.* **The manhole lids are now shown as the inner circle of the manhole; This should demonstrate that there is plenty of room from the flow line to the manhole lid.**

56. No sanitary sewer laterals shall connect directly to a manhole. Revise the plans so that all proposed sewer services come off the main perpendicularly. *Comment Remains. Sanitary Sewer laterals for lots 244, 239, 228, and 223 are shown to come off the sanitary sewer manhole, revise accordingly*. **The sewer laterals were shifted slightly to make it more clear that the laterals do not connect directly to the manholes.**

57. Please revise the fire protection plans based on the following comments:

    a. Plans are dated June 2020. Is this correct? If not, provide the correct date and/or revision dates for the plans. **Addressed.**

    b. Sheet FP1.1: Fire Protection Note 1: Provide the fire separation detail referenced in this note.

        i. A cross-section detail of a fire barrier wall between townhouse buildings indicating its construction and hourly fire rating is required. **Addressed.**

        ii. The detail shall also be listed by a testing laboratory meeting the requirements of Chapter 5 Listing and Approval of Testing Laboratories of the Delaware State Fire Prevention Commission, Regulation 701 Administration and Enforcement. **Addressed.**

    c. All the Fire Hydrant Label pointers must point to the Fire Hydrants. **Addressed.**

    d. The developer must apply for and provide a State Fire Marshal Approval. *Comment Remains.* **We have submitted to the State Fire Marshal for revised plan approval.**

    e. The Fire Protection Plan does not indicate how fire apparatus can gain access to

this phase of the development. Show the access route to this phase. **Addressed.**

f. Full site address is required on the plans. *Comment Remains. Provide full site address.* **The property does not have an address yet.**

g. Specify the County's planning department reference number when given. *Addressed with comment, per engineer's response, this project is not within the jurisdiction of Sussex County and no reference number will be given.*

h. Owner's name and address is required. **Addressed.**

i. Maximum building height is required. **Addressed.**

j. Proposed building construction is required. **Addressed.**

58. Label the vertical separation between the sanitary sewer and all crossing utilities in the profiles on Sheet C4.3. **Addressed.**

59. Provide the actual vertical separation and coverage in the water crossing profile on Sheet C4.3. **Addressed.**

60. Lots 216, 612, and 618 do not meet the minimum lot width requirements per the proposed PUD. Revise the lot lines to meet this requirement. **Addressed.**

61. Provide the following approvals to receive final approval: *Comment Remains.* **The following approvals will be forwarded to the City prior to final approval.**

a. State Fire Marshall

b. Sussex Conservation District

c. DelDOT (if applicable)

d. Department of Health Services

62. The City Code only requires 1 tree per 10,000 square feet of lot area for residential development. Update the landscape plan accordingly. Add the required tree ratio to the data column on each of the three sheets along with the number of trees provided. The landscaping plan shall be recorded with the record plan set. **The amount of trees have been revised and the ratio added to the site data**

Should you have any further questions please contact me.

Sincerely,
Davis, Bowen & Friedel, Inc.



Timothy M. Metzner, RLA, LEED AP ND
Associate / Sr. Landscape Architect

§ 200-6. Revisions to recorded subdivision plats.

A. For rerecordation of previously subdivided and recorded major subdivision and minor subdivision, the revised plat must be signed by all lot owners within the subdivision who are adjacent to or share a common boundary line with the area of proposed change in addition to 75% of all lot owners within the entire subdivision. The adjacent property owners shall be included as a part of the required 75% of required signatures.

(1) A copy of the subdivision deed restrictions must accompany the application to revise a recorded subdivision plat. If there are procedures regarding revisions to the subdivision outlined in the deed restrictions, the applicant must meet the stricter of the two requirements.

B. Prior to seeking approval of any rerecordation, the owner/applicant shall give notice to all persons indicated by assessment records to be lot owners within the subdivision. The owner/applicant shall provide proof of notification in the form of certified mail receipts for each lot owner to the Department.

C. With the exception of Subsections D and E below, new letters of "No objection" from all agencies granting original approval of a project must be submitted.

D. The following are exempt from the rerecordation signature requirements:

(1) Administratively approved applications such as lot line adjustments where no additional lots are proposed; and

(2) Cases where utility easements are added to a subdivision plan.

E. For minor changes or alterations to recorded subdivision plats, in lieu of formal plan review by the Planning Commission and City Council, said minor changes may be administratively approved at the discretion of the Planning Director or designee, provided that such changes or amendments:

(1) Do not increase density;

(2) Do not substantially alter the road design or layout;

(3) Do not substantially alter the original conditions for approval;

(4) Involve no changes in permitted use of the property;

(5) Do not conflict with the specific requirements of this chapter or Chapter 230, Zoning;

(6) Do not change the general character or content of an approved plan in a material way;

(7) Have no adverse effect on adjoining or surrounding property;

(8) Do not result in any substantial change of major external access points;

(9) Do not decrease the minimum specified yards, setbacks, and open spaces; and

(10) Have no adverse effects on traffic operations.

§ 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.

§ 200-9. Variances and waivers.

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

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

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

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

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

(1) All permitted uses in an R-2 District

(2) Two-family dwellings.

(3) Townhouses.

(4) Garden Apartments.

C. Conditional uses subject to special regulations. All uses specified as conditional uses in the R-1 District and the following uses may be permitted with the approval of a conditional use permit by the Milford City Council in accordance with the provisions of Article IX of this chapter and are subject to the area regulations for the R-1 zoning district unless otherwise noted below:

(1) Rooming or boarding houses.

(2) Business or Professional offices (nonresident); minimum lot size one acre.

(3) Nursing homes; minimum lot size one acre.

(4) Manufactured home parks.

(5) Tiny Home Village.

D. Area regulations.

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

(a) Minimum lot area shall be 7,500 square feet.

(b) Maximum lot coverage shall be 40%.

(c) Minimum lot width shall be 60 feet.

(d) Minimum front yard setback line shall be 30 feet.

(e) Side yards shall be provided as follows: each lot shall have at least two side yards eight feet in width, except semi-detached structures, which shall have at least one side yard per lot eight feet in width.

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

(2) Single-family semi-detached

(a) Minimum interior lot area shall be 4,000 square feet and minimum corner lot area shall be 6,500 square feet.

(b) Maximum lot coverage shall be 40%.

(c) Minimum lot width shall be 40 feet.

(d) Minimum front yard setback line shall be 30 feet.

(e) Side yards shall be provided as follows: each lot shall have at least two side yards eight feet in width, except semi-detached structures, which shall have at least one side yard per lot eight feet in width.

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

(3) Townhouses or row dwellings, subject to the following requirements:

(a) Minimum townhouse project size shall be one acre.

(b) Minimum lot area shall be 2,000 square feet.

(c) Maximum lot coverage shall be 60%.

(d) Minimum lot width shall be 20 feet.

(e) Minimum front yard setback line shall be 30 feet.

(f) Minimum rear yard setback shall be 30 feet.

(g) Minimum side yard setback shall be 10 feet, aggregate 30 feet.

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

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

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

(4) Garden or low-rise apartments, subject to the following requirements:

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

(b) Maximum lot coverage shall be 80%.

(c) Minimum lot width shall be 50 feet.

(d) Minimum front yard setback shall be 30 feet.

(e) Minimum rear yard setback shall be 30 feet.

(f) Minimum side yard setback shall be 20 feet.

(g) The maximum number of dwelling units per building shall be 24.

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

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

(5) Manufactured Home Parks.

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

(b) The number of dwelling units per acre shall not exceed 8.

(c) Maximum lot coverage shall be 60%.

(d) Minimum lot width shall be 40 feet.

(e) Minimum lot area shall be 4,000 square feet.

(f) Minimum front yard setback shall be 25 feet.

(g) Minimum rear yard setback shall be 15 feet.

(h) Minimum side yard setback shall be 8 feet.

(i) Mobile homes must meet the requirements of the Federal Manufacturer Housing Construction and Safety Standard Act of 1974.

(6) Tiny Home Village.

(a) The total area to be developed as a tiny home village shall be at least one acre.

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

(c) Maximum lot coverage shall be 60%.

(d) Minimum lot width shall be 25 feet.

(e) Minimum lot area shall be 2,000 square feet.

(f) Minimum front yard setback shall be 20 feet.

(g) Minimum rear yard setback shall be 15 feet.

(h) Minimum side yard setback shall be 8 feet.

(i) Tiny homes must meet the requirements of the adopted building code of the City of Milford.

(7) Heights of buildings shall not exceed 35 feet. Accessory buildings shall not exceed 15 feet in height.

(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 amenities shall comply with the requirements of 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.

§ 230-19.9. Planned Unit Development.

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

B. Minimum requirements, area and width. In a planned unit development, minimum lot area and width may be less than that required by the district regulations, except that no single-family lot shall be less than 4,000 square feet in area nor less than 40 feet in width.

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

Zoning Category	Minimum Lot Area
R-1	10,000 square feet
R-2	8,000 square feet
R-3	3,630 square feet
R-8	3,630 square feet

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

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

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

F. Neighborhood commercial.

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

(a) Retail goods and services.

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

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

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

(e) Professional and administrative offices.

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

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

(h) Laundromats or dry cleaners.

(i) Art, music, or photography studio.

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

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

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

(3) Hours of operation. Except for the swimming pool, clubhouse and associated sport or exercise areas, neighborhood commercial land uses shall be limited to the following hours of operation 6:00 a.m. to 9:00 p.m., unless otherwise specifically approved by City Council as part of the conditional use approval.

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

(5) Parking. Parking spaces for the commercial space shall be determined in accordance with the overall planned unit development submission but in no event shall be less than 80% of the spaces required for standard commercial space.

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

G. Planned Unit Developments are subject to the Recreation, Open Space and other Public Facilities sections of this Chapter.

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS
Planning Commission Hearing: Tuesday, October 15, 2024 @ 6:00 p.m.
City Council Hearing: Monday, October 28, 2024 @ 6:00 p.m.

NOTICE IS HEREBY GIVEN that the following proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council with public comments scheduled on the times indicated above.

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 2024-10
Application of Milford Ponds, LLC for Revised Preliminary Major Subdivision of 27.572 +/- acres of land, in an R-1, R-2 & R-3 with PUD Zoning District to be known as Milford Ponds Phase II. Property is located at the southwest corner of Flying Geese Drive and S. Walnut Street in Milford, Delaware.
Present Use: Planned Unit Development; Proposed Use: Planned Unit Development
Tax Map: 1-30-3.00-264.01, 1-30-6.00-558.00, 1-30-6.00-600.00 thru 688.00

WHEREAS, the applicant/owners of the property as above described herein have petitioned the City of Milford to amend the Preliminary Major Subdivision by modifying the unit count and mix; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on October 15, 2024, whereby public comment will be taken and a recommendation will be made; and

WHEREAS, Milford City Council held a Public Hearing on Monday, Monday, October 28, 2024, to make a final determination following further review and additional public comment of the ordinance.

NOW THEREFORE BE IT RESOLVED, by the City of Milford:

In accordance with Chapter 200 of the City of Milford Code, the City Council hereby finds and determines, as follows:

Section 1. The Application for a Revised Preliminary Major Subdivision is consistent with Chapter 230 Zoning and Chapter 200 Subdivision of Land.
Section 2. The Application is compliant with the City's construction Standards and Specifications; and
Section 3. Agency and Department Comments shall be addressed prior to the approval of the Final Major Subdivision Plan.
Section 4. The Final Major Subdivision Plan will not be detrimental to the public health, safety and general welfare of the community.
Section 5. These changes and additions will not adversely affect the orderly development of adjacent properties and will maintain the preservation of property values.
Section 6. Dates.
City Council Introduction: October 14, 2024
Planning Commission Review & Public Hearing: October 15, 2024
City Council Public Hearing: October 28, 2024
Effective: Ten Days Following Adoption by City Council

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

09.23.24
Published: Delaware State News 09.27.24

Financial Reporting Package

As of and For the Period Ended September 30, 2024

Net Cash and Funding Availability Summary *(in thousands)*

Cash & Investment Balance Rollforward

Restricted Cash Reserves Report

Enterprise Funds YTD Revenue & Expenditure Report

General Fund YTD Revenue & Expenditure Report

Appendix: ARPA Funding Plan versus Actual Expenses

Legacy Revenue Report with MTD & YTD vs Annual Budget

Legacy Expenditure Report with MTD & YTD vs Annual Budget

Legacy Interservice Department Cost Allocation

City of Milford, Delaware

Net Cash and Funding Availability Summary *(in thousands)* [1]

For the Period Ended September 30, 2024

Operating Cash Balances

▼ *Marks Ref Closing Bal* [4]

Description	Opening Balance (Aug 31, 2024)		Closing Balance (Sep 30, 2024)	Projected Cashflows	Commitments & Restrictions	Minimum Cash Requirement/ERR	Uncommitted / Unrestricted
General Fund[3]	$ 1,105	↑	$ 3,073	$ 1,244	$ (648)	$ (1,765)	$ 1,904
Electric Fund	3,275	→	3,326	45	(970)	(1,187)	1,214
Water Fund	3,121	→	3,349	32	(643)	(330)	2,407
Sewer Fund	1,967	↑	2,226	26	(301)	(236)	1,715
Solid Waste Fund	845	↓	453	8	(123)	(201)	137
Operating Cash Totals[4]	**$ 10,313**	●	**$ 12,427**	**$ 1,355**	**$ (2,685)**	**$ (3,719)**	**$ 7,378**

Federal, State and Other Special Purpose Cash Balances

Description	Opening Balance (Aug 31, 2024)		Closing Balance (Sep 30, 2024)	Projected Cashflows	Commitments & Restrictions	Minimum Cash Requirement/ERR	Uncommitted / Unrestricted
General Improvement	$ 1,291	→	$ 1,295	$ -	$ (1,295)	$ -	$ -
Municipal Street Aid (MSA)	726	↑	802	210	(1,012)	-	-
Realty Transfer Tax (RTT)	2,070	→	2,084	5,563	(5,683)	(1,373)	591
Economic Development	515	→	515	89	-	-	604
Lodging Tax Fund	768	→	792	99	(891)	-	-
ARPA Grant Fund	274	→	260	-	(260)	-	-
Special Purpose Cash Totals[4]	**$ 5,644**	●	**$ 5,749**	**$ 5,962**	**$ (9,142)**	**$ (1,373)**	**$ 1,195**

Reserve Fund Cash Balances[1]

Description	Opening Balance (Aug 31, 2024)		Closing Balance (Sep 30, 2024)	Projected Cashflows	Commitments & Restrictions	Minimum Cash Requirement/ERR	Uncommitted / Unrestricted
General Fund Capital Reserves	$ 2,253	→	$ 2,211	$ 2,648	$ (4,353)	$ (329)	$ 178
Water Fund Capital Reserves	3,689	→	3,711	643	(2,064)	(2,229)	60
Sewer Fund Capital Reserves	4,385	→	4,295	301	(1,103)	(3,472)	22
Solid Waste Fund Capital Reserves	116	↓	84	123	(71)	(126)	10
Electric Fund Capital Reserves[2]	13,009	→	13,090	3,470	(7,034)	(7,045)	2,481
Operating Cash Totals[4]	**$ 23,453**	●	**$ 23,391**	**$ 7,185**	**$ (14,626)**	**$ (13,200)**	**$ 2,751**

Impact Fees and Police/General Facilities Cash Balances

Description	Opening Balance (Aug 31, 2024)		Closing Balance (Sep 30, 2024)	Projected Cashflows	Commitments & Restrictions	Minimum Cash Requirement/ERR	Uncommitted / Unrestricted
Police & General Gov't Facilities	$ 672	→	$ 676	$ 106	$ (782)	$ -	$ -
Carlisle Fire Co Permit Fund	320	→	324	35	(359)	-	-
Parks & Recreation Facilities	160	→	160	-	(160)	-	-
Water Impact Fee Reserves	6,113	→	6,179	589	(1,265)	-	5,503
Sewer Impact Fee Reserves	3,575	→	3,608	294	(550)	-	3,352
Electric Impact Fee Reserves	1,439	→	1,447	76	(1,523)	-	-
Impact Fees & Police/GF Totals[4]	**$ 12,278**	●	**$ 12,393**	**$ 1,100**	**$ (4,638)**	**$ -**	**$ 8,854**

Grand Totals[4]	**$ 51,689**	✓	**$ 53,959**	**$ 15,602**	**$ (31,092)**	**$ (18,291)**	**$ 20,178**

[1] New report merges Cash Roll (p.2) and Restricted Reserves (p.3) into one single reference for net funds available after commitments & restrictions.

[2] Realty Transfer Taxes (RTT) and Electric Fund Reserves totaling $7.5mm are being temporarily consumed to offset interest costs associated with the PD Facility construction. The recovery of the funds through project financing is reflected in the Projected Cashflows columns for RTT & Electric.

[3] The General Fund Unrestricted operating cash balance reported last month was a function of dynamic reserve targets against the expanding budget (organic growth + inflation) timed with the lowest operating cash period of the FY; the sub-zero condition naturally reverse in September as expected.

[4] Closing Balance Indicator sets ***Red,*** ***Yellow*** and ***Green*** signify month-to-month cash variance as follows:



-10% ≤ Variance ≤ 10%



-5% ≤ Variance ≤ 5%



-2.5% ≤ Variance ≤ 2.5%

City of Milford, Delaware

Cash and Investment Balance[1] Rollforward

For the Period Ended September 30, 2024

Operating Cash Balances

▼*Marks Ref Closing Bal*[4]

Description	Opening Balance (Aug 31, 2024)	Receipts	Interest Earned	Disbursements	Closing Balance (Sep 30, 2024)
General Fund	$ 1,105,027	$ 4,484,385	$ 2,117	$ (2,518,807)	$ 3,072,722
Electric Fund	3,274,701	4,408,807	6,273	(4,363,644)	3,326,137
Water Fund	3,120,501	426,310	5,977	(204,244)	3,348,543
Sewer Fund	1,967,311	668,386	3,768	(413,131)	2,226,334
Solid Waste Fund	845,330	147,478	1,619	(541,317)	453,111
Operating Cash Totals[4]	**$ 10,312,870**	**$ 10,135,365**	**$ 19,754**	**$ (8,041,142)**	**$ 12,426,848**

Federal, State and Other Special Purpose Cash Balances

Description	Opening Balance (Aug 31, 2024)	Receipts	Interest Earned	Disbursements[2]	Closing Balance (Sep 30, 2024)
General Improvement	$ 1,290,610	$ -	$ 9,084	$ (4,387)	$ 1,295,306
Municipal Street Aid (MSA)	725,919	70,163	5,703	-	801,786
Realty Transfer Tax (RTT)	2,070,161	10,521	11,755	(8,333)	2,084,103
Economic Development	515,247	-	-	-	515,247
Lodging Tax Fund	768,365	23,819	-	-	792,184
ARPA Grant Fund	273,890	-	-	(13,391)	260,499
Special Purpose Cash Totals[3,4]	**$ 5,644,192**	**$ 104,504**	**$ 26,542**	**$ (26,111)**	**$ 5,749,126**

Reserve Fund Cash Balances

Description	Opening Balance (Aug 31, 2024)	Receipts	Interest Earned	Disbursements[2]	Closing Balance (Sep 30, 2024)
General Fund Capital Reserves	$ 2,252,842	$ 190,792	$ 15,873	$ (248,496)	$ 2,211,010
Water Fund Capital Reserves	3,689,357	-	25,994	(4,785)	3,710,566
Sewer Fund Capital Reserves	4,385,368	-	30,898	(121,227)	4,295,039
Solid Waste Fund Capital Reserves	116,147	390,500	818	(423,385)	84,080
Electric Fund Capital Reserves	13,009,270	-	91,660	(10,833)	13,090,097
Reserve Fund Cash Totals[3,4]	**$ 23,452,985**	**$ 581,292**	**$ 165,243**	**$ (808,727)**	**$ 23,390,793**

Impact Fees and Police/General Facilities Cash Balances

Description	Opening Balance (Aug 31, 2024)	Receipts	Interest Earned	Disbursements[2]	Closing Balance (Sep 30, 2024)
Police & General Gov't Facilities	$ 671,865	11,817	$ -	$ (8,105)	$ 675,577
Carlisle Fire Co Permit Fund	319,679	3,939	-	-	323,618
Parks & Recreation Facilities	159,575	-	-	-	159,575
Water Impact Fee Reserves	6,113,469	65,411	-	-	6,178,880
Sewer Impact Fee Reserves	3,574,993	32,663	-	-	3,607,656
Electric Impact Fee Reserves	1,438,890	8,400	-	-	1,447,290
Impact Fees & Police/GF Totals[3,4]	**$ 12,278,473**	**$ 122,230**	**$ -**	**$ (8,105)**	**$ 12,392,597**

Grand Totals[4]	**$ 51,688,519**	**$ 10,943,391**	**$ 211,539**	**$ (8,884,085)**	**$ 53,959,364**

[1]Balances are not indicative of funding availability; see enclosed Restricted Cash Reserves and Net Cash & Funding Availability Reports for detail.

[2]$0.8 million disbursed from reserves (lines 20-24) includes the $422k solid waste vehicle, $210k in PD projects & vehicle replacements, the ongoing ERP upgrade, parks & rec projects and other budgeted utility projects.

[3]Investments with PFM exceed $39 million and consist of total reserves (line 25), impact fees (lines 31-33), special purpose funds (lines 13-15), and on a short-term basis, a portion of the operating cash (line 8).

[4]Closing Balance Indicator sets ***Red,*** ***Yellow*** and ***Green*** signify month-to-month cash variance as follows:



-10% ≤ Variance ≤ 10%



-5% ≤ Variance ≤ 5%



-2.5% ≤ Variance ≤ 2.5%

City of Milford, Delaware

Restricted Cash Reserves Report

As of September 30, 2024

General Fund Capital Reserves		Amount
Cash/Investment Balance (9/30/24)	$	2,211,010
Expected Contributions & Interest		648,225
Restricted Funds:		
Vehicle & Equipment Replacement		(224,494)
Street Repair		(2,084,347)
Parking Enhancements		(620,000)
Parkland, Trails & Recreation		(1,263,177)
PD Projects		(160,489)
Support Policy with RTT[1]		2,000,000
Reserve (MCR) Policy[6,8]		-
Equipment Replacement Reserve[2]		(329,000)
Uncommitted Reserve Balance	**$**	**177,728**

Water Fund Capital Reserves		Amount
Cash/Investment Balance (9/30/24)	$	3,710,566
Expected Contributions & Interest		642,767
Restricted Funds:		
Vehicle & Equipment Replacement		(218,393)
Reserve-Funded Projects		
Water System Improvements		(1,515,586)
Water Plant Upgrades		(238,376)
4th St Project 9/9/24		(91,996)
Reserve (MCR) Policy[3,6]		(2,182,680)
Equipment Replacement Reserve[3]		(46,250)
Uncommitted Reserve Balance	**$**	**60,052**

Sewer Fund Capital Reserves		Amount
Cash/Investment Balance (9/30/24)	$	4,295,039
Expected Contributions & Interest		301,250
Restricted Funds:		
Sewer Vehicles & Equipment		(125,424)
Reserve-Funded Projects		
Sewer System Improvements		(912,700)
8" Bypass Pump		(65,000)
		-
		-
Reserve (MCR) Policy[3,6]		(3,373,571)
Equipment Replacement Reserve[3]		(98,000)
Uncommitted Reserve Balance	**$**	**21,594**

Electric Fund Capital Reserves		Amount
Cash/Investment Balance (9/30/24)	$	13,090,097
Expected Contributions & Interest		3,469,861
Restricted Funds:		
Electric Vehicles & Equipment		(135,000)
Substation Upgrades & Security		(479,944)
Traffic Signal Upgrades		(374,840)
Citywide Projects		(1,984,593)
Investment Policy/Rate Stability[7]		(4,060,000)
Reserve (MCR) Policy[3,6]		(6,836,775)
Equipment Replacement Reserve[3]		(208,000)
Uncommitted Reserve Balance	**$**	**2,480,806**

Solid Waste Reserves		Amount
Cash/Investment Balance (9/30/24)	$	84,080
Expected Contributions & Interest		123,150
Restricted Funds:		
Solid Waste Vehicles & Equipment[4]		(15,500)
Solid Waste Alloc of Citywide Projects		(55,744)
Reserve (MCR) Policy[4]		-
Equipment Replacement Reserve[4]		(125,500)
Uncommitted Reserve Balance	**$**	**10,486**

MSA & RTT Reserves	Amount
RTT Balance (9/30/24)	2,084,103
MSA Balance (9/30/24)	801,786
MSA & RTT Est Receipts thru FY25:	5,773,911
MSA: Street & Bridge Improvements	(1,169,501)
RTT: Transfer to Police Dept	(75,000)
RTT: Sidewalk Project Funding	(150,000)
MSA & RTT: Combined St-Util	(3,301,000)
RTT: 4th St Project 9/9/24	(263,757)
RTT: Support GF Policies[1]	(2,000,000)
RTT: Reserve Policy[5]	(1,373,000)
Uncommitted Reserve Balance	**$ 327,542**

[1]Approved GF Reserve Policies permit support from an eligible funding source; portion of RTT balance pledged to support GF Reserves for forseeable future

[2]Approved GF Reserve Policies recommend MCR of 45 days OpEx & Equip Repl Res minimum of 110% of upcoming CIP budget

[3]Approved Reserve Policies split Minimum Cash Req'd from COS study into new MCR & Equip Repl Reserve (20% of CIP)

[4]Solid Waste Reserves initiated in FY22 with seed funding from interfund loan forgiveness. Funds accumulated through FY23 used for collection equipment; 100% being reserved in FY24+.

[5]Approved Reserve Policies recommend dynamic MCR based on average of trailing-three-year RTT receipts; FY24 increase related to strong FY23 vs FY20, which fell out of T3 Avg

[6]The Days Operating Expenditures (Days OpEx) piece of MCRs reclassified from Reserve balances here to Operating Cash; the Total MCR has not changed

[7]This funding has been deployed pursuant to the City's Investment Policy to achieve rate stability and structured returns. Interest rate increases and land investments prompted a revised strategy to benefit both the electric and sewer funds over a 13-year investment horizon.

[8]The portion of the GF Reserve balance supporting GF OCF requirement due to seasonal cash consumption was returned from the investment program in August

City of Milford, Delaware

Enterprise Funds: Statement of Revenues & Expenditures

For the YTD Period Ended September 30, 2024 vs Prior FYTD & Current Budget (in thousands)

	Enterprise Funds Profit & Loss (P&L) Statement	Electric	Water	Sewer	Solid Waste	Total	FY25 Total *(as % of Rev)*	FY24 Total *(as % of Rev)*
1	Operating Revenue	$ 10,087	$ 1,103	$ 1,706	$ 510	$ 13,406	100.0%	100.0%
2	Cost of Revenue[1]	(6,688)	(134)	(833)	(91)	(7,746)	-57.8%	-67.9%
3	Gross Margin	3,400	969	873	419	5,660	42.2%	32.1%
4	Operating Expenses							
5	Operations & Maintenance	(934)	(330)	(250)	(267)	(1,781)	-13.3%	-13.8%
6	Personnel	(488)	(111)	(109)	(126)	(834)	-6.2%	-6.0%
7	Total Operating Expenses	(1,422)	(440)	(359)	(393)	(2,614)	-19.5%	-19.8%
8	**Operating Income**	**$ 1,977**	**$ 528**	**$ 514**	**$ 26**	**$ 3,046**	**22.7%**	**12.3%**
9	Non-Operating Revenue (Expense)	-	-	-	-	-	0.0%	0.2%
10	Surplus (Deficit) for debt service & capital	1,977	528	514	26	3,046	22.7%	12.5%
11	Debt Service - Principal & Interest	-	(90)	(13)	-	(102)	-0.8%	-0.1%
12	Capital Spending / Contributions from (to) Reserves	(20)	(126)	(128)	(423)	(698)	-5.2%	-1.7%
13	Surplus (deficit) available for transfers	1,957	313	373	(397)	2,246	16.8%	10.6%
14	Transfers Out	(986)	(79)	(79)	-	(1,143)	-8.5%	-9.7%
15	**Net Surplus (Deficit) - FYTD through Sep 2024**	**$ 972**	**$ 234**	**$ 294**	**$ (397)**	**$ 1,103**	**8.2%**	**0.9%**
16	***Net Surplus (Deficit) - FYTD through Sep 2023***	*$ (297)*	*$ 345*	*$ 95*	*$ (49)*	*$ 95*	*0.9%*	
17	*Current vs Prior - Favorable (Unfavorable)[2]*	*$ 1,269*	*$ (111)*	*$ 199*	*$ (349)*	*$ 1,008*	*7.3%*	
18	***Net Surplus (Deficit) - Current FYTD Budget***	*$ (428)*	*$ 113*	*$ 61*	*$ (146)*	*$ (400)*	-3.6%	
19	*Current vs Budget - Favorable (Unfavorable)[2]*	*$ 1,399*	*$ 121*	*$ 233*	*$ (251)*	*$ 1,503*	*11.8%*	

[1]Cost of Revenue reported in the electric fund reflects wholesale cost of power and serves as an ideal revenue offset to arrive at gross margin. Cost of revenue in the water, sewer and solid waste funds are estimated based on a limited set of known, direct inputs to the cost of providing the utility services billed. Aside from Kent County sewer treatment charges, costs of revenue in the water, sewer and solid waste funds are likely understated.

[2]Comparative Indicators ***Green*** , ***Yellow*** and ***Red*** signify favorable variance greater than 5%, marginal variance within ±5%, and unfavorable variance below -5%, respectively, for departmental comparisons. Total variance carries tighter bounds of >2.5%, ±2.5% and <2.5%, while the percentage variance uses >1.0%, ±1.0% and <1.0%, respectively.

City of Milford, Delaware

General Fund: Statement of Revenues & Expenditures[1]

For the YTD Period Ended September 30, 2024 vs Prior FYTD & Current Budget (in thousands)

	General Fund Sources and Uses of Funding	Admin & Council	Public Safety	Parks & Rec	Planning & All Other	Total	FY25 Total (as % of Rev)	FY24 Total[2] (as % of Rev)
1	***Sources of Funding:***							
2	Real Estate (Property) Taxes	$ 6,292	$ -	$ -	$ -	$ 6,292	72.0%	78.0%
3	Permits, Licensing & Franchise Fees	38	-	-	233	271	3.1%	2.1%
4	Fines, Fees & Misc Revenue	21	260	-	-	280	3.2%	3.2%
5	General Revenue Subtotal	6,351	260	-	233	6,843	78.4%	83.3%
6	Utility Transfers & Cost Allocation	1,647	-	-	-	1,647	18.9%	13.2%
7	Grant Revenue	6	-	-	-	6	0.1%	0.0%
8	Application of Reserve Balances	211	25	-	-	236	2.7%	3.5%
9	General Fund Operating Support	1,865	25	-	-	1,890	21.6%	16.7%
10	**Total Sources of Funding**	**$ 8,215**	**$ 285**	**$ -**	**$ 233**	**$ 8,733**	**100.0%**	**100.0%**
11	***Uses of Funding:***							
12	Operations & Maintenance	166	276	130	288	861	9.9%	8.3%
13	Personnel	192	1,649	207	615	2,664	30.5%	27.8%
14	Total Operating Expenses	359	1,924	338	904	3,524	40.4%	36.1%
15	**Surplus (Deficit) for Debt Svc & Capital**	**$ 7,857**	**$ (1,640)**	**$ (338)**	**$ (671)**	**$ 5,208**	**59.6%**	**63.9%**
16	Debt Service - Principal & Interest	-	-	-	-	-	0.0%	0.0%
17	Capital Spending / Transfers from (to) Reserves	18	58	34	70	181	2.1%	15.2%
18	**Net Surplus (Deficit) - FYTD through Sep 2024**	**$ 7,839**	**$ (1,698)**	**$ (372)**	**$ (741)**	**$ 5,028**	**57.6%**	**48.7%**
19	***Net Surplus (Deficit) - FYTD through Sep 2023***	*$ 6,551*	*$ (1,871)*	*$ (540)*	*$ (599)*	*$ 3,541*	48.7%	
20	*Current vs Prior - Favorable (Unfavorable)[2]*	↑ *$ 1,287*	↑ *$ 173*	↑ *$ 169*	↓ *$ (142)*	↑ *$ 1,487*	↑ *8.9%*	
21	***Net Surplus (Deficit) - Current FYTD Budget***	*$ 7,982*	*$ (2,912)*	*$ (448)*	*$ (1,134)*	*$ 3,487*	39.9%	
22	*Current vs Budget - Favorable (Unfavorable)[3]*	→ *$ (143)*	↑ *$ 1,213*	↑ *$ 77*	↑ *$ 394*	↑ *$ 1,540*	↑ *17.7%*	

[1]This Statement presents the same general fund financial performance available in the legacy Revenue and Expenditure Reports in a one-page consolidated executive summary. The common size reporting (two rightmost columns) benefits readers in two ways; first, each line is scaled with total revenue to add context, and second, the common size format is comparable across fiscal years and budgets. This report should be considered a working draft that will be improved over time to improve its usefulness to readers.

[2]This format presents expeditures in the context of funding sources while comparing subtotals (rightmost column) and the net surplus (deficit) to the prior YTD period (rows 19 & 20)

[3]Comparative Indicators ***Green*** , ***Yellow*** and ***Red*** signify favorable variance greater than 5%, marginal variance within ±5%, and unfavorable variance below -5%, respectively, for departmental comparisons. Total variance carries tighter bounds of >2.5%, ±2.5% and <2.5%, while the percentage variance uses >1.0%, ±1.0% and <1.0%, respectively.

Appendix: Planned Use of Funding vs Spending by Category
American Rescue Plan Act of 2021 ("ARPA")

	Actual Spending by Category vs Plan, as Amended					
ARPA Eligibility Categories	**Plan (3/25/24)[1]**	**Actual (6/30/24)**	**Actual (9/30/24)**	**Q4 FY24 Activity[2]**	**Remaining**	**Notes**
COVID-19 Health Impact	**$ 1,131,396**	**$ 1,059,706**	**$ 1,072,548**	**$ 12,842**	**$ 58,849**	
Operational Facilities	778,000	778,000	778,000	-	-	PD Vehicles, City Hall/IT Upgrades
Administering COVID-19 Response	43,779	25,988	25,988	-	17,791	Pro Rata portion of DE Treasury ARPA Attorney
Behavioral Health Care	180,000	180,000	180,000	-	-	Primarily Personnel Costs
Air Quality & Ventilation	129,020	75,120	87,962	12,842	41,058	HVAC Repair in Finc & P&R Offices; PW Areas
COVID-19 Mitigation	598	598	598	-	-	Vaccination Incentive; COVID test kits
COVID-19 Economic Impact	**$ 858,164**	**$ 857,615**	**$ 858,164**	**$ 549**	**$ -**	
Assistance to Community (Annual)	322,114	322,114	322,114	-	-	DMI, Armory, Museum, CFC, MACC, Library
Assistance to Community & Households	255,394	255,394	255,394	-	-	MHDC, ECDC, CFC, FBOD, MAH, MCG, MPL, FPCM, CP, MAL, FOMM[3]
Critical Ops Staffing / Retention	236,476	236,476	236,476	-	-	Dec-21
Aid Tourism Recovery	26,880	26,332	26,880	549	-	Signage / Banner Upgrade, Parks & Planning Rev
Operational Facilities	14,674	14,674	14,674	-	-	City Hall Access Panel Upgrades
Parks & Rec Programming	2,625	2,625	2,625	-	-	Signage cost share with DMI
Infrastructure	**$ 4,329,459**	**$ 4,114,798**	**$ 4,114,798**	**$ -**	**$ 214,661**	
Water Quality	3,127,074	3,095,722	3,095,722	-	31,352	***2024 Utilities / Streets Proj;*** Misp St Proj; NE Front St Water Line; 2020 Utilities / Streets Proj
Flood/Pollution Control	224,527	224,527	224,527	-	-	4th St Drainage & Mispillion St Project
Improve Resilience to Disasters	435,000	435,000	435,000	-	-	Pump Station Upgrades, Spare Pumps & IT Initiatives
Improve Wastewater Treatment	542,858	359,549	359,549	-	183,309	***2024 Utilities / Streets Proj;*** Misp St Proj; NW Front St
Revenue Recovery	**$ 14,874**	$ 14,874	**$ 14,874**	**$ -**	**$ -**	
Parks & Rec Programming	7,112	7,112	7,112	-	-	
Economic Development	7,762	7,762	7,762	-	-	
Public Safety Operations	-	-	-	-	-	Public Safety Revenue Recovery diverted to Vehicles
Grand Total	**$ 6,333,893**	**$ 6,046,992**	**$ 6,060,383**	**$ 13,391**	**$ 273,509**	

[1]Adjusted to reflect funding available through the CARES act, Sussex County RTT funds and Council approval of additional vehicle funding; Adjusted for 2024 Streets Package

[2]This ARPA Spending Update is being generated quarterly following the September 2023 (Q1-FY24) Financial Report

[3]Housing Devel Corp, Elevated Community Development Corp, Carlisle Fire Co, Food Bank of DE, Advocacy for the Homeless, Community Garden, Public Library, First Presbyterian, Code Purple, Art League, Friends of the Museum

City of Milford, Delaware

Legacy Revenue Report: MTD and YTD Actual vs Annual Budget

For the YTD Period Ended September 30, 2024

25.0% of Year Elapsed

	Account / Function	FY25 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget
1	**General Fund:**				
2	Economic Development Fund	$ 287,801	$ 23,983	$ 71,950	25.0%
3	General Fund Reserves	1,809,271	46,338	139,015	7.7%
4	Interest Income	35,269	3,042	6,410	18.2%
5	Realty Transfer Tax - Police	100,000	8,333	25,000	25.0%
6	Real Estate Tax	6,321,516	2,603	6,291,830	99.5%
7	Business License	67,000	550	16,330	24.4%
8	Rental License	120,000	550	15,190	12.7%
9	Building Permits	250,000	6,865	173,679	69.5%
10	Planning & Zoning	9,000	40	21,679	240.9%
11	Leases and Franchise Fees	441,814	-	38,383	8.7%
12	Grasscutting Revenue	24,000	2,000	6,000	25.0%
13	Police Revenues	570,285	20,575	259,535	45.5%
14	Misc. Revenues	12,000	(4,820)	20,565	171.4%
15	Transfers In	6,588,923	549,078	1,647,231	25.0%
16	**Total General Fund Revenue**	**$ 16,636,879**	**$ 659,138**	**$ 8,732,796**	**52.5%**
17	**Enterprise Funds:**				
18	Water Fund Revenues	3,707,513	318,502	1,103,212	29.8%
19	Sewer Fund Revenues	3,308,391	289,934	970,391	29.3%
20	Kent County Sewer	2,332,578	242,212	736,095	31.6%
21	Solid Waste Fund Revenues	1,859,923	166,552	509,563	27.4%
22	Electric Fund Revenues	33,710,810	2,885,485	10,087,161	29.9%
23	**Total Enterprise Fund Revenue**	**$ 44,919,215**	**$ 3,902,684**	**$ 13,406,422**	**29.8%**
24	Application of Enterprise Reserves	3,432,345	-	124,753	3.6%
25	Other Enterprise Revenue	83,000	5,110	18,620	22.4%
26	Other Enterprise Expense	(83,000)	(5,250)	(21,770)	26.2%
27	**Total General & Enterprise Fund Revenue**	**$ 64,988,439**	**$ 4,561,683**	**$ 22,136,068**	**34.1%**

City of Milford, Delaware

Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget

For the YTD Period Ended September 30, 2024

25.0% of Year Elapsed

	Fund / Account / Divisional Groupings	FY25 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
1	**General Fund**					
2	City Administration					
3	Personnel	$ 642,713	$ 33,457	$ 138,316	21.5%	$ 504,397
4	Operation & Maintenance (O&M)	188,916	16,965	53,703	28.4%	135,213
5	Capital	48,800	1,150	1,150	2.4%	47,650
6	Subtotal: City Administration	880,429	51,572	193,169	21.9%	687,260
7	City Clerks					
8	Personnel	285,163	4,202	41,786	14.7%	243,377
9	O&M	86,846	2,351	22,675	26.1%	64,171
10	Capital	-	-	-		-
11	Subtotal: City Clerks	372,009	6,553	64,461	17.3%	307,548
7	Planning & Zoning					
8	Personnel	764,390	53,909	185,488	24.3%	578,902
9	O&M	165,112	17,049	22,290	13.5%	142,822
10	Capital	-	-	-		-
11	Subtotal: Planning & Zoning	929,502	70,958	207,778	22.4%	721,724
12	Council					
13	Personnel	54,990	8,305	12,374	22.5%	42,616
14	Legal	35,150	4,031	11,465	32.6%	23,685
15	City Hall Building Expense	35,462	8,866	8,866	25.0%	26,596
16	Insurance	18,290	298	8,644	47.3%	9,646
17	Council Expense	40,000	367	13,314	33.3%	26,686
18	Codification	18,000	5,267	5,267	29.3%	12,733
19	Carlisle Fire Company	205,000	-	-	0.0%	205,000
20	Museum	40,000	-	-	0.0%	40,000
21	Downtown Milford, Inc.	50,000	-	-	0.0%	50,000
22	Milford Public Library	28,000	-	-	0.0%	28,000
23	Armory Expenses	20,000	-	7,170	35.8%	12,830
24	Community Festivals	65,000	-	35,000	53.8%	30,000
25	Election Expense	13,930	-	-	0.0%	13,930
26	Other O&M	79,890	-	-	0.0%	79,890
27	Resident Survey	25,000	-	-	0.0%	25,000
28	Subtotal: Council	728,712	27,132	102,098	14.0%	626,614

City of Milford, Delaware

Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget

For the YTD Period Ended September 30, 2024

25.0% of Year Elapsed

	Fund / Account / Divisional Groupings	FY25 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
29	Finance					
30	Personnel	721,260	52,585	182,152	25.3%	539,108
31	O&M	57,705	484	12,366	21.4%	45,339
32	Capital	-	-	-		-
33	Subtotal: Finance	778,965	53,068	194,517	25.0%	584,448
34	Information Technology					
35	Personnel	536,570	40,388	139,413	26.0%	397,157
36	O&M	405,476	24,901	150,128	37.0%	255,348
37	Capital	-	1,339	16,929		(16,929)
38	Subtotal: Information Technology	942,046	66,628	306,470	32.5%	635,576
39	Police Department					
40	Personnel	6,733,520	500,601	1,648,609	24.5%	5,084,911
41	O&M	1,301,310	144,590	275,861	21.2%	1,025,449
42	Capital	97,260	31,196	31,391	32.3%	65,869
43	Debt Service	640,048	28,954	58,499	9.1%	581,549
44	Subtotal: Police Department	8,772,138	705,341	2,014,360	23.0%	6,757,778
45	Streets & Grounds Division					
46	Personnel	441,620	29,787	108,139	24.5%	333,481
47	O&M	585,177	65,020	103,598	17.7%	481,579
48	Capital	275,000	-	69,924	25.4%	205,076
49	Subtotal: Streets & Grounds Division	1,301,797	94,807	281,661	21.6%	1,020,136
50	Parks & Recreation					
51	Personnel	775,360	59,421	207,394	26.7%	567,966
52	O&M	709,070	78,785	130,473	18.4%	578,597
53	Capital	446,851	34,273	34,273	7.7%	412,578
54	Subtotal: Parks & Recreation	1,931,281	172,480	372,140	19.3%	1,559,141
55	**Total General Fund Expenditures**	**$ 16,636,879**	**$ 1,248,540**	**$ 3,736,654**	**22.5%**	**$ 12,900,225**

City of Milford, Delaware

Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget

For the YTD Period Ended September 30, 2024

25.0% of Year Elapsed

	Fund / Account / Divisional Groupings	FY25 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
56	**Enterprise Funds:**					
57	Water Division					
58	Personnel	$ 467,340	$ 35,462	$ 110,779	23.7%	$ 356,561
59	O&M	1,893,512	175,612	329,647	17.4%	1,563,865
60	Transfer to General Fund	315,000	26,250	78,750	25.0%	236,250
61	Capital	666,386	4,785	126,097	18.9%	540,289
62	Debt Service	365,275	89,637	89,637	24.5%	275,638
63	Subtotal: Water Division	3,707,513	331,745	734,910	19.8%	2,972,603
64	Sewer Division					
65	Personnel	457,370	34,791	108,819	23.8%	348,551
66	O&M	1,511,092	24,015	250,070	16.5%	1,261,022
67	Transfer to General Fund	315,000	26,250	78,750	25.0%	236,250
68	Capital	2,504,373	121,228	128,255	5.1%	2,376,118
69	Debt Service	416,977	12,735	12,735	3.1%	404,242
70	Subtotal: Sewer Division (excl. Kent County)	5,204,812	219,019	578,630	11.1%	4,626,183
71	Kent County Sewer	2,863,851	433,754	834,050	29.1%	2,029,801
72	Subtotal: Sewer Division (Comprehensive)	8,068,663	652,772	1,412,679	17.5%	6,655,984
73	Solid Waste Division					
74	Personnel	440,130	37,772	125,874	28.6%	314,256
75	O&M	1,419,793	27,939	266,746	18.8%	1,153,047
76	Capital	595,311	423,385	423,385	71.1%	171,926
77	Subtotal: Solid Waste Division	2,455,234	489,096	816,005	33.2%	1,639,229
78	Subtotal: Water, Sewer & Solid Waste	14,231,410	1,473,614	2,963,594	20.8%	11,267,816
79	Electric Division					
80	Personnel	1,931,680	141,458	488,296	25.3%	1,443,384
81	O&M	3,379,183	435,124	934,161	27.6%	2,445,022
82	Transfer to General Fund	3,942,000	328,500	985,500	25.0%	2,956,500
83	Capital	409,340	10,834	20,129	4.9%	389,211
84	Debt Service	320,315	-	-	0.0%	320,315
85	Subtotal: Electric Division (excl. Power)	9,982,518	915,916	2,428,086	24.3%	7,554,432
86	Power Purchased	24,137,632	1,881,543	6,687,528	27.7%	17,450,104
87	Subtotal: Electric Division (Comprehensive)	34,120,150	2,797,459	9,115,614	26.7%	25,004,536
88	**Total Enterprise Fund Expenditures**	**$ 48,351,560**	**$ 4,271,072**	**$ 12,079,208**	**25.0%**	**$ 36,272,353**
89	**Grand Total Operating Budget**	**$ 64,988,439**	**$ 5,519,612**	**$ 15,815,861**	**24.3%**	**$ 49,172,578**

City of Milford, Delaware

Legacy Interservice Department Expenditures: MTD and YTD Actual vs Annual Budget

For the YTD Period Ended September 30, 2024

25.0% of Year Elapsed

Account / Divisional Groupings	FY25 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
Interservice Departments					
Garage					
Personnel	$ 194,220	$ 21,721	$ 50,080	25.8%	$ 144,140
Operation & Maintenance (O&M)	126,444	22,114	46,635	36.9%	79,809
Capital	-	-	-		-
Subtotal: Garage	320,664	43,835	96,715	30.2%	223,949
Public Works					
Personnel	877,190	99,398	228,611	26.1%	648,579
O&M	296,460	66,656	89,525	30.2%	206,935
Capital	-	-	-		-
Subtotal: Public Works	1,173,650	166,054	318,136	27.1%	855,514
Tech Services					
Personnel	336,620	39,140	87,047	25.9%	249,573
O&M	501,615	68,822	128,480	25.6%	373,135
Capital	-	-	-		-
Subtotal: Tech Services	838,235	107,963	215,527	25.7%	622,708
Billing & Collections					
Personnel	917,260	107,416	225,873	24.6%	691,387
O&M	423,510	58,007	99,518	23.5%	323,992
Capital	-	-	-		-
Subtotal: Billing & Collections	1,340,770	165,423	325,391	24.3%	1,015,379
City Hall Cost Allocation					
O&M	83,440	4,983	33,047	39.6%	50,393
Capital	-	-	-		-
Subtotal: City Hall Cost Allocation	83,440	4,983	33,047	39.6%	50,393
Interdepartmental Cost Allocation	**$ (3,756,759)**	**$ (488,259)**	**$ (988,816)**	**26.3%**	**$ (2,767,943)**
Net Interdepartmental Costs[1]	**$ -**	**$ -**	**$ -**		**$ -**

[1]All costs reported here are allocated to and entirely funded by the various departments that use the services provided internally by these shared departments.

GROUND LEASE

City of Milford & First State BMX, Incorporated

THIS GROUND LEASE is made and executed on this _____day of _____, 2024 by and between the City of Milford, 201 South Walnut Street, Milford, Delaware 19963 (Lessor) and First State BMX, Incorporated (Lessee)

The parties agree as follows:

SECTION ONE
DEMISE, DESCRIPTION AND USE OF PREMISES

A. Lessor leases to Lessee and Lessee hires Lessor, for the purpose on conducting in and on such premises a bicycle dirt race track for operation by Lessee for the benefit of young people under supervision of Lessee and for no other purpose, those certain premises with the appurtenances, situated in the City of Milford, County of Kent, State of Delaware, and move particularly described in the schedule attached to and made a part of this Lease Agreement as Exhibit "A".

B. As used in this Lease Agreement, the term "premises" refers to the real property above described and to any improvements located on the property from time to time during the term of this Lease Agreement.

SECTION TWO
TERM

A. The term of this lease shall be for five (5) years, commencing *November 1, 2024* and ending on *September 13, 2029*.

B. Negations on extension or a new lease shall begin no later than six (6) months prior to expiration of this agreement.

C. As used in this Lease Agreement, the expression "term of this Lease Agreement" refers to the initial term and to any renewal of this Lease Agreement as provided below.

SECTION THREE
RENT

The rent shall be One Dollar and No Cents ($1.00) per year.

SECTION FOUR
WARRANTIES OF TITLE AND QUIET POSSESSION

Lessor covenants that Lessor is seized of the demised premises in fee simple and has full right to make and enter into this Lease and that Lessee shall have quiet and peaceable possession of the demised premises during the term of this Lease Agreement.

SECTION FIVE
USES PROHIBITED

A. Lessee shall not use, or permit the demised premises, or any part of the demised premises, to be used, for any purpose or purposes other than the purpose or purposes for which the demised premises are leased under this Lease Agreement.

B. Lessee shall, at its sole cost, comply with all requirements, pertaining to the demised premises, of any insurance organization or company, necessary for the maintenance of insurance, as provided in this Lease Agreement, covering any building and appurtenances at any time located on the demised premises.

SECTION SIX
WASTE AND NUISANCE PROHIBITED

A. During the term of this Lease, Lessee shall comply with all applicable laws affecting the demised premises, the breach of which might result in any penalty on Lessor or forfeiture of Lessor's title to the demises premises.

B. Lessee shall not commit, or suffer to be committed, any waste on the demised premises, or any nuisance.

SECTION SEVEN
ABANDONMENT OF PREMISES

Lessee shall not vacate or abandon the premises at any time during the term of this Lease Agreement. If Lessee abandons, vacates, or surrenders the demised premises, or is dispossessed by process of law, or otherwise, any personal property belonging to Lessee and left on the premises shall be deemed to be abandoned, at the option of Lessor, except such property as may be encumbered to Lessor.

SECTION EIGHT
LESSOR'S RIGHT OF ENTRY

Lessee shall permit Lessor and the agents and employees of Lessor to enter into and upon the demised premises at all reasonable times for the purpose of inspecting the premises.

SECTION NINE
SUBLETIING AND ASSIGNMENT

A. Lessee may not sublet the premises in whole or in part without Lessor's prior written consent.

B. Lessee shall not assign or transfer this Lease Agreement, or any interest in this Lease Agreement, without the prior written consent of Lessor.

C. Neither this Lease Agreement nor the leasehold estate of Lessee nor any interest of Lessee under this Lease Agreement in the demised premises or any buildings or improvements on the demised premises shall be subject to involuntary assignment, transfer, or sale, or to assignment, transfer, or sale by operation of law in any manner whatsoever. Any such attempted involuntary assignment, transfer, or sale shall be void and of no effect and shall, at the option of Lessor, terminate this Lease Agreement.

SECTION TEN
NOTICE

A. All notices, demands, or other writings in this Lease Agreement provided to be given or made or sent, or which may be given or made or sent, by either party to the other, shall be deemed to have been fully given or made or sent when made in writing and deposited in the United States mail, registered and postage prepaid, and addressed as stated in the first section of this Lease.

B. The address to which any notice, demand, or other writing may be given or made or sent to any party as above provided may be changed by written notice given by such party as above provided.

1. Lessor: City of Milford
   180 Vickers Drive
   Milford, De. 19963

2. Lessee: First State BMX, Incorporated
   P.O. Box 260
   Milford, De. 19963

SECTION ELEVEN
IMPROVEMENTS

Plans and Specifications: Lessee shall, at Lessee's sole expense, prepare plans and specifications for all improvements including ground work on the premises. Such plans and specifications shall be submitted to Lessor for Lessor's written approval or any revisions required by Lessor. Lessor shall not unreasonably withhold such approval.

SECTION TWELVE
REPAIRS AND DESTRUCTION OF IMPROVEMENTS

A. Maintenance Of Improvements: Lessee shall, throughout the term of this Lease Agreement, at its own cost, and without any expense to Lessor, keep and maintain the premises, including all buildings and improvements of every kind that may be a part of the premises, and all appurtenances to the premises, including sidewalks adjacent to the premises, in good, sanitary and neat order, condition and repair and except as specifically provided in this Lease Agreement, restore and rehabilitate any improvements of any kind that may be destroyed or damaged by fire, casualty or any other cause whatsoever.

B. No Obligation by Lessor to Make Improvements: Lessor shall not be obligated to make any repairs, replacements or renewals of any kind, nature or description whatsoever to the demised premises or any buildings or improvements in the demised premises.

C. Lessee's Compliance With Laws: Lessee shall also comply with and abide by all federal, state, county, municipal and other governmental statutes, ordinances, laws and regulations affecting the demised premises, the improvements on or any activity or condition on or in the premises.

D. Damage To and Destruction of Improvements: The damage, destruction or partial destruction of any building or other improvements that is a part of the demised premises shall not release Lessee from any obligation under this Lease Agreement, except as expressly provided below. In case of damage to or destruction of any such building or improvement, Lessee shall at its own expense promptly repair and restore it to a condition as good or better than that which existed prior to the damage or destruction. Without limiting the obligations of Lessee, it is agreed that the proceeds of any insurance covering damage or destruction shall be made available to Lessee for repair or replacement.

E. Upon the termination, cancellation or surrender of this Lease, Lessee at its expense shall restore the premises to similar condition as existed upon the commencement of the Lease including grading, seeding and landscaping.

SECTION THIRTEEN
UTILITIES

Lessee shall fully and promptly pay for all water, gas, heat, light, power, telephone service and other public utilities of every kind furnished to the premises throughout the term of this Lease Agreement, and all other costs and expenses of every kind whatsoever of or in connection with the use, operation and maintenance of the premises and all activities conducted on the premises and Lessor shall have no responsibility of any kind for any such utilities.

SECTION FOURTEEN
DESCRIPTION OF EASEMENTS IN REGARDS TO MILFORD SCHOOL DISTRICT

A. District grants to Lessor a non-exclusive permanent easement and right-of-way for purpose of vehicular and pedestrian access, ingress and egress over the lands of District between the North Walnut Street entrance and the Lessee facility as depicted on the aforesaid LOT LINE ADJUSTMENT AND EASEMENT PLAN and identified thereon by diagonal line markings.

B. District grants to Lessor and the users and guests of the Lessee facility a non-exclusive blanket easement for overflow parking upon and within established parking areas located on lands of District (Parcel 51).

SECTION FIFTEEN
INDEMNIFICATION OF LESSOR

Lessor shall not be liable for any loss, injury, death or damage to persons or property that at any time may be suffered or sustained by Lessee or by any person whosoever may at any time be using or occupying or visiting the demised premises or be in, on or about the demised premises, whether the loss, injury, death or damage shall be caused by or in any way result from or arises out of any act, omission or negligence of Lessee or of any occupant, subtenant, visitor or user of any portion of the premises, or shall result from or be caused by any other matter or thing whether of the same kind as or of a different kind than the matters or things above set forth. Lessee shall indemnify Lessor against any and all claims, liability, and loss or damage whatsoever on account of any such loss, injury, death or damage. Lessee waives all claims against Lessor for damages to the building and improvements that are now on or hereafter placed or built on the premises and to the property of Lessee in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time. The two preceding sentences shall not apply to loss, injury, death or damage arising by reason of the negligence or misconduct of Lessor, its agents or employees.

SECTION SIXTEEN
INSURANCE

A. Personal Injury Liability Insurance: Lessee shall maintain in *effect* throughout the term of this Lease personal injury liability insurance covering the premises and its appurtenances and the sidewalks fronting on them in the amount of One Million Dollars and No Cents ($1,000,000.00) for injury to or death of any one person or for injury to or death of any number of persons in one occurrence and property damage liability insurance in the amount of Ten Thousand Dollars and No Cents ($10,000.00). Such insurance shall specifically insure Lessee against a liability assumed by it under this Lease Agreement, as well as liability imposed by law and shall insure both Lessor and Lessee but shall be so endorsed as to create the same liability on the part of the insurer as though separate policies had been written for Lessor and Lessee.

B. Lessor's Right to Pay Premiums On Behalf Of Lessee: All of the policies of insurance referred to in this section shall be written in a form satisfactory to Lessor and by insurance companies satisfactory to Lessor. Lessee shall pay all of the premiums for insurance and deliver policies, or certificates of policies, to Lessor. In the event of the failure of Lessee, either to effect insurance in the names called for in the Lease Agreement or to pay the premiums for the insurance or to deliver the policies, or certificates of the policies, to Lessor, Lessor shall be entitled, but shall have no obligation, to effect such insurance and pay the premiums for the insurance, which premiums shall be repayable to Lessor with the next installment of rental. Failure to repay the same shall carry with it the same consequence as failure to pay any installment of rental. Each insurer mentioned in the section shall agree, by endorsement on the policy or policies issued by it, or by independent instrument furnished to Lessor, that it will give to Lessor ten (10) days' written notice before the policy or policies in question shall be altered or canceled. Lessor agrees that it will not unreasonably withhold its approval as to the form or to the insurance companies selected by Lessee.

SECTION SEVENTEEN
NOTICE OF DEFAULT

A. Lessee shall not be deemed to be in default under this Lease Agreement in the payment of rent or the payment of any other moneys as required or in the furnishing of any bond or insurance policy when required in this Lease Agreement unless Lessor shall first give to Lessee ten (10) days' written notice of the default and Lessee fails to cure the default within five (5) days.

B. Except as to the provisions or events referred to in the preceding paragraph of this section, Lessee shall not be deemed to be in default under this Lease Agreement unless Lessor shall first give to Lessee thirty (30) days' written notice of the default, and Lessee fails to cure the default within the thirty (30) day period, or if the default is of such a nature that it cannot be cured within thirty (30) days, Lessee fails to commence to cure the default within the period of thirty (30) days or fails thereafter to proceed to the curing of the default with all possible diligence.

SECTION EIGHTEEN
DEFAULT

In the event of any breach of this Lease Agreement by Lessee, Lessor, in addition to the other rights or remedies it may have, shall have the immediate right of re-entry and may remove all persons and property from the demised premises. The property may be removed and stored in a public warehouse or elsewhere at the cost and for the account of Lessee. Should Lessor elect to re-enter, as provided in this Lease Agreement, or should it take possession pursuant to legal proceedings or pursuant to any notice provided for by law, Lessor may either terminate this Lease Agreement or it may from time to time, without terminating this Lease Agreement, re-let the demised premises or any part of the demised premises for such term or terms (which may be for a term extending beyond the term of this Lease Agreement) and at such rental or rentals and on such other terms and conditions as Lessor in the sole discretion of Lessor may deem advisable with the right to make alterations and repairs to the demised premises.

SECTION NINTEEN
SURRENDER OF LEASE

The voluntary or other surrender of this Lease Agreement by Lessee, or a mutual cancellation of this Lease Agreement, shall not work a merger, and shall, at the option of Lessor, terminate all or any existing subleases or sub tenancies, or may, at the option of Lessor, operate as an assignment to it of any or all such subleases or sub tenancies.

SECTION TWENTY
EFFECT OF LESSEE'S HOLDING OVER

Any holding over after the expiration of the term of this Lease Agreement, with the consent of Lessor, shall be construed to be a tenancy from month-to-month, at the same monthly rental as required to be paid by Lessee for the period immediately prior to the expiration of the term of this Lease Agreement, and shall otherwise be on the terms and conditions specified in this Lease Agreement, so far as applicable.

SECTION TWENTY-ONE
PARTIES BOUND

The covenants and conditions contained in this Lease Agreement shall, subject to the provisions as to assignment, transfer and subletting, apply to and bind the heirs, successors, executors, administrators and assigns of all of the parties to the Lease Agreement. All of the parties shall be jointly and severally liable under this Lease Agreement.

SECTION TWENTY-TWO
TIME OF THE ESSENCE

Time is of the essence of this Lease Agreement, and of each and every covenant, term, condition and provision of this Lease Agreement.

SECTION TWENTY-THREE
SECTION CAPTIONS

The captions appearing under the section number designations of this Lease Agreement are for convenience only and are not a part of this Lease Agreement and do not in any way limit or amplify the terms and provisions of this Lease Agreement.

SECTION TWENTY-FOUR
GOVERNING LAW

It is agreed that this Lease Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Delaware.

SECTION TWENTY-FIVE
ENTIRE AGREEMENT

This Lease Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any kind preceding the date of this Lease Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

SECTION TWENTY-SIX
MODIFICATION OF AGREEMENT

Any modification of this Lease Agreement or additional obligation assumed by either party in connection with this Lease Agreement shall be binding only if evidence is in a writing signed by each party or an authorized representative of each party.

SECTION TWENTY-SEVEN
NON-DISCRIMINATION PROVISIONS

Lessee will not discriminate against any person or entity because of race, creed, color, religion, citizenship status, gender, age, national origin, ancestry, disability, sexual orientation, gender identity or expression, marital status, pregnancy, military veteran status, political beliefs or affiliation, genetic history, or other characteristic protected by law in any event, program, training, class or activity for which it uses the premises.

Signed, sealed and delivered in the presence of:

FIRST STATE BMX, INCORPORATED

_____ _____(SEAL)
Attest

_____
Print Name

_____
Title

Sworn to and subscribed before me this _____ day of_____, 2024.

_____ _____
Notary Public Date Commission Expires

CITY OF MILFORD

_____ _____(SEAL)
Attest/City Clerk Mayor F. Todd Culotta

Sworn to and subscribed before me this _____ day of _____, 20_____.

_____ _____
Notary Public Date Commission Expires

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: City Manager Recruitment
Date: October 24, 2024

Human Resources Director Jamesha Williams requested a proposal from MGT for a contract to assist City Council in the recruitment of a city manager. MGT joined forces with GovHR within the last year. Like GovHR, MGT specializes in the recruitment of city administrators and department heads. GovHR assisted City Council with the recruitment of the police chief in 2022. MGT proposes to assign Mr. Mike Jaillet as the lead recruiter for Milford. Mr. Jaillet has extensive experience in the recruitment of city administration personnel and is a former city administrator himself. His resume is included in the proposal

The cost proposal for the recruitment services is $24,000, which is in-line with what was paid for the police chief recruitment ($25,100). Finance Director Lou Vitola recommends absorbing the cost within the present City Administration budget, and if funds are needed to cover additional cost not able to be absorbed by the existing budget, that a budget transfer from General Fund Reserves could be made later in the fiscal year.

I recommend Council consider the proposal and if it meets Council's expectations, to authorize the city manager to execute the contract.



Proposal

OCTOBER 22. 2024

City Manager

City of Milford, Delaware

Submitted by:

MICHELE MORAWSKI
CLIENT SERVICES MANAGER
790 FRONTAGE ROAD, SUITE 213
NORTHFIELD, IL 60093
224.415.3791
MMORAWSKI@MGT.US

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Cover Letter

October 22, 2024

Mark Whitfield, City Manager
City of Milford
201 S. Walnut Street
Milford, DE 19963

RE: PROPOSAL FOR CITY MANAGER

Dear Mr. Whitfield:

Thank you for the opportunity to provide you with a proposal for the City Manager recruitment and selection process for the City of Milford (City). Our proposal provides the City with firm qualifications, key experience, a detailed work plan and timeline, and associated fees to provide services that exceed expectations. We provide a tailored, personal approach to executive recruitment and selection, and can adapt to your specific requirements for the position.

MGT Impact Solutions, LLC (MGT) is a nationally respected leader in public sector management consulting and technology services with a long track record in support of state, local, and education clients. MGT takes the next step in offering integrated solutions that can accelerate our most important goal: dramatically improving lives by ***advancing and lifting up the communities we serve***.

Our consultants have worked in all areas of local government leadership including city/county management, human resources, public safety, finance, public works, parks and recreation, and utilities. This combined hands-on knowledge and experience has made MGT a proven leader in public sector consulting.

MGT CONTACT INFORMATION

MGT HEADQUARTERS	**MGT Impact Solutions, LLC** 4320 West Kennedy Boulevard | Tampa, Florida 33609 P: 813.327.4717 | www.mgt.us FEIN: 81-0890071
PROPOSAL CONTACT	**Michele Morawski, Client Services Manager** 790 Frontage Road, Suite 213 | Northfield, IL 60093 224.415.3791 | mmorawski@mgt.us

Thank you for the opportunity to submit a proposal to City of Milford. Should you have questions on any aspect of this proposal, please contact **Michele Morawski** at **224.415.3791** or **mmorawski@mgt.us**.

Regards,

Patrick J. Dyer, Vice President
Authorized to bind the firm

Firm Profile

*Impacting communities **for good**.*

MGT brings ***50 years*** of experience driving positive social change and performance in education, government, nonprofits, and critical infrastructure/private industries through ***assisting clients to strengthen their foundation, change systematically, and enable resiliencies for long-lasting change.*** Since inception, MGT has significantly grown in size and capacity – working with state and local governments and education partners. Today, we bring a team of over **900 professionals** who offer in-depth market knowledge and understanding so we can hit the ground running.

MGT is a privately held, employee-owned and financially stable limited liability company with a deep roster of staff and a commitment to serving the public. Our clients care about addressing the world's most-pressing problems, and so do we. Their "why" is our why.

MGT | FIRST LOOK

Name: MGT Impact Solutions, LLC (MGT)

Locations: Headquarters in Tampa, FL; branch offices nationwide

Cooperative Contracts:
Allied States Cooperative (ASC) #23-7449, #24-7484
The Interlocal Purchasing System (TIPS) #220601, #220802, #230105

Structure: Privately held, employee-owned, client-driven Limited Liability Company

Lines of Business: Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.

What sets us apart is our ability to customize and offer individualized support but also the resources of a larger infrastructure to enable flexibility in impacting to-scale. Throughout our history, MGT has successfully delivered more than **30,000 projects** through a thoughtful balance of balancing the "immediate" needs while changing systems to plan for future resilience and success.

Our Commitment

MGT embraces the most complex challenges on the leadership agenda, with deep commitment, agility, and local expertise to make a measurable and profound impact. Simply stated, **We are impacting communities for good.**



50 years

900 consultants

30,000 projects

A Social Impact Commitment

DEFINED BY IMPACT

Making a profound impact on society is at the heart of who we are and what we do. City of Milford should be proud to make a difference in the lives of the citizens in your community, and we are proud to work with you toward this goal. Our team empowers organizations through innovations in people, processes, and technology to lift and strengthen your solutions.

MGT's Expertise

Our firm includes more than **900 professionals**, structured into the following primary groups, along with various internal infrastructure groups to support our operations and growth.



Strategy & Implementation

Working alongside an organization's C-suite, we help leaders co-create strategy through organizational reviews and data analytics to create actionable roadmaps for success.

IT Infrastructure & Digital

We provide engineering expertise to modernize IT infrastructure and ensure your technology implementation is properly designed, integrated, modernized, and maintained.

Cyber Security & Resilience

From real-time, 24/7 monitoring to proactive threat detection and rapid incident response, we can give you the tools to heighten your network's security posture and keep it there.

Performance & Operations

Bridging the gap between strategy and enduring change, we support efficient revenue allocation, promote economic development, and create fairness in hiring and contracting systems.



Our MGT Vision

To achieve our mission of being the social impact and performance leader in our industry, we are continuously improving to earn the privilege of being selected as our clients' partner of choice in the mission-critical domains we impact. By elevating education systems, managing and securing critical networks, solving complex human capital and fiscal problems, and advancing equity as a performance imperative, we can impact communities, for good through client partnership.

Markets we serve:

- Higher Education
- Prek-12
- Government
- Nonprofits
- Commercial Industries

We deliver these solutions through our "three-point stance" of technology, education, and performance offerings. With our long-term vision of creating profound social impact through client performance, we seek out the "best of the best" to join us in our work supporting clients' top priorities.

PEOPLE



We believe in the power of connecting people and ideas which solve mission-critical, complex challenges to foster a trusted connection with our clients...for life.

PURPOSE



We are led by a transformative movement, fueled by people, innovation, and solutions designed to provide enduring opportunities for prosperity and well-being.

PERFORMANCE



We partner with clients to advance learning outcomes, reduce operational costs, recover revenue, improve workflows, and provide resilient and hardened technology networks and infrastructure.

Our Team

The success of a consulting engagement is founded on the qualifications of the project team and the way in which it is structured and managed.

MGT employs a team of professionals with backgrounds in local government and the not-for-profit sector. With the City's staffing needs in mind and due to the significance of this recruitment, we have assigned our highly knowledgeable and experienced consultant, Mike Jaillet. He will act as your project manager and primary point of contact for this project. All project managers are supported by our Recruitment Team Leader, as well as a recruitment coordinator and reference specialist. Depending on availability at the time a contract is awarded, MGT reserves the right to assign another project manager to ensure the recruitment is completed within an appropriate time frame. Staff biographies are attached as **Appendix A.**

Project Manager & Main Point of Contact



MIKE JAILLET
MGT Approved Independent Executive Recruiter
781.760.3658
MJaillet@mgt.us

Proposal Inquiries



CHARLENE STEVENS
Vice President, Human Capital Solutions
847.380.3240 x124
CStevens@mgt.us



MICHELE MORAWSKI
Client Services Manager
224.415.3791
MMorawski@mgt.us

Why Choose MGT?

- ✓ ***Unparalleled Expertise and Level of Service***. With executive recruitment experience in 44 states, and in communities ranging in population from 1,000 to 3,000,000, we are a leader in the field of local government recruitment and selection. More than 40% of our clients are repeat clients, and 94% of surveys show our overall performance rating as ***Outstanding*** – indicating a plan to use our services and/or highly recommend us in the future.

- ✓ ***Delivering the Best***. We conduct comprehensive **due diligence** on candidates. Our state-of-the-art process includes extensive use of social media for candidate outreach and video interviews with potential finalist candidates, ensuring successful recruitment for the City. We will provide important information to potential candidates by developing a high quality, thorough Recruitment Brochure reflecting the knowledge we will have about your community and your organization. Before we recommend a candidate to you, **we ask probing questions** that will verify their expertise during video interviews, reference calls, and news and social media searches.

- ✓ ***A Partner from Start to Finish***. We are your partners in this important process. We welcome you to review all the resumes we receive, and we will share our honest assessment of the candidates. Our goal is your **complete satisfaction**. We can strategize with you on a variety of approaches for meeting your recruiting needs, including evaluation of internal candidates, identification of non-traditional candidates who meet your recruitment requirements, succession planning, and mentoring options. We are committed to working with you until you find the candidate that is the best fit for your position.

- ✓ ***Services for Any Budget and Any Search***. We strive to meet the specific needs of our clients by offering several options for recruitment services to meet your budget. Our services range from Full Executive Recruitments to Virtual Recruitments and even simply Professional Outreach for those who want to reach a broader network. In the following proposal, we have provided the scope we believe **best fits your needs**.

Success Stories

"We were very impressed by how efficient they worked, their methodology, their insight, and their professionalism.

I would highly recommend MGT and hope to do business with them again for our next study."



Project Approach & Methodology

A detailed plan specifically designed for you.

Project Understanding

A typical recruitment and selection process takes approximately 175 hours to conduct. At least 50 hours of this time is administrative, including advertisement placement, reference interviews, and due diligence on candidates. We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search.

Our clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.



Success Stories

"The coordination by the consultant helped to alleviate the workload of internal staff. Consultant was willing to customize the process based on the City's needs."

Proposed Work Plan

PHASE 1
POSITION ASSESSMENT, POSITION ANNOUNCEMENT, & BROCHURE

Activities

MGT treats each executive recruitment as a transparent partnership with our client. We believe in engaging with stakeholders early in each recruitment process to fully understand the challenges and opportunities inherent in the position. Understanding the organizational culture is critical to successful recruitment. We gain this insight and information through meetings (one on one and in small groups), surveys, and a review of relevant information. This information is reflected in a polished marketing piece that showcases the organization and the area it serves.

INFORMATION GATHERING

- One-on-one or group interviews with stakeholders identified by the City.
- Community forums (in-person or via video) can be used to gather input and feedback.
- Surveys can be used for department personnel and/or the community to gather feedback.
- Conversations/interviews with department heads.

A combination of the items listed above can be used to fully understand community and organizational needs and expectations for the position (this proposal includes 12 hours of meetings – additional meetings can be added for a fee of $195/hour plus actual expenses if

incurred). One organizational survey is included. A Community Survey can be conducted for $2,500. Community Forums are conducted as an optional service.

Development of a **POSITION ANNOUNCEMENT** to be placed on websites and social media.

Development of a thorough **RECRUITMENT BROCHURE** for City review and approval.

Agreement on a detailed **RECRUITMENT TIMETABLE** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to the appointment of the finalist candidate.

PHASE 2
ADVERTISING, CANDIDATE RECRUITMENT, & OUTREACH

Activities

We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. Our website is well known in the local government industry – we typically have 17,000+ visits monthly to our website and career center. Additionally, our weekly jobs listings are sent to over 8,000 subscribers.

Phase 2 will include the following:

- MGT consultants will personally identify and contact potential candidates.
- Develop a database of potential candidates from across the country unique to the position and to the City, focusing on:
  - Leadership and management skills.
  - Size of organization.
  - Experience in addressing challenges and opportunities also outlined in Phase 1.
  - The database will range from several hundred to thousands of names. An email campaign will be sent to each potential candidate.
- Placement of the Position Announcement:
  - Public sector online Career Centers.
  - **Social media:** LinkedIn (posted on MGT Executives LinkedIn news feeds to reach over 50,000 connections), Facebook, and Instagram.
  - MGT will provide the City with a list of advertising options for approval.

PHASE 3
CANDIDATE EVALUATION & SCREENING

Activities

Phase 3 will include the following steps:

- Review and evaluation of candidates' credentials with consideration to the criteria outlined in the Recruitment Brochure.
- Candidates will be narrowed down to those that meet the qualification criteria.
- Candidate evaluation process:
  - Completion of a questionnaire explaining prior work experience.

  - Live Video Interview (45 minutes to 1 hour) conducted by consultant with each finalist candidate.
  - References provided by the candidate are contacted.
  - Internet/Social Media search conducted on each finalist candidate.

All resumes will be acknowledged and inquiries from candidates will be personally handled by MGT, ensuring the City's process is professional and well regarded by all who participate.

PHASE 4
PRESENTATION OF RECOMMENDED CANDIDATES

Activities

Phase 4 will include the following steps:

- MGT will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- MGT will provide an electronic recruitment portfolio which contains the candidates' materials along with a "mini" resume for each candidate so that credentials are presented in a uniform way.
- The City will receive a log of all applicants and may review resumes if requested.
- Report will arrive in advance of the Recruitment Report Presentation.

MGT will meet with the City to review the recruitment report and provide additional information on the candidates.

PHASE 5
INTERVIEWING PROCESS & BACKGROUND SCREENING

Activities

Phase 5 will include MGT completing the following steps:

- Develop the first and second round interview questions for City review and comment.
- Coordinate candidate travel and accommodations.
- Provide City with an electronic file that includes:
  - Candidates' credentials.
  - Set of questions with room for interviewers to make notes.
  - Evaluation sheets to assist interviewers in assessing the candidate's skills and abilities.

Background screening will be conducted along with additional references contacted:

MGT BACKGROUND SCREENING

- ✓ Social Security Trace & Verification
- ✓ US Federal Criminal Search
- ✓ Enhanced Verified National Criminal
  - National Sex Offender Registry
  - Most Wanted Lists: Federal Bureau of Investigation (FBI), Drug Enforcement Agency (DEA), Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), Interpol
  - Office of Foreign Assets Control (OFAC) Terrorist Database Search
  - Office of the Inspector General (OIG), General Services Administration (GSA), System for Award Management (SAM), Food and Drug Administration (FDA)
  - All felonies and misdemeanors reported to the National Database
- ✓ County/Statewide Criminal
- ✓ Civil Search
- ✓ Bankruptcy, Liens, and Judgements
- ✓ Motor Vehicle Record
- ✓ Education Verification – All Degrees Earned

Optional: Credit Report – Transunion with score (based on position and state laws)

Optional:

- Professional License Verification
- Drug Screen
- Employment Verification

MGT will work with you to develop an interview schedule for the candidates and coordinate travel and accommodations. MGT consultants will be present for all the interviews, serving as a resource and facilitator.

MGT will coordinate a 2-Step Interview process. The first-round interviews will include four to five candidates. The second-round interviews will include two or three candidates. MGT will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- Tour of City facilities.
- Interviews with senior staff.

PHASE 6
APPOINTMENT OF CANDIDATE

Activities

- MGT will assist you as much as requested with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- MGT will notify all applicants of the final appointment, providing professional background information on the successful candidate.

Project Timeline

Based on our experience in conducting similar projects, we anticipate the proposed project can be completed within 14 weeks of project initiation as illustrated in **Exhibit 1**.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Phase 1: Position Assessment, Position Announcement, & Brochure														
Phase 2: Advertising, Candidate Recruitment, & Outreach														
Phase 3: Candidate Evaluation & Screening														
Phase 4: Presentation of Recommended Candidates														
Phase 5: Interviewing Process & Background Screening														
Phase 6: Appointment of Candidate														

Commitment to Diversity, Equity, & Inclusion in Recruitments

MGT is a leader in diversity, equity, and inclusion (DEI) consulting services, strategic planning, and organization transformation. MGT's experience working in diverse communities across the United States and working with organizations seeking to change organization culture is critical to the success of all our projects. We have a track record of building awareness, solutions, and direction for systemic change by generating transformative ideas and solutions, information, and practices into operational strategies, which help us stand out in all our projects.

MGT is also one of the original and premier disparity research firms in the country. Disparity studies were the first instance of bringing principles of diversity, equity, and inclusion into the public sector, through the procurement process, and since 1990, **MGT has conducted more than 230 public sector disparity studies**. These studies are designed to improve procurement departments, promote and advance equity, and improve economic outcomes for diverse communities that have been historically marginalized by analyzing policies, practices, and programs to increase the utilization of minority- and women-owned businesses. Clients that have conducted a disparity study are in the unique position to increase and improve systematic equity through procurement and contracting, which can ultimately promote economic empowerment by creating strong business and employment pipelines in communities of color.

MGT also has a long-standing commitment to DEI. Since the firm's inception they have supported, with their time and financial resources, organizations that advance underrepresented populations in local government. These include the National Forum for Black Public Administrators, the Local Government Hispanic Network, The League of Women in Government, and CivicPride. Our Team Members have moderated and spoken on DEI topics at the International City and County Management Association conference and state conferences. Our employees and consultants have undergone Implicit Bias Training, and we are frequent

speakers on incorporating equity and inclusion into all levels of local government. Additionally, we provide a list of DEI resources on the homepage of the website at mgt.us.

MGT has formally partnered with the National Forum for Black Public Administrators' consulting arm, i4x, and in several recruitment and selection processes throughout the country including Toledo, OH; Fort Collins, CO; Ann Arbor, MI; Oakland, MI; and Arlington, TX. Our partnership reflects our mutual commitment to advancing DEI values and increasing the diversity of local government leaders at the highest levels of local government organizations.

MGT's Recommendations to RECRUIT and Retain Top Talent

RESPONSIVE: ROLL OUT THE WELCOME MAT! Candidates may struggle with relocating for a new position as well as being concerned about the "fit" with a new team. It is important to include costs for your top candidate(s) to travel to your location for the final interview process. Our team will work with you to create a welcoming, informative experience for both you and the candidate(s).

ENCOURAGING: Employee development is a must-have in today's market. Candidates appreciate their employer investing in them as much as they are investing themselves in the job. Consider "up and coming" candidates who may lack one or two preferred skills and assign a mentor or invest in a course to encourage their professional development. A mentor/training program will also help establish a peer-to-peer connection and make them feel more comfortable about the transition to a new job.

COMPETITIVE: Our team will guide you in offering a competitive market rate compensation and competitive benefits package attractive to today's candidates. Competitive employers must include relocation expenses and should consider signing bonuses and temporary housing.

RESOURCEFUL: Review your job description – do you need public sector experience? Are the years' experience you list essential, or can that be preferred? Consider a more resourceful approach when reviewing candidates' experience. Carefully assess requirements such as Certified Public Accountant (CPA), Professional Engineer, and others that will limit your talent pool – consider using the word "ideally" or "preferably."

UNDERSTANDING: These past few years have, without a doubt, changed the work environment. Competitive employers have recognized this and are offering flexible/hybrid/remote work options. Those positions that offer this type of flexibility consistently receive a better candidate response rate.

INNOVATIVE: Think about what is unique and attractive about your community and organization and highlight that in your recruitment efforts. Talk about organizational culture and what your values are with respect to your employees. MGT will assist you in being as innovative as possible in your outreach.

TRANSPARENT: Some states now mandate listing salary ranges in any job advertisements or postings. More and more companies are showing at least a salary range in their postings to promote pay transparency and equity. Post the salary range you will use for hiring – it is public information. If we make it too difficult for candidates to find out the salary, they will move on to the next opportunity.

Cost Proposal

Defined by Impact. Driven by People.
Dedicated to the Community.

We take pride in customizing our client's needs — and we will work with you to ensure our fees are aligned with your expectations and budget.

Full Scope Recruitment

Summary of Costs	Price
Recruitment Fee (includes $1,000 repeat client discount)	$20,500
Recruitment Expenses (not to exceed) Expenses include candidate due diligence efforts	$1,500
Advertising **Advertising costs over $2,000 will be placed only with client approval. If less than $2,000, Client is only billed for actual cost.*	$2,000*
TOTAL:	**$24,000****

***Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the City for reimbursement.*

Possible in-person meetings could include:

- Recruitment brochure interview process
- Presentation of recommended candidates
- Interview Process

Any additional consultant visits requested by the City (beyond the three visits listed above) will be billed at $195/hour. The additional visits may also result in an increase in the travel expenses billed.

*This fee does not include travel and accommodation for candidates interviewed.

Payment for Fees & Services

- **1st Invoice:** Contract Award (40% of the Recruitment Fee).
- **2nd Invoice:** Presentation of Candidates (40% of the Recruitment Fee & expenses incurred to date).
- **Final Invoice:** Completion of Recruitment (20% of the Recruitment Fee plus all remaining expenses).

Payment of invoices is due within thirty (30) days of receipt.

Our Guarantee – Full Scope Recruitment

MGT is committed to assisting our clients until a candidate is appointed to the position. Therefore, no additional professional fee will be incurred if the client does not select from the initial group of recommended candidates and requests additional candidates be developed for interview consideration. If additional advertising beyond Phase I advertising is requested, the City will be billed for actual advertising charges. Reimbursable expenses may be incurred should the recruitment process require consultant travel to the City.

Upon appointment of a candidate, MGT provides the following guarantee: should the selected and appointed candidate, at the request of the City or the employee's own determination, leave the employ of the City within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses and announcements only. This request must be made within six months of the employee's departure.

Optional Services

The Nation's Recruitment Leader.

Having a solid plan in place is the only way to reach your long-term vision and goals, and we want to see you thrive. Our variety of services can be personalized to make the most of your strengths and give you an extra layer of support where you need it. We offer the following additional service offerings:

GOVTEMPSUSA

Need an Interim? GovTempsUSA, a division of MGT, specializes in the temporary placement of positions in local government. The firm offers short-term assignments in addition to long-term and outsourced arrangements. Our placement professionals at GovTempsUSA have typically enjoyed distinguished careers in local government and displayed a commitment to public service throughout their careers.

RECORDED ONE-WAY VIDEO INTERVIEW OF CANDIDATES

Candidates we recommend for your consideration can complete a one-way video interview with three to five questions that will be recorded and which you can review electronically at your convenience. This can occur prior to making your decision on which candidates to invite for an interview at a cost of $100 per candidate.

LEADERSHIP/PERSONALITY TESTING

MGT has experience working with a wide variety of leadership and personality assessment tools, depending on the qualities and experiences the City is seeking in their candidates. These include but are not limited to Luminaspark, Caliper, DISC, and others. Depending on the evaluation type, selected fees can range between $100 to $500 per candidate.

360° EVALUATION

As a service to the City, we offer the option of providing you with a proposal for a 360° performance evaluation for the appointed position at six months into their employment. This evaluation will include seeking feedback from both elected officials and department directors, along with any other stakeholder the City feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, MGT will prepare a proposal for this service.

Appendix A. Consultant Biographies

The biographies of our proposed consultant and Recruitment Team Lead is provided on the following pages.



Michael A. Jaillet

MGT Approved Independent Executive Recruiter

Michael A. Jaillet brings over 36 years of extensive experience in local government management and international development. Throughout his career, Michael has demonstrated a strong commitment to enhancing public service delivery, fostering economic development, and promoting ethical governance. As Town Administrator for Westwood, MA for 32 years, he successfully managed executive staff recruitment, facility management, affordable housing projects, and fiscal stability initiatives. His consulting experience spans across various municipalities in the Boston metropolitan area and includes significant contributions to affordable housing and senior living projects.

Since joining MGT in 2019, Michael has focused on recruiting city and town managers, administrators, and key department heads across several states. His international experience includes work as a Peace Corps Volunteer in Burkina Faso and various leadership roles with the International City/County Management Association. Michael's contributions to international development are highlighted by his involvement in economic development programs, fellowships, and presentations on citizen participation and ethics in countries such as Japan, Pakistan, South Africa, Sweden, Slovakia, Jamaica, and Mexico. He holds advanced degrees in Economics and Urban Affairs and Policy Analysis from Southern Illinois University and has taught graduate-level courses in administrative strategies and economics.

Areas of Expertise

- Local Government Management
- Strategic Planning
- Economic Development
- Affordable Housing Development
- Executive Staff Recruitment
- Facility Management and Maintenance
- Fiscal Stability and Budget Management
- Policy Analysis and Implementation

Education

- M.A., Economics, Southern Illinois University
- M.S., Urban Affairs and Policy Analysis, Southern Illinois University
- B.A., Political Science, Southeastern Massachusetts University

Professional Development & Speaking Engagements

- Administrative Strategies for Local Government, Suffolk University, Boston, MA (Instructor)
- Economics, Framingham State College, (Instructor)
- Economics, Blackburn College, Carlinville (Instructor)
- Economics, Southern Illinois University, Edwardsville, IL (Instructor/Analyst)

Memberships & Affiliations

International City/County Management Association

Massachusetts Municipal Management Association

Massachusetts Municipal Association

Professional Experience

Town of Westwood, Town Administrator, 1987-2019

Town of Bellingham, Town Administrator, 1985-1987

City of Boston Assessing Department, Manager and Consultant, 1983-1988



Charlene Stevens
Vice President

Charlene Stevens brings over 20 years of municipal management expertise to her role as Vice President at MGT. With a distinguished career that spans rural, suburban, and urban settings across Minnesota, Kansas, and Pennsylvania, Charlene has led more than 80 executive recruitments nationwide. Her experience includes significant roles in civic engagement, community visioning, workforce development, and downtown revitalization. Charlene is known for her professionalism and commitment to public service. She has held numerous leadership positions throughout her career and across the country. A dedicated mentor and advocate for inclusive environments, she excels in stakeholder engagement and has successfully managed projects involving park expansions, greenspace preservation, and workforce training initiatives.

Charlene leads MGT's Recruitment Services and directly conducts recruitments and general consulting services. She is a frequent speaker at state and national conferences.

Areas of Expertise

- Executive Recruitment
- Strategic Planning
- Civic Engagement
- Community Visioning
- Community Engagement
- Staff Mentoring Programs
- Stakeholder Engagement
- Park Expansions and Greenspace Preservation
- Workforce Training Initiatives
- Municipal Management

Education

- Master of Public Administration, University of Kansas
- Bachelor of Arts, International Relations, Pomona College

Training & Instruction

- Instructor, International City and County Management Association (ICMA), Emerging Leaders Development Program and Mid-Career Institute
- Presenter and Speaker for ICMA, MCMA, and State Association and Affiliate Groups

Memberships & Affiliations

International City/County Manager Association (ICMA), Current Member, Past Regional Vice President, Past Committee and Task Force Chair

Minnesota City/County Managers Association (MCMA), Current Member

League of Minnesota Cities, Past Board Member

Coalition of Greater Minnesota Cities, Past Board Member

Women in Public Service Wichita/Sedgwick County, Kansas, Founding Member

Professional Experience

Cottage Grove, MN, City Administrator, 2015-2018

Willmar, MN, City Administrator, 2011-2015

Sedgwick County, KS, Assistant County Manager, 2006-2011

Lower Gwynedd, PA, Assistant Township Manager, 1999-2006

Buckingham, PA, Assistant Township Manager, 1997-1999

City of Wichita, KS, Neighborhood Assistant, 1995-1996

Appendix B. Client List

A list of the clients we have had the pleasure of partnering with that complements the City's recruitment request is provided on the following page.

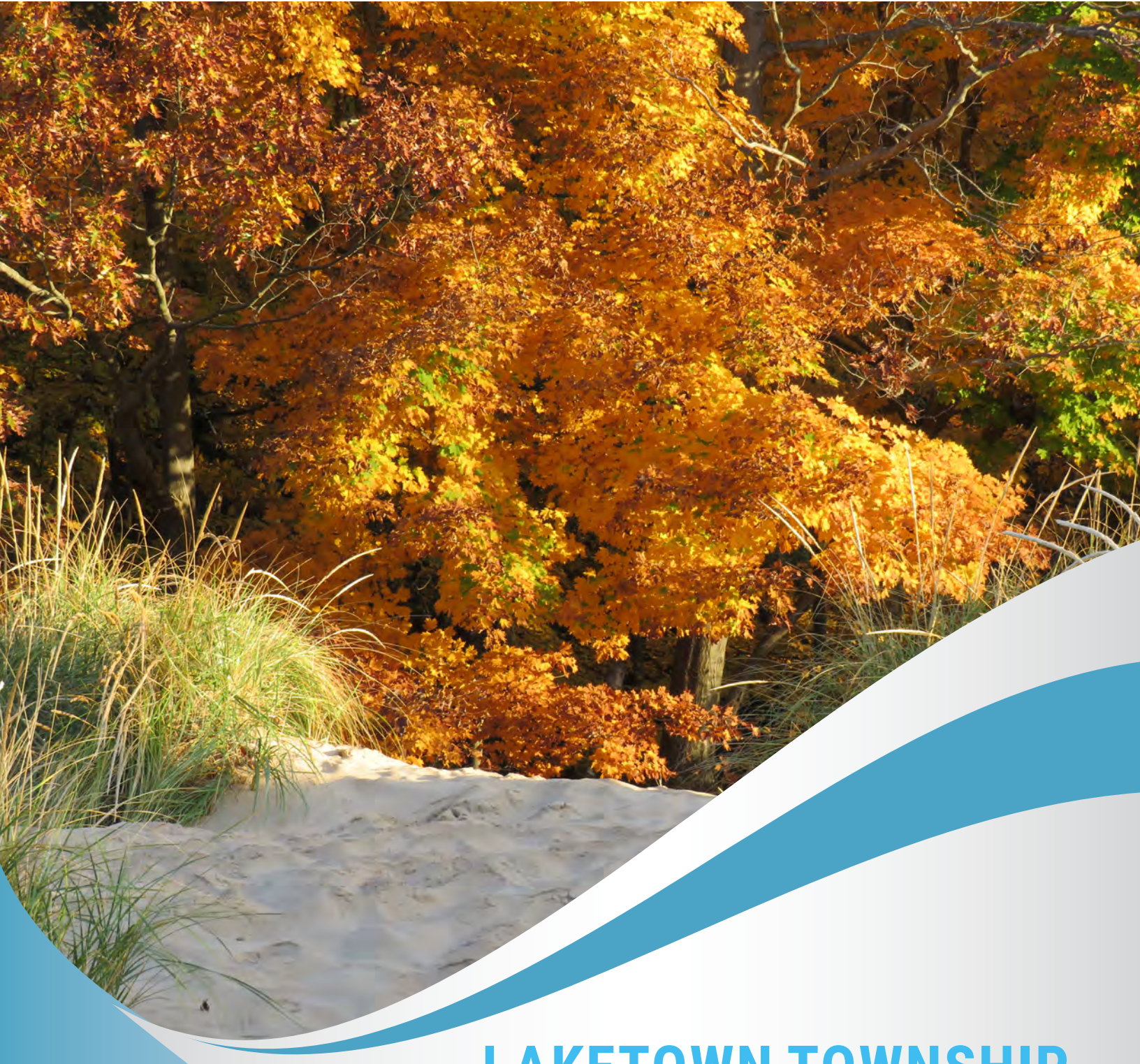
City Management Client List 2019 to Present

State	Client	Position Title	Year	Population
Alaska	Bethel	City Manager	2019	6,500
	Bethel	City Manager	2024	6,500
	Homer	City Manager (Professional Outreach)	2019	5,300
	Homer	City Manager (Professional Outreach)	2024	5,300
	Seward	City Manager	2019	2,693
Arizona	Buckeye	City Manager	2021	69,744
	Kingman	City Manager	2023	34,669
California	Antioch	City Manager	2024	115,264
Colorado	Englewood	City Manager	2019	34,957
	Loveland	City Manager	2024	82,460
Connecticut	Bloomfield	Town Manager	2024	21,301
	East Hampton	Town Manager	2019	13,000
	Enfield	Town Manager	2022	45,246
	Granby	Town Manager	2023	11,375
	Manchester	General Manager	2021	59,710
	Simsbury	Town Manager	2023	25,517
Florida	Apopka	City Administrator	2024	55,496
	Deerfield Beach	Assistant City Manager	2022	80,000
	Fort Lauderdale	City Manager	2024	184,255
	Gainesville	Assistant City Manager	2021	133,997
	Lakeland	City Manager	2020	110,000
	Miami Beach	City Manager	2024	88,000
	Ponce Inlet	Town Manager	2022	3,411
Georgia	Albany	City Manager	2021	77,434
Illinois	Centralia	City Manager	2020	13,000
	Crest Hill	City Administrator	2021	21,169
	Decatur	Deputy City Manager	2019	76,178
	Evanston	Deputy City Manager (2)	2024	75,000
	Farmer City	City Manager	2024	1,828
	Forsyth	Village Administrator	2021	3,490
	Fox Lake	Village Administrator	2021	10,550
	Galesburg	City Manager	2022	33,706
	Galesburg	City Manager	2023	33,706
	Geneseo	City Administrator (Virtual)	2019	6,500
	Greenville	City Manager	2021	7,000
	Hanover Park	Deputy Village Manager	2024	38,510
	Homewood	Assistant Village Manager (Virtual)	2021	19,464
	Kenilworth	Village Manager	2024	2,562
	La Grange	Village Manager	2022	15,610
	La Grange Park	Assistant Village Manager	2020	13,579
	Lake Barrington	Village Administrator	2022	4,879
	Lake Bluff	Assistant to the Village Administrator	2023	5,698

	Lake Forest	Assistant City Manager (Professional Outreach)	2022	19,375
	Lake Villa	Assistant to the Village Administrator	2023	8,774
	Lisle Township	Township Administrator (Virtual)	2024	119,040
	Long Grove	Village Manager	2023	8,153
	Maryville	Village Administrator	2024	8,316
	McHenry	City Administrator	2023	27,135
	Morton Grove	Village Administrator	2024	23,500
	Mundelein	Village Administrator	2020	31,385
	Niles	Village Manager	2021	30,001
	North Chicago	Chief of Staff	2021	30,020
	Northbrook	Village Manager	2021	35,000
	Northfield	Village Manager	2023	5,400
	Oak Brook	Village Manager	2021	8,058
	Oak Park	Assistant Village Manager/Human Resources Director	2019	52,000
	Oak Park	Village Manager	2021	52,000
	Oak Park Township	Township Manager	2023	51,774
	Orland Park	Village Manager	2019	60,000
	Palos Heights	City Administrator (Virtual)	2021	12,480
	Peoria	Assistant City Manager	2021	115,234
	Pingree Grove	Village Manager	2020	10,000
	Pingree Grove	Village Manager	2023	10,000
	Plainfield	Village Administrator	2021	41,734
	Princeton	City Manager	2019	7,700
	River Forest	Village Administrator	2021	11,635
	Rock Island	City Manager	2021	39,684
	Savoy	Village Administrator (Virtual)	2020	8,607
	Schaumburg Township	Township Administrator (Virtual)	2021	140,000
	Sycamore	City Manager (Professional Outreach)	2021	18,557
	Vernon Hills	Village Manager	2021	25,911
	Villa Park	Assistant Village Manager (Virtual)	2021	22,038
	Villa Park	Village Manager	2022	22,038
	Washington	City Administrator	2021	15,700
	Wauconda	Village Administrator	2021	14,125
	West Chicago	Assistant City Administrator	2022	27,221
	West Dundee	Assistant Village Manager/Administrative Services Director (Virtual)	2024	8,000
	Willowbrook	Village Administrator	2019	8,967
	Winnetka	Assistant Village Manager	2019	12,417
Indiana	St. John	Town Manager (Professional Outreach)	2020	18,047
Iowa	Ames	Assistant City Manager (Limited)	2023	66,498
	Indianola	City Manager	2022	15,833
	Knoxville	City Manager	2021	7,300
	Marion	Deputy City Manager	2022	30,000
	Marshalltown	City Administrator	2024	27,338
	Muscatine	City Administrator	2020	23,819
	Urbandale	City Manager	2024	45,580
	Windsor Heights	City Administrator	2023	4,860

	Windsor Heights	City Administrator	2019	4,860
Kentucky	Paducah	City Manager	2021	24,850
	Paris	City Manager	2021	9,846
Maine	Bangor	City Manager	2021	33,039
Maryland	Sykesville	Town Manager	2019	3,941
	Takoma Park	City Manager	2023	17,629
	Westminster	City Administrator	2021	18,522
Massachusetts	Brookline	Assistant Town Administrator - Finance (Virtual)	2022	58,732
	Wayland	Town Manager	2022	13,882
	Williamstown	Town Manager	2021	8,400
Michigan	Adrian	City Administrator	2020	20,676
	Berkley	City Manager	2024	14,970
	Charlotte	City Manager	2020	9,100
	Clawson	City Manager	2021	11,946
	Eastpointe	City Manager	2019	32,673
	Ferndale	City Manager	2019	20,428
	Laketown	Township Manager	2024	6,192
	Lincoln Park	City Manager	2019	36,665
	Rochester	City Manager	2022	13,017
	Royal Oak	City Manager	2020	59,112
	St. Clair Shores	Assistant City Manager (Professional Outreach)	2021	59,984
	Troy	Assistant City Manager	2019	83,181
	Troy	City Manager	2024	83,181
Minnesota	Becker	City Administrator	2021	4,874
	Blaine	Director of Administrative Services	2024	67,939
	Buffalo	Assistant City Administrator	2021	15,855
	Edina	Assistant City Manager (Limited)	2023	53,318
	Fairmont	City Administrator	2024	10,477
	Golden Valley	City Manager	2024	22,715
	Hibbing	City Administrator	2021	15,855
	Lindström	City Administrator	2023	4,888
	Minnetonka	City Manager	2022	53,953
	Scandia	City Administrator	2023	4,149
	St. Joseph	City Administrator	2022	7,342
	St. Louis Park	City Manager	2021	48,662
	Waconia	City Administrator	2021	13,500
Missouri	Ballwin	City Administrator	2020	30,181
	Cape Girardeau	City Manager	2020	38,000
	Jackson	City Administrator	2024	15,702
	Ozark	City Administrator	2024	21,284
	University City	Assistant City Manager	2020	35,172
	University City	Assistant to the City Manager/Director of Human Resources	2020	35,172
	Warrensburg	City Manager	2021	20,200
	Webster Groves	City Manager	2020	22,800
	Wildwood	City Manager	2019	35,524
Nebraska	Nebraska City	City Administrator	2022	7,200

Nevada	Boulder City	City Manager	2021	16,207
New Hampshire	Portsmouth	City Manager	2019	21,796
New York	Long Beach	Deputy City Manager (Virtual)	2022	33,275
	Mamaroneck (Town)	Town Administrator	2021	29,156
	New Rochelle	City Manager	2022	79,067
	Scarsdale	Village Manager	2021	17,837
North Carolina	Albemarle	City Manager	2024	16,404
	Ayden	Town Manager	2023	5,000
	Fayetteville	Assistant City Manager	2022	210,000
North Dakota	Minot	Assistant City Manager	2023	45,700
	Minot	City Manager	2020	45,700
Pennsylvania	Ferguson Township	Township Manager	2022	18,300
	Patton Township	Township Manager	2022	15,801
Tennessee	Oak Ridge	City Manager	2023	31,402
Texas	Austin	Assistant City Manager	2021	885,000
	McKinney	Assistant City Manager	2019	191,645
	Missouri City	Assistant City Manager	2019	74,139
	Missouri City	City Manager	2022	74,139
Vermont	Winooski	City Manager	2022	7,997
Virginia	Chesapeake	City Manager	2019	245,000
	Hampton	Assistant City Manager	2024	137,436
	Newport News	City Manager	2023	181,958
	Portsmouth	City Manager	2020	96,000
	Salem	City Manager	2019	25,643
	Virginia Beach	City Manager	2019	442,707
Washington	Burien	City Manager	2022	52,066
	Duvall	City Administrator (Professional Outreach)	2021	8,090
	Yakima	Assistant City Manager	2021	97,000
West Virginia	Bridgeport	City Manager	2019	8,582
	Bridgeport	City Manager	2021	8,582
Wisconsin	Baraboo	City Administrator	2019	12,048
	Bayside	Assistant Village Manager	2019	4,400
	Beaver Dam	City Administrator	2021	16,291
	Beloit (Town)	Town Administrator	2020	7,083
	Franklin	Director of Administration	2019	36,155
	Harrison	Village Manager	2021	13,185
	Lake Geneva	City Administrator	2024	7,710
	Monroe	City Administrator	2020	10,827
	Oak Creek	Assistant City Administrator/Comptroller	2020	35,243
	Oshkosh	City Manager	2024	66,700
	Plymouth	City Administrator/Utilities Manager	2020	8,540
	Port Washington	Assistant City Administrator/Human Resources Director	2022	11,250
	Sheboygan	City Administrator	2023	48,327
	Waukesha	City Administrator	2023	71,158
	Whitewater	City Manager	2022	14,300



LAKETOWN TOWNSHIP, MICHIGAN

TOWNSHIP MANAGER

MGT

LAKETOWN TOWNSHIP, MICHIGAN
TOWNSHIP MANAGER



Laketown Township, MI (pop. 6,192) is a thriving rural community in beautiful West Michigan located between Holland and Saugatuck. Founded in 1858, Laketown Township borders Lake Michigan and encompasses 21.6 square miles in western Allegan County. Residents enjoy Laketown's non-commercialized environment and its dozens of family-friendly outdoor recreational opportunities.

Laketown's bountiful natural resources include six (6) miles of Lake Michigan shoreline, Laketown Beach, the 1,000-acre Saugatuck Dunes State Park, seven (7) Township parks, three (3) lakes, a nationally recognized disc golf course, several mountain bike trails, a BMX pump track, and thirteen (13) miles of non-motorized trails. Additionally, the Township Board and staff are continually making improvements including recently adding pickleball courts. Laketown Township is home to the unique and historic 100-cottage Castle Park built in the 19th century. Macatawa Park, another turn-of-the-century development, is where L. Frank Baum wrote *The Wizard of Oz*. Laketown Township also owns and oversees the operation of the renowned historic Felt Mansion.

QUALITY OF LIFE

Residents can enjoy a variety of active and passive recreational options, including activities on Lake Michigan and inland lakes, non-motorized trails, fishing, hiking, and organized recreational opportunities such as pickleball and community programs. Laketown Township is known for being family-oriented and has excellent roads, bike paths, schools nearby, and contains more parks than most similar communities. Its rural roads are lined with well-maintained, high-quality, single-family homes where hardworking, family-oriented residents live. Residents can choose from a variety of lifestyle choices ranging from upscale single-family homes to historic farmhouses or townhouses near the City of Holland. Life is lived at a slower pace with non-existing crime rates. You will know your neighbors and will find out first-hand that you are not just a number in Laketown Township.



Opportunities to get outside and hike, road and mountain bike, fish, hunt, shoot recreationally, archery bow hunt, cross country ski, disc golf, and boat are nearly endless. You can explore hiking at Saugatuck State Park, enjoy Laketown Beach on Lake Michigan, go for a dune ride, cross country ski, or a bike ride to Holland or Saugatuck on any given day. Holland's popular Aquatic Center is known throughout Michigan as a recreational and competitive swimming resource.



The nearby downtowns of Holland, Saugatuck, Kalamazoo, and Grand Rapids provide opportunities for multiple shopping and restaurant options and to engage in community activities and a host of cultural and community events including live music and theater. The Grand Rapids Art Prize celebration is held in September each year and the Gilmore Car Museum, and the Kalamazoo Air Zoo are must-see venues.



Multiple school choices exist in Saugatuck, Hamilton, and Holland and include facilities that are recognized as top class. In addition to these three public school systems, ten charter and parochial school systems exist and offer low pupil-to-teacher ratios. Teachers get to know and actively engage with their students. You can count on teaching and support staff mentoring -- whether for college preparation or overall life preparation. School millages are generally approved.

If interested in postsecondary learning venues, numerous

QUALITY OF LIFE

community colleges, four-year colleges, and graduate degree institutions, exist nearby in Holland, Grand Rapids and Kalamazoo, including Hope College, Grand Valley State University, Western Michigan University, and Kalamazoo College.

The award winning Holland Hospital provides first-rate general health care, along with specialized services such as cardiology. Our Services and Specialties: Healthier Ahead | Holland Hospital

Residents report an acceptance of multiple rural lifestyles in Laketown. Active working farms still exist and it is wide-open enough for hobby farms such as those raising chickens and/or horses. Laketown Township is composed of people committed to its heritage, where local values such natural resource preservation, rural landscapes, and passive recreation predominate.

New professionals and their families love living in Laketown Township. Work/life balance is important. The retiring Township Manager was able to perform well in his position, be active in the community, and participate fully in family life for over three decades.

Given the multitude of outdoor activities, along with convenient transportation, quality schools, safe communities, and friendly people, Laketown Township is referred to by some as a vacation community and creates the backdrop for a great life. This is an excellent opportunity for an experienced professional looking to make a meaningful impact, prioritizing Laketown's public service and community consensus over advancing a specific political agenda. The new Township Board stands ready to support the Township's new Manager in achieving a long and successful tenure.



LAKETOWN TOWNSHIP ECONOMY & MASTER PLAN

With a current unemployment rate of 1% in the area, there is an employment opportunity for each person. Laketown has the lowest tax rate in the area.

Laketown Township's ***Master Plan*** is comprehensive. On one hand, the Township is home to lakes, woodlands, and high quality farmland. These irreplaceable natural assets give Laketown Township a strong tradition of preservation in its planning and zoning policies. On the other hand, the Township is part of the fast-growing West Michigan region with rising suburbanization. Laketown Township features a prominent farming industry. The ***Master Plan*** reads in part:

> *The amount of land which is vacant or used for agriculture has played a significant role in the development of the character of the Township. The large, open areas create a feeling of spaciousness and provide a tranquil surrounding. Agriculture is one of the major reasons that many of the current residents moved to the Township and continues to be a factor in attracting new residents. Although agriculture is not the dominant use of land within the Township, there are significant areas where soils and drainage characteristics make agricultural preservation appropriate.*

Laketown Township is actively working to maintain its rural character while limiting growth to its northern boundary with Holland and its southern boundary with Saugatuck. These low growth options are preferred by the upcoming board members and is explained in the ***Master Plan's*** core values:

- **Preserve and maintain rural character, open space, and sand dunes from development**
- **Protect farmland from development**
- **Provide pedestrian connectivity throughout the Township**
- **Provide for a high quality of commercial and industrial building and site design to improve aesthetics and compatibility with adjacent land uses.**



Specific Agricultural Preferences include:

1. A mixture of large lots and a clustering of residential development to preserve rural character, farmland, and open spaces.
2. Higher quality building materials to improve aesthetics.
3. Installation and connectivity of pedestrian pathways

Specific Residential Preferences include:

1. Clustering of residential development to preserve rural character, farmland, and open spaces

Blue Star Highway Commercial and Industrial preferences include:

1. Smaller scale development of buildings and related signage
2. Preservation of trees along the right-of-way corridor
3. A mixture of higher quality (not only metal) building material
4. Use of building accents and other physical elements
5. Consider an ordinance requiring pedestrian pathways as a part of development proposals

Master Plan Link

The Township is easily accessible to the Grand Rapids Gerald R. Ford International Airport and the runways of the Kalamazoo/Battle Creek International Airport. These two major population and business centers are just a half hour away with a combined total of 1.3 million people.

ORGANIZATION & BUDGET

Laketown is a general law township. Its five-member board consists of a supervisor, clerk, treasurer, and two trustees and all elected officials serve four-year terms. The Township Board is responsible for establishing policies, adopting the budget, appointing committee memberships, and hiring the Township Manager. The Township Board is elected on a partisan basis. A new board majority will be seated in November and is participating in the interview, selection, and employment agreement process.

Laketown Township has a quality staff and is fiscally strong with strong increases in property values. The unrestricted unallocated general fund reserve is $1.4 million, or approximately nine months of annual operating costs. The Township provides a wide range of public services with a combined budget of $3 million, performed by eleven (11) full-time staff supplemented by part-time staff and contractual services. Laketown's services include legislative, elections, community development, parks, recreation, fire, cultural, Downtown Development Authority (DDA), public improvements, cemetery, assessing, and general administration. Municipal water and sewer systems are available to northern and southern portions of the Township through contractual agreements with neighboring communities. The Fire Department is operated by Laketown according to an intergovernmental agreement and shared revenue with Fillmore Township. Policing services are provided by the Allegan County Sheriff's Office. The Township board approves the annual budget on an April 1 through March 31 basis.

FY2024-25 Budget

The Township Manager reports directly to the Board, serves as the Chief Administrative Officer of the Township, and implements directives and policies of the Board. The Township Manager position is intended to provide the best possible service to the residents of Laketown Township. The Township Manager provides oversight and administrative support to the departments. The position is contractual.

There are no current intergovernmental issues or barriers, yet there is some consideration being given to developing a strategic plan from which short and long-term Township Manager and community goals could be developed. Laketown's staff is composed of hard-working, experienced, and constructive professionals. The office staff work 4 nine-hour days. 36 hours/week.



UPCOMING MAJOR DUTIES, MANAGEMENT OPPORTUNITIES & CHALLENGES

Laketown Township is searching for a seasoned Manager with excellent communication and project implementation experience, as well as frugal financial skills. Laketown Township has high expectations for innovation and thoughtful problem solving.



The next Township Manager will need to be a positive, personable, and hardworking public official who is able to support the new Township Board majority in making hard and controversial decisions on several fronts (key examples include succession planning, strategic planning, financial planning, and communication/ technology enhancements).

Laketown's Manager will need to be a patient and effective coordinator using an incremental, shared learning processes to maximize best outcomes. A significant challenge is to orient, mentor, and support new personnel following new board member elections and expected retirements (new elected clerk and new deputy clerk, for example).

The next Township Manager will need to assist the Board and Administration with coordinating and completing the following priorities and opportunities:

- Orient, train, and mentor the new Township Clerk and supplement with a new Deputy Clerk when retirements occur.
- Keep the Township finances in the black while employing conservative financial principles; budgets are traditionally tight.
- Facilitate and direct five-year, strategic planning to calibrate services and projects provided to the community.
- First do no harm; maintain quality of life as a priority. Understand and communicate the indirect or unintentional consequences of an action.
- Consider a zero-based budgeting process to re-orient overall priorities based on completion of a strategic plan early in 2026.
- Address purchasing policy/practices to include new bidding cycles and new prospective competition.
- Consider the Fire Department service realities and make a recommendation on a dedicated Fire Department staffing millage.
- Address short-term rentals via new zoning and enforcement policies.
- Consider extending a sewer line up the Blue Star Highway and associated contractual changes; understand its indirect or unintentional consequences.
- Address Laketown Beach access issues.
- Develop an effective communication plan and implement diligent administration to enable transparent and consistent responsiveness to the community's communication needs.
- Address miscellaneous contractual and intergovernmental negotiations.
- Protect the Township from annexation actions that may arise.



IDEAL CANDIDATE

The ideal candidate understands the complexity of Township finance and intergovernmental relationships and will be able to effectively coordinate and leverage staff efficiency outcomes. Although the former Board majority functioned collegially, multiple pressures need to be astutely managed and communicated from a variety of political, ad hoc, and special interest groups. Impartiality is essential. A thoughtful and comprehensive governance system that is appropriately responsive to multiple points of view and practical realities is needed to channel relationships proactively and positively. It is critical that the Township Manager sets their own personal political beliefs aside.

Laketown Township is specifically looking for a manager who will be:

- A personable, professional, strong, service-oriented, yet practical leader who will listen, learn, and be mindful of residents. This individual will bring a fresh perspective as a consummate professional, communicating directly and honestly with transparency and integrity, while maintaining a realistic approach to assessing needs and managing expectations.
- A well-rounded local government professional who can help orient and enable newly elected officials conduct their roles and responsibilities.
- A leader who can mentor and support staff when taking heat for performing their jobs.
- Someone who can recommend and administer a conservative budget with creativity, innovation, proactive and intergovernmental financial skills while acting as the township's finance director and respecting the checks and balance requirements.
- Capable of being hands-on and personally addressing matters that cannot be delegated given the Township's small staff (inclusive of Laketown's finances, FOIA requests, and parliamentary procedures) yet is not a micromanager.
- An unflappable, flexible, patient and level-headed, well spoken, diplomatic, non-authoritative, good listener, trustworthy, and transparent individual who will share info equally and in a timely manner.
- Someone with knowledge about Fire Departments and the challenges facing them regarding staffing and can develop, recommend, communicate, and support a new potential new fire millage for a full-time professional Fire Department.
- Understands and values Laketown's uniqueness and quality of life accomplishments.
- Demonstrates pacing and endurance and will be slow and incremental in making large changes while recognizing and avoiding potential political whiplashes.
- A servant leader who deeply understands and embodies that the Township Manager's office exists to serve the residents and the Board.
- Knowledgeable about Michigan Township government, and related county and state elected boards and officials, and can demonstrate a quick learning aptitude as changes arise.
- Collaborative with the multiple stakeholders.
- Understanding of the multiple consequences of growth and how it plays a part in funding departments, Township projects, and the Township, while avoiding quality-of-life detriments.
- Has an open door policy, is a people person, respects diverse points of view, stands behind their employees.
- Acts as the Township's human resource director.





REQUIREMENTS

The successful candidate is required to have:

Education:

- Bachelor's degree

Experience:

- Five (5) years of administrative/supervisory experience in local government with responsibility for budgeting, personnel, purchasing, and human resources.
- Knowledge of
  - Principles and practices of public finance, including principles of fund accounting
  - Principles and practices of budget development and control
  - Principles and practices of public administration
  - Management and supervisory principles and practices
  - Principles and practices of media relations and presentation skills
  - Grant application and administration experience
- Professional experience working with a policymaking board.
- Demonstrated commitment to quality improvement and consensus building.
- Ability to strategically plan and implement complex and creative operational programs.
- Ability to manage and/or oversee Township infrastructure projects.
- Demonstrated integrity of, and accountability for, services provided by the Township.
- Supervisory experience using collaborative management principles.

Preferences:

- Preference to candidates with experience as a Township Manager, Deputy Township Manager, City Manager, or an Assistant City Manager in a comparably sized or larger organization.
- Graduate degree in Business, Public Administration, Finance, Law, or a related field preferred
- Residency is not required yet preferred.



COMPENSATION & BENEFITS

The compensation range for the position is $115,000 - $140,000, negotiable, DOQ/E. The Township offers a generous and competitive benefit package via an employment agreement.

APPLY TODAY!

Click here and upload your résumé, cover letter, and contact information for five professional references (references will not be contacted until interview stage). For questions, contact Ryan Cotton at 847-380-3240, Ext. 114. Apply now since applicants will be screened continuously and applications will be accepted until the position is filled. Virtual meetings between likely candidates and the recruiter will begin on September 27, 2024. The final deadline is October 9.

SAVE THESE DATES!

Interviews with the existing and new Township Board members will be conducted on October 30 (first interviews) and November 6 (second interviews). The expected start date is the middle of December or early January. Candidates' applications remain confidential until the semi-finalist stage.

Equal Opportunity/ADA Employer.

BY THE NUMBERS

Population: **6,192** (2024)

Square Miles: **21.6**

Median Age: **47**

Bachelor's Degree: **42%**

Number of Housing Units: **2,755**

Single Family Home ownership rate: **91%**

Income, Median Household: **$83,986** (Census 2020)

Median Home Value: **$445,000** (2024)

Poverty: **2.8%**

Number of Full Time Laketown Township Employees: **11**

RACE AND ETHNICITY:

93% White

4% Hispanic or Latino

1% Black or African American

1% Asian

1% Other



THE CITY of Milford DELAWARE

Chapter 230 - Zoning Marijuana Regulations

October 28, 2024

Marijuana Land Use Discussion

- The public input session will be focused on the City's land use regulations as it pertains to marijuana related businesses (retail sales, testing, cultivation, manufacturing, etc.)
- The purpose of the public input session is not to debate whether marijuana use should be legalized. The decision to legalize medical and recreational marijuana was made by the Legislators of the State of Delaware under Title 4 and Title 16 of the Delaware Code.
- Marijuana use is controlled by State law under Delaware Code Title 16, Chapter 47, §4764.

Delaware Code – Title 16 Health and Safety Medical Marijuana

- **Chapter 49A. The Delaware Medical Marijuana Act. § 4917A. Local ordinances.**
- Nothing shall prohibit local governments from enacting ordinances or regulations not in conflict with this chapter or with Department regulations regulating the time, place, and manner of registered compassion center operations and registered safety compliance facilities, provided that no local government may prohibit registered compassion center operation altogether, either expressly or through the enactment of ordinances or regulations which make registered compassion center and registered safety compliance facility operation unreasonably impracticable in the jurisdiction.

Current Facilities in Milford

- The City currently has two medical marijuana product manufacturing facilities in the I-1 Limited Industrial zoning district and one medical marijuana dispensary in the C-3 Highway Commercial zoning district.
- Zoning Map Link

Registered Compassion Center Discussion

- Does the City want to place conditions on medical marijuana registered compassion centers?
  - Limit hours of operation?
  - Distance between compassion centers?
  - Distance from schools, churches, daycares, etc.?
  - Allow only in Highway Commercial?
  - Require a conditional use permit?
- Does the City want to allow compassion centers with no conditions in all commercial zones?

Delaware Code – Title 4 Alcoholic Liquors and Marijuana Recreational Marijuana

- **Chapter 13. The Delaware Marijuana Control Act. Subchapter IV. Determination of Applications. § 1351 Local control.**
- A municipality may prohibit the operation of marijuana cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, or retail marijuana stores through the enactment of an ordinance or through an initiated or referred measure.
- A municipality or county may enact ordinances or regulations that are not in conflict with this chapter or in conflict with regulations enacted by the Commissioner, governing the time, place, manner, and number of marijuana establishment operations. A municipality or county may establish civil penalties for violation of an ordinance or regulations governing the time, place, and manner that a marijuana establishment may operate in such municipality or county.

Recreational Marijuana Retail Store Discussion

- Does the City want to prohibit recreational marijuana sales within the City?
- Does the City want to allow recreational sales with conditions?
  - Limit hours of operation?
  - Distance between retail facilities?
  - Distance from schools, churches, daycares, etc.?
  - Allow only in Highway Commercial?
  - Require a conditional use permit?
- Does the City want to allow recreational sales with no conditions in all commercial zones?

Marijuana Cultivation, Manufacturing, Testing Discussion

- Does the City want to prohibit the following;
  - Marijuana product manufacturing facilities?
  - Marijuana testing facilities?
  - Marijuana cultivation facilities?
- Does the City want to allow these uses with conditions?
  - Allow in Industrial and Business Park zones only?
  - Require a conditional use permit?
  - Distance from schools, churches, daycares, etc.?
- Does the City want to allow the manufacturing with no conditions in Industrial and Business Park zones?

Timeline & Next Steps

- Timeframe
  - September 25 – City Council Workshop Discussion
  - October 28 – City Council Public Input Meeting
  - November 20 – City Council Workshop - Rob Coupe, Office of Marijuana Control
  - November 25 – City Council Discussion
  - December 17 – Planning Commission Public Hearing
  - January 13 – City Council Public Hearing Ordinance Adoption

Proposed Ordinance for Introduction

CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS
Planning Commission Hearing: Tuesday, December 17, 2024 @ 6:00 PM
City Council Hearing: Monday, January 13, 2025 @ 6:00 PM

NOTICE IS HEREBY GIVEN that the following proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council with action scheduled to occur on the date(s) and time(s) so indicated:

Ordinance 2024-11
Amendment to City of Milford Code
Chapter 230/Zoning Code

WHEREAS the Mayor and City Council of the City of Milford are charged with the protection of the public health, safety, and welfare of the citizens of the City of Milford; and

WHEREAS the Delaware Medical Marijuana Act allows municipalities to regulate the time, place, and manner of registered compassion center operations and registered safety compliance facilities, provided that no local government may prohibit registered compassion center operation altogether; and

WHEREAS the Delaware Marijuana Control Act allows municipalities to prohibit the operation of marijuana cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, or retail marijuana stores or to regulate the time, place, manner, and number of marijuana establishment operations through the enactment of an ordinance; and

WHEREAS the Mayor and City Council desire to amend the zoning code of the City of Milford to regulate the uses outlined in the Delaware Medical Marijuana Act and the Delaware Marijuana Control Act; and

WHEREAS the Planning Commission considered this ordinance at a duly noticed meeting on December 17, 2024 to allow for public comment and review of the amendment; and

WHEREAS the City Council held a public hearing on January 13, 2025, notice for which was published in the Delaware State News on October 30, 2024, at which time all interested members of the public were given an opportunity to comment on this ordinance; and

WHEREAS, the City Council finds that amending the Zoning Code to regulate the location of marijuana establishments is in the best interest of the public health, safety and general welfare of the citizens of the City.

NOW THEREFORE BE IT RESOLVED, by the City of Milford:

In accordance with Chapter 200 of the City of Milford Code, the City Council hereby ordains:

Section 1. Purpose: The Zoning Code of the City of Milford is hereby amended to add definitions and regulations pertaining to marijuana establishments.
Section 2. Sections 230-1, 230-14, 230-19.1, 230-19.2 and 230-41 are hereby amended.
Section 3. Strikethrough text denotes a deletion; underlined and bold text denotes an addition.

Chapter 230 – ZONING CODE

ARTICLE I – General Provisions

§ 230-1. – Purpose.

A. Definitions. For the purpose of this chapter, certain words and phrases shall be interpreted or defined as follows:

MARIJUANA – All parts of the plant Cannabis sativa L., whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin. Marijuana does not include:

1. **The mature stalks of the plant, fiber, produced from the stalks, oil or cake made from the deeds of the plant, or any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil or cake, or other sterilized seed of the plant which is incapable of germination.**
2. **Products approved by the US Food and Drug Administration.**
3. **Industrial hemp, defined as all parts of the plant Cannabis sativa L., and any part of such plant, whether growing or not, with a delta-9 tetrahydrocannabinol concentration of not more than 0.3% on a dry weight basis.**

MARIJUANA CULTIVATION FACILITY – An establishment operated by an entity licensed by the State of Delaware to cultivate, prepare, and package marijuana and sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but no to consumers. A marijuana cultivation facility may not produce marijuana concentrates, tinctures, extracts, or other marijuana products.

MARIJUANA ESTABLISHMENT – A marijuana cultivation facility, marijuana product manufacturing facility, marijuana testing facility, marijuana retail store, registered compassion center, or registered safety compliance facility, as those terms are defined herein.

MARIJUANA PRODUCT MANUFACTURING FACILITY – An establishment operated by an entity licensed by the State of Delaware to do the following: purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and retail marijuana stores, but not to consumers.

MARIJUANA RETAIL STORE – An establishment operated by an entity licensed by the State of Delaware to purchase marijuana from marijuana cultivation facilities; to purchase marijuana and marijuana products from marijuana product manufacturing facilities; and to sell marijuana and marijuana products to consumers.

MARIJUANA TESTING FACILITY – An establishment operated by an entity licensed by the State of Delaware to test marijuana for potency and contaminants.

REGISTERED COMPASSION CENTER – An establishment operated by a not-for-profit entity registered with the State of Delaware pursuant to 16 Del. C. § 4914A that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies, or dispenses marijuana, paraphernalia, or related supplies and educational materials to registered qualifying patients who have designated the dispenser to cultivate marijuana for their medical use and the registered designated caregivers of these patients.

REGISTERED SAFETY COMPLIANCE FACILITY – An establishment operated by a nonprofit entity registered under 16 Del. C. § 4915A by the State of Delaware to provide one

or more of the following services: testing marijuana produced for medical use or under Chapter 13 of Title 4 for potency and contaminants; and training cardholders, compassion center agents, and owners and employees of entities operating under Chapter 13 of Title 4 of the Delaware Code. The training may include, but need not be limited to, information related to one or more of the following: the safe and efficient cultivation, harvesting, packaging, labeling, and distribution of marijuana; security and inventory accountability procedures; and up-to-date scientific and medical research findings related to medical marijuana.

RETAIL STORE- A store in which nonfood goods, wares, or merchandise are sold directly to the ultimate customer, including such items as apparel, accessories, shoes, drugs, and hardware, but excluding marijuana retail stores.

ARTICLE III – Use and Area Regulations

§ 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.

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.

(19) Registered Compassion Center Dispensary

§ 230-19-1. – BP Business Park District.

In a BP District, no building/structure or premises shall be used and no building/structure or part thereof shall be erected or altered which is arranged, intended or designed to be used, in whole or in part, for any purpose except for one or more of the following uses and complying with the requirements indicated:

B. Permitted uses. Permitted uses of the BP District shall be as follows:

(1) Manufacturing, assembling, converting, altering, finishing, cleaning, cooking, baking or any other type of manufacturing or industrial processing of any goods, materials, products, instruments, appliances and devices, provided that the fuel or power supply shall be of an approved type. Also included shall be all incidental clinics, offices and cafeterias for the exclusive use of in-house staff and employees. Accessory retail storefront/gift shop is permitted for products that are manufactured on site. The area for this use must be incidental and subordinate to the manufacturing use and must meet all commercial building code requirements for the use. (NAICS Reference - 313: Textile Mills; 314: Textile Product Mills; 315: Apparel Manufacturing; 316: Leather and Allied Product Manufacturing (except 3161 {Hazardous}); 323: Printing and Related Support Activities; 326: Plastics and Rubber Products Manufacturing (except tires 32621{Hazardous}); 3271: Clay Product and Refractory Manufacturing; 327991: Cut Stone and Stone Product Manufacturing; 3322: Cutlery and Handtool Manufacturing; 3323: Architectural and Structural Metals Manufacturing; 3324: Boiler, Tank, and Shipping Container Manufacturing; 3325: Hardware Manufacturing; 3326: Spring and Wire Product Manufacturing; 3327: Machine Shops; Turned Product; and Screw, Nut, and Bolt Manufacturing; 3328: Coating, Engraving, Heat Treating, and Allied Activities; 33291: Metal Valve Manufacturing; 332991: Ball and Roller Bearing Manufacturing; 332996: Fabricated Pipe and Pipe Fitting Manufacturing; 332999: All Other Miscellaneous Fabricated Metal Product Manufacturing; 3331: Agriculture, Construction, and Mining Machinery Manufacturing; 3332: Industrial Machinery Manufacturing; 333314: Optical Instrument and Lens Manufacturing; 333316: Photographic and Photocopying Equipment Manufacturing; 3335: Metalworking Machinery Manufacturing; 3336: Engine, Turbine, and Power Transmission Equipment Manufacturing; 3339: Other General Purpose Machinery Manufacturing (except 333913 {Hazardous}); 334: Computer and Electronic Product Manufacturing; 335: Electrical Equipment, Appliance, and Component Manufacturing; 337: Furniture and Related Product Manufacturing; 339: Miscellaneous Manufacturing)

(2) Research, design, testing and development laboratories.

(3) Printing, publishing, binding, packaging, storage, warehousing, distribution and trucking terminal operations and trucking schools.

(4) Business, professional or administrative offices.

(5) Municipal and public services and facilities, such as utility supply areas (i.e., water, sewer and electric), distribution facilities and substations.

(6) Truck or large vehicle repair facilities with associated parking area. All fuel and lubricant storage shall be installed in compliance with state and federal regulations and shall not be any closer than 500 feet from existing residence, residential district, school or building(s) used for assembly.

(7) Farm machinery manufacture, sales, storage and repairs.

(8) Heating, ventilating, cooling and refrigeration manufacturing.

(9) Building contractor yards.

(10) Veterinary clinics.

(11) Beverage blending, bottling (all types).

(12) Boat manufacture and repair (vessels less than five tons), boat sales and service.

(13) Dairy operations and dairy products, ice cream and cheese.

(14) Fruit and vegetable processing, including canning, preserving, drying and freezing.

(15) Greenhouses, commercial, wholesale or retail.

(16) Ice manufacture, including dry ice.

(17) Sign fabrication and painting shops.

(18) Wood product manufacture, including baskets, boxes, crates, barrels and veneer.

(19) Indoor or outdoor recreation.

(20) Marijuana Cultivation Facility.

(21) Marijuana Product Manufacturing Facility.

(22) Registered Safety Compliance Facility.

(23) Marijuana Testing Facility.

§ 230-19-2. – IS Institutional Service District.

B. Permitted uses.

(1) Hospital and all other health-care facilities, including any and all support services related thereto.

(2) Outpatient health-care centers and health-care facilities.

(3) Professional and medical offices involving the diagnosis, treatment and care of humans, including any and all support services related thereto.

(4) Medical laboratories utilized for the diagnosis, treatment, and care of humans.

(5) Pharmacies.

(6) Heliports.

(7) Private education institutions and training centers.

(8) Nursing facilities, convalescent homes, and a continued-care retirement communities.

(9) Child or adult day-care facilities (including both day-care homes and day-care centers) to accommodate patients, patient families, health-care employers and their employees, and the public.

(10) Publicly and privately owned utilities, including supporting structures and uses, including but not limited to water, sewer, electric, communications, fiber optics, natural gas, data and computer processing, and similar uses and structures which reflect and incorporate technological advancements.

(11) Cafeteria facilities snack and gift shops, banking facilities, restaurants and retail or personal service shops primarily for the use of health-care employees, patients and visitors.

(12) Health-care uses and health-care facilities which reflect and incorporate technological advancements in the health-care industry.

(13) Ambulance and emergency rescue services.

(14) Maintenance and laundry facilities.

(15) Libraries

(16) Places of worship.

(17) Parking areas, including parking facilities.

(18) Publicly owned and/or health-related recreation facilities.

(19) Rehabilitation facilities.

(20) Government offices, municipal and public services and facilities, including city hall, water storage towers, water reservoirs, pumping stations, water treatment plants, sewerage pumping stations, sewers (storm and sanitary), street rights-of-way, utility transmission and distribution lines, police and fire stations and substations for electric, gas, and telephone facilities.

(21) Auditoriums.

(22) Modular office units.

(23) Overnight accommodations for patient families and individuals that are receiving treatment at the hospital facility.

(24) Public and private elementary, junior or senior high schools and colleges.

(25) Registered Compassion Center Dispensary

§ 230-41. – Prohibited uses.

The following uses and activities shall be specifically prohibited in any zone in the City of Milford:

A. Automobile wrecking yards, junkyards or the sorting and baling of scrap metal, paper, rags, glass or other scrap material.

B. The parking, storing or keeping of a dismantled, inoperative or discarded motor vehicle, to include, but not limited to cars, boats, boat trailers, campers, tractors or any parts thereof unless within an enclosed building. All vehicles requiring tags/registration must be valid at all times and vehicles maintained in its original configuration. All boats requiring a trailer for transportation must be stored on a registered trailer.

C. Outdoor woodburning furnaces.

(1) The construction and operation of outdoor woodburning furnaces is hereby prohibited within the City of Milford.

(2) Nonconforming uses. All outdoor woodburning furnaces within the City of Milford must cease operations by August 31, 2011, and be removed by the property owner from the subject premise no later than October 31, 2011. This will allow sufficient time for an alternate source of heat to be established. During the transition, such use shall conform with the following provisions:

(3) Only firewood and untreated lumber are permitted to be burned in any outdoor furnace.

(4) Wood must be stored in a neat pile no closer than five feet from side and rear property lines.

D. Manufacturing uses involving production of the following products from raw materials; asphalt, charcoal and fuel briquettes; chemicals: aniline dyes, ammonia, carbide, caustic soda, cellulose, chlorine, carbon black and bone black, creosote, hydrogen and oxygen, industrial alcohol, nitrates (both natural and manufactured) of an explosive nature, potash, petro chemical, pyroxylin, rayon yarn and hydrochloric, nitric, picric, phosphoric and sulfuric acids; coal, coke and tar products, including gas manufacturing, explosives, fertilizers, glue and size (animal): linoleum and oil cloth, matches, paint, varnishes and lurpentine; rubber (natural and synthetic); and soaps, including fat rendering.

E. Storage of explosives and bulk or wholesale storage of gasoline above ground.

F. Quarries, screening plants and all associated uses.

G. The following processes: large scale reduction, refining, smelting and alloying of metal or metal ores; refining petroleum products, such as gasoline, kerosene, naphtha and lubricating oil; and reduction and processing of wood pulp and fiber, including paper mill operations.

H. Recreational Vehicle Prohibited Activities.

(1) Recreational Vehicles shall not be considered dwelling units intended for permanent habitation.

(2) For purposes of this section, evidence of habitation shall include activities such as sleeping, setting up housekeeping or cooking, eating, recreating, and/or any other activity where it reasonably appears, in light of all the circumstances, that the vehicle is being used as a living accommodation.

(3) Running electrical cords, extension cords, hoses, cables, or other items across, above, or on the parkway or sidewalk from any property to a recreational vehicle parked on a public street at any time is prohibited.

(4) Making a sewer connection with a recreational vehicle or dumping wastes from a recreational vehicle onto public or private land other than a designated RV dump is prohibited.

I. Marijuana Retail Stores.

Section 4. Dates.
Introduction to City Council: November 12, 2024
Planning Commission Public Hearing: December 17, 2024
City Council Public Hearing: January 13, 2025

Section 5. Effective.
This Ordinance is effective ten days following its adoption.

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

10.25.24
Published: Delaware State News 10.30.24

THE CITY of Milford DELAWARE

The governing body has recessed to Executive Session. The regular meeting will resume shortly.