



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

## **CITY COUNCIL AGENDA March 24, 2025**

*This meeting is available for viewing by the public by accessing the following link:*

<https://zoom.us/j/94877121629>

*or*

<http://www.cityofmilford.com/553/Watch-Public-Meetings>

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*Call 301 715 8592 Webinar ID: 948 7712 1629*

**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](mailto: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**

Page

- 1. Public Comment**
- 2. Call to Order - Mayor F. Todd Culotta**
- 3. Roll Call**
- 4. Invocation**
- 5. Pledge of Allegiance**

**6. Approval of the Agenda**

**7. Approval of Previous Minutes**

- a. [January 27, 2025 Council Minutes](#) 

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**8. Recognition**

**New Employee Recognition**

**9. Public Hearings/Comments/Final Determination** 

**Ordinance 2025-04**

**Conditional Use Application of 39 North Walnut LLC 0.26 +/- acres of land located at the southeast intersection of N. Walnut Street and NE Front Street Address: 39 N. Walnut Street Comprehensive Plan Designation: Commercial Zoning District: C-2 (Central Business District) Present Use: Mixed Use – (7) Commercial Tenant Spaces and (4) Apartment; Proposed Use: Mixed Use – (10) Commercial Tenant Spaces and (4) Short-term Rentals/Apartments  
Tax Parcel: MD-16-183.10-04-44.00**

- a. [39 North Walnut - CU - Packet](#) 

16 - 31

**ORDINANCE 2025-06**

**Application of Milford Housing Development Corporation on behalf of Riverwalk Villas for a Final Major Subdivision  
3.829 +/- acres of land located along the north side of Mispillion Street and west side of Marshall Street  
Comprehensive Plan Designation: Moderate Density Residential  
Zoning District: R-3 (Garden Apartment & Townhouse District)  
Present use: Vacant Land; Proposed Use: Townhouse Subdivision  
Tax Parcel: 3-30-7.17-11.00**

- b. [Riverwalk Villas - Packet](#) 

32 - 77

**10. Communications & Correspondence**

**11. Unfinished Business**

**12. New Business**

**Authorization/Land Donation Agreement/Street Improvements/Milford Housing Development Corporation**

- a. [MHDC - Mispillion Street Agreement](#)  78 - 82

**Authorization/DelDOT Agreement/Community Transportation Fund (CTF) - Traffic Safety/Carlisle Fire Company**

- b. [CTF Agreement Letter Request](#)  83 - 86

**Authorization/Carlisle Enhancement Fund/Carlisle Fire Company/Vehicle/Equipment Purchase**

- c. [Carlisle Fire Company Presentation](#)  87 - 112

**Ordinance Introduction:**

**Ordinance 2025-07 Personnel/Emergency Conditions**

- d. [2025 07 Personnel Section 6.08 Emergency Conditions](#)  113 - 114

**13. EXECUTIVE SESSION**

**Motion to Recess into Executive Session**

**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**

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

**Return to Open Session**

**Potential Motion/Resulting from Executive Session Discussion**

## 14. 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.*

031725

032125 Item Removed



CITY OF MILFORD  
CITY COUNCIL MEETING MINUTES

January 27, 2025

The City Council of the City of Milford met in the Joseph Ronnie Rogers Council Chambers in Regular Session on Monday, January 27, 2025.

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, Police Chief Cecilia Ashe, and City Clerk Katrina White

ABSENT: Councilmember Nirmala Samaroo

COUNSEL: Solicitor David Rutt, Esquire

**Public Comment**

There were no public comments.

**Call to Order**

Mayor Culotta called the regular meeting to order at 6:06 pm.

Roll Call showed that there were eight members present.

**Invocation and Pledge**

The invocation was given by Councilmember Wilson and the Pledge of Allegiance followed.

**Approval of Agenda**

Councilmember Kalesis made the motion to approve the agenda. Councilmember Wilson seconded.

**The motion carried unanimously.**

**Approval of Previous Minutes**

Councilmember Wilson made the motion to approve the November 20, 2024 Council Workshop meeting minutes. Councilmember Zychal seconded. The motion carried unanimously.

## **Recognition**

New City Employee Introduction

There were no new city employee introductions.

## **Public Comments/Final Determination**

*Ordinance 2024-15*

*Amendment to City of Milford Code*

*Chapter 230 Zoning/Historic District Commission*

Director Pierce reviewed the staff report and staff analysis that was included in the packet on pages 4-20. He stated that the proposed ordinance would only create a new article within the zoning code that would establish Historic District Commission. The purpose of the Historic District Commission would be to assist the Planning Commission and City Council in developing regulations for Architectural Review, establishing or expanding historic district boundaries, establishing guidelines for the preservation and conservation of historic district properties. The Historic District Commission would also advise on matters concerning historic preservation, review all National Register nominations, and act as a liaison on behalf of the city to individuals and organizations related to historic preservation. It has no regulations as part of the language and is simply to establish the Commission.

There were no public comments.

Councilmember Wilson made the motion to adopt Ordinance 2024-15. Councilmember Zychal seconded.

**The motion carried unanimously.**

## **Communications & Correspondence**

Councilmember Marabello announced that the Milford 2<sup>nd</sup> Street Players Theater would be opening a play on next Friday, February 7, 2025, One Flew Over the Cuckoo's Nest. Additional dates would be February 8, 9, 14, 15 & 16, 2025.

City Manager Whitfield reported that at the intersection of Washington and Park, an all (4) ways stop condition was put there based on the traffic engineering study that Council authorized to be done some time ago. That should go into effect on February 3, 2025.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

#### *Authorization/DelDOT Construction Inspection Agreement/Milford Corporate Center*

Director Pierce reviewed the construction agreement that was included in the packet on pages 21-31. He stated that on November 25, 2025, City Council awarded the contract to George and Lynch. A pre-con meeting was held on January 15, 2025 and the contractor anticipated beginning construction in early March. As part of the DelDOT approval for the right-of-way improvements along Route 14 and Route 15, DelDOT would require a third party inspector to ensure compliance with State regulations. So, this would be an inspector appointed by DelDOT and not somebody that the city will hire directly. As part of the approved plans, the entrance permit, and right-of-away improvements, the city is required to enter into a Level 2 Construction Inspection Agreement with the State. He stated that staff is seeking Council's permission for the Mayor to execute the agreement that is included in the packet.

Councilmember James made the motion that City Council authorize the mayor to execute the Level 2 Construction Inspection agreement utilizing funding approved in the FY 2025, and FY 2026 Capital Budgets from General Fund Reserves, with reimbursement from TIF Grant Funding. All costs will be recovered through the sale of lots and return on a pro rata basis to the internal funding sources that were leveraged to support the project. Councilmember Wilson seconded.

**The motion carried unanimously.**

#### *Resolution 2025-01/Adopting City of Milford Charter Amendment*

City Manager Whitfield explained that this Charter Amendment must be passed by Council by a vote of a majority of 75% of Council.

(Charter Change Committee Chair) Councilmember James reviewed Resolution 2025-01 that was included in the packet on pages 32-35.

## 2.01 Elections

- (d) Every person who resides within the City of Milford boundaries for at least 30 days prior to the registration deadline ~~or natural persons owning property within the City of Milford at least 30 days prior to the registration deadline~~, and who are over the age of 18 years, shall be entitled to 1 vote at said annual municipal election or special election; provided, however, that the City Council may, by ordinance, establish a reasonable procedure for the registration of voters and, in such event, compliance therewith may be a prerequisite to voting at the annual election. A Corporation, Partnership, Limited Partnership or other legally created entity is prohibited from registering and voting as a non-resident property owner unless property within the City is titled in an individual name.

Councilmember James made the motion that the language not be stricken, that it remains to have all natural persons on a property within the city of Milford for at least 30 days to have one vote. Seconded by Councilmember Wilson.

Councilmember Connor voted yes.

Councilmember Zychal voted no.

Councilmember Kalesis voted yes.

Councilmember Marabello voted no.

Councilmember Wilson voted yes

Councilmember James voted yes.

Councilmember Stewart voted yes.

**The motion passed 5-Yes 2-No.**

## 3.01 Enumerated Powers.

The City of Milford shall have all powers possible for a city to have under the constitution and laws of this State as fully and completely as though they are specifically enumerated in this Charter. Without limiting the scope of the foregoing provision, the City is specifically empowered as follows:

- (j) The City Council shall have the power to exercise eminent domain for the purpose of property acquisition as outlined in Title 29, Chapter 95 of the Delaware State Code with the exception of land outside City limits to be used solely for recreational purposes.
- (k) The City Council, by a majority vote, shall have the power to make proclamations to recognize achievements, historical events, special days or months for civic and social purposes, and such other matters deemed appropriate by City Council.

Councilmember James made the motion that Item J be added to Article 3.01 - Enumerated Powers as written. Seconded by Councilmember Kalesis.

Councilmember Marabello voted yes.

Councilmember Kalesis voted yes.

Councilmember Zychal voted yes.

Councilmember Connor voted yes.

Councilmember Stewart voted yes.

Councilmember James voted yes.

Councilmember Wilson voted yes.

**The motion passed unanimously.**

Councilmember Wilson made the motion that Item K be added to Article 3.01 - Enumerated Powers as written. Seconded by Councilmember James.

Councilmember Stewart voted yes.

Councilmember James voted yes.

Councilmember Wilson voted yes.

Councilmember Marabello voted yes.

Councilmember Kalesis voted yes.

Councilmember Zychal voted yes.

Councilmember Connor voted yes.

**The motion passed unanimously.**

### **3.07 Mayor - General Powers.**

The Mayor shall be the executive of ~~the~~ City Council and shall preside at meetings of the City Council, but shall have no vote except in case of a tie. The Mayor shall execute ~~on behalf of City Council~~ all agreements, contracts, bonds, deeds, leases, **proclamations** and other documents **as** authorized by City Council necessary to be executed subject to Section 3.01(d) herein. The Mayor or his/her designee shall countersign all orders, checks and warrants authorized by City Council; and shall have all and every power conferred and perform the duties imposed upon him/her by this Charter and the ordinances of the City. **With the consent of Council,** ~~t~~The Mayor may establish such committees, appoint committee members, and designate the committee Chairs as he or she deems necessary for the proper administration of City Council.

Councilmember Connor made the motion to approve all of the changes in Article 3.07 Mayor - General Powers as written. Seconded by Councilmember Zychal.

Councilmember Marabello voted yes.  
Councilmember Kalesis voted yes.  
Councilmember Zychal voted yes.  
Councilmember Connor voted yes.  
Councilmember Stewart voted yes.  
Councilmember James voted yes.  
Councilmember Wilson voted yes.

**The motion passed unanimously.**

#### **4.01 Composition of Government**

The government of the city and the exercise of all powers conferred by this charter except as otherwise provided herein, shall be vested in an elective body called the City Council, consisting of a Mayor and 8 Councilmembers. Whenever the word "Mayor" is used, it shall refer solely to the Mayor. Whenever the words "City Council" are used they shall refer to the 8 duly-elected or appointed Councilmembers. The government of the City of Milford and the exercise of all powers conferred by this Charter, except as otherwise provided herein shall be vested in a Mayor and a City Council. The City Council shall consist of not more than 8 members. Two of the members of the City Council shall reside in that portion of the City known and described as the First Ward, 2 in that portion known as the Second Ward, 2 in that portion known as the Third Ward and 2 in that portion known as the Fourth Ward. The Mayor and City Councilmembers shall each serve for a term of 2 years. **After January 1, 2026, any newly elected/appointed Mayor for the 2026 election, and for each election thereafter, shall serve for a term of 3 years. After January 1, 2027, any newly elected/appointed Councilmember for the 2027 and 2028 elections respectively, and for each election thereafter, shall serve for a term of 3 years.**

Councilmember Kalesis made the motion to add the language in Article 4.01 Composition of Government as written. Seconded by Councilmember Wilson.

Councilmember Stewart voted yes.  
Councilmember James voted yes.  
Councilmember Wilson voted yes.  
Councilmember Marabello voted yes.  
Councilmember Kalesis voted yes.  
Councilmember Zychal voted yes.  
Councilmember Connor voted yes.

**The motion passed unanimously.**

#### **4.02 Annual Organizational Meeting.**

At ~~67~~:00 p.m. on the second Monday following the annual election, the Mayor and City Council shall meet at the City Council Chamber and shall assume the duties of their offices after being first duly sworn or affirmed to perform their duties with fidelity and in accordance with the Charter of the City.

Councilmember Kalesis made the motion to change the time in Article 4.02 Annual Organizational Meeting as written. Seconded by Councilmember James.

Councilmember Connor voted yes.

Councilmember Zychal voted yes.

Councilmember Kalesis voted yes.

Councilmember Marabello voted yes.

Councilmember Wilson voted yes.

Councilmember James voted yes.

Councilmember Stewart voted yes.

**The motion passed unanimously.**

#### **4.06 Qualification for Mayor and City Council.**

- (e) Persons in arrears and owing the City funds for taxes, special assessments, utility bills, and any other fees or costs and no longer appealable, shall be ineligible for election as Mayor or Councilperson. Additionally, any sitting Mayor or Councilperson who becomes in arrears more than two months and owing the City funds for taxes, special assessments, utility bills, and any other fees or costs and no longer appealable, shall be disqualified to serve the remainder of the term and the seat shall be declared vacant in accordance with Article 4.05 of the Charter

Councilmember James made the motion to adopt the added language in Article 4.06 Qualification for Mayor and City Council as written. Seconded by Councilmember Zychal.

Councilmember Stewart voted yes.

Councilmember James voted yes.

Councilmember Wilson voted yes.

Councilmember Marabello voted yes.

Councilmember Kalesis voted yes.  
Councilmember Zychal voted yes.  
Councilmember Connor voted yes.

**The motion passed unanimously.**

## **ARTICLE V. – ADMINISTRATION AND APPOINTEES**

### **5.05 Powers and Duties of the City Manager.**

The City Manager shall be the chief administrative officer of the City. He or she shall be responsible to the City Council for the administration of all City affairs placed in his or her charge or under this Charter. He or she shall have the following powers and duties:

- (a) **With the consent of Council, the Manager shall appoint department directors under his/her purview, such employees shall serve at the pleasure of the Manager.** He or she shall appoint, and when he or she deems it necessary for the good of the City, suspend or remove City employees and appointive administrative officers provided for by or under this Charter, except as otherwise provided by law, this Charter or personnel rules adopted pursuant to this Charter. He or she may authorize any administrative officer, who is subject to his or her direction and supervision, to exercise these powers with respect to subordinates in that officer's department, office or agency.

Councilmember Kalesis made the motion to leave Item (a) of Article 5.05 Powers and Duties of the City Manager as is without the proposed changes. Seconded by Councilmember Zychal.

Councilmember Connor voted yes.  
Councilmember Zychal voted yes.  
Councilmember Kalesis voted yes.  
Councilmember Marabello voted yes.  
Councilmember Wilson voted yes.  
Councilmember James voted yes.  
Councilmember Stewart voted yes.

**The motion passed unanimously.**

### *Discussion/Evergreen Solutions, LLC/Pay Study/Police Officers*

Chief Cecilia Ashe stated that she asked for this to come before Council in an abundance of transparency and some of her concerns. She stated that she had concerns about how the job study was being conducted in terms of asking the police department to participate regarding the non-union employees, which would entail the captain, three lieutenants and the civilian staff (records, executive assistant, the janitor, and the crime analyst). She stated that she had

been fine with the civilian personnel moving forward but does have some grave concerns about including the sworn staff in the study because there are many factors that guide police departments. She explained that she is evaluating and in the process of rewriting the captain and lieutenant positions. The company had been directed to proceed in the process with the current job descriptions that are in place and update as we go. She stated that she feels that it is a waste of time and would like to have a say in the firm who will come in to evaluate the police department.

Councilmember James explained that from a council person's perspective, an accurate pay study is very important because it helps Council set the budget and helps to determine what the needs are for revenue generation. Council needs to know where everybody is slotted for pay based on their compensatory factors in terms of what they do and what the comps are for that pay. He further explained that it needs to come from a qualified firm whether it is for a public works director or for a lieutenant of a police station.

Mayor Culotta stated that he thinks that the police chief should decide what is best for the police department, how to go about doing that, any pay study and how it is done whether it is inhouse or outside third party.

Councilmember Wilson asked if the pay study was a directive that came from after the budget was done and if that automatically included the police department. She stated that it needed to be clarified.

Chief Ashe explained that the police department is no longer functioning like it used to. The way things used to be done has to be part of the examination in correcting change and creating a national best standard. She stated that she has grave concerns about the fact that this company prior has reviewed the lieutenant and captain job descriptions and thought that they were professional and suitable. One job description states of the capabilities dealing with the public courteously but firmly and maintaining satisfactory public relations. She further explained that the job descriptions are extremely antiquated, which gives her even more grave concerns.

Councilmember James stated that in order to get a proper pay scale, you have to know what the compensatory factors are and that hopefully comes from a correctly written job description. If the job descriptions are not updated or current reflecting the current workforce that is an issue that needs to be resolved. In looking out for the city, budget season is approaching quickly. Council will need to know what they need to spend and will need some

information about what that is going to be. He asked Chief Ashe if she was in the process and when she could have the job descriptions completed.

Chief Ashe stated that she could have them written and updated by mid to end of February, if not sooner. Mayor Culotta asked her if she could commit to having those job descriptions done, and the information Council needed by end of February. She answered yes, at the latest.

Chief Ashe recommended, to make it more clear and a better way to approach it in the future, is if a classification pay study is going to be done, it should be budgeted separately into the police department so that they have some control over what firm is being hired. She explained that the firm that may work for the city manager may not work for her because of her expertise in it.

Councilmember James stated that he would strongly recommend that the pay study is done by a qualified, independent 3rd party at arm's length so that no one questions whether there's any ambiguity or self-serving interest in it. He stated that is important and it is not an accusation but for transparency. Chief Ashe stated that she was in agreement.

## **Executive Session**

Mayor Culotta asked for a motion to move into Executive Session at 7:50 pm.

*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*

Councilmember Marabello made the motion to go into Executive Session. Councilmember Zychal seconded.

**The motion carried unanimously**

*Return to Open Session*

Mayor Culotta asked for a motion to return to open session at 8:39 pm.

Councilmember Stewart made the motion to go back into open session. Councilmember James seconded.

**The motion carried unanimously.**

*Potential Vote- Real Estate*

*Potential Vote -Legal Matters*

There was no action to be voted on.

### **Adjournment**

Councilmember Stewart made the motion to adjourn. Councilmember Zychal seconded. The motion carried unanimously.

Mayor Culotta adjourned the meeting at 9:02.

Respectfully submitted,

Katrina L. White, MMC  
City Clerk/Recorder



**DATA SHEET FOR 39 NORTH WALNUT LLC**

Planning Commission Meeting: March 18, 2025

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<b>Application Number / Name</b>	:	CU-082-2025 / 39 North Walnut LLC
<b>Applicant</b>	:	39 North Walnut LLC 39 N Walnut Street Milford, DE 19963
<b>Owner</b>	:	Same
<b>Application Type</b>	:	Conditional Use
<b>Present Comprehensive Plan Map Designation</b>	:	Commercial
<b>Present Zoning District</b>	:	C-2 (Central Business District)
<b>Present Use</b>	:	Mixed Use – (7) Commercial Tenant Spaces and (4) Apartment
<b>Proposed Use</b>	:	Mixed Use – (10) Commercial Tenant Spaces and (4) Short-term Rentals/Apartments
<b>Size and Location</b>	:	0.26 +/- acres of land located at the southeast intersection of N. Walnut Street and NE Front Street, addressed as 39 N. Walnut Street.
<b>Tax Map &amp; Parcel</b>	:	MD-16-183.10-04-44.00

ENC: Staff Analysis Report  
Exhibit A – Location & Zoning Map  
Exhibit B – Property Survey



**STAFF REPORT**  
**February 28, 2025**

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<b>Application Number / Name</b>	:	CU-082-2025 / 39 North Walnut LLC
<b>Tax Map &amp; Parcel</b>	:	MD-16-183.10-04-44.00
<b>Size and Location</b>	:	0.26 +/- acres of land located at the southeast intersection of N. Walnut Street and NE Front Street, addressed as 39 N. Walnut Street.

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**I. BACKGROUND INFORMATION:**

- The applicant owns an existing mixed-use building containing seven (7) commercial tenant spaces on the first floor and four (4) single apartment units on the second floor. The applicant is proposing to modify the building to include up to ten (10) commercial tenant spaces on the first floor and allow the four (4) apartment units on the second floor to be used as short-term (less than 30 day) rental units.
- Chapter 230-13(C)(1) states “motels and hotels” may be permitted subject to receiving a conditional use permit from City Council.
- Chapter 230-45 states “in any and all zoning districts, multiple permitted uses or mixed use of a property shall be deemed a conditional use subject to special requirements.”

**II. STAFF ANALYSIS:**

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

- The applicant previously obtained a conditional use approval from City Council for the current mixed use arrangement on August 23, 2021. The applicant also received a variance approval from the Board of Adjustment on August 12, 2021 to increase the permitted density from 12 units per acre to 20 units per acre.
- Evaluation based on the criteria found under Chapter 230-48 Conditional Uses.
  - A. The presence of adjoining similar uses.

*The Central Business District has several buildings with first floor commercial and residential units above. The proposed use would be similar to several other properties along Walnut Street and Front Street, and is consistent with the character of the neighborhood. The property to the south contains multiple commercial tenants. The property is bound to the north by NE Front Street, to the east by N. Washington Street and to the west by N. Walnut Street.*

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

*The proposed mixed-use structure is consistent with the purpose and intent of the C-2 Central Business District.*

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

*The Comprehensive Plan promotes mixed use development in the Central Business District. The combination of first floor commercial and second floor residential/short-term rentals would be consistent with the Comprehensive Plan, the Downtown Master Plan, and the goals of the Downtown Development District Plan.*

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

*The property to the south contains multiple commercial tenant spaces. No screening is proposed nor needed since the proposed use is consistent with the surrounding uses and the purpose of the central business district.*

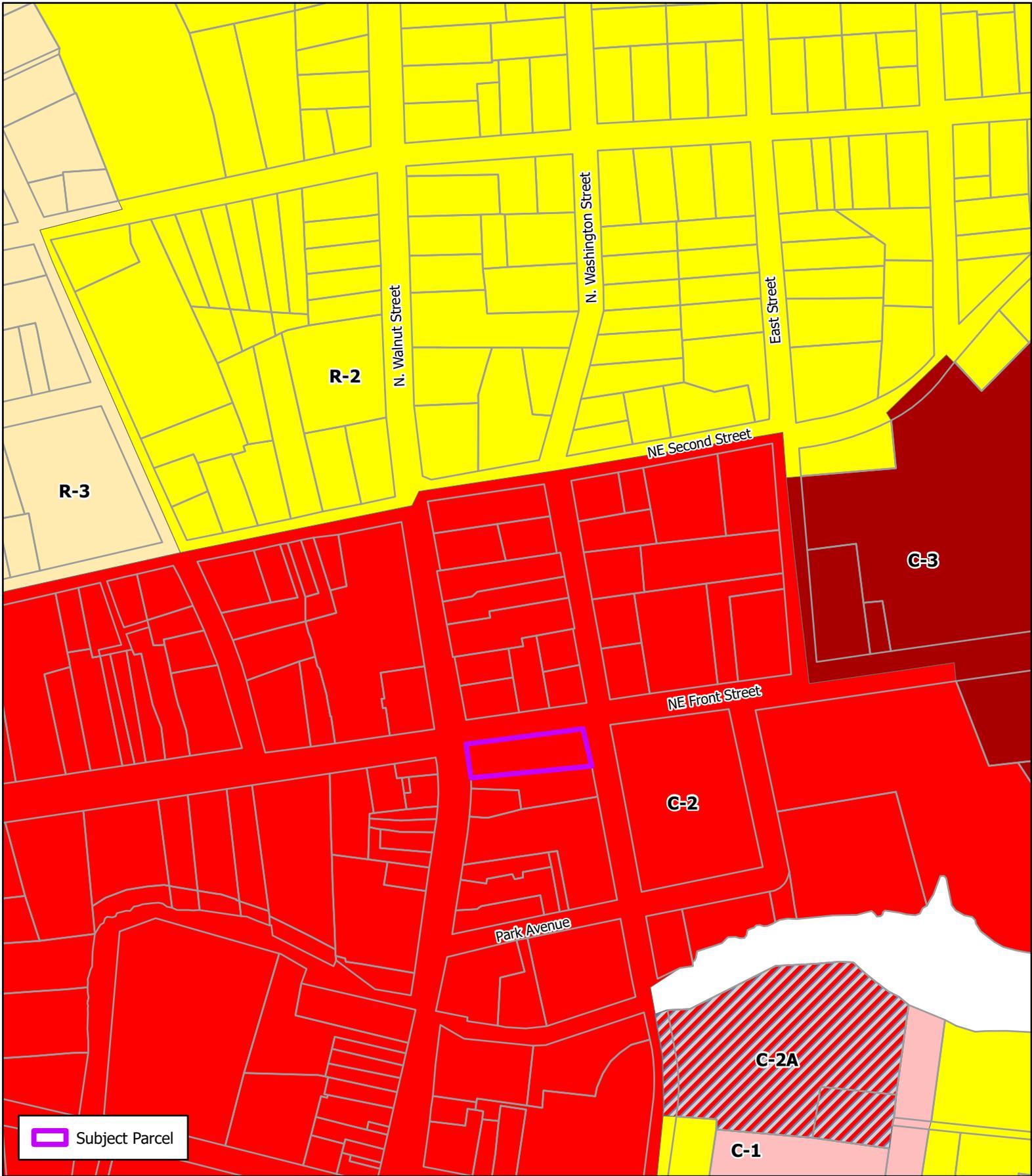
- E. The use will not detract from permitted uses in the district.

*The proposed mixed-use structure is consistent with the purpose and intent of the C-2 Central Business District and should not detract from similar adjacent mixed use and commercial structures.*

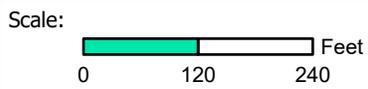
- F. Sufficient safeguards, such as traffic control, parking, screening and setbacks, can be implemented to remove potential adverse influences on adjoining uses.

*The subject parcel is located within the Central Business District which does not require off-street parking for permitted uses. The residents, employees and customers of the proposed uses would utilize existing off-street public parking lots maintained by the City and on-street parking. The proposed uses would be located within the existing structure and no additions are being proposed, therefore there would be no change in building setbacks from the current conditions. No screening is proposed nor needed since the proposed use is consistent with other uses in the neighborhood.*

- If the Planning Commission and City Council elect to approve the applicant's request, staff recommends the following minimum conditions of approval:
  - The applicant would need to obtain building permits from the Planning Department for any physical modifications to the building and obtain approval from the State Fire Marshal's Office and State Plumbing Office.



 Subject Parcel



Drawn by: WRP

Date: 03/03/25

Title:

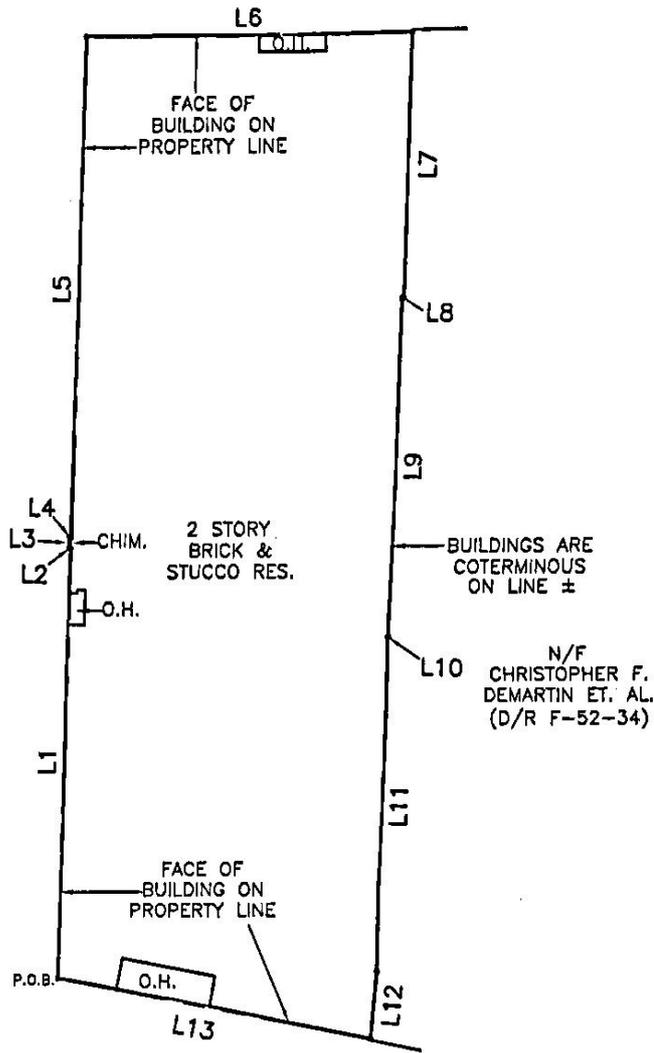
Conditional Use  
**39 N Walnut, LLC**  
Location & Zoning Map

LINE	BEARING	DISTANCE
L1	N 72°12'27" E	83.26'
L2	N 17°08'12" W	0.35'
L3	N 72°51'48" E	2.10'
L4	S 17°08'12" E	0.36'
L5	N 72°05'02" E	94.82'
L6	S 19°27'02" E	61.15'
L7	S 71°54'03" W	49.87'
L8	N 17°51'49" W	0.36'
L9	S 72°08'11" W	64.38'
L10	N 17°37'28" W	0.14'
L11	S 72°22'32" W	64.72'
L12	S 76°09'16" W	13.00'
L13	N 08°18'06" W	60.55'



WASHINGTON STREET

NORTHEAST FRONT STREET



WALNUT STREET

REVISED 12/8/20

I, DONALD A. ELROD OR SHAUNTI E. SZWED, HEREBY REGISTERED AS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF DELAWARE, HEREBY STATE THAT THE INFORMATION SHOWN ON THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND IT MEETS THE STANDARDS OF PRACTICE AS ESTABLISHED BY THE STATE OF DELAWARE BOARD OF PROFESSIONAL LAND SURVEYORS. ANY CHANGES TO THE PROPERTY CONDITIONS, IMPROVEMENTS, BOUNDARY OR PROPERTY CORNERS AFTER THE DATE SHOWN HEREON SHALL NECESSITATE A NEW REVIEW AND CERTIFICATION FOR ANY OFFICIAL OR LEGAL USE. THE IMPROVEMENTS SHOWN HEREON HAVE BEEN LOCATED AND LIE WITHIN THE LOT BOUNDARIES UNLESS SHOWN OTHERWISE. THIS PLAN IS INTENDED FOR THE USE OF THE PARTIES INVOLVED WITH THIS LAND TRANSACTION AND SHALL NOT BE REPRODUCED OR USED FOR ANY OTHER PURPOSE, WITHOUT WRITTEN PERMISSION OF THE LAND SURVEYOR RESPONSIBLE FOR ITS CONTENTS. FENCES, TREES, LANDSCAPING OR OTHER FEATURES HAVE NOT BEEN LOCATED UNLESS SHOWN AND DIMENSIONED. PROPERTY IS SUBJECT TO ANY AND ALL RESTRICTIONS AND EASEMENTS OF RECORD, IF THIS DRAWING DOES NOT CONTAIN AN ORIGINAL SIGNATURE AND RAISED IMPRESSION SEAL IT IS NOT IN COMPLIANCE WITH REGULATIONS AND IS A PRELIMINARY DRAFT ONLY.

PROPERTY TO BE CONVEYED TO: 39 NORTH WALNUT, LLC		ZONED: C2 SETBACKS: FRONT-NONE REAR-NONE SIDE-NONE	
<b>BOUNDARY SURVEY PLAN</b> 39 NORTH WALNUT STREET  CITY OF MILFORD KENT COUNTY - DELAWARE TAX PARCEL # MD-16-18310-04-44.00-000		<b>AMERICAN EASTCOAST SURVEYING &amp; MAPPING</b> 3913 OLD CAPITOL TRAIL WILMINGTON, DE. 19805 PHONE: 302-993-1059 EMAIL: OFFICE@AESURVEYORS.COM	
		SCALE: 1"=30'	DATE: 10/10/20
DEED REF: BK.367 PG.213	PLAT REF:	JOB # 20203272	CLASS S SURVEY

# 39 N WALNUT ST. RENOVATIONS FOR 2ND FLOOR APARTMENTS

**OWNER**  
ZACH KING  
586 MILFORD HARRINGTON HWY  
MILFORD, DE 19963  
PHONE: 302.841.0963

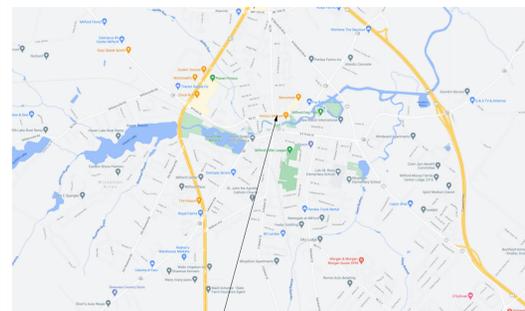
**ARCHITECT**  
DESIGN MATTERS LLC  
305 MONTICELLO AVE  
SALISBURY, MD 21801  
CONTACT: DANIEL MORENO-HOLT  
PHONE: 443.614.4451  
DESIGNMATTERSARCH@GMAIL.COM

**APPLICABLE CODES:**  
2012 IBC  
NFPA 101

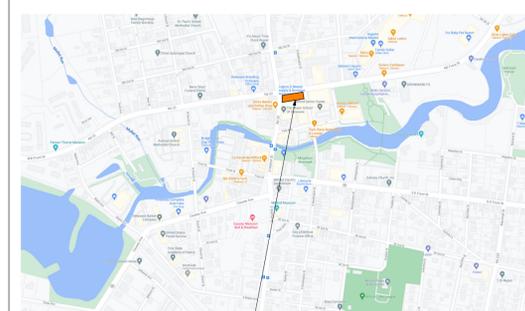
**BUILDING INFORMATION**  
Area: 15,248 sf  
Height: 27'  
Occupancy: Mixed  
Construction Type: III-B  
Sprinklered: Yes

DESCRIPTION	CODE REQUIREMENT	REFERENCE
Occupancy Types:	B Business (Offices, Commercial Kitchen, Beauty Shop) A-3 Assembly (Church) M Mercantile (Boutique Spaces) R-2 Residential (Apartments)	304.1 303.4 309.1 310.4
Separation of Occupancies:	Residential to Mercantile, Business Assembly to Mercantile, Business Assembly to Residential	1 Hour 1 Hour 1 Hour Table 508.4
Occupant Loads:	A-3 - Assembly w/out fixed seats Concentrated Business Kitchens, commercial Residential Mercantile	7 net 100 gross 200 gross 200 gross 30 gross Table 1004.1.2
Occupancy Counts:	Church (Assembly) Medical Billing Offices (Business) Front Boutique Space(Mercantile) Kitchen/Storage Back Boutique Space (Mercantile) Beauty Shop (Business) Center Offices (Business) Residential	3,300 sf 1,130 sf 930 sf 852 sf 678 sf 1,345 sf 1,050 sf 2,749 sf 471 11 31 4 23 13 11 14
Number of Exits Required:	Church (Assembly) Medical Billing Offices (Business) Front Boutique Space(Mercantile) Kitchen/Storage Back Boutique Space (Mercantile) Beauty Shop (Business) Center Offices (Business) Residential (2nd Story)	2 1 1 1 1 1 1 1 Table 1015.1 Table 1021.2(1)
Egress Width	Stairways: Corridors: Doors:	36 in 36 in 32 in 1005.3.1 (1009.4) 1005.3.2 (Table 1018.2) 1005.3.2 (1008.1.1)
Exit Access Travel Distance:	A, M, R B	250' 300' Table 1016.2

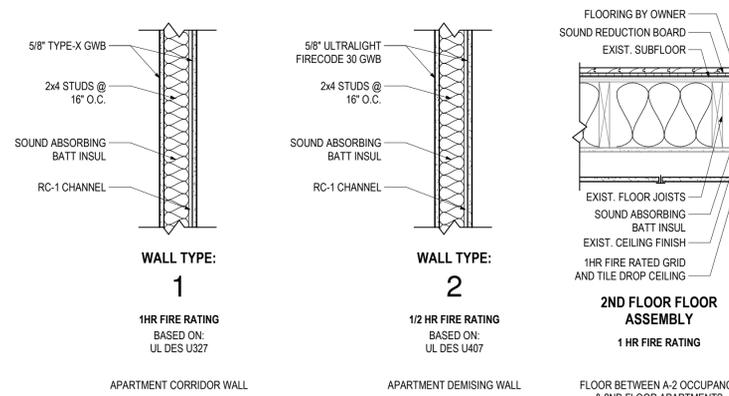
## CODE ANALYSIS



REGION MAP



LOCATION MAP

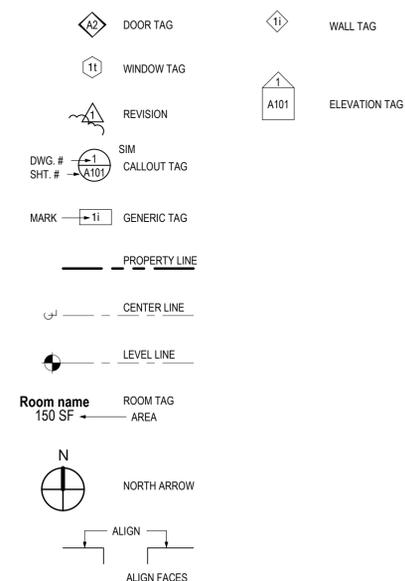


## GENERAL NOTES

SHEET LIST	
SHEET NUMBER	SHEET NAME
ARCHITECTURAL	
A000	TITLE SHEET
A101	FLOOR PLANS
A102	UNIT PLANS
SHEET COUNT: 3	

ABV.	ABOVE	LAM.	LAMINATE
AC.	AIR CONDITIONING	LAV.	LAVATORY
ACoust	ACOUSTICAL	LKR.	LOCKER
ACT	ACOUSTICAL TILE	LT.	LIGHT
A.D.	AREA DRAIN	LTG.	LIGHTING
ADA	AMERICANS W/ DISABILITIES ACT	MATL.	MATERIAL
ADDL.	ADDITIONAL	MAX.	MAXIMUM
ADJ.	ADJUSTABLE	M.B.	MACHINE BOLT
A.F.F.	ABOVE FINISHED FLOOR	M.C.	MEDICINE CABINET
ALUM.	ALUMINUM	MECH.	MECHANICAL
ALT.	ALTERNATE	MEMB.	MEMBRANE
AND.	AND/DED	MEZZ.	MEZZANINE
APPROX.	APPROXIMATE	MFR.	MANUFACTURER
ARCH.	ARCHITECTURAL	MNL.	MINIMUM
ASSM.	ASSEMBLY	MIR.	MIRROR
BD.	BOARD	MISC.	MISCELLANEOUS
BIT	BETWEEN	MTD.	MOUNTED
BEV.	BEVEL	MTL.	METAL
BLDG.	BUILDING	MUL.	MULLION
BLK.	BLOCK	(N)	NEW
BLKG.	BLOCKING	N.	NORTH
BM.	BEAM	N.L.C.	NOT IN CONTRACT
BOT.	BOTTOM	NO./#	NUMBER
BRKT.	BRACKET	NOM.	NOMINAL
B.W.	BOTTOM OF WALL	NTS	NOT TO SCALE
CAB.	CABINET	O.C.	ON CENTER
C.B.	CATCH BASIN	OPNG	OPENING
CEM.	CEMENT	OPPOSITE	OPPOSITE
CER.	CERAMIC	OVHD.	OVERHEAD
CJ.	CONTROL JOINT	PAR.	PARALLEL
C.L.	CENTERLINE	PERF.	PERFORATED
CLG.	CEILING	PL.	PLATE
CLKG.	CAULKING	PLUMB.	PLUMBING
CLO.	CLOSET	PLYWD.	PLYWOOD
CLR.	CLEAR	PNTD.	PAINTED
CLEANOUT	CLEANOUT	PR.	PAIR
COL.	COLUMN	PREFAB.	PREFABRICATED
COMB.	COMBINATION	PSI	POUNDS PER SQUARE INCH
CONC.	CONCRETE	PT.	POINT
CONN.	CONNECTION	P.T.D.	PAPER TOWEL DISPENSER
CONSTR.	CONSTRUCTION	PTH.	PARTITION
CONTR.	CONTRACTOR	PTR.	PAPER TOWEL RECEPTACLE
CORR.	CORRIDOR	PVC.	POLYVINYL CHLORIDE
CS	COUNTERSINK/COUNTERSUNK	PVMT.	PAVEMENT
CERAMIC TILE	CERAMIC TILE	QTY.	QUANTITY
CW.	COLD WATER	R.	RISER
D.	DRAIN	R.A.	RETURN AIR
DBL.	DOUBLE	RAD.	RADIUS
DEMO.	DEMOLISH	R.B.	RESILIENT BASE
DEPT.	DEPARTMENT	R.C.	ROUGH CONCRETE
DET.	DETAIL(S)	RCP.	REFLECTED CEILING PLAN
D.F.	DOUGLAS FIR	REBAR.	REINFORCING BAR
DIA.	DIAMETER	REC.	RECESSED
DIAG.	DIAGONAL	REF.	REFERENCE
DM.	DIMENSION	REINF.	REINFORCED
DISP.	DISPENSER	REQD.	REQUIREMENTS/REQUIRED
DN.	DOWN	REV.	REVISION
D.O.	DOOR OPENING	RGTR.	REGISTER
DR.	DOOR	RM.	ROOM
DS.	DOWNSPOUT	RND.	ROUND
DWG.	DRAWING	R.O.	ROUGH OPENING
DWR.	DRAWER	R.O.W.	RIGHT OF WAY
(E)	EXISTING	R.W.L.	RAIN WATER LEADER
E.	EAST	S.	SOUTH
EA.	EACH	SAN.	SANITARY
E.J.	EXPANSION JOINT	SASM.	SELF-ADHERING SHEET MEMB.
EL.	ELEVATION	S.C.	SOLID CORE
ELEC.	ELECTRICAL	SCHED.	SCHEDULE
EMER.	EMERGENCY	SECT.	SECTION
ENCL.	ENCLOSURE	SEL.	SELECT
E.P.	ELECTRICAL PANELBOARD	SF.	SQUARE FOOT
EQ.	EQUAL	S.G.	STAIN GRADE
EQUIP.	EQUIPMENT	SHT.	SHEET
EXH.	EXHAUST	SHTG.	SHEATHING
EXPO.	EXPOSED	SIM.	SIMILAR
EXT.	EXISTING	SL.	SLIDING
EXT.	EXTERIOR	SUNIT.	SUNIT
F.A.	FIRE ALARM	S.M.S.	SHEET METAL SCREW
FAR.	FLOOR AREA RATIO	SPEC.	SPECIFICATIONS(S)
F.B.	FLAT BAR	SQ.	SQUARE
F.D.	FLOOR DRAIN	SSD.	SEE STRUCTURAL DRAWINGS
FONL.	FOUNDATION	SST.	STAINLESS STEEL
F.E.	FIRE EXTINGUISHER	S.S.K.	SERVICE SINK
F.E.C.	FIRE EXTINGUISHER CABINET	STA.	STATION
F.F.	FINISHED FLOOR	STC.	SOUND TRANSMISSION CLASS
F.H.C.	FIRE HOSE CABINET	STD.	STANDARD
FIN.	FINISH	STL.	STEEL
FIN GR.	FINISH GRADE	STOR.	STORAGE
FIXT.	FIXTURE	STR.	STRUCTURAL
FL.	FLOORING	SUSP.	SUSPENDED, SUSPEND
FLASH.	FLASHING	T&B.	TOP AND BOTTOM
FLOOR.	FLOURESCENT	T&G.	TONGUE & GROOVE
F.O.C.	FACE OF CONCRETE	T.B.	TOWEL BAR
F.O.F.	FACE OF FINISH	T.C.	TOP OF CURB
F.O.S.	FACE OF STUDS	T.D.	TIE DOWN
F.O.T.	FACE OF TREADS	TEMP.	TEMPORARY, TEMPERED
FT.	FOOT, FEET	THK.	THICK
FTG.	FOOTING	THRES.	THRESHOLD
FURR.	FURRING	T.O.P.	TOP OF PLATE
FUT.	FUTURE	T.O.S.	TOP OF SLAB
GA.	GAUGE	T.O.W.	TOP OF WALL
GALV.	GALVANIZED	TPD.	TOILET PAPER DISPENSER
G.B.	GRAB BAR	TRNSF.	TRANSFORMER
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GL.	GLASS	TYP.	TYPICAL
GLB.	GLUE-LAM BEAM	U.B.C.	UNIFORM BUILDING CODE
GND.	GROUND	UL.	UNDERWRITERS' LABORATORIES
GR.	GRADE	U.O.N.	UNLESS OTHERWISE NOTED
GSM.	GALVANIZED SHEET METAL	UTL.	UTILITY
GYP.	GYPSUM	V.C.T.	VINYL COMPOSITION TILE
GWB.	GYPSPUM WALL BOARD	VENT.	VENTILATION
H.	HOSE, HIGH	VERT.	VERTICAL
H.B.	HOSE BIB	V.I.F.	VERIFY IN THE FIELD
H.C.	HOLLOW CORE	W.	WEST, WIDE
HD.	HEAD	WI.	WITH
HDR.	HEADER	W/O.	WITHOUT
HDWD.	HARDWOOD	W.C.	WATER CLOSET
HW.	HARDWARE	WD.	WOOD
H.M.	HOLLOW METAL	WDW.	WINDOW
HNDRL.	HANDRAIL	WH.	WATER HEATER
HORIZ.	HORIZONTAL	WM.	WATER METER
HR.	HOUR	WP.	WATERPROOF
HT.	HEIGHT	WP.	WORKING POINT
HYAC.	HEATING, VENTILATING & A/C	WR.B.	WATER RESISTANT BARRIER
HW.	HOT WATER	WSCT.	WAINSCOT
I.F.	INSIDE FACE	WT.	WEIGHT
IN.	INCH	WTR.	WATER
INFO.	INFORMATION	&	AND
INSUL.	INSULATION	∠	ANGLE
INT.	INTERIOR	@	AT
J.	JOIST	#	POUND OR NUMBER
JH.	JOIST HANGER	d	PENNY
JOINT	JOINT		
KIT.	KITCHEN		
KPL.	KICKPLATE		

## SYMBOLS



## FIRE RATED ASSEMBLIES

ABV.	ABOVE	LAM.	LAMINATE
AC.	AIR CONDITIONING	LAV.	LAVATORY
ACoust	ACOUSTICAL	LKR.	LOCKER
ACT	ACOUSTICAL TILE	LT.	LIGHT
A.D.	AREA DRAIN	LTG.	LIGHTING
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CJ.	CONTROL JOINT	PAR.	PARALLEL
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CLKG.	CAULKING	PLUMB.	PLUMBING
CLO.	CLOSET	PLYWD.	PLYWOOD
CLR.	CLEAR	PNTD.	PAINTED
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COL.	COLUMN	PREFAB.	PREFABRICATED
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FT.	FOOT, FEET	THK.	THICK
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GND.	GROUND	UL.	UNDERWRITERS' LABORATORIES
GR.	GRADE	U.O.N.	UNLESS OTHERWISE NOTED
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GWB.	GYPSPUM WALL BOARD	VENT.	VENTILATION
H.	HOSE, HIGH	VERT.	VERTICAL
H.B.	HOSE BIB	V.I.F.	VERIFY IN THE FIELD
H.C.	HOLLOW CORE	W.	WEST, WIDE
HD.	HEAD	WI.	WITH
HDR.	HEADER	W/O.	WITHOUT
HDWD.	HARDWOOD	W.C.	WATER CLOSET
HW.	HARDWARE	WD.	

**NOT FOR  
CONSTRUCTION**

PROJECT  
21.020  
**39 N. WALNUT  
ST.**

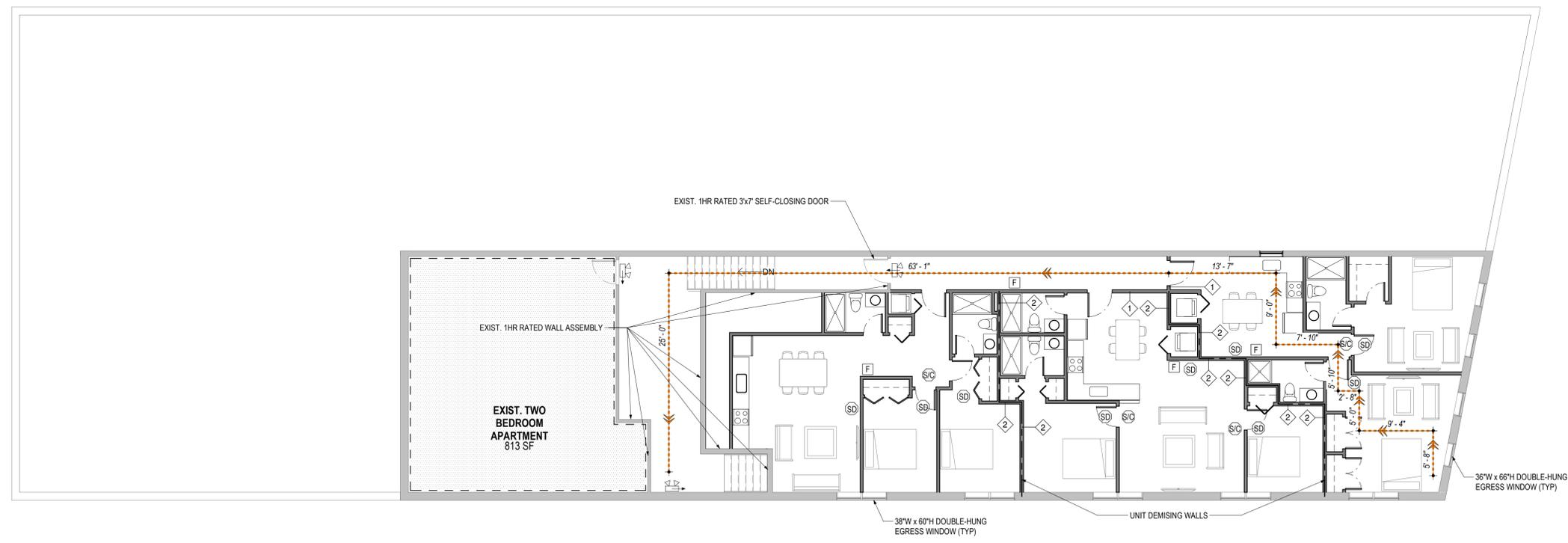
PROJECT ADDRESS

ISSUE DATE  
**8/19/2021**  
**DESIGN  
DEVELOPMENT**  
REVISIONS  
NO. DATE:

SCALE  
**1/8" = 1'-0"**

**FLOOR  
PLANS**

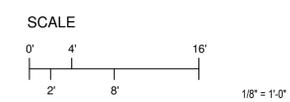
**A101**



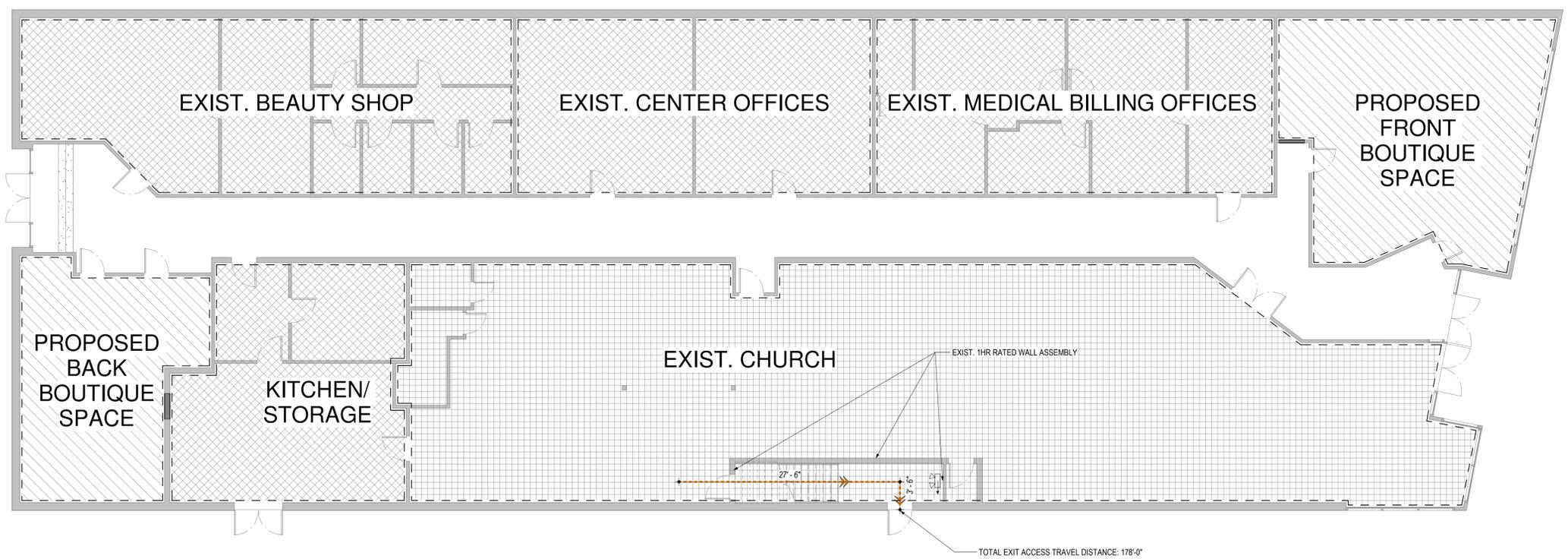
**LIFE SAFETY LEGEND**

- ⓈD CEILING MOUNTED SMOKE DETECTOR
- ⓈC CEILING MOUNTED COMBINATION CO2 & SMOKE DETECTOR
- F FIRE ALARM MANUAL PULL STATION, 44" A.F.F. U.O.N.
- ☑ COMBINATION BATTERY POWERED EMERGENCY LIGHT & EXIT SIGN. ARROW INDICATES DIRECTION OF EGRESS

**WALL LEGEND**  
— EXISTING  
— NEW



LEVEL 2 - PROPOSED 2



**USE TYPE LEGEND**

- A-2 ASSEMBLY
- M MERCANTILE
- B BUSINESS
- R RESIDENTIAL

1/8" = 1'-0"

LEVEL 1 - PROPOSED 1

CONSULTANTS

STAMP

**NOT FOR  
CONSTRUCTION**

PROJECT  
21.020  
**39 N. WALNUT  
ST.**

PROJECT ADDRESS

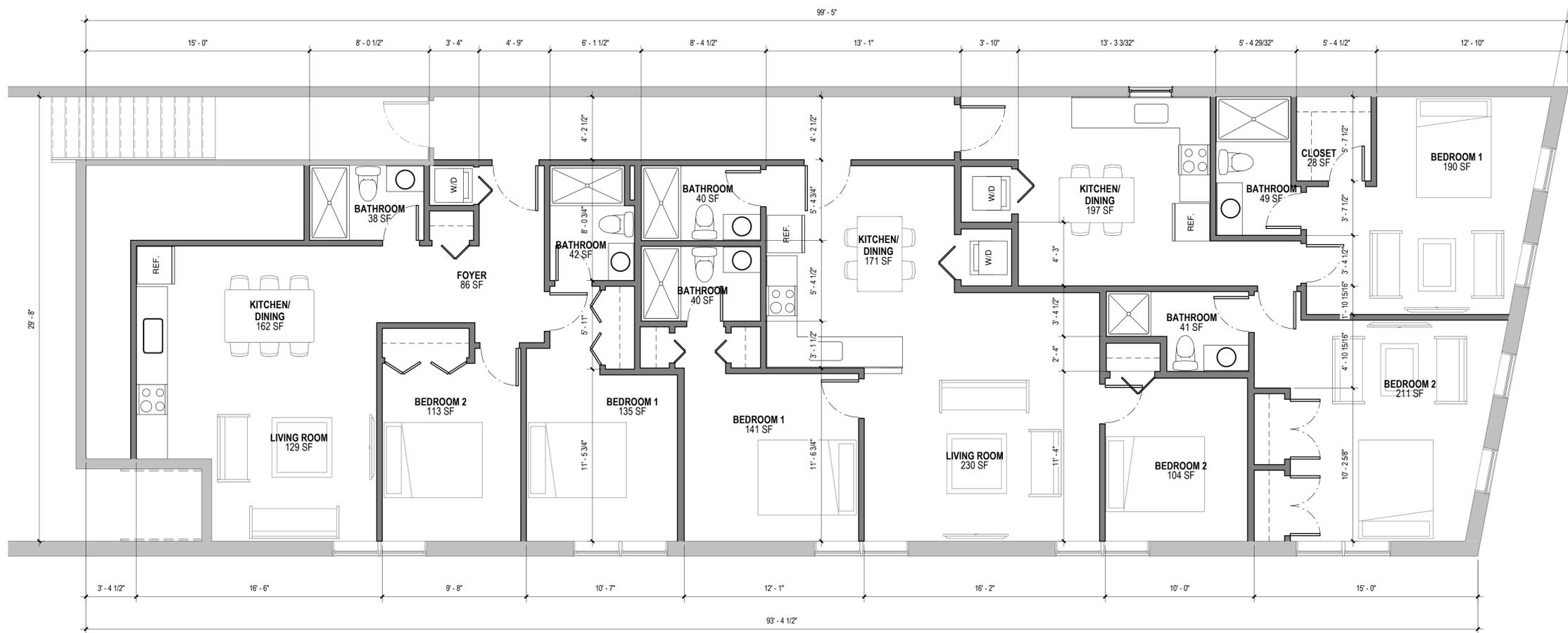
ISSUE DATE  
**8/19/2021**  
**DESIGN  
DEVELOPMENT**  
REVISIONS

NO. DATE

SCALE  
As indicated

UNIT PLANS

**A102**



WALL LEGEND  
— EXISTING  
— NEW

SCALE  
0 2 8  
1' 4' 8'  
1/4" = 1'-0"

39 North Walnut conditional use for short term residential rentals

We would like to apply to allow 4 apartments units 201, 202, 203 and 204 to be short term (less than 30 day) rental units. We will utilize the AirBnb platform for rentals. These units are recently renovated and up to all city building codes. The property is zoned commercial and the building has a full fire Supression and fire alarm system. The units also have new smoke and carbon monoxide detectors which link to the bulling fire alarm system. Thank you

Zachary King  
(302) 841-0963

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## § 230-13. C-2 Central Business District.

In a C-2 District no building or premises shall be used and no building shall be erected or altered which is arranged, intended or designed to be used except for one or more of the following uses and complying with the requirements so indicated.

- A. Purpose. The purpose of the C-2 District is to create an atmosphere that encourages the preservation and revitalization of the Central Business District. Specifically, the regulations are designed to encourage the development and opening of new businesses. This may be accomplished by providing an attractive and convenient shopping center or mall that is organized and developed as an integrated unit. The district regulations also recognize the unique circumstances that are peculiar to the downtown area.
- B. Permitted uses. Permitted uses for the C-2 District shall be as follows:
- (1) Those permitted uses in the C-1 District.
  - (2) Taverns and tap rooms.
  - (3) Libraries, museums, art galleries and public information centers.
  - (4) Churches and other places of worship.
  - (5) Fraternal, social service, union or civic organization.
  - (6) Publishing, printing and reproduction establishments.
  - (7) Indoor storage facilities as an accessory use to any of the permitted uses in this district.
  - (8) The outdoor display of merchandise, if done in a reasonable manner and if the display is kept neat and orderly as determined by the Planning Director or designee. Furthermore, the outdoor display may not interfere with the safe and efficient flow of pedestrian traffic.
  - (9) Craft distillery and microbrewery establishments, provided that:
    - (a) All permits and approvals required by the Delaware Alcoholic Beverage Commission are obtained and remain in full force and effect.
    - (b) All aspects of the distilling or brewing process are completely confined within a building, including storage of all materials and finished products.
    - (c) Such establishment offers the public, on a regular and continuing basis, various activities ancillary to its distilling and/or brewing process, including by way of example: tours of the premises, educational classes, demonstrations, tasting rooms, and retail sales areas limited to the sale of beer, mead, cider, or spirits brewed or distilled on the premises for consumption off-premises and other retail items.
    - (d) On-site consumption or tasting associated with a craft distillery or microbrewery establishment shall be permitted. Any area associated with on-site consumption or tasting shall not operate as a stand-alone bar or tavern, shall be located on the premises of the craft distillery or microbrewery establishment, and shall be ancillary to the primary use. "Ancillary" for purposes of this section means subordinate, auxiliary, smaller and less intensive than the primary use. On-site consumption or tasting of alcohol shall be limited to those products brewed or distilled on the premises, except as otherwise permitted by Delaware Law.
    - (e) All food sales shall be limited to prepackaged snack items or those food items prepared by a food establishment licensed by the State of Delaware. If a craft distillery or microbrewery

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intends to operate on its premises a food establishment that is otherwise a permitted use in this district (i.e. restaurant, café, or full-service restaurant), the City may require the property owner to provide the City with a letter of no objection from the Delaware Alcoholic Beverage Control Commissioner regarding the operation of a food establishment on the premises of a craft distillery or microbrewery.

- (f) Outdoor seating and gathering areas shall be permitted subject to the following requirements:
- [1] Permanent and temporary outdoor seating and gathering areas shall be subject to building permit application and approval requirements.
  - [2] Outdoor seating and gathering areas and ancillary improvements shall include physical barriers from public rights-of-way and physical and visual barriers from adjoining properties. Physical barriers along public rights-of-way shall restrict access from the public rights-of-way to the outdoor seating and gathering areas and shall not exceed four feet in height. Barriers along adjoining property lines shall create a physical and visual barrier consisting of fencing six feet in height or vegetation at least six feet in height. The regulations herein shall be in addition to any regulations imposed by the State of Delaware.
  - [3] Maximum occupancy and points of ingress/egress shall be clearly marked. Occupancy of outdoor seating and gathering areas shall not exceed one person per 15 square feet of the outdoor seating and gathering areas identified in the building plans or any other occupancy limit established by the Office of the State Fire Marshall.
  - [4] All structures and uses related to outdoor seating and gathering areas and facilities are subject to the City of Milford Building Code and the City of Milford Zoning Code.
  - [5] The occupancy of outdoor seating and gathering areas shall be included when calculating the building requirements and minimum parking standards required by the City of Milford and State of Delaware. Outdoor seating and gathering areas shall meet all requirements of the City of Milford and the State of Delaware.
  - [6] Tables, chairs, umbrellas, equipment, games, and any other items provided in connection with outdoor seating and gathering areas shall be maintained in good repair and shall be secured during non-business hours in a safe and orderly manner.
  - [7] Any licensing required by the Delaware Alcoholic Beverage Control Commissioner for outdoor seating and gathering areas shall be obtained.
- (10) Commercial indoor recreation activities, including amusement arcades, indoor theaters, social clubs, youth clubs or similar facilities.
- (11) All dwellings other than single-family with a maximum density of 16 units per acre and in conjunction with nonresidential use.
- (12) Bed and Breakfast.
- (a) The bed-and-breakfast establishment does not adversely affect the residential character of the neighborhood and such use is carried on in an existing residential structure.

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- (b) The building proposed for use as a bed-and-breakfast must have the owner of the bed-and-breakfast residing in the building as his/her principal residence.
  - (c) The serving of meals shall be limited to breakfast and afternoon tea for overnight guests and customers.
  - (d) Rooms used for sleeping shall be part of the primary residential structure and shall not have been specifically constructed for rental purposes.
  - (e) No exterior alterations other than a sign and those required by law to ensure the safety of the structure shall be made.
  - (f) The bed-and-breakfast operation shall not use more than 50% of the floor area of the principal residence. Common areas such as the kitchen, foyer, living room or dining room are not included in this calculation.
  - (g) No areas shall be floodlit. Drives and parking areas shall not be illuminated by lighting fixtures higher than 20 feet. Sidewalks shall not be illuminated by lighting fixtures higher than 15 feet. Exterior lighting shall be shaded as to prevent illumination off-site. All external lighting, except for demonstrated security needs, shall be extinguished by 10:00 p.m.
- C. Conditional uses subject to special requirements. All uses specified as conditional uses in the C-1 zoning district and the following uses are permitted subject to receiving a conditional use permit by the City Council as provided in Article IX of this chapter:
- (1) **Motels and hotels.**
  - (2) Instructional, business or trade stores.
  - (3) Fast-food or franchised food service operated restaurants.
- D. Area regulations.
- (1) Minimum lot area shall be 2,500 square feet.
  - (2) Minimum lot width shall be 50 feet.
  - (3) Height of buildings shall not exceed 35 feet.
  - (4) There shall be no required front, rear or side yard setback.
  - (5) Signs shall comply with the requirements provided in Article VI of this chapter.
  - (6) Landscape screening shall comply with the requirements provided in Article V of this chapter.
  - (7) Parking shall comply with the requirements provided in Article IV of this chapter.
  - (8) Accessory structures in aggregate shall occupy no more than 30 percent of the required rear and side yard of the lot area and may not dominate in area, extent or purpose to the principal use or structure. The area of the principal structure shall be calculated using the definition of floor area in this chapter.
  - (9) Accessory structures shall be located in the side and rear lot areas.
  - (10) Accessory structures for residential and non-residential uses shall be located at least 5 feet from the rear lot line and at least 5 feet from the side lot line and shall not be located less than 5 feet from a principal structure.

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**§ 230-42. Multiple permitted uses and mixed uses.**

- A. In the R-1, R-2, R-3, R-8, C-1 and OB-1 districts, multiple permitted uses or tenants spaces or mixed use of a property shall be deemed a conditional use subject to special requirements.
- B. Four or more non-residential permitted uses or tenant spaces on a property zoned C-2, C-2A, C-3, OC-1 and H-1 requires a conditional use approval from City Council.

***ARTICLE IX Conditional Uses***

**§ 230-46. Purpose.**

- A. The intent of the conditional use is to maintain a measure of control over uses that have an impact on the entire community. Generally, conditional uses may be desirable in certain locations for the general convenience and welfare. They must use the property in a manner that assures neither an adverse impact upon adjoining properties nor the creation of a public nuisance. In short, because of the nature of the use, it requires sound planning judgment on its location and site arrangement.
- B. Conditional use permits may be issued for any of the conditional uses for which a use permit is required by the provisions of this chapter, provided that the City Council shall find that the application is in accordance with the provisions of this chapter after duly advertised hearings held in accordance with the provisions of Article XII.

[Ord. No. 2022-06, 1-24-2022]

**§ 230-47. Application and approval procedures.**

- A. Conditional Use Site Plans shall follow the procedures for application and review outlined in Article X Site Plan Review of this Chapter.
- B. Conditional Use Major Subdivisions shall follow the procedures for application and review outlined in Chapter 200, Subdivision of Land
- C. Standalone Conditional Use applications that do not require site plan review or major subdivision review shall be subject to the following procedures:
  - (1) A conditional use application and documents, as specified by the Planning Department, shall be prepared by the applicant and submitted in accordance with the submission schedule as determined by the Planning Director, along with the appropriate fees, as specified in Section 230-57.
  - (2) A public hearing on the conditional use shall be conducted by the Planning Commission. The Planning Commission shall review the application and shall recommend to City Council approval of the application with or without conditions, denial of the application, or table the application. The conditional use shall be reviewed based on the requirements set forth in the zoning ordinance. In case of an unfavorable recommendation for denial by the Planning Commission, such application shall not be approved except by a favorable vote of 3/4 of the City Council.
  - (3) No hearing shall be held by the Commission until notice of time and place thereof has been provided to the applicant, property owners within 200 feet of the subject property, and to such other interested parties as may be determined by the Planning Director at least 10 days before the date of said hearing. Notice shall be provided as follows:

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- (a) The Planning Department shall notify by mail all property owners within 200 feet of the extreme limits of the subject parcel as their names appear in the City or County tax record at least 10 days prior to the hearing.
  - (b) The Planning Department shall provide notice to the general public of the public hearing before the Planning Commission by publishing the date, time, place and nature of the hearing at least 15 days before the hearing in a newspaper of general circulation in the City and posting the same information in City Hall and on the City website.
  - (c) The Planning Department will also post a notice outlining the date, time, place, and nature of the hearing in a conspicuous location on the property. The published and posted notices shall contain reference to the time and place within the City where text, maps and plans for the proposal may be examined.
- (4) City Council shall review the application and shall approve the application with or without conditions, deny the application, or table the application. The conditional use shall be reviewed based on the requirements set forth in the zoning ordinance.

#### **§ 230-48. Criteria for evaluation.**

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

- A. The presence of adjoining similar uses.
- B. An adjoining district in which the use is permitted.
- C. There is a need for the use in the area proposed as established by the Comprehensive Plan.
- D. There is sufficient area to screen the conditional use from adjacent different uses.
- E. The use will not detract from permitted uses in the district.
- F. Sufficient safeguards, such as traffic control, parking, screening and setbacks, can be implemented to remove potential adverse influences on adjoining uses.

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

- A. In granting any conditional use permit, the City Council may designate such conditions as will, in its opinion, assure that the use will conform to the requirements as stated in Section 230-48 and that such use will continue to do so.
- B. A conditional use approval in conjunction with a Site Plan review shall expire upon expiration of the associated Site Plan.
- C. A conditional use approval in conjunction with a Major Subdivision application shall expire upon expiration of the associated Major Subdivision.
- D. A standalone conditional use permit shall expire within eighteen months of the date of issuance unless construction or operation of said use has commenced.
- E. A reapplication for a conditional use permit for the same lot or use shall not be considered by the City Council within a period of one-year from its last consideration. This provision, however, shall not impair the right of the Council to propose a conditional use permit on its own motion.

**CITY OF MILFORD  
NOTICE OF PUBLIC HEARINGS**

Planning Commission Hearing: Tuesday, March 18, 2025 @ 6:00 p.m.

City Council Hearing: Monday, March 24, 2025 @ 6:00 p.m.

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

This form of writing is not used to influence any decision of City Council:

**ORDINANCE 2025-04**

Conditional Use Application of 39 North Walnut LLC  
0.26 +/- acres of land located at the  
southeast intersection of N. Walnut Street and NE Front Street,  
Address: 39 N. Walnut Street  
Comprehensive Plan Designation: Commercial  
Zoning District: C-2 (Central Business District)  
Present Use: Mixed Use – (7) Commercial Tenant Spaces  
and (4) Apartment; Proposed Use: Mixed Use – (10) Commercial  
Tenant Spaces and (4) Short-term Rentals/Apartments  
Tax Parcel: MD-16-183.10-04-44.00

WHEREAS, the owners of the property as above described herein have petitioned the City of Milford for a Conditional Use to modify a mixed-use building containing seven (7) commercial tenant spaces on the first floor and four (4) single apartment units on the second floor to include up to ten (10) commercial tenant spaces on the first floor and allow the four (4) apartment units on the second floor to be used as short-term (less than 30 day) rental units.; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on March 18, 2025; and

WHEREAS, Milford City Council will hold a Public Hearing on March 24, 2025 to allow for public comment and further review of the ordinance; and

WHEREAS, it is deemed in the best interest of the City of Milford to approve the Conditional Use, as herein described.

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

Section 1. Chapter 230-13(C)(1) states “motels and hotels” may be permitted subject to receiving a conditional use permit from City Council. Chapter 230-45 states “in any and all zoning districts, multiple permitted uses or mixed use of a property shall be deemed a conditional use subject to special requirements.”

Section 2. Following adoption of Ordinance 2025-04, and upon the effective date, 39 North Walnut LLC is hereby granted a Conditional Use to modify a mixed-use building containing seven (7) commercial tenant spaces on the first floor and four (4) single apartment units on the second floor to include up to ten (10) commercial tenant spaces on the first floor and allow the four (4) apartment units on the second floor to be used as short-term (less than 30 day) rental units.

Section 3. Construction or operation shall commence within one year of the date of issuance of the permit otherwise the conditional use becomes void.

Section 4. Dates.

Planning Commission Review & Public Hearing: March 18, 2025

City Council Introduction: March 10, 2025

City Council Public Hearing: March 24, 2025

Effective: Ten Days following Adoption

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

*Advertised: Daily State News 03-02-2025*



**DATA SHEET FOR RIVERWALK VILLAS**

Planning Commission Meeting: March 18, 2025

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<b>Application Number / Name</b>	:	MJSF-090-2025 / Riverwalk Villas
<b>Applicant</b>	:	Milford Housing Development Corporation 977 East Masten Circle Milford, DE 19963
<b>Owner</b>	:	Same
<b>Application Type</b>	:	Final Major Subdivision
<b>Comprehensive Plan Designation</b>	:	Moderate Density Residential
<b>Zoning District</b>	:	R-3 (Garden Apartment & Townhouse District)
<b>Present Use</b>	:	Vacant Land
<b>Proposed Use</b>	:	Townhouse Subdivision
<b>Area and Location</b>	:	3.829 +/- acres of land located along the north side of Mispillion Street and west side of Marshall Street.
<b>Property Identification Numbers</b>	:	3-30-7.17-11.00

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



**STAFF ANALYSIS REPORT**  
**February 26, 2025**

**Application Number / Name** : MJSF-090-2025 / Riverwalk Villas

**Property Identification Numbers** : 3-30-7.17-11.00

**Area and Location** : 3.829 +/- acres of land located along the north side of Mispillion Street and west side of Marshall Street.

**I. BACKGROUND INFORMATION:**

- The applicant received Preliminary Major Subdivision approval from City Council on November 13, 2023. See attached for a copy of the approval letter.
- The applicant proposes to construct a 27-unit townhouse development as shown on the provided final major subdivision plans.
- The project is located within Milford’s Downtown Development District Area.

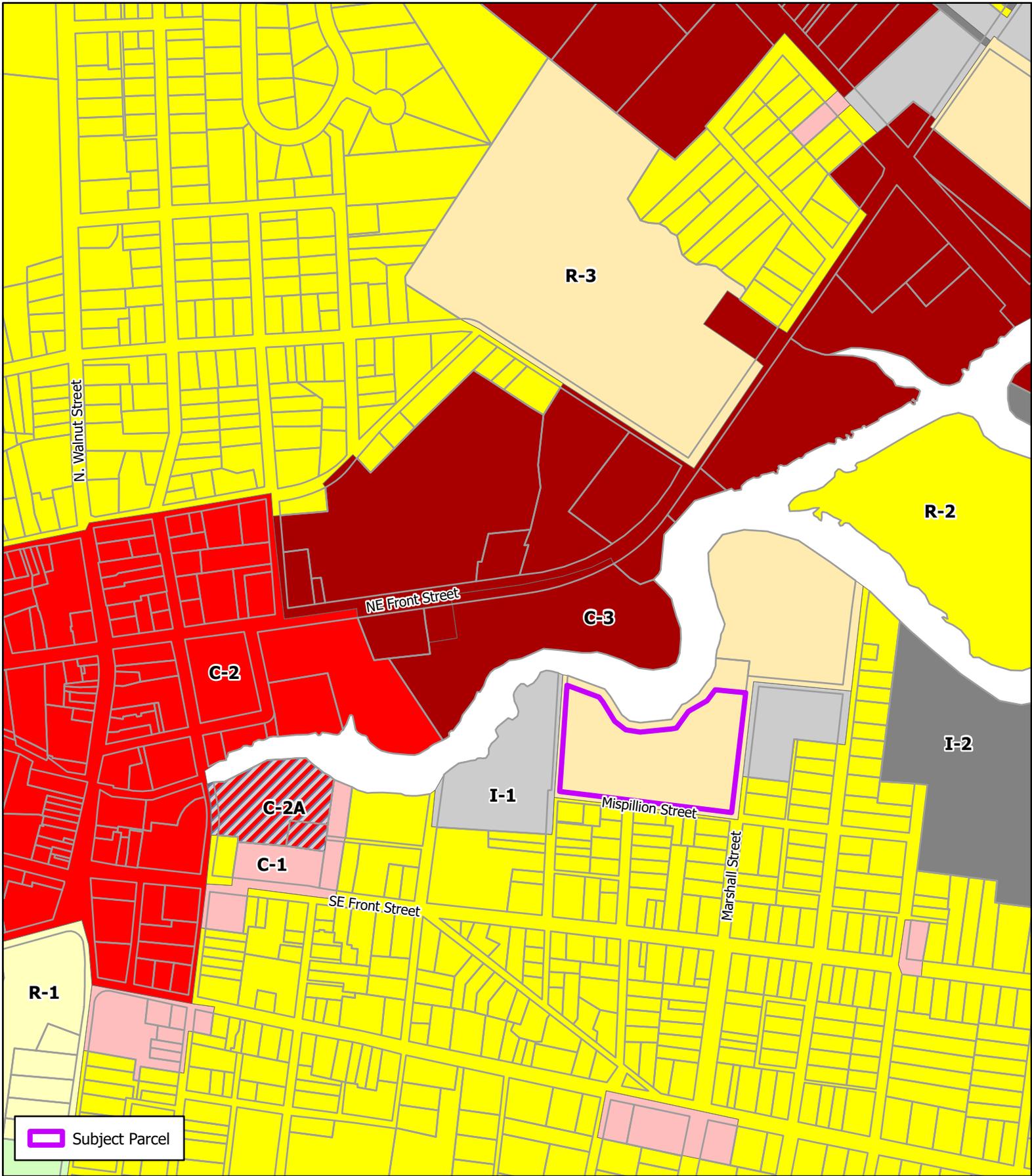
**II. STAFF ANALYSIS:**

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

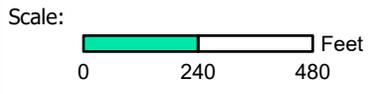
- The final major subdivision plans are consistent with Chapter 230 Zoning and Chapter 200 Subdivision of Land.
- The construction plans have been reviewed and approved by the City Engineer for compliance with the City’s Construction Standards and Specifications.
- A FEMA Letter of Map Revision based on Fill (LOMR-F) will be required prior to the issuance of building permits.
- Enclosed is a draft agreement related to the donation of land adjacent to the City’s riverwalk trail to fulfill the cash-in-lieu of recreational open space option. The City would receive 0.89 acres of land adjacent to the existing trail. City Code required the applicant provide 0.5 acres of recreational open space. In addition, the City would assist with the completion of road improvements along the south side of Mispillion Street (curbing, sidewalk and pavement overlay).

### **III. AGENCY & DEPARTMENT COMMENTS:**

- **Delaware Health and Social Services – Division of Public Health**  
Approval to Construct dated August 26, 2024.
- **Sussex Conservation District**  
Pending.
- **Delaware State Fire Marshal’s Office**  
Approval letter dated February 6, 2024.
- **City Engineer – Construction Plan Review**  
See attached construction plan review contingent approval dated February 21, 2025.
- **FEMA – Conditional Letter of Map Revision based on Fill (CLOMR-F)**  
See attached CLOMR-F approval dated February 6, 2025.



 Subject Parcel



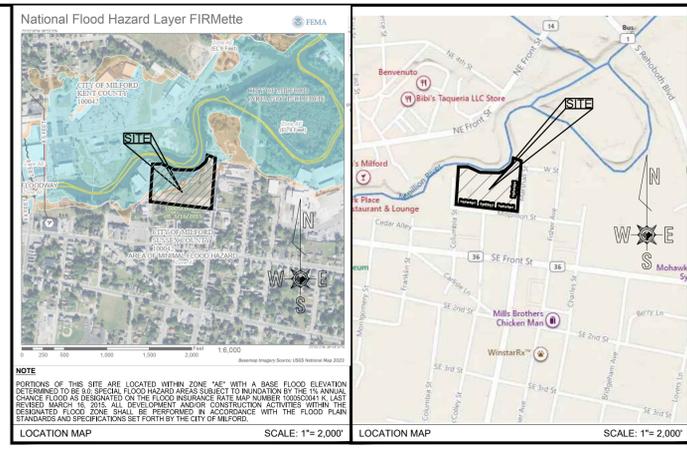
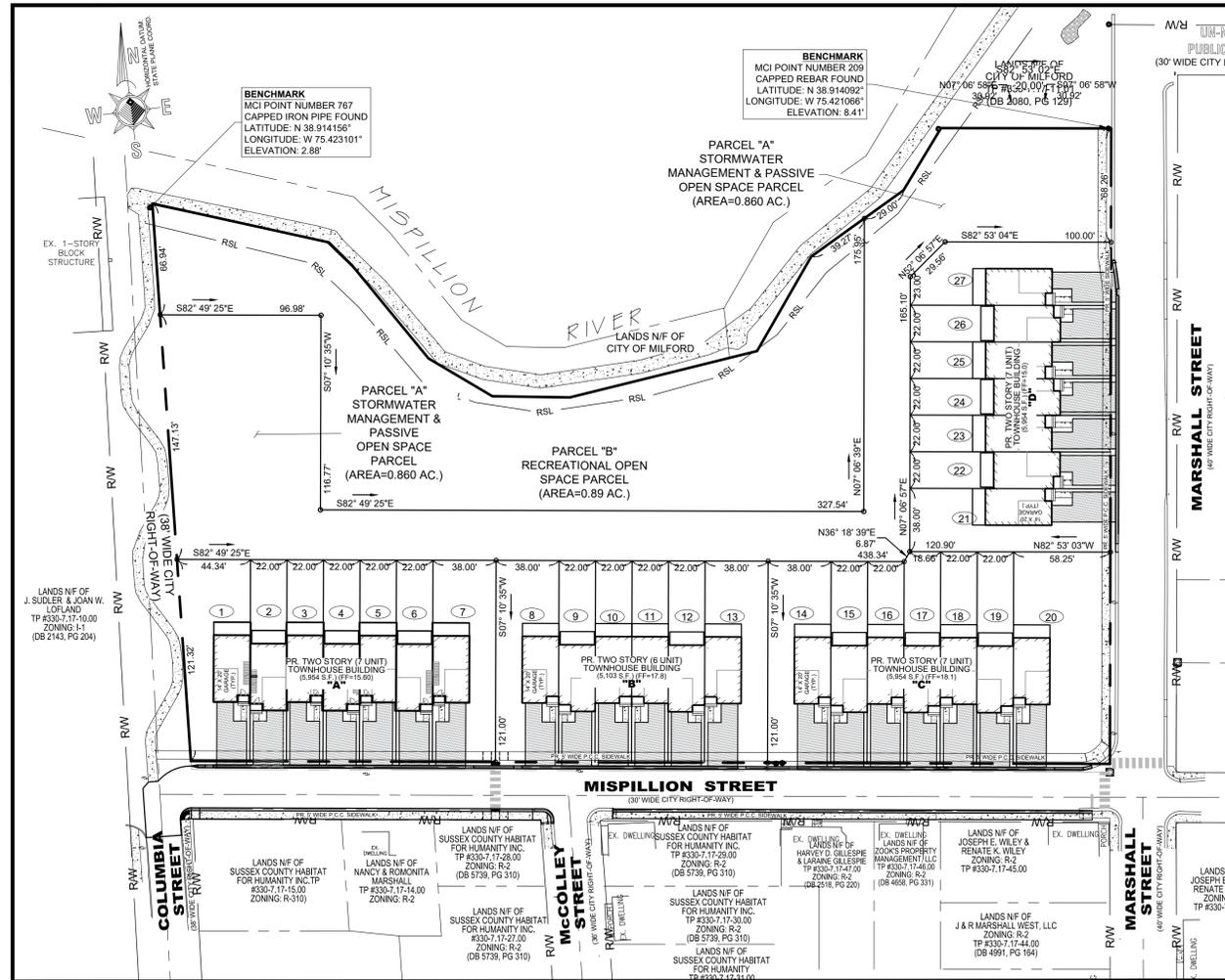
Drawn by: WRP      Date: 06/02/23

Title:  
**Major Subdivision  
Riverwalk Villas**  
Location & Zoning Map  
Page 35 of 114

**GENERAL NOTES:**

- THE BOUNDARY INFORMATION SHOWN ON THESE DRAWINGS IS BASED ON A SURVEY PERFORMED BY MERESTONE CONSULTANTS, INC. IN AUGUST 2022.
- A TOPOGRAPHIC SURVEY WAS PERFORMED BY MERESTONE CONSULTANTS, INC. ON LEWIS DRIVE IN AUGUST 2022. ELEVATIONS ARE BASED ON VERTICAL DATUM NAVD'83.
- HORIZONTAL DATUM IS BASED ON DELAWARE STATE GRID. MADS83/91 CONTROL MONUMENTS #767 (CAPPED IRON PIPE FOUND) AND #209 (CAPPED REBAR FOUND).
- 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 SHALL BE PERFORMED OR ADJACENT UTILITIES SHALL BE DAMAGED OR DISRUPTED WITHOUT NOTIFYING THEM 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.
- 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.
- USE ONLY SUITABLE AND APPROVED GRANULAR MATERIAL FOR BACKFILLING TRENCHES.
- 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.
- 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.
- 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.
- CONDUCTIVE TRACER WIRE SHALL BE INSTALLED WITH ALL NON-METALLIC WATER PIPE AND SERVICES, AND LONG ALL GROUND 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.
- PRIOR TO ISOLATION AND CUT-IN PROCEDURES, CONTRACTOR SHALL EXCAVATE, LOCATE, AND OBSERVE FUNCTION OF ALL EXISTING VALVES TO ASSIST IN THE SYSTEM ISOLATION.
- SHOP DRAWINGS FOR ANY ITEMS 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 ITEMS).
- ALL SANITARY SEWER MAINS AND FORCEMANS 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.
- THERE SHALL BE A MINIMUM HORIZONTAL SEPARATION BETWEEN SANITARY SEWER MAINS AND SANITARY SEWER MAINS OR FORCEMANS SET FORTH BY THE CITY OF MILFORD. THERE SHALL BE A MINIMUM VERTICAL SEPARATION OF 18 INCHES BETWEEN WATER MAINS AND SANITARY SEWER MAINS OR FORCEMANS 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.
- 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 ENCASED THE PIPE IN CONCRETE.
- PORTIONS OF THIS SITE ARE LOCATED WITHIN ZONE "AE" WITH A BASE FLOOD ELEVATION DETERMINED TO BE 9.0. SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD AS DESIGNATED ON THE FLOOD INSURANCE RATE MAP NUMBER 100050041K, LAST REVISED MARCH 16, 2015. ALL DEVELOPMENT AND/OR CONSTRUCTION ACTIVITIES WITHIN THE DESIGNATED FLOOD ZONE SHALL BE PERFORMED IN ACCORDANCE WITH STANDARDS AND SPECIFICATIONS SET FORTH BY THE CITY OF MILFORD.
- ENVIRONMENTAL RESOURCE INSIGHTS (ERI) COMPLETED A NONTIDAL WETLAND INVESTIGATION FOR THIS RESIDENTIAL REDEVELOPMENT ON THE NORTH SIDE OF MISPELLION STREET IN MILFORD, SUSSEX COUNTY, DELAWARE, DURING THE WINTER AND SPRING OF 2024. ERI REVIEWED THIS PARCEL REGARDING THE PRESENCE OF JURISDICTIONAL WATERS, INCLUDING NONTIDAL WETLANDS, ON MAY 31, 2024. THE CORPS OF ENGINEERS PROVIDED AN APPROVED JURISDICTIONAL DETERMINATION AND A NO PERMIT REQUIRED LETTER, NAP-2024-00310-85.
- ALL ROADWAYS ARE TO BE SWEEP FREE OF SEDIMENT ON A DAILY BASIS.
- 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 THE RELOCATION KEPT TO A MINIMUM DISTANCE.
- 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.
- THE STORM DRAINAGE SYSTEM HAS BEEN DESIGNED USING THE CRITERIA OF THE STATE OF DELAWARE DEPARTMENT OF TRANSPORTATION DEVELOPMENT COORDINATION MANUAL, LATEST EDITION.
- ALL FIRE LANES, FIRE HYDRANTS, EXITS, AND STANDPIPS WILL BE MARKED IN ACCORDANCE WITH STATE FIRE PREVENTION REGULATIONS.
- 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.
- 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 THERE TO APPURTENANT.
- 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%.
- THE OWNER &/OR CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE SERVICES OF A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF DELAWARE FOR THE PLACEMENT OF 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 CITY ENGINEER FOR COMPARISON WITH THE ORIGINAL PLAT, FOR VERIFICATION.
- 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.
- THE OWNER SHALL BE RESPONSIBLE FOR THE SHORT-TERM MAINTENANCE OF THE ANY AND ALL STORMWATER MANAGEMENT AND STORM SEWER SYSTEMS UNTIL SUCH TIME THAT THE LONG-TERM MAINTENANCE RESPONSIBILITY IS TRANSFERRED TO A LEGALLY ESTABLISHED HOMEOWNERS ASSOCIATION OR OTHER RESPONSIBLE ENTITY.
- 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:
  - ALL ITEMS HAVE PASSED CITY INSPECTION.
  - THE CITY HAS RECEIVED AND APPROVED DIGITAL AND HARD COPIES OF THE RECORD DRAWINGS; AND
  - THE RIGHTS-OF-WAY AND EASEMENTS HAVE BEEN DEEDED TO THE CITY AND RECORDED WITH THE RECORDER OF DEEDS.
- 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.
- PRELIMINARY APPROVAL FROM PLANNING COMMISSION SHALL BE VOID TWENTY-FOUR (24) MONTHS, UNLESS AN EXTENSION IS REQUESTED BY THE OWNER AND APPROVED BY CITY COUNCIL PRIOR TO THE DATE OF EXPIRATION.
- THE APPROVAL OF A CONDITIONAL USE IN CONJUNCTION WITH A MAJOR SUBDIVISION PLAN APPLICATION SHALL EXPIRE UPON THE EXPIRATION OF THE ASSOCIATED MAJOR SUBDIVISION.
- 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.
- 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 2007 OF THE CITY CODE.
- THE APPLICANT IS RESPONSIBLE TO ENSURE THAT ALL CITY AND 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.
- AS A CONDITION OF THE APPROVAL OF CONSTRUCTION DRAWINGS AND PRIOR TO THE ISSUANCE OF THE FIRST BUILDING PERMIT, THE APPLICANT SHALL POST A COMPLETION GUARANTEE 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 GUARANTEE SHALL BE IN THE FORM OF A BOND OR FUNDS DEPOSITED IN AN ESCROW ACCOUNT.
- A MAINTENANCE BOND IN THE AMOUNT OF 10% OF THE CONSTRUCTION VALUE FOR ANY CONSTRUCTION IMPROVEMENT AND A PERFORMANCE BOND IN THE AMOUNT OF 125% OF THE CONSTRUCTION VALUE FOR ANY UNCLECLED WORK SHALL BE PROVIDED IN ORDER TO OBTAIN CERTIFICATES OF OCCUPANCY AND ACHIEVE FINAL COMPLETION OF THE IMPROVEMENTS AND RELEASE OF ANY COMPLETION GUARANTEE. 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 BOND.
- 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 SHALL BE STRUCK THROUGH WITH A FINE LINE AND THE RECORD LINE 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:
  - ALL PROPERTY MONUMENTS/MARKERS;
  - 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;
  - WATER VALVES, FIRE HYDRANTS, METER VAULTS, METER PITS, AND CURB STOPS;
  - STORM SEWER CATCH BASIN AND/OR MANHOLE GRATE, RIM & INVERT ELEVATIONS WITH ASSOCIATED PIPE SIZES & MATERIALS NOTED; AND
  - ANY OTHER ITEM WHICH WILL BE TAKEN OVER BY THE CITY.
- 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, OR HIS/HER REPRESENTATIVE SHALL BE IN ATTENDANCE.
- DNREG GIS MAPPING WAS REVIEWED AND NO SOURCE WATER PROTECTION AREAS WERE FOUND TO BE LOCATED ON THE SUBJECT PROPERTY.
- HYDRIC SOILS ARE INDICATED AS BEING PRESENT ACCORDING TO THE SUSSEX COUNTY SOIL SURVEY. SOILS HAVE BEEN INSPECTED BY THOM NOLLE, ENVIRONMENTAL RESOURCES, INC., A LICENSED WETLANDS SCIENTIST ISOLATED NON-REGULATED WETLANDS HAVE BEEN DETERMINED TO EXIST BASED ON A SOIL INSPECTION PERFORMED BY ENVIROTECH ENVIRONMENTAL CONSULTANTS, INC. BASED IN MILFORD, DELAWARE.
- NO BUILDINGS, STRUCTURES, IMPERVIOUS SURFACE, FILL, OBSTRUCTIONS TO DRAINAGE, OR LAND DISTURBANCE SHALL BE SITUATED NEARER THAN 25 FEET TO A DELINEATED RIPARIAN/WETLAND AREA.
- 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.
- NO PLANTINGS OR IMPROVEMENTS MAY BE PLACED IN THE DEDICATED EASEMENT AREAS, EXCEPT FOR FENCES.

# FINAL MAJOR SUBDIVISION PLAN FOR PROPERTY KNOWN AS: RIVERWALK VILLAS



**PLAN DATA:**

- PARCEL I.D. NO. 330-717-11.00
- DEED REFERENCE DB 5841, PG 7
- PLAT REFERENCE PB 306, PG 43
- EXISTING ZONING DISTRICT R-3 (GARDEN APARTMENTS & TOWNHOUSE DISTRICT)
- PROPOSED ZONING DISTRICT R-3 (GARDEN APARTMENTS & TOWNHOUSE DISTRICT)
- SEWAGE DISPOSAL CITY OF MILFORD SANITARY SEWER SYSTEM
- WATER SUPPLY CITY OF MILFORD
- NUMBER OF EDUS 27 EDUS PROPOSED
- ELECTRIC PROVIDER CITY OF MILFORD IN CONJUNCTION WITH DELAWARE MUNICIPAL ELECTRIC CORPORATION (DEMCO)
- NATURAL GAS SUPPLIER CHESAPEAKE UTILITIES
- OWNER/DEVELOPER MILFORD HOUSING DEVELOPMENT CORP.
- LOCAL LAND USE AGENCY CITY OF MILFORD
- HORIZONTAL DATUM NAD 83 (NA 2011, EPOCH 2010)
- VERTICAL DATUM NAVD '88
- EXISTING USE VACANT PARCEL
- PROPOSED USE RESIDENTIAL, TOWNHOMES
- NO. OF LOTS 1 EXISTING, 27 PROPOSED
- LOT AREA RATIONALE
 

GROSS AREA (AC)	3.829 ACRES
RIGHT-OF-WAY DEDICATION (AC)	0.000 ACRES
NET AREA (USED FOR CALCULATIONS) (AC)	3.829 ACRES
CALCULATIONS	
PASSIVE OPEN SPACE AREA ("PARCEL B")	0.890 ACRES 23.23%
ACTIVE OPEN SPACE AREA	0.000 ACRES 0.00%
STORMWATER MANAGEMENT AREA	0.860 ACRES 22.46%
AREA IN LOTS	2.079 ACRES 54.30%
- PROJECT DENSITY
 

GROSS AREA	3.829 ACRES
RIPIARIAN BUFFER AREA	0.138 ACRES
NET AREA	3.691 ACRES
ALLOWABLE DENSITY	12.0 UNITS/ACRE
MINIMUM NUMBER OF UNITS 44 UNITS	
UNITS PROPOSED BY THIS PLAN 27 UNITS	
TOTAL PROPOSED DENSITY	7.3 UNITS/ACRE
- HEIGHT, AREA & BULK TABLE
 

CRITERIA	REQUIRED PER R-3	PROVIDED
ALLOWABLE D.U./BUILDINGS	3 MIN - 8 MAX	
MIN. TOWNHOUSE PARCEL SIZE (AC)	1 ACRE	3.829
MAX. LOT COVERAGE	60.0%	68.8%
MAX. BUILDING HEIGHT	35 (3 STORIES)	35 (2 STORIES)
MINIMUM LOT SIZE (S.F.)	2,000 S.F.	5,465 S.F.
MINIMUM LOT WIDTH (FT.)	20	22
MINIMUM SIDE YARD SETBACK (FT.)	10 MIN / AGG. 30	16 MIN / 32 AGG.
MINIMUM FRONT YARD (FT.)	30	30.5
MINIMUM BACK YARD (FT.)	30	30
MIN. ACTIVE OPEN SPACE (S.F.) (PARCEL A)	7,425 (SEE NOTE 1)	37,469 (SEE NOTE 2)
REQUIRED PASSIVE OPEN SPACE (S.F.) (PARCEL B)	≥5%	38,746 (23.2%)
- PARKING RATIONALE
 

PR. TOWNHOUSE 2.5 SPACE PER UNIT @ 27 DWELLING UNITS:	727 SPACES
TOTAL PARKING REQUIRED=	81 SPACES (2 SPACES PER DRIVEWAY & 2 GARAGES)

**NOTES:**

- 7.75 S.F. PER DWELLING UNIT REQUIRED @ 27 DWELLING UNITS = 7,425 S.F. (0.170 AC).
- DETERMINATION OF SUITABILITY FOR CASH DONATION, IF THE CITY DETERMINES THAT THE CONSTRUCTION OF RECREATIONAL FACILITIES IS NOT PRACTICAL DUE TO CLOSE PROXIMITY TO EXISTING AVAILABLE RECREATION FACILITIES OR INFEASIBLE DUE TO NATURAL CHARACTERISTICS OF THE LAND OR WILL NOT BENEFIT THE RESIDENTS OF THE DEVELOPMENT, THE CITY SHALL REQUIRE A FULL OR PARTIAL CASH IN LIEU OF AREAS OF DONATION TO BE MADE BY THE DEVELOPER IN LIEU OF A FULL OR PARTIAL DEDICATION OF LAND. THE TOTAL AMOUNT OF CASH DONATION SHALL BE EQUIVALENT TO THE APPRAISED PRE-DEVELOPMENT VALUE OF THE LAND AREA DEVELOPED BASED UPON THE APPRAISAL OF THE SUBJECT PROPERTY COMPLETED AT THE APPLICANT'S EXPENSE. IN THIS CASE, 47,605 S.F. IS BEING CONSIDERED IN NEGOTIATIONS WITH THE CITY OF MILFORD TO ESTABLISH A MUTUALLY BENEFICIAL OPEN SPACE AGREEMENT.

## SITE LOCATION PLAN

(SCALE: 1"=50')

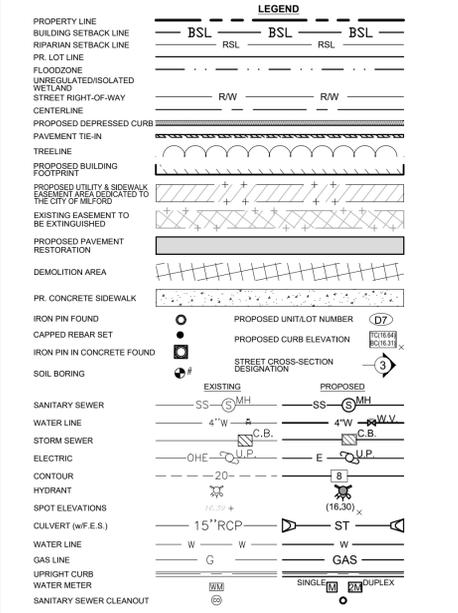
### TAX PARCEL NO. 330-7.17-11.00

SITUATE IN

# CITY OF MILFORD

## SUSSEX COUNTY

## STATE OF DELAWARE



### WETLANDS STATEMENT

ENVIRONMENTAL RESOURCE INSIGHTS (ERI) COMPLETED A NONTIDAL WETLAND INVESTIGATION FOR THIS RESIDENTIAL REDEVELOPMENT ON THE NORTH SIDE OF MISPELLION STREET IN MILFORD, SUSSEX COUNTY, DELAWARE, DURING THE WINTER AND SPRING OF 2024. ERI REVIEWED THIS PARCEL REGARDING THE PRESENCE OF JURISDICTIONAL WATERS, INCLUDING NONTIDAL WETLANDS, ACCORDING TO THE CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL (1987), THE ATLANTIC AND GULF COASTAL PLAIN SUPPLEMENT (2010), ASSOCIATED GUIDANCE IN EFFECT AT THAT TIME, AND BEST PROFESSIONAL JUDGEMENT. BACKGROUND INFORMATION FOR THIS PARCEL, 330-717-11.00, OF ABOUT FOUR ACRES, INDICATES THAT JURISDICTIONAL WATERS WERE NOT LIKELY, BUT THAT CORPS VERIFICATION WOULD BE VERY USEFUL. ON MAY 31, 2024, THE CORPS OF ENGINEERS PROVIDED AN APPROVED JURISDICTIONAL DETERMINATION AND A NO PERMIT REQUIRED LETTER, NAP-2024-00310-85.

THIS PROJECT IS SHOWN ON DNR 209; HOWEVER, DELAWARE STATE TIDAL WETLANDS ARE CONFINED WITHIN THE NEARBY RIVERBANKS, AND NONE ARE ON THE PROPERTY.

Thomas D. Nolle  
Professional Wetland Scientist: 000389  
Certified Wetland Delineator through the Corps of Engineers  
# WDCP3M00310001A

### 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 SURVEYOR ASSUME ALL RESPONSIBILITY FOR THE DESIGN AS CONTEMPLATED HEREIN AND ACCURACY OF ALL INFORMATION SHOWN HEREON.

CITY ENGINEER \_\_\_\_\_ 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 MANAGER \_\_\_\_\_ DATE \_\_\_\_\_

### UTILITY PROVIDERS

UTILITY	PROVIDER	CONTACT NO.
SEWER	CITY OF MILFORD	302-422-1110 (EXT. #1137)
WATER	CITY OF MILFORD	302-422-1110 (EXT. #1137)
ELECTRIC	CITY OF MILFORD	302-422-1110 (EXT. #1107)
TELEPHONE		

### EDU TABLE

USE: 27 TOWNHOMES	
NO. OF EDUS	27
GPD/EDU	250
AVERAGE DAILY FLOW (GPD)	6,750
PEAK FACTOR	2.48
PEAK FLOW RATE (GPD)	116,740

### DEVELOPER'S CERTIFICATION

I, DAVE MOORE HEREBY CERTIFY THAT MILFORD HOUSING DEVELOPMENT CORP. IS THE LEGAL OWNER OF THE PROPERTY SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT ITS DIRECTION, THAT IT ACKNOWLEDGES THE SAME TO BE ITS ACT, AND DESIRES THE PLAN TO BE RECORDED IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

DAVE MOORE  
MILFORD HOUSING DEVELOPMENT CORP.  
977 EAST MASTEN CIRCLE  
MILFORD, DE 19963  
PHONE: (302) 422-8255 EXT. 112

### SUPERSSEDEANCE NOTE

THIS PLAN SUPersedES THE RECORD SITE PLAN FOR RIVERWALK VILLAS AS RECORDED IN THE RECORDER OF DEEDS OFFICE IN AND FOR SUSSEX COUNTY, STATE OF DELAWARE IN PLOT BOOK 306, PAGE 43.

### ENGINEER'S CERTIFICATION

I, ROGER A. GROSS, P.E. HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF DELAWARE, AND 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.

ROGER A. GROSS, P.E.  
MERESTONE CONSULTANTS, INC.  
33516 CROSSING AVENUE, UNIT 1  
FIVE POINTS SQUARE  
LEWES, DELAWARE 19958  
(302) 226-5880

DATE: 02/12/2025 11:35:27 AM

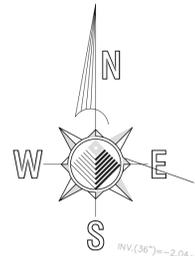
### SHEET INDEX:

RECORD SITE PLAN COVER PAGE	SHEET NO. SP-1
NON-JURISDICTIONAL FEATURES DELINEATION PLAN	SHEET NO. SP-2
EXISTING CONDITIONS & DEMOLITION PLAN	SHEET NO. SP-3
PRELIMINARY RECORD SITE PLAN	SHEET NO. SP-4
CONSTRUCTION IMPROVEMENT PLANS	
SITE CONSTRUCTION PLAN	SHEET NO. SP-5
UTILITY CONSTRUCTION PLAN	SHEET NO. SP-6
SITE GRADING PLAN	SHEET NO. SP-7
VEGETATED CHANNEL PROFILES & SECTIONS 1	SHEET NO. SP-8
VEGETATED CHANNEL PROFILES & SECTIONS 2	SHEET NO. SP-9
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SITE DETAILS PLAN	SHEET NO. SP-11
UTILITY DETAILS PLAN	SHEET NO. SP-12
DRAINAGE DETAILS PLAN	SHEET NO. SP-13
LANDSCAPE PLAN	SHEET NO. SP-14

**MERESTONE CONSULTANTS, INC.**  
ENGINEERS - PLANNERS - SURVEYORS

6215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
WILMINGTON, DE 19808  
PH: 302-992-7900

DATE: 18 AUGUST 2022 SHEET# SP-1



STORMWATER BASIN "S2"		
Delineation Line Table		
Line #	Direction	Length
L1	N39° 33' 55"W	12.65'
L2	N08° 16' 37"W	6.42'
L3	N63° 05' 22"E	6.06'
L4	S66° 31' 05"E	21.36'
L5	S70° 04' 00"E	43.70'
L6	S36° 04' 38"E	5.40'
L7	N76° 09' 29"W	43.55'
L8	S85° 14' 40"W	18.05'

Delineation Line Table "W"		
Line #	Direction	Length
L1	N21° 33' 38"E	17.32'
L2	N47° 40' 51"E	19.86'
L3	S58° 07' 16"E	24.00'
L4	S02° 42' 58"W	31.18'
L5	S37° 51' 23"W	14.93'
L6	N65° 17' 23"W	14.09'
L7	N41° 38' 27"W	27.07'

Delineation Line Table "S"		
Line #	Direction	Length
L1	S70° 19' 49"W	8.41'
L2	S08° 38' 05"W	14.10'
L3	S56° 49' 04"E	37.14'
L4	S79° 10' 52"E	47.70'
L5	N89° 58' 03"E	60.25'
L6	N74° 58' 02"E	41.14'
L7	N69° 46' 52"E	54.06'
L8	N71° 39' 00"E	46.72'
L9	N34° 49' 29"E	48.09'
L10	S36° 07' 11"E	21.16'
L11	S63° 56' 30"W	43.91'
L12	S41° 44' 03"W	39.52'
L13	S42° 27' 53"W	31.81'
L14	S85° 16' 38"W	37.51'
L15	S85° 44' 06"W	56.81'
L16	N88° 05' 44"W	41.19'
L17	N68° 10' 52"W	32.44'
L18	N65° 35' 21"W	27.88'

Delineation Line Table "G"		
Line #	Direction	Length
L1	N08° 28' 41"E	33.22'
L2	N68° 04' 17"W	64.92'
L3	S88° 45' 26"W	59.73'
L4	S41° 38' 36"E	31.26'
L5	S60° 36' 27"E	69.10'
L6	S40° 57' 34"E	39.50'
L7	N14° 37' 44"E	32.35'

STORMWATER SWALE "S3"		
Line #	Direction	Length
L19	S52° 16' 01"E	7.80'
L20	N34° 46' 42"E	37.06'
L21	N41° 40' 04"E	33.79'
L22	S82° 53' 02"E	20.87'
L23	S44° 15' 51"W	44.71'
L24	S52° 00' 39"W	39.09'
L25	S23° 11' 05"E	10.16'

**PLAN DATA:**

PARCEL I.D. NO.	330-7.17-11.00
DEED REFERENCE	DB 5841, PG 7
PLAT REFERENCE	PB 306, PG 43
ZONING DISTRICT	R-3 (GARDEN APARTMENTS AND TOWNHOUSE DISTRICT)
SEWER	CITY OF MILFORD SANITARY SEWER SYSTEM. THE SEWER SYSTEM IS SUBJECT TO APPROVAL OF THE CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS AND THE STATE OF DELAWARE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL.
WATER SUPPLY	CITY OF MILFORD. THE WATER SYSTEM IS SUBJECT TO THE APPROVAL OF THE CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS AND THE DELAWARE STATE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL AND THE DELAWARE DIVISION OF PUBLIC HEALTH.
WATERSHED	MIDDLE MISPELLION RIVER
OWNER	MILFORD HOUSING DEVELOPMENT, CORP. 977 EAST MASTEN CIRCLE MILFORD, DE 19968
HORIZONTAL DATUM	NAD 83 (NA 2011, EPOCH 2010)
VERTICAL DATUM	NAVD '88
EXISTING USE	VACANT
NO. OF PARCELS	1
GROSS AREA	3.829 AC.
SITE ADDRESS	401 MISPELLION STREET

- GENERAL NOTES:**
1. THE WETLANDS SURVEY FOR THIS PROJECT WAS PERFORMED BY MERESTONE CONSULTANTS, INC. ON MARCH 3, 2024.
  2. BASIS OF BEARING: NAD 83 (NA 2011, EPOCH 2010).
  3. PORTIONS OF THIS SITE ARE LOCATED WITHIN ZONE "AE" WITH A BASE FLOOD ELEVATION DETERMINED TO BE 9.0'. SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD AS DESIGNATED ON THE FLOOD INSURANCE RATE MAP NUMBER 10005C0041 K, LAST REVISED MARCH 16, 2015. ALL DEVELOPMENT AND/OR CONSTRUCTION ACTIVITIES WITHIN THE DESIGNATED FLOOD ZONE SHALL BE PERFORMED IN ACCORDANCE WITH THE FLOOD PLAIN STANDARDS AND SPECIFICATIONS SET FORTH BY THE CITY OF MILFORD.
  4. THE BOUNDARY SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO ANY ENCUMBRANCES, RESTRICTIONS, EASEMENTS AND/OR RIGHTS OF WAY THAT MAY BE REVEALED BY A THOROUGH TITLE SEARCH.
  5. COPYRIGHT © 2024 MERESTONE CONSULTANTS, INC. ALL RIGHTS RESERVED. NO PART OF THIS DRAWING MAY BE REPRODUCED BY PHOTOCOPIING, RECORDING OR BY ANY OTHER MEANS, OR STORED, PROCESSED, OR TRANSMITTED IN OR BY ANY COMPUTER OR OTHER SYSTEMS WITHOUT THE PRIOR WRITTEN PERMISSION OF MERESTONE CONSULTANTS, INC. COPIES OF THIS PLAN WITHOUT COLORED INK SIGNATURE AND A RAISED IMPRESSION SEAL ARE NOT VALID.
  6. THE LOCATIONS OF UNDERGROUND UTILITIES ARE PROVIDED USING THE BEST AVAILABLE INFORMATION WHICH INCLUDES FIELD LOCATIONS OF VISIBLE FEATURES AND REVIEW OF EXISTING PLANS.

**LEGEND**

PROPERTY LINE	---
EASEMENT LINE	---
CENTERLINE	---
100 YEAR FLOODPLAIN	---
RIPARIAN BUFFER SETBACK	---
FENCE LINE	---
TREELINE	---
BEARING DEED DESCRIPTION	---
NON-JURISDICTIONAL FEATURES	---
RECREATIONAL OPEN SPACE	---
SIDEWALK, CURB & EDGE OF PAVING	---
SANITARY SEWER LINES	---
WATER LINES	---
CONTOURS	---
FIRE HYDRANT	---
FIRE DEPARTMENT CONNECTION	---
BLOW OFF	---
WATER METER	---
STORM SEWER (RCP)	---
STORM SEWER (CMP)	---
STORM CATCH BASIN	---
SIGN	---
CAPPED REBAR SET	---
IRON PIN FOUND	---
IRON PIN IN CONCRETE FOUND	---
SOIL BORING	---
DELINEATION FLAG	---
PHOTOGRAPH VIEW LOCATION	---

**NON-JURISDICTIONAL FEATURES DELINEATION PLAN**  
 FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
 ALSO KNOWN AS:  
**#401 MISPELLION STREET**  
 PREPARED FOR:  
**MILFORD HOUSING DEVELOPMENT CORP.**  
 CITY IN:  
**CITY OF MILFORD \* SUSSEX COUNTY**  
 STATE OF DELAWARE  
 TAX MAP #: 330-7.17-11.00  
 SCALE: 1" = 30'



Non-Jurisdictional			
ID	Description	Ac.	Interpretation
G	Construction Activities	0.11	No surface connection
W	Stormwater	0.04	No surface connection

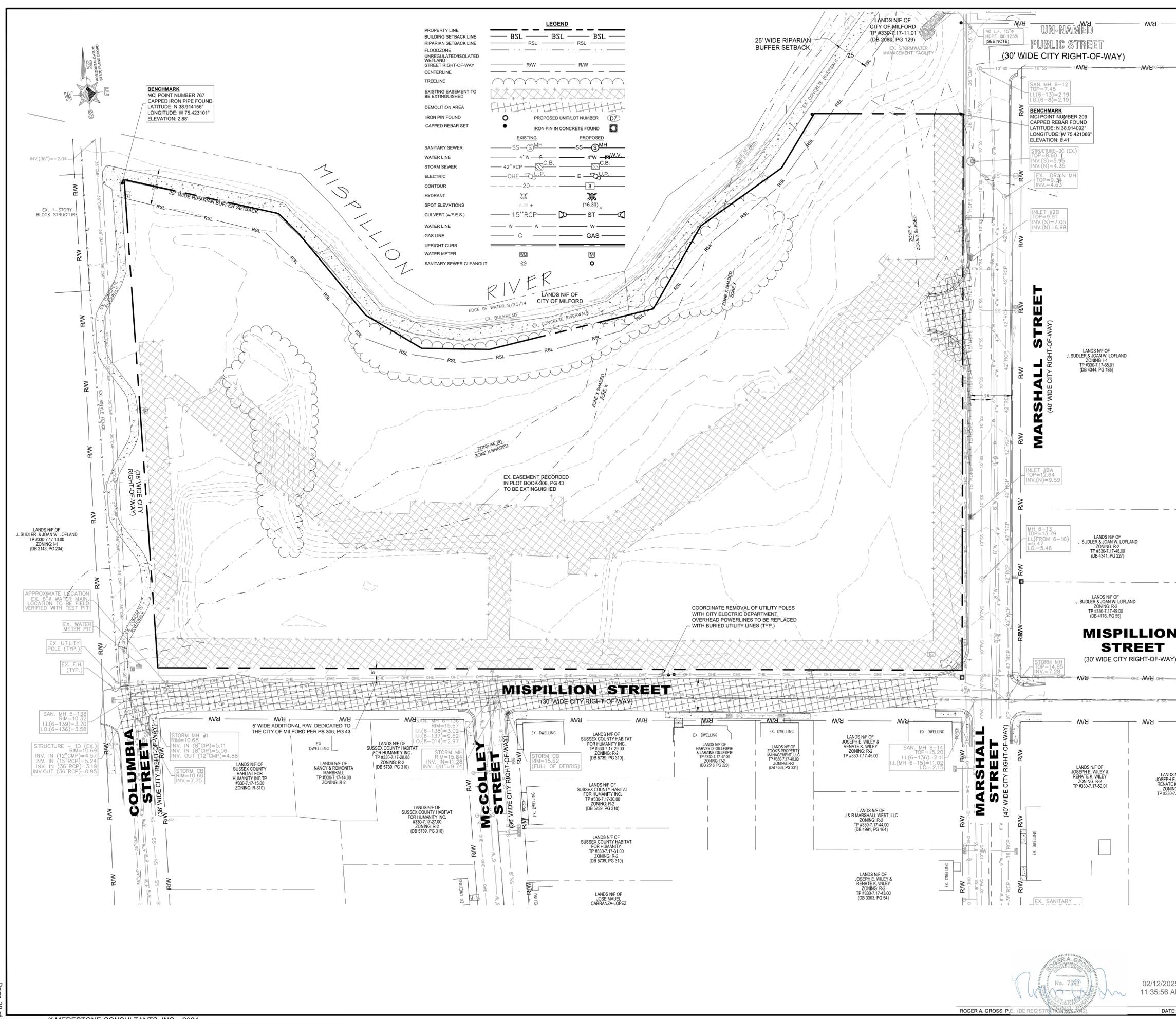
Exclusions			
ID	Description	Ac.	Excl.
S	Stormwater	0.17	b(1)
S2	Stormwater Basin	0.01	b(1)
S3	Stormwater Swale	0.02	b(1) & b(8)

APPROVED:  DATE: 02/12/2025 11:35:45 AM

DATE	REVISION	CHKD.	DRAWN BY:	DATE	SHEET#:
4/25/24	PER ERI REVISIONS	R.A.G.		03/05/2024	SP-2
3/8/24	PER ERI REVIEW	R.A.G.			

**MERESTONE CONSULTANTS, INC.**  
 ENGINEERS - PLANNERS - SURVEYORS

5215 WEST WOODMILL DRIVE WILMINGTON, DE 19808  
 33516 CROSSING AVENUE UNIT 1, FIVE POINTS SQUARE LEWES, DE 19958  
 PH: 302-992-7900 PH: 302-228-5880



**LEGEND**

PROPERTY LINE	BSL	BSL	BSL
BUILDING SETBACK LINE	RSL	RSL	RSL
RIPARIAN SETBACK LINE	R/W	R/W	R/W
FLOODZONE			
UNREGULATED/ISOLATED WETLAND			
STREET RIGHT-OF-WAY			
CENTERLINE			
TREELINE			
EXISTING EASEMENT TO BE EXTINGUISHED			
DEMOLITION AREA			
IRON PIN FOUND			
CAPPED REBAR FOUND			
SANITARY SEWER	SS	MH	SS
WATER LINE	4" W	A	4" W
STORM SEWER	42" RCP	C.B.	42" RCP
ELECTRIC	OHE	U.P.	E
CONTOUR	20		8
HYDRANT	16.39 +		(16.30)
SPOT ELEVATIONS			
CULVERT (W.F.E.S.)	15" RCP		ST
WATER LINE	W	W	W
GAS LINE	G		GAS
UPRIGHT CURB			
WATER METER			
SANITARY SEWER CLEANOUT			

- SITE DEMOLITION AND CLEARING NOTES:**
- ALL SITE DEMOLITION AND CLEARING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND ALL APPLICABLE LOCAL, COUNTY, STATE OR FEDERAL REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY LOCAL, COUNTY, STATE OR FEDERAL DEMOLITION PERMITS BEFORE BEGINNING DEMOLITION WORK.
  - EXISTING UTILITIES ARE SHOWN IN ACCORDANCE WITH THE BEST AVAILABLE INFORMATION. COMPLETENESS OR CORRECTNESS 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 NECESSARY PRECAUTIONS TO PROTECT THE EXISTING UTILITIES AND MAINTAIN UNINTERRUPTED SERVICE AND ANY DAMAGE DONE TO THEM DUE TO HIS NEGLIGENCE SHALL BE IMMEDIATELY AND COMPLETELY REPAIRED AT THE CONTRACTOR'S EXPENSE. TO LOCATE EXISTING UTILITIES IN THE FIELD PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT MISS UTILITY OF DELMARVA AT LEAST THREE (3) CONSECUTIVE WORKING DAYS PRIOR TO CONSTRUCTION AT 1-800-292-8555.
  - THE CONTRACTOR SHALL PROVIDE THE REQUIRED DEMOLITION AND REMOVAL OF STRUCTURES/ITEMS IN ACCORDANCE WITH THE AREAS SHOWN ON THE PLAN AND THOSE AREAS NECESSARY TO INSTALL THE PROPOSED IMPROVEMENTS. THE CONTRACTOR SHALL CONDUCT DEMOLITION ACTIVITIES IN A MANNER TO ENSURE MINIMUM INTERFERENCE WITH PEDESTRIAN AND VEHICULAR TRAFFIC AREAS TO PROVIDE A SAFE WORK ZONE.
  - NO DEBRIS SHALL BE LEFT ON THE SITE. ALL DEMOLITION WASTE AND DEBRIS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE DISPOSED OF IN ACCORDANCE WITH ALL LOCAL, COUNTY, STATE AND FEDERAL REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE AND REPAIRS TO EXISTING STRUCTURES THAT ARE TO REMAIN THAT OCCUR DURING SITE DEMOLITION. ALL REPAIRS MUST USE NEW MATERIALS AND RESTORE THE ITEM TO THE PRE-DEMOLITION CONDITION AT HIS/HER EXPENSE.
  - ALL NECESSARY SAFETY COMPONENTS FOR CONSTRUCTION SAFETY FOR SITE DEMOLITION, ALL DEMOLITION, CLEARING, SOLID WASTE DISPOSAL AND REMOVAL MUST BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT AND ALL RULES AND REGULATIONS THERE TO APPURTENANT.
  - MAINTENANCE OF TRAFFIC AND TRAFFIC CONTROL IS THE CONTRACTOR'S RESPONSIBILITY AND SHALL FOLLOW THE GUIDELINES AND TRAFFIC CONTROL FOR STREETS AND HIGHWAY CONSTRUCTION, MAINTENANCE, UTILITY, AND EMERGENCY OPERATIONS' (LATEST EDITION).

- DEMOLITION STANDARDS AND PROCEDURES:**
- 1 SCOPE OF WORK**
- A. Section includes demolition of existing building(s) and designated structures, including all building architectural, structural, mechanical, plumbing and electrical features, concrete floor slabs, and column and wall foundation, in their entirety; demolition of foundations and slabs-on-grade; disconnecting and capping and demolition of identified utilities; and demolition of piping; removing demolished materials from site; protection of items to remain as indicated on Drawings.
- B. The Contractor shall examine the various Drawings, visit the site, determine the extent of the Work, the extent of work affected therein, and all conditions under which he is required to perform the various operations.
- C. Removal of other materials as necessary to construct work shown on the Drawings and specified herein.

- 2 SITE CONDITIONS**
- A. Protection of Persons and Property:
- Install site fencing and/or orange safety fencing around the area of demolition work.
  - Erect and maintain temporary bracing, shoring, lights, barricades, signs, and other measures as necessary to protect the public, workers, and adjoining property from damage from demolition activities in accordance with applicable codes and regulations.
  - Open depressions and excavations occurring as part of this work shall be barricaded and posted with warning lights when accessible through adjacent property through public access. Barricades shall be in place during hours from dawn to dusk each day and as otherwise required.
  - Protect utilities, pavements, and facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by demolition operations.
- B. Protection of Utilities:
- Utility Services: Contractor shall notify utility companies or local authorities furnishing gas, water, electrical, telephone, or sewer service to remove any equipment in the structures to be demolished and to remove, disconnect, cap, or plug their services to facilitate demolition.
  - Protect active sewer, water, gas, electric, and other utilities; and drainage and irrigation lines indicated or, when not indicated, found or otherwise made known to the Contractor before or during demolition work. If utility is damaged, immediately notify the utility owner for corrective action.
  - Arrange with and perform work required by utility companies and municipal departments for discontinuance or interruption of utility services due to demolition work.
  - All utilities being abandoned shall be terminated at the service mains in conformance with the requirement of the utility companies or the municipality owning or controlling them.
- C. Noise and Dust Abatement:
- Provide continuous noise and dust abatement as required to prevent disturbance and nuisance to the public and workers and to the occupants of adjacent premises and surrounding areas. Dampen or cover areas affected by demolition operations as necessary to prevent dust nuisance.
  - When a certain level of noise is unavoidable because of the nature of the work or equipment involved, and such noise is objectionable to the occupants of adjacent premises, make arrangements with the jurisdictional authorities to perform such work or operate such equipment at the most appropriate time periods of the day.
- D. Unknown Conditions:
- The Contract Drawings and related documents may not represent all surface conditions at the site and adjoining areas. The known surface conditions are as indicated, and shall be compared with actual conditions before commencement of work.
  - Existing utilities and drainage systems below grade are located from existing documents and from surface facilities such as manholes, valve boxes, area drains, and other such surface features.

- 3 DEMOLITION**
- A. Perform demolition in accordance with the approved Demolition Plan. Perform demolition work in accordance with ANSI A10.6, as applicable.
- B. Mark location of utilities. 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 these utilities and maintain uninterrupted service and any damage done to them due to his/her negligence shall be immediately and completely repaired at the contractor's expense. To locate existing utilities in the field prior to construction, the contractor shall contact Miss Utility of Delaware at least three (3) consecutive working days prior to excavation, at 1-800-292-8555.
- C. Before commencing demolition work, all structure relocations, bypassing, capping or modifications necessary will be completed. Cap or plug sanitary sewer in accordance with the utility owner's standard details and instructions. Cap and plug pipe and other conduits abandoned due to demolition, with approved type caps and plugs as required by the utility owners.
- D. The Contractor shall fill and compact all voids left by the removal of pipe, structures, etc. with materials described herein to a grade that will provide for positive drainage of the disturbed area to drain run-off in direction consistent with the surrounding area. The Contractor shall provide all fill materials to the site as needed. Compaction of fill shall match the compaction of adjacent undisturbed material.

- 4 DISPOSAL OF REMOVED MATERIALS AND DEBRIS**
- A. Dispose of removed materials, waste, trash, and debris in a safe, acceptable manner, in accordance with applicable laws and ordinances and as prescribed by authorities having jurisdiction.
- B. Burying of trash and debris on the site will not be permitted. Burning of trash and debris at the site will not be permitted.
- C. Remove trash and debris from the site at frequent intervals so that their presence will not delay the progress of the work or cause hazardous conditions for workers and the public.
- D. Removed material, trash, and debris shall become the property of the Contractor and shall be removed from the property and disposed of in a legal manner. Location of disposal site and length of haul shall be the Contractor's responsibility.

- 5 TRAFFIC, ACCESS & WORK ZONE SAFETY**
- A. Conduct work to ensure minimum interference with on-site and off-site roads, streets, sidewalks, and occupied or used facilities.
- B. Special attention is directed towards maintaining safe and convenient access to the existing facilities remaining in operation by residents and associated vehicles, including trucks and delivery vehicles.
- C. Do not close or obstruct streets, sidewalks, or other occupied or used facilities without permission. Provide alternate routes around closed or obstructed traffic in access ways.
- D. Conduct work to minimize damage by falling debris or other causes to adjacent buildings, structures, roadways, other facilities, and persons. Provide interior and exterior shoring, bracing, or support to prevent movement or settlement or collapse of structures to be demolished and adjacent facilities to remain.
- E. Provide a clean and orderly site at all times.
- F. Clean adjacent areas within the property of dust, dirt, and debris caused by demolition. Return adjacent areas to condition existing before demolition operations begin.

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SITE DETAILS PLAN	SHEET NO. SP-10
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LANDSCAPE PLAN	SHEET NO. SP-13
	SHEET NO. SP-14

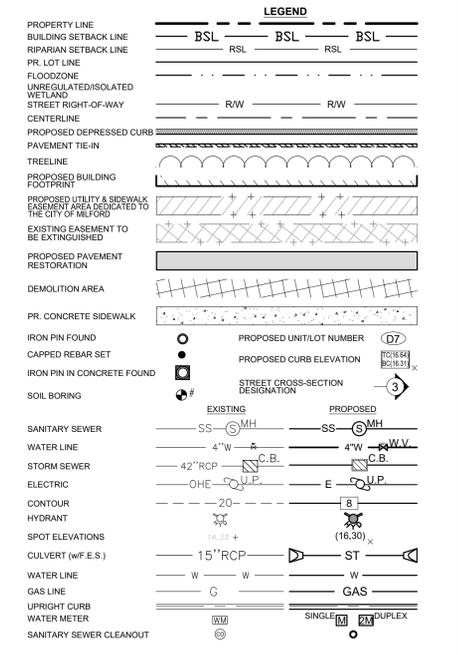
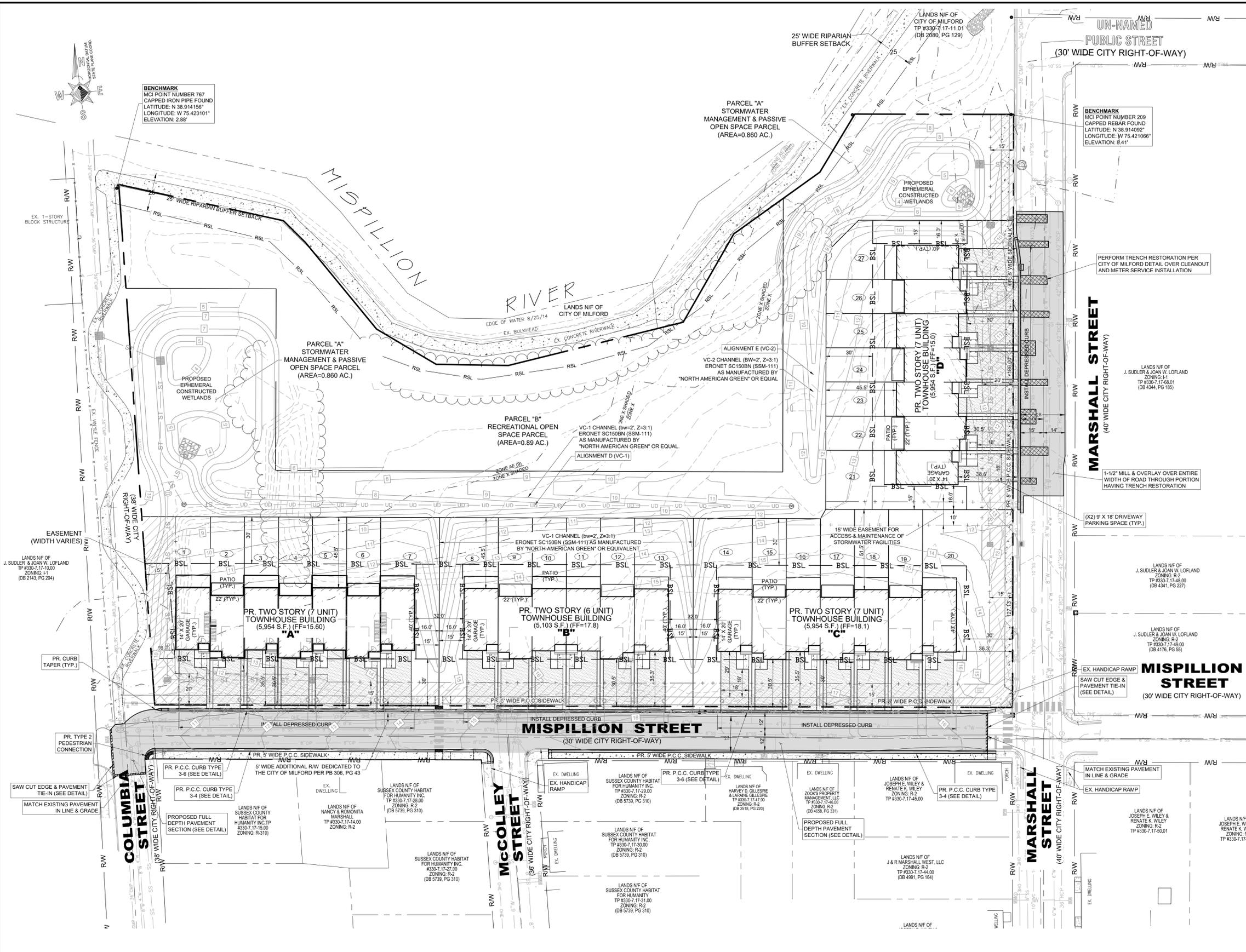
**EXISTING CONDITIONS & DEMOLITION PLAN**  
 FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
 ALSO KNOWN AS:  
**#401 MISPELLION STREET**  
 SITUATE IN:  
 CITY OF MILFORD \* SUSSEX COUNTY  
 STATE OF DELAWARE  
 TAX PARCEL #: 330-7.17-11.00  
 SCALE: 1"=30'



		<b>ENGINEERS - PLANNERS - SURVEYORS</b>			
		2/12/25 PER CITY REVIEW 2/11/25 R.A.G. 1/23/25 PER CITY REVIEW 8/7/24 R.A.G. 5/15/24 REVISED PER CITY COMMENTS R.A.G. 9/18/23 REVISED PER OSFM COMMENTS R.A.G. 6/19/23 PER CITY ENGINEER COMMENTS R.A.G.	5215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1 UNIT 38 FIVE POINTS SQUARE WILMINGTON, DE 19808 LEWES, DE 19958 PH: 302-992-7900 PH: 302-226-5880		
DATE	REVISION	CHKD.	DRAWN BY: HMG	DATE: 18 AUGUST 2022	SHEET#: SP-3

ROGER A. GROSS, P.E. (DE REGISTRATION NO. 7942)  
 DATE: 02/12/2025 11:35:56 AM





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**CONSTRUCTION IMPROVEMENT PLAN (SITE CONSTRUCTION)**  
 FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
 ALSO KNOWN AS:  
**#401 MISPELLION STREET**  
 SITUATE IN:  
 CITY OF MILFORD \* SUSSEX COUNTY  
 STATE OF DELAWARE  
 TAX PARCEL #: 330-7.17-11.00  
 SCALE: 1"=30'



DATE	REVISION	CHKD.	DRAWN BY: HMG	DATE: 18 AUGUST 2022	SHEET#: SP-5
2/12/25	PER CITY REVIEW 2/11/25	R.A.G.			
1/23/25	PER CITY REVIEW 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			

**MERESTONE CONSULTANTS, INC.**  
 ENGINEERS - PLANNERS - SURVEYORS

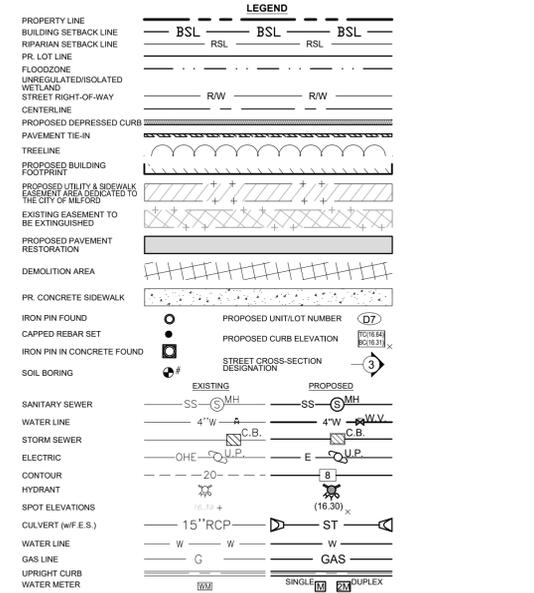
5215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
 WILMINGTON, DE 19808  
 PH: 302-992-7900

02/12/2025  
 11:36:14 AM



Pipe Name	Size (in)	Length (ft)	Slope (%)	Description	Beg. Structure	End Structure
Pipe - (1A)	15	183	2.85%	Class III Concrete Pipe	Structure - (1B)	Structure - (1A)
Pipe - (1B)	15	24	0.80%	HDPE Pipe	Structure - (2A)	Structure - (2B)
Pipe - (1C)	15	31	6.11%	Class III Concrete Pipe	Structure - (1C)	Structure - (1B)
Pipe - (2B)	15	118	1.73%	HDPE Pipe	Structure - (2C)	Structure - (2C)
Pipe - (2C)	15	91	1.61%	HDPE Pipe	Structure - (2C)	Structure - (2D)
Pipe - (3A)	15	16	2.77%	HDPE Pipe	Structure - (3A)	Structure - (3B)
Pipe - (3B)	15	77	2.52%	HDPE Pipe	Structure - (3B)	Structure - (3C)
Pipe - (3C)	15	124	1.58%	HDPE Pipe	Structure - (3C)	Structure - (3D)
Pipe - (OCS #1)	24	38	3.50%	HDPE Pipe	Structure - (1D)	Structure - OCS #1
Pipe - (OCS #2)	24	23	0.00%	HDPE Pipe	Structure - OCS #2	Structure - (4A)

Structure Name	Description	Frame/Grate	Structure Details
Structure - (1A)	34 x 24 Rect Structure 36 x 20 Fm 34 x 24 Rect Structure 36 x 20 Grate Type C Inlet w/Type 3 Grate	C1	Rim = 14.67, Depth = 4.17 Pipe - (1A) INV.(W) = 11.00
Structure - (1B)	34 x 24 Rect Structure 36 x 20 Fm 34 x 24 Rect Structure 36 x 20 Grate Type C Inlet w/Type 3 Grate	C1	Rim = 10.57, Depth = 5.38 Pipe - (1A) INV.(E) = 5.69 Pipe - (1B) INV.(W) = 5.69
Structure - (1C)	66 x 30 Rect Structure 36 x 20 Fm 30 x 66 inch Rectangular Structure Doghouse Rectangular Junction Structure	Cast Iron	Rim = 10.49, Depth = 10.14 Pipe - (1B) INV.(E) = 3.50 Pipe - (1C) INV.(N) = 0.85
Structure - (2A)	15 inch Flared End Section 42 x 33 HDPE Flared End Section	None	Pipe - (1B) INV.(SW) = 4.00
Structure - (2B)	48 x 30 Rect Structure 24 Fm 4 FmH 8 Slab 6 Wall 6 Floor Rectangular Structure Slab Top Circular Frame	Cast Iron	Rim = 7.13, Depth = 3.26 Pipe - (2B) INV.(S) = 4.20 Pipe - (1B) INV.(NE) = 4.20
Structure - (2C)	34 x 24 Rect Structure 36 x 20 Fm Rectangular Structure Slab Top Rectangular Frame	"A"	Rim = 9.50, Depth = 3.55 Pipe - (2C) INV.(E) = 6.28 Pipe - (2B) INV.(N) = 6.28
Structure - (2D)	34 x 24 Rect Structure 36 x 20 Fm Rectangular Structure Slab Top Rectangular Frame	"A"	Rim = 12.72, Depth = 5.27 Pipe - (2C) INV.(W) = 7.78
Structure - (3A)	15 inch Flared End Section 42 x 33 HDPE Flared End Section	None	Pipe - (3A) INV.(SE) = 4.50
Structure - (3B)	48 x 30 Rect Structure 36 x 20 Fm Rectangular Structure Slab Top Rectangular Frame	A1	Rim = 8.50, Depth = 3.83 Pipe - (3B) INV.(S) = 5.00 Pipe - (3A) INV.(NW) = 5.00
Structure - (3C)	34 x 24 Rect Structure 36 x 20 Fm Rectangular Structure Slab Top Rectangular Frame	"A"	Rim = 11.05, Depth = 4.38 Pipe - (3C) INV.(S) = 7.00 Pipe - (3B) INV.(N) = 7.00
Structure - (3D)	34 x 24 Rect Structure 36 x 20 Fm Rectangular Structure Slab Top Rectangular Frame	"A"	Rim = 12.50, Depth = 3.83 Pipe - (3C) INV.(W) = 9.00
Structure - (4A)	Slab Top Cylindrical Structure 60 dia 24 dia Fm 8 FmH 8 Slab 8 Wall 8 Floor Ex. Cylindrical Structure Slab Top Circular Frame	Cast Iron	Rim = 8.56, Depth = 4.21 Pipe - (OCS #2) INV.(W) = 4.50
Structure - OCS #2	48 x 48 inch Rectangular Structure Rectangular Junction Structure NF	Trash Rack	Rim = 7.00, Depth = 4.00 Pipe - (OCS #2) INV.(E) = 4.50
Structure - (1D)	48 x 48 Rect Structure 36 x 20 Fm 48 x 48 inch Rectangular Structure Doghouse Rectangular Junction Structure	A1	Rim = 3.48, Depth = 5.07 Pipe - (1C) INV.(S) = -1.09 Pipe - (OCS #1) INV.(SE) = 0.50 Pipe - (1D) INV.(N) = -1.09
Structure - OCS #1	48 x 48 inch Rectangular Structure Rectangular Junction Structure NF	Trash Rack	Rim = 6.50, Depth = 6.00 Pipe - (OCS #1) INV.(NW) = 2.00



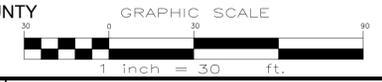
**SHEET INDEX:**  
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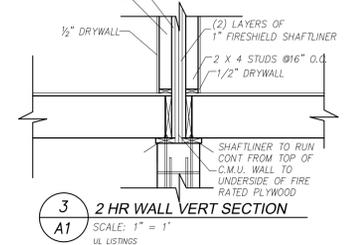
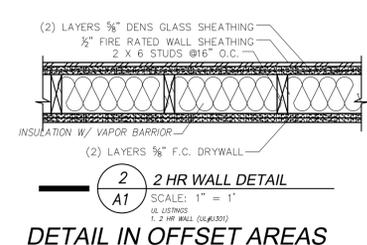
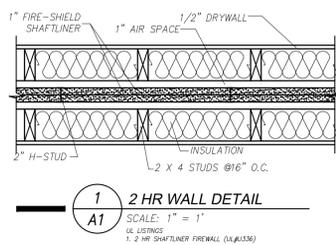
**CONSTRUCTION IMPROVEMENT PLANS**  
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UTILITY CONSTRUCTION PLAN  
SITE GRADING PLAN  
VEGETATED CHANNEL PROFILES & SECTIONS 1  
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SHEET NO. SP-14

**OFFICE OF THE STATE FIRE MARSHAL & CONSTRUCTION IMPROVEMENT PLAN (UTILITY CONSTRUCTION)**  
FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
ALSO KNOWN AS:  
**#401 MISPELLION STREET**  
SITUATE IN:  
CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7-17-11.00  
SCALE: 1"=30'



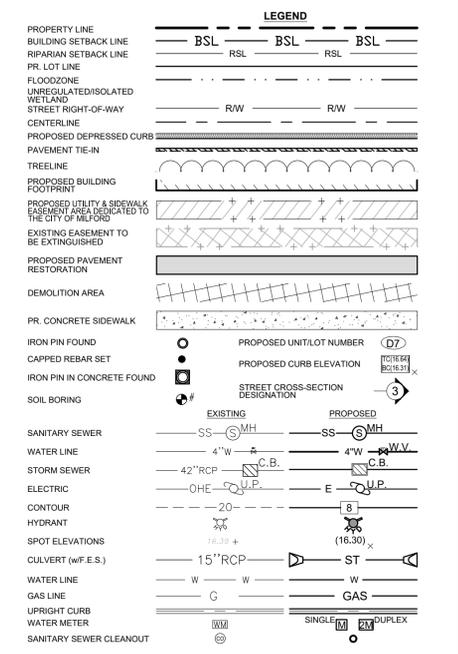
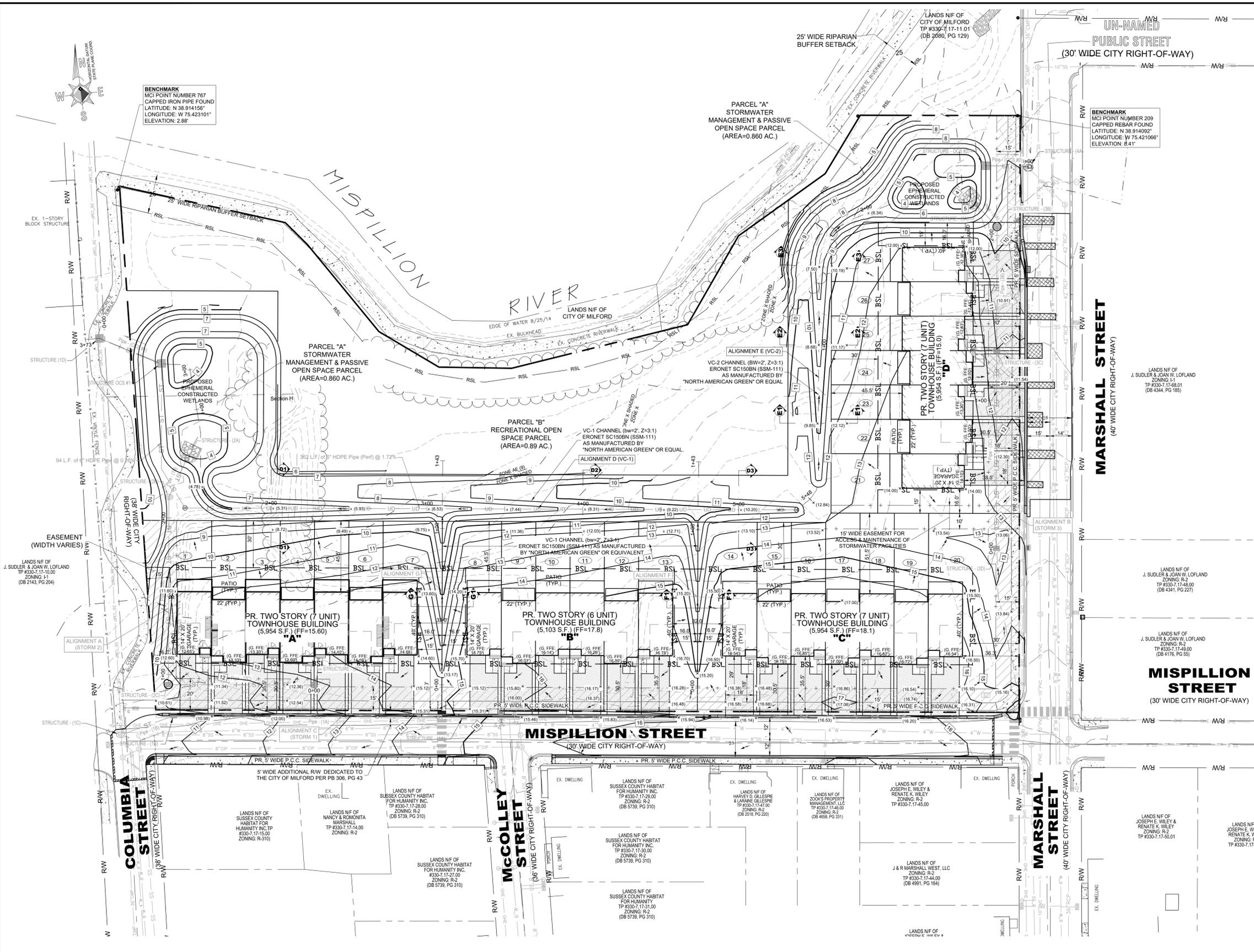
- STATE FIRE MARSHAL NOTES:**
- MAX. BUILDING HEIGHT: THREE STORIES (H < 35')
  - BUILDING TYPE: TYPE V (WOOD FRAME)
  - FIRE SUPPRESSION: AUTOMATIC SPRINKLERS ARE NOT PROPOSED.
  - PERIMETER ACCESS MINIMUM WIDTH SHALL BE 15FT MEASURED FROM THE FACE OF THE BUILDING AT GRADE WITH A MAXIMUM SLOPE OF 10%. PLANTINGS AND UTILITY SERVICES SHALL BE PERMITTED WITHIN THE PERIMETER ACCESS AND SHALL NOT INTERFERE WITH EMERGENCY SERVICES FIRE GROUND OPERATIONS. PROJECT TO BE COMPLETED PER APPROVED SITE PLAN.
  - ALL FIRE LANES, FIRE HYDRANTS, AND FIRE DEPARTMENT CONNECTIONS SHALL BE MARKED IN ACCORDANCE WITH THE STATE FIRE PREVENTION REGULATIONS.
  - A TWO HOUR RATED FIRE BARRIER WALL (CLASS "C" FIRE BARRIER) SHALL BE USED TO SEPARATE DWELLING UNITS.
  - WATER SERVICE PROVIDER: CITY OF MILFORD



ROGER A. GROSS, P.E. (DE REGISTRATION NO. 7942)  
DATE: 02/12/2025 11:36:29 AM

**MERESTONE CONSULTANTS, INC.**  
ENGINEERS - PLANNERS - SURVEYORS

5215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
WILMINGTON, DE 19808 FIVE POINTS SQUARE  
LEWES, DE 19958  
PH: 302-992-7900 PH: 302-226-5880



**BENCHMARK**  
MCI POINT NUMBER 767  
CAPPED IRON PIPE FOUND  
LATITUDE: N 38 914150"  
LONGITUDE: W 75 423101"  
ELEVATION: 2.88'

**BENCHMARK**  
MCI POINT NUMBER 209  
CAPPED REBAR FOUND  
LATITUDE: N 38 914092"  
LONGITUDE: W 75 421066"  
ELEVATION: 8.41'

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**CONSTRUCTION IMPROVEMENT PLANS**

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**CONSTRUCTION IMPROVEMENT PLAN (SITE GRADING)**  
FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
ALSO KNOWN AS:  
**#401 MISPELLION STREET**  
SITUATE IN:  
CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7.17-11.00  
SCALE: 1"=30'



DATE	REVISION	CHKD.	DRAWN BY: HMG	DATE: 18 AUGUST 2022	SHEET#: SP-7
2/12/25	PER CITY REVIEW 2/11/25	R.A.G.			
1/23/25	PER CITY REVIEW 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			

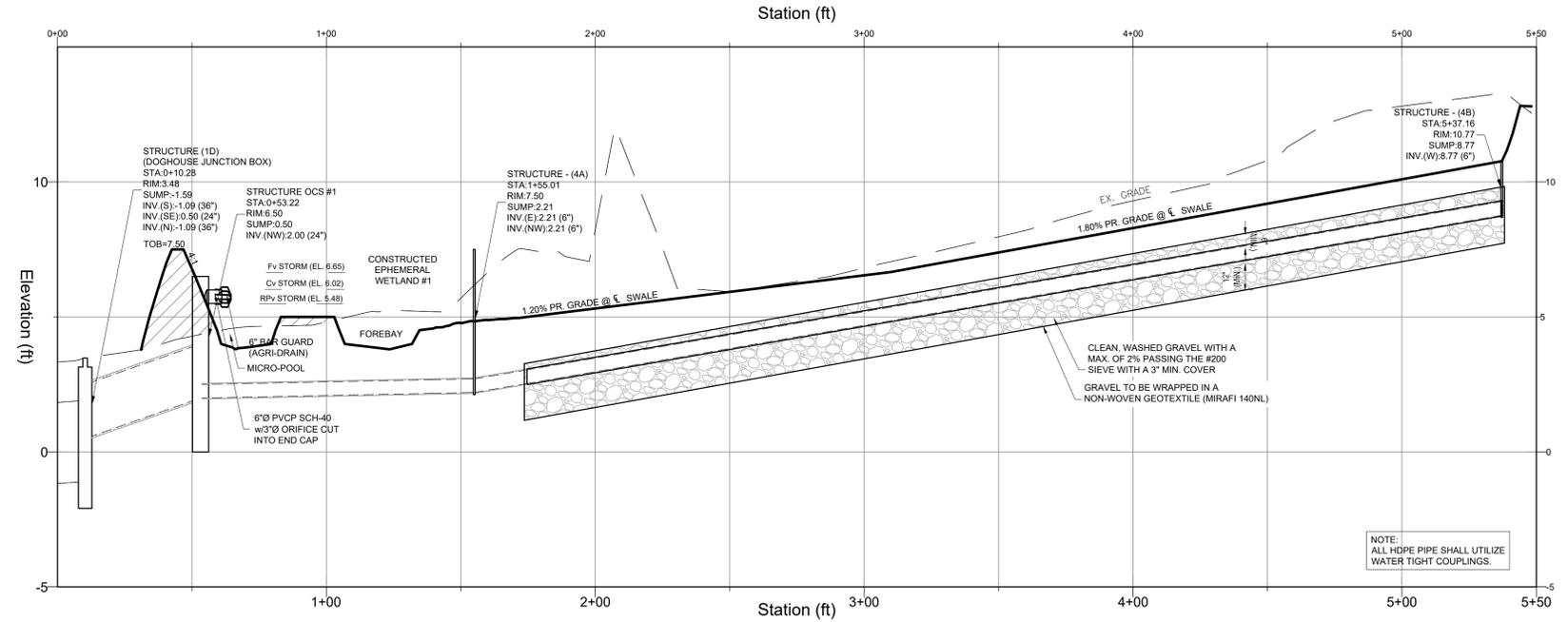
**MERESTONE CONSULTANTS, INC.**  
ENGINEERS - PLANNERS - SURVEYORS

8215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
WILMINGTON, DE 19808  
PH: 302-992-7900  
FIVE POINTS SQUARE  
LEWES, DE 19958  
PH: 302-226-5880

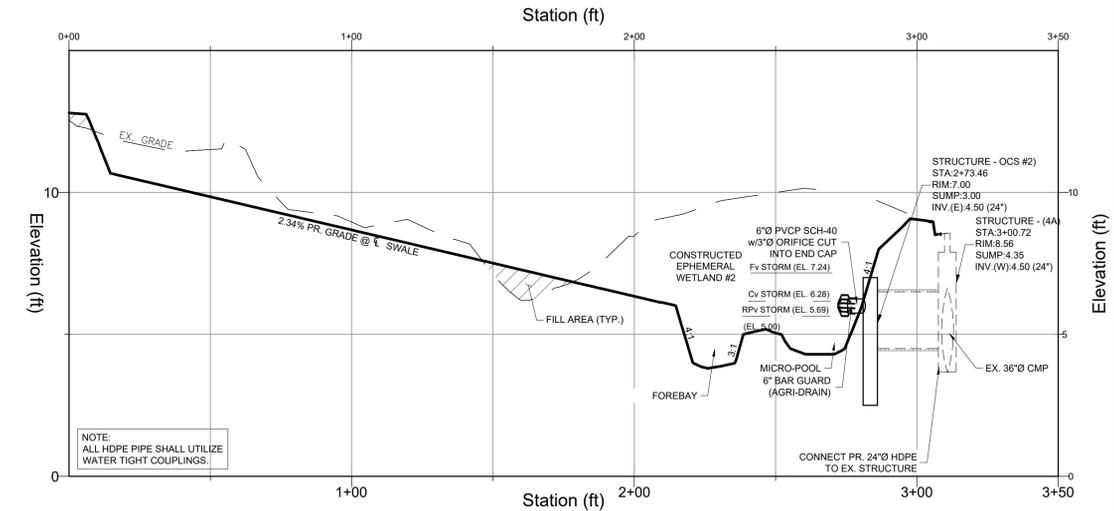


02/12/2025  
11:36:37 AM  
DATE:

Alignment D (VC #1) PROFILE  
Sta. 0+00.00 To 5+50.00  
Horizontal Scale: 1"=30'  
Vertical Scale: 1"=3'



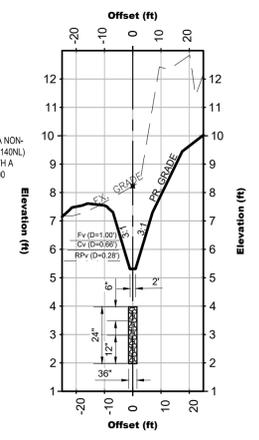
Alignment E (VC #2) PROFILE  
Sta. 0+00.00 To 3+50.00  
Horizontal Scale: 1"=30'  
Vertical Scale: 1"=3'



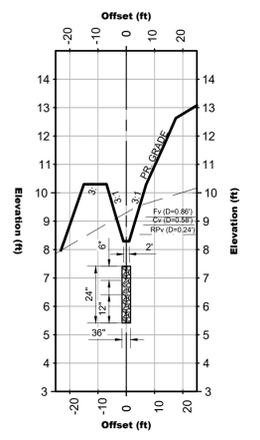
Station	Elevation	Station	Elevation	Station	Elevation	Station	Elevation
EG 4.3	FG 6.78	EG 5.7	FG 4.78	EG 5.9	FG 5.93	EG 6.8	FG 6.54
EG 4.5	FG 5.00	EG 8.2	FG 5.91	EG 8.0	FG 7.39	EG 9.3	FG 8.29
EG 10.8	FG 9.19	EG 12.8	FG 10.10				

Station	Elevation	Station	Elevation	Station	Elevation	Station	Elevation
EG 11.5	FG 9.85	EG 3.0	FG 6.66	EG 7.1	FG 7.51	EG 8.5	FG 6.34
EG 10.0	FG 6.05	EG 9.1	FG 6.05				

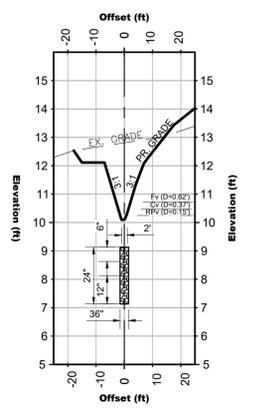
Alignment D (VC #1)  
Section D1  
STA. 2+00.00  
SCALE: 1"=30' (H) / 1"=3' (V)



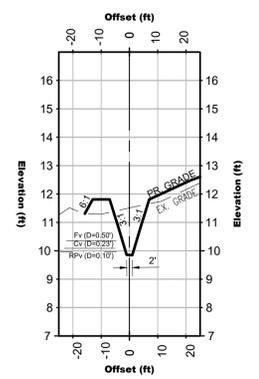
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Section D2  
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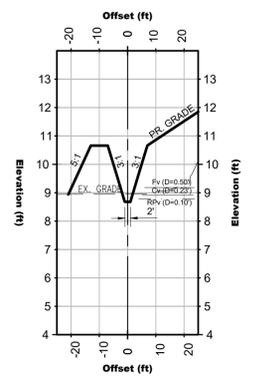
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Section D3  
STA. 5+00.00  
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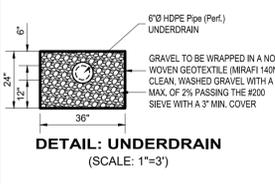
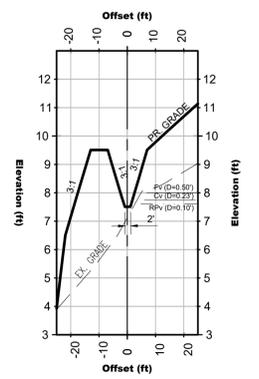
Alignment E (VC #2)  
Section E1  
STA. 0+50.00  
SCALE: 1"=30' (H) / 1"=3' (V)



Alignment E (VC #2)  
Section E2  
STA. 1+00.00  
SCALE: 1"=30' (H) / 1"=3' (V)



Alignment E (VC #2)  
Section E3  
STA. 1+50.00  
SCALE: 1"=30' (H) / 1"=3' (V)



**SHEET INDEX:**

RECORD SITE PLAN COVER PAGE	SHEET NO. SP-1
NON-JURISDICTIONAL FEATURES DELINEATION PLAN	SHEET NO. SP-2
EXISTING CONDITIONS & DEMOLITION PLAN	SHEET NO. SP-3
PRELIMINARY RECORD SITE PLAN	SHEET NO. SP-4
<b>CONSTRUCTION IMPROVEMENT PLANS</b>	
SITE CONSTRUCTION PLAN	SHEET NO. SP-5
UTILITY CONSTRUCTION PLAN	SHEET NO. SP-6
SITE GRADING PLAN	SHEET NO. SP-7
VEGETATED CHANNEL PROFILES & SECTIONS 1	SHEET NO. SP-8
VEGETATED CHANNEL PROFILES & SECTIONS 2	SHEET NO. SP-9
STORM SEWER PROFILES	SHEET NO. SP-10
SITE DETAILS PLAN	SHEET NO. SP-11
UTILITY DETAILS PLAN	SHEET NO. SP-12
DRAINAGE DETAILS PLAN	SHEET NO. SP-13
LANDSCAPE PLAN	SHEET NO. SP-14

**CONSTRUCTION IMPROVEMENT PLAN  
(VEGETATED CHANNEL PROFILES & SECTIONS 1)**

FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
ALSO KNOWN AS:  
**#401 MISPILLION STREET**  
SITUATE IN:  
CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7.17-11.00  
SCALE: 1"=30'



DATE	REVISION	CHKD.	DRAWN BY: HMG	DATE: 18 AUGUST 2022	SHEET#: SP-8
2/12/25	PER CITY REVIEW 2/11/25	R.A.G.			
1/23/25	PER CITY REVIEW 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			

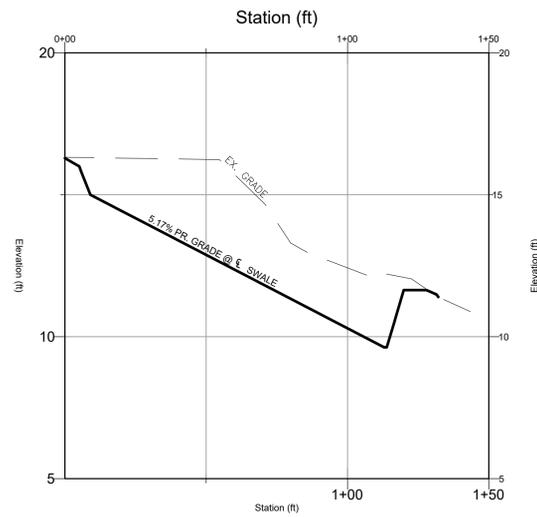
**MERESTONE CONSULTANTS, INC.**  
ENGINEERS - PLANNERS - SURVEYORS

5215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
WILMINGTON, DE 19808 FIVE POINTS SQUARE  
PH: 302-992-7900 PH: 302-226-5880

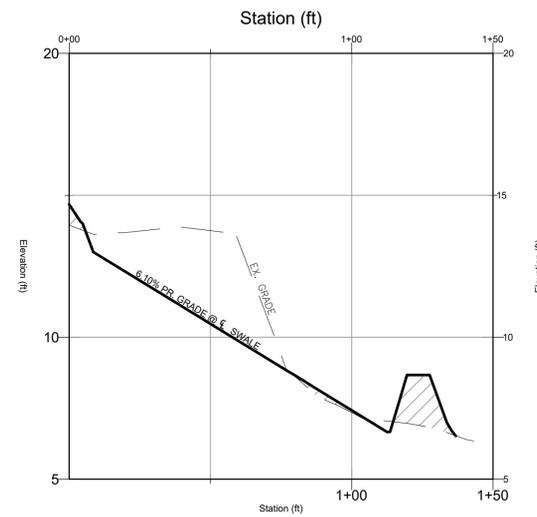


02/12/2025  
11:36:43 AM  
DATE:

Alignment F PROFILE  
Sta. 0+00.00 To 1+50.00  
Horizontal Scale: 1"=20'  
Vertical Scale: 1"=2'



Alignment G PROFILE  
Sta. 0+00.00 To 1+50.00  
Horizontal Scale: 1"=20'  
Vertical Scale: 1"=2'



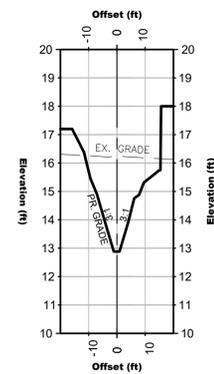
Drainage Swale  
Profile Data

EG 16.2	EG 12.4
FG 12.88	FG 10.30

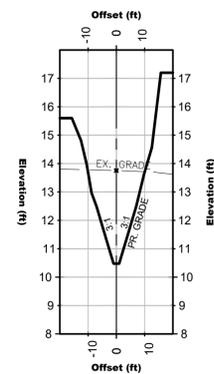
Drainage Swale  
Profile Data

EG 13.8	EG 7.3
FG 10.47	FG 7.42

Alignment F  
Section F1  
STA. 0+50.00  
SCALE: 1"=30' (H) / 1"=3' (V)



Alignment G  
Section G1  
STA. 0+50.00  
SCALE: 1"=30' (H) / 1"=3' (V)



SHEET INDEX:	
RECORD SITE PLAN COVER PAGE	SHEET NO. SP-1
NON-JURISDICTIONAL FEATURES DELINEATION PLAN	SHEET NO. SP-2
EXISTING CONDITIONS & DEMOLITION PLAN	SHEET NO. SP-3
PRELIMINARY RECORD SITE PLAN	SHEET NO. SP-4
CONSTRUCTION IMPROVEMENT PLANS	
SITE CONSTRUCTION PLAN	SHEET NO. SP-5
UTILITY CONSTRUCTION PLAN	SHEET NO. SP-6
SITE GRADING PLAN	SHEET NO. SP-7
VEGETATED CHANNEL PROFILES & SECTIONS 1	SHEET NO. SP-8
VEGETATED CHANNEL PROFILES & SECTIONS 2	SHEET NO. SP-9
STORM SEWER PROFILES	SHEET NO. SP-10
SITE DETAILS PLAN	SHEET NO. SP-11
UTILITY DETAILS PLAN	SHEET NO. SP-12
DRAINAGE DETAILS PLAN	SHEET NO. SP-13
LANDSCAPE PLAN	SHEET NO. SP-14

**CONSTRUCTION IMPROVEMENT PLAN  
(VEGETATED CHANNEL PROFILES & SECTIONS 2)**

FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
ALSO KNOWN AS:  
**#401 MISPILLION STREET**

SITUATE IN:  
CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7.17-11.00  
SCALE: 1"=30'



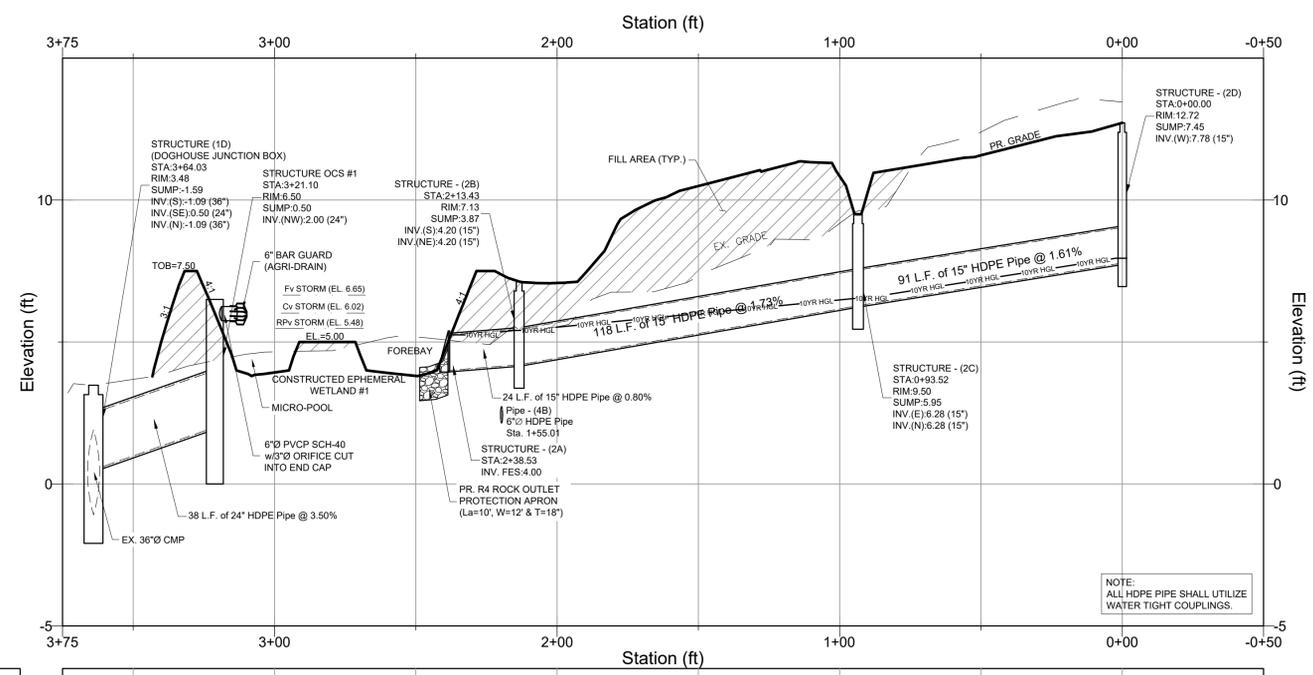
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2/12/25	PER CITY REVIEW 2/11/25	R.A.G.	
1/23/25	PER CITY REVIEW 8/7/24	R.A.G.	
5/15/24	REVISED PER CITY COMMENTS	R.A.G.	
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.	
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.	
DATE	REVISION	CHKD.	DRAWN BY: HMG
			DATE: 18 AUGUST 2022
			SHEET#: SP-9



02/12/2025  
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DATE:

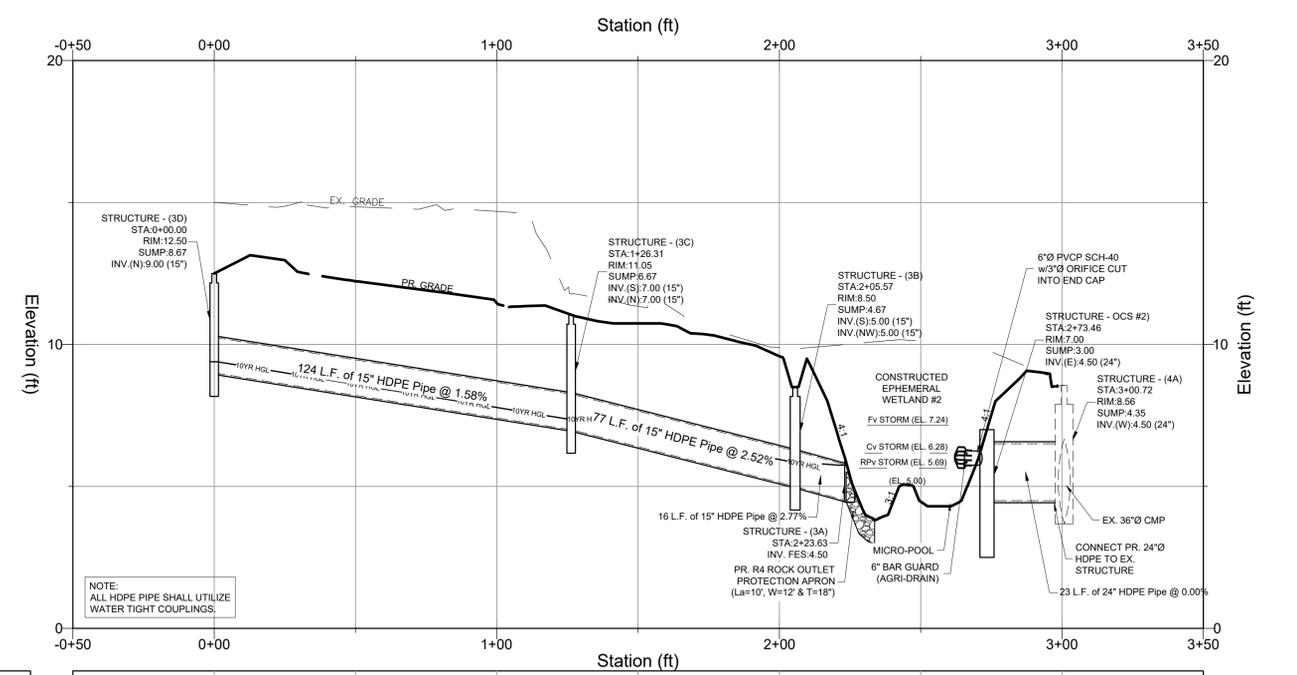
ROGER A. GROSS, P.E. (DE REGISTRATION NO. 7650)

**Alignment A (Storm 2) PROFILE**  
 Sta. -0+50.00 To 3+75.00  
 Horizontal Scale: 1"=30'  
 Vertical Scale: 1"=3'



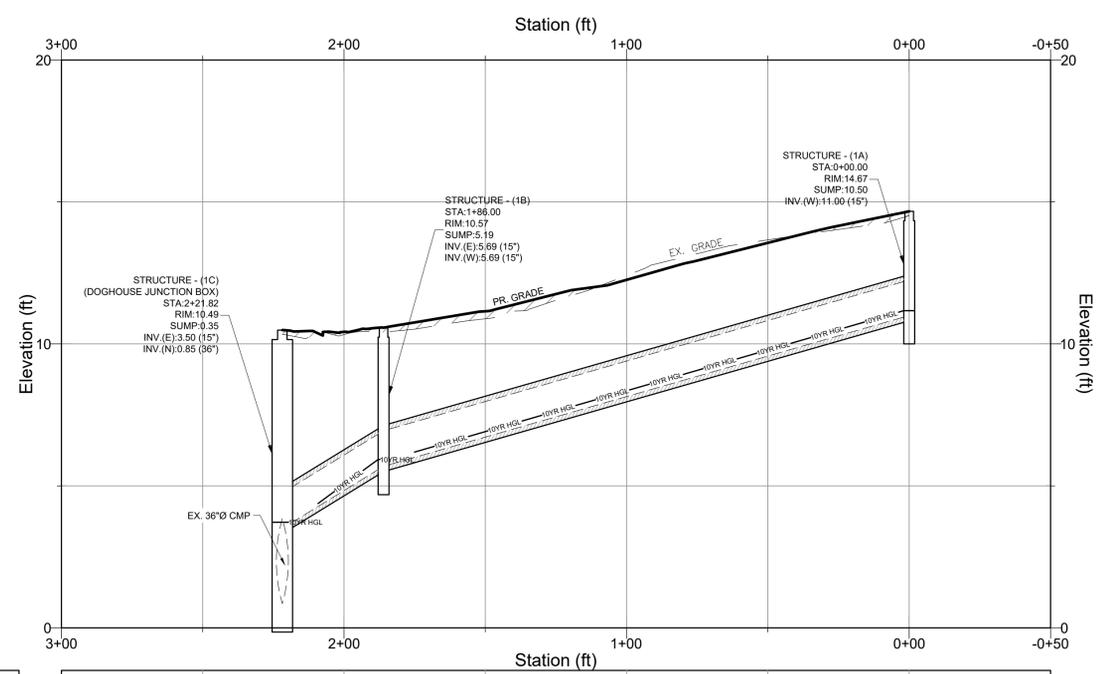
Station (ft)	Storm Sewer Profile Data
3+75	EG 3.7 FG
3+00	EG 4.7 FG 3.93
2+00	EG 5.2 FG 3.81
1+00	EG 5.5 FG 7.08
0+00	EG 7.3 FG 10.90
0+00	EG 3.2 FG 10.84
0+00	EG 12.4 FG 11.58
0+00	EG 13.5 FG 12.72

**Alignment B (Storm 3) PROFILE**  
 Sta. -0+50.00 To 3+50.00  
 Horizontal Scale: 1"=30'  
 Vertical Scale: 1"=3'



Station (ft)	Storm Sewer Profile Data
-0+50	EG 15.0 FG 12.50
0+00	EG 14.8 FG 12.22
1+00	EG 14.7 FG 11.46
2+00	EG 11.3 FG 10.74
2+00	EG 9.9 FG 6.69
3+00	EG
3+00	EG 4.6
3+50	EG 8.6 FG

**Alignment C (Storm 1) PROFILE**  
 Sta. -0+50.00 To 3+00.00  
 Horizontal Scale: 1"=30'  
 Vertical Scale: 1"=3'



Station (ft)	Storm Sewer Profile Data
3+00	EG
3+00	FG
2+00	EG 10.3 FG 10.42
1+00	EG 10.9 FG 11.15
0+00	EG 12.4 FG 12.26
0+00	EG 13.7 FG 13.66
0+00	EG 14.5 FG 14.67

GEOTEXTILE SELECTION TABLE		
TYPE	APPLICATION	EXAMPLE PRODUCTS
GS-I	SEPARATION / STABILIZATION / UNDERLAYMENT FOR: DEWATERING BASIN - TYPE 2 GABION CHUTE LINED CHANNEL RIPRAP CHUTE RIPRAP OUTLET PROTECTION RIPRAP STILLING BASIN STABILIZED CONSTRUCTION ENTRANCE STREAM DIVERSION TEMPORARY CROSSING	MIRAFI 600X AMOCO 2006 GEOTEX 315ST
GD-I	CULVERT INLET PROTECTION REINFORCED SILT FENCE SILT FENCE SUPER SILT FENCE	MIRAFI 100X GEOTEX 915SC
GD-II	DEWATERING BASIN - TYPE 1 DEWATERING DEVICE INLET PROTECTION - TYPE 1 PUMPING PIT	MIRAFI FW402 AMOCO 4535
GD-III	INLET PROTECTION - TYPE 2	SILT STACK HIGH FLOW DANDY BAG II ULTRA-DRAIN GUARD
GD-IV	GEOTEXTILE DEWATERING BAG	DIRTBAG 5355 DANDY DEWATERING BAG TERRATEX N08/N10

ROCK RIPRAP SIZES AND THICKNESS			
d50 (INCHES)	dMAX (INCHES)	NSA No.	MIN. BLANKET THICKNESS (INCHES)
6	9	R-4	14
9	14	R-5	20
12	18	R-6	27
24	36	R-8	43

**SHEET INDEX:**

DESCRIPTION	SHEET NO.
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<b>CONSTRUCTION IMPROVEMENT PLANS</b>	
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VEGETATED CHANNEL PROFILES & SECTIONS 2	SP-9
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DRAINAGE DETAILS PLAN	SP-13
LANDSCAPE PLAN	SP-14

**CONSTRUCTION IMPROVEMENT PLAN (STORM SEWER PROFILES)**  
 FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
 ALSO KNOWN AS:  
**#401 MISPELLION STREET**  
 SITUATE IN:  
 CITY OF MILFORD \* SUSSEX COUNTY  
 STATE OF DELAWARE  
 TAX PARCEL #: 330-7.17-11.00  
 SCALE: 1"=30'



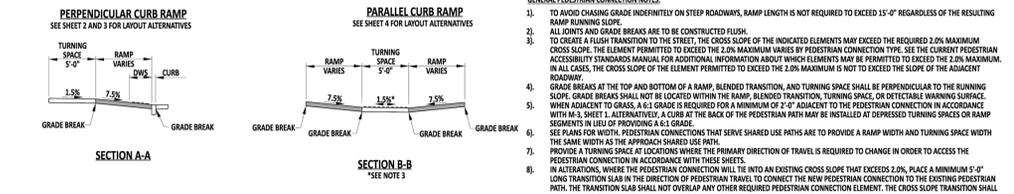
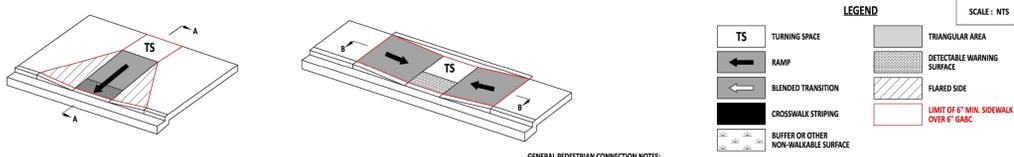
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1/23/25	PER CITY REVIEW 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			



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**MERESTONE CONSULTANTS, INC.**  
 ENGINEERS - PLANNERS - SURVEYORS

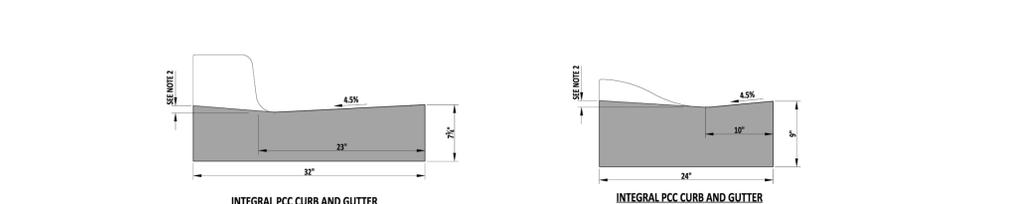
5215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
 WILMINGTON, DE 19808 FIVE POINTS SQUARE  
 LEWES, DE 19958  
 PH: 302-992-7900 PH: 302-226-5880



PEDESTRIAN CONNECTION ELEMENT	CRITERIA	LIMITS FOR DESIGN AND LAYOUT	LIMITS FOR WORK ACCEPTANCE	RELATED NOTES
RAMP	WIDTH	5'-0" MIN.	5'-0" MIN.	SEE NOTE 6
	RUNNING SLOPE	7.5%	8.3% MAX.	SEE NOTE 1
	CROSS SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
TURNING SPACE	WIDTH	5'-0" X 5'-0" MIN.	5'-0" X 5'-0" MIN.	SEE NOTE 6
	RUNNING SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
BLENDED TRANSITION	CROSS SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
	RUNNING SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
TRIANGULAR AREA	CROSS SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
	WIDTH	4'-0" X 4'-0"	4'-0" X 4'-0"	SEE NOTE 12

DeIDOT	RECOMMENDED	STANDARD NO. C-2 (2024)	SHT. 1 OF 8	APPROVED	22 December 2023
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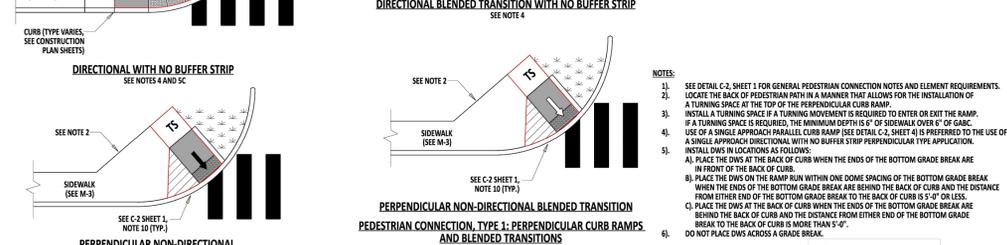
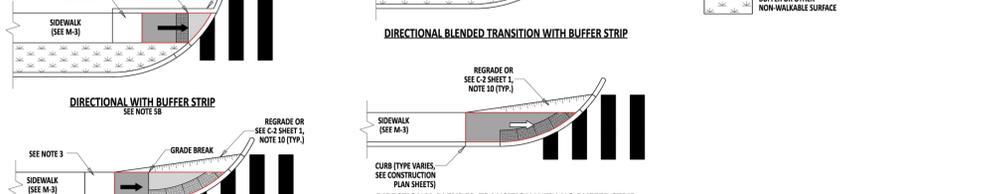
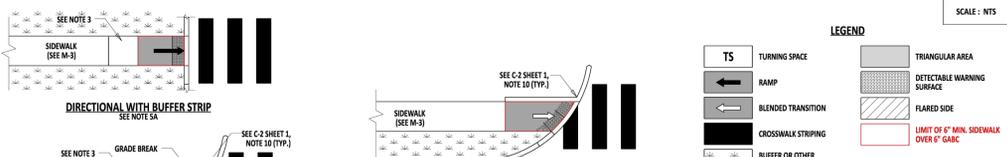
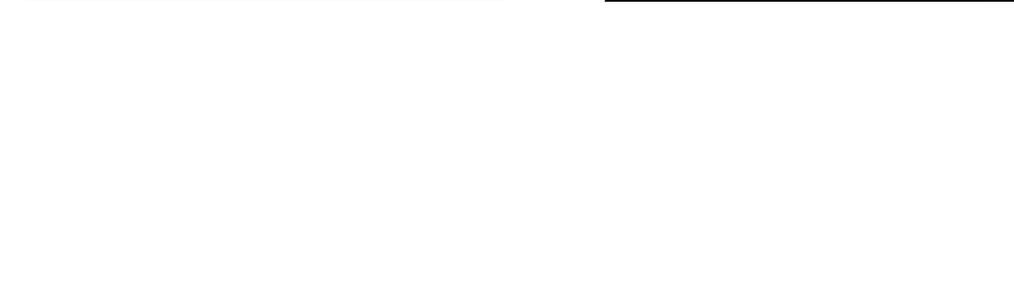
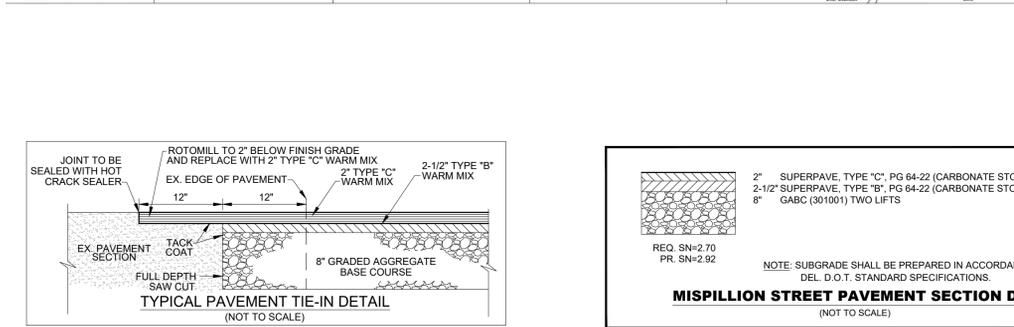
THIS DETAIL IS TO BE USED ONLY FOR THE SECTIONS OF CURB & GUTTER THAT ARE DIRECTLY IN FRONT OF THE PEDESTRIAN CONNECTIONS. REFER TO DETAIL C-1, SHEET 2 FOR TYPICAL CURB DIMENSIONS AND FOR DEPRESSING CURB AT ENTRANCES



LONGITUDINAL SLOPE (FT/FT)	TRANSITION LENGTH REQUIRED TO MEET 0.003 MIN. SLOPE	TRANSITION LENGTH REQUIRED TO MEET 0.003 MIN. SLOPE
0.003	+N/A	+N/A
0.004	25	65
0.005	15	35
0.005 OR MORE	15	25

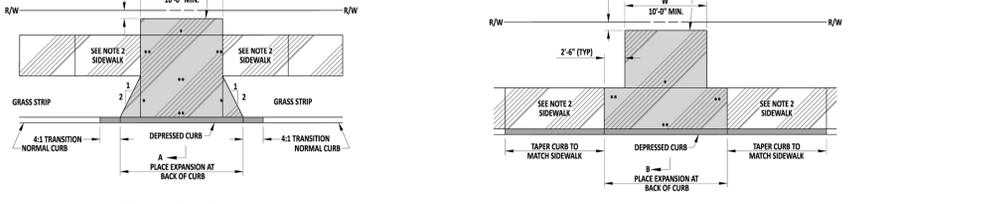
DeIDOT	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
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FOR USE AT PEDESTRIAN CONNECTIONS ONLY



DeIDOT	RECOMMENDED	STANDARD NO. C-2 (2024)	SHT. 3 OF 8	APPROVED	22 December 2023
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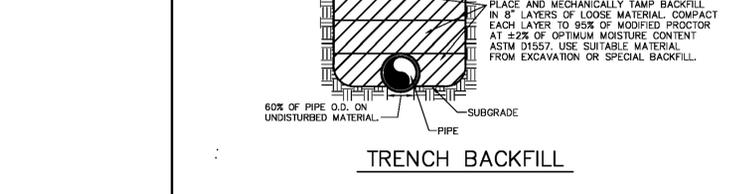
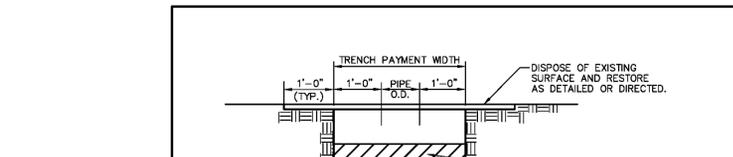
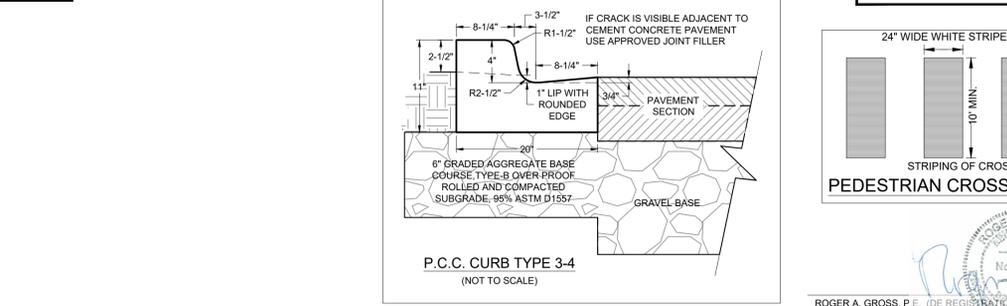
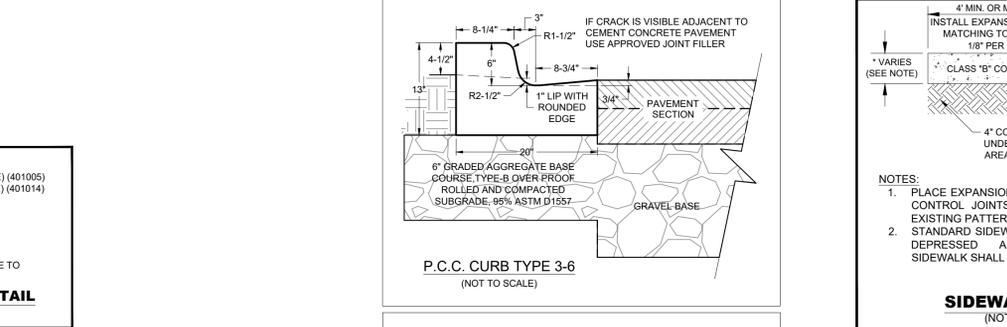
FOR USE AT PEDESTRIAN CONNECTIONS ONLY



LONGITUDINAL SLOPE (FT/FT)	TRANSITION LENGTH REQUIRED TO MEET 0.003 MIN. SLOPE
0.003	+N/A
0.004	65
0.005	35
0.005 OR MORE	25

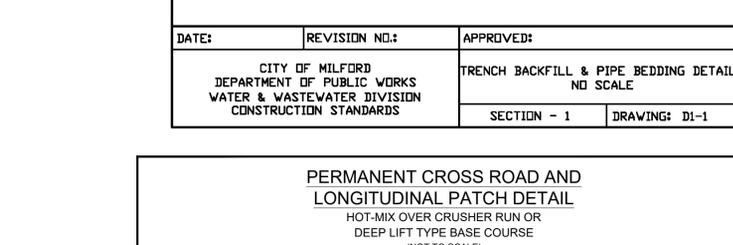
DeIDOT	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
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FOR USE AT PEDESTRIAN CONNECTIONS ONLY



DeIDOT	RECOMMENDED	STANDARD NO. C-2 (2024)	SHT. 3 OF 8	APPROVED	22 December 2023
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FOR USE AT PEDESTRIAN CONNECTIONS ONLY

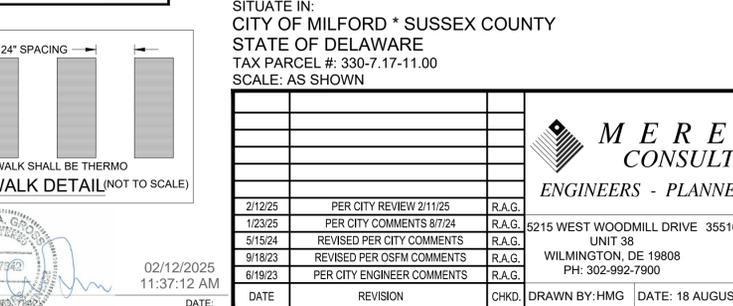


DeIDOT	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
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DeIDOT	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
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DeIDOT	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
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FOR USE AT PEDESTRIAN CONNECTIONS ONLY



DeIDOT	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
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**CONSTRUCTION IMPROVEMENT PLAN (SITE CONSTRUCTION DETAILS)**

FOR PROPERTY KNOWN AS: RIVERWALK VILLAS  
ALSO KNOWN AS: #401 MISPELLION STREET  
SITUATE IN: CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7.17-11.00  
SCALE: AS SHOWN

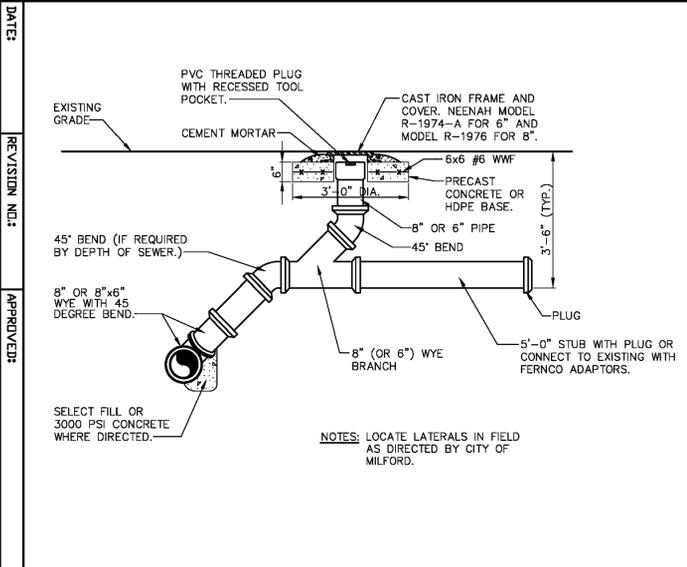
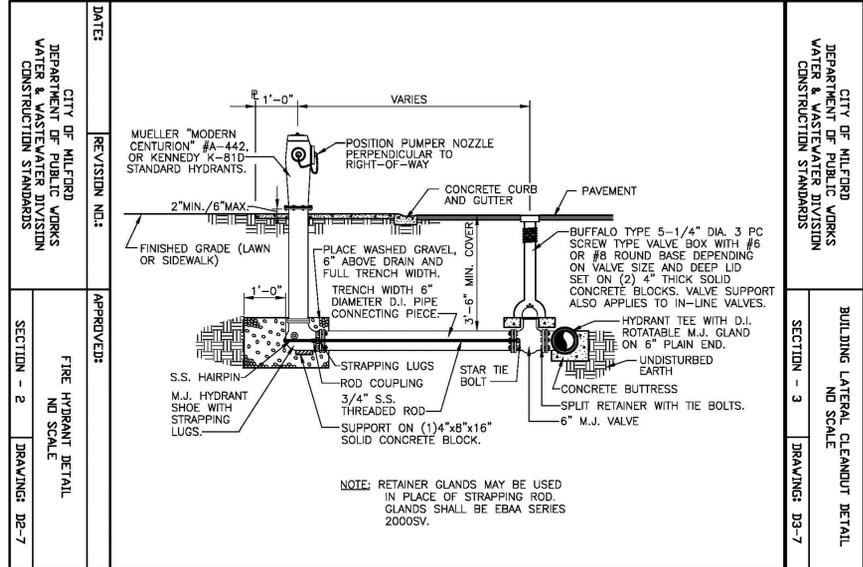
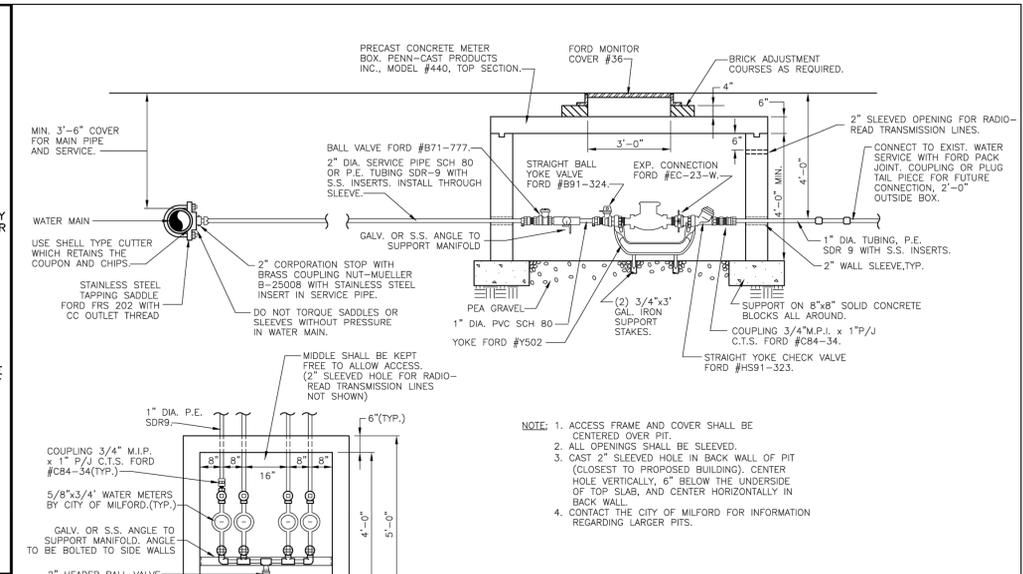
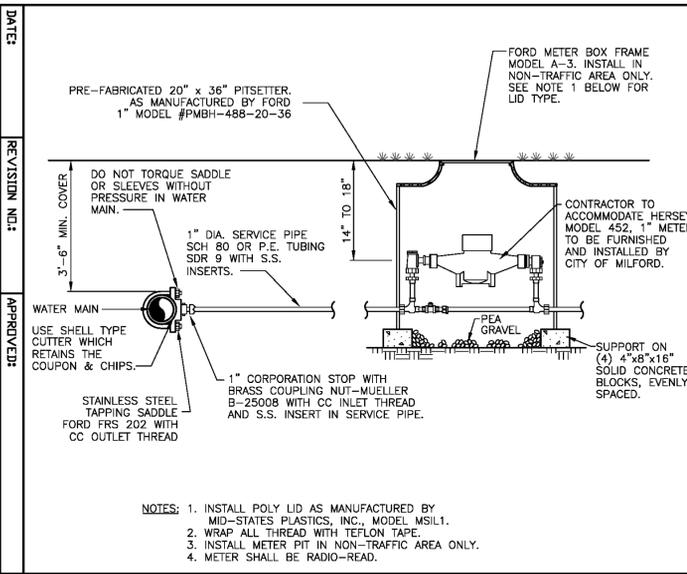
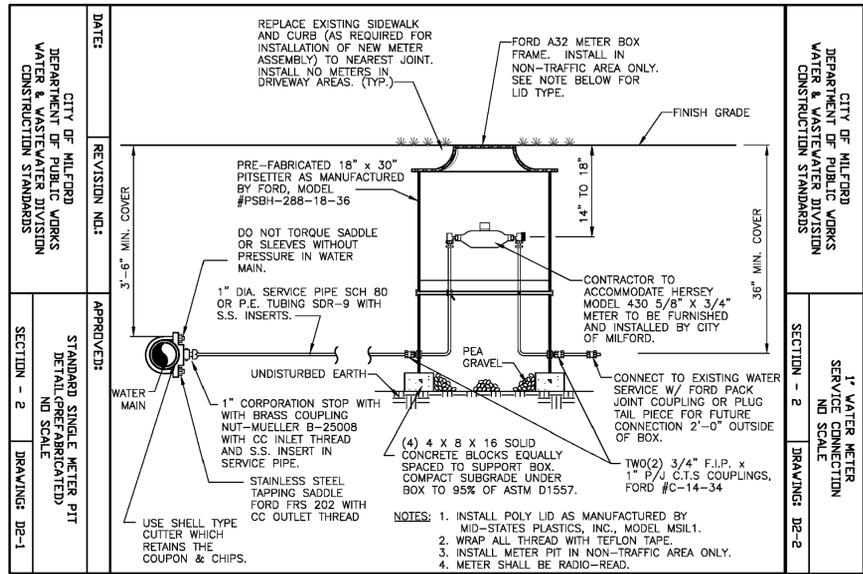
DATE	REVISION	CHKD.	DRAWN BY: HMG	DATE: 18 AUGUST 2022	SHEET#: SP-11
2/12/25	PER CITY REVIEW 2/11/25	R.A.G.			
1/23/25	PER CITY COMMENTS 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			

**MERESTONE CONSULTANTS, INC.**  
ENGINEERS - PLANNERS - SURVEYORS

8215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
WILMINGTON, DE 19808  
PH: 302-992-7900

UNIT 38 FIVE POINTS SQUARE  
LEWES, DE 19958  
PH: 302-226-5880

PLAN NO.: 202398R-330694



DATE:	REVISION NO.:	APPROVED:
		CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS
SECTION - 2		DRAWING: D2-4

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PRELIMINARY RECORD SITE PLAN		SHEET NO. SP-4
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DRAINAGE DETAILS PLAN		SHEET NO. SP-13
LANDSCAPE PLAN		SHEET NO. SP-14

**CONSTRUCTION IMPROVEMENT PLAN  
(UTILITY DETAILS)**  
FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
ALSO KNOWN AS:  
**#401 MISPILLION STREET**  
SITUATE IN:  
CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7.17-11.00  
SCALE: AS SHOWN

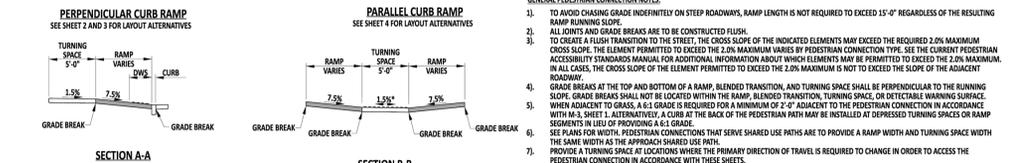
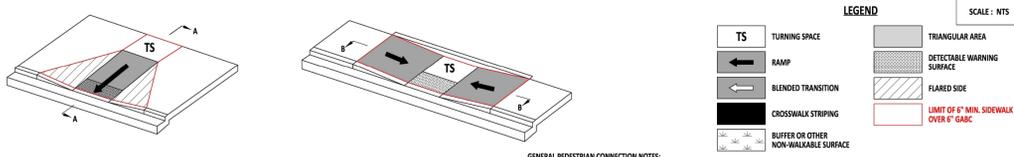
DATE	REVISION	CHKD.	DRAWN BY:HMG	DATE: 18 AUGUST 2022	SHEET#: SP-12
2/12/25	PER CITY REVIEW 2/11/25	R.A.G.			
1/23/25	PER CITY COMMENTS 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			

**MERESTONE  
CONSULTANTS, INC.**  
ENGINEERS - PLANNERS - SURVEYORS

2022 AUG 18 11:37:19 AM  
ROGER A. GROSS, P.E. REGISTRATION NO. 7842

5215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
UNIT 38 FIVE POINTS SQUARE  
WILMINGTON, DE 19808 LEWES, DE 19958  
PH: 302-992-7900 PH: 302-226-5880



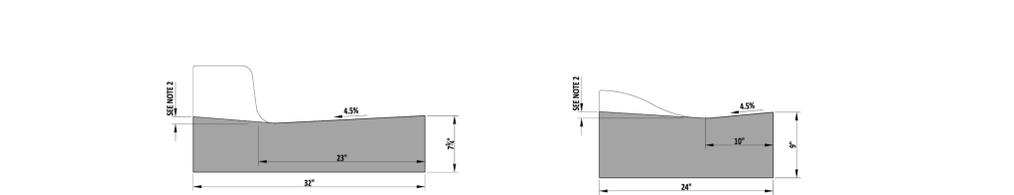


PEDESTRIAN CONNECTION ELEMENT	CRITERIA	LIMITS FOR DESIGN AND LAYOUT	LIMITS FOR WORK ACCEPTANCE	RELATED NOTES
RAMP	WIDTH	5'-0" MIN.	5'-0" MIN.	SEE NOTE 6
	RUNNING SLOPE	7.5%	8.3% MAX.	SEE NOTE 1
	CROSS SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
TURNING SPACE	WIDTH	5'-0" X 5'-0" MIN.	5'-0" X 5'-0" MIN.	SEE NOTE 6
	RUNNING SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
BLENDED TRANSITION	CROSS SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
	RUNNING SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
TRIANGULAR AREA	CROSS SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
	RUNNING SLOPE	1.5%	2.0% MAX.	SEE NOTE 3
CLEAR SPACE	WIDTH	4'-0" X 4'-0"	4'-0" X 4'-0"	SEE NOTE 12
	HEIGHT	4'-0" X 4'-0"	4'-0" X 4'-0"	SEE NOTE 12

\* CROSS SLOPE IS MEASURED PERPENDICULAR TO THE PRIMARY DIRECTION OF PEDESTRIAN TRAVEL.  
 \*\* RUNNING SLOPE IS MEASURED PARALLEL TO THE PRIMARY DIRECTION OF PEDESTRIAN TRAVEL.  
 \*\*\* ALL SLOPES ARE MEASURED WITH RESPECT TO A LEVEL PLANE.

<b>DeIDOT</b>	RECOMMENDED	STANDARD NO. C-2 (2024)	SHT. 1 OF 8	APPROVED	22 December 2023
	REVIEWED				01/11/2024

THIS DETAIL IS TO BE USED ONLY FOR THE SECTIONS OF CURB & GUTTER THAT ARE DIRECTLY IN FRONT OF THE PEDESTRIAN CONNECTIONS. REFER TO DETAIL C-1, SHEET 2 FOR TYPICAL CURB DIMENSIONS AND FOR DEPRESSING CURB AT ENTRANCES

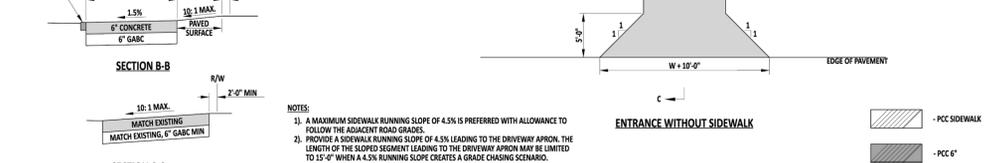
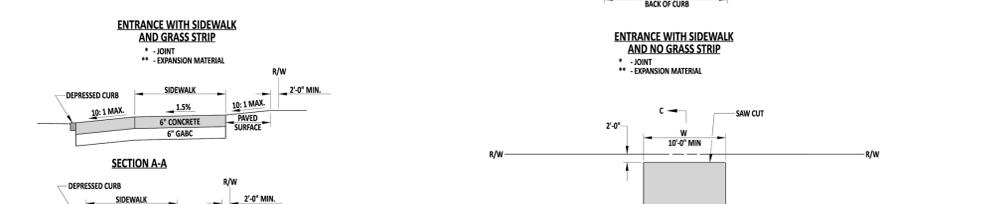
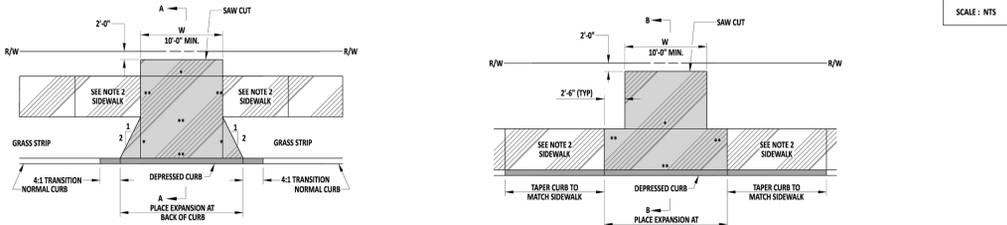
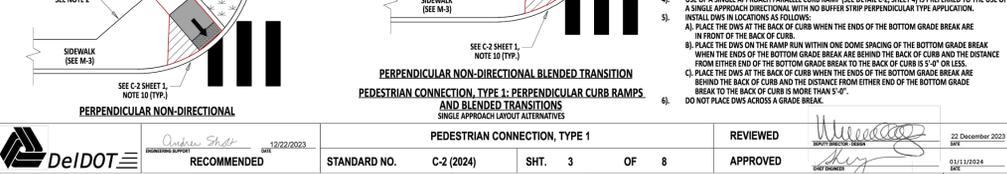
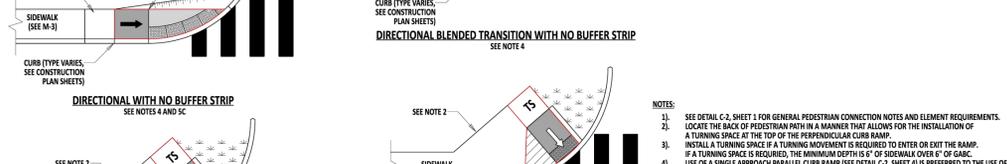
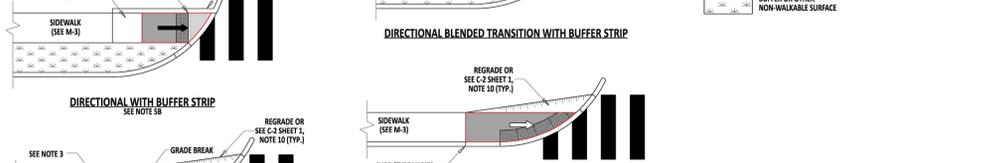
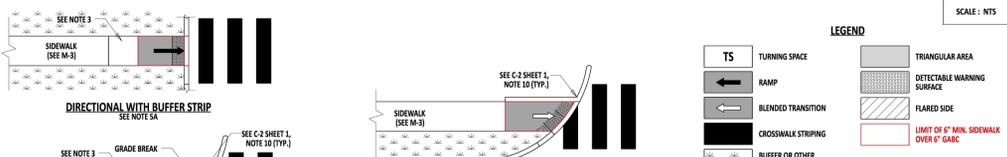
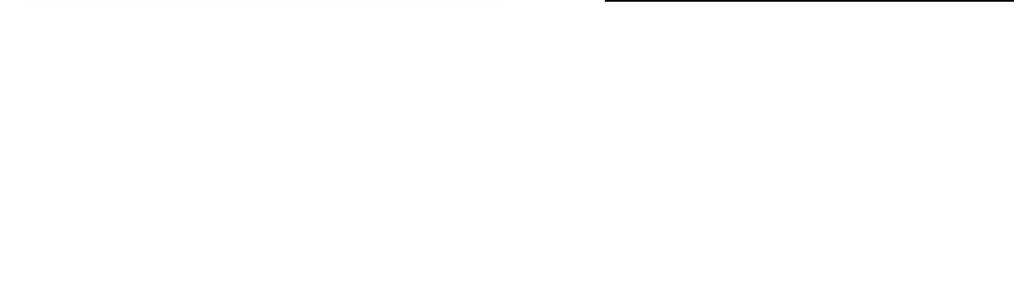
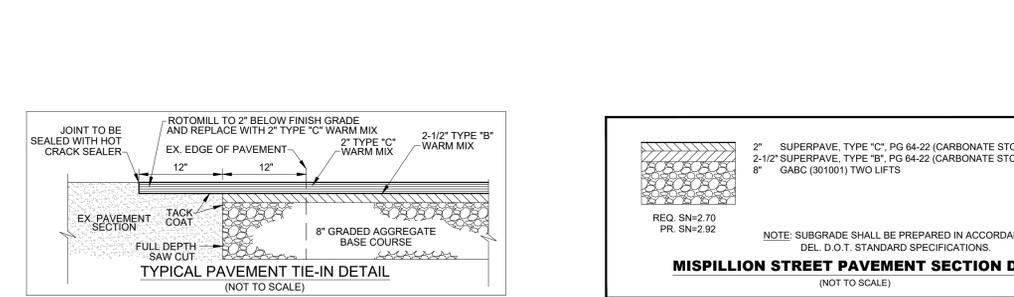


INTEGRAL PCC CURB AND GUTTER TYPE 1	INTEGRAL PCC CURB AND GUTTER TYPE 2	INTEGRAL PCC CURB AND GUTTER TYPE 3
LONGITUDINAL SLOPE (FT/FT)	TRANSVERSE SLOPE (FT/FT)	TRANSVERSE SLOPE (FT/FT)
0.003	+1/4"	+1/4"
0.004	25	25
0.005 OR MORE	15	15

INTEGRAL PCC CURB AND GUTTER TYPE 1	INTEGRAL PCC CURB AND GUTTER TYPE 2	INTEGRAL PCC CURB AND GUTTER TYPE 3
LONGITUDINAL SLOPE (FT/FT)	TRANSVERSE SLOPE (FT/FT)	TRANSVERSE SLOPE (FT/FT)
0.003	+1/4"	+1/4"
0.004	25	25
0.005 OR MORE	15	15

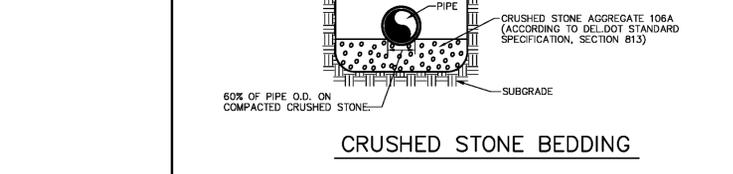
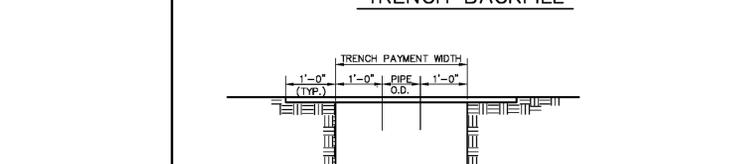
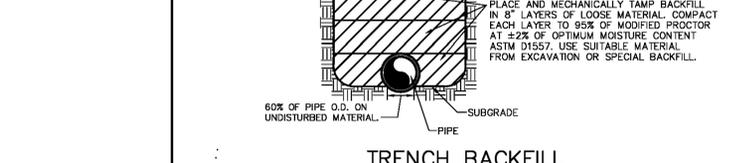
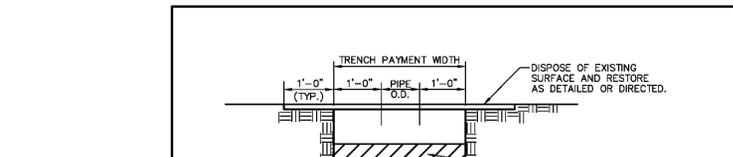
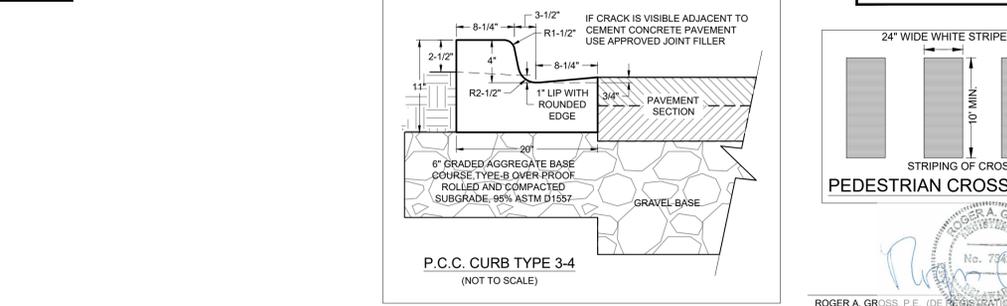
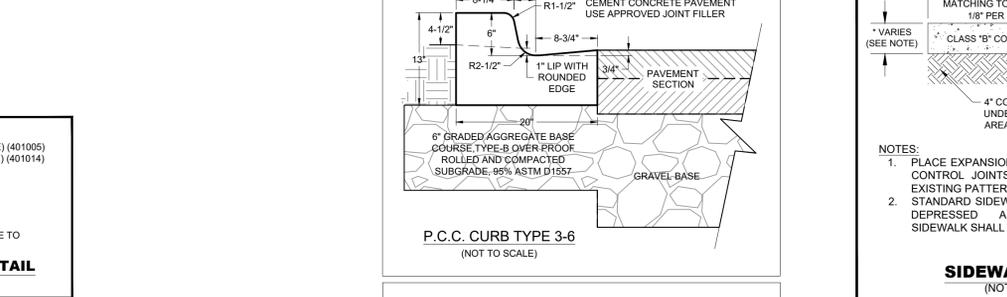
<b>DeIDOT</b>	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
	REVIEWED				01/11/2024

FOR USE AT PEDESTRIAN CONNECTIONS ONLY



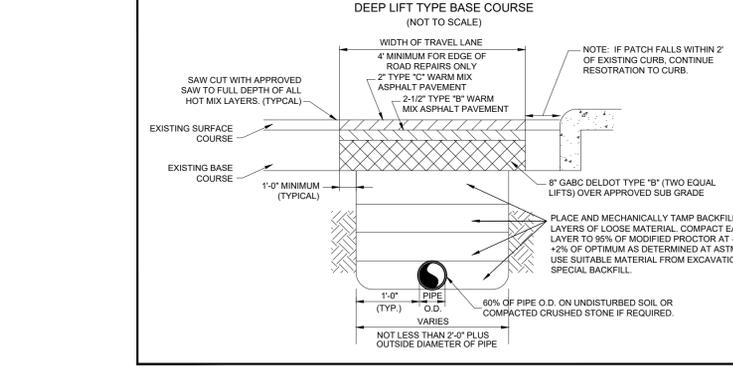
<b>DeIDOT</b>	RECOMMENDED	STANDARD NO. C-2 (2024)	SHT. 3 OF 8	APPROVED	22 December 2023
	REVIEWED				01/11/2024

THIS DETAIL IS TO BE USED ONLY FOR THE SECTIONS OF CURB & GUTTER THAT ARE DIRECTLY IN FRONT OF THE PEDESTRIAN CONNECTIONS. REFER TO DETAIL C-1, SHEET 2 FOR TYPICAL CURB DIMENSIONS AND FOR DEPRESSING CURB AT ENTRANCES



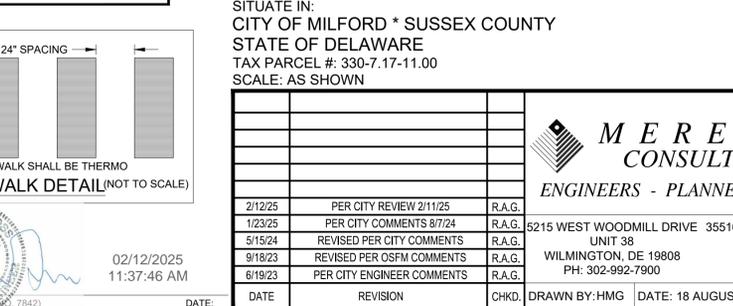
DATE:	REVISION NO.:	APPROVED:
		CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS
		TRENCH BACKFILL & PIPE BEDDING DETAIL NO SCALE
		SECTION - 1 DRAWING: D1-1

### PERMANENT CROSS ROAD AND LONGITUDINAL PATCH DETAIL



<b>DeIDOT</b>	RECOMMENDED	STANDARD NO. C-1 (2024)	SHT. 3 OF 4	APPROVED	22 December 2023
	REVIEWED				01/11/2024

FOR USE AT PEDESTRIAN CONNECTIONS ONLY



### CONSTRUCTION IMPROVEMENT PLAN (SITE CONSTRUCTION DETAILS)

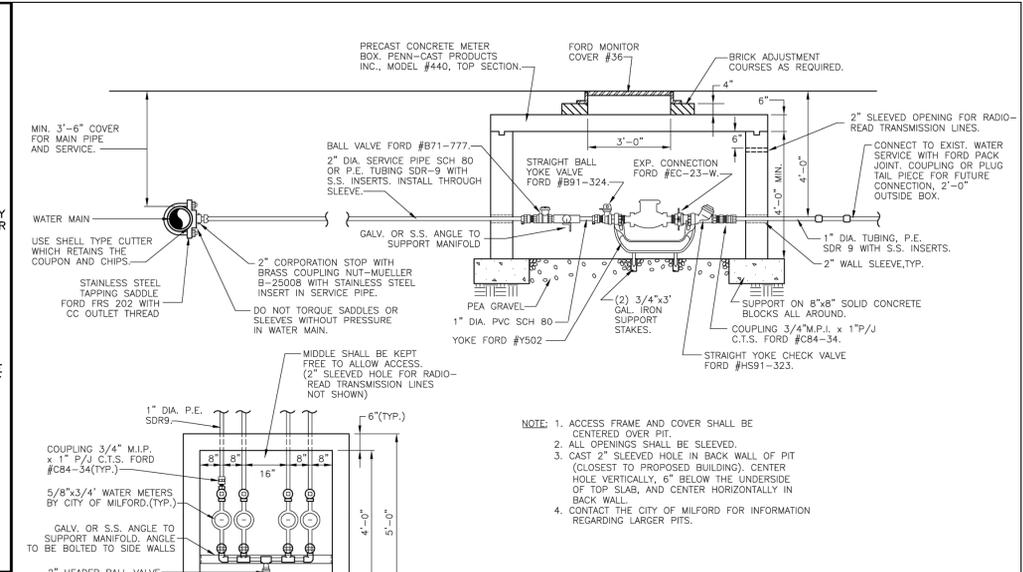
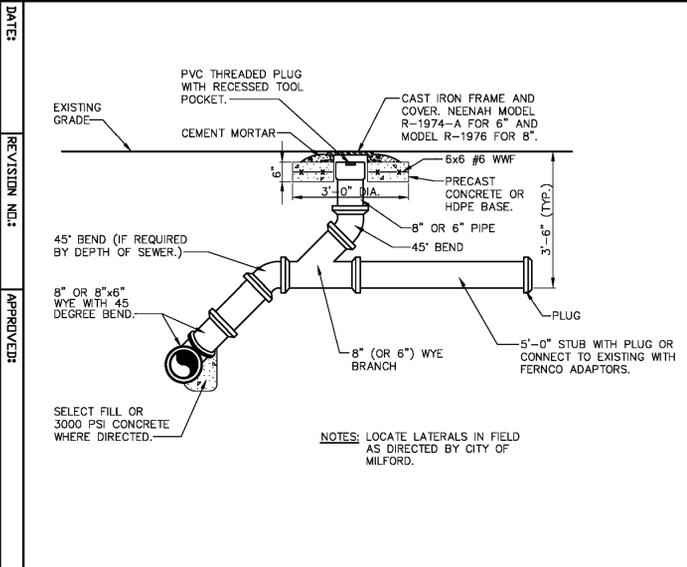
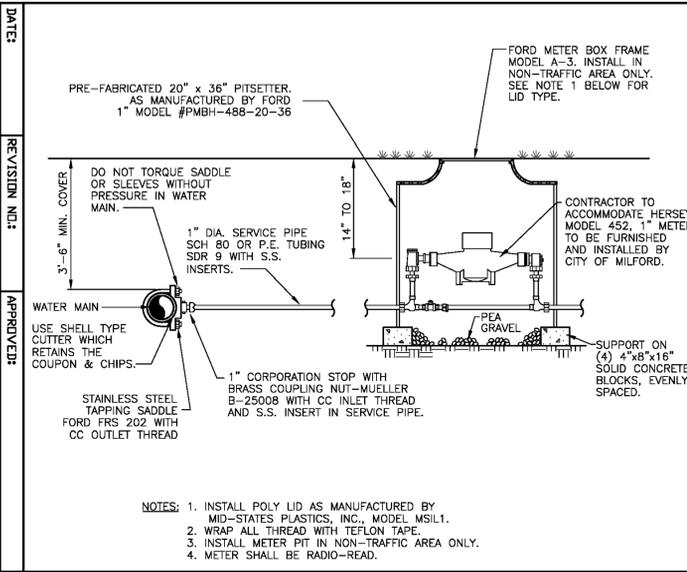
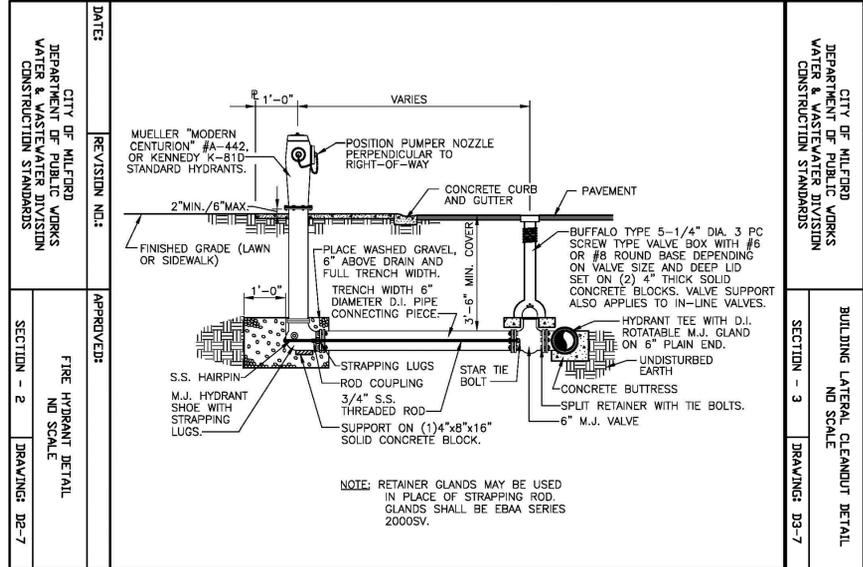
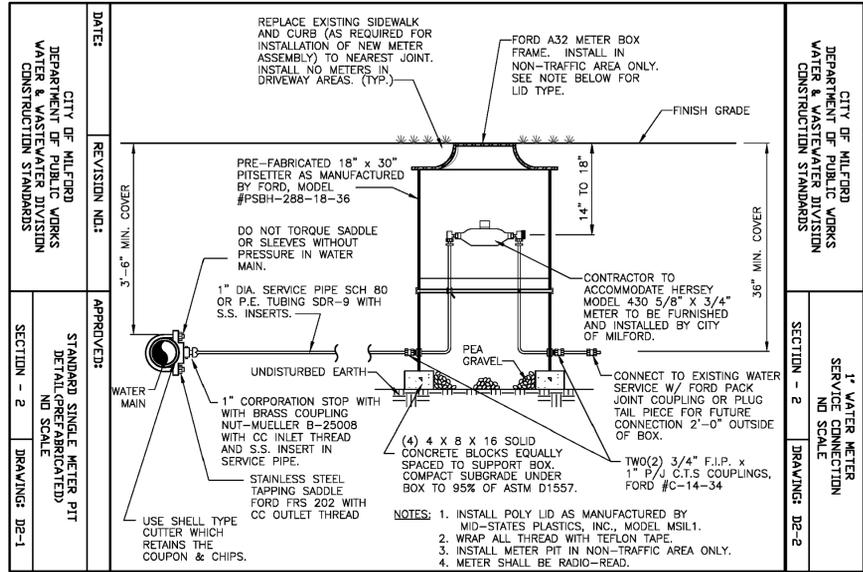
FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
 ALSO KNOWN AS:  
**#401 MISPELLION STREET**  
 SITUATE IN:  
 CITY OF MILFORD \* SUSSEX COUNTY  
 STATE OF DELAWARE  
 TAX PARCEL #: 330-7.17-11.00  
 SCALE: AS SHOWN

DATE	REVISION	CHKD.	DRAWN BY:HMG	DATE: 18 AUGUST 2022	SHEET#-SP-11
2/12/25	PER CITY REVIEW 2/11/25	R.A.G.			
1/23/25	PER CITY COMMENTS 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			



ENGINEERS - PLANNERS - SURVEYORS  
 8215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
 WILMINGTON, DE 19808  
 PH: 302-992-7900  
 FIVE POINTS SQUARE  
 LEWES, DE 19958  
 PH: 302-226-5880

02/12/2025  
 11:37:46 AM  
 ROGER A. GROSS, P.E. (DE REGISTRATION NO. 7842)



DATE:	REVISION NO.:	APPROVED:
		CITY OF MILFORD DEPARTMENT OF PUBLIC WORKS WATER & WASTEWATER DIVISION CONSTRUCTION STANDARDS
		GANG WATER METER PIT DETAIL NO SCALE
		SECTION - 2 DRAWING: D2-4

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LANDSCAPE PLAN		SHEET NO. SP-14

**CONSTRUCTION IMPROVEMENT PLAN  
(UTILITY DETAILS)**  
FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**  
ALSO KNOWN AS:  
**#401 MISPILLION STREET**  
SITUATE IN:  
CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7.17-11.00  
SCALE: AS SHOWN

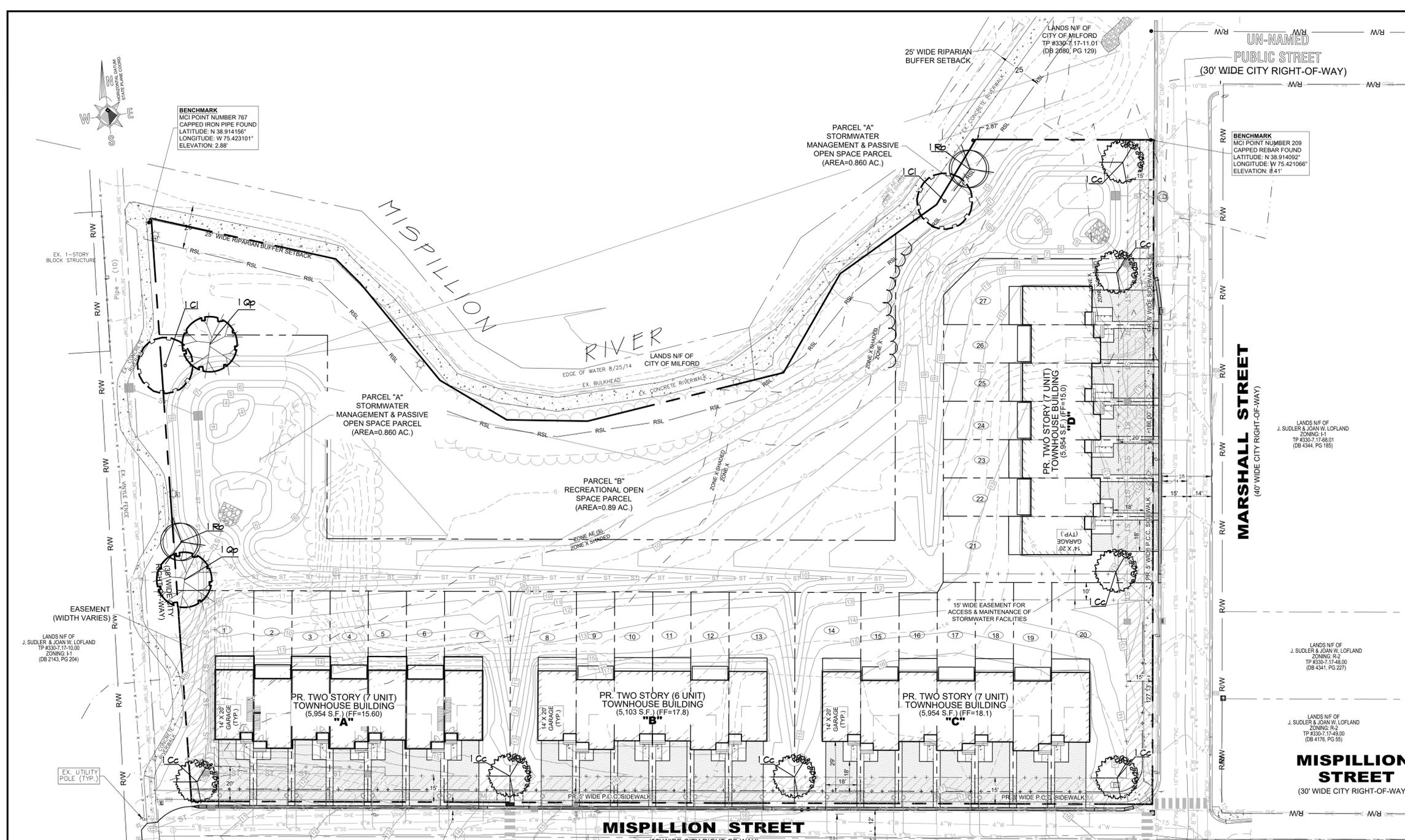
DATE	REVISION	CHKD.	DRAWN BY:HMG	DATE: 18 AUGUST 2022	SHEET#: SP-12
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1/23/25	PER CITY COMMENTS 8/7/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			



02/12/2025  
11:37:53 AM

5215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
UNIT 38 FIVE POINTS SQUARE  
WILMINGTON, DE 19808 LEWES, DE 19958  
PH: 302-992-7900 PH: 302-226-5880





- GENERAL LANDSCAPING NOTES**
- Tree and shrub protection measures shall be installed prior to any demolition or earth moving activities.
  - All proposed berm, landscape bed, and plant material locations are diagrammatic and subject to adjustments in the field. If there is a conflict between proposed or existing utility lines or other site elements and the proposed plantings, the utility location shall govern, adjust the plant location as required.
  - No representation is made regarding soil or subsurface conditions, including suitability for planting.
  - Open spaces are to be stabilized in accordance with specifications included in the "Sediment and Stormwater Management Plan". All seed or sod shall be installed over a minimum of 4 inches of clean topsoil. Unless specified otherwise, apply 10-10-10 fertilizer at a rate of 6000 pounds per acre, and lime at a rate of 1-2 tons per acre prior to seeding. All planting beds shall receive a minimum of 6 inches clean topsoil and 3 inches shredded hardwood mulch.
  - The source of all plant material shall be grown from within one whole-number hardness zone as defined by the USDA.
  - All plant material must meet or exceed the requirements outlined in "The American Standard for Nursery Stock", ANSI Z60.1, latest edition.
  - The handling, planting, and ongoing maintenance of all tree and plant material shall conform to Tree Care Industry Association ANSI A300 standards.
  - All plants shall be free from disease, insect infestation, and mechanical injuries, and shall be guaranteed labor and material for a period of not less than 1 year from date of installation or governing agency acceptance, whichever is later.
  - Size of proposed trees and shrubs as noted in the Landscape Schedule is minimum size at time of planting.
  - The contractor is to notify the Landscape Architect of any discrepancies between this Landscape Plan and the other approved plans for this site.
  - Trees shall be supported immediately after planting. All deciduous trees with a caliper of 4 inches or greater shall be staked with 3 stakes each and smaller deciduous trees shall be staked with 2 stakes each. (Bare root/lips do not get staked). Evergreen trees with a height of greater than 8 feet shall be staked with 3 stakes each, and evergreens with a height of 6 feet to 8 feet shall be staked with 2 stakes each. Evergreens under a height of 6 feet need not be staked/guied.
  - Substitutions are permitted with prior authorization of the Landscape Architect, in accordance with "Plant Material Alternates" due to circumstances involving the unavailability of proposed plant material, without requiring review and re-approval of the plan.
  - Shrubs are to be planted in continuous groupings in one mulch bed, and may include trees, where applicable.
  - No plant, except ground covers, shall be planted less than 4 feet from structures and sidewalks.
  - If a discrepancy is discovered between the Landscape Schedule and plan details, the plan details shall govern.
  - Proposed tree locations are diagrammatic and subject to slight adjustments in the field if necessary.
  - It is the responsibility of the contractor to notify the Landscape Architect of any discrepancies between this Landscape Plan and the other approved plans for this site.
  - Trees shown on this Landscape Plan are required to remain in place, or be replaced if they die or are removed.

**LOT AREA TREE DENSITY REQUIREMENTS**

REQUIREMENT	AREA IN LOTS	SUM PASSIVE OPEN SPACE AREA	TOTAL "LOT AREA"	TOTAL TREES REQUIRED	TREES PROVIDED
1 TREE PER 1000 SF "LOT AREA"	90564 SF	31465 SF	128033 SF	128	13
* 230-19.8, F. (2)					

**STREET TREES REQUIREMENTS**

LOCATION	REQUIREMENT	STREET FRONTAGE	STREET TREES REQUIRED	STREET TREES PROVIDED	
MISPILLION STREET	1 TREE PER 150' ROW	95.4 LF.	3.7	4	
MARSHALL STREET	1 TREE PER 150' ROW	38.2 LF.	2.6	3	
TOTAL	1 TREE PER 150' ROW	93.6 LF.	6.3	7	
* 200-8, G. (1) (f)					

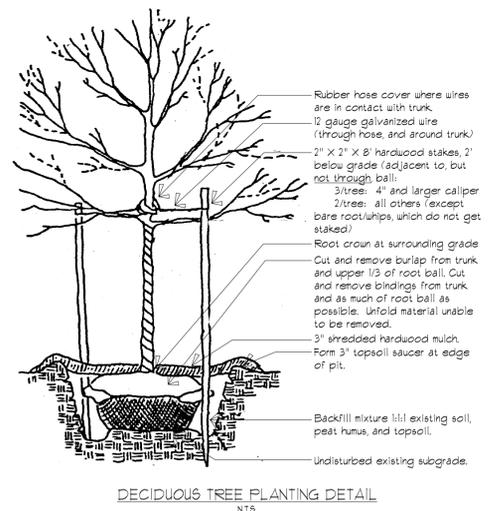
**LANDSCAPE SCHEDULE**

SYMBOL	COMMON NAME	BOTANICAL NAME (LABEL)	SIZE	QTY
	American Hornbeam	Carpinus caroliniana (Cc)	min. 2" cal.	1
	Sugar Hackberry	Celtis laevigata (Cl)	min. 2" cal.	2
	Eastern Redbud	Cercis canadensis (Rb)	min. 2" cal.	2
	Willow Oak	Quercus phellos (Qp)	min. 2" cal.	2

**PLANT MATERIAL ALTERNATES**

The following substitutions are allowed if specified plant selections are unavailable, or if other circumstances prevent a species from being used. In no case shall a substitution result in fewer total species installed than originally proposed.

PROPOSED	PLANT ALTERNATES
Hornbeam	Ulmus alata (Winged Elm)
Hackberry	Cladrastis kentuckia (American yellowwood) Nyssa sylvatica (Blackgum)
Willow Oak	Quercus bicolor (Swamp White Oak) Quercus imbricaria (Shingle Oak)
Eastern Redbud	Crataegus crus-galli var. inermis (Thornless Cockspur Hawthorn) Magnolia virginiana (Sweetbay Magnolia)



THIS PLAN DOES NOT INCLUDE NECESSARY PRECAUTIONS FOR CONSTRUCTION SAFETY. ALL CONSTRUCTION MUST BE DONE IN ACCORDANCE WITH THE OCCUPATION, SAFETY AND HEALTH ACT OF 1970, AND ALL RULES AND REGULATIONS APPROPRIATE THEREOF.

THE CONTRACTOR MUST CONTACT MISS UTILITY AT 1-800-282-8555 FOR EXISTING UTILITY LOCATION MARKOUT A MINIMUM OF 72 HOURS (3 BUSINESS DAYS) PRIOR TO COMMENCEMENT OF ANY EXCAVATION. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO PROTECT THE EXISTING UTILITIES AND MAINTAIN UNINTERRUPTED SERVICE. ANY REPAIR OF DAMAGE TO EXISTING UTILITIES DUE TO CONSTRUCTION ACTIVITIES OR NEGLIGENCE OF THE CONTRACTOR SHALL BE REPAIRED PROMPTLY AT THE EXPENSE OF THE CONTRACTOR.

EXISTING UTILITIES SHOWN ARE IN ACCORDANCE WITH THE INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THIS PLAN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY AND LOCATE ALL UTILITIES, INCLUDING THE ONES FOUND IN THE FIELD DURING CONSTRUCTION, IF ANY, AND TO ALLOW FOR SUCH UTILITIES (DESIGN ADJUSTMENT), IF REQUIRED, DUE TO THE EXISTING UTILITIES SHALL BE THE RESPONSIBILITY OF THE DEVELOPER AND SHALL BE REPORTED TO THE ENGINEER FOR NECESSARY PLAN REVISIONS.

PLAN LOCATIONS AND DIMENSIONS SHALL BE STRICTLY ADHERED TO UNLESS OTHERWISE DIRECTED BY THE ENGINEER.

THE CONTRACTOR MUST BE FAMILIAR WITH ALL PLANS PREPARED FOR THIS PROJECT TO DETERMINE THE FULL EXTENT OF THE SCOPE OF DEVELOPMENT AND CONSTRUCTION.

**LANDSCAPE ARCHITECT'S CERTIFICATION**

I, ROBERT A. SEVENSKY, HEREBY CERTIFY THAT I AM A REGISTERED LANDSCAPE ARCHITECT IN THE STATE OF DELAWARE, AND THAT THE LANDSCAPE ARCHITECTURAL INFORMATION SHOWN ON THIS PLAN HAS BEEN PREPARED BY ME AND/OR UNDER MY DIRECT SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF REPRESENTS ACCEPTED LANDSCAPE ARCHITECTURAL PRACTICES & DESIGN STANDARDS AND COMPLIANCE WITH CITY OF MILFORD, DELAWARE CODE.

ROBERT A. SEVENSKY, R.L.A.  
DELAWARE LICENSE NO. 222

**SHEET INDEX:**

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**CONSTRUCTION IMPROVEMENT PLAN (LANDSCAPE PLAN)**

FOR PROPERTY KNOWN AS:  
**RIVERWALK VILLAS**

ALSO KNOWN AS:  
**#401 MISPELLION STREET**

SITUATE IN:  
CITY OF MILFORD \* SUSSEX COUNTY  
STATE OF DELAWARE  
TAX PARCEL #: 330-7.17-11.00  
SCALE: 1"=30'

DATE	REVISION	CHKD.	DRAWN BY:HMG	DATE: 18 AUGUST 2022	SHEET#:SP-14
2/12/25	PER CITY REVIEW 2/11/25	R.A.G.			
1/23/25	PER CITY COMMENTS 8/17/24	R.A.G.			
5/15/24	REVISED PER CITY COMMENTS	R.A.G.			
9/18/23	REVISED PER OSFM COMMENTS	R.A.G.			
6/19/23	PER CITY ENGINEER COMMENTS	R.A.G.			

**MERESTONE CONSULTANTS, INC.**  
ENGINEERS - PLANNERS - SURVEYORS

8215 WEST WOODMILL DRIVE 35516 CROSSING AVENUE, UNIT 1  
WILMINGTON, DE 19808  
PH: 302-992-7900  
LEWES, DE 19958  
PH: 302-226-5880

PLAN #: 20239RB-330894

**RIVERWALK VILLAS**  
**AGREEMENT FOR PUBLIC IMPROVEMENTS**  
**CITY OF MILFORD, DELAWARE**

This Agreement, hereinafter the “**AGREEMENT**”, dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the equitable property owner MILFORD HOUSING DEVELOPMENT CORPORATION, a Delaware Corporation, hereinafter the “**OWNER**” AND The **City of Milford**, a municipal corporation of the State of Delaware, hereinafter the “**CITY**”.

WHEREAS, the Owner is proposing to construct 27 townhouses on 3.892 acre +/- being Sussex County Tax Parcel Number 3-30-7.17-011.00 located along the north side of Mispillion Street and the west side of Marshall Street known as Riverwalk Villas, hereinafter the “**OWNER’S PROJECT**”; and,

WHEREAS, the Owner intends to develop the parcel in accordance with the project plans to be approved by the City, hereinafter “**THE PLANS**”; and,

WHEREAS, the City has agreed to waive the recreational open space requirement under Chapter 230-19.7(A)(5); and,

WHEREAS, the Owner has agreed to donate Parcel B on the Riverwalk Villas record plan comprised of 0.89 acres located adjacent to the City’s Riverwalk to fulfill the cash in lieu of open space requirement under Chapter 230-19.7(A)(6); and,

WHEREAS, the City has agreed to assist with public street improvements on Mispillion Street as outlined in this Agreement.

NOW THEREFORE, in consideration of the requirements of the City and the services and improvements required by the Owner, the parties hereto agree, under seal, as follows:

1. City Responsibility. The City will install, at its expense:
  - a. All missing curb, sidewalk and ADA ramps along the south side of Mispillion Street between Columbia Street and Marshall Street;
  - b. Road widening along the south side of Mispillion Street between Columbia Street and Marshall Street;
  - c. Mill and overlay Mispillion Street from Columbia Street to Marshall Street.
2. Owner Responsibility. The Owner will install, at its expense:
  - a. All curbs, driveway entrances, sidewalks, storm sewer, water services, sewer services, ADA ramps and road widening on the north side of Mispillion Street from Marshall Street to Columbia Street as shown on The Plans;

3. Conveyance. Owner shall convey to the City the .89 acres identified as Parcel B on the record plans within ninety (90) days of recordation of the Plan at the Office of the Recorder of Deeds in Sussex County.
4. Approvals. All plans and work to be performed by Owner must be reviewed, approved and inspected by the City Engineer and/or the Public Works Department prior to final acceptance by the City.
5. Coordination. The Parties agree to coordinate their efforts and requirements for improvements to Mispillion Street as heretofore stated with the goal to make the work as efficient and seamless as possible. Though not required, the Parties will engage in discussions with the goal to have one contractor perform all work with the cost to be divided based on the responsibilities of each party. If this is not feasible, the Parties shall separately contract for the work each is to perform.
6. Bond. Owner shall provide to the City a standard maintenance bond of one year for the portion of the work it is responsible for under this Agreement.
7. Governing Law. This Agreement shall be governed by the laws of the State of Delaware and the parties hereto agree that the courts of the State of Delaware shall have jurisdiction over any case or controversy and hereby consent to such jurisdiction.
8. Severability. If any section, paragraph, sentence or clause of this Agreement is determined or declared to be invalid or unenforceable by any court of competent jurisdiction, the remainder hereof shall remain in full force and effect.
9. Entire Agreement. This Agreement constitutes the entire understanding of the parties. It supersedes any and all prior agreements between them. There are no representations or warranties other than those herein contained.
10. Amendments. This Agreement shall not be amended except in writing executed by all parties hereto with the same formality as this original Agreement.
11. Binding Effect. This Agreement shall be binding upon and inure to the benefits of the parties hereto, their administrators, successors, successors in interest and assigns.
12. Contra Proferentum. The fact that one party has drafted this Agreement shall in no way be used against that party in construing the terms, conditions, and obligations hereunder.
13. Headings. Headings and captions used herein are solely for the convenience of the parties and shall have no legal significance in construing the terms of this Agreement.
14. Non-Waiver. The failure of either party to exercise any of its rights under this

Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

15. Enforcement. In the event of a breach, this Agreement shall be enforced through a decree of specific performance, the parties agreeing that monetary damages would not provide an adequate remedy.

*[Signatures appear on the next page]*

DRAFT

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed by their officers and their seals to be herewith affixed, this day and year first above written.

Signed, sealed and delivered in the presence of:

MILFORD HOUSING DEVELOPMENT CORPORATION

\_\_\_\_\_

\_\_\_\_\_ (SEAL)

Attest

By: \_\_\_\_\_

STATE OF DELAWARE, COUNTY OF SUSSEX: to-wit

BE IT REMEMBERED, that on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, A.D. , personally appeared before me, the Subscriber, a Notary Public for the State and County aforesaid, \_\_\_\_\_, President of Milford Housing Development Corporation, party to this Indenture, known to me personally to be such, and acknowledged this Indenture to be his/her act and deed and the act and deed of said corporation; that the signature of the President is in his/her own proper handwriting and the seal affixed is the common and corporate seal of said corporation; and that his/her act of signing, sealing, acknowledging and delivering said Indenture was first duly authorized by a resolution of the Board of Directors of said corporation.

Given under my Hand and Seal of office the day and year aforesaid.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_

CITY OF MILFORD

\_\_\_\_\_

\_\_\_\_\_ (SEAL)

Attest/City Clerk

By: F. Todd Culotta, Mayor

(CITY SEAL)

STATE OF DELAWARE :  
 : ss.  
COUNTY OF SUSSEX :

BE IT REMEMBERED, that on this \_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared before me, the Subscriber, a Notary Public for the State and County aforesaid, F. Todd Culotta, Mayor of the City of Milford, party to this Indenture, known to me personally to be such, and he acknowledged this Indenture to be his act and deed.

GIVEN under my hand and seal of office, the day and year aforesaid.

Notary Public

Printed Name of Notary  
My Commission Expires:

DRAFT

12 February 2025

Rob Pierce  
City of Milford  
Planning & Zoning Department  
201 South Walnut Street  
Milford, DE 19963

**Re: Riverwalk Villas—Record Site Plan Review  
(KCI Job No. 131803632.23 – Task 60)**

Dear Mr. Pierce:

Enclosed for your review and approval of the above referenced project, please find revised plans as per KCI Technologies Final Major Subdivision Plan review letter, dated February 11, 2025, Del DOR Pipe Angle Cover Worksheet. We are waiting on the Sussex Conservation District's review and/or approval of our stormwater resubmission.

On behalf of our client, Milford Housing Development, Corp., I, respectively, request that this application be placed on the earliest available Planning Commission agenda with final approval contingent upon receiving SCD approval.

The following items have been addressed.

**57. Comment addressed; Nyloplast inlets have been removed and replaced with standard Del DOT structures.**

**58. Comment Addressed; Nyloplast details have been removed, Del DOT details have been added.**

If any additional information is required for this review, please reach out at your earliest convenience. Thanks for your time and consideration,

Sincerely,

Sincerely,  
Roger A. Gross, P.E.  
Merestone Consultants, Inc.



ISO 9001:2015 CERTIFIED

ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS

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

February 21, 2025

City of Milford  
201 South Walnut Street  
Milford, Delaware 19963

Attention: Rob Pierce

**Subject: Riverwalk Villas – Final Major Subdivision Plan**  
KCI Job No. 131803632.23 – Task 60

Dear Mr. Pierce:

As requested, KCI Technologies reviewed the Final Major Subdivision Plans for Riverwalk Villas per the City of Milford’s Standard Specifications, codes, and general engineering best practices. These plans were submitted by Merestone Consultants, Inc. and are dated August 18, 2022 with the latest revision of February 12, 2025.

**Comment 30a shall be addressed before the final plan approval.**

1. Clarify/show calculations of how the required minimum and provided open space area are calculated. **Addressed.**
2. Clarify how the number of proposed parking spaces are calculated and show calculations in the Site Data. City of Milford Zoning requires 2.5 parking spaces for each dwelling unit. **Addressed.**
3. Provide the name of the utility providers in the Site Data Column (Gas, Electric, Water, etc.) Comment Remains – Provide the name of the gas provider in the Data Column and revise the plans accordingly. **Addressed.**
4. Remove the “ND” from the statement regarding the water supply in Data Column. In addition, remove reference to DNREC approval. Only City engineer and DHSS Office of Engineering are needed for drinking water. **Addressed.**
5. Add minimum townhouse parcel size of 1 acre and actual parcel size to the Height, Area, and Bulk Table. **Addressed.**
6. Remove Maximum Building Coverage from the Height, Area, and Bulk Table. **Addressed.**
7. Provide the minimum side yard setback in the Height, Area, and Bulk Table (10 feet, aggregate 30 feet). **Addressed.**

8. The Data Column lists 28 proposed lots; however, there are 27 proposed lots shown on the plans. Revise the number of lots in Data Column accordingly. **Addressed.**
9. The rear yard setback requirement in the R-3 district is 30 feet. The bulk table indicates that only 29 feet is provided. Revise the table and update the plans to meet the minimum setback requirement or submit individual variance applications for each lot asking for Board of Adjustment relief from the rear setback requirement. Addressed with Comment – Provide rear setback dimension on the plan. **Addressed.**
10. Provide active open space as required by Chapter 230-19.7(A). The code requires 275 square feet of active open space per dwelling unit. If a cash in lieu option is preferred, procedures for the determination of suitability are listed in this same section. Comment Remains – Provide the correspondence with the City of Milford. Comment Remains. **Addressed with Comment – Per the engineer’s response, correspondence between the Developer and City regarding transferring land for public use is underway.**
11. Indicate the amount of passive open space provided as described under Chapter 230-19.7 (B). **Addressed.**
12. Update the information under Lot Area Rationale for Passive Open Space and Active Open Space based on comments 10 and 11 of this letter. **Addressed.**
13. Provide a FEMA map on the cover sheet. **Addressed.**
14. Provide a statement regarding presence or absence of state or federal wetland. In addition, provide a wetland certification statement on the cover sheet. Comment Remains – Include a wetland certification statement on the cover sheet. **Addressed.**
15. Show/label the 25’ wetland buffer line. Per Chapter 230-45.2, “No buildings, structures, impervious surface, fill, obstructions to drainage, or land disturbance shall be situated nearer than 25 feet to a delineated wetland area. **Addressed.**
16. Replace the site plan record plan notes with the attached major subdivision record plan notes. Incorporate the attached major subdivision construction plan notes within the plan set. Comment Remains. **Addressed.**
17. Currently, there are no sanitary sewer cleanouts shown for units ‘A4’ and ‘C4’. Revise the plans so all units are connected to sanitary sewer. **Addressed.**
18. Label any proposed curbing on the Site Construction Plan and revise the plan accordingly. Comment Remains – Curbing should be provided to protect the green space between each lot, specially where the water meters are proposed. Comment Remains – Although curb is proposed it is depressed in most green space/meter locations. Verify how the water meters will be protected from vehicular traffic. Comment Remains – Revise the meter locations to be within the sidewalk using dual pits leaving the grass area to prevent the meters from being run over. Revise the plans accordingly. **Addressed.**
19. The city is concerned that the developer is designing these lots to the maximum allowed impervious coverage. Homeowners may not be allowed to add sheds, additions, covered decks, etc. without obtaining variances from the Board of Adjustment. **Addressed with comment – Per engineer’s response the property line has been moved back 15’ to allow for room for some customization in each unit and for an eight-foot patio at the rear of each unit.**

20. Change the zoning of Parcel 3-30-7.17-068.01 to ‘I-1.’ **Addressed.**
21. Remove the Data Column, approval blocks, general notes from the Record Plan. These are on the cover sheet. The entire subdivision plan set will need to be recorded once final major subdivision approval is obtained. **Addressed.**
22. Label the lots with number (1, 2, 3, etc.) instead of A1, B1, C1, etc. **Addressed.**
23. Label each open space area with a unique identifier (A, B, C, etc.) and provide the areas for these proposed parcels in the data column under open space. **Addressed.**
24. Dimension the rear setback for townhouse building D. **Addressed.**
25. Extend the proposed sidewalk from lot D7 north along the west side of Marshall Street to the property line shared with the City of Milford. **Addressed.**
26. Place the water meters in the sidewalk outside the driveway path and revise the plans accordingly. Comment Remains – Water meter will need to be protected from vehicular traffic if depressed curbing is proposed. Comment Remains – Verify how the water meters will be protected from the vehicular traffic. Comment Remains – Revise the meter locations to be within the sidewalk using dual pits leaving the grass area to prevent the meters from being run over. Revise the plans accordingly. **Addressed.**
27. Currently, the Construction Plan does not show the location of ADA ramps. Revise the plans to show the location of all the ADA ramps. In addition, show detectable warning surfaces for the ADA ramps and revise the plans accordingly. Addressed with comment – Show all existing features in gray scale and revise the plans accordingly. **Addressed.**
28. Show the location of all fire hydrants (existing and proposed) on the Construction Improvement Plan. If there are any existing fire hydrants make sure to show them on the existing conditions plan as well. **Addressed.**
29. Will the developer be providing fire lines to each building? If so, show these on the preliminary utility plan. **Comment Noted.**
30. Submit the following for final approval:
  - a. Sussex Conservation District Approval for the Stormwater and Erosion & Sediment Control Plans. Comment Remains. **Comment Remains.**
  - b. Fire Marshal Approval. **Addressed.**
  - c. DHSS Office of Engineering. Comment Remains. **Addressed.**
  - d. SFMO Approval. **Addressed.**
  - e. Confirm if CLOMR-F that was previously approved for the apartment site plan is still relevant to the updated grading design. If not, please submit updated CLOMR-F application and engineering report. Comment Remains – Provide correspondence and conditional approval from FEMA once obtained. **Addressed.**
31. Ensure the previously completed LOMR-F is consistent with the proposed grading activities for the site. A LOMR-F will be required prior to the issuance of any building permits. Comment Remains – Provide approval once obtained. **Addressed with comment – Provide a LOMR-F to the city of Milford once it is available.**

32. Please note that any trees shown on the landscaping plan will be required to remain in place or be replaced if they die or removed. The developer may want to consider limiting the number of trees shown in the private rear and side yards. These trees could be relocated into the open space areas or along the existing or proposed sidewalk/trails. **Addressed.**
33. On several sheets the street name background is not transparent and is obscuring utility, curb, and street details. Adjust background of road name labels so they do not obstruct information. **Addressed.**
34. A permit needs to be obtained in order to work within the flood plain and wetland areas. Comment Remains – Although the letter from the Army Corp. of Engineer’s satisfies the requirements for the wetlands on site, correspondence and permitting from FEMA will be required. Please refer to the comments above for additional information. **Addressed.**
35. Provide copies of any Deed restrictions or HOA documents. Comment Remains - Provide deed restrictions and HOA documents once obtained. **Addressed.**
36. Coordinate with the Electric department for the Electric design. **Addressed.**

**Address the comments below with regard to sheet SP-1:**

37. Change the title sheet to refer to Final Major Subdivision instead of Record Site Plan. **Addressed.**
38. Determine if this project will be phased. **Addressed - No phasing is proposed.**
39. Turn on the building layer on the site location map. **Addressed.**
40. Provide a list of waivers approved by City Council in the Data Column if there are any. **Comment Noted - Per the engineer’s response no waiver(s) have been requested or provided.**

**Address the comments below with regard to sheet SP-4 and SP-5:**

41. Dimension the townhouse front offset distance. Chapter 230-11(D)(3)(j) states “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.” **Addressed.**
42. Dimension the pavement widths for Mispillion Street and Marshall Street adjacent to the project site. **Addressed.**
43. Chapter 230-20(B) requires a minimum of 2 feet separation between the driveway and the adjacent side property line. Provide separation between the Townhouse driveways. **Addressed.**
44. Dimension the typical driveway width and length behind the sidewalk to ensure cars can park without blocking the sidewalk. **Addressed.**
45. The crosswalk extending from Lot 10 to the south side of Mispillion Street will need to be relocated so that one side isn’t in a proposed driveway. **Addressed.**

**Address the comments below with regard to sheet SP-6:**

46. For the proposed concrete pipes, provide the class in the storm sewer pipe table and in the profile. **Addressed.**
47. Per City of Milford’s checklist, provide drainage flow arrows. Comment Remains. **Addressed.**
48. We recommend providing an easement for the storm drain in front of the lots. In addition, we recommend proposing additional inlet structure between driveway lots 1 through 7. Comment Remains – Although the easement has been added to the plan, there are two easement line styles shown (one 5’ and one 10’) suggesting two separate easements. Revise the plans to provide one 20’ utility easement that encompasses the meters and storm drainpipes dedicated to the City for maintenance and access. **Addressed.**
49. Clarify the existing water and sewer main elevations to confirm the proposed services will not have a conflict with the proposed storm drain. **Addressed.**
50. Confirm the inverts for structure 1D. **Addressed.**

**Address the comments below with regard to sheet SP-7:**

51. Show more spot grades in the driveways for buildings B and C so positive drainage away from the buildings can be verified. **Addressed.**
52. Currently, the finished floor elevations are lower than the spot grades at the front corners of the building. This would direct the flow toward the building. Revise the grading so the flow is away from the building. In addition, individual finished floors and garage finished floors shall be provided with the next submission. Comment Remains – Currently, some of the grading is less than 2 feet outside of the building. Verify if the buildings are on a slab. Based on this response grading may need to be revised. **Addressed.**
53. Currently, the grading sends most of the runoff towards lot 1. We recommend revising the grading to propose positive drainage across the site. **Addressed.**
54. Provide the proposed finished floor elevation for building D. Comment Remains – The finished floor is 15’. However, there is no number 14 contour outside the building. Revise grading for this area. **Addressed.**

**Address the comments below with regard to sheet SP-8 and SP-9:**

55. Provide the stone size, blanket thickness, and underlain with filter fabric for the proposed rock outlet protection apron. **Addressed.**

**Address the comments below with regard to sheet SP-13:**

56. Chapter 200-8(G)(1)(f) requires 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.” The preliminary landscaping plans showed trees planted along the west side of Lot 1, between lots 7 & 8, between lots 13 & 14, on the east side of Lot 20, and in the open space north of Lot 27. Adjust the plan to

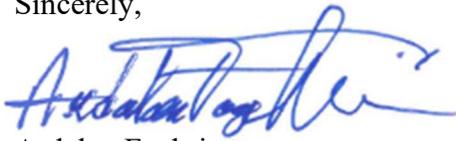
accommodate shade tree requirement and then space remaining required trees in the open space parcel. **Addressed.**

**New Comments:**

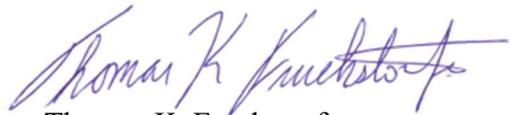
57. Currently, some of the proposed pipes do not meet the angle required per the DelDOT angle and cover worksheet. Provide the minimum angle and cover worksheet with your next submission and revise the plans accordingly. Comment Remains – Although the structure has been revised, Nyloplast basins are not to be used within the pavement. Revise accordingly and resubmit the DelDOT angle and cover worksheet with your next submission. **Addressed.**
58. Since the Nyloplast inlets have been changed to 36” diameter, revise the detail on sheet Sp-13 to 36” and revise the plans accordingly. **Addressed with comment – Nyloplast inlets have been removed and replaced with standard DelDOT structures.**

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

Sincerely,



Ardalan Faghri,  
Senior Design Engineer



Thomas K. Fruehstorfer  
Senior Project Manager



August 26, 2024

***CITY OF MILFORD***

***APPROVAL TO CONSTRUCT***

***City of Milford***

Riverwalk Villas

PWS #DE0000616

Approval #24W167

Dave Moore  
Milford Housing Development, Corp.  
977 East Masten Circle  
Milford, DE 19963

Dear Applicant:

As provided by Section 2.11 of the *State of Delaware Regulations Governing Public Drinking Water Systems*, you are granted approval to construct Riverwalk Villas, connecting services for the 27-unit townhouse development to the existing main, in accordance with the plans submitted by Merestone Consultants, Inc. The plans consist of:

1. Transmittal letter dated August 16, 2024.
2. Application for Construction of New or Existing PWS.
3. Two copies of the plans entitled “Final Major Subdivision Plan for Property Known As: Riverwalk Villas” dated August 18, 2022 and revised May 15, 2024.

These plans, as noted, are made a part of this approval. This approval is granted subject to the enclosed list of conditions.

It is the owner’s responsibility to ensure as-built drawings are maintained throughout all phases of construction. Prior to receiving an Approval to Operate, the Office of Engineering requires one set of as-built drawings, including profile markups.

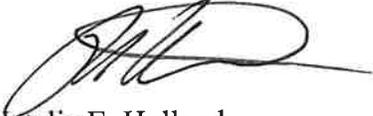
The Office of Engineering recommends detectable tracer tape that is three inches wide and blue in color to be installed directly above all water mains larger than two inches in diameter.

Milford Housing Development, Corp.  
August 26, 2024  
Page 2

I am sending one set of plans with a copy of this approval to Merestone Consultants, Inc. that is signed and dated by the Office of Engineering.

Should you have any questions regarding this matter, please feel free to contact Natalie Holland at (302) 741-8640.

Plans reviewed by:



Natalie E. Holland  
Engineer II  
Office of Engineering

cc: Roger Gross, Merestone Consultants, Inc.  
James Puddicombe, City of Milford  
Kevin Cottman, Office of Drinking Water

1. The approval is void if construction has not been started by August 26, 2025.
2. The project shall be constructed in accordance with the approved plans and all required conditions listed in this Approval to Construct. If any changes are necessary, revised plans shall be submitted and a supplemental approval issued prior to the start of construction. As-built plans including profile mark-ups must be submitted to the Office of Engineering after construction has been completed.
3. Representatives of the Division of Public Health may inspect this project at any time during the construction.
4. This approval does not cover the structural stability of any units or parts of this project.
5. The water system shall be operated in conformance with the *State of Delaware Regulations Governing Public Drinking Water Systems*.
6. All wells, pipes, tanks, and equipment which can convey or store potable water shall be disinfected in accordance with the current AWWA procedures. Plans or specifications shall outline the procedure and include the disinfectant dosage, contact time, and method of testing the results of the procedure. (Recommended Standards for Water Works 2022 Edition 2.15)
7. Water mains crossing sanitary and storm sewers should be laid to provide a minimum vertical distance of 18 inches between the outside of the water main and the outside of the sewer, and the water main should be above the sewer. At crossings, one full length of water pipe should be located so both joints will be as far from the sewer as possible. Special structural support for the water and sewer pipes may be required. In cases where it is not practical to maintain an 18-inch separation, the Division may allow deviation on a case-by-case basis if supported by data from the design engineer.
8. Water mains should be laid 10 feet horizontally from any existing or proposed sanitary or storm sewers. The distance should be measured edge to edge. In cases where it is not practical to maintain a 10-foot separation, the Division may allow deviation on a case-by-case basis if supported by data from the design engineer.
9. All chemicals, materials, mechanical devices, and coatings in contact with potable water shall comply with National Sanitation Foundation/American National Standards Institute Standards (NSF/ANSI) 60 and 61 and shall be inert, nontoxic, and shall not impart any taste, odor, or color to the water.
10. Sufficient valves should be provided so that inconvenience and sanitary hazards will be minimized during repairs. Valves should be located at not more than 500-foot intervals in commercial districts and at not more than one block or 800-foot intervals in other districts.

11. There shall be no connection between the distribution system and any pipes, pumps, hydrants, or tanks whereby unsafe water or other contaminating materials may be discharged or drawn into the system.
12. Fire hydrant drains shall not be connected to or located within 10 feet of sanitary sewers, storm sewers, or storm drains.
13. Prior to usage of water from this new well, water plant, storage plant, or distribution system, approval for the water quality must be obtained from the Division of Public Health.
14. The water system should be capable of providing at least 25 psi at ground level at all times throughout the distribution system.
15. All plastic pipe utilized in this drinking water system shall be approved for potable water use (NSF-pw). If any piping is joined with solder or flux, the solder and flux shall be lead free (less than or equal to 0.2 percent lead).
16. All water lines should be buried to a depth of at least 3 feet.
17. A Certificate of Public Conveniences and Necessity should be acquired from the Public Service Commission, (302) 739-4247.
18. This approval is for the distribution system only. Plans and specifications for all well plumbing, pumps, storage (including any interior coatings), and treatment must be submitted to and approved by this office prior to their installation.
19. The approval is subject to immediate revocation upon violation of any of the preceding conditions.
20. All other local (county/city/town) approvals or permits needed must be obtained prior to beginning construction.
21. Upon completion of construction and before the system is placed into operation, a "Notice of Completion" must be submitted to the Office of Engineering. Before placing the system into operation, the following must be adhered to:
  - a. Submit a set of as-built plans with profile markups to the Office of Engineering.
  - b. Obtain an Approval to Operate from the Office of Engineering.



**OFFICE OF THE STATE FIRE MARSHAL  
Technical Services**

22705 Park Avenue  
Georgetown, DE 19947



**SFMO PERMIT – SHALL BE POSTED ON JOBSITE UNTIL FINAL INSPECTION**

**Plan Review Number:** 2023-04-214707-MJS-02

**Tax Parcel Number:** 330-7.17-11.00

**Status:** **Approved as Submitted**

**Date:** 02/06/2024

**Project**

Riverwalk Villas

Misphillion Street

Riverwalk Villas

Milford DE 19963

**Scope of Project**

**Number of Stories:**

**Square Footage:**

**Construction Class:**

**Fire District:** 42 - Carlisle Fire Co Inc

**Occupant Load Inside:**

**Occupancy Code:** 9602

**Applicant**

Heather Gilbert

33516 Crossing Avenue Unit 1

Lewes, De 19958

This office has reviewed the plans and specifications of the above described project for compliance with the Delaware State Fire Prevention Regulations, in effect as of the date of this review.

A Review Status of "Approved as Submitted" or "Not Approved as Submitted" must comply with the provisions of the attached Plan Review Comments.

Any Conditional Approval does not relieve the Applicant, Owner, Engineer, Contractor, nor their representatives from their responsibility to comply with the plan review comments and the applicable provisions of the Delaware State Fire Prevention Regulations in the construction, installation and/or completion of the project as reviewed by this Agency.

A final inspection is required.

This Plan Review Project was prepared by:

Desiree McCall

Fire Protection Specialist II

## FIRE PROTECTION PLAN REVIEW COMMENTS

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**Plan Review Number:** 2023-04-214707-MJS-02

**Tax Parcel Number:** 330-7.17-11.00

**Status:** Approved as Submitted

**Date:** 02/06/2024

### PROJECT COMMENTS

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- 1002 A** This project has been reviewed under the provisions of the Delaware State Fire Prevention Regulations (DSFPR) ADOPTED September 1, 2021. The Delaware State Fire Prevention Regulations are available on our website at [www.statefiremarshal.delaware.gov](http://www.statefiremarshal.delaware.gov). These plans were not reviewed for compliance with the Americans with Disabilities Act (ADA). These plans were not reviewed for compliance with any Local, Municipal, nor County Building Codes. The Office of the State Fire Marshal recommends the installation of fire sprinkler systems in all residential occupancies, including one- and two-family dwellings, duplexes, and townhomes. For additional information on residential sprinkler systems, please see here: [https://statefiremarshal.delaware.gov/wp-content/uploads/sites/110/2017/07/Home\\_Sprinkler\\_Brochure.pdf](https://statefiremarshal.delaware.gov/wp-content/uploads/sites/110/2017/07/Home_Sprinkler_Brochure.pdf)
- 1040 A** This site meets Water Flow Table 2, therefore the following water for fire protection requirements apply: Main Sizes: 6" minimum. Minimum Capacity: 1,000 gpm @ 20 psi residual for 1 hour duration. Hydrant Spacing: 800' on center.
- 1180 A** This report reflects site review only. It is the responsibility of the applicant and owner to forward copies of this review to any other agency as required by those agencies.
- 1190 A** Separate plan submittal is required for the building(s) proposed for this project.
- 1132 A** Fire hydrants shall be color coded in accordance with the DSFPR, Reg 703, Chap 3. This includes both color coding the bonnet and 2" reflective tape around the barrel under the top flange.
- 1232 A** All threads provided for fire department connections, to sprinkler systems, standpipes, yard hydrants or any other fire hose connections shall be uniform to those used by the fire department in whose district they are located. DSFPR Reg 703, Chap 1
- 1432 A** The steamer connection of all fire hydrants shall be so positioned so as to be facing the street or fire lane. (DSFPR Regulation 705, Chapter 5, Section 10). The

**center of all hose outlet(s) on fire hydrants shall be not less than 18 inches above finalgrade (NFPA 24)**

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- 1501 A** If there are any questions about the above referenced comments please feel free to contact the Fire Protection Specialist who reviewed this project. Please have the plan review number available when calling about a specific project. When changes or revisions to the plans occur, plans are required to be submitted, reviewed, and approved.



# Federal Emergency Management Agency

Washington, D.C. 20472

## CONDITIONAL LETTER OF MAP REVISION BASED ON FILL COMMENT DOCUMENT

COMMUNITY AND MAP PANEL INFORMATION		LEGAL PROPERTY DESCRIPTION
COMMUNITY	CITY OF MILFORD, SUSSEX COUNTY, DELAWARE	A parcel of land, as described in the Deed recorded on November 8, 2006, in the Office of the Recorder of Deeds, Sussex County, Delaware  SUPERSEDES OUR PREVIOUS COMMENT DOCUMENT (This Additional Consideration applies to all properties in the CLOMR-F COMMENT DOCUMENT (REMOVAL))  This Comment Document supersedes our previous Comment Documents dated 02/08/2019 and 08/03/2018, for the subject property.  The portion of property is more particularly described by the following metes and bounds:
	COMMUNITY NO.: 100042	
AFFECTED MAP PANEL	NUMBER: 10005C0041K  DATE: 3/16/2015	
FLOODING SOURCE: MISPELLION RIVER		APPROXIMATE LATITUDE & LONGITUDE OF PROPERTY: 38.913307, -75.422123 SOURCE OF LAT & LONG: LOMA LOGIC DATUM: NAD 83

COMMENT TABLE REGARDING THE PROPOSED PROPERTY (PLEASE NOTE THAT THIS IS NOT A FINAL DETERMINATION. A FINAL DETERMINATION WILL BE MADE UPON RECEIPT OF AS-BUILT INFORMATION REGARDING THIS PROPERTY.)

LOT	BLOCK/SECTION	SUBDIVISION	STREET	OUTCOME WHAT WOULD BE REMOVED FROM THE SFHA	FLOOD ZONE	1% ANNUAL CHANGE FLOOD ELEVATION (NAVD 88)	LOWEST ADJACENT GRADE ELEVATION (NAVD 88)	LOWEST LOT ELEVATION (NAVD 88)
--	--	--	401 Mispillion Street	Portion of Property	X (shaded)	9.0 feet	--	9.0 feet

**Special Flood Hazard Area (SFHA)** - The SFHA is an area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood).

ADDITIONAL CONSIDERATIONS (Please refer to the appropriate section on Attachment 1 for the additional considerations listed below.)

LEGAL PROPERTY DESCRIPTION	STATE LOCAL CONSIDERATIONS
PORTIONS REMAIN IN THE SFHA CONDITIONAL LOMR-F DETERMINATION	

This document provides the Federal Emergency Management Agency's comment regarding a request for a Conditional Letter of Map Revision based on Fill for the property described above. Using the information submitted and the effective National Flood Insurance Program (NFIP) map, we have determined that the proposed described portion(s) of the property(ies) would not be located in the SFHA, an area inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood) if built as proposed. Our final determination will be made upon receipt of a copy of this document, as-built elevations, and a completed Community Acknowledgement form. Proper completion of this form certifies the subject property is reasonably safe from flooding in accordance with Part 65.5(a)(4) of our regulations. Further guidance on determining if the subject property is reasonably safe from flooding may be found in FEMA Technical Bulletin 10-01. A copy of this bulletin can be obtained by calling the FEMA Map Assistance Center toll free at (877) 336-2627 (877-FEMA MAP) or from our web site at <http://www.fema.gov/mit/tb1001.pdf>. This document is not a final determination; it only provides our comment on the proposed project in relation to the SFHA shown on the effective NFIP map.

This comment document is based on the flood data presently available. The enclosed documents provide additional information regarding this request. If you have any questions about this document, please contact the FEMA Mapping and Insurance eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426.

  
 Patrick "Rick" F. Sacbibit, P.E., Branch Chief  
 Engineering Services Branch  
 Federal Insurance and Mitigation Administration



# Federal Emergency Management Agency

Washington, D.C. 20472

## CONDITIONAL LETTER OF MAP REVISION BASED ON FILL COMMENT DOCUMENT

ATTACHMENT 1 (ADDITIONAL CONSIDERATIONS)

### LEGAL PROPERTY DESCRIPTION (CONTINUED)

Beginning at a point, located on the northeasterly corner of the intersection of Mispillion Street and Columbia Street representing the Southwesterly property corner. For said base flood elevation boundary the following fifty-five (55) courses and distances to wit; Segment #1 : Line: Course: N03° 01' 59"E Length: 26.13', thence Segment #2 : Line: Course: N10° 42' 09"E, Length: 10.92', thence Segment #3 : Line: Course: N15° 07' 57"E, Length: 13.14', thence Segment #4 : Line: Course: N12° 16' 57"E, Length: 41.21', thence Segment #5 : Curve: Length: 26.84', Radius: 20.00' Delta: 076.9023 (d) Tangent: 15.88' Chord: 24.87' Course: N50° 44' 01"E, thence Segment #6 : Line: Course: N89° 11' 05"E Length: 14.17', thence Segment #7 : Line: Course: S86° 40' 28"E Length: 78.91', thence Segment #8 : Line: Course: S85° 51' 33"E Length: 58.81', thence Segment #9 : Curve: Length: 7.22', Radius: 5.00' Delta: 082.6908 (d) Tangent: 4.40' Chord: 6.61' Course: S44° 30' 50"E, thence Segment #10 : Line: Course: S03° 10' 06"E Length: 25.01', thence Segment #11 : Line: Course: S83° 15' 26"E Length: 2.01', thence Segment #12 : Line: Course: N17° 30' 50"E Length: 27.05', thence Segment #13 : Curve: Length: 6.68' Radius: 5.00' Delta: 076.5025 (d) Tangent: 3.94' Chord: 6.19' Course: N55° 45' 55"E, thence Segment #14 : Line: Course: S85° 59' 01"E Length: 118.92', thence Segment #15 : Line: Course: N07° 52' 00"E Length: 1.99', thence Segment #16 : Line: Course: N79° 43' 27"W Length: 111.22', thence Segment #17 : Line: Course: N07° 50' 54"E Length: 8.03', thence Segment #18 : Line: Course: S85° 41' 17"E Length: 20.59', thence Segment #19 : Line: Course: N85° 40' 38"E Length: 3.42', thence Segment #20 : Line: Course: S86° 11' 52"E Length: 52.59', thence Segment #21 : Line: Course: S81° 50' 25"E Length: 21.03', thence Segment #22 : Line: Course: N15° 46' 39"E Length: 4.18', thence Segment #23 : Line: Course: N16° 49' 51"E Length: 1.28', thence Segment #24 : Line: Course: N19° 04' 06"E Length: 0.99', thence Segment #25 : Line: Course: N25° 33' 46"E Length: 0.61', thence Segment #26 : Line: Course: N51° 43' 20"E Length: 18.59', thence Segment #27 : Line: Course: N52° 26' 30"E Length: 22.84', thence Segment #28 : Line: Course: N53° 04' 05"E Length: 17.52', thence Segment #29 : Line: Course: N59° 13' 20"E Length: 35.04', thence Segment #30 : Line: Course: N67° 01' 46"E Length: 15.12', thence Segment #31 : Line: Course: N67° 02' 43"E Length: 9.67', thence Segment #32 : Line: Course: N69° 06' 54"E Length: 4.17', thence Segment #33 : Line: Course: N75° 23' 38"E Length: 0.65', thence Segment #34 : Line: Course: S88° 04' 43"E Length: 0.60', thence Segment #35 : Line: Course: S83° 39' 47"E Length: 3.01', thence Segment #36 : Line: Course: S82° 29' 57"E Length: 4.64', thence Segment #37 : Line: Course: N13° 12' 27"E Length: 22.48', thence Segment #38 : Line: Course: N15° 39' 56"E Length: 23.35', thence Segment #39 : Curve: Length: 36.80' Radius: 49.02' Delta: 043.0061 (d) Tangent: 19.31' Chord: 35.94' Course: N27° 32' 31"E Segment #40 : Line: Course: S43° 51' 31"E Length: 5.98', thence Segment #41 : Curve: Length: 27.61' Radius: 39.39' Delta: 040.1618 (d) Tangent: 14.40' Chord: 27.05' Course: S23° 26' 22"W Segment #42 : Line: Course: S03° 05' 52"W Length: 61.89', thence Segment #43 : Line: Course: S82° 43' 33"E Length: 2.02', thence Segment #44 : Line: Course: N11° 08' 09"E Length: 60.65', thence Segment #45 : Curve: Length: 44.96' Radius: 30.00' Delta: 085.8601 (d) Tangent: 27.91' Chord: 40.87' Course: N54° 03' 57"E Segment #46 : Line: Course: S83° 00' 14"E Length: 19.57', thence Segment #47 : Line: Course: S82° 53' 23"E Length: 40.48', thence Segment #48 : Line: Course: S77° 35' 22"E Length: 2.51', thence Segment #49 : Curve: Length: 17.93' Radius: 15.00' Delta: 068.5000 (d) Tangent: 10.21' Chord: 16.88' Course: N68° 09' 38"E Segment #50 : Line: Course: N33° 54' 38"E Length: 10.32', thence Segment #51 : Line: Course: N15° 36' 40"E Length: 26.34', thence Segment #52 : Line: Course: S52° 46' 12"E Length: 5.82', thence Segment #53 : Line: Course: S45° 29' 10"E Length: 3.62', thence Segment #54 : Line: Course: S07° 06' 57"W Length: 347.58', thence Segment #55 : Line: Course: N82° 49' 25"W Length: 553.96' to the Point of Beginning

This attachment provides additional information regarding this request. If you have any questions about this attachment, please contact the FEMA Mapping and Insurance eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426.

  
Patrick "Rick" F. Sacbibit, P.E., Branch Chief  
Engineering Services Branch  
Federal Insurance and Mitigation Administration



# Federal Emergency Management Agency

Washington, D.C. 20472

## CONDITIONAL LETTER OF MAP REVISION BASED ON FILL COMMENT DOCUMENT

ATTACHMENT 1 (ADDITIONAL CONSIDERATIONS)

### PORTIONS OF THE PROPERTY REMAIN IN THE SFHA (This Additional Consideration applies to the preceding 1 Property.)

Portions of this property, but not the subject of the Determination/Comment document, may remain in the Special Flood Hazard Area. Therefore, any future construction or substantial improvement on the property remains subject to Federal, State/Commonwealth, and local regulations for floodplain management.

### CONDITIONAL LOMR-F DETERMINATION (This Additional Consideration applies to the preceding 1 Property.)

Comments regarding this conditional request are based on the flood data presently available. Our final determination will be made upon receipt of this Comment Document, certified as-built elevations and/or certified as-built survey. Since this request is for a Conditional Letter of Map Revision based on Fill, we will also require the applicable processing fee, and the "Community Acknowledgement" form. Please note that additional items may be required before a final as-built determination is issued.

This letter does not relieve Federal agencies of the need to comply with Executive Order 11988 on Floodplain Management in carrying out their responsibilities and providing Federally undertaken, financed, or assisted construction and improvements, or in their regulating or licensing activities.

### STATE AND LOCAL CONSIDERATIONS (This Additional Consideration applies to all properties in the CLOMR-F COMMENT DOCUMENT)

Please note that this document does not override or supersede any State or local procedural or substantive provisions which may apply to floodplain management requirements associated with amendments to State or local floodplain zoning ordinances, maps, or State or local procedures adopted under the National Flood Insurance Program.

This attachment provides additional information regarding this request. If you have any questions about this attachment, please contact the FEMA Mapping and Insurance eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426.

Patrick "Rick" F. Sacibit, P.E., Branch Chief  
Engineering Services Branch  
Federal Insurance and Mitigation Administration



**CITY OF MILFORD**

**NOTICE OF PUBLIC HEARINGS**

Planning Commission Hearing: Tuesday, March 18, 2025 @ 6:00 p.m.

City Council Hearing: Monday, March 24, 2025 @ 6:00 p.m.

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

**ORDINANCE 2025-06**

Application of Milford Housing Development Corporation on behalf of Riverwalk Villas  
for a Final Major Subdivision

3.829 +/- acres of land located along the north side  
of Mispiration Street and west side of Marshall Street

Comprehensive Plan Designation: Moderate Density Residential

Zoning District: R-3 (Garden Apartment & Townhouse District)

Present use: Vacant Land; Proposed Use: Townhouse Subdivision

Tax Parcel: 3-30-7.17-11.00

WHEREAS, the owners of the property as above described herein have petitioned the City of Milford for the Final Major Subdivision; and

WHEREAS, the City of Milford Planning Commission will consider the application at a Public Hearing on March 18, 2025, whereby public comment will be taken and a recommendation will be made; and

WHEREAS, Milford City Council will hold a Public Hearing on March 24, 2025 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 Final Major Subdivision Plan of Milford Housing Development Corporation 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.

Section 2. The Final 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 this community.

Section 4. The Final Major Subdivision Plan will not adversely affect the orderly development of adjacent properties and will maintain the preservation of property values.

Section 5. Dates.

City Council Introduction: March 10, 2025

Planning Commission Review & Public Hearing: March 18, 2025

City Council Public Hearing: March 24, 2025

Effective: Ten Days following Adoption

For additional information, please contact Rob Pierce in the Planning & Economic Development Department either by e-mail at [RPierce@milford-de.gov](mailto:RPierce@milford-de.gov) or by calling 302.424.8396.

Published: *Daily State News 03/02/2025*

**RIVERWALK VILLAS**  
**AGREEMENT FOR PUBLIC IMPROVEMENTS**  
**CITY OF MILFORD, DELAWARE**

This Agreement, hereinafter the “**AGREEMENT**”, dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the equitable property owner MILFORD HOUSING DEVELOPMENT CORPORATION, a Delaware Corporation, hereinafter the “**OWNER**” AND The **City of Milford**, a municipal corporation of the State of Delaware, hereinafter the “**CITY**”.

WHEREAS, the Owner is proposing to construct 27 townhouses on 3.892 acre +/- being Sussex County Tax Parcel Number 3-30-7.17-011.00 located along the north side of Mispillion Street and the west side of Marshall Street known as Riverwalk Villas, hereinafter the “**OWNER’S PROJECT**”; and,

WHEREAS, the Owner intends to develop the parcel in accordance with the project plans to be approved by the City, hereinafter “**THE PLANS**”; and,

WHEREAS, the City has agreed to waive the recreational open space requirement under Chapter 230-19.7(A)(5); and,

WHEREAS, the Owner has agreed to donate Parcel B on the Riverwalk Villas record plan comprised of 0.89 acres located adjacent to the City’s Riverwalk to fulfill the cash in lieu of open space requirement under Chapter 230-19.7(A)(6); and,

WHEREAS, the City has agreed to assist with public street improvements on Mispillion Street as outlined in this Agreement.

NOW THEREFORE, in consideration of the requirements of the City and the services and improvements required by the Owner, the parties hereto agree, under seal, as follows:

1. City Responsibility. The City will install, at its expense:
  - a. All missing curb, sidewalk and ADA ramps along the south side of Mispillion Street between Columbia Street and Marshall Street;
  - b. Road widening along the south side of Mispillion Street between Columbia Street and Marshall Street;
  - c. Mill and overlay Mispillion Street from Columbia Street to Marshall Street.
2. Owner Responsibility. The Owner will install, at its expense:
  - a. All curbs, driveway entrances, sidewalks, storm sewer, water services, sewer services, ADA ramps and road widening on the north side of Mispillion Street from Marshall Street to Columbia Street as shown on The Plans;

3. Conveyance. Owner shall convey to the City the .89 acres identified as Parcel B on the record plans within ninety (90) days of recordation of the Plan at the Office of the Recorder of Deeds in Sussex County.
4. Approvals. All plans and work to be performed by Owner must be reviewed, approved and inspected by the City Engineer and/or the Public Works Department prior to final acceptance by the City.
5. Coordination. The Parties agree to coordinate their efforts and requirements for improvements to Mispillion Street as heretofore stated with the goal to make the work as efficient and seamless as possible. Though not required, the Parties will engage in discussions with the goal to have one contractor perform all work with the cost to be divided based on the responsibilities of each party. If this is not feasible, the Parties shall separately contract for the work each is to perform.
6. Bond. Owner shall provide to the City a standard maintenance bond of one year for the portion of the work it is responsible for under this Agreement.
7. Governing Law. This Agreement shall be governed by the laws of the State of Delaware and the parties hereto agree that the courts of the State of Delaware shall have jurisdiction over any case or controversy and hereby consent to such jurisdiction.
8. Severability. If any section, paragraph, sentence or clause of this Agreement is determined or declared to be invalid or unenforceable by any court of competent jurisdiction, the remainder hereof shall remain in full force and effect.
9. Entire Agreement. This Agreement constitutes the entire understanding of the parties. It supersedes any and all prior agreements between them. There are no representations or warranties other than those herein contained.
10. Amendments. This Agreement shall not be amended except in writing executed by all parties hereto with the same formality as this original Agreement.
11. Binding Effect. This Agreement shall be binding upon and inure to the benefits of the parties hereto, their administrators, successors, successors in interest and assigns.
12. Contra Proferentum. The fact that one party has drafted this Agreement shall in no way be used against that party in construing the terms, conditions, and obligations hereunder.
13. Headings. Headings and captions used herein are solely for the convenience of the parties and shall have no legal significance in construing the terms of this Agreement.
14. Non-Waiver. The failure of either party to exercise any of its rights under this

Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

15. Enforcement. In the event of a breach, this Agreement shall be enforced through a decree of specific performance, the parties agreeing that monetary damages would not provide an adequate remedy.

*[Signatures appear on the next page]*

DRAFT

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed by their officers and their seals to be herewith affixed, this day and year first above written.

Signed, sealed and delivered in the presence of:

MILFORD HOUSING DEVELOPMENT CORPORATION

\_\_\_\_\_

\_\_\_\_\_ (SEAL)

Attest

By: \_\_\_\_\_

STATE OF DELAWARE, COUNTY OF SUSSEX: to-wit

BE IT REMEMBERED, that on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, A.D. , personally appeared before me, the Subscriber, a Notary Public for the State and County aforesaid, \_\_\_\_\_, President of Milford Housing Development Corporation, party to this Indenture, known to me personally to be such, and acknowledged this Indenture to be his/her act and deed and the act and deed of said corporation; that the signature of the President is in his/her own proper handwriting and the seal affixed is the common and corporate seal of said corporation; and that his/her act of signing, sealing, acknowledging and delivering said Indenture was first duly authorized by a resolution of the Board of Directors of said corporation.

Given under my Hand and Seal of office the day and year aforesaid.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_

CITY OF MILFORD

\_\_\_\_\_

\_\_\_\_\_ (SEAL)

Attest/City Clerk

By: F. Todd Culotta, Mayor

(CITY SEAL)

STATE OF DELAWARE :  
 : ss.  
COUNTY OF SUSSEX :

BE IT REMEMBERED, that on this \_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared before me, the Subscriber, a Notary Public for the State and County aforesaid, F. Todd Culotta, Mayor of the City of Milford, party to this Indenture, known to me personally to be such, and he acknowledged this Indenture to be his act and deed.

GIVEN under my hand and seal of office, the day and year aforesaid.

Notary Public

Printed Name of Notary  
My Commission Expires:

DRAFT



STATE OF DELAWARE  
DEPARTMENT OF TRANSPORTATION  
800 BAY ROAD  
P.O. BOX 778  
DOVER, DELAWARE 19903

NICOLE MAJESKI  
SECRETARY

March 12, 2025

Mr. Todd Culotta  
Mayor  
City of Milford  
201 S. Walnut Street  
Milford, DE 19963

Dear Mr. Culotta:

Enclosed is a copy of the proposed agreement # **25-P-PROG-68** pertaining to the transfer of \$90,000.00 from the Delaware Department of Transportation to City of Milford for the traffic safety vehicles project as outlined in the referenced agreement.

After reviewing the agreement and finding it to be satisfactory, please sign and return the agreement to me via attachment to email at the email address below. After our execution of the agreement, we will return one (1) original to you. Please do not commence work until you receive the fully executed agreement.

Please feel free to contact me if you have any additional questions or concerns at 760-2759. Thank you for your assistance with this matter.

Sincerely,

Geri C. Larson  
Legislative Projects Manager  
Statewide Support Services  
(302) 760-2759  
[Geri.Larson@delaware.gov](mailto:Geri.Larson@delaware.gov)

GCL  
Enclosure

**MISCELLANEOUS TRANSPORTATION PROJECTS  
CITY OF MILFORD  
KENT COUNTY  
AGREEMENT**

This **MISCELLANEOUS TRANSPORTATION PROJECTS CITY OF MILFORD KENT COUNTY AGREEMENT** (“the **AGREEMENT**”) made this \_\_\_\_\_ day of \_\_\_\_\_ 2025 by and between the state of Delaware, Department of Transportation, acting by and through the Community Transportation Fund (CTF) Coordinator, (hereinafter referred to as “**DeIDOT**”), and the City of Milford, acting by and through Todd Culotta, Mayor (hereinafter referred to as “**CITY**”)-.

**WHEREAS, DeIDOT’s** Annual Capital Improvement Program as approved in the FY25 Bond Bill, provides funding in the amount of Ninety Thousand Dollars (\$90,000) for the following Miscellaneous Transportation Traffic Safety Vehicles Project:

1.     \$90,000     City Of Milford-Carlisle Fire Co - Carlisle Fire Company From Front Street To Front Street (Shupe, Postles, Wilson, Buckson) (hereinafter the “**PROJECT**”)

**WHEREAS,** the purpose of these funds is to provide for improvements to transportation related projects dedicated to public use at **CITY**, and

**WHEREAS,** these improvements fall within the jurisdictional provinces of **CITY** rather than **DeIDOT**,

**NOW THEREFORE, DeIDOT** and **CITY**, in consideration of the mutual promises made below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, agree and contract as follows:

**SECTION I**

**CITY** shall be fully responsible for complying with all relevant state, federal and local laws, for example Americans with Disability Act compliance and federal requirements in relation to railroad crossings.

**SECTION II**

**CITY** agrees to the following terms:

- A. **DeIDOT** is not responsible for the maintenance of the improvements which are the subject of this **AGREEMENT**.
- B. These funds will only be expended for the **PROJECT** previously noted in this **AGREEMENT**. Any changes to the scope of work, location or cost of the **PROJECT** will require an amendment to the **AGREEMENT**.
- C. **CITY** will comply with the **CITY** charter or ordinances regarding advertising and awarding of contracts. If there are no such provisions, **CITY** will comply with state procurement laws for the **PROJECT**. It is the obligation of **CITY** to determine whether or not prevailing wage rates must be used on this **PROJECT**.
- D. **DeIDOT** will forward the fully executed **AGREEMENT** once **DeIDOT** has established a purchase order. Receipt of the fully executed **AGREEMENT** will act as Notice to Proceed. The balance of the funding for the **PROJECT** will be transferred to **CITY** once **DeIDOT** has received sufficient documentation to support payment. **CITY** shall bill **DeIDOT** on a regular schedule.
- E. **CITY** will maintain accurate records of the expenditure of these funds by separate fiscal years and will advise **DeIDOT** in writing when the **PROJECT** is completed and return any unused funds to **DeIDOT** within 90 days of completion of the **PROJECT**. All records pertaining to the **PROJECT** listed in this **AGREEMENT** must be kept until a final audit has been performed.
- F. **DeIDOT** may audit expenditures subject to this **AGREEMENT**.
- G. This **AGREEMENT** will expire June 30<sup>th</sup> of the fourth year after the **AGREEMENT** has been fully executed. Any remaining funds on the **AGREEMENT** will be unencumbered by **DeIDOT**. No invoices shall be submitted after the expiration date.

### SECTION III

- A. This **AGREEMENT** constitutes the entire **AGREEMENT** and understanding of **DeIDOT** and **CITY** hereto and supersedes all prior agreements and understandings with respect to the **PROJECT**.
- B. No amendment of this **AGREEMENT** or the terms thereof will be binding upon **CITY** or **DeIDOT** unless the same is in writing, dated subsequent to the date hereof, and duly executed by **CITY** and **DeIDOT**.
- C. This **AGREEMENT** may be executed in any number of counterparts and by **CITY** and **DeIDOT** in separate counterparts, each of which when so executed

and delivered, will be deemed an original as against any party whose signature appears thereon, and all of which, when taken together, will constitute one and the same instrument. Delivery of an executed counterpart of a signature page to this **AGREEMENT** by facsimile or electronic mail will be as effective as delivery of a manually executed counterpart of this **AGREEMENT**, except that any party delivering an executed counterpart of this **AGREEMENT** by facsimile or electronic mail also must deliver a manually executed counterpart of this **AGREEMENT**. Notwithstanding the foregoing, failure to deliver a manually executed counterpart will not affect the validity, enforceability, and binding effect of this **AGREEMENT**.

**IN WITNESS THEREOF**, the parties hereunto have caused this **AGREEMENT** to be executed in quadruplicate, the day and year first above written.

**DEPARTMENT OF TRANSPORTATION**

Approved as to form:

By:

\_\_\_\_\_  
Deputy Attorney General

\_\_\_\_\_  
Brian T. Urbanek  
CTF Coordinator

**CITY OF MILFORD**

Approved as to form/Witness:

By:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Todd Culotta  
Mayor, City of Milford



# CARLISLE FIRE COMPANY

AMBULANCE EQUIPMENT REQUEST

# Unbudgeted Items Needed to Fully Supply 4<sup>th</sup> EMS unit

- ▶ STAIR CHAIR \$3,500



# Power Load & Cot

\$77,000



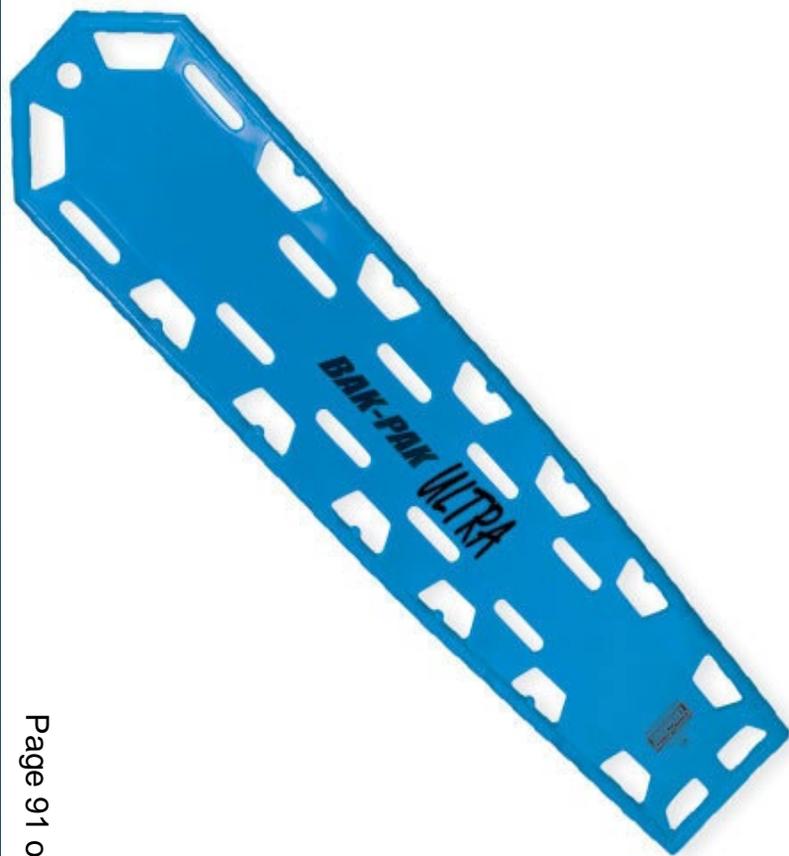
# Lucas Device

\$17,000



# Back Board X 3

\$ 1,500



# Suction Unit

\$ 1,200



# CO Monitor

\$ 230



# Pulse Ox

\$ 800



# Masimo RAD 57

\$ 6,000



# Hare Traction Splint

\$ 300



# Vacuum Splints

\$ 300



# Pedi Board

\$ 350



# Pedi Kit

\$ 600



# Burn Kit

\$ 600



# Reeves

\$ 700



# IPAD

\$ 1,000



# Latitude Tablet CAD

\$ 7,000



# Set of Irons

\$ 400



# Water Can

\$ 360



# Knox Key Secure

\$ 1,500



# Binder Lift

\$ 1,500



# Soft Supplies

\$ 15,000



\*Item shown is 670133-KIT

# Portables

\$7,000 x 2



# Grand Total

▶ Stair Chair	\$ 3,500
▶ Power Load & Cot	\$ 77,000
▶ Lucas	\$ 16,000
▶ Back Boards x 3	\$ 1,800
▶ Suction Unit	\$ 1,200
▶ C O Monitor	\$ 230
▶ Rad 57	\$ 6,000
▶ Hare Traction	\$ 300

# Total Continued

▶ Vacuum Splints	\$ 300
▶ Pediatric Back Board	\$ 350
▶ Pedi Kit	\$ 600
▶ Burn Kit	\$ 600
▶ Reeves	\$ 700
▶ Ipad	\$ 1,000
▶ Tablet & Cradle Point	\$ 7,000
▶ Irons	\$ 400
▶ Water Can	\$ 360

# Continued

▶ Knox Key Secure	\$ 1,500
▶ Binder Lift	\$ 1,500
▶ Soft Supplies	\$15,000
▶ Portables x 2	\$ 14,000
▶ Total	\$ 149,340

CITY OF MILFORD  
NOTICE OF ORDINANCE REVIEW  
City Council Public Comments: Monday, April 14, 2025 @ 6:00 PM

NOTICE IS HEREBY GIVEN that the following Ordinance is currently under review by the City of Milford City Council, with action scheduled to occur on the date(s) and time(s) so indicated:

ORDINANCE 2025-07  
Chapter 55 Personnel  
Section 6.8-Emergency Conditions

WHEREAS, The City Council (“Council”) of the City of Milford, Delaware has enacted and codified the "The Code of the City of Milford"; and

WHEREAS, after a thorough and extensive examination of the Code of the City of Milford, it was determined it contained information that was found to be outdated due to enhanced essential technologies for a remote workforce implemented by the City of Milford’s Information Technology Department; and

WHEREAS, essential and non-essential employees that can work remotely may be required to work from home during emergency conditions; and

WHEREAS, Council has determined that every effort should be made to ensure that personnel policies are kept current and amended when needed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF MILFORD:

Section 1.

The City of Milford hereby ordains that Chapter 55-Personnel SECTION 6.8 – EMERGENCY CONDITIONS

Section 2.

§ 11.3 is hereby amended by inserting the language indicated in underlined bold text.

Section 3.

§ 6.8 EMERGENCY CONDITIONS hereby amended to read as follows:

Emergency conditions, including severe weather, can disrupt the City’s operations and interfere with work schedules.

The City Manager or designated appointee will determine whether and the extent to which the City will operate in inclement weather. Employees in positions designated as Essential Employees ~~may be are~~ required to report to work during emergency closures. **Non-Essential and Essential employees that can work remotely may will be required to work from home during emergency conditions. Non-Essential employees that cannot work remotely or commute to work due to the weather conditions, will be required to use approved vacation leave.**

In the event that such an emergency closing occurs before 8:00 am or after 4:30 pm (normal business hours), the closing will be posted on the city's website (www.cityofmilford.com) and the City Manager or designated appointee will contact each Department Director, who will then notify their staff if or when they need to report during the emergency closing. City of Milford emergency closing information will also be provided to local media.

Since the City of Milford is responsible for providing essential public services during emergency conditions, each department / division supervisor or appointed designee will determine which employees are essential to their department's operation or department's designated duties during the emergency closing. Employees that have been designated essential for an emergency should report as instructed during the emergency. The supervisor or appointed designee will notify each employee that has not previously been designated as essential when and if they are required to work during the emergency closing. When an emergency closing occurs during normal M-F work hours, non-essential non-exempt and exempt employees that have been allowed to leave work, report to work on a delay opening or not report for work shall receive a supplement of hours to ensure that they have eight (8) hours of pay or salary for the day. Essential non-exempt employees which are required to work shall be paid their regular eight (8) hours of pay for the day, plus time and one half for the actual number of hours worked during the emergency closing. Essential exempt employees which are required to work shall receive their salary for the day and be granted compensatory time off, as approved by the City Manager.

All Police Department officers and dispatchers are classified Essential personnel and are required to work their normal scheduled shifts. Depending on the circumstances of the emergency closing and with the authorization of the Chief of Police, the Police Department may require additional staff to report. The Police Department officers and dispatchers will be granted compensatory time equal to the number of hours that the City of Milford emergency closing was in effect during a normal eight (8) hour business day. These compensatory hours will be added to the holiday accrual bank for each officer and dispatcher.

**If inclement weather does not result in an emergency closing for the City of Milford and an employee is unable to commute to work due to the weather conditions, the employee should contact their supervisor prior to the start of their shift to make arrangements to obtain transportation to work or be approved to use vacation leave.**

Section 4. Dates

Introduction: March 24, 2025

Public Comment/Review: April 14, 2025

Section 5.

This Ordinance is effective Ten days following Adoption.