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January 5, 2022

Town of Millville
36404 Club House Road
Millville, DE 19967

Attn: Debbie Botchie
Town Manager

Re: Egret Shores Subdivision
Site Plan Review
Millville, Delaware
GMB File No. R200176.00

Dear Ms. Botchie:

We have completed our review of the Site Plan and dated November 11, 2021, for the 135 single family lot Substation Road Subdivision. The site is located on Tax Map Parcel 134-16.00-17.00 and zoned AR, the applicant is making the request to change the Zoning to R (residential). The submission was reviewed per Town of Millville Code Section 125 Subdivision of Land and 155 Zoning and generally accepted engineering principles. Specific comments were made regarding individual components of the submittal and are discussed below.

General

1. On February 11, 2021, the Planning Commission met to review the 135 lot Egret Shores Subdivision and voted 4-1 to recommend approval of the preliminary site plan with the conditions of adding overheard weather coverings for the mailbox kiosks, an additional children's recreation amenity on the side of the community to the east of Substation Road, and to add crosswalks across Substation Road between the two subdivision entranceways. **Mail Box areas appears to be under cover but more detail is required, additional pickle ball courts were added to the east side of the community and the crosswalk across Substation Rd was added.**
2. Per Town Code Section 125-37; The final subdivision plat shall be legibly drawn on reproducible Mylar or equivalent and shall contain the same information, except for any changes or additions required by the Town Council, as shown on the preliminary plan. The following additional requirements must also be met:
 - a. All dimensions and bearings of lines and all areas shall be based upon a field survey of sufficient accuracy and detail that the data shown thereon may be reproduced on the ground. All distances and the length of all lines shall be given to the nearest hundredth of a foot. Bearings of all lines shall be magnetic bearings referenced to the date of the plat, and all bearings shall be given to the nearest minute. All areas shall be given to the nearest square foot. **Please**

submit the plat for the subdivision with the Construction Drawings which complies with the requirements of Town Code Sections 125-36 and 125-27.

- b. Per Town Code Section 125-37, Subsection B.; Owner's certification, acknowledging ownership of the property and agreeing to the subdivision thereof as shown on the plat, and signed by the owner or owners of record. In instances where the owner is a corporation, the corporate seal shall be shown. **The Owner's certification is not signed and the Owner listed does not match the County records.**
 - c. Per Town Code Section 125-37, Subsection D.; Certification of the surveyor or engineer that the final plat, as shown, is a correct representation of the survey as made, that all monuments indicated there exist and are correctly shown, and that the plat complies with all requirements of this chapter and other applicable laws and requirements. This certificate shall be accompanied by the professional seal of the surveyor or engineer. **The Engineer's Statement is not signed.**
 - d. Per Town Code Section 125-37, Subsection E.; Certification of the wetland scientist that provided wetland identification or delineation on the site, as shown, is a correct representation of the study conducted. **The Wetlands Statement is not signed.**
3. Per Town Code Section 155-32, Subsection A: Stormwater retention ponds designed to be a true wet pond will be designed in such a manner as to provide adequate aeration using such devices as fountains or aerators, etc. **Please show fountains or aerators and details for the proposed ponds.**
 4. Per Town Code Section 155-66, Subsection F, Item 4, Paragraph (c): The final site plan shall show the location and character of construction of proposed streets, alleys, driveways, sidewalks, curb cuts, entrances and exits, parking and loading areas (including numbers of parking and loading spaces), outdoor lighting systems, storm drainage and sanitary facilities; **Please show on the Typical Street Sections and Typical Boulevard Sections details of the paving and stone according to the DeIDOT Development Coordination Manual Figure 5.6.1-a Pavement Design Chart for Internal Subdivision Streets. Please add the driveway detail that meets the DeIDOT entrance detail Sheet C-3.** Please show the site lighting plan.
 5. Per Town Code Section 155-66, Subsection F, Item 4, Paragraph (d): The final site plan shall show the location and dimensions of proposed lots showing setback lines meeting the area and yard requirements of the designated district.
 6. Per Town Code Section 155-66, Subsection F, Item 4, Paragraph (f): The final site plan shall show the location, with respect to each other and to lot lines and height, of all proposed buildings and structures, accessory and

main, or major excavations. The locations should be drawn to scale, and full dimensioning is required; **The location of all proposed structures shall be fully dimensioned.**

7. Per Town Code Section 155-66, Subsection F, Item 4, Paragraph (g): The final site plan shall show the plans and elevations of the several dwelling types and other buildings, as may be necessary; **The plans and elevations of all proposed structures including the amenities (pool house, pool, mailbox area pickleball areas and tot lots etc.) shall be submitted to the Town.**
8. Sheet RP-1 DeIDOT Record Plan Notes 5, add “and the Town of Millville” after DeIDOT.
9. Sheet RP-1 DeIDOT Record Plan Notes 6, add “and the Town of Millville” after the State of Delaware.
10. Highway Entrance Plans Sheet 6 of 14, Please review the notes for proposed pipe 3 at the existing shared use path, one note calls out the details of the proposed pipe another calls for its removal.
11. Sheets C-100 and C-200 Project Notes number 12, add the following to the end of the note” Neither the State of Delaware nor the Town of Millville assume any responsibility for future maintenance of the streets.”
12. Road Plan and Profile Sheets C-102 thru C112, please label the street width and curve radii of all streets and intersections.
13. Sheet C-107, Pipe 5-9, the length in the profile does not match what is shown on Sheet C251 in the SD-5 Pipe Table.
14. Road Plan and Profile Sheets: Per the Delaware MUTCD Section 3B.18, 11 “Because non-intersection pedestrian crossings are generally unexpected by the road user, warning signs (see Section 2C.50) should be installed for all marked crosswalks at non-intersection locations and adequate visibility should be provided by parking prohibitions.”
15. Road Plan and Profile Sheets: Add the crosswalk detail and striping details and notes to the plans.
16. Sheet C-113: Per DeIDOT Development Coordination Manual Section 5.4.4 “Underdrains shall be installed at a minimum length of 150’ in each direction from any sump location on all subdivision streets.” Show underdrains with DeIDOT notes on the Typical Road Sections.
17. Please confirm the gutter design meets the requirements of Section 5.7.2.4 of the DeIDOT Development Coordination Manual.
18. The following note shall be added to the Sheet C-100 and C-200 “All proposed closed storm drain systems shall be video inspected, repaired as necessary and

approved prior to the installation of final paving. If repairs are needed the repaired pipe sections will need to be video inspected again before the repair can be approved.”

19. Sheet C251 the profiles for pipes 2-1, 5-20 and 5-21 are missing from the plan set.
20. Sheet C252 the lengths for pipes 1-9 and 1-9A don't match the SD-1 Pipe Table on Sheet C251.
21. Prior to Final Approval the Developer shall submit the HOA documents to the Town for review.
22. Additional comments may be forthcoming once the required information has been received and reviewed.

Permits Required for Proposed Site Work

The Developer should forward the following permits/approvals to the Town of Millville and George, Miles & Buhr, LLC as the project progresses.

1. State of Delaware Department of Public Health Office of Drinking Water – Water system permit.
2. Sussex County Conservation District – Storm water management and erosion control permit and/or letter of exemption.
3. DNREC – Sanitary Sewer System Permit.
4. Sussex County Engineering Department – Sewer Service Approval.
5. Tidewater Utilities – Water Service Approval.
6. Office of State Fire Marshal – Site Approval.
7. Any other permits/approvals necessary to develop the project.

If you have any questions, please contact me at 302.628.1421. Thank you.

Sincerely,



Andrew J. Lyons, Jr., P.E.
Sr. Project Manager

AJL/jad