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January 13, 2022

Town of Millville
36404 Club House Road
Millville, DE 19967

Attn: Debbie Botchie
Town Manager

Re: Ocean Atlantic Site Plan Review
Millville, Delaware
GMB File No. R190275.00

Dear Ms. Botchie:

We have completed our review of the Preliminary Site Plans for the Amendments and additions to the approved final subdivision plan as prepared by Davis, Bowen & Friedel, Inc. for the proposed Tupelo Sands (a.k.a. Roxana Multi-Family Community). The subdivision is located on Tax Map Parcel 134-15.00-93.01 with a planned entrance from Roxana Road (Route 17). The submission was reviewed per Town of Millville Code Sections 125 Subdivision of Land and 155 Zoning, the Millville by the Sea Development Performance Standards, Millville by the Sea Master Plan, and generally accepted engineering principles. Specific comments were made regarding individual components of the submittal and are discussed below.

General

1. At the November 11, 2021, Town Council Meeting, the Council voted 5-0 to approve the final site plan that was submitted with 216 units, on December 20, 2021, a new preliminary plan also with 216 units was submitted with changes to the approved plan. The major site plan changes include the removal of two of the proposed apartment buildings, the increase in size of the apartment building footprints, the relocation of the dog park and some of the parking lots, and the addition of the four parking garage buildings.
2. Parking
 - a. Millville by the Sea Development Performance Standards, Section VI, Subsection C. Item (7): "Parking will be provided at a ratio of two (2) spaces per dwelling unit. Eighty (80%) percent of the required parking spaces will be provided within the property boundary of the multi-family development. The remaining (20%) percent may be accommodated as on-street parking when streets are immediately adjacent to the multi-family property."
 - b. Per Town Code Section 155-12, Subsection H, Item (1): "The Town Council, at the time of schematic development plan review, shall determine the appropriate approximate number of parking spaces. At the time of final site plan approval, the Town Council shall determine the final number of parking spaces, based upon

considerations of safety, convenience, pedestrian and vehicular circulation, and added landscaping within parking lot areas. In addition, the Town Council may reduce the number of parking spaces required for any use in Article VII of this chapter where such reduction will meet the purposes of the MPC zoning.”

- c. Per Town Code Section 155, Attachment 1: Dual and Multifamily dwellings require 2 spaces per unit.

The Plan shows parking spaces required as 432 spaces and the parking provided is 389 spaces or 90% of the required spaces, 33 spaces of the spaces shown are now in the 4 garages. At the November 11, 2021, Town Council Meeting, the Council voted to approve the final site plan that was submitted (without the garages) with a 10% reduction of the parking requirement.

3. The proposed village a has planned entrances on Route 17, Roxanna Road.
4. Per the Town Code Section 125-36, Subsection D, Item 5: The preliminary plan shall show the Sufficient description of information to define the boundaries of the site and total size of the site in acres or square feet. **Please label the boundaries and the size of the proposed site in plan view on the existing parcel.**
5. Per the Town Code Section 125-36, Subsection D, Item 8: The preliminary plan shall show the locations, names and existing widths of adjacent street rights-of-way and curb lines. **Please label the right-of-way and curb lines of Roxanna RD.**
6. Per the Town Code Section 125-36, Subsection D, Item 9: The preliminary plan shall show the location, width and purpose of all existing and proposed easements, setbacks, reservations, and areas dedicated to public use within or adjoining the property. **Please shown and label utility easements and the 75ft tax ditch buffer that is shown on the Master Plan and the Tax ditch rights-of-way.**
7. Per the Town Code Section 125-36, Subsection D, Item 15: The preliminary plan shall show the location, dimensions and nature of all proposed structures, signs and utilities, including the approximate number of dwelling units to be included in each residential structure. **Please show the location of all proposed signs, with labels to show the type of sign and the water line for the fire connections.**
8. Per the Town Code Section 125-36, Subsection D, Item 16: The preliminary plan shall show the location and the width of all proposed streets and rights-of-way. **Please label the width of the proposed streets and rights-of-way.**

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. DeIDOT – LONO and Entrance Permit.
2. State of Delaware Department of Public Health Office of Drinking Water – Water system permit.
3. Sussex County Conservation District – Storm water management and erosion control permit and/or letter of exemption.
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