

March 18, 2026

21 Village Green Drive  
Suite 101  
Ocean View, DE 19970

302.628.1421

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Town of Millville  
36404 Club House Road  
Millville, DE 19967

Attn: Eileen Scerra  
Town Manager

Re: Village 5 MBTS  
Revised Final Site Plan  
Millville, Delaware  
GMB File No. R240149.00

Dear Mrs. Scerra:

We have completed our review of the Village 5 MBTS Revised Final Site Plan for the 77-unit (49 Single family and 28 Duplexes) village in Millville be the Sea. The original site plan was approved by the Town Council March 11, 2025, and included 84 units (44 single family lots and 40 townhomes). The requested change reduces total number of units by 7, increases the number of single-family units by 5 and changes the 40 townhomes to 28 duplexes. The site is located on Tax Map Parcel 134-15.00-120.01 and zoned MPC. The submission was reviewed per Town of Millville Code Sections 125, MBTS Development Standards and generally accepted engineering principles. Specific comments were made regarding individual components of the submittal and are discussed below.

### General

1. The proposed development is in line with the 2019 Comprehensive Plan future land use for the above referenced parcel.
2. 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.**
3. 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.**
4. 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.**
5. Per Town Code Section 125-19, Subsection B; Amendments and additions to approved final subdivision plat plats.

ARCHITECTS  
• • •  
ENGINEERS

CHARLES M. O'DONNELL, III, P.E.  
A. REGGIE MARINER, JR., P.E.  
JAMES C. HOAGESON, P.E.  
JASON M. LYTLE, P.E.  
ROLAND E. HOLLAND, P.E.  
MORGAN H. HELFRICH, AIA  
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KATHERINE J. MCALLISTER, P.E.  
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BRENT R. JETT, P.E.  
BRADLEY J. HOGAN, P.E.  
DEANE L. TOWNSEND, AIA

- (1) The procedure for amendments and additions to an approved final subdivision plat plan or approved master plan shall be the same as for a new application, except that minor amendments of the approved plans may be recommended by the Planning and Zoning Commission and approved by the Mayor and Town Council, provided that such change or amendment:
- (a) Does not conflict with the specified requirements of this or any other ordinance.
  - (b) Does not change the character or content of an approved development plan or use.
  - (c) Has no substantial affect on adjoining or surrounding properties.
  - (d) Does not result in any change of external access points.
  - (e) Does not increase the number of lots, dwelling units, commercial structures or the height of the buildings.
  - (f) Does not decrease the minimum required lot size, open space or minimum required parking and loading spaces.
  - (g) Does not remove, alter or change conditions required by the Planning and Zoning Commission or Mayor and Town Council that was established during the approval process.

**The Revised Plan does not conflict with the items listed above and it decreases the number of lots.**

**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. **Approved**
2. Sussex Conservation District – Storm water management and erosion control permit and/or letter of exemption **Received.**
3. Sussex County Engineering Department – **Received.**
4. Office of State Fire Marshal – **Site Approval.**
5. DNREC Notice of Intent – **Received.**
6. 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  
Project Director

AJL

