

December 19, 2025

Town of Millville  
36404 Club House Road  
Millville, DE 19967

Attn: Eileen Scerra  
Town Manager

RE: Millville by the Sea West Village D  
Final Site Plan  
Millville, Delaware

Dear Eileen:

Please accept this letter as a formal response to your comment letter, dated December 16, 2025.

**General**

**Comment 1:** The proposed development is in line with the 2019 Comprehensive Plan future land use for the above referenced parcel.

**Response 1:** ***Acknowledged***

**Comment 2:** The proposed Isle Bay Village (FKA West Village B) has two planned entrances through West Village Phase 2 (FKA West Village A-2) on Fairfield Street and Tradewind Road and one planned entrance through Blue Heron Cove (FKA West Village D) on West Starry Night Lane.

**Response 2:** ***Acknowledged***

**Comment 3:** 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.**

**Response 3:** ***Acknowledged. This will be completed at final approval.***

**Comment 4:** 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.**

**Response 4:** *Acknowledged. This will be completed at final approval.*

Comment 5: Per Town Code Section 124-37, 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.**

**Response 5:** *Acknowledged. This will be completed at final approval.*

Comment 6: 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 the any changes or additions required by the Town Council, as shown on the preliminary plan.

- a. Per Town Code 125-36 Subsections D; the preliminary plan shall show sufficient description of information to define the boundaries of the site and total size of the site in acres or square feet. **Please include the property line with bearing and distances for the area of phase 3, Central Park, that is Tax map number 134-15.00-19.05 to sheets final site plan sheets.**

**Response 6:** *Per discussion with Town engineer, we have included the PB and a note defining the improvements to occur during construction of West Village D, and the bearing and distances for this parcel have been included in the existing conditions sheet and landscaping plan.*

Comment 7: Previous comment 11, Sheet FSP4.0 Please show the landscaping plan for Central Park.

**Response 7:** *Power rake and seeding has been provided for the Central Park parcel.*

Comment 8: Previous comments 20 Sheet C10.1 and C10.2: Please review structure top types for I-C-1, I-C-5, and I-D-5. They appear that they should be top Type A.

**Response 8:** *Schedules have been updated so that I-C-1, I-C-5 and I-D-4 show a Type A top unit.*

Comment 9: Sheet C10.4:

- a. Missing Scale in Title Block.
- b. Profile WVD-STROM -I-D-1 to I-D-16 is not legible.

**Response 9:**

- a. *Scale has been updated on Sheet C10.4*
- b. *This profile has been fixed to remove overlapping text.*

Comment 10: Additional comments may be forthcoming once the required information has been received and reviewed.

**Response 10:** *Acknowledged.*

**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 – Received
2. DelDOT LONO – Received
3. Sussex County Conservation District – Storm water management and erosion control permit and/or letter of exemption.
4. DNREC Watershed Stewardship NOI – Received
5. Sussex County Engineering Department – Sewer Service Approval. Review Completed letter Received.
6. Tidewater Utilities – Water Service Approval
7. Office of State Fire Marshal – Site Plan Received
8. Any other permits/approvals necessary to develop the project.

If you have any questions or comments, please feel free to contact me by e-mail at [jeffc@landtechllc.com](mailto:jeffc@landtechllc.com)

Sincerely,

Jeff Clark

Enclosures



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