

TECHNICAL ADVISORY COMMITTEE MEETING OF MARCH 20, 1989

The regular meeting of the Sussex County Technical Advisory Committee was held Monday morning, March 20, 1989, at 10:00 A.M. in Room 115, of the Sussex County Courthouse with the following present:

Temple Carter, DelDOT; Dr. Myers, Sussex County Health Unit; Jerry Bell, State Fire Marshal; Michael Short, Sussex Conservation District; Michael Izzo, Sussex County Assistant Engineer; and Michael Moore, Planner I.

1. RE: Subdiv. #89-6--Kent Estates  
Revised

Allen O. Thompson and Clark Carbaugh, Utility Systems, Inc., were present on behalf of the revised subdivision.

Mr. Moore stated that the subdivision of 57 lots and titled Kent Estates is an approved and recorded subdivision.

The purpose of the Technical Advisory Committee review and subsequent public hearing is to consider the proposal to incorporate an additional 3.17 acres for the purpose of wastewater disposal.

Dr. Myers questioned the plans for the care and maintenance of the proposed system.

Mr. Carbaugh stated that the system will be maintained by Utilities System, Inc., and would be a central disposal field system.

Michael Short presented written comments as attached as exhibit "A".

Michael Izzo presented written comments as attached as exhibit "B".

2. RE: Subdiv. #89-7--John Stanton

No one was present on behalf of the application.

Temple Carter stated that a complete entrance and drainage plans be submitted for review.

Jerry Bell stated that a central fire protection system will be required.

Michael Short presented written comments as attached as exhibit "C".

Michael Izzo presented written comments as attached as exhibit "D".

Mr. Moore stated that a ten (10) foot easement exists by prior deed to the adjacent property owner, Mr. Campbell.

3. RE: Subdiv. #89-8--BCK Assoc.

Coleman Bunting, developer, and Jerry Friedel, Davis, Bowen, and Friedel, were present on behalf of the application.

Jerry Bell stated that a central fire protection system will be required.

Michael Short presented written comments as attached as exhibit "E".

Michael Izzo presented written comments as attached as exhibit "F".

Mr. Moore questioned the status of the notification of the existing homeowners, and stated that a twenty (20) foot buffer shall be required from any state regulated wetlands, and that the federal wetlands shall be the building restriction line and questioned the necessity of constructing the proposed pond in the federal wetlands area.

4. RE: Discussion

Cool Branch Mobile Home Park

The Technical Advisory Committee was requested to be prepared to discuss the pending development of the proposed Cool Branch Mobile Home Park.

Temple Carter stated that the comments provided at the conditional use hearing have not changed.

Jerry Bell stated that a central fire protection system will be required.

Michael Short presented written comments as attached as exhibit "G".

Michael Izzo presented written comments as attached as exhibit "H".

Mr. Moore stated that the final site plan shall comply with all conditions of the Zoning Ordinance and the stipulations of the conditional use approval.

Preston Lee, Tatman & Lee Assoc., and Larry McKinley, were present on behalf of the development.

Meeting Adjourned 11:00 A.M.





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**Sussex Conservation District**

P.O. Box 8 - Georgetown, Delaware 19947 - Phone (302) 856-2105 or 7219

March 17, 1989

Mr. Michael Moore  
Planner I  
Sussex County Planning & Zoning  
Sussex County Courthouse  
Georgetown, DE 19947

RE: The Woodlands of Millsboro

Dear Mr. Moore:

The following comments regarding the above referenced project are the results of our Erosion and Sediment Control evaluation:

1. Please provide silt fence downslope from all disturbed soils.
2. Please provide a completed Detailed Erosion and Sediment Control Plan.

Attached is an Information Check List and an Erosion and Sediment Control Plan Application.

Should you have any questions please contact me at the District Office, 856-7219.

Sincerely,

*Michael W. Short, Sr.*

Michael W. Short  
Conservationist  
Erosion & Sediment Control

MWS/kb  
Enclosures

EXHIBIT "A"

Robert W. Wood, P.E.  
Sussex County Engineer



4  
Sussex County  
Engineering Department

8 NORTH RACE STREET  
P.O. BOX 589  
GEORGETOWN, DELAWARE 19947  
302-855-7718

March 17, 1989

Mr. Lawrence Lank  
Director of Planning and Zoning  
The Courthouse  
Georgetown, DE 19947

REF: THE WOODLANDS OF MILLSBORO  
PLANNING AND ZONING NO. 89-6

Dear Lawrence:

The following comments are the result of my review of the preliminary site plan for the above reference:

1. Please submit a layout of the central sewer system.
2. The select borrow of the existing streets was tested and does not meet our standards. At this point, a solution has not been proposed by the developer or his contractor.
3. A 30 foot accessway, separated from the lot area, is required for the sewage disposal area.

If any concerned parties should have any questions, please feel free to contact me at (302) 855-7725.

Respectfully,

Michael A. Izzo  
Assistant County Engineer

xc: Mr. Robert W. Wood  
Mrs. Patricia A. Lowe-Deptula

MAI:jed

EXHIBIT "B"



5

**Sussex Conservation District**

P.O. Box 8 - Georgetown, Delaware 19947 - Phone (302) 856-2105 or 7219

March 17, 1989

Mr. Michael Moore  
Planner 1  
Sussex County Planning & Zoning  
Sussex County Courthouse  
Georgetown, DE 19947

RE: Fenwick Farms

Dear Mr. Moore:

The following comments regarding the above referenced project are the results of our Erosion and Sediment Control evaluation:

1. Soils on site appear to be unsuitable for utilizing infiltration as the method of draining the project. The only practical alternative is piping or channeling the stormwater run-off into adjoining ditches.
2. Minimizing cuts and fills is important in controlling erosion and sedimentation. Also, keeping an unprotected soils exposure time to a minimum will aid in erosion and sediment control.
3. Please provide a complete set of Construction Plans as well as a Detailed Erosion and Sediment Control Plan.

Attached is an Information Check List and an Erosion and Sediment Control Plan Application.

Should you have any questions please contact me at the District Office, 856-7219.

Sincerely,

*Michael W. Short, Jr.*

Michael W. Short  
Conservationist  
Erosion & Sediment Control

EXHIBIT "C"

MWS/kb  
Enclosures



Robert W. Wood, P.E.  
Sussex County Engineer



6  
Sussex County  
Engineering Department

8 NORTH RACE STREET  
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GEORGETOWN, DELAWARE 19947  
302-855-7718

March 17, 1989

Mr. Lawrence Lank  
Director of Planning and Zoning  
The Courthouse  
Georgetown, DE 19947

REF: **FENWICK FARMS**  
**PLANNING AND ZONING NO. 89-7**

Dear Lawrence:

The following comments are the result of my review of the preliminary site plan for the above reference:

1. Topographic contours at one foot intervals and referenced to USGS survey data have not been provided. Evidence of an existing ditch was seen at a recent site visit, therefore practical comments on the layout cannot be provided without specific topographic data. It is recommended that preliminary approval not be granted until this information is provided.
2. A detailed soils classification will be needed with the construction plans.
3. This subdivision lies within the Fenwick Island Sanitary Sewer District. Attached are comments from Russell W. Archut, Chief of Planning and Permits.
4. The owner's name and address should be included on the record plan.
5. Since no recreation area is provided, it is recommended that one of the lots be set aside for this use.

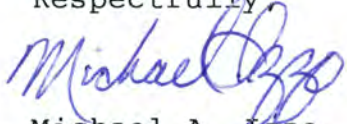
When the above revisions are made, I recommend preliminary approval be considered. However, final approval should be withheld pending the Sussex County Engineering Department's review of the construction and stormwater management plans. The required submittals are listed on Attachment No. 1.

EXHIBIT "D"

7

If any concerned parties should have any questions, please feel free to contact me at (302) 855-7725.

Respectfully,



Michael A. Izzo  
Assistant County Engineer

Attachment

xc: Mr. Robert W. Wood  
Mrs. Patricia A. Lowe-Deptula

MAI:jed

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SUSSEX COUNTY ENGINEERING DEPARTMENT  
PLANNING AND PERMITS DIVISION  
SUBDIVISION PLAN REVIEW COMMENTS

DATE: March 15, 1989

NAME OF PROJECT: Fenwick Farms Sub.

TAX MAP AND PARCEL(S): 5-33-19 (28.1)

NO. OF LOTS: 30

GROSS ACREAGE: 10.817

NO. OF LOTS PER ACRE: 2.8

SEWER

1. Is the project in a County operated and maintained sanitary sewer district? [☒] Yes [ ] No

2. Name of District: Fenwick Island Sanitary Sewer District

3. Is wastewater capacity available for the project? [☒] Yes [ ] No

4. Is Ordinance No. 38 required? [☒] Yes [ ] No

COMMENTS:

WATER:

1. Is the project in a County operated and maintained water district? [ ] Yes [☒] No

2. Name of District: \_\_\_\_\_

3. Is water capacity available for the project? [ ] Yes [ ] No

4. Is Ordinance No. 38 required? [ ] Yes [ ] No

COMMENTS:

Submitted By: Russell W. Archut

cc: Mr. Robert W. Wood  
Mr. Russell W. Archut  
Mr. Robert C. Green  
District File



Information to be submitted to Sussex County Engineering Department for review of subdivisions under Sussex County Ordinance Number 90.

(Note: Two (2) sets of plans, each sheet signed and sealed by a professional land surveyor or a professional engineer.)

1. Record Plan (per Ordinance No. 90).
2. Sediment and Erosion Control Plan.
3. Drainage Report with corresponding map showing water shed areas and sub-areas. Also, existing United States Army Corps 404 Wetlands and State of Delaware Wetlands (as defined by the State of Delaware Department of Natural Resources and Environmental Control) delineations.
4. Construction Plans Comprising:
  - a) Plan view of each road showing 100 foot stations and the corresponding swale elevations at that station. Only plans drawn at 50 scale can be accepted. Contour lines directly outside the right-of-way should also be included.
  - b) Profile drawing of each street located beneath the plan view, including existing and proposed centerline gradelines plus centerline elevations at designated stations. Only plans using 50 scale on the horizontal axis and 1" = 2' on the vertical axis can be accepted.
  - c) Profile for outfall ditches or closed pipe systems.
  - d) Detail drawings are required for:
    1. Roadway sections
    2. Drainage ditches
    3. Valley gutters
    4. Catch basins
    5. Manholes
    6. Retention drains
    7. Retention or detention ponds
    8. Miscellaneous outfall structures
  - e) Topographic map (at 1' intervals).
  - f) Utility Plan as available.

5. State Entrance Plan.

6. Construction notes should include:

- a) A Note shall be added which calls for the following criteria to be used on any roadway stakeout: 1) right-of-way stakes to be off-set a minimum of five feet outside the right-of-way; 2) station numbers to be indicated on each side of the stake; 3) the centerline roadway cut and cut-line shall be located on the side of the stake which faces the centerline. Also, a "cl" designation shall be included; 4) the swale cut and cut-line shall be indicated on the outside of the stake, while also containing a "sw" designation.
- b) The contractor shall provide 2 working days notice to the County inspector prior to paving. At this time, the inspector may require that the contractor completed related or unrelated work items before paving may begin.
- c) Surface treatment shall not be applied:
  - 1) After November 1st or Prior to April 1st; or
  - 2) When the temperature is below 50°F; or
  - 3) On any wet or frozen surface.Hot mix shall not be applied:
  - 1) When the temperature is below 40°F; or
  - 2) On any wet or frozen surface.

Any questions or comments regarding the above should be referred to Mr. Michael A. Izzo, Assistant County Engineer at (302) 855-7725.



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**Sussex Conservation District**

P.O. Box 8 - Georgetown, Delaware 19947 - Phone (302) 856-2105 or 7219

March 20, 1989

Mr. Michael Moore  
Planner 1  
Sussex County Planning & Zoning  
Sussex County Courthouse  
Georgetown, DE 19947

RE: Pine Bay

Dear Mr. Moore:

The following comments regarding the above referenced project are the results of our Erosion and Sediment Control evaluation:

1. Please provide a minimum 10' buffer between the top of the pond bank and any adjacent propertyline.
2. Minimizing cuts and fills within the project will aid in controlling erosion and sedimentation.
3. Minimizing a disturbed soils exposure time will also reduce the amount of erosion and sedimentation which occurs.
4. Please provide copies of all wetland permits.
5. Please provide a complete set of Construction plans as well as a Detailed Erosion and Sediment Control Plan.

Attached is an Information Check List and an Erosion and Sediment Control Plan Application.

Should you have any questions please contact me at the District Office, 856-7219.

Sincerely,

*Michael W. Short, Jr.*

Michael W. Short  
Conservationist  
Erosion & Sediment Control

EXHIBIT 'E'

MWS/kb  
Enclosures



Robert W. Wood, P.E.  
Sussex County Engineer



12  
Sussex County  
Engineering Department

8 NORTH RACE STREET  
P.O. BOX 589  
GEORGETOWN, DELAWARE 19947  
302-855-7718

March 17, 1989

Mr. Lawrence Lank  
Director of Planning and Zoning  
The Courthouse  
Georgetown, DE 19947

REF: PINE BAY SUBDIVISION

Dear Lawrence:

The following comments are the result of my review of the preliminary site plan for the above reference:

1. The topographic information shall be submitted on a separate sheet for the final construction plans. Also, a layout of the central sewer and water systems will be required.
2. This subdivision lies within the Dewey Beach Sanitary Sewer District and the Dewey Beach Water District. Attached are comments from Russell W. Archut, Chief of Planning and Permits.
3. The extensive amount of U. S. Army Corps of Engineers 404 Wetlands represent the most critical aspect of this project. Comments "A" through "F" reference this:

- a) Evidence of clearing and grading in the wetland area in the vicinity of the proposed entrance is apparent. All construction must halt until final approval is granted and a Notice to Proceed with construction is received.

OK  
The proposed entrance through the wetlands shall be eliminated and the existing Manor Drive connection be used as was anticipated by the original layout.

- c) The proposed Point Bay Drive should be deleted and the area of the proposed right-of-way conveyed to Mr. Smethurst. Also, Mr. Smethurst's maintenance responsibility should be noted upon the plan.

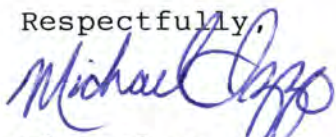
EXHIBIT "F"

- d) On Back Bay Drive, the cul-de-sac should be extended beyond the wetland line and a box type culvert or equal used at the crossing location.
  - e) It is recommended the wetlands line be adopted as a building restriction line.
  - f) It is recommended that the pond be deleted and the wooded wetlands in this area be left intact.
  - g) Lot 69 shall be re-aligned to allow the intersection to occur outside the wetland area.
  - h) Delineate any State of Delaware wetlands existing on-site and provide the appropriate buffers.
- 4. A detailed soils classification will be required with construction plans.
  - 5. The wetland area of lots 30, 31, 36, 37, 23, 38, 59, 60, 57, 59, 58, 54 and 52 should be separated from the lot area since it is being utilized as active stormwater management areas. This will not include areas proposed to be filled if the appropriate permits are obtained.
  - 6. If the sediment basins are to be permanent, these areas should also be separated from the lots as designated stormwater management areas.

If the above revisions are made, I recommend preliminary approval be considered. However, final approval should be withheld pending the Sussex County Engineering Department's review of the construction and stormwater management plans. The required submittals are listed on Attachment No. 1.

If any concerned parties should have any questions, please feel free to contact me at (302) 855-7725.

Respectfully,



Michael A. Izzo  
Assistant County Engineer

Attachment

xc: Mr. Robert W. Wood  
Mrs. Patricia A. Lowe-Deptula

MAI:jed



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SUSSEX COUNTY ENGINEERING DEPARTMENT  
PLANNING AND PERMITS DIVISION  
SUBDIVISION PLAN REVIEW COMMENTS

DATE: March 15, 1989

NAME OF PROJECT: Pine Bay

TAX MAP AND PARCEL(S): 3-34-20.13 (1,6,7,8,9+10); 3-34-20 (2)

NO. OF LOTS: 96

GROSS ACREAGE: 62.51

NO. OF LOTS PER ACRE: 1.5

SEWER

1. Is the project in a County operated and maintained sanitary sewer district? [☒] Yes [ ] No

2. Name of District: Dewey Beach

3. Is wastewater capacity available for the project? [ ] Yes [ ] No

4. Is Ordinance No. 38 required? [☒] Yes [ ] No

\* See Note 1.

COMMENTS:

1. It has to be determined if capacity is available for the entire project. A previous study conducted by the Eng. Dept. reviewed only 45 units for the Second Phase of County Manor.

WATER: Capacity is available for this number. I cannot recommend (over)

1. Is the project in a County operated and maintained water district? [☒] Yes [ ] No

2. Name of District: Dewey Beach

3. Is water capacity available for the project? [☒] Yes [ ] No

4. Is Ordinance No. 38 required? [☒] Yes [ ] No

COMMENTS:

Submitted By: Russell W. Archut

cc: Mr. Robert W. Wood  
Mr. Russell W. Archut  
Mr. Robert C. Green  
District File



Information to be submitted to Sussex County Engineering Department for review of subdivisions under Sussex County Ordinance Number 90.

(Note: Two (2) sets of plans, each sheet signed and sealed by a professional land surveyor or a professional engineer.)

1. Record Plan (per Ordinance No. 90).
2. Sediment and Erosion Control Plan.
3. Drainage Report with corresponding map showing water shed areas and sub-areas. Also, existing United States Army Corps 404 Wetlands and State of Delaware Wetlands (as defined by the State of Delaware Department of Natural Resources and Environmental Control) delineations.
4. Construction Plans Comprising:
  - a) Plan view of each road showing 100 foot stations and the corresponding swale elevations at that station. Only plans drawn at 50 scale can be accepted. Contour lines directly outside the right-of-way should also be included.
  - b) Profile drawing of each street located beneath the plan view, including existing and proposed centerline gradelines plus centerline elevations at designated stations. Only plans using 50 scale on the horizontal axis and 1" = 2' on the vertical axis can be accepted.
  - c) Profile for outfall ditches or closed pipe systems.
  - d) Detail drawings are required for:
    1. Roadway sections
    2. Drainage ditches
    3. Valley gutters
    4. Catch basins
    5. Manholes
    6. Retention drains
    7. Retention or detention ponds
    8. Miscellaneous outfall structures
  - e) Topographic map (at 1' intervals).
  - f) Utility Plan as available.

5. State Entrance Plan.

6. Construction notes should include:

- a) A Note shall be added which calls for the following criteria to be used on any roadway stakeout: 1) right-of-way stakes to be off-set a minimum of five feet outside the right-of-way; 2) station numbers to be indicated on each side of the stake; 3) the centerline roadway cut and cut-line shall be located on the side of the stake which faces the centerline. Also, a "cl" designation shall be included; 4) the swale cut and cut-line shall be indicated on the outside of the stake, while also containing a "sw" designation.
- b) The contractor shall provide 2 working days notice to the County inspector prior to paving. At this time, the inspector may require that the contractor completed related or unrelated work items before paving may begin.
- c) Surface treatment shall not be applied:
  - 1) After November 1st or Prior to April 1st; or
  - 2) When the temperature is below 50°F; or
  - 3) On any wet or frozen surface.Hot mix shall not be applied:
  - 1) When the temperature is below 40°F; or
  - 2) On any wet or frozen surface.

Any questions or comments regarding the above should be referred to Mr. Michael A. Izzo, Assistant County Engineer at (302) 855-7725.

**Sussex Conservation District**

P.O. Box 8 - Georgetown, Delaware 19947 - Phone (302) 856-2105 or 7219

March 20, 1989

Mr. Michael Moore  
Planner 1  
Sussex County Planning & Zoning  
Sussex County Courthouse  
Georgetown, DE 19947

RE: Cool Branch

Dear Mr. Moore:

The following comments regarding the above referenced project are the results of our Erosion and Sediment Control evaluation:

1. A minimum 10' buffer must be provided between the top of slope on detention basins and adjacent lot lines.
2. Detention basin side slopes should be a maximum of 3:1. The installation of an erosion control matting on these slopes may be necessary depending upon the types of existing soils.
3. Minimizing cuts and fills as well as a disturbed soils exposure time will eliminate unnecessary erosion and sedimentation.
4. Please provide a complete set of Construction plans as well as a Detailed Erosion and Sediment Control Plan.

Attached is an Information Check List and an Erosion and Sediment Control Plan Application.

Should you have any questions please contact me at the District Office, 856-7219.

Sincerely,

*Michael W. Short Jr.*

EXHIBIT "G"

Michael W. Short  
Conservationist  
Erosion & Sediment Control

MWS/kb  
Enclosures



Robert W. Wood, P.E.  
Sussex County Engineer



18

Sussex County  
Engineering Department

8 NORTH RACE STREET  
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GEORGETOWN, DELAWARE 19947  
302-855-7718

March 17, 1989

Mr. Lawrence Lank  
Director of Planning and Zoning  
The Courthouse  
Georgetown, DE 19947

REF: COOL BRANCH MOBILE HOME PARK

Dear Lawrence:

The following comments are the result of my review of the preliminary site plan for the above reference:

1. Please provide a location map at a scale of 1 inch = 1 mile and a north arrow at the top of the record plan.
2. The shoulder and swale width shall be maintained constant for all roads including cul-de-sacs. As a result, the separation distance between the pavement and the right-of-way shall also be constant.
3. The alignment of all letters and figures shall have the vertical axis parallel to the short edge of the drawings. Please adjust.
4. All parking spaces in the vicinity of the circle shall be moved outside the right-of-way.
5. All swales shall be constructed to a depth between 12 and 24 inches. An exception of 2.3 feet will be allowed where open culvert pipes are placed to provide sufficient cover. Also, a minimum defined swale of 12 inches is required throughout relative to the surrounding topography.
6. Provide a minimum separation distance of 10 feet from the top of the bank of the ponds to the road right-of-way or lot boundaries.
7. All proposed ponds shall be fenced for safety purposes.

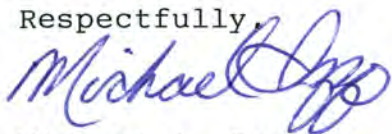
EXHIBIT "H"

8. Unless a lesser distance is permitted by the State of Delaware Department of Natural Resources and Environmental Control (DNREC), a minimum 150 foot buffer must be maintained from all property boundaries and the spray irrigation area. Also, 50 feet should be maintained from the irrigation field and detention pond.
9. Re-label the detention ponds as "stormwater management areas". More specific details for the design of the proposed ponds shall be provided later.
10. A detailed soils classification will be required with final construction plans.
11. The responsibility of perpetual maintenance of the streets should be addressed on the record plan.

If the above revisions are made, I recommend preliminary approval be considered. However, final approval should be withheld until the Sussex County Engineering Department's review of the construction and stormwater management plans. The required submittals are listed on Attachment.

If any concerned parties should have any questions, please feel free to contact me at (302) 855-7725.

Respectfully,



Michael A. Izzo  
Assistant County Engineer

Attachment

MAI:jed

xc: Mr. Robert W. Wood  
Mrs. Patricia A. Lowe-Deptula



Information to be submitted to Sussex County Engineering Department for review of subdivisions under Sussex County Ordinance Number 90.

(Note: Two (2) sets of plans, each sheet signed and sealed by a professional land surveyor or a professional engineer.)

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4. Construction Plans Comprising:
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  - b) Profile drawing of each street located beneath the plan view, including existing and proposed centerline gradelines plus centerline elevations at designated stations. Only plans using 50 scale on the horizontal axis and 1" = 2' on the vertical axis can be accepted.
  - c) Profile for outfall ditches or closed pipe systems.
  - d) Detail drawings are required for:
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    3. Valley gutters
    4. Catch basins
    5. Manholes
    6. Retention drains
    7. Retention or detention ponds
    8. Miscellaneous outfall structures
  - e) Topographic map (at 1' intervals).
  - f) Utility Plan as available.



5. State Entrance Plan.

6. Construction notes should include:

- a) A Note shall be added which calls for the following criteria to be used on any roadway stakeout: 1) right-of-way stakes to be off-set a minimum of five feet outside the right-of-way; 2) station numbers to be indicated on each side of the stake; 3) the centerline roadway cut and cut-line shall be located on the side of the stake which faces the centerline. Also, a "cl" designation shall be included; 4) the swale cut and cut-line shall be indicated on the outside of the stake, while also containing a "sw" designation.
- b) The contractor shall provide 2 working days notice to the County inspector prior to paving. At this time, the inspector may require that the contractor completed related or unrelated work items before paving may begin.
- c) Surface treatment shall not be applied:
  - 1) After November 1st or Prior to April 1st; or
  - 2) When the temperature is below 50°F; or
  - 3) On any wet or frozen surface.Hot mix shall not be applied:
  - 1) When the temperature is below 40°F; or
  - 2) On any wet or frozen surface.

Any questions or comments regarding the above should be referred to Mr. Michael A. Izzo, Assistant County Engineer at (302) 855-7725.