

Preliminary Land Use Service (PLUS) Application Municipal Comprehensive Plans

Delaware State Planning Coordination

122 William Penn Street • Dover, DE 19901 • Phone: 302-739-3090 • Fax: 302-739-6958

Please complete this “PLUS application in its entirety. **All questions must be answered. If a question is unknown at this time or not applicable, please explain.** Unanswered questions on this form could lead to delays in scheduling your review. This form will enable the state staff to review the project before the scheduled meeting and to have beneficial information available for the applicant and/or developer at the time of review. If you need assistance or clarification, please call the State Planning Office at (302) 739-3090. Possible resources for completing the required information are as follows:

www.state.de.us/planning
www.dnrec.state.de.us/dnrec2000/
www.dnrec.state.de.us/DNRECeis/
datamil.delaware.gov
www.state.de.us/deptagri/

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Municipal Comprehensive Plans**

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Name of Municipality: Town of Elsmere	
Address: Town of Elsmere 11 Poplar Avenue Elsmere, DE 19805	Contact Person: John Giles, Town Manager
	Phone Number: 998-2215
	Fax Number: 998-9920
	E-mail Address: jgiles@townofelsmere.com

Date of Most Recently Certified Comprehensive Plan: July 2004

Link to Current Update:

http://www.ipa.udel.edu/localgovt/municipalities/elsmere/elsmere_plan-updateDRAFT.pdf

Information prepared by: Institute for Public Administration	
Address: 180 Graham Hall University of Delaware Newark, DE 19716	Contact Person: Martin Wollaston Ed O'Donnell
	Phone Number: 831-4930 (martin) 831-4928 (ed)
	Fax Number: 831-4934
	E-mail Address: martinw@udel.edu troutbum@udel.edu

Maps Prepared by: Institute for Public Administration	
Address: Pollution Ecology Lab; Rm 109 700 Pilottown Road University of Delaware Lewes, DE 19958	Contact Person: Nicole Minni
	Phone Number: 645-4353
	Fax Number: 645-4332
	E-mail Address: nminni@udel.edu

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General Plan Approval Process

- Step 1: Draft prepared by local government.**
- Step 2: Planning Commission and/or Legislative Body approves draft plan to send to PLUS.**
- Step 3: PLUS meeting, application submitted by 1st business day of the month for that month's meeting.**
- Step 4: State comments submitted to local government within 20 business days of meeting.**
- Step 5: Local government replies to state comments in writing and submits revised plan (if necessary) to the Office of State Planning Coordination (O S P C) for review.**
- Step 6: OSPC requires 20 working days to reply to revised plan. State sends a letter accepting changes or noting discussion items or if no changes are necessary see step 7.**
- Step 7: Certification letter will be sent within 10 business days of final submission to OSPC.**
- Step 8: The local jurisdiction shall adopt the plan as final following certification. Plan is effective on the date of adoption.**
- Step 9: A copy of the final document and written notification of adoption is to be sent to OSPC.**

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Comprehensive Plan / Amendment Checklist¹

Please check yes or no as to whether the following information has or has not been included in the comprehensive plan and indicate page numbers where information may be found.

Public Participation	Yes	No	Page # / Sections
Public Participation Summary and Results	X		2-3

Population Data and Analysis	Yes	No	Page #
Past Population Trends	X		10
Population Projections	X		11-13
Demographics	X		13-16
Position on Population Growth	X		13

Housing	Yes	No	Page #
Housing Stock Inventory	X		20-25
Housing Pipeline	X		20
Housing Needs Analysis	X		26-29
Position on Housing Growth	X		26
Affordable Housing Plan	X		29-30

Annexation	Yes	No	Page #
Analysis of Surrounding Land Uses	X		61
Annexation Plan	X		61-62

Redevelopment Potential	Yes	No	Page #
Identification of Redevelopment Areas and Issues	X		59-61
Redevelopment Strategy	X		59-61
Community Development Strategy	X		59-61

¹ Please go to the following website for detailed checklist information:
<http://www.state.de.us/planning/services/circuit.shtml>.

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Community Character	Yes	No	Page #
History of the Town or City	X		5-7
Physical Conditions	X		8-9
Significant Natural Features	X		8-9
Community Character	X		8, 9, 57, 58, 60, 62, 64, 65
Historic and Cultural Resources Plan	X		5-8
Community Design Plan	X		48, 59-61, 65
Environmental Protection Plan	X		52-56, 60-61

Land Use Plan	Yes	No	Page #
Existing Land Use	X		57-58
Land Use Plan	X		58-59

Critical Community Development and Infrastructure Issues	Yes	No	Page #
Review of Community Conditions	X		20-54
Inventory of Community Infrastructure	X		20-51
Inventory and Analysis of Community Services	X		34-43
Water and Wastewater Plan	X		36-37
Transportation Plan	X		44-51
Community Development Plan	X		59-61
Community Facilities Plan	X		34-39

Intergovernmental Coordination	Yes	No	Page #
Description of Intergovernmental Relationships	X		67
Intergovernmental Coordination Strategy	X		67-68
Analysis and Comparison of Other Relevant Planning Documents	X		67

Economic Conditions	Yes	No	Page #
Economic Base / Major Employers	X		16-17
Labor Market	X		17-19
Income and Poverty	X		15-16

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Economic Development Plan	X		16-19, 49, 59-60
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Open Space and Recreation	Yes	No	Page #
Inventory of Open Space and Recreation Facilities	X		40-41
Open Space and Recreation Plan	X		42-43

Implementation Strategies	Yes	No	Page #
Evaluation of Current Codes and Ordinances	X		29-30, 31, 49, 55, 62, 63, 65, 66,
Zoning Map Revisions	X		59
Zoning and Subdivision Code Revisions	X		63
Implementation Plan	X		30-33, 42-43, 49-51, 55-56, 63-66, 68
Coordination with Other Government Agencies	X		31, 50, 55, 56, 67-68

Other State Programs, Policies, and Issues	Yes	No	Page #
Total Maximum Daily Loads	X		52-53, 55, 56
Corridor Capacity Preservation Program	N/A		
Agricultural Preservation Program	N/A		
Sourcewater Protection	N/A		

Additional Comments: The Elsmere Comprehensive Plan Update marks the first time that a state agency, Delaware State Housing Authority (DSHA), partnered with a town and authored the major portion of the housing component of the Elsmere plan. DSHA provided the analysis, goals, and recommendations which were reviewed and approved by the town. This type of partnership between state

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agencies and municipalities should be considered for future comprehensive plan updates. The town was very appreciative of the staff contributions made by DSHA.

Summary:

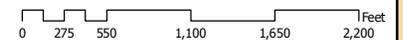
Town of Elsmere New Castle County, Delaware

Map 3. Existing Land Use

-  Single Family Residential
-  Commercial
-  Multi-family Dwellings
-  Park and Recreation
-  Institutional
-  General Industry
-  Office
-  Transportation\Utilities
-  Vacant
-  Town of Elsmere
-  Parcel Boundaries



Draft - January 2010



Sources:

Existing Land Use - Elsmere's 2004 Comprehensive Plan.
 Parcel Boundaries - New Castle County, downloaded from the Delaware DATAMIL November 2009.
 Municipal Boundaries - Office of State Planning Coordination (OMB), January 2010.
 Roads - Delaware Department of Transportation, March 2009.
 Hydrology - USGS, 1991-1993 and National Hydrography Dataset (NDH) flowline, USGS and EPA.

Note:

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*Town of Elsmere
New Castle County, Delaware*

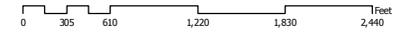
Map 6. Zoning

Zoning

- R-1 One Family Dwelling
- R-2 One/Two Family Dwelling
- R-GA Garden Apartment
- CC Community Commercial
- HD Highway Development
- GI General Industry
- Town of Elsmere
- Parcel Boundaries
- Major Roads
- Railroads
- Rivers, Lakes, & Ponds



Draft - January 2010



Sources:

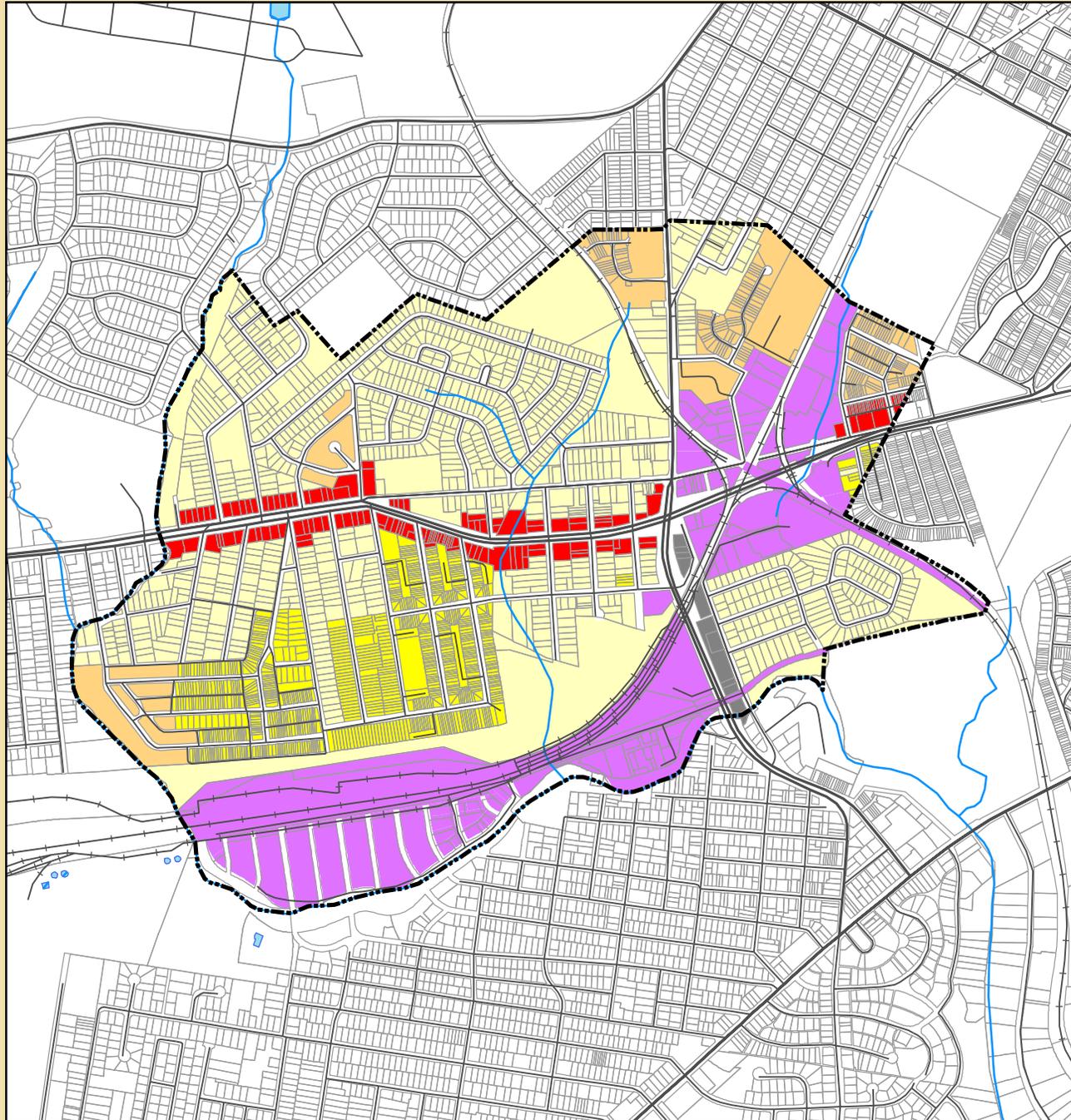
Zoning - Town of Elsmere, 2010.
Hydrology - USGS 7.5 Minute Series Topographic Maps. Created in cooperative agreement between the State of Delaware and the USGS (1991-1993).
Parcels - New Castle County, Department of Land Use, 2008.

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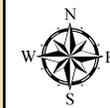
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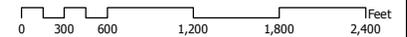
Town of Elsmere New Castle County, Delaware

Map 7. Future Land Use

- Residential
- Commercial
- General Industry
- Institutional
- Parks and Recreation
- Highway Development
- Transportation
- * Special Study Area
- Town of Elsmere
- Major Routes
- Minor Roads
- Parcel Boundaries
- Railroads
- Rivers and Streams



Draft - January 2010



Sources:
 Municipal Boundaries - Office of State Planning Coordination (OMB), January 2010.
 Roads - Delaware Department of Transportation, March 2009.
 Parcel Boundaries - Provided by New Castle County, November 2009.
 Hydrology - USGS, 1991-1993 and National Hydrography Dataset (NHD) flowline, USGS and EPA.

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