

# 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](http://www.state.de.us/planning)  
[www.dnrec.state.de.us/dnrec2000/](http://www.dnrec.state.de.us/dnrec2000/)  
[www.dnrec.state.de.us/DNRECEis/](http://www.dnrec.state.de.us/DNRECEis/)  
[datamil.delaware.gov](http://datamil.delaware.gov)  
[www.state.de.us/deptagri/](http://www.state.de.us/deptagri/)

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Municipal Comprehensive Plans**

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<b>Name of Municipality: Town of Milton</b>	
<b>Address: 115 Federal Street Milton, DE 19968</b>	<b>Contact Person: Robin Davis</b>
	<b>Phone Number: 302-684-4110</b>
	<b>Fax Number: 302-684-8999</b>
	<b>E-mail Address: <a href="mailto:rdavis@ci.milton.de.us">rdavis@ci.milton.de.us</a></b>

**Date of Most Recently Certified Comprehensive Plan:**

October 2003 and the plan is currently located at  
[http://www.ci.milton.de.us/media/COMPREHENSIVE\\_PLAN.pdf](http://www.ci.milton.de.us/media/COMPREHENSIVE_PLAN.pdf)

<b>Information prepared by: Town of Milton &amp; URS Corporation</b>	
<b>Address: 115 Federal Street Milton, DE 19968</b>	<b>Contact Person: Robin Davis</b>
	<b>Phone Number: 302-684-4110</b>
	<b>Fax Number: 302-684-8999</b>
	<b>E-mail Address: <a href="mailto:rdavis@ci.milton.de.us">rdavis@ci.milton.de.us</a></b>

<b>Maps Prepared by: CABE Associates</b>	
<b>Address:</b>	<b>Contact Person: Bob Kerr</b>
	<b>Phone Number: 302-674-9278</b>
	<b>Fax Number: 302-674-1099</b>
	<b>E-mail Address: <a href="mailto:rwk@cabe.com">rwk@cabe.com</a></b>

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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 1<sup>st</sup> 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 Checklist<sup>1</sup>

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.

<b>Public Participation</b>	<b>Yes</b>	<b>No</b>	<b>Page # / Sections</b>
Public Participation Summary and Results		X	

<b>Population Data and Analysis</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Past Population Trends	X		8
Population Projections	X		8-10
Demographics	X		11
Position on Population Growth		X	

<b>Housing</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Housing Stock Inventory	X		12-15
Housing Pipeline	X		10
Housing Needs Analysis	X		14
Position on Housing Growth		X	
Affordable Housing Plan		X	

<b>Annexation</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Analysis of Surrounding Land Uses	X		25-26
Annexation Plan	X		53-55, EX G

<b>Redevelopment Potential</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Identification of Redevelopment Areas and Issues	X		46-51
Redevelopment Strategy	X		46-51
Community Development Strategy	X		44,52, 56

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

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<b>Community Character</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
History of the Town or City	X		5-7
Physical Conditions	X		19-26
Significant Natural Features	X		15-18
Community Character	X		5-7
Historic and Cultural Resources Plan	?		49-50
Community Design Plan	X		46-51
Environmental Protection Plan		X	

<b>Land Use Plan</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Existing Land Use	X		Ex E
Land Use Plan	X		46-51

<b>Critical Community Development and Infrastructure Issues</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Review of Community Conditions	X		19-26
Inventory of Community Infrastructure	X		19-26
Inventory and Analysis of Community Services	X		19-26
Water and Wastewater Plan	X		39-44, 52
Transportation Plan	X		31, 51
Community Development Plan	X		19-26
Community Facilities Plan	X		19-26

<b>Intergovernmental Coordination</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Description of Intergovernmental Relationships	X		56
Intergovernmental Coordination Strategy	X		56
Analysis and Comparison of Other Relevant Planning Documents		X	

<b>Economic Conditions</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Economic Base / Major Employers	X		13-14
Labor Market	X		12
Income and Poverty	X		12
Economic Development Plan	?		19-26, 46-51

<b>Open Space and Recreation</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Inventory of Open Space and Recreation Facilities	X		38-39
Open Space and Recreation Plan	?		51-52

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<b>Implementation Strategies</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Evaluation of Current Codes and Ordinances	X		53
Zoning Map Revisions	X		53-55
Zoning and Subdivision Code Revisions	X		53-55
Implementation Plan	X		53-57
Coordination with Other Government Agencies	X		56

<b>Other State Programs, Policies, and Issues</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Total Maximum Daily Loads		X	
Corridor Capacity Preservation Program		X	
Agricultural Preservation Program	X		50, Ex D2
Sourcewater Protection		X	

**Summary:**

The Town updated the October 2003 Comprehensive Plan this year. During this process, the Town submitted a Pre-PLUS application for guidance on the update and it was determined that much of the information was outdated. Based on time and funding, the Town approved a limited scope of service for the update. The majority of the document brings the general information up to date, with the exception of Map Exhibit G Future Land Use/Potential Expansion. Attached you will find a spreadsheet with twenty-five revisions to the map.

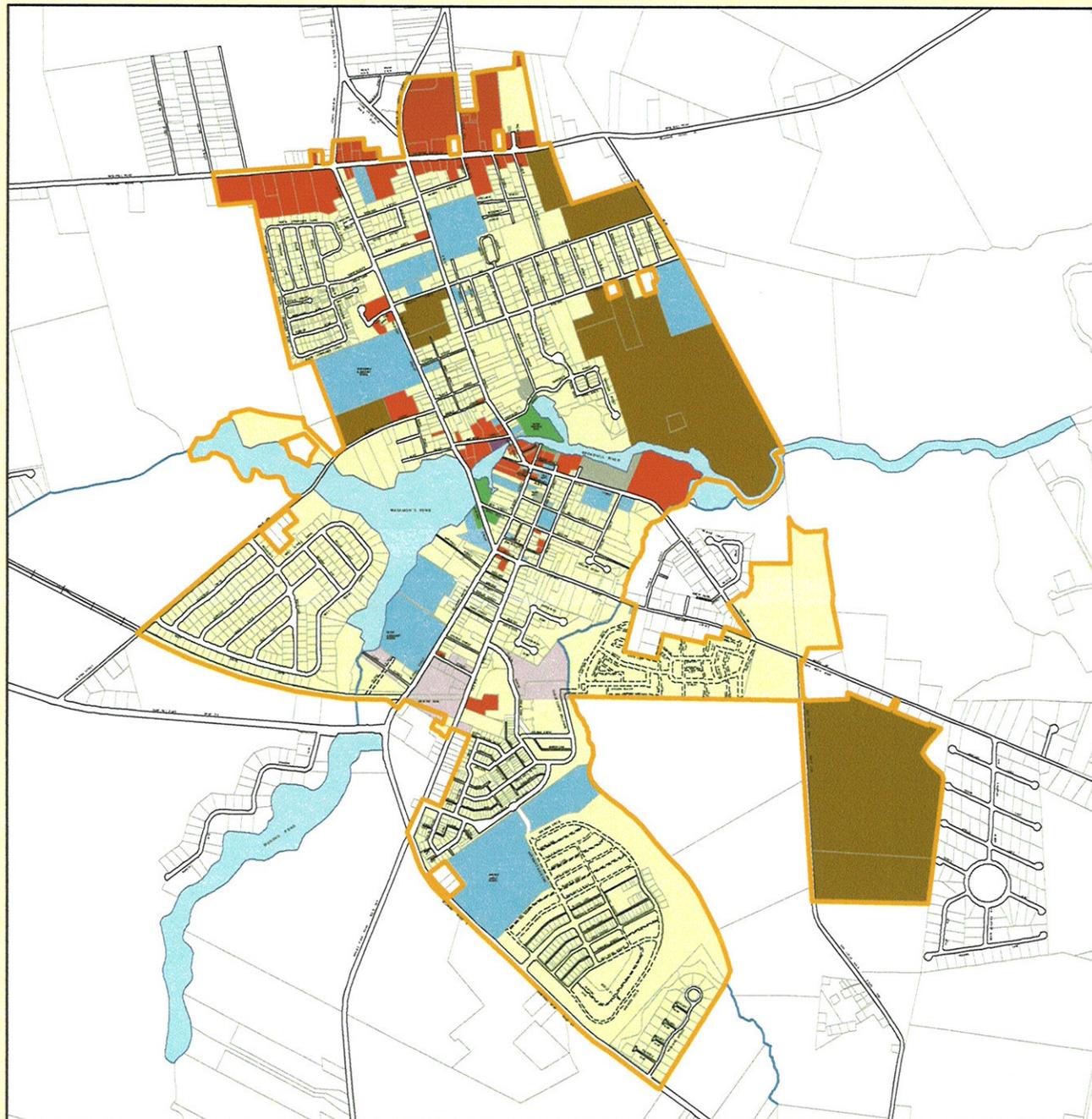
The Town held multiple Public Hearings on the document and received recommendation for adoption from the Planning Commission. The Town Council adopted the document contingent upon State certification at the May 3, 2010 Town Council Meeting.

**Town of Milton  
Comprehensive Plan  
Exhibit G-Future Land Use/Potential Expansion  
REVISIONS**

<b>#</b>	<b>Map</b>	<b>Parcel</b>	<b>Name</b>	<b>Reason for Change</b>	<b>From</b>	<b>To</b>
1	2-35-	14.00-89.08	Michael Hughes	Property Owner Request	Com	Res
2	2-35-	14.00-119.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
3	2-35-	14.00-122.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
4	2-35-	14.00-122.04	Comp Plan Com	Recommend to add in growth area	n/a	Res
5	2-35-	14.00-122.02	Comp Plan Com	Recommend to add in growth area	n/a	Res
6	2-35-	14.00-122.03	Comp Plan Com	Recommend to add in growth area	n/a	Res
7	2-35-	14.00-122.01	Comp Plan Com	Recommend to add in growth area	n/a	Res
8	2-35-	14.00-121.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
9	2-35-	15.00-2.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
10	2-35-	15.00-1.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
11	2-35-	15.00-2.03	Comp Plan Com	Recommend to add in growth area	n/a	Res
12	2-35-	15.00-2.01	Comp Plan Com	Recommend to add in growth area	n/a	Res
13	2-35-	15.00-27.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
14	2-35-	15.00-26.03	Comp Plan Com	Recommend to add in growth area	n/a	Res
15	2-35-	15.00-2.02	Comp Plan Com	Recommend to add in growth area	n/a	Res
16	2-35-	15.00-3.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
17	2-35-	15.00-4.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
18	2-35-	15.00-4.01	Comp Plan Com	Recommend to add in growth area	n/a	Res
19	2-35-	15.00-5.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
20	2-35-	15.00-26.06	Comp Plan Com	Recommend to add in growth area	n/a	Res
21	2-35-	15.00-26.05	Comp Plan Com	Recommend to add in growth area	n/a	Res
22	2-35-	15.00-26.02	Comp Plan Com	Recommend to add in growth area	n/a	Res
23	2-35-	7.00-163.00	Comp Plan Com	Recommend to add in growth area	n/a	Res
24	2-35-	8.00-5.01	Comp Plan Com	Recommend to add in growth area	n/a	Res
25	2-35-	8.00-5.02	Comp Plan Com	Recommend to add in growth area	n/a	Res

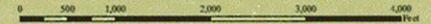
# Town of Milton, Delaware

## Exhibit E: Existing Land Use



-  Town Boundary
-  Residential
-  Commercial
-  Agriculture
-  Industrial
-  Parks
-  Institutional
-  Transportation
-  Utilities
-  Water
-  Existing Roads
-  Proposed Roads
-  Railroads
-  Hydrology

September 2009



Sources:  
 Existing Land Use - Developed from a Land Use Survey completed by the Office of State Planning and Coordination, 2002 and updated by CABE Associates Inc. 2009.  
 Parcels - Prepared by CABE Associates Inc. from available Sussex County and Town of Milton records, September 2009.  
 Roads and Railroads - Delaware Department of Transportation centerline file (1997) created from Digital Orthophoto Quarter Quads (1997).  
 Hydrology and water - Based on USGS data and modified by CABE Associates Inc. specifically for use with Town of Milton maps, 2009.  
 Municipal Boundary - Prepared by CABE Associates Inc. from available Town of Milton records, September 2009.

Note:  
 This map was created by the Institute for Public Administration (IPA) and revised by CABE Associates Inc. (CABE) solely for display and reference purposes and is subject to change without notice.

No claims, either real or assumed, as to the absolute accuracy or precision of any data contained herein are made by the IPA or CABE, nor will the IPA or CABE be held responsible for any use of this document for purposes other than which it was intended.

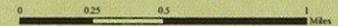


# Town of Milton, Delaware

## Exhibit G: Future Land Use / Potential Expansion

-  Potential Expansion Area
-  Residential
-  Residential (LPD)
-  Mixed Commercial / Residential
-  Mixed Commercial / Residential (LPD)
-  Commercial / Business
-  Light Industrial
-  Light Industrial (LPD)
-  Marine Resources
-  Town Center
-  Agricultural Districts
-  Agricultural PDRs
-  Fish and Wildlife Area
-  Sussex County Growth Areas
-  Town Boundary
-  Hydrology
-  Parcel Boundaries
-  Railroads

September 2009



Sources:  
 Future Land Use and Annexation Areas - Determined by the Town of Milton Planning Commission, with the guidance of the Office of State Planning and Coordination, June 2003.  
 Sussex County Comprehensive Plan, adopted by Sussex County Council December 10, 2002.  
 Municipal Boundary - Office of State Planning and Coordination, May 2003.  
 DRAFT Parcel - Parcels for Sussex County are being developed by Thompson Mapping and have not gone through a final review process, 2002.  
 Roads - Delaware Department of Transportation centerline file (1997) created from Digital Orthophoto Quarter Quads (1997).  
 Hydrology - USGS 7.5 Minute Series Topographic Maps. Created in cooperative agreement between the State of Delaware and the USGS (1991-1993).

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