

# Preliminary Land Use Service (PLUS) Application Municipal Comprehensive Plans

Delaware State Planning Coordination  
540 S. DuPont Highway • 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/  
datamil.delaware.gov](http://www.dnrec.state.de.us/DNRECeis/datamil.delaware.gov)  
[www.state.de.us/deptagri/](http://www.state.de.us/deptagri/)

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<b>Name of Municipality: Town of Middletown</b>	
<b>Address:</b> Town of Middletown 19 West Green Street Middletown, DE 19709	<b>Contact Person: Morris Deputy, Town Manager</b>
	<b>Phone Number: (302) 378-9120</b>
	<b>Fax Number:</b>
	<b>E-mail Address: mdeputy@middletownde.org</b>

**Date of Most Recently Certified Comprehensive Plan: November 2005**

**Draft posted [www.ipa.udel.edu/localgovt/municipalities/](http://www.ipa.udel.edu/localgovt/municipalities/)**

<b>Information prepared by: Institute for Public Administration</b>	
<b>Address:</b> 180 Graham Hall University of Delaware Newark, DE 19716	<b>Contact Person: Martin Wollaston</b>
	<b>Phone Number:302-831-4930</b>
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	<b>E-mail Address: martinw@udel.edu</b>

<b>Maps Prepared by: Institute for Public Administration</b>	
<b>Address:</b> University of Delaware 700 Pilottown Road Pollution Ecology Lab, RM 109 Lewes, DE 19958	<b>Contact Person: Nicole Minni</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 to send to PLUS at the time the plan is released for public review.
- 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 to 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.
- Step 7:** Once you receive the Office of State Planning Coordination letter stating that all certification items have been addressed, your Planning Commission and Council should adopt the plan pending State certification. We strongly recommend that your Council adopt the plan by ordinance. The ordinance should be written so that the plan will go into effect upon receipt of the certification letter from the Governor.
- Step 8:** Send our office a copy of the ordinance (or other documentation) that formally adopts your plan along with an electronic or paper copy of the final plan. We will forward these materials to the Governor for consideration. At the discretion of the Governor a certification letter will be issued to your town. The plan is effective on the date of adoption.
- Step 9:** Once you receive your certification letter, please forward two (2) bound paper copies and one electronic copy of your plan to our office for our records. It is suggested that you incorporate a copy of the State's PLUS letter and the Governor's certification letter into the final comprehensive plan document.

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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	<input checked="" type="checkbox"/>		2-3

<b>Population Data and Analysis</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Past Population Trends	<input checked="" type="checkbox"/>		13
Population Projections	<input checked="" type="checkbox"/>		14
Demographics	<input checked="" type="checkbox"/>		15-17
Position on Population Growth	<input checked="" type="checkbox"/>		18

<b>Housing</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Housing Stock Inventory	<input checked="" type="checkbox"/>		27
Housing Pipeline	<input checked="" type="checkbox"/>		28-29
Housing Needs Analysis	<input checked="" type="checkbox"/>		29
Position on Housing Growth	<input checked="" type="checkbox"/>		67
Affordable Housing Plan	<input checked="" type="checkbox"/>		30/67

<b>Annexation</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Analysis of Surrounding Land Uses	<input checked="" type="checkbox"/>		59-63
Annexation Plan	<input checked="" type="checkbox"/>		66

<b>Redevelopment Potential</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Identification of Redevelopment Areas and Issues	<input checked="" type="checkbox"/>		42-43; 67-69
Redevelopment Strategy	<input checked="" type="checkbox"/>		42-43; 67-69

<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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Community Development Strategy	<input checked="" type="checkbox"/>		42-43; 67-69
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Community Character	Yes	No	Page #
History of the Town or City	<input checked="" type="checkbox"/>		6-8
Physical Conditions	<input checked="" type="checkbox"/>		44-46
Significant Natural Features	<input checked="" type="checkbox"/>		44-46
Community Character	<input checked="" type="checkbox"/>		9-12
Historic and Cultural Resources Plan	<input checked="" type="checkbox"/>		8-9
Community Design Plan	<input checked="" type="checkbox"/>		9-12
Environmental Protection Plan	<input checked="" type="checkbox"/>		45-48

Land Use Plan	Yes	No	Page #
Existing Land Use	<input checked="" type="checkbox"/>		55-60 Map 5
Land Use Plan	<input checked="" type="checkbox"/>		60-66 Map 7

Critical Community Development and Infrastructure Issues	Yes	No	Page #
Review of Community Conditions	<input checked="" type="checkbox"/>		19-26
Inventory of Community Infrastructure	<input checked="" type="checkbox"/>		Throughout
Inventory and Analysis of Community Services	<input checked="" type="checkbox"/>		Throughout
Water and Wastewater Plan	<input checked="" type="checkbox"/>		23-25
Transportation Plan	<input checked="" type="checkbox"/>		31-39
Community Development Plan	<input checked="" type="checkbox"/>		42-43
Community Facilities Plan	<input checked="" type="checkbox"/>		19-26

Intergovernmental Coordination	Yes	No	Page #
Description of Intergovernmental Relationships	<input checked="" type="checkbox"/>		67-69
Intergovernmental Coordination Strategy	<input checked="" type="checkbox"/>		69
Analysis and Comparison of Other Relevant Planning Documents	<input checked="" type="checkbox"/>		59-61

Economic Conditions	Yes	No	Page #
Economic Base / Major Employers	<input checked="" type="checkbox"/>		40
Labor Market	<input checked="" type="checkbox"/>		40-41
Income and Poverty	<input checked="" type="checkbox"/>		17-18

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Economic Development Plan	<input checked="" type="checkbox"/>		<b>40-43</b>
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<b>Open Space and Recreation</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Inventory of Open Space and Recreation Facilities	<input checked="" type="checkbox"/>		<b>49-54</b>
Open Space and Recreation Plan	<input checked="" type="checkbox"/>		<b>49-54</b>

<b>Implementation Strategies</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Evaluation of Current Codes and Ordinances	<input checked="" type="checkbox"/>		<b>63-66</b>
Zoning Map Revisions	<input checked="" type="checkbox"/>		<b>63</b>
Zoning and Subdivision Code Revisions	<input checked="" type="checkbox"/>		<b>63-65</b>
Implementation Plan	<input checked="" type="checkbox"/>		<b>67-69</b>
Coordination with Other Government Agencies	<input checked="" type="checkbox"/>		<b>60-61; 67,69</b>

<b>Other State Programs, Policies, and Issues</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Total Maximum Daily Loads	<input checked="" type="checkbox"/>		<b>46</b>
Corridor Capacity Preservation Program	<input checked="" type="checkbox"/>		<b>31-33</b>
Agricultural Preservation Program	<input checked="" type="checkbox"/>		<b>53-54 Map 8</b>
Sourcewater Protection	<input checked="" type="checkbox"/>		<b>47, Map 3</b>

**Additional Comments:**

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**Summary:**

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# Town of Middletown, Delaware

## Map 7. Future Land Use and Annexation Areas

### Future Land Use within Town Boundary

-  Agriculture
-  Park, Recreation & Open Space
-  Residential
-  Mixed Use
-  Commercial
-  Institutional and Utilities
-  Industrial

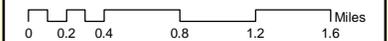
### Proposed Annexations

-  Residential
-  Mixed Use
-  Commercial
-  Industrial

-  Areas Of Concern
-  Proposed 301 Alignment
-  Westtown
-  State of Delaware Boundary
-  Municipal Boundaries
-  Parcel Boundaries
-  Major Routes
-  Other Roads
-  Railroads
-  Stream/River



Draft - February 2012



Sources:  
 Municipal Boundaries - Office of State Planning Coordination (OMB), updated by Institute for Public Administration and the Town of Middletown, 02/12.  
 Future Land Use - Future Land Use was developed by KCI Technologies and updated by the University of Delaware, Institute for Public Administration approved by the Town of Middletown, DE, 02/12.  
 Parcel Boundaries - Provided by New Castle County, 03/12.  
 Roads - Delaware Department of Transportation, 2010.  
 Hydrology - National Hydrography Dataset (NHD) flowlines and waterbodies, USGS and EPA.

Note:  
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