



STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
OFFICE OF STATE PLANNING COORDINATION

May 24, 2023

Cliff Mumford
Davis, Bowen & Friedel, Inc.
1 Park Avenue
Milford, DE 19963

RE: PLUS review – 2023-04-06; Extra Space Storage

Dear Mr. Mumford:

Thank you for meeting with State agency planners on April 26, 2023 to discuss the Site Plan Review for Extra Space Storage. According to the information received, you are seeking review of a proposed site plan for the construction of three mini-storage buildings totaling 147,000 SF on 6.5 acres zoned AR-1 to be located on the north side of Route 24 west of Camp Arrowhead Road.

Please note that changes to the plan, other than those suggested in this letter, could result in additional comments from the State. Additionally, these comments reflect only issues that are the responsibility of the agencies represented at the meeting. **The developers will also need to comply with any Federal, State, and local regulations regarding this property. We also note that as Sussex County is the governing authority over this land, the developers will need to comply with any and all regulations/restrictions set forth by the County.**

Strategies for State Policies and Spending

This project may be consistent with the 2020 Strategies for State Policies and Spending as it is located within Investment Levels 3. Investment Level 3 reflects areas where growth is anticipated by local, county, and state plans in the longer-term future, or areas that may have environmental or other constraints to development. State investments may support future growth in these areas, but please be advised that the State has other priorities for the near future.

Based on comments from State agencies below, if this parcel contains environmental concerns or other constraints to development, the state requests that the applicant and the local jurisdiction work with state agencies to design the site with respect to those environmental features which will help create a more sustainable development.

122 Martin Luther King Jr. Blvd. South – Haslet Armory · Third Floor · Dover, DE 19901
Phone (302)739-3090 · Fax (302) 739-5661 · www.stateplanning.delaware.gov

Code Requirements/Agency Permitting Requirements

Department of Transportation – Contact Stephen Bayer 302-760-4834

- The site access on Robinsonville Road (SCR 227) or John J. Williams Highway (Delaware Route 24) must be designed in accordance with DelDOT's Development Coordination Manual, which is available at <http://www.deldot.gov/Business/subdivisions/index.shtml?dc=changes>.
- Pursuant to Section 1.3 of the Manual, a Pre-Submittal Meeting is required before plans are submitted for review. The form needed to request the meeting and guidance on what will be covered there and how to prepare for it is located at https://www.deldot.gov/Business/subdivisions/pdfs/Meeting_Request_Form.pdf?08022017.
- Section 1.6 of the Manual addresses principles for the location of site entrances. DelDOT anticipates requiring the developer to separate the site entrance on Robinsonville Road from the existing entrance to the west to comply with Figure 1.5.1 of the Manual.
- Section 1.6.6 of the Manual addresses access onto collectors. The proposed access is located on Delaware Route 24, classified as Major Collector. The property has frontage on Robinsonville Road, classified as a Local Road. Therefore, based on the road's functional class the proposed development should have access on Robinsonville Road as opposed to a Delaware Route 24. Exceptions may be considered by the Subdivision Engineer.
- Each segment of State maintained road is assigned a Functional Classification in accordance with the States Functional Classification Map. Definitions of these classifications are found in Sections 1.6.4 to 1.6.8 of the Manual. The existing design of the road is not required to meet the design standards of the functional classification at the time the classification is assigned. All access designs shall meet the standards set forth in the Manual for the assigned functional class of the frontage road and/or affected segment of road. The developer is responsible for improving the segment of road along their site's frontage to meet the design standards of the road's functional class.
 - Questions regarding the requirement to improve the site frontage should be directed to the acting Sussex County Review Coordinator, Mr. Kevin Hickman. Mr. Hickman may be reached at Kevin.Hickman@delaware.gov or (302) 760-2461.

- Section 1.7 of the Manual addresses fees that are assessed for the review of development proposals. DeIDOT anticipates collecting the Initial Stage Fee when the record plan is submitted for review and the Construction Stage Fee when construction plans are submitted for review.
- Per Section 2.2.2.1 of the Manual, Traffic Impact Studies (TIS) are warranted for developments generating more than 500 vehicle trip ends per day or 50 vehicle trip ends per hour in any hour of the day. Using the 11th edition of the Institute of Transportation Engineers' Trip Generation Manual, DeIDOT estimates that the subject development of 147,000 square feet mini warehousing (LUC 515) would generate 213 vehicle trip ends per day and estimates the weekday morning and evening peak hour trip ends at 13 and 22, respectively. Therefore, a TIS would not be required.
 - However, the subject development is located in the Henlopen Transportation Improvement District (TID), adopted by DeIDOT and Sussex County in accordance with Section 2.4 of the Development Coordination Manual. For that reason, the developer will be required to pay a fee per square foot in lieu of doing a TIS and making off-site improvements in accordance therewith. Any improvements required by DeIDOT beyond the site entrance construction will be creditable toward the fee.
 - The developer should contact Ms. Sarah Coakley, a principal planner in DeIDOT's Regional Systems Planning Section, for information regarding the TID and the associated fees. Ms. Coakley may be reached at Sarah.Coakley@delaware.gov or (302) 760-2236.
- As necessary, in accordance with Section 3.2.5 and Figure 3.2.5-a of the Manual, DeIDOT will require dedication of right-of-way along the site's frontage. By this regulation, this dedication is to provide a minimum of 40 feet of right-of-way from the physical centerline of Delaware Route 24. By this regulation, this dedication is to provide a minimum of 30 feet of right-of-way from outmost edge of the through lanes of Robinsonville Road. The following right-of-way dedication note is required, **"An X-foot wide strip of right-of-way from the centerline is hereby dedicated in fee simple to the State of Delaware, acting by and through the Delaware Department of Transportation."**
- In accordance with Section 3.2.5.1.2 of the Manual, DeIDOT will require the establishment of a 15-foot wide permanent easement across the property frontage. The location of the easement shall be outside the limits of the ultimate right-of-way. The easement area can be used as part of the open space calculation for the site. The following note is required, **"A 15-foot wide permanent easement is hereby dedicated**

in fee simple to the State of Delaware, acting by and through the Delaware Department of Transportation.”

- Referring to Section 3.4.2.1 of the Manual, the following items, among other things, are required on the Record Plan:
 - A Traffic Generation Diagram. See Figure 3.4.2-a for the required format and content.
 - Depiction of all existing entrances within 450 feet of the proposed entrance on Robinsonville Road.
 - Notes identifying the type of off-site improvements, agreements (signal, letter) contributions and when the off-site improvements are warranted.
- Section 3.5.4.2 of the Manual addresses requirements for Shared Use Paths (SUP) and sidewalks. For projects in Level 3 and 4 Investment Areas, installation of paths or sidewalks along the frontage on State-maintained roads is required where there is an existing path with which to connect. DelDOT does not anticipate requiring the developer to provide a Shared Use Path along their frontage.
- Section 3.5.4.3 of the Manual addresses walkways, non-residential developments shall provide a system of internal pedestrian connections to encourage safe and convenient pedestrian movement within the site. These pedestrian connections, known as walkways, shall also link the site with the public street sidewalk, transit facilities and shared-use trail system, where they exist.
- In accordance with Section 3.8 of the Manual, storm water facilities, excluding filter strips and bioswales, shall be located a minimum of 20 feet from the ultimate State right-of-way along Robinsonville Road and Delaware Route 24.
- In accordance with Section 5.2.9 of the Manual, the Auxiliary Lane Worksheet should be used to determine whether auxiliary lanes are warranted at the site entrances and how long those lanes should be. The worksheet can be found at <http://www.deldot.gov/Business/subdivisions/index.shtml>.
- In accordance with Section 5.4 of the Manual, sight distance triangles are required and shall be established in accordance with American Association of State Highway and Transportation Officials (AASHTO) standards. A spreadsheet has been developed to assist with this task. It can be found at <http://www.deldot.gov/Business/subdivisions/index.shtml>.

- In accordance with Section 5.14 of the Manual, all existing utilities must be shown on the plan and a utility relocation plan will be required for any utilities that need to be relocated.

Department of Natural Resources and Environmental Control – Contact Clare Quinlan 302-735-3480

Disclaimer Clause: Staff from the Delaware Department of Natural Resources and Environmental Control (DNREC) reviewed the project submitted for PLUS review. The absence of comments regarding specific resources does not indicate that there are not additional constraints or environmental issues on site, nor does it indicate DNREC support of a project.

Concerns Identified Within the Development Footprint

Stormwater Management

The project proposes greater than 5000 square feet of land disturbing activities and will be subject to Delaware's *Sediment and Stormwater Regulations*.

Requirements:

- A Sediment and Stormwater Plan must be developed, then approved by the appropriate plan review agency prior to any land disturbing activity taking place on the site. For this project, the plan review agency is the Sussex Conservation District.
- Additionally, to address federal requirements, construction activities that exceed 1.0 acre of land disturbance require Construction General Permit coverage through submittal of an electronic Notice of Intent for Stormwater Discharges Associated with Construction Activity. This form must be submitted electronically (<https://apps.dnrec.delaware.gov/enoi/>, select Construction Stormwater General Permit) to the DNREC Division of Watershed Stewardship, along with the \$195 fee.
- Schedule a project application meeting with the appropriate plan review agency prior to moving forward with the stormwater and site design. As part of this process, you must submit a Stormwater Assessment Study.

Plan review agency contact: Sussex Conservation District at (302) 856-2105 or (302) 856-7219.
Website: <https://www.sussexconservation.org/>

General stormwater contact: DNREC Sediment and Stormwater Program at (302) 739-9921. E-mail: DNREC.Stormwater@delaware.gov.
Website: <https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/>

Wastewater Disposal Systems – Small Systems

A small systems wastewater disposal system (septic) is proposed for this site.

Requirements:

- The applicant must apply for and obtain a small systems permit. The On-Site Regulation are listed within Section 5 of the *Regulations Governing the Design, Installation and Operation of the On-site Wastewater Treatment and Disposal Systems* at:
<http://www.dnrec.delaware.gov/wr/Information/GWDInfo/Documents/delaware-on-site-regulations-with-exhibits.pdf>
- A Site Evaluation must be performed by a Delaware licensed Class D Soil Scientist to determine the type of disposal system allowed under current regulations and site conditions. A list of licensed Class D soil scientists can be found at the following website: <https://data.delaware.gov/Energy-and-Environment/Class-D-Site-Evaluator-Licensees-Based-on-Licensed/6vjg-34rp>

Contact: DNREC Commercial and Government Services Section for projects proposed in Sussex County at (302) 856-4561.

Website: <https://dnrec.alpha.delaware.gov/water/groundwater/septic-systems/>

Delaware Emergency Management Agency – Contact Phillip Cane 302-659-2325

Proposed Project Parcel Flood Concern

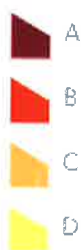
- This/These parcel(s) is/are located within an area of **Minimal Flood Concern of 1000 years or greater.**

Parcel Status within County Evacuation Zone Location

- The parcel is located within the **Sussex County Evacuation Zone D.**



DE_EvacuationZone



***DEMA recommends and encourages the **County Evacuation Zone Location** to be made publicly available to businesses and patrons through signs, pamphlets, or other means.

Parcel Status within the 10-mile Emergency Planning Zone (EPZ) for the Salem Nuclear Power Plant

- The parcel is **not** located within the 10-mile EPZ for the Salem Nuclear Power Plant.

State Historic Preservation Office – Contact Carlton Hall 302-736-7400

- There are no known archaeological sites within the project area. Furthermore, there are no precontact archaeological sites in the nearby analogous areas. Historic maps do not indicate any historic structures related to the parcels in question.
- While the soils are well drained, the distance to relict water sources is less than favorable, and the landform is generally low lying. The potential for precontact and historic resources is low based on these factors.
- Additionally, extensive clearing, and possibly grading has occurred in 2012. This may have disrupted the stratigraphic integrity of the soils.
- Based on these factors, the DE SHPO has no archaeological concerns with the proposed development.

Delaware State Fire Marshall's Office – Contact Duane Fox 302-739-4394

This document is for information purposes only and does not constitute any type of approval from the Delaware State Fire Marshal's Office

At the time of formal submittal, the applicant shall provide; completed application, fee, and three sets of plans depicting the following in accordance with the Delaware State Fire Prevention Regulations (DSFPR):

Fire Protection Water Requirements

- Water distribution system capable of delivering at least 1,500 gpm for 2-hour duration, at 20-psi residual pressure is required. Fire hydrants with 800 feet spacing on centers.
- Where a water distribution system is proposed for mixed occupancy use sites, the infrastructure for fire protection water shall be provided, including the size of water mains for fire hydrants and sprinkler systems.

Fire Protection Features

- All structures over 10,000 Sq. Ft. aggregate will require automatic sprinkler protection installed.

- Buildings greater than 10,000 sq ft, 3-stories or more, over 35 feet, or classified as High Hazard, are required to meet fire lane access and marking requirements.
 - Show Fire Department Connection location (must be within 300 feet of fire hydrant), and detail as shown in the DSFPR.
- Show Fire Lanes and Sign Detail as shown in DSFPR.
- Standpipe systems may be required for Building 2 per DSFPR.

Accessibility

- All premises, which the fire department may be called upon to protect in case of fire, and which are not readily accessible from public roads, shall be provided with suitable gates and access roads, and fire lanes so that all buildings on the premises are accessible to fire apparatus. This means that the access road must be constructed so fire department apparatus may negotiate it.
- Any dead-end road more than 300 feet in length shall be provided with a turn-around or cul-de-sac arranged such that fire apparatus will be able to turn around by making not more than one backing maneuver. The minimum paved radius of the cul-de-sac shall be 38 feet. The dimensions of the cul-de-sac or turn-around shall be shown on the final plans. Also, please be advised that parking is prohibited in the cul-de-sac or turn around.
- The use of speed bumps or other methods of traffic speed reduction must be in accordance with Department of Transportation requirements.
- The local Fire Chief, prior to any submission to our Agency, shall approve in writing the use of gates that limit fire department access into and out of the development or property.

Gas Piping and System Information

- Provide type of fuel proposed and show locations of bulk containers on plan.

Required Notes

- Provide a note on the final plans submitted for review to read "All fire lanes, fire hydrants, and fire department connections shall be marked in accordance with the Delaware State Fire Prevention Regulations."
- Proposed Use
- Alpha or Numerical Labels for each building/unit for sites with multiple buildings/units
- Square footage of each structure (Total of all Floors)
- National Fire Protection Association (NFPA) Construction Type
- Maximum Height of Buildings (including number of stories)

- Note indicating if building is to be sprinklered.
- Name of Water Provider
- Letter from Water Provider approving the system layout.
- Provide Lock Box Note (as detailed in DSFPR) if any buildings are to be sprinklered.
- Provide Road Names, even for County Roads

Recommendations/Additional Information

Department of Transportation – Contact Stephen Bayer 302-760-4834

- The applicant should expect a requirement that any substation and/or wastewater facilities will be required to have access from an internal driveway with no direct access to Robinsonville Road and Delaware Route 24.
- The applicant should expect a requirement that all PLUS and Technical Advisory Committee (TAC) comments be addressed prior to submitting plans for review.
- Please be advised that the Standard General Notes have been updated and posted to the DelDOT website. Please begin using the new versions and look for the revision dates of March 21, 2019 and March 16, 2021. The notes can be found at <https://www.deldot.gov/Business/subdivisions/>

Department of Natural Resources and Environmental Control – Contact Clare Quinlan 302-735-3480

Delaware Ecological Network

The entire parcel lies within lands designated within the Delaware Ecological Network, a statewide network of interconnected lands of significant ecological value. This GIS data layer is based on principles of landscape ecology and conservation biology, providing a consistent framework to identify and prioritize areas for natural resource protection. Forest disturbances on this site will jeopardize habitat on the parcel and likely beyond the parcel's boundary.

- Removing forested areas within the Delaware Ecological Network should be avoided to the greatest extent possible. These areas provide wildlife habitat, uptake nutrients, infiltrate stormwater, and improve water quality. Forests also provide shading and cooling, while also reducing carbon that contributes to climate change.

Contact: DNREC Wildlife Species Conservation and Research Program at (302) 735-3600.

Website: <https://dnrec.alpha.delaware.gov/fish-wildlife/contact-information/>

Removal of Forest

The preliminary plan proposes the elimination of approximately 5.1 of 6.5 acres of forest on the site.

- Removing forested areas for development should be avoided to the greatest extent possible. Forests filter water for improved water quality, provide habitat for wildlife, absorb nutrients, infiltrate stormwater, moderate temperatures, and store atmospheric carbon which would otherwise contribute to climate change.
- To reduce impacts to nesting birds and other wildlife species that utilize forests for breeding, it is recommended that tree clearing not occur from April 1st to July 31st. Likewise, avoid mowing open space areas and grass filter strips during the same timeframe, as various species of birds utilize these areas for nesting sites.

Contact: DNREC Division of Fish and Wildlife, Species Conservation and Research Program at (302) 735-3600.

Website: <https://dnrec.alpha.delaware.gov/fish-wildlife/conservation/>

Key Wildlife Habitat

The forest block on this property is mapped as a Key Wildlife Habitat in the Delaware Wildlife Action Plan.

- Key Wildlife Habitat should be conserved to the maximum extent practicable and negative impacts should be minimized.
- Efforts to minimize the amount of clearing needed for the footprint of infrastructure should be employed.

Contact: DNREC Division of Fish and Wildlife, Species Conservation and Research Program at (302) 735-3600.

Website: <https://dnrec.alpha.delaware.gov/fish-wildlife/conservation/>

Stormwater Management

- Where the site and soil conditions allow, integrate runoff reduction techniques including infiltration basins, bioretention (rain gardens), filter strips, and pavers to encourage on-site stormwater infiltration and reduce runoff.
- For improved stormwater management, preserve existing trees, wetlands, and passive open space.

Plan review agency contact: Sussex Conservation District at (302) 856-2105 or (302) 856-7219.

Website: <https://www.sussexconservation.org/>

General stormwater contact: DNREC Sediment and Stormwater Program at (302) 739-9921. E-mail: DNREC.Stormwater@delaware.gov.

Website: <https://dnrec.alpha.delaware.gov/watershed-stewardship/sediment-stormwater/>

Drainage

- All existing drainage ditches on the property should be evaluated for function and cleaned, if needed, prior to the construction of the project.
- Environmental permits or exemptions may be required by the County Conservation District (Standard Plan), the DNREC Sediment and Stormwater Program (eNOI/NOT), Army Corp of Engineers, and/or DNREC Wetlands and Subaqueous Lands Section prior to clearing and/or excavating ditch channels.
- All precautions should be taken to ensure the project does not hinder any off-site drainage upstream of the project or create any off-site drainage problems downstream by the release of on-site storm water.

Contact: DNREC Drainage Program at (302) 855-1930.

Website: <https://dnrec.alpha.delaware.gov/drainage-stormwater/>

Water Quality (Pollution Control Strategies)

This site lies within the Rehoboth Bay Watershed. Surface water quality in this watershed does not meet Federal and/or State Water Quality Standards and a Pollution Control Strategy is in place for this watershed.

- Reduce impervious surfaces on the project site by eliminating areas of impervious pavement and/or using pervious pavement where practicable.
- Reduce stormwater runoff by integrating infiltration basins, bioretention (rain gardens), filter strips, and by preserving existing trees, wetlands, and passive open space.
- Reduce the necessity for nutrient application by maintaining open space as meadow or forest planted exclusively with native plants. Native plants are well-suited to our climate and require limited maintenance.

Contact: DNREC Division of Watershed Stewardship's Watershed Assessment Section at (302) 739-9939.

Website: <https://dnrec.alpha.delaware.gov/watershed-stewardship/>

Wildlife Displacement

Development of this site is anticipated to displace local wildlife. Delaware is home to a rich array of wildlife species, which greatly depend on forests and other habitat types for food, water and cover.

- Removing forested areas for development, especially mature forests, should be avoided to the greatest extent possible. Forests are a key habitat type for wildlife in Delaware.
- Deer, groundhogs, and rabbits will browse on ornamental landscaping. Reduce the potential for future conflicts with wildlife by maintaining large blocks of forest, as opposed to small pockets of wooded areas.

Contact: DNREC Division of Fish and Wildlife, Species Conservation and Research Program at (302) 735-3600.

Website: <https://dnrec.alpha.delaware.gov/fish-wildlife/wildlife/>

Additional Sustainable Practices

- Consider using renewable energy infrastructure such as solar or geothermal to reduce energy costs and further reduce pollution created from offsite generation. Grant funds and incentives are available for Delmarva Power customers through the DNREC Green Energy Fund, which includes several funding types through the state's major electric utilities (<https://dnrec.alpha.delaware.gov/climate-coastal-energy/renewable/assistance/>).
- Include space for recycling dumpsters within the preliminary site design stage. These can be placed adjacent to trash dumpsters.
- Use efficient Energy Star rated products and materials in construction and redevelopment. Energy efficient appliances use less energy over time. This saves consumers and businesses money, while also helping to reduce pollution from power generation.
- Use structural paint coatings that are low in Volatile Organic Compounds to help protect air quality. Air pollution from new construction is generated through the use of maintenance equipment, paints, and consumer products like roof coatings and primers.
- Use recycled materials, such as reclaimed asphalt pavement, to reduce heat island effects on paved surfaces, prevent landfill waste, and lower material costs.

Contact: DNREC Division of Climate, Coastal & Energy at (302) 735-3480.

Website: <https://dnrec.alpha.delaware.gov/climate-coastal-energy/>

Delaware Emergency Management Agency – Contact Phillip Cane 302-659-2325

Population

- The county has a population density of **265.60** per square mile based on the US 2020 Census report; an increase from 2010 at **208.90** persons per square mile.
- The specific census block(s) the project is located on has a total population of **8**, though, with development, this will certainly change.
- The adjacent blocks aggregate bring the area to a total population of **843**.

FEMA National Risk Index

- The FEMA National Risk Index is an online mapping application that identifies communities most at risk of 18 natural hazards: Avalanche, Coastal Flooding, Cold Wave, Drought, Earthquake, Hail, Heat Wave, Hurricane, Ice Storm, Landslide, Lightning, Riverine Flooding, Strong Wind, Tornado, Tsunami, Volcanic Activity, Wildfire, and Winter Weather. The FEMA National Risk Index is calculated by multiplying the Expected Annual Loss times the Social Vulnerability and dividing that by the Community Resilience.

$$\begin{aligned} & \text{Expected Annual Loss} \\ & \times \text{ Social Vulnerability} \\ & \div \text{ Community Resilience} \\ \hline & = \text{Risk Index} \end{aligned}$$

- According to FEMA's National Risk Index, the parcel is considered **relatively low** for overall natural hazards risks.
- Community Resilience is a consequence reduction risk component and a community risk factor that represents the ability of a community to prepare for anticipated natural hazards, adapt to changing conditions and withstand/recover rapidly from disruptions. Social Vulnerability is a consequence-enhancing risk factor that represents the susceptibility of social groups to the adverse impacts of natural hazards.
- Its community resilience is rated as **relatively moderate** while its social vulnerability is rated as **relatively low**.

Renewable Energy Commitment

- DEMA strongly encourages the use of renewable energies and high-efficiency appliances and utilities.
- Regarding utilities, DEMA suggests incorporating 90% series furnaces/HVAC systems: the closer to 99%, the better as well as A/C units of 20 Seer or greater. DEMA recommends using tankless water heaters and battery backup systems for sump pumps to reduce potential water damage from power failure.
- Lastly, DEMA encourages the integration of modern and emerging technologies, such as the potential for electric vehicles in garages/parking lots, green roofs where applicable and allowable, and the like.

Delaware State Fire Marshall's Office – Contact Duane Fox 302-739-4394

- Preliminary meetings with fire protection specialists are encouraged prior to formal submittal. Please call for appointment. Applications and brochures can be downloaded from our website: www.statefiremarshal.delaware.gov, technical services link, plan review, applications or brochures.

Following receipt of this letter and upon filing of an application with the local jurisdiction, the applicant shall provide to the local jurisdiction and the Office of State Planning Coordination a written response to comments received as a result of the pre-application process, noting whether comments were incorporated into the project design or not and the reason, therefore.

Thank you for the opportunity to review this project. If you have any questions, please contact me at 302-739-3090.

Sincerely,



David L. Edgell, AICP
Director, Office of State Planning Coordination

Attachments:

Sussex County Planning and Zoning Comments
Sussex County Engineering Comments

JAMIE WHITEHOUSE, AICP MRTPI
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
jamie.whitehouse@sussexcountyde.gov



Sussex County
DELAWARE
sussexcountyde.gov

Preliminary Land Use Service (PLUS) Meeting
April 26nd, 2023
April PLUS Comments
Sussex County Department of Planning & Zoning

I. Review and Discussion: Extra Space Storage (2023-04-06)

Location: North side of John J Williams Hwy (Route 24) \approx 0.5 miles west of Camp Arrowhead Road (S.C.R. 279) and on the east side of Robinsonville Road (S.C.R. 277).

Project: Review of a proposed commercial mini-storage facility on four parcels comprised of (6.5) acres.

Sussex County Department of Planning & Zoning Comments

The applicant is required to participate in a pre-application meeting with the County. Please contact the Planning and Zoning Department to schedule a pre-application meeting with staff to discuss the proposed project by calling (302)855-7878 or you may reach out to Michael Lowrey at michael.lowrey@sussexcountyde.gov.

Following submission to the County, staff will review the Preliminary Site Plan, where more detailed comments will be provided to the applicant. At the PLUS stage of review, staff wish to limit comments to high-level comments only.

Please note that the following are informal staff comments, and do not prejudice any decision that the Sussex County Planning & Zoning Commission may wish to make as part of any application submitted to the Department.

Tax Parcel ID(s): 234-6.00-104.00, 234-6.00-104.02, 234-6.00-104.03, & 234-6.00-104.04

Zoning: The parcels are zoned Agricultural Residential (AR-1). Commercial Storage facilities require approval as a Conditional Use in the AR-1 Zoning District. The Parcels are located in the "Coastal Area" (per the 2018 Comprehensive Plan) and the Plan proposes commercial improvements totaling more than 75,000 square feet which requires the Applicant submit an Environmental Assessment and Public Facilities Report as described in (§115-194.3(B)(2)). Staff note that the lots will require consolidation prior to any potential approval as a Conditional Use which will create a through-lot on the site with required front yard setbacks on both John J Williams Highway (Route 24) and Robinsonville Road (S.C.R 277). Staff note that the Planning & Zoning Commission, as part of their consideration of the proposed Conditional Use for commercial storage on the site, may include Conditions of Approval which could possibly require a buffering on the perimeter of the site. Staff additionally note that the Plan includes access roads for internal vehicle circulation which are in close proximity to the perimeter of the Parcels. The Plan also includes a 10-foot side yard setback on the Plan

while Staff note the minimum required side yard setback in the AR-1 Zoning District is 15 feet.

Proposed: The Applicant proposes a commercial mini-storage facility to consist of three structures comprised of a total of 147,102 square feet, stormwater management facilities, and internal roads on four (4) Parcels comprised of a total of (6.5) acres +/-.

Density: N/A

Applicability to Comprehensive Plan: The project lies within the Growth Area and is categorized as “Coastal Area” (per the 2018 Comprehensive Plan). Coastal Areas are growth areas that the County encourages only the appropriate forms of concentrated new development, especially when environmental features are in play (2018 Sussex County Comprehensive Plan, 4-9). The Coastal Area designation is intended to recognize the characteristics of both anticipated growth and ecologically important and sensitive characteristics (2018 Sussex County Comprehensive Plan, 4-15). The Plan also notes that “retail and office uses are appropriate but larger shopping centers and office parks should be confined to locations with access along arterial roads” (2018 Sussex County Comprehensive Plan, 4-15).

Open Space Provisions: The submitted PLUS Application proposes (1.5) acres of open space as forested buffers. As noted in the Zoning Comments above, the roads for internal vehicle circulation are in immediate proximity to the perimeter of the Parcels.

Interconnectivity: While it is understood that there are existing site constraints which may inhibit the ability for proposals to connect to adjacent lands, please note that the Sussex County Planning Commission desires to see interconnectivity between proposed developments, especially on commercial corridors like Route 24. In order to accommodate future adjacent development and to prevent only one-way-in and one-way-out access in the event of emergency at the site, we encourage the Applicant to consider design options that may provide for connection to existing or future development adjacent to the site.

Transportation Improvement District (TID): The proposed project is located within the Henlopen TID. As part of any plan approval, the Applicant will be required enter into the prescribed agreement with DelDOT and will be subject to the applicable fee schedule for commercial improvements.

Agricultural Areas: The site is located within the vicinity of parcels which appear to be actively farmed. Please include on any plans submitted the Agricultural Use Protection notice located in (§99-6(G)(1)) of the County Code. This language shall also be included within any subsequent deed restrictions, leases, or agreements of sale for the property.

Forested Areas: The Applicant notes that there are presently (6.5) acres of existing forest on the site and that (5.095) acres will be removed. Therefore, the site is retaining (1.405) acres of forested area (roughly 22% of the site.)



Wetlands: The Application notes that there are no jurisdictional wetlands present on the site. Please note that Sussex County Code requires that Preliminary and Final Site Plans include the location and regulatory delineation of all state and federal wetlands (§115-220(B)(13)) & (§115-221(B)(14)).

Site Considerations (Flood Zones, Tax Ditches, Groundwater Recharge Potential etc.): The property is located within Flood Zone “X” (Areas determined to be outside of the 100 year floodplain) as indicated in the applicant’s Conceptual Land Use Plan. This is accurate according to current data available to Sussex County Planning & Zoning. The site is located within an area of “fair” Groundwater Recharge according to State and County GIS data. Please note this on any plan in order to comply with the provisions of Chapter 89 “Source Water Protection” of the Sussex County Code (§89-7). Staff note that the proposal is not within a wellhead protection area (§89-6).





Visit de.gov/plus for updates

Preliminary Land Use Service (PLUS) Meeting
Meeting will be conducted on-line and in person
Room 133, Haslet Armory

122 Martin Luther King Jr. Blvd., South

Please see <https://publicmeetings.delaware.gov/> for link to on-line access

April 26, 2023

Applicants should arrive at least 15 minutes before their appointed time. Times are approximate and are subject to change.

Public comment will be heard at the end of each PLUS application after the State Agencies have shared their comments with the applicants. Each person wishing to comment on the application under review will have up to 3 minutes.

I. 8:30 AM **Pre-Meeting Discussion – PLUS Reviewers**

II. 9:00 AM **Review and Discussion: Calhoun Apartments (2023-04-02)**

County: Sussex

Municipality: Georgetown

Location: West of Savannah Road and north of Calhoun Street, Georgetown, DE

Project: Review of a proposed Site Plan to construct three (3) apartment buildings totaling 108 residential units on 9 acres zoned MR-1 Multifamily Residential.

The proposed project is located within the City/Town/Growth and Annexation Area of Town of Georgetown. The Sussex County Engineering Department does not have comments for this project.

For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-7370

III. 9:30 AM **Review and Discussion: North Laurel Elementary – Gymnasium Addition (2023-04-05)**

County: Sussex

Municipality: Laurel

Location: 600 Wilson Street, Laurel, DE.

Project: Review of a proposed Site Plan to construct a 4,800 SF gymnasium addition.

The proposed project is located within the City/Town/Growth and Annexation Area of the Town of Laurel. The Sussex County Engineering Department does not have comments for this project.

For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-7370

IV. 10:00 AM **Review and Discussion: Layfield (2023-04-081)**

County: Sussex

Municipality: Dagsboro

Location: North side of Clayton Street, Dagsboro, DE.

Project: Review of a proposed Subdivision to create 237 residential units (109 single-family & 128 townhomes) on 115.4 acres zoned Medium Density Residential.

The proposed project is located within a Tier 1 area within the Sussex County Unified Sanitary Sewer District and connection to the sewer system is mandatory.

A “Use of Existing Infrastructure Agreement” is required for new projects. Sussex County Code, Chapter 110, requires that the Engineer and/or Developer request a Sewer System Concept Evaluation (SSCE) from the Utility Planning & Design Review Department for the project by providing the parcel(s) estimated equivalent dwelling units (EDU) for the project, along with payment of a \$1,000.00 fee for the evaluation and must be approved prior to approval of construction plans. The fee is to be payable to Sussex County Council. The Department will review the parcel(s) and EDU, confirm capacity, provide the connection point and define any additional parcels that must be served as part of the project. Should it be determined that a pump station is required for the project, additional information may be requested. This information will be conveyed to the engineer and/or developer. The Department will use this information when reviewing construction drawings to verify that the correct connection point is used, and all required parcels are served.

The proposed development will require a developer installed collection system in accordance with Sussex County standards and procedures.

One-time system connection charges will apply. Please contact the Utility Permits Division at 302 855-7719 for additional information on charges.

For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-5088

V. 10:30 AM **Review and Discussion: Cape Henlopen School District Campus (2023-04-07)**

County: Sussex

Municipality: Unincorporated

Location: Intersection of Mulberry Knoll Road and Cedar Grove Road.

Project: Review of a proposed Site Plan for the construction of future school related buildings including an administration building, bus maintenance facility and athletic fields on 295 acres zoned AR-1 and C-2 and requires a conditional use Institutional Campus in AR-1.

The proposed project is located within a Tier 2 area and is contiguous to the Sussex County Unified Sanitary Sewer District. Annexation and connection to the sewer system is required.

A “Use of Existing Infrastructure Agreement” is required for new projects. Sussex County Code, Chapter 110, requires that the Engineer and/or Developer request a Sewer System Concept Evaluation (SSCE) from the Utility Planning & Design Review Department for the project by providing the parcel(s) estimated equivalent dwelling units (EDU) for the project, along with payment of a \$1,000.00 fee for the evaluation and must be approved prior to approval of construction plans. The fee is to be payable to Sussex County Council. The Department will review the parcel(s) and EDU, confirm capacity, provide the connection point and define any additional parcels that must be served as part of the project. Should it be determined that a pump station is required for the project, additional information may be requested. This information

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The proposed development will require a developer installed collection system in accordance with Sussex County standards and procedures.

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For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-7370

VI. 11:00 AM **Review and Discussion: Seaside (2023-04-09)**

County: Sussex

Municipality: Unincorporated

Location: Northeast side of Coastal Highway, opposite Cave Neck Road.

Project: Review of a proposed subdivision for 369 single family homes on 271 acres zoned AR-1. This application requires a Conditional Use for a Cluster Development in AR-1.

The proposed project is located primarily in the Sussex County Tier 4 for sanitary sewer service with less than 5% within the Tier 2 area. With parcel 235-23.00-1.00 already certificated with a CPCN for wastewater service from Artesian wastewater the County would support the entire project be served by a private wastewater provider. Sussex County Engineering Department would support an adjustment to the Tier map in the Comprehensive Land Use Plan to remove the 5% from the Tier 2 area if requested by the entity . This will allow for the entire project to be served by a single private wastewater provider.

For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-7370

VII. 11:30 AM **Review and Discussion: Creekside (2023-04-01)**

County: Sussex

Municipality: Unincorporated

Location: Banks Road, approximately 1,000' south of Pond Road.

Project: Review of a proposed rezoning and proposed Site Plan for a multi-family Community with 116 residential units on 30.3 acres zoned AR-1 with proposed zoning of MR. This application also requires a Conditional Use.

The proposed project is located within a Tier 1 area within the Sussex County Unified Sanitary Sewer District and connection to the sewer system is mandatory.

A "Use of Existing Infrastructure Agreement" is required for new projects. Sussex County Code, Chapter 110, requires that the Engineer and/or Developer request a Sewer System Concept Evaluation (SSCE) from the Utility Planning & Design Review Department for the project by providing the parcel(s) estimated equivalent dwelling units (EDU) for the project, along with payment of a \$1,000.00 fee for the evaluation and must be approved prior to approval of construction plans. The fee is to be payable to Sussex County Council. The Department will review the parcel(s) and EDU, confirm capacity, provide the connection point and define any additional parcels that must be served as part of the project. Should it be determined that a pump station is required for the project, additional information may be requested. This information will be conveyed to the engineer and/or developer. The Department will use this information when reviewing construction drawings to verify that the correct connection point is used, and all required parcels are served.

The proposed development will require a developer installed collection system in accordance with Sussex County standards and procedures.

One-time system connection charges will apply. Please contact the Utility Permits Division at 302 855-7719 for additional information on charges.

For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-5088

VIII. 12:00 AM **Review and Discussion: Shiloh Church Road Sand & Gravel Borrow Pit (2023-04-03)**

County: Sussex

Municipality: Unincorporated

Location: North side of Shiloh Church Road, approximately 2,500' west of E. Trap Pond Road.

Project: Review of a proposed Site Plan for the operation of a sand and gravel borrow pit with a final dredge area estimated at 195.8 acres of a 269 acre parcel zoned AR-1. This application also requires a Conditional Use.

The proposed project is located within a Tier 4 for wastewater planning. Sussex County does not currently have a schedule to provide sanitary sewer to this project. The Sussex County Engineering Department recommends the project receive wastewater service from a public utility or municipality.

For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-7370

IX. 12:00 PM **Review and Discussion: Extra Space Storage (2023-04-06)**

County: Sussex

Municipality: Unincorporated

Location: North side of Route 24, between Route 24 and Robinsonville Road.

Project: Review of a proposed Site Plan for the construction of three mini-storage buildings to totaling 147,000 SF on 6.5 acres zoned AR-1. This application also requires a Conditional Use.

The project is within a Tier 2 area for wastewater planning. Sussex County does not currently have a schedule to provide sanitary sewer to these parcels. The Sussex County Engineering Department recommends the project receive wastewater service from a public utility or municipality.

For questions regarding these comments, contact Chris Calio, Sussex County Engineering Department at (302) 854-7370

X. 1:00 PM **Review and Discussion: 2353 Central Church Road (2023-04-04)**

County: Kent

Municipality: Unincorporated

Location: 2353 Central Church Road, Dover, DE

Project: Review of a Subdivision Plan to subdivide 75 acres zoned AR-1 in the Growth Zone into 190 Single-family lots.

The agenda items times are approximate and subject to change. This agenda is subject to change to include additional items or the deletion of items, which arise at the time of the meeting.