

# **APEX ENGINEERING INCORPORATED**

27 WEST MARKET STREET  
(302) 994-1900

NEWPORT, DE 19804  
(302) 994-9099 FAX

www.apexengineeringinc.com

March 24, 2011

Apex Project #99299.009

New Castle County  
Department of Land Use  
87 Reads Way  
New Castle, DE 19720

**Re: 3704 Kennett Pike – Greenville Professional Center**

Dear Planner:

We hereby submit an application for the property located at 3704 Kennett Pike. This Application is being submitted as part of the Compromise Agreement executed by the Stoltz organization and Citizens for Responsible Growth of New Castle County, Inc. dated as of December 31, 2010. Per that Agreement, this plan proposes the addition of 19 parking spaces to the property which will require a variance from the New Castle County Board of Adjustment. The purpose of the plan is to provide additional parking to accommodate the needs of existing tenants; there is no additional square footage associated with this Application.

Highlights of the Agreement between Stoltz and CRG pertaining to this Application include:

- No expansion to the existing buildings or construction of new buildings on the site which shall be materially closer to Rt. 52 than 16 feet or the height of which exceeds 35 feet.

In addition to the plan, the following documents are also enclosed:


1. A completed New Castle County Department of Land Use Application for Plan Review;
2. 3704 Kennett LLC check #100000726 for \$1,500.00 for the Planning and Engineering Land Development Review and Processing Fee;
3. Fifteen (15) Folded paper prints of the Exploratory Sketch Plan;
4. One (1) copy of the wetlands report;
5. One (1) copy of the previous recorded land development plan;
6. One (1) copy of the Engineering Section Exploratory Plan Checklist.

New Castle County  
March 24, 2011

Greenville Professional Center  
Exploratory Plan Submission

Thank you for your assistance with this project. If you have any questions or require any further information please let me know.

Regards,



James H. Lober, P.E.  
Project Engineer

Enclosures

cc: Keith Stoltz                      Stoltz Management  
      Pamela Scott                     Saul Ewing

**NEW CASTLE COUNTY DEPARTMENT OF LAND USE**  
**SLD-1 Form**  
**(Application for Plan Review)**

**Level of Plan Submission**

Pre-App. / Exp. Sketch Plan  
 Preliminary Plan  
 Check Print  
 Record Plan  
 Revised Plan

**Plan Type**

Major Land Development Plan  
 Minor Land Development Plan  
 Resubdivision  
 Site  
 Utility  
 Parking

**For New Castle County Use Only**

Date Received \_\_\_\_\_  
 Application Number \_\_\_\_\_  
 Assigned Planner \_\_\_\_\_  
 Assigned Engineer \_\_\_\_\_

Engineering Section  
 Submission Only

Sanitary Sewer  
 Grading/E&S/Stormwater  
 Floodplain  
 General Permit

- 1) Name of Plan Greenville Place PROFESSIONAL CENTER  
 Former Plan Name or Alias n/a  
 Tax Parcel Number(s) 07-026.00-150
- 2) Name of Legal Property Owner(s) 3704 Kennett Pike, LLC  
 Address 725 Conshohocken State Road  
 City Bala Cynwyd State PA Zip 19004  
 Phone Number (610) 667-5800 Fax (610) 664-1976  
 Contact Person Steve Lewis
- 3) Name of Applicant(s) 3704 Kennett Pike, LLC  
 Address 725 Conshohocken State Road  
 City Bala Cynwyd State PA Zip 19004  
 Phone Number (610) 667-5800 Fax (610) 664-1976  
 Contact Person Steve Lewis
- 4) Firm Responsible for Plan Prep. Apex Engineering Incorporated  
 Address 27 West Market Street  
 City Newport State Delaware Zip 19804  
 Phone Number (302) 994-1900 Fax (302) 994-9099  
 Contact Person Stephen G. Davies  
 E-Mail sdavies@apexengineeringinc.com
- 5) Existing Zoning CN Proposed Zoning (if applicable) n/a

6) Also submitted are the following applicable fees as indicated: (See Appendix 2 for Details)

Exploratory Sketch Plan Submission		Amount
<input checked="" type="checkbox"/>	Planning Land Development &/or Rezoning Review and Processing Fee	\$750.00
<input checked="" type="checkbox"/>	Engineering Review and Processing Fee	\$750.00

Preliminary Plan Submission		Amount
<input type="checkbox"/>	Planning Land Development &/or Rezoning Review and Processing Fee	
<input type="checkbox"/>	Engineering Review and Processing Fee	

Record Plan Submission		Amount
<input type="checkbox"/>	Planning Check Print Filing Fee	
<input type="checkbox"/>	Planning Land Development &/or Rezoning Review and Processing Fee	
<input type="checkbox"/>	Engineering Review and Processing Fee	
<input type="checkbox"/>	Recorder of Deeds Fee	
<input type="checkbox"/>	Delaware Document Account Fee	

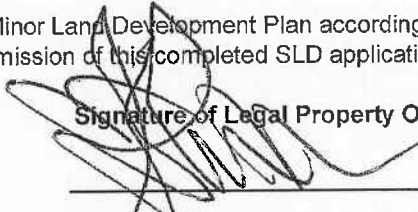
7) Other Items: (See Appendix 1 for Details)

8) It is required that the applicant notify the Federal Aviation Administration on their Form 7460-1, available at the New Castle County Airport Manager's Office if proposed construction, or crane operation will exceed 200 feet above ground level, or will penetrate a slope of 100:1 outward and upward from the nearest point of the nearest runway for a distance of 20,000 feet. For construction, or crane operations in closer proximity to any other airport or heliport in New Castle County, the obstruction/height criteria may vary. Clarification should be made by contacting the New Castle County Airport Manager's Office.

I certify that, to the best of my knowledge, all information listed above and all information and statements contained in any documents or plans submitted with this application are true, correct and complete and the legal owner of the land agrees with the filing of this application. I understand that any person who falsifies any information on any application made with the Department shall be subject to criminal proceedings under Title 11 of the Delaware Code.

I certify that I will post an application notice for this Major / Minor Land Development Plan according to New Castle County Code Chapter 40 (UDC) 31.320(F)(2) within 10 days of submission of this completed SLD application.

MANDATORY PLAN SUBMISSION DATA	
<input type="checkbox"/> Residential	<input checked="" type="checkbox"/> Non-Residential
Site Acreage:	<u>2.43</u>
Disturbed Acreage:	<u>0.2</u>
Number of Lots:	<u>1</u>
Est. Number of Pumps:	<u>0</u>
Est. Sanitary Sewer Flow:	<u>0</u>
Proposed GFA:	<u>0</u>
Building Footprint:	<u>0</u>
Sewer:	<u>New Castle County</u>
Water:	<u>City of Wilmington</u>

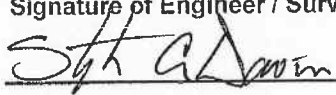
  
 Signature of Legal Property Owner  
 \_\_\_\_\_  
 Date 3/22/11

3704 Kennett Pike, LLC - Steve Lewis, Authorized Person  
 (Print Legal Owner Name)

Signature of Legal Property Owner  
 \_\_\_\_\_  
 Date \_\_\_\_\_  
 (Print Legal Owner Name)

Signature of Legal Property Owner  
 \_\_\_\_\_  
 Date \_\_\_\_\_  
 (Print Legal Owner Name)

Signature of Applicant  
 \_\_\_\_\_  
 Date \_\_\_\_\_  
 Same as Owner  
 (Print Applicant Name)

Signature of Engineer / Surveyor  
  
 \_\_\_\_\_  
 Date 3-24-11  
 Stephen G. Davies  
 (Print Engineer / Surveyor Name)

Ent	Name	Acct No	Invoice	Date	Reference	Amount
08016	3704 Kennett LLC	1334-00	07-026.00-150	3/22/2011	Planning Land Deve Rezoning	1,500.00

Vendor:	New Castle County	KE2164	Date	Check No.	Check Amount	
NEWCOU	PO Box 15359	Wilmington	DE 198865359	3/22/2011	100000726	1,500.00

Retain this statement for your records

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND NOT A WHITE BACKGROUND

**3704 Kennett LLC**  
 c/o Stoltz Management of Delaware  
 725 Conshohocken State Rd.  
 Bala Cynwyd, PA 19004

Firsttrust Bank  
 555 City Avenue  
 Bala Cynwyd, PA 19004

Date	Check No.	Check Amount
3/22/2011	100000726	1,500.00

One Thousand Five Hundred AND 00/100 Dollars

Pay to the order of:  
**New Castle County**  
 PO Box 15359  
 Wilmington, DE 19886-5359

VOID IF NOT CASHED WITHIN 120 DAYS WITHIN DATE OF ISSUE

  
 AUTHORIZED SIGNATURE

Details on back  
Security Features included

THIS DOCUMENT CONTAINS A WATERMARK THAT IS VISIBLE WHEN HELD TO THE LIGHT

⑈ 100000726 ⑆ 031975984 ⑆ 701912164 ⑆



DEPARTMENT OF LAND USE

EXPLORATORY PLAN  
ENGINEERING CHECKLIST

Project Name: GREENVILLE PROFESSIONAL CENTER

For Office Use Only

Application Number

SUBMISSION REQUIREMENTS

- A)  One completed copy of the Exploratory Plan Engineering Checklist signed, sealed and dated by a Delaware P.E./P.L.S.
- B)  One copy of the exploratory plan prepared in accordance with the Engineering Checklist for the Exploratory Plan, Plan Requirements.
- C) N/A One copy of the Exploratory Stormwater Management Report signed, sealed and dated by a Delaware P.E./P.L.S. prepared in accordance with the Engineering Checklist for the Exploratory Plan, Report Requirements. \* THE PROPOSED LAND DISTURBANCE IS BELOW 5,000 FT<sup>2</sup> AND THEREFORE EXEMPT FROM THE
- D)  Review fees as listed in Appendix 2 of the New Castle County Code Chapter 40. (checks payable to New Castle County)

PLAN REQUIREMENTS

- A)  All exploratory plan items as required by Chapter 40 Appendix 1.2.A of the New Castle County Code.
- B)  Field verified topography, when necessary to delineate the extent of any Article 10 resources (e.g. floodplain, steep slopes, etc.). If field verified topography is not required, topography shall be provided from one of the following sources in the subsequent order: (a) Topography established under a previous application, (b) Any other source of existing topography (i.e. LIDAR) that is more precise than the USGS Quadrangle Map topography; (c) USGS Quadrangle Map.
- C) N/A One (1) copy of the schematic pre-bulk erosion and sediment control plan for the project site.

\* SEDIMENT & SW REG'S. WE WOULD LIKE TO DISCUSS SWM TO REPLACE THE EXISTING FACILITY W/ THE DEPARTMENT THROUGH THE REVIEW PROCESS

## REPORT REQUIREMENTS

- A) \_\_\_\_\_ One (1) copy of the appropriate USGS Quadrangle Map that includes the following information:
- 1) \_\_\_\_\_ The location of the project parcel(s) within the watershed.
  - 2) \_\_\_\_\_ Delineation and identification of the watershed in which the application parcel(s) are located as defined by the confluence of a watercourse to which the project parcel(s) contributes runoff to the nearest blue-line stream.
  - 3) \_\_\_\_\_ Identification of all watercourse(s) adjacent to and/or downstream of the application necessary to establish the analysis point for downstream impacts in accordance with Chapter 12 of the New Castle County Code and the Delaware Sediment and Stormwater Regulations 10.3.8.
- B) \_\_\_\_\_ One (1) copy of the appropriate USDA Soil Survey that superimposes the property site limits and identifies the predominant soil types over the extent of the application site from the USDA Soil Survey including the following information based upon best available documentation and site inspection:
- 1) \_\_\_\_\_ Estimated depth to the seasonal high water table.
  - 2) \_\_\_\_\_ The anticipated soil infiltration rate (i.e. permeability) for each soil type.
  - 3) \_\_\_\_\_ Erosion potential and soils problematic to filter during construction. (e.g. high clay content)
- C) \_\_\_\_\_ One (1) copy of the Designated Watershed study, and/or the stream segment pollutant or stressor from the EPA 303(d) list, and/or the Pollution Control Strategy for the TMDL program from DNREC that governs the watershed in which the project site is located.
- D) \_\_\_\_\_ Identification of any hydrologic and hydraulic studies from any current or approved applications (upstream or downstream) that may include or be used by this application to demonstrate compliance with stormwater management and/or stormwater conveyance.
- E) \_\_\_\_\_ Statement whether a flood study and/or floodplain delineation is required.
- F) \_\_\_\_\_ Pre-development stormwater computational analysis that provides the following:
- 1) \_\_\_\_\_ Identification of the methodology used for computing peaks. (TR-55 or TR-20)
  - 2) \_\_\_\_\_ Computations for determining CN values for each drainage area.
  - 3) \_\_\_\_\_ Computations for determining the Tc flow path time for each drainage area.
  - 4) \_\_\_\_\_ Identification of any natural runoff detention/retention features. (sumps/swamps, etc.)
  - 5) \_\_\_\_\_ Pre-developed discharge rates and volumes at all points of interest, site discharge points and points of analysis.
- G) \_\_\_\_\_ One (1) copy of the pre-development drainage plan that includes the following information:
- 1) \_\_\_\_\_ Delineation of drainage areas contributing stormwater runoff through the project site and the appropriate sizing criteria for all conveyances.
  - 2) \_\_\_\_\_ Depiction of all drainage areas, points of analysis, site discharge points and points of analysis.
  - 3) \_\_\_\_\_ Labeling of the area, composite CN value and Tc flow path for each drainage area.
  - 4) \_\_\_\_\_ Labeling of the current means of conveyance (characteristics of flow) to each site discharge point.
  - 5) \_\_\_\_\_ Delineation of detention/retention features (sumps/swamps, etc.) with the extent of ponding and outlet defined.
  - 6) \_\_\_\_\_ Labeling of the cross-section(s) to define reach(es), if any.
  - 7) \_\_\_\_\_ Identification of points of interest within the site, with respect to the location of all natural resources. (as defined by Chapter 40 Section 40.10.010 of the New Castle County Code)

Submission of this checklist does not relieve the applicant of the responsibility to comply with all applicable regulations, codes, standards, guidelines and policies. The Department of Land Use reserves the right to revise the checklist periodically as the need arises.



- 8) \_\_\_\_\_ Identification of off-site areas sensitive to stormwater impacts not related to a watercourse. (e.g. steep slopes, wetlands and existing development)
- 9) \_\_\_\_\_ Identification and delineation of areas suitable for the conservation of stormwater management by passive infiltration and filtration.
- H) \_\_\_\_\_ Narrative discussing the potential for the implementation of conservation design practices and Green Technology Best Management Practices for managing the quality, quantity and volume of post-developed stormwater runoff. The narrative shall also address the following:
- 1) \_\_\_\_\_ What field testing (i.e. soils borings, infiltration testing, etc.) is required to demonstrate stormwater management design feasibility?
  - 2) \_\_\_\_\_ How will the hydrology on the project parcel(s) be affected by the developed land use condition when compared to existing conditions?
    - a) \_\_\_\_\_ Describe how the site will be designed to maximize the open space or landscaping to maximize infiltration, runoff volume control and filtering of stormwater runoff to compliance with the applicable regulations (e.g. reforestation, disconnection into landscaped areas)
    - b) \_\_\_\_\_ Describe how GTBMP's are integrated into the site design (e.g. bio-retention in landscape beds, native grass vegetated filter strips, rainwater harvesting, green roof, etc.) for total site stormwater management compliance
    - c) \_\_\_\_\_ Provide justification for stormwater basins and/or underground storage, if additional quantity management is required.
  - 3) \_\_\_\_\_ What is the physical condition of the conveyance systems on and down gradient of the application parcel(s) including the site discharge point(s)?
    - a) \_\_\_\_\_ Identify where and to what degree points of interest and project discharge points are vulnerable to erosion and what steps may be implemented to address the erosion potential.
    - b) \_\_\_\_\_ Document the current function of the existing on and off-site conveyance systems (e.g. clogged, eroded, broken, etc.)
    - c) \_\_\_\_\_ Describe how downstream properties, if any, are impacted by post-developed stormwater discharge and identification of downstream constraints (to the nearest watercourse), if any, that limit the peak rate discharge from the proposed development and the erosion potential of the receiving watercourse. Provide specific descriptions to address constraints.
    - d) \_\_\_\_\_ Identify any offsite drainage easements that may be required to convey run-off from the site to a point of outfall with adequate capacity for the post-developed stormwater runoff.
  - 4) \_\_\_\_\_ What unusual or nonstandard maintenance implications are associated with the stormwater practices proposed? Be sure to also identify the entity which will assume maintenance responsibility (private ownership, maintenance corporation or third party agreement) for the stormwater features proposed and the nature of their associated maintenance.
  - 5) \_\_\_\_\_ Statement whether a request for a waiver or variance from the Delaware Sediment and Stormwater Regulations is contemplated.

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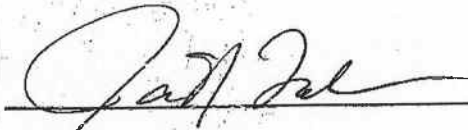


**SANITARY REQUIREMENTS**

- A) ✓ Provide an estimation of the proposed sewer flows (include both average and peak daily flows with rationale for the estimates) in addition to a plan view of the entire proposed sewer system to tie-in to the existing system including all proposed manholes, pump stations and force-mains. Show all existing and proposed sewer easements, the location of any proposed Commercial Food Establishments and 1000 gallon grease traps. Note: All sanitary sewer easements to be dedicated to New Castle County shall be a minimum of forty (40) feet wide in unpaved areas and twenty (20) feet wide in paved areas. There shall be at least 150 parcels to be connected to any proposed pump station. *\* NO GFA PROPOSED*
- B) N/A If septic proposed, provide a soil feasibility/site evaluation (show boring locations, proposed and existing wells, primary dual and single fields and replacement system location, and any nearby existing systems) in accordance with the provisions of the New Castle County Code, Chapter 40. Show approved test locations on the exploratory plan. Depict area(s) suitable for septic disposal field(s) on record plan.
- C) N/A Submit pervious area calculations to verify sufficient pervious area exists on the parcel to support the proposed septic system. (per Section 40.22.360 (C) of the New Castle County Code)

**CERTIFICATION OF PROFESSIONAL ENGINEER / LAND SURVEYOR:**

**I, the undersigned, hereby certify that I am a Professional Engineer / Land Surveyor registered in the State of Delaware and that it is my professional opinion that, to the best of my knowledge, each element of this checklist was considered and addressed in accordance with all applicable regulations, codes, standards, guidelines and policies.**



Signature and Seal of Applicant

3/24/11

Date

Submission of this checklist does not relieve the applicant of the responsibility to comply with all applicable regulations, codes, standards, guidelines and policies. The Department of Land Use reserves the right to revise the checklist periodically as the need arises.