

March 20, 2024

Margo Reign, MBA  
Planning Commission, Chair  
City of New Castle  
220 Delaware Street  
New Castle, Delaware 19720

**RE: Site Plan – Crozier Fine Arts Storage Facility**

Dear Chair Reign:

AECOM is in receipt of the above-mentioned Site Plan prepared by Frederick Ward Associates, dated March 7, 2024. The Site Plan was also accompanied by a Landscape Plan and a plan of the architectural renderings of the proposed addition. In review of the plan(s), AECOM offers the following comments:

1. As noted on the Site Plan, the purpose of the plan is to construct a 16,163 square foot addition to the Crozier Fine Arts Storage Facility located at 1400 Johnson Way in the Centerpoint Business Complex.
2. The subject parcel is currently zoned Industrial (I) District. Per Section 230-25.A.(4) of the Zoning Ordinance, *storage* and *warehousing* are permitted uses in the I District.
3. The proposed addition is consistent with the Schedule of Zone Regulations for the I District relative to setbacks, maximum building bulk and building height.
4. The existing and proposed parking as described in Site Data note 14 is consistent with Section 230.28.A.(10) of the Zoning Ordinance.
5. Section 230.28.G. of the Zoning Ordinance requires parking areas for non-residential developments to include both interior and perimeter landscaping, however, since no additional parking is required for the proposed addition (site plan indicates 3 existing spaces to be removed), no landscaping is required.
6. The Owner and Engineer Certifications, respectively, should be revised to reference City of New Castle requirements.
7. Per Section 230-46.N.(2) of the Zoning Ordinance, if approved by the Planning Commission, the Site Plan would be forwarded to the City Council for approval by resolution and recordation with the County Recorder of Deeds.
8. Prior to the Planning Commission Chair signing the Site Plan, the applicant should provide evidence of water availability and plan approval from the City Municipal Services Commission (MSC). The applicant has provided documentation that they are coordinating said approvals with the MSC.



9. Prior to the Planning Commission Chair signing the plat, the applicant should provide evidence of approval of the stormwater management/erosion and sediment control plans by the New Castle County Conservation District. The applicant has provided documentation that they are coordinating said approvals with the Conservation District.

If you have any questions or need additional information, please let me know.

Sincerely,

**AECOM Technical Services, Inc.**

A handwritten signature in blue ink, appearing to read 'CJR'.

Christopher J. Rogers, AICP  
Principal Planner

Cc: Planning Commission  
Max B. Walton, Esq.  
Scott Forsythe, Frederick Ward Associates