

January 22, 2026

Antonina Tantillo, MPA
City Administrator
City of New Castle
220 Delaware Street
New Castle, Delaware 19720

RE: Subdivision Plan for 6, 8 and 10 Arbutus Avenue

Dear Ms. Tantillo:

AECOM is in receipt of the above-mentioned subdivision plan prepared by Master Plan Engineering and Consulting, dated January 8, 2026. In review of the plan, we offer the following comments:

1. The proposed subdivision creates six single-family semidetached lots around three partially constructed two-family dwellings on three existing lots. That is, lot lines are being created along the party walls of the two-family dwellings.
2. The property is zoned R-2. Per Section 230-17.A.(2) of the Zoning Ordinance, single-family semidetached dwellings are permitted in the R-2 Zone.
3. The proposed bulk standards (setbacks, lot sizes, etc.) are consistent with the Schedule of District Regulations requirements for single-family semidetached dwellings in the R-2 Zone
4. Per Section 213-7.C.(4) of the City Subdivision Regulations, if approved by the Planning Commission, the subdivision plan would be forwarded to the City Council for approval by Resolution.
5. It appears that 3 water and sewer connections have been installed for the 3 partially constructed two-family dwellings. Single-family semidetached dwellings require individual water and sewer connection for each unit. As such, 3 additional water and sewer connections are required.
6. Prior to the plan being forwarded to City Council, the applicant should provide evidence of water and sewer availability and plan approval from the City Municipal Services Commission and the County Department of Public Works, respectively.
7. There will be six utility (water and sewer) tie-ins along the subdivision's frontage on Arbutus Avenue. AECOM will defer to the City on the need for a full-width paving overlay in lieu of 6 utility trench patches. If a full-width overlay is required, the City and the applicant should discuss the method of guaranteeing said improvements in accordance with Section 213-14 of the Subdivision Regulations regarding performance bonding requirements.



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: Lisa R. Hatfield
Joseph C. Marvasi, P.E.