

# ACEC

AMERICAN COUNCIL OF ENGINEERING COMPANIES

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of Delaware

## MEMORANDUM

To: ACEC-DE Executive Committee  
From: David L. Diefenthaler, P.E., LEED AP  
Date: July 19, 2011  
Re: NCC Partnering Meeting Minutes – July 18, 2011

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At 2:00 PM, Monday, July 18, 2011, the NCC Partnering Committee met with the New Castle County Department of Land Use. The following topics were discussed:

1. **“BRAC” Amendments (Small Business Incentives)** – On-going – this amendment is pending, but waiting on incorporation of any proposed changes to landscaping/parking/sidewalk requirements as discussed in Item No. 3 below.
2. **Sign Code Ordinance** – On-going – NCCDLU to be issuing final draft shortly.
3. **Landscaping/Parking/Sidewalk Requirements** – We are continuing attempts to schedule a meeting for the next focus of the committee, which is parking and stacking in drive-through lanes as it relates to use (i.e., fast-food, banks, pharmacy, etc.).
4. **Agency Coordination** – NCCDLU met with DeIDOT to review implementation of the “Memorandum of Understanding” between DNREC and DELDOT and are working on a variety of issues. Meetings are on-going.
5. **Electronic Plan Submissions** – Still some lingering NCC Information Systems technical issues and NCCDLU working on a submission protocol and will soon request some electronic submissions from selected firms.
6. **Comprehensive Development Plan** – The next meeting is on August 10, 2011, to review the goals and objectives of the plan. The plan should be released in September and NCC is anticipating adoption in January 2012.
7. **Redevelopment Ordinance** – Tackett/Reda Ordinance workshop will be held on July 20, 2011, and will be voted on July 26, 2011. The next step for the Weiner Ordinance will be review by the Planning Board.



**NEW ITEMS:**

8. **Utility Easements** – There was discussion on the need for re-subdivision submission for off-site utility easements when the off-site area is under a previously recorded plan. NCCDLU is working on coming up with a resolution to this issue.
9. **Stamped Plans** – There was discussion on the number of approved stamped plans to be returned to the engineer, and NCCDLU will allow for scanned copies of stamped plans so the engineer will be receiving back only one (1) stamped plan set.
10. **Ordinance 11-019** – Initial discussion commenced regarding this ordinance, which applies to Individual Lines and Grades Plans, for any permitted structure greater than 480 square feet and less than 5,000 square feet. The accuracy of the plans and compliance with the Drainage Code particularly, downstream conveyance, are the responsibility of the owner and the design professional. Further discussion will occur at our next meeting.
11. **Next Meeting** – Due to the Labor Day holiday, the next scheduled meeting with NCCDLU will be held on Monday, September 12, 2011, at 2:00 PM, in the Land Use office.

NCC Land Use Partnering Committee Minutes 7-18-11