Preliminary Land Use Service (PLUS) Application
Municipal Comprehensive Plans
Pre-update review request

Delaware State Planning Coordination
122 William Penn Street • Dover, DE 19901 • Phone: 302-739-3090 • Fax: 302-739-5661

Please complete this "PLUS application in its entirety. **All questions must be answered. If a question is unknown at this time or not applicable, please explain.** Unanswered questions on this form could lead to delays in scheduling your review. This form will enable the state staff to review the project before the scheduled meeting and to have beneficial information available for the applicant and/or developer at the time of review. If you need assistance or clarification, please call the State Planning Office at (302) 739-3090. Possible resources for completing the required information are as follows:

www.state.de.us/planning
www.dnrec.state.de.us/dnrec2000/
www.dnrec.state.de.us/DNRECeis/
datamil.delaware.gov
www.state.de.us/deptagri/

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Name of Municipality: City of Newark	
Address: City of Newark 220 South Main St Newark, DE 19711	**Contact Person:** Mike Fortner
	Phone Number: 302/366-7030
	Fax Number: 302/366-7160
	E-mail Address: mfortner@newark.de.us

Link to the existing plan is www.cityofnewarkde.ue/documentcenter/Home/View/770

Plan certification date: December 2013 (Target)

The municipality requests that the enclosed plan be reviewed to provide suggestions for revisions and improvements. The review is also to notify the municipality of any code changes since the certification of this plan that should be included in the scheduled update.

Information prepared by: Michael Fortner	
Address: ~~Institute for~~ Above	**Contact Person:** Above
	Phone Number:
	Fax Number:
	E-mail Address:

Maps Prepared by: Institute for Public Administration / City	
Address: Institute for Public Admin University of Delaware DGS Annex Newark, DE 19716	**Contact Person:** Martin Wollaston
	Phone Number: 302/831-4930
	Fax Number:
	E-mail Address: martinw@udel.edu

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General Plan Approval Process

Step 1: **Draft prepared by local government.**

Step 2: **Planning Commission and/or Legislative Body approves draft plan to send to PLUS.**

Step 3: **PLUS meeting, application submitted by 1st business day of the month for that month's meeting.**

Step 4: **State comments submitted to local government within 20 business days of meeting.**

Step 5: **Local government replies to state comments in writing and submits revised plan (if necessary) to the Office of State Planning Coordination (O S P C) for review.**

Step 6: **OSPC requires 20 working days to reply to revised plan. State sends a letter accepting changes or noting discussion items or if no changes are necessary see step 7.**

Step 7: **Certification letter will be sent within 10 business days of final submission to OSPC.**

Step 8: **The local jurisdiction shall adopt the plan as final following certification. Plan is effective on the date of adoption.**

Step 9: **A copy of the final document and written notification of adoption is to be sent to OSPC.**

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Comprehensive Plan / Amendment Checklist[1]

Please check yes or no as to whether the following information has or has not been included in the comprehensive plan and indicate page numbers where information may be found.

Public Participation	**Yes**	**No**	**Page # / Sections**
Public Participation Summary and Results	✓		3

Population Data and Analysis	**Yes**	**No**	**Page #**
Past Population Trends	✓		13
Population Projections	✓		20
Demographics	✓		15-17
Position on Population Growth	✓		19

Housing	**Yes**	**No**	**Page #**
Housing Stock Inventory	✓		31
Housing Pipeline		✓	
Housing Needs Analysis	✓		32
Position on Housing Growth	✓		32
Affordable Housing Plan	✓		33

Annexation	**Yes**	**No**	**Page #**
Analysis of Surrounding Land Uses	✓		113
Annexation Plan	✓		114

Redevelopment Potential	**Yes**	**No**	**Page #**
Identification of Redevelopment Areas and Issues	✓		76
Redevelopment Strategy	✓		76
Community Development Strategy	✓		33

Community Character	**Yes**	**No**	**Page #**

[1] Please go to the following website for detailed checklist information: http://www.state.de.us/planning/services/circuit.shtml.

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History of the Town or City	✓		7
Physical Conditions	✓		5
Significant Natural Features	✓		5-7
Community Character	✓		7-11
Historic and Cultural Resources Plan	✓		20
Community Design Plan	✓	✓	54
Environmental Protection Plan	✓		50

Land Use Plan	**Yes**	**No**	**Page #**
Existing Land Use		✓	
Land Use Plan	✓		82

Critical Community Development and Infrastructure Issues	**Yes**	**No**	**Page #**
Review of Community Conditions	✓	✓	48
Inventory of Community Infrastructure	✓		48
Inventory and Analysis of Community Services		✓	
Water and Wastewater Plan	✓		23
Transportation Plan	✓		38
Community Development Plan	✓		33
Community Facilities Plan	✓	✓	

Intergovernmental Coordination	**Yes**	**No**	**Page #**
Description of Intergovernmental Relationships		✓	
Intergovernmental Coordination Strategy		✓	
Analysis and Comparison of Other Relevant Planning Documents	✓	✓	1

Economic Conditions	**Yes**	**No**	**Page #**
Economic Base / Major Employers	✓		77
Labor Market	✓		77
Income and Poverty	✓	✓	
Economic Development Plan	✓		71

Open Space and Recreation	**Yes**	**No**	**Page #**
Inventory of Open Space and Recreation Facilities	✓		64
Open Space and Recreation Plan	✓		62

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Implementation Strategies	Yes	No	Page #
Evaluation of Current Codes and Ordinances		✓	
Zoning Map Revisions		✓	
Zoning and Subdivision Code Revisions		✓	
Implementation Plan		✓	
Coordination with Other Government Agencies		✓	

Other State Programs, Policies, and Issues	Yes	No	Page #
Total Maximum Daily Loads		✓	
Corridor Capacity Preservation Program		✓	
Agricultural Preservation Program		✓	
Sourcewater Protection		✓	

Additional Comments:

Summary: