

December 2, 2025

**VIA: HAND DELIVERY & EMAIL**

Lauren Cecchine, AICP, Manager  
Sussex County Planning & Zoning Department  
2 The Circle, P.O. Box 417  
Georgetown, DE 19947

RE: Revised Preliminary Site Plan  
SCTP No. 334-5.00-175.00 p/o  
Planning & Zoning Matter: S-25-64, C/U 2499  
The Willows at Northstar

Dear Lauren:

I am writing to supplement my October 22, 2025 transmittal letter that accompanied the Revised Preliminary Site Plan for the Willows at Northstar, the low income housing tax credit (LIHTC), multi-family housing portion of the Northstar development. As indicated in that letter, the Revised Preliminary Site Plan was filed to place conditions (a) through (r) imposed upon this property when Sussex County Council adopted Ordinance No. 3093 approving Conditional Use No. 2499, update the entrance to the community and incorporate the design of the extension to Mulberry Knoll Road that has been reviewed by DelDOT.

As part of your review of the Revised Preliminary Site Plan, you requested information about the status of Condition J, the condition regarding amenities to be provided as part of the Willows at Northstar. The Planning Commission's recommendation of approval for C/U 2499 included Condition J which referenced two types of amenities—recreational amenities and service amenities. After reviewing the Planning Commission's recommended conditions, additional materials were presented to County Council for consideration during the Council's public hearing and as part of its deliberations. With respect to Condition J, the additional information provided to County Council was in the form of a memorandum from Ingerman—the developer of the Willows at Northstar—detailing the amenities that were included as part of the LIHTC application presented to the Delaware State Housing Authority for the Willows at Northstar. The Ingerman memorandum also described its experience in providing amenities for its many communities in the Mid-Atlantic region. This summary memorandum was included as "Tab H" of the Supplemental Project Book (SPB) that was used during the public hearing before County Council.

To provide additional information with respect to the recreational amenities, the status of each of those is as follows:

- **clubhouse with a lounge, fitness center and management offices**  
The four buildings shown on the Revised Preliminary Site Plan are all the same size; however, Building #4 only has 22 units rather than the 24 units found in the other buildings. The reason for the reduced number of units in

Building #4 is that the clubhouse with lounge, fitness center and management offices will be located on the first floor of that building where those two units would have otherwise been located (*See* SPB, Tab H, for a description of this area which also serves as a resiliency center).

- **bike storage lockers**

The location of two bike lockers is shown on the Revised Preliminary Site Plan (one between Building #1 and Building #4 and a second one Building #2 and Building #4).

- **playground and play area**

The location and area of the playground is shown on the Revised Preliminary Site Plan (between Building #1 and Building #4). The play area, while not labeled as such on the plan, is the area between Building #1, Building #2 and Building #4.

With respect to the required service amenities, these are described in the aforementioned summary provided to County Council by Ingerman (*See* SPB, Tab H). In addition to describing the service amenities it plans to provide, Ingerman also included a letter from the Sussex Family YMCA regarding the services it will provide to the future residents of the Willows at Northstar and the pledge of support from Northstar Property LLC (*See* SPB, Tab H, Attachments 2 and 3).

Please note that, consistent with Condition J, a separate amenity plan will be filed with the Final Site Plan for review by your office and the Planning Commission. Please let me know if you have any questions or if you need any further information for the enclosed site plan to receive Revised Preliminary Site Plan approval.

Very truly yours,

MORRIS JAMES LLP



David C. Hutt

Cc: Northstar Property LLC  
Ring W. Lardner, P.E.