



MEMORANDUM

City of Dover, Delaware
Department of Planning & Inspections
P.O. Box 475 Dover, Delaware 19903
Phone: 302.736.7196 Fax: 302.736.4217

DATE: January 31, 2024
TO: Applicants and Interested Parties
FROM: Planning Office
SUBJECT: Meeting Announcement for
Applicant D.A.C. Meeting of Wednesday, February 07, 2024

The Development Advisory Committee (D.A.C.) will hold an applicant meeting on **Wednesday, February 07, 2024 at 10:00 AM** to review and comment on the following applications that will be considered by the Planning Commission at its meeting of **February 20, 2024**.

The Applicant Development Advisory Committee (D.A.C.) Meeting for Wednesday, February 07, 2024 at 10:00 AM will be held both In-Person in the City Hall Conference Room at 15 Loockerman Plaza, Dover, DE 19901 and as a Virtual Meeting using WebEx. Regular DAC member participants will receive a specific invitation to attend the meeting as a Panelist; see email for participation information.

Participation in the D.A.C. meetings is limited to agency reviewers and project applicants. While the public is welcome to attend, public comment will not be accepted. The opportunity for public comment will be available at the Planning Commission meeting.

**Public Participation Information To Attend City of Dover
Applicant Development Advisory Committee (D.A.C.) Meeting of February 07, 2024**

Join by Phone 1-650-479-3208

Access Code: 253 365 82719 (Password: 36837277)

Join by Link: <https://bit.ly/AppDAC2072024>

Webinar Number: 2533 658 2719

Webinar Password: DoverAppDAC

The Planning Office provided the submitted Applications to our Department and Agency reviewers and the Applications are on file in the Planning Office. This meeting will focus on any questions regarding the DRAFT DAC Report & Comments that are expected to be released to the Applicants on **February 2, 2024**.

APPLICATIONS FOR REVIEW

1. MI-24-01 Comprehensive Plan Amendment 2024 - Consideration of Amendment to Map 12-1: Land Development Plan Map - Review of an Amendment to the *2019 Comprehensive Plan* with consideration of a request for amendment of Map 12-1: Land Development Plan to revise the Land Use Classification of the property located at 1079 Silver Lake Boulevard. The Request is to revise the Land Use Classification from Office to Mixed Use on Map 12-1: Land Development Plan Map. The property is located at the eastern terminus of Silver Lake Boulevard. Property Owner: Dover Federal Credit Union and equitable owner Charles Chiang.

Property Address: 1079 Silver Lake Boulevard. Tax Parcel: ED-05-067.12-02-04.00-000. This is associated with Rezoning Application Z-24-02. Ordinance #2024-03. Council District 4. *The First Reading of the Proposed Ordinance was held on January 22, 2024 and the Public Hearing dates were set for Planning Commission on February 20, 2024 and City Council on March 11, 2024.*

2. Z-24-02 Lands of Dover Federal Credit Union at 1079 Silver Lake Boulevard - Review and Recommendation of a Rezoning application for a parcel of land consisting of 5.04 acres+/- . The property is zoned C-PO (Commercial and Professional Office Zone). The proposed zoning is C-2A (Limited Central Commercial Zone). The property is located at the eastern terminus of Silver Lake Boulevard. Property Owner: Dover Federal Credit Union and equitable owner Charles Chiang. Property Address: 1079 Silver Lake Boulevard. Tax Parcel: ED-05-067.12-02-04.00-000. This is associated with Comprehensive Plan Amendment Application MI-24-01. Ordinance #2024-04. Council District 4. *The First Reading of the Proposed Ordinance was held on January 22, 2024 and the Public Hearing dates were set for Planning Commission on February 20, 2024 and City Council on March 11, 2024.*
3. MI-23-04 Text Amendments: C-2 (Central Commercial Zone) Uses and Standards - Review of a series of Text Amendments to the *Zoning Ordinance* provisions of the C-2 (Central Commercial Zone) and related development provisions. In the *Zoning Ordinance*, Article 3 – District Regulations, Section 13. Central commercial zone (C-2) and Article 4 Section 4.14, these amendments revise the permitted uses and the conditional uses, add design standards, and revise the bulk standards for height and floor area ratio (FAR) of the C-2 (Central Commercial Zone). The proposed revisions to other sections of the *Zoning Ordinance* are related to Dumpsters in Article 5 Section 6; related to parking requirements in Article 6 Section 3.1; and to define Live-work unit in Article 12 - Definitions. Ordinance #2024-01. *First Reading was held by City Council on January 22, 2024 where the Public Hearing dates were set for Planning Commission on February 20, 2024 and City Council on March 11, 2024.* These text amendments are offered for consideration as part of the implementation of the *Transforming Downtown Dover: Capital City 2030 (Transforming Downtown Dover)* Plan.

The Planning Commission Meeting will be held as an In-Person Meeting and Virtual Meeting on **Tuesday, February 20, 2024** at 7:00pm with participation information to be released in the future.

Please be advised that the Planning Commission meeting agenda will include other items in addition to the item above. Applicants will receive a packet of information for the Planning Commission meeting including the meeting agenda and Final D.A.C. Report.

CC to Applicants (via Email):
Jimmy Chiang, Richard Harris USA
Charles Chiang, Richard Harris USA
Janell Upton, CEO Dover Federal Credit Union
Bill Byler Jr., WBJ Architect
Kyle Burchard, P.E. Mountain Consulting
Nik Patel, The Rivera Group
Sharon Duca, P.E. Assistant City Manager