



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: November 3, 2023
TO: Applicants and Interested Parties
FROM: Planning Office
SUBJECT: Meeting Announcement for
Applicant D.A.C. Meeting of Wednesday, November 08, 2023

The Development Advisory Committee (D.A.C.) will hold an applicant meeting on **Wednesday, November 08, 2023 at 10:00 AM** to review and comment on the following applications that will be considered by the Planning Commission at its meeting of **November 20, 2023**.

The Applicant Development Advisory Committee (D.A.C.) Meeting for Wednesday, November 08, 2023 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 November 08, 2023**

Join by Phone: Dial 1-650-479-3208
Access code: 2532 110 4271 (Password 36837277)
Join online by link: <https://bit.ly/AppDAC110823>
Webinar Number: 2532 110 4271
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 **November 3, 2023**.

APPLICATIONS FOR REVIEW

1. C-23-03 Mt. Zion AME Church Building Addition at 101 North Queen Street (and 107 North Queen Street) - Review of a Conditional Use Site Plan for an addition (1,402 SF footprint) to the Place of Worship (Church) building. The subject properties are zoned RG-1 (General Residence Zone). The properties totaling 11,500 SF are located at the northeast corner of N. Queen Street and Fulton Street. The owner of record for both parcels is A.M.E. Church of Dover. Property Addresses: 101 N. Queen Street and 107 N. Queen Street. Tax Parcels: ED-05-076.08-03-37.00-000 and ED-05-076.08-03-38.00-000. Council District 4. *The site was granted a variance to increase the area permitted to be covered by buildings (Board of Adjustment Application V-23-04).*

2. S-23-20 Cold Storage Warehouse at 451 Garrison Oak Drive - Review of a Site Development Plan for a 165,000 SF Warehouse with associated site improvements. The site is located at Lot 8 of the Garrison Oak Business & Technology Park. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) and partially subject to the SWPOZ (Source Water Protection Overlay Zone: Tier 2 Primary Wellhead Protection Area). The property of 11.53 acres is located on the south side Garrison Oak Drive. The owner of record is the City of Dover; and the equitable owner is SLS Equity Partners. Property Address: 451 Garrison Oak Drive. Tax Parcel: LC-05-068.00-02-08.00-000. Council District 3. *Waiver Requests: Partial Elimination of Upright Curbing and Reduction of Parking Requirement. For Consideration: Performance Standards Review Application. The site was granted two variances to reduce setbacks related to building height and to increase the maximum lot coverage to 71% (Board of Adjustment Application V-23-05).*

3. S-23-21 BHD Operations Facility at 250 Garrison Oak Drive - Review of a Site Development Plan for a 6,000 SF Office Building with 4,000 SF Truck Maintenance Garage, parking and storage area for collection trucks and containers, a refueling station, and with associated site improvements. The site is located at Lot 11 of the Garrison Oak Business & Technology Park. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center). The property of 10.755 acres is located on the west side of Garrison Oak Drive. The owner of record is Trash Gurls, Inc. Property Address: 250 Garrison Oak Drive. Tax Parcel: LC-05-068.00-02-11.00-000. Council District 3. *For Consideration: Performance Standards Review Application.*

The Planning Commission Meeting will be held as a Virtual Meeting on **November 20, 2023** 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:
Trash Gurls, LLC
Jason Palewicz, PE, Solutions IP
Jim Eriksen, PE, Solutions IP

Rev. Dr. Erika Crawford, DMin
W. Zachary Crouch, P.E, Davis Bowen & Friedel
Timothy Metzner, RLA, Davis Bowen & Friedel

Dave Hugg, City Manager City of Dover
Sharon Duca, Asst. City Manager
Shira Weisz CPAQ, SLS Equity Partners
Jonathan Street, Becker Morgan Group