



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

The Development Advisory Committee (D.A.C.) will hold an applicant meeting on **Wednesday, August 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 **August 19, 2024**.

The Applicant Development Advisory Committee (D.A.C.) Meeting for Wednesday, August 07, 2024 at 10:00 AM will be held both In-Person in the City Hall Conference Room at 15 Loockerman Plaza, Dover DE 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. meeting is limited to agency reviewers and project applicants. While the public is welcome to attend, formal 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 August 07, 2024**

Join by Phone: 1-650-479-3208

Access code: 253 166 73579 (Password: 36837277)

Join Online: <https://bit.ly/AppDAC8072024>

Webinar Number: 2531 667 3579

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 **August 2, 2024**.

APPLICATIONS FOR REVIEW

1. SB-24-01 Lands of Wyoming, LLC and Functional Properties, LLC (Ekaman Subdivision): Conceptual Subdivision Plan - Review of a Conceptual Subdivision Plan to create six (6) lots from 2 existing parcels totaling 4.5754 acres to be known as Ekaman Subdivision. The proposed subdivision is to consist of five residential lots with the residual for stormwater management area. The proposal includes the extension and addition of a cul-de-sac to the existing street right-of-way of Jefferson Terrace. The larger parcel is zoned R-10 (One Family Residence Zone), and the additional parcel is zoned R-8 (One Family Residence Zone) with both being located south of but not adjacent to Wyoming Avenue and west of Monroe Terrace.

Property Address: unaddressed on Jefferson Terrace extension (part of which is referenced as 3.8904 acres of Wyoming Avenue Rear). Property Owners: Wyoming, LLC and Functional Properties, LLC. Tax Parcels: ED-05-077.17-06-02.01-000 & ED-05-077.17-06-13.00-000. Council District 2. Note: The renaming of Jefferson Terrace (to Ekaman Way) is subject to a separate review process.

This property was reviewed in 2013-2015 as SB-13-06 Jefferson Terrace Subdivision; however, the plan was never finalized. Application for Conceptual Subdivision Plan SB-23-01C was conditionally approved by Planning Commission in March 2023; previous waiver requests were unsuccessful and the plan expired.

2. S-24-11 Warehouse Building at 601 Garrison Oak Drive - Review of a Site Development Plan for a 100,000+/- SF Warehouse Building with associated site improvements. The site is located at Lot 3 of the Garrison Oak Business & Technology Park. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) and subject to the SWPOZ (Source Water Protection Overlay Zone: Tier 2 – Primary Wellhead Protection Area). The property of 12.813 acres is located on the west side of Garrison Oak Drive on the inside of the loop. The owner of record is Garrison Oaks LLC. Property Address: 601 Garrison Oak Drive. Tax Parcel: LC-05-068.00-02-03.00-000. Council District 3. *Waiver Requests: Partial Elimination in Upright Curbing and Reduction of Parking Requirement. For consideration: Performance Standards Review Application.*

The Planning Commission Meeting will be held as an In-Person and Virtual Meeting on August 19, 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 items 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:
Wyoming, LLC and Functional Properties, LLC
Kyle Burchard, PE of Mountain Consulting, Inc.
Troy Adamas, PE of Mountain Consulting, Inc.
Jeff Garrison of Garrison Oaks, LLC
Jonathan Street of Becker Morgan Group Inc.