



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: September 23, 2024
TO: Development Advisory Committee
FROM: Planning Office
SUBJECT: Distribution of Plans for Review and Meeting Announcement
D.A.C. Meeting of Wednesday, October 02, 2024

The Staff Development Advisory Committee (D.A.C.) Meeting for **Wednesday, October 02, 2024 at 9:00 AM** will be held both In-Person in the City Council Chambers of City Hall, 15 Loockerman Plaza, Dover DE and as a Virtual Meeting using Webex. Regular DAC member participants will receive a specific invitation to attend meeting as a Panelist; see email for participation information.

Public Participation Information
To Attend City of Dover Staff Development Advisory Committee (D.A.C.)
Meeting of October 02, 2024

Join by Phone: 1-650-479-3208

Access code: 253 009 17212 (Password: 36837782)

Join Online: <https://bit.ly/StaffDAC100224>

Webinar Number: 2530 091 7212

Webinar Password: DoverStaffDAC

The Planning Office will be providing the submitted Applications to our Department and Agency reviewers (by paper copy and/or electronic copy) for technical review. Comments should be submitted electronically to the Planning Office via email directly to dmelson@dover.de.us or to compplan@dover.de.us.

The Applicant Development Advisory Committee (D.A.C.) will also be held as an In-Person Meeting and a Virtual Meeting on **Wednesday, October 9, 2024 at 10:00 AM** with participation information to be released in the future. These Applications are anticipated to be scheduled for public hearing and review at the Planning Commission Meeting of October 21, 2024.

APPLICATIONS FOR REVIEW:

1. C-24-04 Prickly Pear Studio LLC Expansion at 872-C Walker Road - The Conditional Use Review is to permit expansion of a makeup/aesthetics studio (Personal Service Establishment) in a tenant space (Unit C) in a 3,623 S.F. office building in Walker Square. The property consists of (0.60 acres) 25,623 S.F. +/- The property is zoned CPO (Commercial and Professional Office Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The property is located on the south side of Walker Road and east of Saulsbury Road. The owner of record is

Yulissa Shaw-YC Properties LLC. and the Applicant is Prickly Pear Studio LLC. Property Address: 872-C Walker Road, Tax Parcel: ED-05-067.19-02-02.08-000 (also listed as ED-05-067.19-02-02.07-003). Council District 4. *Waiver Request: Elimination of Bicycle Parking.*

2. S-24-17 Capital School District Regional Bus Parking Lot - Review of a Site Development Plan Application for the construction of a Parking Lot for 76 buses and 76 cars with required site improvements to serve as a Regional Bus Parking Lot for the Capital School District. The facility is to be located on the William Henry Middle School Campus. The property is zoned IO (Institutional and Office Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The property consists of 42.58 +/- acres. The property is located on the north side of Forest Street and east of Carver Road. The owner of record is Dover Special School District. Property Address: 65 Carver Road, Dover, DE. Tax Parcel: ED-05-076.07-01-55.00-000. Council District 4.

CC: Planning Staff
Inspections Staff
Fire Marshal
City Manager
Mayor
City Clerk
City Council
City Comptroller
Sharon Duca
Jason Lyon

Electric Department
Parks & Recreation
Tax Assessor
Police Chief
Patricia Marney
Mark Nowak
Dover Fire Chief
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