



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 22, 2024
TO: Development Advisory Committee
FROM: Planning Office
SUBJECT: Distribution of Plans for Review and Meeting Announcement
D.A.C. Meeting of Wednesday, July 31, 2024

The Staff Development Advisory Committee (D.A.C.) Meeting for **Wednesday, July 31, 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 July 31, 2024

Join by Phone: 1-650-479-3208

Access code: 253 789 70219 (Password: 36837782)

Join Online: <https://bit.ly/StaffDAC7312024>

Webinar Number: 2537 897 0219

Webinar Password: DoverStaffDAC

The Applicant Development Advisory Committee (D.A.C.) will also be held as an In-Person Meeting and a Virtual Meeting on **Wednesday, August 7, 2024 at 10:00 AM** with participation information to be released in the future.

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.*

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
Jared Adkins
Elaine Webb
Wendy Polasko

Brian J. Williams Jr.
Malcolm Jacob
Kent County Mapping
Michael Tholstrup
Jim Sullivan
Robert Ehemann
Cathy Smith
Shane Breakie
Jared Hughart
Sarah Keifer

Matt Jordan
Milton Melendez
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