



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 23, 2024
TO: Development Advisory Committee
FROM: Planning Office
SUBJECT: Distribution of Plans for Review and Meeting Announcement
D.A.C. Meeting of Wednesday, January 31, 2024

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

Join by Phone: Dial 1-650-479-3208 United States Toll

Access Code: 2536 985 4266 (Password: 3683772)

Join Online: <https://bit.ly/StaffDAC1312024>

Webinar Number: 2536 985 4266

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, February 7, 2024 at 10:00 AM** with participation information to be released in the future.

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 is scheduled for January 22, 2024 and Public Hearing to be scheduled 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 CPO (Commercial 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 is scheduled for January 22, 2024 and Public Hearing to be scheduled 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) Use 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 to be held by City Council on January 22, 2024 where the Public Hearing dates will be 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*.

CC: Planning Staff
Inspections Staff
Fire Marshal
City Manager
Mayor
City Clerk
City Council

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

Michael Vandevander
Malcolm Jacobs
Kent County Mapping
Michael Tholstrup
Jim Sullivan
Robert Ehemann
Cathy Smith

Matt Jordan
Milton Melendez
Todd Stonesifer
Office of State Planning
State Historic Preservation Office
Capital School District
Caesar Rodney School District

City Comptroller
Sharon Duca
Jason Lyon

Jared Adkins
Elaine Webb
Wendy Polasko

Shane Breakie
Jared Hughart
Sarah Keifer

Andrea Maucher