



# 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:** October 2, 2024  
**TO:** Applicants and Interested Parties  
**FROM:** Planning Office  
**SUBJECT:** Meeting Announcement for  
Applicant D.A.C. Meeting of Wednesday, October 09, 2024

The Development Advisory Committee (D.A.C.) will hold an applicant meeting on **Wednesday, October 09, 2024 at 10:00 AM** to review and comment on the following applications that will be considered by the Planning Commission at its meeting on October 21, 2024.

The Applicant Development Advisory Committee (D.A.C.) Meeting for Wednesday, October 09, 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. meetings is limited to agency reviewers and project applicants. While the public is welcome to attend, formal public comments will not be taken. 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 October 09, 2024**

Join by Phone: 1-650-479-3208

Access code: 253 618 60491 (Password: 36837277)

Join Online: <https://bit.ly/AppDAC10092024>

Webinar Number: 2536 186 0491

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 October 4, 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.

The Planning Commission Meeting will be held as an In-Person Meeting and Virtual Meeting on **October 21, 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 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:  
Yulissa Shaw, YC Properties  
Ty Shaw  
Ade Kuforiji, CFO, Capital School District  
James Baustert, Capital School District  
Colmcille DeAscanis, CDA Engineering  
Eileen Thorp, CDA Engineering  
Seth Hammonds, ABHA Architects