



**CITY OF DOVER, DELAWARE
PLANNING COMMISSION
Monday, July 17, 2023 at 7:00 PM**

City Hall Council Chambers, 15 Loockerman Plaza, Dover, Delaware

AGENDA

Written comments are accepted via mail to City of Dover – Planning Commission, P.O. Box 475 Dover DE 19903 and via email at CompPlan@dover.de.us.

IN-PERSON & VIRTUAL MEETING NOTICE

The Planning Commission Meeting for July 17, 2023 will be held as an In-Person Meeting at City Hall in City Council Chambers. The public is welcome to attend in person. The Meeting will also be provided as a Virtual Meeting using WebEx, an audio/visual conferencing system as an electronic means of communication. See participation information below to join by phone or computer.

**PUBLIC PARTICIPATION INFORMATION
City of Dover Planning Commission Meeting of July 17, 2023**

Join by Phone Dial: 1-650-479-3208

Access code: 2538 479 2886 (Password: 3683772)

Join Online

<https://bit.ly/PCMeeting6202023>

Webinar Number: 2538 479 2886

Webinar Password: DoverPC

If you are new to WebEx, get the app now at <https://www.webex.com/> to be ready when the meeting starts. For problems accessing the meeting, please call the Planning Office at (302) 736-7196.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF MINUTES

1. Adoption of Minutes of June 20, 2023

COMMUNICATIONS & REPORTS

Meeting Reminder: The next Planning Commission regular meeting date is scheduled for Monday, August 21, 2023 at 7:00pm.

Update on City Council Actions

Department of Planning & Inspections Updates

OPENING REMARKS CONCERNING MEETING PROCEDURES FOR APPLICATIONS

OLD BUSINESS

Requests for Extension of Planning Commission Approval

NEW APPLICATIONS

2. C-23-02 The Hive: Business and Event Center at 28 W. Loockerman Street – Public Hearing and Review of a Conditional Use Application to permit the conversion of the first floor (2,493 SF) within an existing building to serve as a professional office and event space. The property consists of one parcel of land. The property is zoned C-2 (Central Commercial Zone), and is subject to the H (Historic District Zone). The property is located at the south side of West Loockerman Street between the southern termini of South Bradford Street and State Street Alley. The owner of record is Conekt LLC. Tax Parcel Number: ED-05-077.09-04-15.00-000. Property at 28 W. Loockerman St. Council District 4. *Consideration of Tree Mitigation Plan.*
3. S-23-13 Delaware State ECIC Building at 1200 N Dupont Hwy - Public Hearing and Review of a Site Development Plan for a new 14,512 +/- SF Building on the Delaware State University Campus for the Early Childhood Innovation Center (ECIC). This 2 story building will be placed where there is an active Demolition Permit for part of the R. S. Grossley Hall. This new building will be separate from the remaining portion of the R. S. Grossley Hall. There is an existing parking lot that will serve both the R. S. Grossley Hall and the new ECIC building with 33 parking spaces, including 5 handicapped spaces. The property is zoned IO (Institutional and Office Zone) and also subject to the SWPOZ (Source Water Protection Overlay Zone). It is centrally located on the Delaware State University campus which the entirety is addressed as 1200 N. Dupont Hwy. Tax Parcel ID: ED-05-057.00-01-21.00-000. Council District 4.
4. S-23-15 Walker Road Professional Center Medical Buildings at 101 Mont Blanc Boulevard - Public Hearing and Review of a Site Development Plan Application to permit the construction of two 19,800 SF office buildings, parking, and other site improvements. The parcel totals 2.615 acres +/- and is zoned CPO (Commercial and Professional Office Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The property is located on the southwest corner of Walker Road and Saulsbury Road, and east of Mont Blanc Boulevard. The owner of record is Walker Pavilion, LLC and equitable owner is Walker Road Professional Center, LLC. Property Address: 101 Mont Blanc Boulevard. Tax Parcel Number: ED-05-067.19-04-52.00-000. Council District 1. Waiver Request: Elimination of Loading Spaces. *This property was previously subject to Site Development Plan Applications S-05-18, S-06-46 and S-09-19 where construction did not commence, and the plans expired. The most recent Site Plan S-20-12 Walker Pavilion was granted Conditional Approval by the Planning Commission in November 2020 with an extension until November 30, 2023; Final Plan approval is pending.*

5. SB-23-02 Land of Rojan Meadows: Minor Subdivision Plan - Public Hearing and Review of a Minor Subdivision Plan to subdivide two (2) existing properties consisting overall of 35,592 SF +/- (0.817 acres +/-) into four (4) new properties for development of one-family detached dwellings. From west to east, Lots 1 & 2 are proposed to be 8,890 SF each, and Lots 3 & 4 are proposed to consist of 8,901 SF each. An easement is proposed with a drive-aisle across the southern portion of all four properties for vehicle access from Rojan Road (proposed street), with no access from North Little Creek Road. The parcels subject to this Minor Subdivision Application lay on the south side of North Little Creek Road, across from the southern terminus of Nicholas Drive. The two (2) subject properties are zoned RG-1 (General Residence Zone) and are currently undeveloped. The owner of record for the two (2) subject properties Rojan Meadows, LLC. Current Property Addresses: 1542 & 1554 North Little Creek Road. Tax Parcel Numbers: ED-05-068.20-01-57.00-000, and ED-05-068.20-01-58.00-000. Council District 2.

NEW BUSINESS

6. Nomination and Election of Officers (Chairman and Vice-Chairman) due to Annual Meeting of Planning Commission
7. Appointment of the Architectural Review Oversight Subcommittee of Planning Commission (in accordance with *Zoning Ordinance*, Article 10 §2.28)

ADJOURN

Posted Agenda: July 7, 2023

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(e)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING