



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 24, 2023
TO: Development Advisory Committee
FROM: Planning Office
SUBJECT: Distribution of Plans for Review and Meeting Announcement
D.A.C. Meeting of Wednesday, November 01, 2023

The Staff Development Advisory Committee (D.A.C.) Meeting for **Wednesday, November 01, 2023 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 November 01, 2023

Join by phone +1-650-479-3208 United States Toll
Access code: 253 211 34070 (Password: 36837782)

Join Online

<https://bit.ly/StaffDAC110123>

Webinar number: 2532 113 4070

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, November 8, 2023 at 10:00am** with participation information to be released in the future.

APPLICATIONS FOR REVIEW:

1. C-23-03 Mt. Zion AME Church Building Addition at 101 North Queen Street (and 107 North Queen Street) - Review of a Conditional Use Site Plan for an addition (1,402 SF footprint) to the Place of Worship (Church) building. The subject properties are zoned RG-1 (General Residence Zone). The properties totaling 11,500 SF are located at the northeast corner of N. Queen Street and Fulton Street. The owner of record for both parcels is A.M.E. Church of Dover. Property Addresses: 101 N. Queen Street and 107 N. Queen Street. Tax Parcels: ED-05-076.08-03-37.00-000 and ED-05-076.08-03-38.00-000. Council District 4. *The site was granted a variance to increase the area permitted to be covered by buildings (Board of Adjustment Application V-23-04).*

2. S-23-20 Cold Storage Warehouse at 451 Garrison Oak Drive - Review of a Site Development Plan for a 165,000 SF Warehouse with associated site improvements. The site is located at Lot 8 of the Garrison Oak Business & Technology Park. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) and partially subject to the SWPOZ (Source Water Protection Overlay Zone: Tier 2 Primary Wellhead Protection Area). The property of 11.53 acres is located on the south side Garrison Oak Drive. The owner of record is the City of Dover; and the equitable owner is SLS Equity Partners. Property Address: 451 Garrison Oak Drive. Tax Parcel: LC-05-068.00-02-08.00-000. Council District 3. *Waiver Requests: Partial Elimination of Upright Curbing and Reduction of Parking Requirement. For Consideration: Performance Standards Review Application. The site was granted two variances to reduce setbacks related to building height and to increase the maximum lot coverage to 71% (Board of Adjustment Application V-23-05).*

2. S-23-21 BHD Operations Facility at 250 Garrison Oak Drive - Review of a Site Development Plan for a 4,800 SF Office Building with 4,050 SF Truck Maintenance Garage, parking and storage area for collection trucks and containers, a refueling station, and with associated site improvements. The site is located at Lot 11 of the Garrison Oak Business & Technology Park. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center). The property of 10.755 acres is located on the west side of Garrison Oak Drive. The owner of record is Trash Gurls, Inc. Property Address: 250 Garrison Oak Drive. Tax Parcel: LC-05-068.00-02-11.00-000. Council District 3. *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

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