



**CITY OF DOVER, DELAWARE
PLANNING COMMISSION
Tuesday, January 16, 2024 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 and VIRTUAL MEETING NOTICE

The Planning Commission Meeting for January 16, 2024 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 January 16, 2024**

Dial by Phone: 1-650-479-3208

Access code: 253 963 43960 (Password: 3683772)

Join Online:

<https://bit.ly/PCMeeting1162024>

Webinar Number: 2539 634 3960

Event 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

Welcome to New Planning Commission Member

ADOPTION OF AGENDA

APPROVAL OF MINUTES

1. Adoption of Minutes of December 18, 2023

COMMUNICATIONS & REPORTS

Meeting Reminder: The next Planning Commission regular meeting date is scheduled for Tuesday, February 20, 2024.

Update on City Council Actions

Department of Planning & Inspections Updates

2. Summary of 2023 Applications
3. Schedule of Deadlines and Meeting Dates for 2024

Education and Training Opportunities

4. The following courses are offered by the University of Delaware Institute for Public Administration. Contact the Planning Office for registration.
 - Planning 101: Planning Your Community's Future - Wednesday, January 17, 2024, 9:00AM to Noon at Kent County Levy Court, 555 S. Bay Road, Dover.
 - Introduction to Land-Use Law - Wednesday, February 7, 2024, 10:00AM to Noon via Zoom.
 - Intro to Land Use Administration - February 21, 2024, 9:00AM to Noon at Kent County Levy Court, 555 S. Bay Road, Dover.

OPENING REMARKS CONCERNING MEETING PROCEDURES FOR APPLICATIONS

OLD BUSINESS

Request Extension of Planning Commission Approval: None

NEW APPLICATIONS

5. Z-23-02 Lands of Draper Farm Properties, LLC at 1617 Forrest Avenue - Public Hearing and Review for Recommendation to City Council of a Rezoning application for a parcel of land consisting of 5.04 acres. The property is zoned R-10 (One Family Residence Zone) subject to the COZ-1 (Corridor Overlay Zone). The proposed zoning is C-1A (Limited Commercial Zone) subject to the COZ-1 (Corridor Overlay Zone). The property is located on the north side of Forrest Avenue and adjacent to Cranberry Run Drive. The owner of record is Draper Farm Properties LLC. Property Address: 1617 Forrest Avenue. Tax Parcel: ED-05-075.00-01-07.00-000. Council District 1. Ordinance #2023-12
6. Z-24-01 Lands of City of Dover (Old Post Office) at 55 Loockerman Plaza - Public Hearing and Review for Recommendation to City Council of a Rezoning application for a parcel of land consisting of approximately 1.27 acres (Old Dover Post Office property). The property is zoned IO (Institutional and Office Zone), subject to the SWPOZ (Source Water Protection Overlay Zone), and subject to the H (Historic District Zone). The proposed

zoning is C-2 (Central Commercial Zone), subject to the SWPOZ (Source Water Protection Overlay Zone), and subject to the H (Historic District Zone). The property is located on the north side of Loockerman Plaza and adjacent to Innovation Way. The owner of record is the City of Dover. Property Address: 55 Loockerman Plaza. Tax Parcel: ED-05-077.05-04-53.00-000. Council District 4. Ordinance #2023-13

NEW BUSINESS

7. Nomination and Election of Vice-Chairman for Planning Commission

ADJOURN

Posted Agenda: January 5, 2024

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