

CITY OF DOVER, DELAWARE
HISTORIC DISTRICT COMMISSION MEETING
Thursday, July 20, 2023 at 3:30 PM

City Hall Conference Room, 15 Loockerman Plaza, Dover, Delaware

AGENDA

IN-PERSON and VIRTUAL MEETING NOTICE

The Historic District Commission, Meeting for July 20, 2023 will be held in the City Hall Conference Room. The public is welcome to attend in person. The Meeting will also be provided as a Virtual Meeting using WebEx audio/video conferencing system as an electronic means of communication. See the participation information below to join by phone or computer.

PUBLIC PARTICIPATION INFORMATION
City of Dover Historic District Commission Meeting of July 20, 2023

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

Access code: 2536 902 1615 (Password: 36837432)

Join Online:

<https://bit.ly/HDCMeeting72023>

Webinar Number: 2536 902 1615

Webinar Password: DoverHDC

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.

Written comments are accepted via email to the City of Dover - Historic District Commission. P.O. Box 475 Dover DE 19903 and via email at Compplan@dover.de.us.

WELCOME

1. Welcome to New Historic District Commission member - Ellen H. Richardson and Reappointments of Ann B. Horsey and Mary T. Mason.

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

2. Adoption of Minutes of May 18, 2023

COMMUNICATIONS & REPORTS

Summary of Activity

- [3.](#) Summary of Applications 2022 and 2023
- [4.](#) Summary of Architectural Review Certificates for 2022

Department of Planning & Inspections Updates

NEW APPLICATIONS

NEW BUSINESS

Review of Permits Referred to Commission

- [5.](#) HI-23-03 Referral of Sign Permit #23-987 at 43 The Green – Referral by the City Planner to the Historic District Commission for Review of Architectural Review Certification for a Sign Permit #23-987 for a 9-square-foot informational kiosk sign inside the fenced property to the left of John Bell House at 43 The Green. This will be a cork board with a locking plastic cabinet for the posting of information relating to activities with the First State Heritage Park. The property is zoned RG-O (General Residence and Office Zone) and subject to the H (Historic District Zone). The property is located on the southeast corner of The Green. The owner of record is the State of Delaware. Address: associated with 43 The Green; placement location is 45 The Green. Tax Parcel: ED-05-077.09-05-29.00-000. Council District 4.

Revised Request for Architectural Review Certificate

- [6.](#) HI-22-03 New Courthouse at South Governors Avenue and West Water Street: Revision for Fence Alternative – Update on Revision for Fence Alternative and Review of Architectural Review Certification for this expanded use of six-foot metal fencing in parking lot area. This is associated with the Site Development Plan Application to permit the construction of a five-story 105,259 GFA government building to serve as the new Kent County Family Court. The proposal also includes a five-story Parking Structure (425 vehicle parking spaces), parking lot, and other site improvements. The consolidated property consists of total of 3.7499 +/- acres. The property is zoned IO (Institutional and Office Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone), as well as the H (Historic District Zone). The property is located on the east side of South Governors Avenue between West Water Street and Bank Lane. The owner of record is the State of Delaware. Addresses: 415 S. Governors Avenue (Parking Garage), and 445 S. Governors Avenue (Courthouse). Tax Parcel; ED-05-077.09-03-37.00-000. Council District 4. *Architectural Review Certification for HI-22-03 was recommended for approval by the Historic District Commission on April 11, 2022 and granted approval by the Planning Commission on June 21, 2022.*

OLD BUSINESS

Certified Local Government (CLG) Program

Implementation of 2019 Comprehensive Plan

ADJOURN

Posted: July 13, 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

CITY OF DOVER
HISTORIC DISTRICT COMMISSION
MAY 18, 2023

The Meeting of the City of Dover Historic District Commission was held on Thursday, May 18, 2023, at 3:55 PM (late start due to technical difficulties) as an In-Person meeting in the City Hall Conference Room (anchor location) and virtually using the videoconferencing system WebEx. With Chairman Czerwinski presiding, the other members present were Mrs. Mason, Mr. Street and Ms. Horsey. (Note: The fifth Historic District Commission member has not been appointed following the completion of the term of Mr. McDaniel in 2020).

Planning Office Staff members present were Mrs. Melson-Williams, Mrs. Maretta Savage-Purnell, Mr. Julian Swierczek, and Ms. Katherine Oehmke.

APPROVAL OF AGENDA

Ms. Horsey moved for approval of the agenda as presented, seconded by Mr. Street, and the motion was unanimously carried 4-0.

ADOPTION OF MINUTES OF THE REGULAR HISTORIC DISTRICT COMMISSION MEETING OF NOVEMBER 10, 2022

Ms. Mason moved for approval of the Meeting Minutes of November 10, 2022, seconded by Mr. Street and the motion was unanimously carried 4-0.

ADOPTION OF MINUTES OF THE REGULAR HISTORIC DISTRICT COMMISSION MEETING OF JANUARY 19, 2023

Mr. Street moved for approval of the Meeting Minutes of January 19, 2023, seconded by Ms. Horsey and the motion was unanimously carried 4-0.

COMMUNICATIONS & REPORTS

Summary of Applications for 2022 and 2023

Mrs. Melson-Williams mentioned that included in your packet first is the Summary of Applications for 2022 and 2023. For the last calendar year, we had a total of 7 Applications. The first things that we have of notice with those Applications from 2022 is that the Kent County Family Courthouse is moving along. We are very close to Final Site Plan approval for that project. The associated parking lot at the Box Outlet which is not in the Historic District does have Final Plan approval. We may see activity starting there soon. The demolition of the building at 235 to 239 West Loockerman Street is complete and grass is growing there, and a related issue has arisen thanks to that building going away.

For 2023, we had one Parking Lot Improvement Project for 34 The Green that you looked at back in January. That project has received its Final Site Plan approval earlier this month and we await submission of their Building Permit to get started with that improvement project. Again, it's related to the Kent County Family Courthouse project.

Summary of Architectural Review Certifications for 2023

Mrs. Melson-Williams stated that through the end of April there have been a total of 16 Permits in the Historic District. Staff has been busy and all of them were eligible for Staff approval and or they were interior to the building where there's no jurisdiction over from a Historic District standpoint. There were a number of a new sign projects within the District.

Department of Planning & Inspections Updates

Mrs. Melson-Williams mentioned that we have a retirement in our Building Inspections team. Mike McGregor's last day with the City is May 19, 2023 after 23 years of service. The good news is that we have his replacement already on staff in Michael Bailey who was part of our Code Enforcement team is now becoming a Building Inspector. This will leave a vacancy on the Code Enforcement side. We will be looking for a new staff member. I believe that job is posted as are a number of openings across the City. If you know anyone certainly have them, check out the City's website about job opportunities.

Education & Training Opportunities

Historic District Commission Training Session on *Advanced Historic Preservation Law & Procedures* - May 18, 2023, at 5:00pm. It is sponsored by Preservation Delaware, Inc. and Division of Historical & Cultural Affairs.

For the Historic District Commission members, Preservation Delaware in conjunction with the Division of Historical and Cultural Affairs is presenting another set of training sessions. There was one back on May 4th, I don't know if anybody took the opportunity to attend that one and then there is also one this evening that starts at 5:00 PM. If you registered for it, you have to register online. You will be able to get the recording at a later time for that. In your meeting packet was the information about registering for that event that's on *Advanced Historic Preservation Law and Procedures*. These are both being done by the same gentleman that did the presentations back in November.

Ms. Mason asked how she could register since she is not able to get to the website on this meeting. Mrs. Melson-Williams replied I think you have to type in that address that is there. The other thing would be to look on Preservation Delaware's website. I know that they were limited in attendance; so, it wasn't broadly broadcast.

NEW BUSINESSReview of Permits Referred to Commission

HI-23-02 Referral of Fence Permit #23-781 at 147 S. New Street – Referral by the City Planner to the Historic District Commission for Review of Architectural Review Certification for a Fence Permit #23-781 for a 6-foot vinyl fence project along the south property line spanning from the restaurant building at 147 S. New Street to the building located on 231 W. Loockerman Street. The property is zoned C-2 (Central Commercial Zone) and subject to the H (Historic District Zone). The property is located on the east side of South New Street and north of (but not adjacent to) West Loockerman Street. The owner of record is Otis Brooks. Address: 147 S. New Street. Tax Parcel: ED-05-077.09-01-48.00-000. Council District 4.

Mrs. Melson-Williams gave a summary on Application HI-23-02. This is an application for a fence permit that was filed for a fence project at 147 South New Street.

Hence our guest with us this afternoon is Mr. Otis Brooks who is the owner and proprietor of the restaurant at that location. He filed a Fence Permit application late last week and in that he is looking to replace a segment of fence that runs between the back of the restaurant building to a brick building that's on an adjoining property. There is an existing wood fence. In his Permit, he is seeking to replace that wood fence with a 6-foot white vinyl fence. The couple of things that the Planning Staff did put together was a review report. We referenced the different sections of your *Design Standards and Guidelines*. Normally, for fence Permits, Staff can review it; however, in this case since they were looking to exceed the design standard height of 4-feet, we referred it to the Historic District Commission for your consultation on it. Because of the demolition of the building on the adjacent property, the fence is now visible. It previously would not have been visible, which would have allowed Staff to review it, and it would not have been in the public view. We could have approved that fence with no issue. It is now visible from New and Loockerman Streets. It falls into review for Architectural Review Certification here in the Historic District.

Representative: Mr. Otis Brooks, Owner and Proprietor of 147 S. New Street.

Mr. Brooks stated that he was privileged to be here. I feel even more so being a part of the enhancement of what's going on Downtown. I want to use myself as an example to see how I can improve this area. I have had one of the businesses Downtown for almost 14 years. I am now expanding on another restaurant. My intent is to see how we can improve the City.

I love that I have adapted here. Going back to fence, it aesthetically does not give a bad appearance coming from Loockerman Street. I am taking the responsibility to improve this area; this fence is not on his property (but the property that was demolished). But is adjacent to his property. If approved, I will see how I can maintain it and keep it looking good and keep it aesthetically pleasing to the City. I think we have big improvement to what Downtown is now. I think the 4-foot fence is the conventional height that is allowed in that area. I think from what is there right now, the 4-foot fence would take away from the privacy, more prone and less safety. I can recall a while back people use to step/hop over the fence. I think a 6-foot fence would be most appropriate.

Chairman Czerwinski stated that a vinyl fence is not a recommended material for Downtown in the Historic District.

Mr. Otis started that the wood fence is the second choice. He stated that he likes vinyl because of the look it portrays when you are moving by. On the other side of my property, I do have a wooden fence there, but it is not visible from the street. I chose vinyl because it looks more pleasing in his opinion. I will make sure I take the responsibility of keeping it clean even though it's not on my property.

Chairman Czerwinski asked if you were building a fence that is not on your property line? Mr. Otis replied it is on his property line, but it belongs to the other property.

Mr. Street mentioned that the Staff Report said that there were other vinyl fences approved in the Historic District. Mrs. Melson-Williams replied yes.

Chairman Czerwinski replied that for transparency, we approved a 6-foot metal fence.

Mrs. Melson-Williams mentioned that Mr. Street's question was about other examples of vinyl fencing. I think there's certain ones in other non-visible locations. The somewhat similar to a fence is when the PNC Bank did the ATM machine. They also did an improved dumpster enclosure. I think the Commission ended up recommending a more neutral color or something that is the appearance of wood. I don't think they were originally asking for white in that case. You have approved the 6-foot fence height in a number of places some of which were for security type situations both in metal and in wood.

Mr. Street mentioned that he had a few points. Vinyl seems more expensive. It's been my experience. You can always go with a different color or texture. It's not so white is not so bright. It's just such a high contrast. I think is more of a concern. My number one concern is the cost for you (the applicant). The second is some of the vinyl fences out there aren't really structurally very strong. The fences become flimsy. For example, there is one over by the Royal Farms on North Street across from Eden Hill that constantly has a problem. People could kick it through. It's a constant maintenance issue. Those are some of my thoughts, but cost is the main one. It is such a short stretch of fence that he would think that just putting back as a wood fence would be cost effective. I don't necessarily have any heartache over material as long as it's not just white, but it's like a high contrast of what's already around the area, and the fact that it goes against the recommendations for the District. He asked if there were other glaring examples where the Commission needed to approve 6-foot fences.

Chairman Czerwinski mentioned that the Commission personally did not have any problem approving 6-foot fences, but that's here that's not the problem here. It's material because the contrast doesn't work well with Historic District. The contrast pattern materials with old brick buildings that are on either side. I would definitely recommend a wood fence and of course make sure that your cross supports are on your side so nobody is stepping up into your backyard. I completely understand your safety concerns and security aspect.

Mr. Street asked that you (applicant) mentioned safety was a concern? Mr. Otis replied yes.

Chairman Czerwinski mentioned that a white fence would be subject to graffiti. Mr. Street mentioned that anything is subject to graffiti.

Mr. Street asked Mr. Brooks if he had looked into a wood fence and if he had received a price? Mr. Brooks replied yes. Was the cost difference significant? Mr. Brooks replied yes, one was \$1950 and the other was \$1700.

Chairman Czerwinski mentioned that is the concern of my fellow members here too is the materials. Vinyl is modern and it shines, its plastic. When you introduce plastic in the old historic area it really does stand out more.

Mr. Brooks mentioned in terms of appearance I think the wooden fence opposed to the vinyl looks more appealing. Ms. Horsey mentioned that the Commission is here to help, but we are also here to defend the Historic District. If vinyl were made in anything other than shining white, but wood looks so much better all the way around. I would think that for your purposes and safety and security that we could possibly work with the wood fence. As mentioned in a higher height than before in wood because we are also concerned about the safety issues. If you would consider that, I think you make us all a little happier because we're still in the Historic District and we are the watchdogs.

Chairman Czerwinski mentioned it does advise us and gives us guidelines of what we are supposed to abide by.

Ms. Horsey mentioned it sounds like you also you already have other wooden fences on the other side. Mr. Brooks replied yes, but it is not visible from the street. I like the vinyl because of the visibility from Loockerman Street. Ms. Horsey mentioned that they are trying to get away from vinyl in the Historic District.

Chairman Czerwinski mentioned the idea of black metal fences and wood fences. There are fences that give the privacy but not the security without privacy. This is where we would give you 6 feet for the security part, but we would still need the aesthetic of the wood fence.

Ms. Horsey recommended denial of the request of a 6-foot vinyl fence as submitted, but to recommend approval of a wood fence for Permit #23-781 at the request of 6-foot height with the proviso of matching the aesthetic of the original fence. The motion was seconded by Mr. Street and unanimously carried 4-0.

Motion was reinstated.

Mr. Chair you have a motion on the floor to approve the Fence Permit with the requirement to use wood materials and allowing the 6-foot height. The fence is to be in similar appearance, and it can be stained but basically saying no to the use of vinyl material.

Mr. Otis asked if he would be able to paint that wooden fence in red color or white color appearance (stain). The Commission replied yes.

Ms. Tina Bradbury with the Downtown Dover Partnership mentioned one of the conversations that we did have with Mr. Brooks is if we would be able to move forward and have that approved now. Then we would have to come back if working with Habitat for Humanity on doing a possible mural on the wood fence. That would do something community oriented. Nothing has been finalized.

The Commission mentioned that it would be a different motion and would probably have to come back before the Commission. Mrs. Melson-Williams mentioned that as long as it's a mural that's painted on the wood and it's not a sign. We can't say the name of this restaurant, but if it's very generic our Code would call it public art and it would not have to come back before the Commission.

Chairman Czerwinski mentioned it is not within the purview of approving a mural. We have had it before. We had the mural on the side of the brick building.

Mr. Street asked so the mural doesn't have to go through so our Sign Regulations. Mrs. Melson-Williams replied that our Sign Regulations allow for public art as long as it's not a sign saying the name of a business. We may have had some informational things. There are 2 other murals Downtown of the birds and the greetings, but it did not come before this Commission. The other one you're thinking about it was a request to paint the entire unpainted brick wall and that's what the Commission said "no" to.

Architectural Review Certification Process and the Historic District Zone

Review of Application and Review Processes for Architectural Review Certification and H (Historic District Zone) Designation

Mrs. Melson-Williams stated that included in your packet was a series of Code excerpts and also included on your desk today is a map that shows the Historic District area of the City which is shown in an orange color that is the Historic District zone. Properties in that area are subject to specialized review processes for Architectural Review Certification. This map also shows the two areas of Downtown that are listed in the National Register of Historic Places as Historic Districts. The one outlined in green is the Dover Green Historic District of the National Register and then there is a purple outline to the north captures the Loockerman Street area and then extends up to State Street and that is the Victorian Dover Historic District. That's the two different types of kind of districts that exist here in Downtown.

The regulations of our *Zoning Ordinance* really focus on the local Historic District as we referred to it as, which is shown in orange. That area ultimately has been a part of the Code for a number of years. The guidelines and district regulations in the *Zoning Ordinance* in Article 3. Section 21 talks about the Historic District. It gives a purpose statement, and it gives the requirements for Architectural Review Certificates. It also makes note of how amendments happen to the Historic District. It's noted that City Council can't take any action to amend supplement or repeal Historic Districts. Which means it can basically add to it, change the boundary of, take something out, add something in, without first having a report from the Historic District Commission. With the Historic District, it is treated just like any of our other zoning districts. To change the zoning district of a property here in the City, there is a very specific review process that a typical rezoning involves the Planning Commission with public hearings and City Council with public hearings.

If you're doing something associated with the Historic District boundary in any way, then you add in the fact that it has to go through a hearing process with the Historic District Commission.

How the Commission function's is found in Article 10 Section 3. It starts out with the establishment of the Historic District and then the process in 3.2 outlines the Architectural Review Certification. As previously discussed, this can happen in three ways. There are certain types of permits that can be reviewed for Architectural Review Certification by the City Planner. In other cases, there are Architectural Review Certifications that require review by the Historic

District Commission. Typically, that happens when it's a new build unless the new build is a small accessory structure. Oftentimes those Architecture Review Certifications by the Historic District Commission involve an Administrative Site Plan which is administrative process with the Planning Staff, and it ultimately still involves a Building Permit and the procedures are outlined. There is an appeal process built into all of these. The third type of Architectural Review Certification involves the Planning Commission. There are certain projects with size thresholds that trigger a formal application and hearing process with the Planning Commission. If they happen to be in the Historic District, they're going to come through the Historic District Commission first before going to the Planning Commission. Again, a public hearing here and a public hearing there. In any case, this also makes reference in 3.25 to what standards you're judging it against. It makes the general statement about a Certificate can be issued "if the architectural style, general design, height, bulk and setbacks, arrangement location, materials, and the structures affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the Historic District." Your Guidelines are the guidelines that give those Recommended, Not Recommended, and then Appropriate practices. Of course, it gives the Historic District Commission the authority to bend them like you did today for good reason for things such as height. There are also the other standards, the Secretary of Interior Standards for Rehabilitation that are referenced. Those are ten very kind of broad statements dealing with existing buildings. The next section of the Code here goes through the procedures for filing that Architecture Review Certification. I won't go into too much details with that other than to say an application filing to one of our Boards and Commissions starts with a pre-application meeting with Planning Staff. There's a discussion with us and the design professional and the developer about what their project is looking to do. We do kind of a code reference of the provisions of the Code that you would have to meet through Historic District, reminding them of the *Design Standards and Guidelines* and giving them some feedback on what they're they may be showing us in a concept. Ultimately, an application is filed, and we go through the processing of getting it ready for it to appear before the Historic District Commission. Whether that's writing reports and any public notice requirements for public hearings, and then you can take action at a meeting. In some cases, you are the final acting body and other cases you are recommending from the Historic District Commission to the Planning Commission. There's kind of another report that then joins the application package before it goes to the Planning Commission with its own hearing process. The Code talks about expiration of approvals and how to do extensions to those approvals.

Mrs. Melson-Williams asked if there were any particular questions about Architectural Review Certification in general.

The Commission previously asked how to amend the Historic District boundaries. The Code actually outlines a process for doing that. In the case of making changes to the boundaries of the Historic District, the Ordinance here sets forth criteria for you to judge the placement of individual buildings or structures into the district or an area into the District. Basically, what that means is it's a Rezoning process taking a property to the H zone, the Historic District Zone. It can be an individual property or a District.

Section 3.33 on page 7 talks about the criteria for amending the district boundaries; so, it's changing the district boundary which would be taking something out or putting something in.

Repealing an existing district or creating a new one, there's a set of four criteria there that are to be considered. It refers back to the criteria in 3.32 which is basically things of significant value, things that are associated with important person or events, representative of architectural style, and notable work. It also notes the desire of the owner to have the property designated and any increase economic or community development potential, which is a little unusual. The first four really follow the same kind of criteria that consideration for placement in the National Register of Historic Places follow.

Mr. Street mentioned that it seems like there is an ability to amend. Mrs. Melson-Williams replied that there is a process. Mr. Street said there is definitely an orderly process to add or delete in either case. Mrs. Melson-Williams said yes and in either case there's a public hearing process that's involved and there's a report process. If you were thinking to remove something from the District, there's still a report process of why; you have to make the case for why it should be removed.

Mr. Street asked who can bring that. For example, if I own a place that is of no significant historical value and I'm in the District, can I as a private landowner petition the Historic District Commission or Council to remove my property from an historic overlay. Mrs. Melson-Williams replied yes, it's a Rezoning application. It would come through a hearing process here and hearing process through the Planning Commission. It would be processed like a regular Rezoning Application. There will be three different public hearings and three different bodies in order for that to happen. It is possible, but I do not know that it is easy.

Mr. Street said I think my original discussion was talking a lot. There's a lack of significance at least in my eyes and in my opinion for most of the buildings going down other than the Priscilla Block (Pasco, the south side of Loockerman) other than the old buildings Citizen Bank, E-Z Pass, the old Sears building.

Ms. Horsey said back when the District was created and I was around, the buildings on Loockerman was very much intact.

Mr. Street said take that one step further, we've got parking lots, the old Acme, which are owned by the various entities between the City and the Partnership. Those properties either are vacant or have the ability to be redeveloped. It's a question of, if one wanted to do that, how would you do that? It sounds like it's a Rezoning for each individual property that you would want to take out of the District.

Chairman Czerwinski said those individuals would have been notified and there's the public hearings for each of the properties.

Mrs. Melson-Williams stated that Rezoning Applications Article 10 Section 5 Amendments talks about Rezoning Applications which is what this is. The Code does kind of meld together a little bit. A property owner can make application to amend the Zoning Map of the city. Amendments to the Zoning Map can be initiated by sponsorship of three members of City Council.

A Comprehensive Zoning Map Amendment which would be several together and could be brought forward as a result of a comprehensive plan or any other formal plan or study.

Mr. Street questioned that it happens once a year. Mrs. Melson-Williams mentioned that it happens once a year if it's a Comprehensive Plan Amendment. If it's any other formal plan or study that can be considered as a Comprehensive Zoning Map Amendment and then that's initiated by the Planning Office.

If the Historic District Commission was truly interested in changing boundaries, it would I think be some type of study initiated by this group, which then results in a recommendation to expand or pull back whatever the case is. But there's a research component there. I think you would have to be making that case for.

There is a way to amend the District boundary. It's not necessarily short.

Mr. Street stated that Mrs. Melson-Williams has satisfied my inquiry. I think we have a very broad and built-in systems.

Mrs. Melson-Williams stated that as a result of the *Downtown Strategic Master Plan* that was done by Mosaic Development Partners for the Downtown Dover Partnership, there is a working subgroup of City Planning Staff along with DDP. The DDP are helping to orchestrate some of the meetings and Mr. Street is involved as well. Looking at basically our zoning and ordinances in this general area, there are some discussions about procedures. There Code amendments we need to do and some forward thinking that way in response to that *Strategic Master Plan*. I think one of the things that we talked about last week was more on the kind of the educational side, cleaning up some of our forms, and more information about the process so that it is clear as well as the flow charts. Katherine has been working on the *Design Standards and Guidelines* which is a scan of multiple versions of a document from 1992-1993. At this point, we may not be rewriting it, but we are looking at updating photos and making it look a little nicer than the version we currently have now. We certainly would encourage the Commission if there's any thoughts you have about how to make your process work better, how we can improve what you have to do as a Commission with applications, your understanding of the process, and zoning are certainly welcomed.

The Commission members thanked Mrs. Melson-Williams.

OLD BUSINESS

Certified Local Government (CLG) Program

Mrs. Melson-Williams stated that we are a member. There were Grants that were left over from a couple of years. At this point, we don't believe we have the capacity to move forward with that in the timeframe before the monies go away. We had that discussion last week in kind of conjunction with the Strategic Master Plan thinking that we are doing.

Implementation of 2019 Comprehensive Plan

Mrs. Melson-Williams mentioned that there were no changes on the related to the Historic Preservation chapter at this point. Since your last meeting there was a Comprehensive Plan

Amendment that ultimately was denied by City Council. It was related to some annexation of some areas for future public utility type land use activities, but that was denied at Council.

Once a year we give the opportunity for Amendments to the Comprehensive Plan. That process starts in December of each year and kind of concludes in the March -April timeframe. There was one applicant of this year amendment request wasn't approved.

Chairman Czerwinski asked if there were any further questions.

Ms. Horsey moved to adjourn the meeting, seconded by Mrs. Mason, and unanimously carried 4-0.

Meeting adjourned at 4:51 PM

Sincerely,

Maretta Savage-Purnell
Secretary

FILE#	PLAN NAME	LOCATION	TYPE	ACTION	STATUS
HI-22-01	Referral of Fence Permit #21-1556 at 506 S. State Street	502 -506 S. State Street and 100 W. Water Street	Fence Permit	Permit #21-1556 referred to HDC by City Planner for consultation on Architectural Review Certification; 1/20/2022 HDC recommended approval of ArchRevCert to allow revised height of 6-feet for black metal fence.	Permit Application received 11/18/2021 and Referred to the HDC for consultation. Permit approved for issuance per HDC action of 1/20/2022. Permit issued 1/24/2022. Fence installed.
HI-22-02	Lands of the State of Delaware at S. Governors Avenue and W. Water Street: Rezoning to H	411 S Governors Avenue, 429 S Governors Avenue, 435 S Governors Avenue, 439 S Governors Avenue/117 W Water Street, 441 S Governors Avenue, 447 S Governors Avenue	Rezoning to H (Historic District Zone)	Public Hearing and Review by HDC on 3/24/2022; Recommended Approval of Rezoning	Request to expand boundary of the Historic District as Rezoning Application HI-22-02/Z-22-01. Public Hearing and Review by Planning Commission on 3/21/2022 - Recommendation of Approval; Public Hearing and Review by Historic District Commission on 3/24/2022 - Recommendation of Approval; and scheduled for Public Hearing and Final Action by City Council on 4/11/2022. Rezoning Approved.
HI-22-03	Kent County Family Courthouse & Parking Garage	415 S. Governors Avenue and 445 S. Governors Avenue; East side of S. Governors Avenue between Bank Lane and W. Water St	Site Plan Review for Architectural Certification	Public Hearing and Review for Recommendation on Architectural Review Certification by HDC on 4/11/2022. Recommended approval of ArchRevCert including reduction of rear yard setback. Update on Revision for Fence Alternative referred to HDC for 7/20/2023 Meeting.	Site development plan for new Courthouse Building, Parking Garage Structure, and associated Site Improvements. For Review by HDC completed and recommendation forwarded to Planning Commission. Planning Commission granted conditional approval of S-22-06 and ArchRevCert on June 21, 2022. Check Print Review Process working towards Final Plan Approval; Final Plan Approval pending. Lot Consolidation Plan to create one parcel recorded. Consideration of Revision for Fence Alternative submitted.

FILE#	PLAN NAME	LOCATION	TYPE	ACTION	STATUS
HI-22-04	Referral of Permit #22-661 at 527-529 S. State Street	527-529 S. State Street	Permit for Parking Improvements	Permit #22-661 referred to HDC by City Planner for consultation on Architectural Review Certification; HDC recommended ArchRevCert with conditions on screening at 5/19/2022 Meeting	Permit Application received 4/20/2022 and Referred to the HDC for consultation. Project for construction of seven parking spaces on the property. received submission of Revised Plan of parking area for Permit Review. Permit issued 12/27/2022. Project underway.
HI-22-05	Delaware Public Archives: Consultation on Roof Project	121 Martin Luther King Jr. Boulevard North	Architectural Review Certification Consultation	Project referred to HDC by City Planner for consultation on Architectural Review Certification; HDC considered at 5/19/2022 Meeting and made recommendation of roof material options.	Proposed Roof Project Referred to the HDC for consultation. Project design consideration of alternative materials for Roof Replacement Project. Roof Permit Application received in July 2023.
HI-22-06	Referral of Permit #22-1298 at 43 The Green	43 The Green, John Bell House	Permit for Accessory Structure (Restroom & Storage)	Permit #22-1298 referred to HDC by City Planner for consultation on Architectural Review Certification; at 8/18/2022 HDC recommended approval of ArchRevCert to allow accessory structure construction and reduction of rear setback requirement.	Permit Application received 7/25/2022 and Referred to the HDC for consultation. Project for construction of accessory structure on the property. Permit approved by Planning Office for issuance per HDC action of 8/18/2022. Permit Approved pending issuance.

FILE#	PLAN NAME	LOCATION	TYPE	ACTION	STATUS
HI-22-07	Referral of Demolition Activities at 235-239 W. Loockerman St	235-239 West Loockerman Street	Update on Dangerous Building Designation and Demolition Activities	Project referred to HDC by City Planner for update on building and proposal for Demolition of Dangerous Building; at 10/10/2022 Meeting HDC considered Determination of Demolition by Neglect and Architectural Review Certification for Demolition	Building declared Dangerous by City Council on 8/15/2022. Following no action by property owner, the City is progressing with Bid Process for Demolition; Bid Opening was 10/26/2022 and award made. HDC determined "Demolition By Neglect" for the Building and pertaining to Architectural Review Certification the HDC's motion requested continued evaluation of the building for the potential of saving it acknowledging potential buyer interest. Determination by City Solicitor that City Council Action governs. Demolition Permit #22-1902 issued 12/5/2022. Demolition complete and lot stabilized with grass planting.

FILE#	PLAN NAME	LOCATION	TYPE	ACTION	STATUS
HI-23-01	Lands of Shank Shack, LLC: Parking Lot Improvements	34 The Green	Site Plan for Parking Lot Reconfiguration Improvements	Review for Architectural Review Certification of Site Plan; Public Hearing and Review by HDC 1/19/2023. Recommended approval of ArchRevCert for project.	Site Plan granted conditional approval by Historic District Commission. Administrative Site Plan review completed: Final Plan approval issued May 2023. Pending submission of Building Permit to commence construction. Improvements are associated with future Kent County Family Court Project.
HI-23-02	Referral of Fence Permit #23-781 at 147 S. New Street	147 S. New Street	Fence Permit	Permit #23-781 referred to HDC by City Planner for consultation on Architectural Review Certification; 5/18/2023 HDC recommended approval of ArchRevCert to allow height of 6-feet constructed of wood materials that may be stained (no vinyl fence).	Permit Application received 5/12/2023 and Referred to the HDC for consultation. Permit to be approved for issuance per HDC action of 5/18/2023. Permit issued 6/6/2023.
HI-23-03	Referral of Permit #23-9873 at 43 The Green	43 The Green, John Bell House	Sign Permit for Informational Kiosk	Permit #23-987 referred to HDC by City Planner for consultation on Architectural Review Certification	Permit Application received and Referred to the HDC for consultation. Project is installation of information kiosk of 9 SF as post and panel style sign to display information on the First State Heritage Park activities.

Summary of Permit Applications with Architectural Review Certification
2023 - Updated Thru 7-12-2023

Item 4.

DATE	PERMIT #	LOCATION	TYPE	ACTION ON ARCHITECTURAL REVIEW CERTIFICATE	NOTES
1/25/2023	22-2005	101 W Loockerman St	Fence Permit	Staff Approval	Installation of gate system (metal) at parking lot entrances.
2/16/2023	23-6	6 S State Street	Window Permit	Staff Approval	Replacement of windows on third floor with double hung 2-over-2 windows. Same size as existing.
2/23/2023	23-91	45 S State Street	Demolition Permit - Interior	Staff Approval. No ArchRevCert required for interior work.	Interior demolition activities related to renovations due to water damage.
3/20/2023	22-1674	108 W Loockerman St, Coney Island Grill	Sign Permit	Staff Approval	Installation of projecting sign for restaurant.
4/21/2023	22-1017	144 S Governors Avenue	Building Permit - Interior Renovations	Staff Approval. No ArchRevCert required for interior work.	Interior renovations for commercial tenant space on first floor and apartment units on second floor. No exterior changes to brick building.
4/12/2023	23-315	225 W Loockerman St	Building Permit - Interior Renovations	Staff Approval. No ArchRevCert required for interior work.	Interior renovations for commercial tenant (retail) on first floor.
4/12/2023	23-316	225 W Loockerman St	Building Permit - Interior Renovations	Staff Approval. No ArchRevCert required for interior work.	Interior renovations for apartment unit on second floor.
4/4/2023	23-354	146 S State Street	Sign Permit	Staff Approval	Installation of projecting sign for office and wall sign placement on porch railing side.
4/4/2023	23-355	144 Kings Hwy SW	Sign Permit	Staff Approval	Installation of projecting sign along porch cornice for restaurant.
4/5/2023	23-364	231 W Loockerman St	Fence Permit	Staff Approval	Installation of two gates in alleyway spaces between buildings.
4/19/2023	23-421	102 S Governors Ave	Administrative Building Permit	Staff Approval	Replacement of sidewalk leading to building.

Summary of Permit Applications with Architectural Review Certification
2023 - Updated Thru 7-12-2023

Item 4.

DATE	PERMIT #	LOCATION	TYPE	ACTION ON ARCHITECTURAL REVIEW CERTIFICATE	NOTES
4/17/2023	23-442	31 W Loockerman St	Sign Permit	Staff Approval	Installation of one projecting sign and reface of existing wall (box) sign for new retail tenant.
4/20/2023	23-458	203 S State Street, Delaware State University Foundation	Roof Permit	Staff Approval	Roof replacement with DaVinci shake style composite shingles on multiple roof surfaces.
4/20/2023	23-459	203 S State Street, Delaware State University Foundation	Building Permit - Exterior Renovations	Staff Approval	Reinstallation of shutters on building of panel shutters and louvered shutters with metal hardware.
4/26/2023	23-478	6 Kings Hwy NE	Fence Permit	Staff Approval	installation of black metal fence with gates in the rear.
4/21/2023	23-546	151 Kings Hwy SW, Woodburn	Roof Permit	No Planning Staff Review.	Replacement of flat roof with EDPM roof membrane.
5/5/2023	23-547	151 Kings Hwy SW, Woodburn	Building Permit - Exterior Renovations	Staff Approval	Repair south portico columns.
5/3/2023	23-610	33 S. State Street	Sign Permit	Staff Approval	Additional business name panel added to existing post sign.
5/19/2023	23-790	151-181 Kings Hwy SW, Woodburn	Fence Permit	Staff Approval	Black aluminum fencing added along south and east property lines.
5/25/2023	23-853	117-119 W Loockerman Steet, Mitten & Winters	Roof Permit	Staff Approval	Replacement of flat roof with roof membrane.
6/6/2023	23-781	147 S. New Street, Tastes Chicken & Seafood	Fence Permit	Staff Approval per HDC Recommendation of 5/18/2023	Replacement of fence with wood fence of 6 ft. height as per HDC Recommendation of HI-23-02
6/29/2023	23-1025	140 S. State Street, Grey Fox Grille	Window Permit	Staff Approval	Replacement of all windows to follow same size and reconfiguration.

ARCHITECTURAL REVIEW REPORT

Referral by City Planner to Historic District Commission
Meeting of July 20, 2023

Permit: Sign Permit #23-987

Location: 43 The Green, Dover
Located on property addressed as 45 The Green, inside fence next to John Bell House.

Tax Parcel: ED-05-077.09-05-29.00-000

File Number: HI-23-03

Present Zoning: RG-O (General Residence & Office Zone)
H (Historic District Zone)

Referral of Permit:

The following application **Sign Permit #23-987** for 43 The Green is referred by the City Planner to the Historic District Commission for consultation regarding the issuance of the Architectural Review Certificate for a Sign Permit. Applications for certain types of construction activity within the Historic District Zone (H) are reviewed by the City Planner (or Staff as designated) for Architectural Review Certification as part of the Building Permit application review process. Staff is referring the Permit for review under the provisions of *Zoning Ordinance*, Article 10 Section 3.22(A) and (B). See below.

Section 3.22 Architectural review certification by the city planner.

- (A) An architectural review certificate for specific classes of building permits, including Signs, signs, siding, window and door replacement, roofing, the addition or replacement of decorative features, minor demolition, residential additions, and other construction of a minor nature, may be issued by the city planner, after a review and determination that the proposed construction is in general accordance with the standards set forth in subsection 3.25.
- (B) The city planner may refer any permit application for demolition or construction in the historic district for consultation with commission.

Permit Proposal:

Sign Permit #23-987 was filed on June 15, 2023 for a sign project at 43 The Green, Dover, Delaware. The Project outlined in the Permit submission involves placement of Kiosk sign inside the fence at 45 The Green with a locking faux wood plastic cabinet to post informational posters and flyers relating to activities with the First State Heritage Park. This location is a fenced yard area located between the John Bell House building and the adjacent state owned brick building to the east. The yard is actually part of the adjacent parcel at 45 The Green.

The project site is located within the local Historic District Zone (H) and subject to the provisions of the *Zoning Ordinance*, Article 3 §21 and referenced sections. This building is also located within the boundaries of a National Register Historic District, specifically the Dover Green Historic District.

Staff Review of Permit for Architectural Review Certification:

Project activities are reviewed for compliance with the *Zoning Ordinance* and the *Design Standards and Guidelines for the City of Dover Historic District Zone* as stated in *Zoning Ordinance*, Article 10 Section 3.25(A).

3.25 Architectural review standards.

(A) An architectural review certificate may be issued if it is found that the architectural style, general design, height, bulk and setbacks, arrangement, location and materials and structures affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the historic district as set forth in the historic district design guidelines and standards adopted by the planning commission and as set forth in the United States Secretary of the Interior's Standards for Rehabilitation.

The current proposed location of this sign is in the “public view”, and it is deemed visible from the public ways of the adjacent street (The Green). Public view is defined in the *Zoning Ordinance* as “that which can be seen readily from a public street, public building or public property, excluding views from alley rights-of-way.”

In reviewing the proposed project for Architectural Review Certification, Staff referenced the last section of Chapter 5: Storefronts and Signage of the *Design Standards and Guidelines for the City of Dover Historic District Zone* which presents the Recommended, Not Recommended, and Inappropriate approaches to Signage in the Historic District. While plastic signs are not recommended, the signposts will have a faux wood color and texture. This is an informational kiosk rather than an advertisement to attract more business.

Listed under inappropriate are:

Signs that are clearly unsympathetic to the character of the building. This sign is a simple design often found at State and National parks.

Also listed as inappropriate are signs that obscure significant historic features. This sign will not be attached to a building. Directly behind the proposed location of the sign is a building addressed and facing Federal Street. The proposed sign is 9 square feet and would only obscure a small portion of the back of the building at 410 Federal Street (Kent County Court House).

Hanging, projecting and freestanding signs were typical of Colonial and Federal periods of architecture. The John Bell house is an example of Georgian Colonial architecture, built between 1743-1772. This freestanding sign would then be appropriate.

This sign is not of an earlier time period than the John Bell House or the nearby Old State House. It would not be mistaken for a sign of the same time period as the buildings surrounding it. It will not be back lit or visually assertive.

This request should be reviewed for conformity with the design criteria and development guidelines found in the *Design Standards and Guidelines for the City of Dover Historic District Zone*. Specifically, Chapter 5 Storefronts and Signage of the *Design Standards and Guidelines for the City of Dover Historic District Zone*.

Historic District Commission Action

The Historic District Commission should consider the proposal for the Sign Permit project and take action in regard to the Architectural Review Certification for the Sign Permit #23-987. The Historic District Commission may add conditions for the Sign to comply with the character of the property within the Historic District.

Staff Findings from Review of Sign Permit:

Staff findings and recommendations are summarized as follows for the proposed sign project as presented in Permit #23-987 and accompanying documents.

1. Sign Location: The proposed sign is to be located between the John Bell House and the Sykes Building, inside the fence line. The parcel it would be on is addressed as 45 The Green. Nearby the Old State House is listed on the National Register of Historic Places. Dover Green Historic District is a national historic district added to the National Register of Historic Places. The Green is also part of the First State National Historical Park run by the National Park Service.
2. Sign Visibility: The Sign would be visible from the sidewalk on The Green. This Sign is subject to Architectural Review Certification.
3. Sign Height – 6.31 ft. tall from ground level: The *Design Standards and Guidelines* do not give guidelines for stand-alone sign required heights. The *Zoning Ordinance* Article 5 § 4.7 states that an Urban Collector road classification sign for a non-residential use adjacent to a residential can have a maximum height of 7 feet. The maximum square footage for this classification is 32 square feet. This sign is proposed as 9 square feet. The setback from the property line for the sign should be 5 feet. However, Staff recommends allowing the sign (informational kiosk) to be placed closer to the fence (reducing the setback) to allow ease of reading the information posted in the bulletin board.
4. Sign Material: The proposed signposts and cabinet are to be made of recycled plastic made to look like wood. This provides weather resistance and long wear. The cabinet front will be clear high-density polyethylene. There are weep holes inside the cabinet to prevent buildup of condensation and to allow for water drainage. The back of the inside of the cabinet is natural cork. While construction material is a composite plastic material, careful selection of color/surface texture can give the appearance of wood.

Advisory Comments and Recommendations:

1. The applicant shall be aware that issuance of a Sign Permit is required prior to the commencement of construction. The Sign Permit Application will be subject to the conditions of approval established and may be required to be updated if necessary, to

comply with these conditions established through the Architectural Review Certification process.

Attachments:

- Letter of Referral Notice to Applicant dated July 12, 2023
- Building Permit #23-987 Application Form and Permit submission documents
- *Design Standards and Guidelines for the City of Dover Historic District Zone*, Chapter 5 page 5-5 through 5-8.



July 12, 2023

Nicole Worthley
First State Heritage Park
121 Martin Luther King, Jr. Blvd.
Dover, DE 19901

Via email: Nicole.Worthley@delaware.gov

RE: Referral of Sign Permit #23-987 at 43 The Green, First State Heritage Park, HI-23-03

For Determination of Appropriateness and Architectural Review Certification

Tax Parcel number ED05-077.09-05-28.00

Ms. Worthley,

This letter is to inform you that the Sign Permit for the property at 43 The Green has been referred to the City of Dover Historic District Commission for consideration. This consideration is for Determination of Appropriateness and for Review of Architectural Review Certification for the sign requested to be placed next to John Bell House. The application states that the sign will be placed to the left of the John Bell House and a couple of feet back from the fence. Additionally, the project will remove the deteriorating information kiosk located on Federal Street.

The subject property at 43 The Green is located within the City of Dover's Historic District Zone and also in the Dover Green Historic District as part of the National Register of Historic Places. The site is located 2 doors down from the Old State House which is on the National Register of Historic Places. The City Planner has determined that the Sign Permit should be reviewed and approved by the Historic District Commission before placement.

In reviewing the proposed activities for Architectural Review Certification, Staff referenced Chapter 5 Storefronts and Signage of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. The design document does not address stand alone signage. This is an informational kiosk rather than an advertisement to attract more business. A recommendation for signage from the *Design Standards and Guidelines* is that "No sign should be from a period earlier than the building on which it is placed." This proposed sign is not designed of a specific time frame and would not be confused as such.

The City of Dover Historic District Commission will review Sign Permit at their next meeting scheduled for Thursday, July 20, 2023 at 3:30pm. The Meeting is scheduled as an In-Person Meeting in the City Hall Conference Room at City Hall, 15 Loockerman Plaza and as a Virtual Meeting using WebEx. The Meeting Agenda includes information on methods for participation. A separate meeting invitation to Join the Meeting will also be sent by email to the available property contacts should you wish to participate virtually.

This Referral has been assigned Application #HI-23-03. As the property manager, you are encouraged to participate in this meeting as the property is discussed. Staff will provide the Historic District Commission with the referral materials from the Sign Permit submission and other background information for their review and action. The Staff Review Report for HI-23-03 and the Meeting Agenda will also be provided to you or can be found on the City's website www.cityofdover.com under the Quick Link – Meeting & Agendas once posted.

If you have questions about the Historic District Commission Meeting, please contact the Planning Office at (302)736-7196 or by email at compplan@dover.de.us or koehmke@dover.de.us.

Sincerely,
On Behalf of the City of Dover Historic District Commission

Katherine Oehmke
Planner

Brief Description of Work (To Be Completed by Applicant):

new sign

To Be Completed By Planning & Inspections Staff

Building Permit #:

Plumbing Permit #:

C/O Required: Y/N

23-987

WORK SITE LOCATION	Address: 43 The Green
	Parcel ID:

Applicant (Owner or Contractor)	First State Heritage Park
Contact Person	Nicole Worthley
Mailing Address	102 S. State St
City, State, Zip	Dover, DE, 19901
Telephone	(302) 739-9932
Fax	
E-mail Address	nicole.worthley@delaware.gov

Does Your Project Propose . . .	Yes	No	If Yes, Describe
an increase or decrease to the quantity of plumbing fixtures at the location?	☐	☒	
a change in size of the water line serving the location?	☐	☒	
a new water irrigation system?	☐	☒	
a change in size of the sanitary sewer line serving the location?	☐	☒	
relocation of the water meter?	☐	☒	
relocation of the water line serving the location or any associated appurtenances?	☐	☒	
relocation of the sanitary sewer line serving the location or any associated appurtenances?	☐	☒	
any work within the right-of-way?	☒	☐	During installation
any proposed sidewalk work?	☐	☒	
any proposed concrete work?	☒	☐	To hold posts
any alteration to any storm drain infrastructure?	☐	☒	
any proposed curb alteration, i.e., new driveway to property?	☐	☒	
any proposed scaffolding to renovate building exterior?	☐	☒	
any proposed tree or shrub plantings within the right-of-way?	☐	☒	
an upgrade in sanitation service?	☐	☒	
a relocation of the existing trash pick-up location?	☐	☒	

EASEMENT*	Yes	No
Is there any existing easement on this property? (utility, drainage, cross access, etc.)	☐	☒

*It is prohibited to build any structure within an existing easement.

I hereby certify that the information provided above is correct and acknowledge that should any differences be identified throughout the course of the project that all renovation project requirements still apply.

Nicole Worthley
Printed Name of Applicant


Signature of Applicant

6/15/23
Date

THIS FORM MUST BE COMPLETED AND TURNED IN WITH PLUMBING PERMIT APPLICATION OR BUILDING PERMIT APPLICATION.

Arnold, Nichole M

From: Worthley, Nicole M (DNREC) <Nicole.Worthley@delaware.gov>
Sent: Thursday, June 15, 2023 1:56 PM
To: Permits & Licenses
Subject: EXTERNAL: Informational Kiosk at 43 The Green
Attachments: FSHP Sign Permit-Informational Kiosk.pdf

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon!



Please find attached a permit to install an informational kiosk to the left of the John Bell House (43 The Green). Below is additional information that may be needed:

- Purchasing online from Displays4Sale: <https://displays4sale.com/collections/outdoor-bulletin-board-with-posts/products/outdoor-cork-board-message-center-single-door-with-posts-left-hinged-sizes-refer-to-viewable-area>
- It will be installed by Killens Pond State Park maintenance
- 36"x36" viewable area which results in a 42.75"w x 44.25"H sign needing 2 posts at 120"H (3' of that in the ground, the sign portion would stand 75.75" off the ground)
- Sand or weathered wood finish with standard cork backing inside.
- It is made of eco plastic to have the appearance of wood
- Used to hang posters for events, park information and flyers which is needed for our site
- It would be placed in the lawn to the left of the John Bell House, slightly away from the house itself and a couple feet back from the fence.

Let me know if there are any further questions or concerns. Thank you!

Nicole Worthley, CTA
 Park Superintendent
 First State Heritage Park

302.739.9932 (office)
 302.632.0905 (cell)
Nicole.Worthley@delaware.gov



**DELAWARE
STATE PARKS**
 VOTED AMERICA'S BEST





City of Dover, DE
 Department of Planning and Inspections
 P.O. Box 475, Dover, Delaware 19903
 (302) 736-7010 Fax: (302) 736-4217
 www.cityofdover.com

Permit #

23-987

Sign Permit Application

Applicant's Name: Nicole Worthley

Project Name: Informational Kiosk for FSHP

Address: 43 The Green

Phone: (302) 739-9932 Dover Business License # _____

Property Owner: DE State Parks E-mail: nicole.worthley@delaware.gov

Contractor Name: Displays4Sale

Address: Will be ordered online and installed by Killens State Park

Phone: _____ Dover Business License #: _____

E-mail: _____

Sign Information

Sign	1	2	3	4	5
New/Reface	New ☐				
Type of Sign Ex. wall, monument, window, etc.	Kiosk				
Dimensions Length, width and depth	36" x 36" 42.75" W x 120" H x 4"				
Square Footage	9				
Setback from Right-of-Way	5"				
Sign Material Ex., aluminum, PVC,	Eco-plastic				
Overall Height	120"				
Clear Height Wall signs only	—				
Illumination Type Internal, external, LED, etc.	none				

For Office Use Only		Tax Parcel #					
Date Received:				Date Issued:			
Planner Assigned	KMD	Zoning District	R60	Historic District	☒ Y ☐ N	Adj. to Residential	☒ Y ☐ N
Road Classification	UPA UMALUC	Accurate Plot Plan	☒ Y ☐ N ☐ NA	Wall Elevation	☒ Y ☐ N ☐ NA	Sign Elevation	☒ Y ☐ N
Unified Sign#/BOA #	—	Application Complete	☒ Y ☐ N	Total # Signs	1	Total SF Signs	9
Fee Paid	Check #	Cash	Collected By	Permit Fee \$ 50.00			

Applicant's Signature

I the undersigned do affirm that all the information provided in this application is accurate. I also affirm that I am authorized by the Property Owner and have the authority to make this application. Finally I will perform all work in accordance with the City of Dover Code and of this permit.

Nicole Worthley

Signature

Nicole Worthley

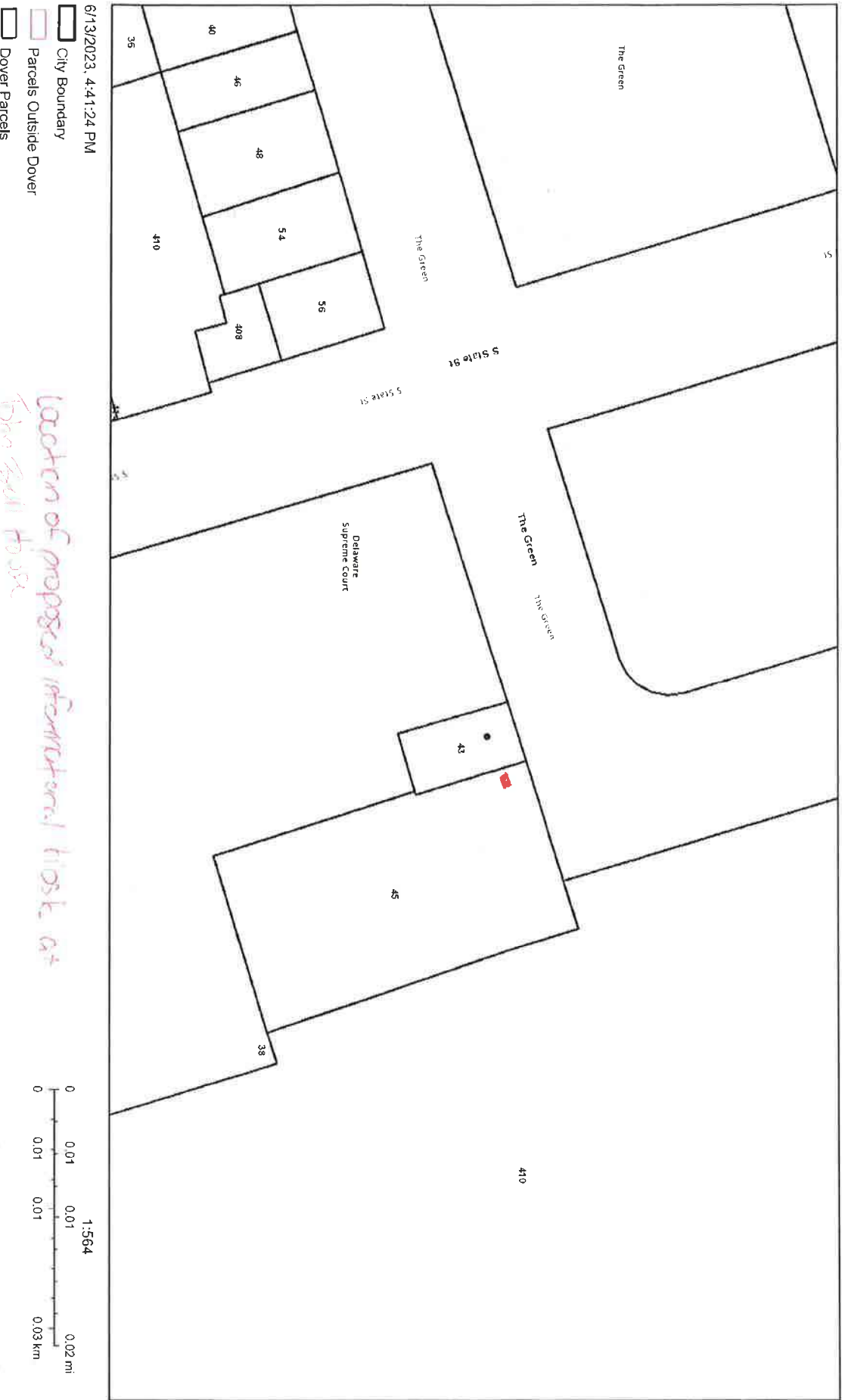
Print Name

6/15/13

Date

Sign Permit Application cont. - Effective 8-14-12

43 The Green





Displays4Sale



Search

Item ID # LSIDMC-VA

Outdoor Cork Board Message Center with | Posts LEFT
HINGED Cabinet | Sizes Refer to Viewable Area with 20+
Sizes and Custom



More Colors



More Sizes Available





+ View all 10 photos

Built to Order

Order today and receive it by July 14 - 20.

From \$609.00

Quantity

1

Choose your size, color, and options when applicable...

VIEW OPTIONS & PRICING

ADD TO CART
(MAKE SELECTIONS FIRST)

Request a Quote

Add to wish list

Get help buying. [Chat now](#) or
Call 800-289-1539

PRODUCT HIGHLIGHTS

- Outdoor Message Center: One or Two Posts
- Eco-Design. Recycled, Faux Wood Construction
- Weather Resistant Information Board
- Locking Cabinet in 20+ Sizes + Custom Sizes

SEE MORE

MULTIPLE OPTIONS

Message Center Finishes



Vinyl Over Cork Colors



Backing Board Material



MANY MORE...

QUANTITY DISCOUNTS

QTY	Discount (%)
QTY 1-4	0%
QTY 5-9	5%
QTY 10-24	8%
QTY 25-49	10%
QTY 50-99	0%

SHARE:



OVERVIEW

SPECIFICATIONS

SIZE CHART

PRODUCT OPTIONS

WARRANTY & RETURN



Ships to Canada
[Read more](#)



Ships UPS
[Read more](#)

- Outdoor Message Center: One or Two Posts
- Eco-Design. Recycled, Faux Wood Construction
- Weather Resistant Information Board
- Locking Cabinet in 20+ Sizes + Custom Sizes
- Two Post: Dimensions: 4" x 4" x 120"
- Single Post Dimensions: 4" x 4" x 96"
- Eco-Friendly and Maintenance Free
- Display important messages and protect them from the elements
- Great for university campuses, parks, and golf courses

- Locking Message Center
- Door mounted on a full-length piano hinge
- Front Locks included with 2 keys
- Natural Cork Board or Optional Black Recycled Rubber Laminated
- Constructed from High-Density Polyethylene
- Recycled Plastic Made into High-Density Faux Wood
- Faux Wood Design - Looks like real wood
- Weather Resistant and Made for the Outdoors
- Withstands typical everyday outside elements - Not Water or Floodproof
- **Weep Holes** on Cabinet Bottom Help Drain Any Water
- **Vents** help reduce any condensation
- Removable interior cork surface panel
- Optional: 1/16" Black Recycled Rubber Laminated on Fiber board
- Optional LED Illuminated display cases
- **Optional vinyl covering over cork

Outdoor Message Board Case Construction Benefits

- Maintenance Free Recycled Plastic
- Will not crack or decay, split, rot or chip
- Impervious to water, chemicals, and insects
- Finished back panel looks great and adds structural integrity

Dimensions

- 3/4" wide main frame
- 1 1/2" wide door frame
- 5 1/2" exterior depth
- 3 3/4" interior depth
- 8 1/2" rain cover depth

Post Specifications

2 Posts Information

- Post Dimensions: 4" x 4" x 120"
- Posts are attached to the case through the sides. Pre-drilled holes will be provided on the posts for easy display case mounting
- Posts should be secured at least 3 feet into the ground for proper support.

Single Post Information

- Post Dimensions: 4" x 4" x 96"
- Post is attached to the case through the bottom. Pre-drilled holes will be provided on the posts for easy display case mounting
- Post should be secured at least 3 feet into the ground for proper support.

Lighting Options

LED LIGHTS BRIGHTER & LONGER LASTING

Go GREEN with our energy saving LED Lights. Interior LED Lights are positioned on the interior to SPOTLIGHT; your posters, signage, postings, menus, and other printed announcements. LED lights are long lasting, and energy efficient. Choose from Top Lit, 2 Longer Sides or the Entire Interior Perimeter for LED Lighting placement.

- UL approved LED Strip Lighting
- Cool White LED Lighting
- LED Life: 50,000 hours

****We provide a 3-wire cord attached to the ballast / transformer inside the display case. When installing you should use a licensed electrician / installer to bring power to the display. The installer will best decide where to exit the hardwire provided (we do not provide an exit hole as we feel its best for the installer to decide the best exit point for power supply).**

We offer THREE LED Lighting Options as detailed below;

TOP LIGHTING (ONE SIDE)

For this option we place an LED strip light on the top side of the interior display case. The light will shine downward onto the interior case, highlighting the contents inside.

TWO LONGER SIDES

For this option we place an LED strip light along the 2 longer sides of the interior display case. The light will shine from 2 sides of the interior case, bringing more highlighting to the contents inside.

INSIDE PERIMETER (ALL 4 SIDES).

For this option we place an LED strip light along the entire Perimeter of the interior display case. The light will shine from all 4 sides of the interior case, bringing more light intensity to the contents being displayed inside.

Description

The Height of Visibility

With its Weather Resistant Bulletin Board Cabinet construction and standing tall on one post, this Outdoor Message Center is ideal for numerous exterior locations, including Camps, University Campuses, School Grounds, Hiking Trails, Parks, Zoos, Botanical Gardens, County Fairs, Restaurants, Community Centers and any other location in need of an Outside Enclosed Information Board.

Outdoor Message Center, Eco-Friendly and Maintenance Free

Recycled Plastic gives this outdoor information board the edge over other outside wood display cases. Unlike other exterior natural wood framed notice boards, our Exterior Bulletin Board Cabinet will never

Rot, Crack, Split, or Decay. In addition, Eco-Design Faux Wood Polyethylene Construction is made in highly-dense plastic lumber impervious to Water, Chemicals & Insects.

Outdoor Information Boards in 6 Weather-Treated Finishes

Give your outdoor enclosed bulletin board display the right look for your outdoor setting. Choose from 6 Faux Wood Style Finishes in Sand, Light Grey, Weathered Wood, Woodland Green, Cedar, and White.

Optional Vinyl Covered Cork Board is Available in 5 Colors

Left-Sided Hinged Door and Front CAM Lock

The outdoor enclosed bulletin board single door with Single Post features a solid continuous left-sided hinge allowing the outdoor information board to open and close quickly. A Front CAM Lock and Break Resistant Acrylic Window help protect the message display board from unwanted entry and tampering.

Free Standing Outdoor Information Boards

Made in the USA

Custom Message Centers and Info Bulletin Board Displays

We've built high-quality custom bulletin boards and Cork Boards for thousands of Businesses, Organizations, Property Owners, and Communities. At any other online store, you won't find a more extensive collection of framed and enclosed message board styles, wall and free-standing, with custom sizes and styles. If a custom outdoor message center is required, call or email for more information and request a quote.

Browse this store's many collections of Weatherproof Cork Bulletin Boards, Outdoor Message Centers, Information Boards, wall mount, and free-standing.

Downloads



Product Sheet



historic storefront. If the historic storefront is missing altogether, base the configuration and proportions of the replacement storefront on storefront designs typical of the period of the building.

- Maintain the planes of the historic storefront, either flush with, recessed, or projecting beyond the plane of facade.
- Differentiate primary and secondary entrances, using size of doors, articulation of frame, etc.
- Use clear glass.
- Keep signage and awnings simple.

Inappropriate

- Do not attempt to "colonialize" or give a false history to the building. A contemporary design, properly executed, will better retain the character of the commercial context of the Dover Historic District zone than will a false historic storefront.

Awnings

Design guidelines for awnings apply to projects involving rehabilitation, restoration and replacement.

Recommended

- Awnings are appropriate on virtually any historic commercial building in the Dover Historic District zone.

- Awnings should be canvas or other soft fabric.
- Awnings should be mounted on retractable framework so that they function to control the passage of light into the building.
- Awnings should be sized and located so as not to obscure the architectural features of the storefront.
- Awnings should be installed in a manner that does not damage or require the removal of historic fabric.
- Awnings should be no lower than 7'-6" above the sidewalk.

Inappropriate

- Rigid awning material such as plastic or vinyl is inappropriate.
- Awnings that obscure architectural features, or typical locations for historic signage, or whose installation damages or requires the removal of historic features, are inappropriate.

Signage

Signage has a critical effect, positive or negative, on the character of historic commercial streetscapes. Inappropriately designed and located signs overwhelm buildings and detract from the character of the street. Conversely, well designed, appropriately located signs can unify a commercial street while serving to identify and promote effectively the businesses housed within individual shops.

Signs are first and foremost a means of advertising, of attracting patronage. They are intended to capture the attention of the passerby, and in consequence rely on the innovation and creativity of the designer. The potential variety, vitality and quality that can be achieved from freedom of design and good design can be more valuable than unduly heavy restrictions that dictate conformity. The most successful signage guidelines will be those that permit the greatest design flexibility while prohibiting those elements which are indisputable detriments to the character of the commercial streetscape.

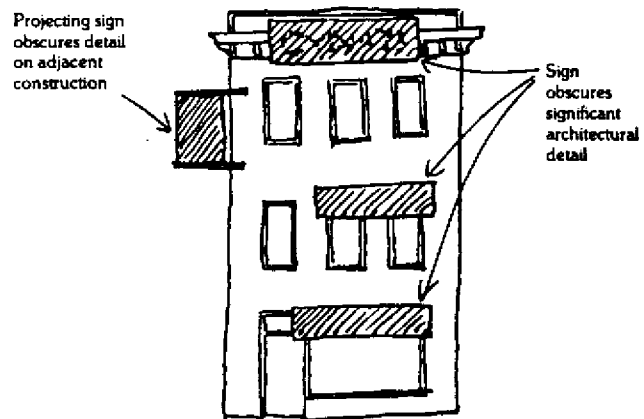
The most important principle in establishing and reinforcing the character of the commercial streetscape is to consider the entire facade of a building as the "sign." The entire elevation of the storefront was conceived to attract shoppers- signage, windows displaying merchandise and architectural character. Consequently, the sign is an integral part of the building facade in both design and function. New signage should always be designed to complement and be subsidiary to the character of the building facade. Buildings whose facades are carefully considered and well maintained do not require the tremendously over-scaled signs that plague many modern streets today. The quality of the wide range of architectural facades found along Loockerman Street should be the principal advertising element for the commercial district.

Recommended

- A sign should be consistent and compatible in terms of its size, style, materials, and location with the historic building, and should be integrated into the architectural design

of the building on which it is located. In the Loockerman historic context, in general, signs should be simple and not too large. No sign should be from a period earlier than the building on which it is placed.

- Signs should not cover or obscure the architectural features of a historical building.



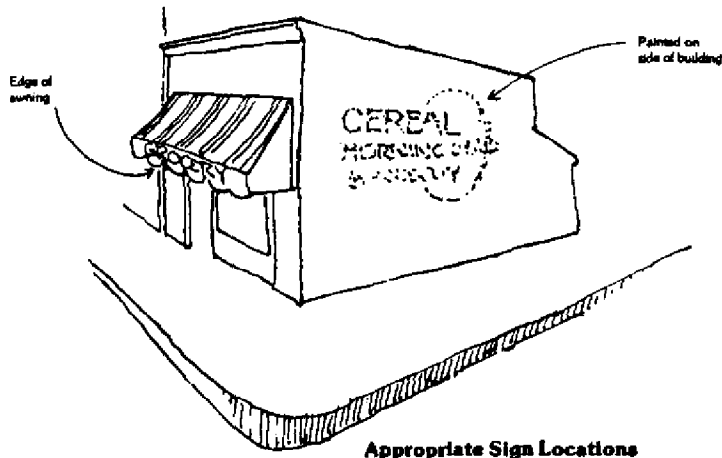
Inappropriate Sign Locations

- The removal of back-lit fluorescent signs, large signs with distinctive logos and signs that obscure significant features is encouraged.
- Appropriate locations for signs are horizontally at the storefront lintel, on the inside of glass, hanging signs that are appropriately scaled, and on awnings.



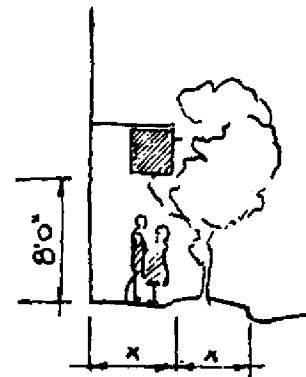
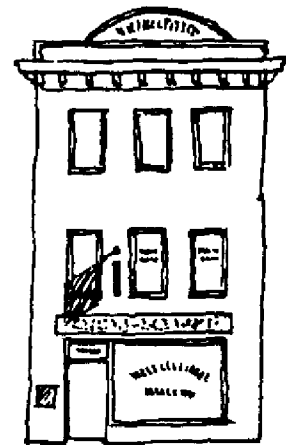
Appropriate Sign Locations

- Historic signs and advertising painted on the sides of buildings should be retained.



- Sign material should be compatible with the design of the building. Wood and metal signs are recommended.
- Any appropriate period sign that reflects historical authenticity of design, materials, and placement for the architectural style it serves, is recommended, regardless of limitations imposed upon contemporary signage.
- Signage should be located where it best complements the building, on blank expanses of wall, large plate glass windows, fascias, cornices, and awnings.
- Signs should not project from the building to the extent that they are a visual obstruction or physical hazard to pedestrian or vehicular traffic. Similarly, new signs should not interfere with a neighboring store by obscuring its signs or architectural features.

- Signs at the storefront level should be oriented primarily to pedestrians and should thus be sized and designed for pedestrian vision. For projecting signs at pedestrian level, a maximum projection of 4'-0", or half the width of the sidewalk, from the building is recommended, whichever is less. 8'-0" minimum clearance from the sidewalk is required.



- While no absolute limit is recommended with regard to the size of signs, it should be noted that one over-scaled sign on a commercial street will reduce the visual quality of the streetscape and may foster competition elsewhere. Large-scale signs should be permitted only when they are appropriate to the character of the building on which they are to be located or when there is historic precedent and documentation sufficient to determine the appropriateness of the sign for the particular facade.

- Signboards surface-mounted to buildings should be simple with little or no carving or ornament. Paint should be the primary decorative element.
- Concealed incandescent lighting for signage is recommended in the Dover Historic Commercial context.

Not Recommended

- Plastic signs are not recommended.
- Inappropriately scaled graphics are not recommended, especially at pedestrian level.
- Large-scale signs are not recommended.

Inappropriate

- Signs that are clearly unsympathetic to the character of the building on which they are located are inappropriate.
- Signs that obscure significant architectural features of any historic building are inappropriate.
- Hanging, projecting and freestanding signs were typical of Colonial and Federal periods of architecture. Their use in the late 19th/early 20th century Loockerman historic context is inappropriate.
- Signs that are of an earlier style than the building on which they appear are inappropriate.

- Back-lit fluorescent signs are inappropriate.
- It is inappropriate for projecting signs to extend from a building more than 4'-0" or half the width of the sidewalk, whichever is less. 8'-0" is the minimum height above the sidewalk.
- Temporary, visually assertive signs set behind display windows are not appropriate.

ARCHITECTURAL REVIEW REPORT

Project Revision Update to Historic District Commission
Meeting of July 20, 2023

Associated Application: New Courthouse on South Governors Avenue: Kent County
Family Court HI-22-03

Owner: State of Delaware

Location: East side of South Governors Avenue between Bank Lane and W. Water Street

Future Addresses: 415 S. Governors Avenue (Parking Garage)
445 S. Governors Avenue (Courthouse)

Size: 3.7499 +/- acres

Present Uses: Vacant lots, Vacant Residential and Commercial Buildings (previously demolished), and a Parking Lot

Proposed Use: Future site of Family Court (Courthouse)

Present Zoning: IO (Institutional and Office Zone)
SWPOZ (Source Water Protection Overlay Zone)
H (Historic District Zone)

For Consideration: Architectural Review Certification Item: Fence Height

Plan Proposal:

This request is associated with Application HI-22-03 New Courthouse at South Governors Avenue and West Water Street for the development of the Kent County Family Court Building. This submission is a Revision for Fence Alternative and Review of the Architectural Review Certification for this expanded use of six-foot metal fencing in the parking lot area. As design and the project have progressed, the project team is looking at alternates; this is one proposed that requires an update to the Historic District Commission.

The project site is located within the local Historic District Zone (H) and subject to the provisions of the *Zoning Ordinance*, Article 3 §21 and referenced sections.

Previous Action on Application:

This is associated with the Site Development Plan Application S-22-06 to permit the construction of a five-story 105,259 GFA government building to serve as the new Kent County Family Court. The proposal also includes a five-story Parking Structure (425 vehicle parking spaces), parking lot, and other site improvements. For the project, the Architectural Review Certification for HI-22-03 was recommended for approval by the Historic District Commission on April 11, 2022 and granted approval by the Planning Commission on June 21, 2022 in conjunction with Site Plan S-22-06.

Historic District Commission's previous action on HI-22-03 was to recommend approval and passed 3-0 of the members present (with one abstention) at the April 21, 2002 Meeting. The Historic District Commission recommended approval of the Architectural Review Certificate for the application referencing the HI-22-03 Staff Recommendation Report and Addendum. The Commission also recommended approval of the Alternative Bulk Standards to allow a Rear Yard Setback of 25 feet and the use of a fence that is 6-foot in height at the rear of the building. During the Meeting the Historic District Commission heard the applicant's response to the series of Staff Comments and Recommendations (Items 1-13). They presented information on the materials and finishes selected, agreeing to the 25-foot setback, bicycle parking strategy, sidewalks, building placement, landscaping, etc.

The application detailed the construction a Courthouse Building, a Parking Garage Structure, a Parking Lot, and other site improvements for the development of the Kent County Family Court. The Fencing was originally proposed in several location on the site. The equipment compound area is partially enclosed by a metal shadow fence to be eight feet in height. The compound where a generator and other mechanical (chiller) equipment will be placed is to the northeast rear of the Courthouse building. There is also a six foot fence proposed on the east side of the Parking Structure entrance drive/shared access drive adjacent to a residential property.

Update on Project Revision for Fence Alternative:

The following Project Revision for a Fence Alternative is presented to the Historic District Commission for consultation regarding the Architectural Review Certification for the expanded use of a six-foot Fence for the project. If an Alternate (to remove the connecting bridge between the Courthouse and Parking Garage) is selected, then revisions will be necessary to the east Parking Lot to create a secured parking area. This would involve reconfiguration of the parking space layout in a portion of the lot and its enclosure with fencing to segment it from general parking. This will place the fence in an area that is visible from Water Street.

See the attached Site Plan sheet drawings for detailed information on locations and details.

Staff Review for Architectural Review Certification:

Project activities are reviewed for compliance with the *Zoning Ordinance* and the *Design Standards and Guidelines for the City of Dover Historic District Zone* as stated in *Zoning Ordinance*, Article 10 Section 3.25(A).

3.25 Architectural review standards.

(A) An architectural review certificate may be issued if it is found that the architectural style, general design, height, bulk and setbacks, arrangement, location and materials and structures affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the historic district as set forth in the historic district design guidelines and standards adopted by the planning commission and as set forth in the United States Secretary of the Interior's Standards for Rehabilitation.

The proposed location of the expanded use of the six-foot fence segment is in the "public view", and it is deemed visible from the public ways of the adjacent street (Water Street). Public view is

defined in the *Zoning Ordinance* as “that which can be seen readily from a public street, public building or public property, excluding views from alley rights-of-way.”

In reviewing the proposed project for Architectural Review Certification, Staff referenced various sections of Chapter 3: Maintenance, Repair, Preservation and Restoration of Existing Historic Buildings of the *Design Standards and Guidelines for the City of Dover Historic District Zone* which presents the Recommended, Not Recommended, and Inappropriate approaches to construction of various elements in the Historic District.

This Request should be reviewed for conformity with the design criteria and development guidelines found in the *Design Standards and Guidelines for the City of Dover Historic District Zone*. Specifically, Chapter 3 page 3-26 includes the discussion of fences in the Historic District zone where it states that site fences and walls “should not exceed 4’0” in height and then discusses the Recommended, Not Recommended, and Inappropriate practices associated with fences and walls as related to materials. Chapter 3 presents the information on the appropriate fence materials for use in the Historic District. Wood picket style fences and cast iron (metal) fencing are Recommended.

Staff also looked at the provisions for fences in the *Zoning Ordinance*. The *Zoning Ordinance* limits the height of fences to four (4) feet within the front yard setback (Article 5 §1.55) with other provisions for increases fence height to 6.5 feet for side yards, rear yards, and the second front yard on corner lots. This expanded fence location is not in the front yard area.

Historic District Commission Action

The Historic District Commission should consider the proposal for the expanded fence project and take action in regard to the Architectural Review Certification. The Historic District Commission may add conditions for the fence in order to comply with the character of the property within the Historic District.

Staff Findings:

Staff findings and recommendations are summarized as follows for the proposed Fence Alternative as presented in the accompanying documents.

1. Fence Location: The proposed expanded fence is to be located in the northwest portion of the Water Street Parking Lot in proximity to the rear of the Courthouse Building. This is internal to the site and towards the rear of the property.
2. Fence Visibility: The fence segment would be visible from W. Water Street. Its visibility could be further mitigated by landscaping such as trees and shrubs that are proposed between the fence and the street as part of the project development. Also, additional plantings could be implemented at its base as part of the landscaped parking lot island/median where it is located.
3. Fence Height – 6 ft.: The *Design Standards and Guidelines* say that generally the height of a fence should not exceed 4 feet. The proposed 6 feet fence exceeds the recommended height of the *Design Standards and Guidelines*. However, the height is necessary as a security measure and should be given consideration.

4. Fence Material: The fence is proposed to be a metal fence in black which is an appropriate material for use in the Historic District. Clarification of the fence format i.e., picket style is needed.

Advisory Comments and Recommendations:

1. The applicant shall be aware that issuance of a Building Permit/Fence Permit is required prior to the commencement of construction. The Permit Application will be subject to the conditions of approval established through the Architectural Review Certification process.
2. If this Alternate is selected, there may also need to be revisions to the site plan for the construction of the Parking Lot area.

Attachments:

- Letter of Historic Review Submission Alternate dated June 13, 2023
- Plans: Current Site Plan Sheet, Site Plan of Revised Parking Configuration with Fence Alternative, Detail Sheets
- *Design Standards and Guidelines for the City of Dover Historic District Zone*, Chapter 3, page 3-26.

JUNE 13, 2023

Item 6.

WILMINGTON
PHILADELPHIA

2 Mill Road, Ste 210
Wilmington, DE 19806
302 984 1400

www.tevebaugh.com

MEMO
HISTORIC REVIEW SUBMISSION ALTERNATE

Client: State of Delaware
Project: Kent County Family Courthouse

Ms. Dawn Melson-Williams
City Hall
PO Box 475
Dover, DE 19903

Dear Dawn:

The new Kent County Family Courthouse project has previously been through the Dover Historic District review process. We are now completing the design for the courthouse and sitework at the Box Outlet future parking lot site has begun. All construction projects are currently experiencing price escalation so we need to include alternates in the design so that the project can continue advancing as the bids come in for the various trades. One of the alternates would place judicial officer parking within the secure rear yard of the courthouse. This would require the previously approved 6' high fenced area to extend further east to include the eight judicial parking spaces. The attached previously approved site plan and proposed alternate site plan are included with this application along with images of the previously approved 4' and 6' high fences which would be used in this alternate.

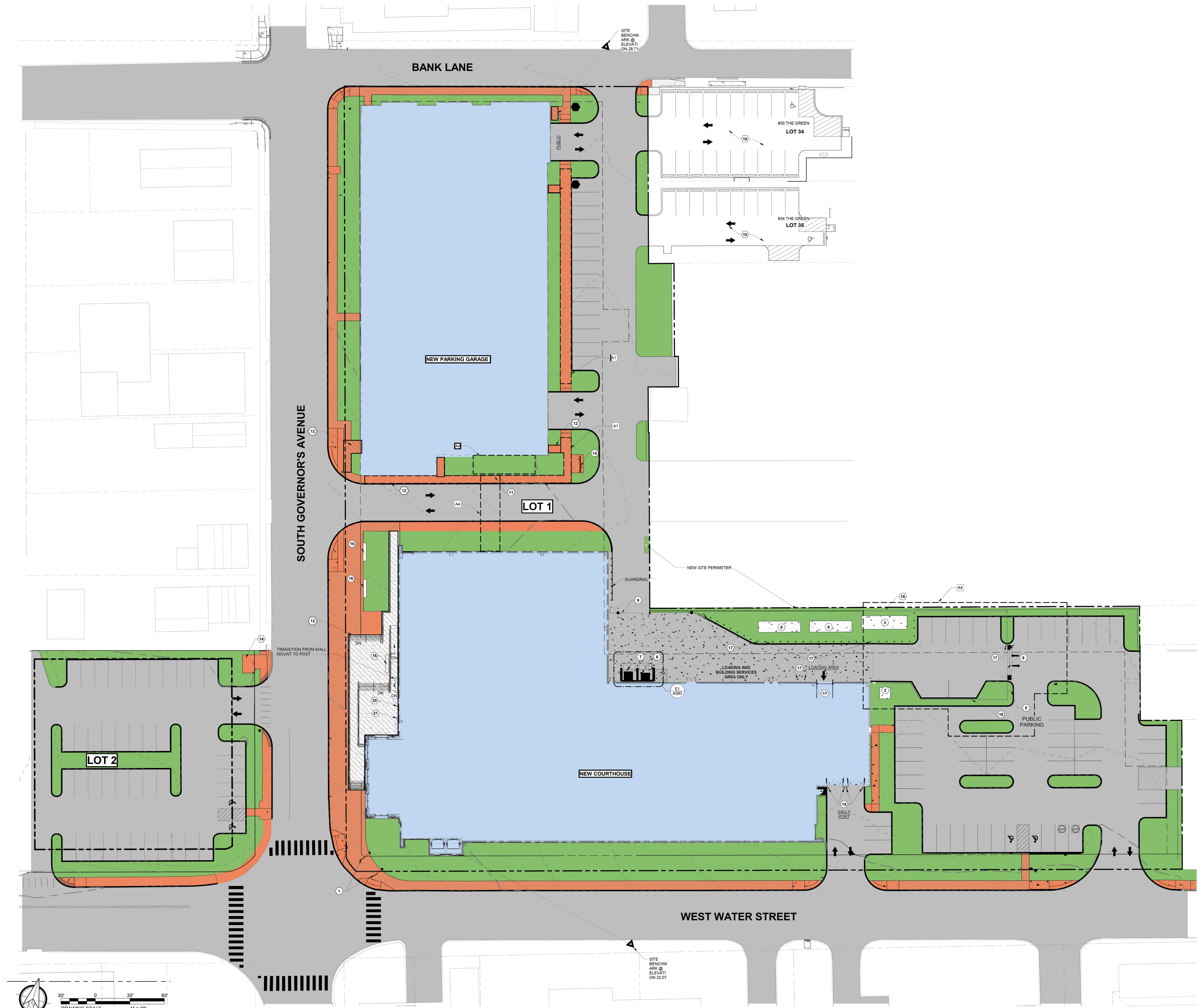
We request that this alternate be included as an agenda item in the July Historic District Commission meeting agenda.

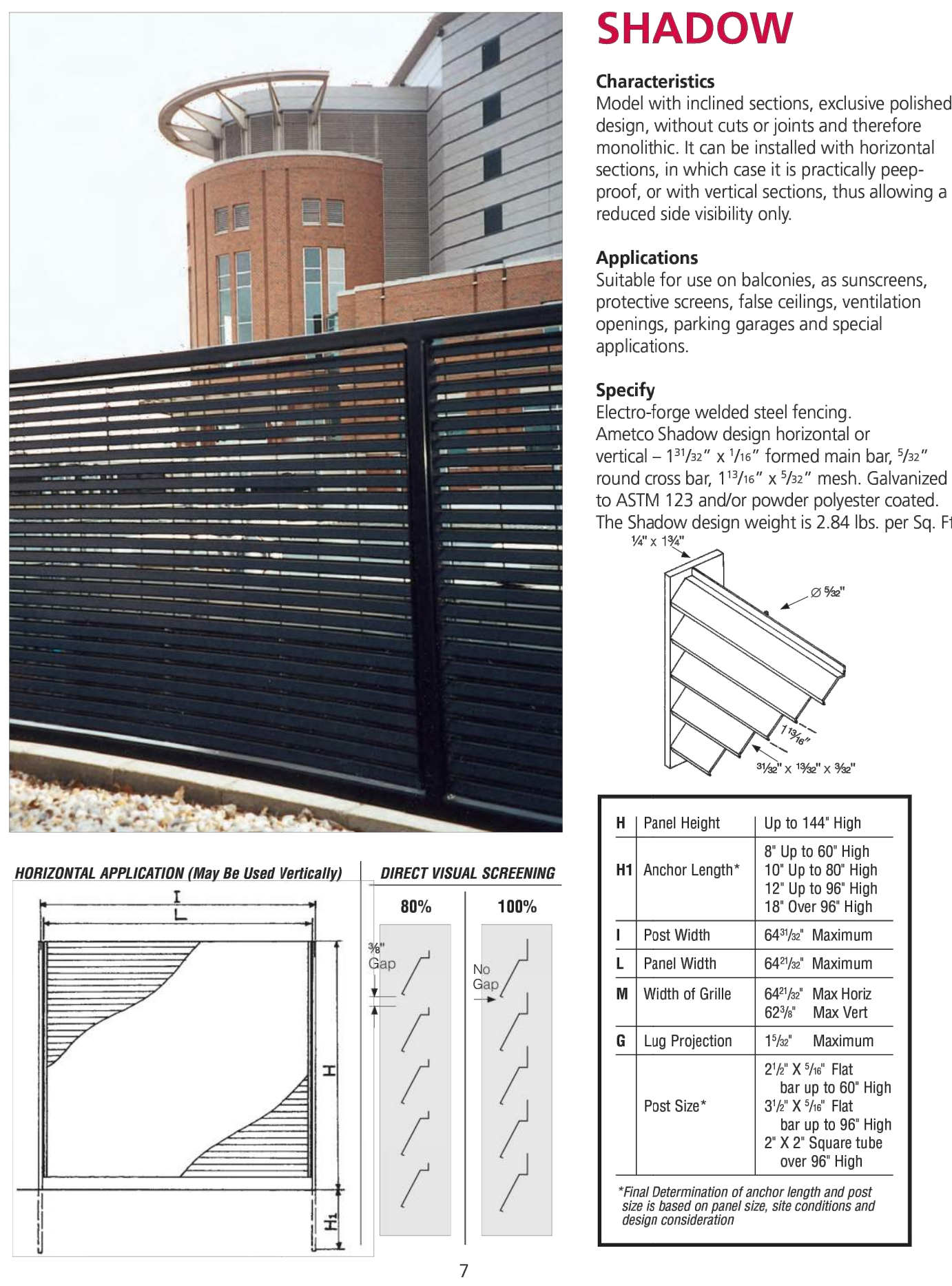
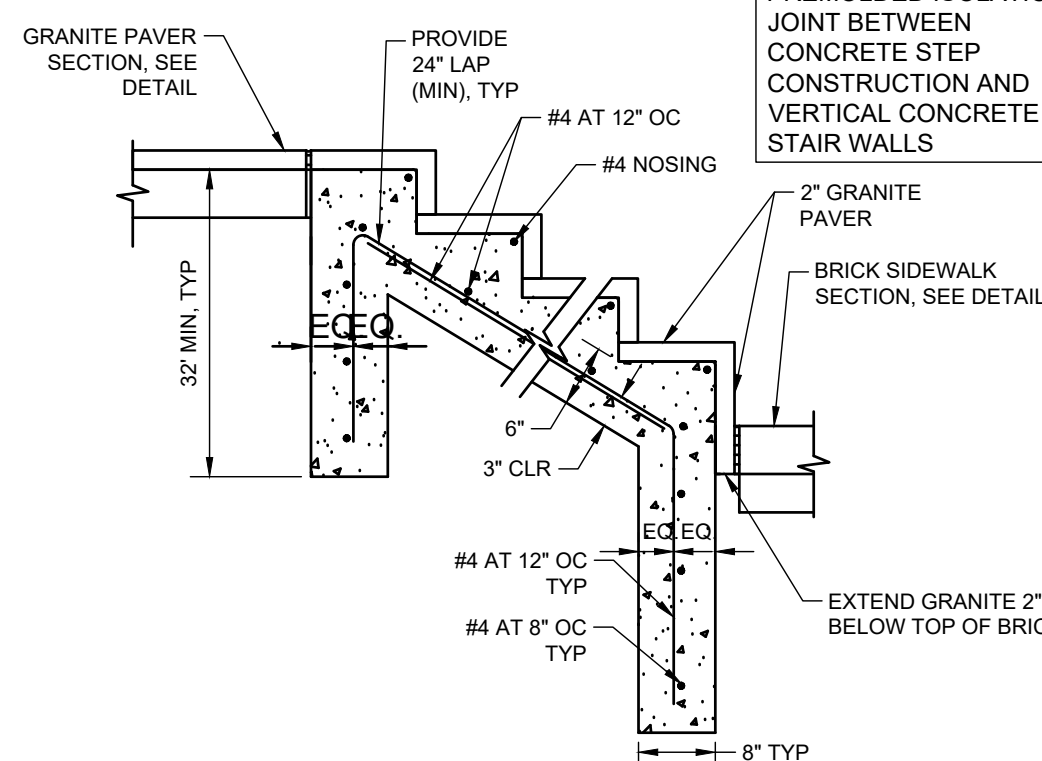
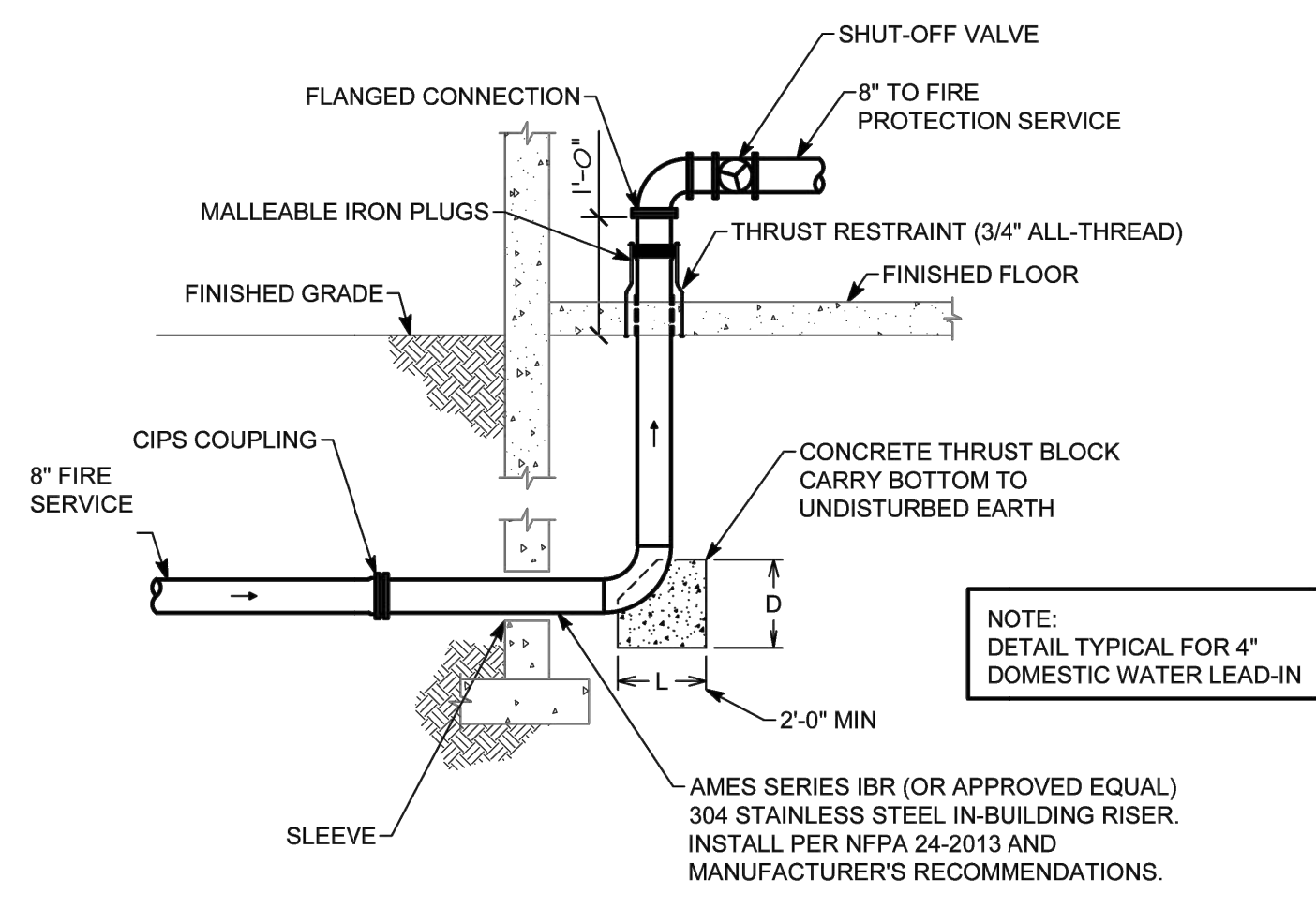
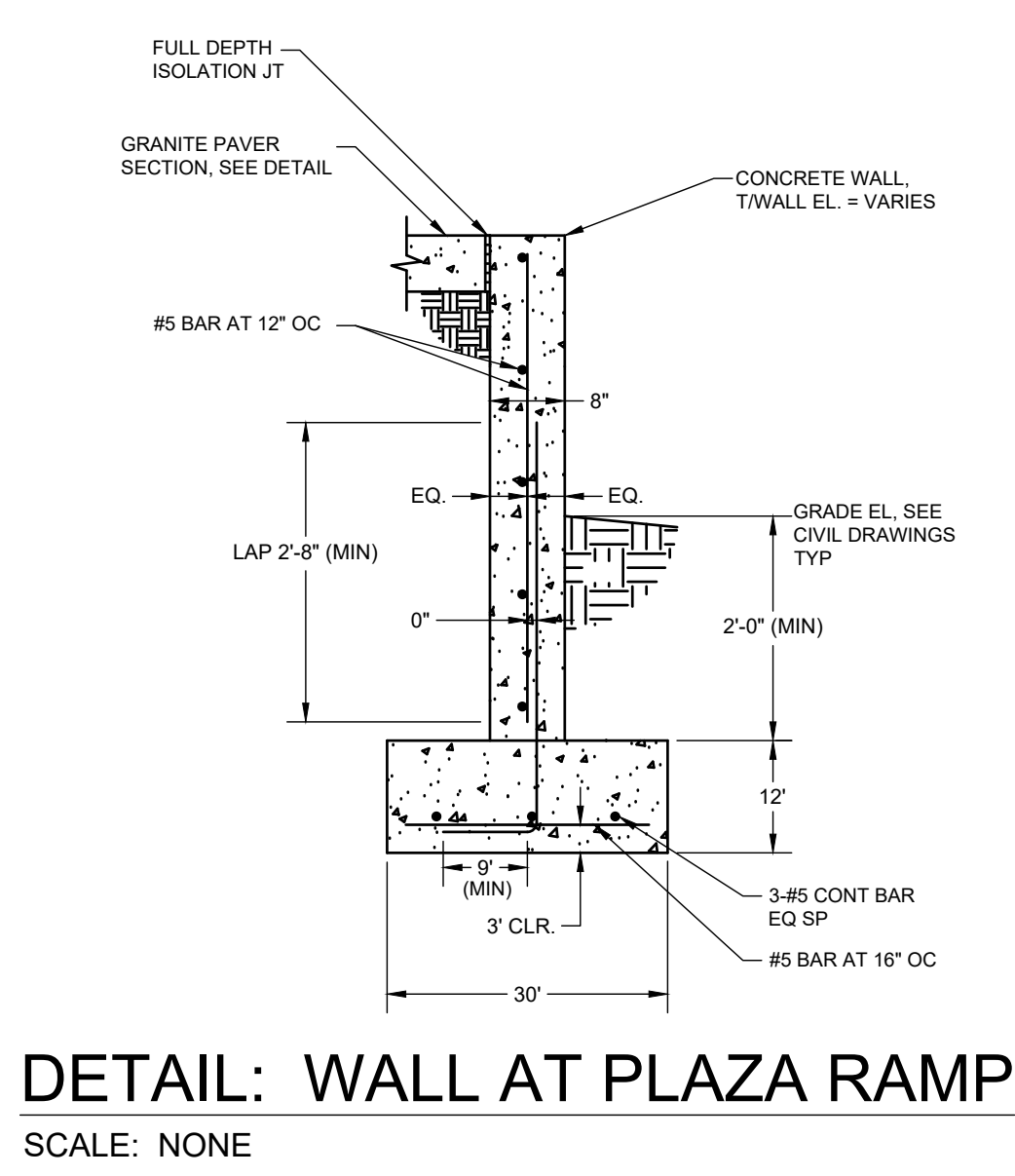
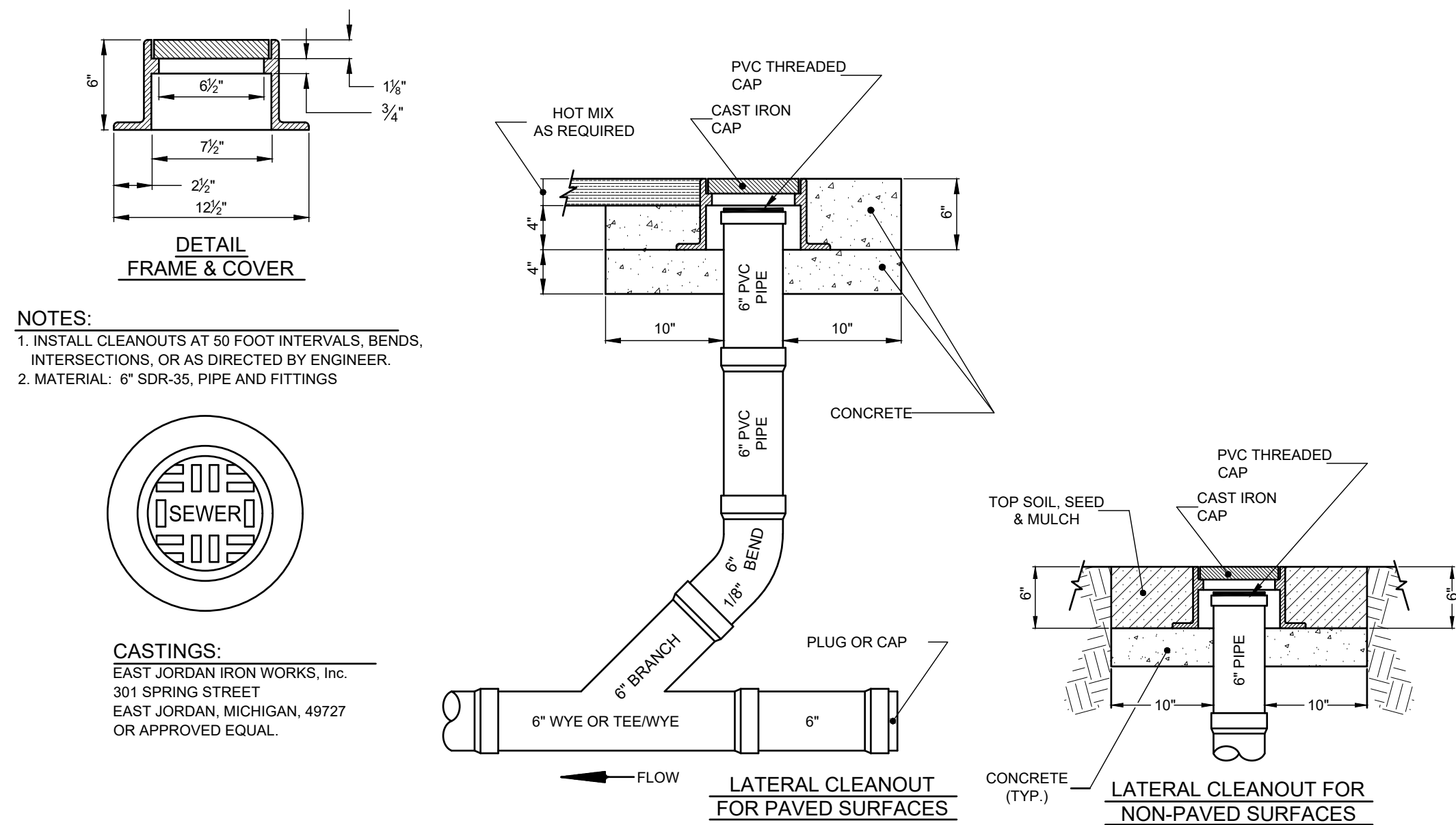
Please let me know if you have any questions or need additional information.

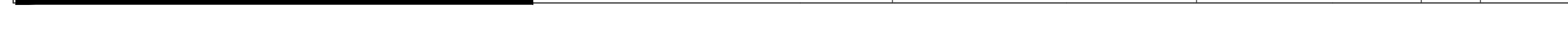
Regards,



William Lenihan, AIA
Owner, Principal







speculative. As a rule the design of formal gardens should be as simple as possible, concentrating on location and groupings of planting material. In the absence of strong historic evidence, the introduction of paved garden walks, beds raised with retaining walls, and garden structures such as gazebos, pergolas, and arbors are not recommended.

- Continuous foundation planting is inappropriate for all architectural styles in Dover, except those of the Colonial Revival and Bungalow styles.

Preservation Recommendations

- Provide adequate drainage away from structures on the site.
- Do not permit plant material to destroy architectural fabric. Ground cover and vines that have grown on masonry walls may be accelerating the deterioration of the masonry. (See discussion of "espalier" technique, above.)

Fencing and Walls

Generally, site fences and walls in the Dover Historic District zone should not exceed 4'-0" in height. The following design guidelines should be considered in permit applications in which fencing and walls would be affected.

Recommended

- Wood picket fences of a wide range of designs are appropriate in the Dover Historic District zone.

- Cast iron fencing is appropriate for new fences. Existing cast iron fencing should be repaired or replaced in-kind. New cast iron fencing should be of relatively simple design; a typical earlier design was three horizontal bars with intermittent supporting posts and decorative pickets, with ornamentation at corners, gates, and picket tops.
- Wire fencing is inexpensive and easy to install. This fencing material is appropriate for more modest residences. It should be used as a plant support at property borders, and not left unadorned.

Not Recommended

- Chain link fencing is unattractive and suggestive of exclusion and confinement, and is not recommended for use in the Dover Historic District zone. Where it exists, it may be successfully planted out by encouraging vines to trail across and through it. Where a new installation is proposed it should be limited to side and rear yards. At side yards, chain link fence should not be placed forward of the front of the house. At corner properties, chain link fence should not be installed along either street frontage.
- Woven wood fencing and opaque wood fencing and any modern or "fancy" style fence is not recommended.
- Unpainted wood fences, whether made of treated lumber or not, are not recommended.

Inappropriate

- Concrete walls are inappropriate as a fencing material in the Dover Historic District zone and should be prohibited. Existing concrete walls should be stuccoed and painted, while "decorative" masonry screens should be painted black-green.

Paving and Bordering

The paving along or within the perimeter of a property provides the connection between the front door and the street. Providing the "carpet" to the door, it should be as graceful as the rest of the yard.

Recommended

- Brick, gravel, and compressed earth paths are appropriate for domestic walks and garden paths.
- Brick paving should be dry-laid in one of several patterns.



Brick Paving Patterns

- Concrete walks are acceptable in the Dover Historic District zone.
- Glazed brick borders are appropriate for planting bed borders in Victorian style gardens.

Not Recommended

- "Over-paving" to create formal gardens is not recommended in the Dover Historic District zone.
- Using concrete to replace brick, flagstone or other historic paving materials is not recommended.

Inappropriate

- Concrete block, painted rocks, and low wire fencing are inappropriate border materials in the Dover Historic District zone.

Parking Lots

Parking lots are the awkward by-product of a mobile culture. Their incorporation into historic districts is problematic. Parking lots should be screened from the street, their layout should include borders, and islands planted with trees and shrubs to break-up expanses of paved areas. Given any parking lot within the Dover Historic District zone, at least 20% of the area within it should be unpaved and planted.