



**CITY OF DOVER, DELAWARE
PLANNING COMMISSION
Tuesday, January 21, 2025 at 7:00 PM**

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

AGENDA

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

IN-PERSON and VIRTUAL MEETING NOTICE

The Planning Commission Meeting for January 21, 2025 will be held at City Hall in City Council Chambers at 7:00 PM and as a Virtual Meeting using Webex, an audio/video conferencing system as an electronic means of communication. The public is welcome to attend. See participation information below to join by phone or computer.

PUBLIC PARTICIPATION INFORMATION

City of Dover Planning Commission Meeting of Tuesday, January 21, 2025

Join By Phone: Dial +1-650-479-3208

Access Code: 253 951 56316

Password from Phones: 3683772

Join Online: <https://bit.ly/PCMeeting1212025>

Webinar Number: 2539 515 6316

Webinar Password: DoverPC

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF MINUTES

- [1.](#) Adoption of Minutes of December 16, 2024

COMMUNICATIONS & REPORTS

Meeting Reminder: The next Planning Commission regular meeting is Tuesday, February 18, 2025. Please note the meeting date due to the Holiday on Monday.

Update on City Council Actions

- [2.](#) Adoption of Ordinances for Recreational Marijuana Land Uses and Zoning: Ordinance #2024-29 and Ordinance #2024-30

Department of Planning & Inspections Updates

Projects & Studies

- [3.](#) Dover/Kent County MPO Workshop on Safety Action Plan (SS4A - Safe Streets and Roads for All) to be held on January 13, 2025 from 4:00 PM to 7:00 PM at the Modern Maturity Center. For Information see: doverkentmpo.delaware.gov

Education & Training Opportunities

- [4.](#) Planning 101: Planning Your Community's Future Workshop held on Zoom! on January 15, 2025 at 10:00 AM to Noon. Sponsored by the University of Delaware, Institute for Public Administration.
- [5.](#) Introduction to Land Use Law, the Constitution, and Takings Workshop held on February 7, 2025 at 9:00 AM to Noon at Kent County Levy Court Administration Building. Sponsored by the University of Delaware, Institute for Public Administration.

OPENING REMARKS CONCERNING MEETING PROCEDURES FOR APPLICATIONS

OLD BUSINESS

Requests for Extension of Planning Commission Approval

NEW APPLICATIONS

- [6.](#) S-25-01 Dover Mobility Center Garage at 133 S. Governors Avenue – Public Hearing and Review of a Site Development Plan Application, Parcel Consolidation Plan, and associated Architectural Review Certification for construction of a four/five story, multi-purpose parking garage structure to be known as the Dover Mobility Center Garage. The structure is to consist of 431 parking spaces, welcome space, a management office, and retail and storage spaces. The subject site involves a series of parcels in the block between S. Governors Avenue and S. Bradford Street north of Minor Street Alley. The properties are zoned C-2 (Central Commercial Zone) and subject to the H (Historic District Zone). The owners of record are the Downtown Dover Partnership, City of Dover, Capital City Transformation Alliance, and CEI Properties LLC. Property Addresses: 133 S. Governors Avenue, 139 S. Governors Avenue, 145 S. Governors Avenue, 136 S. Bradford Street, 148 S. Bradford Street, 150 S. Bradford Street, and 132 S. Bradford Street, Dover. Tax Parcels: ED-05-077.09-02-10.00-000, ED-05-077.09-02-09.00-000, ED-05-077.09-02-08.00-000, ED-05-077.09-02-24.00-000, ED-05-077.09-02-25.00-00, ED-05-077.09-02-27.00-000, and ED-05-077.09-02-23.00-000. Council District 4. *For Consideration: Tree Mitigation Plan and Parking Strategy Statement. This project was*

the subject of HI-24-09 for Historic District Commission Review and Recommendation on the Architectural Review Certification on December 19, 2024. The project is also associated with MI-24-10 Request for Alley Abandonment: Part of Alley Between S. Governors Avenue and S. Bradford Street.

NEW BUSINESS

ADJOURN

Posted Agenda: January 10, 2025

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 PLANNING COMMISSION
DECEMBER 16, 2024**

The Meeting of the City of Dover Planning Commission was held on Monday, December 16, 2024, at 7:00 PM as an In-Person Meeting and also using the phone/videoconferencing system Webex. The Meeting Session was conducted with Chair Mr. Witham presiding. Members present were Mr. Michael Lewis, Mrs. Denney, Mrs. Maucher, Mr. Baldwin, Mrs. Welsh, and Mr. Witham. Mr. Roach, Dr. Jones, and Mr. Reaves were absent.

Staff members present were Mrs. Dawn Melson-Williams, Ms. Sharon Duca, Mrs. Kristen Mullaney, and Mr. Jason Lyon (virtual).

APPROVAL OF AGENDA

Mrs. Maucher moved to approve the Agenda as submitted, seconded by Mr. Baldwin and the motion was carried 6-0 with Mr. Roach, Dr. Jones and Mr. Reaves absent.

APPROVAL OF MEETING MINUTES OF SESSION #1 OF NOVEMBER 18, 2024

Mrs. Welsh moved to approve the Planning Commission Meeting Minutes of Session #1 of November 18, 2024, seconded by Mrs. Maucher and the motion was carried 6-0 with Mr. Roach, Dr. Jones and Mr. Reaves absent.

APPROVAL OF MEETING MINUTES OF SESSION #2 OF NOVEMBER 18, 2024

Mrs. Maucher moved to approve the Planning Commission Meeting Minutes of Session #2 of November 18, 2024, seconded by Mrs. Welsh and the motion was carried 6-0 with Mr. Roach, Dr. Jones, and Mr. Reaves absent.

COMMUNICATIONS & REPORTS

Mrs. Melson-Williams stated that the next Planning Commission regular meeting is scheduled for Tuesday, January 21, 2025. That is a Tuesday evening because Monday is a holiday. We do have an application that should be coming to you for that meeting so please put that on your calendar.

Mrs. Melson-Williams provided an update on the regular City Council and various Committee meetings held on November 25 & 26, 2024 and December 9 & 10, 2024.

Mrs. Melson-Williams stated that for the Department of Planning and Inspections updates, included in your packet is the Schedule of Deadlines and Meetings for 2025 for the Planning Commission. This sets our deadlines as the first Friday of each month and the Planning Commission Meetings continue to be the third Monday of the month unless that Monday happens to be a holiday and then things are adjusted from there. You can utilize this to update your calendars and we'll have one final check on meeting dates, then we will confirm this. She already sees one that will change because of action of Council related to their April meeting timeframe. We will update this and be ready to utilize it for all of our upcoming deadlines in the next year.

Mrs. Melson-Williams stated that the last item on Communications and Reports is the Education

and Training Opportunities. They included in the packet, a Workshop that was actually held last week on December 12, 2024. The “Advanced Land Use Law Workshop” was presented by the University of Delaware’s Institute for Public Administration. As we move into calendar year 2025, they will begin their series of Planning related education opportunities and Staff will certainly get those to you. This one kind of snuck up on us. She doesn’t think they had pushed information on it before our last meeting and then unless you are a diligent person and delved right into your packet, you may not have seen it until after the fact. Just keep an eye out that there will be some opportunities there and they do have some training monies where you can attend those workshop sessions.

OPENING REMARKS CONCERNING DEVELOPMENT APPLICATIONS

Mrs. Melson-Williams presented the audience information on policies and procedures for the In-Person Meeting and Virtual Meeting using the Webex system.

OLD BUSINESS

Requests for Extensions of Planning Commission Approval:

SB-23-03 Revised Stonebrook East Planned Neighborhood Design at McKee Road and W. Denneys Road - Request for an Extension of the Planning Commission conditional approval granted December 18, 2023 and extension granted May 20, 2024 for the Revised Subdivision Plan to increase the number of townhouses from 87 to 103 townhouses (increase of 16 townhouse units) and to decrease the number of garden apartment units from 168 to 138 garden apartment units (decrease of 30 units). This development known as Stonebrook East Planned Neighborhood Design (PND) proposes 241 dwelling units, recreational areas, open space, and stormwater management areas. The conditional approval included PND- Alternative Design Standards. The property is zoned RM-1 (Medium Density Residential Zone) and approved as a PND (Planned Neighborhood Design Option). The site is on the northeast corner of McKee Road and W. Denneys Road. Property Address: intersection of McKee Road and West Denneys Road. Property Owners: Hanae Harmony Properties and Stonebrook East 168 LLC. Tax Parcels: ED-05-057.03-01-01.00-000 to ED-05-057.03-01-92.00-000. Council District 1.

Representative: None (Letter of Request only)

Mrs. Melson-Williams stated that as noted, this is SB-23-03 Revised Stonebrook East Planned Neighborhood Design at McKee Road and W. Denneys Road. It was a Revised Subdivision Plan as part of that neighborhood. You originally saw it in December of last year and with a Subdivision Plan. They are good for an initial period of six (6) months. This application had to seek an Extension which was granted in May 2024 which brings us to tonight. They are seeking an additional six (6) month extension regarding this project. They submitted a letter detailing what they have been working on. It appears that they had to redo some of the stormwater management plans and designs for the project which is the principal reason of why they are asking for an Extension. The Revised Plan actually made some changes to the number of townhouse units with this project but the overall concept for townhouse and apartment units does remain the same from its initial design a number of years ago. She doesn’t see a representative of the application here but we do have their letter of submission making their request.

Mrs. Maucher moved to approve SB-23-03 Revised Stonebrook East Planned Neighborhood Design at McKee Road and W. Denneys Road for a six-month Extension, seconded by Mrs. Welsh and the motion was carried 6-0 by roll call vote with Mr. Roach, Dr. Jones, and Mr. Reaves absent. Mrs. Maucher voting yes. Mr. Baldwin voting yes. Mrs. Welsh voting yes. Mr. Lewis voting yes. Mrs. Denney voting yes; she thinks an extension is appropriate for this. Mr. Witham voting yes; the letter submitted with the request is appropriate.

S-22-14 Commerce Way Dover DE LLC Warehouse on Commerce Way – Request for Extension of the Planning Commission conditional approval granted on December 19, 2022 for a Site Development Plan to permit construction of a 234,000 SF +/- warehouse and associated site improvements on Commerce Way. The property is zoned IPM (Industrial Park Manufacturing Zone). The property is located on the northwest side of Commerce Way, north of W. North Street. The owner of record is H & M Properties, LLC. The Equitable Owner is Commerce Way Dover DE, LLC. Property Address: 22.967-acre unaddressed parcel on Commerce Way. Tax Parcel: ED-05-076.10-02-07.03-000. Council District 1. PLUS #2022-09-05. *Approved Waiver Requests: Partial Elimination of the Fence Component of the Opaque Barrier; and Approved Performance Standards Review.*

Representative: Ms. Courtney England, Mondari Properties

Mrs. Melson-Williams stated that this Application S-22-14 is a Site Development Plan that the Commission saw in December 2022. Joining us online is Courtney England of the Mondari Properties. The Planning Commission, after you reviewed and granted that series of waiver requests and conditional approval to the Site Plan, that approval was initially good for a period of two years which brings us to December 2024. The Planning Office and others did complete the review process on the Plan and the Plan achieved Final Site Plan approval in April 2024. At this point, they have not moved to construction which is one of the components of the approval process. They are requesting by this letter a one-year Extension which would carry the approval through December 2025. The property ownership entity is working with potential tenants and is hoping to have them onboard before commencing construction. This is a very large warehouse project off of Commerce Way in the northwest corner of Commerce Way in the Enterprise Business Park.

Ms. England stated that she is here for any questions tonight.

Mr. Witham asked where they are in the process with respect to potential tenants. Responding to Mr. Witham, Ms. England stated that they recently partnered with Cushman Wakefield and they are speaking with several tenants but as she is sure you are aware, these conversations can take quite a bit of time. As Mrs. Melson-Williams mentioned, given the size of the warehouse, they would prefer to secure a tenant or two prior to starting construction. The conversations are underway but it's that stage of talking to tenants that continues on.

Mrs. Maucher moved to approve S-22-14 Commerce Way Dover DE LLC Warehouse on Commerce Way a one-year Extension as she thinks it is a wise decision to secure a tenant before building, seconded by Mrs. Denney and the motion was carried 6-0 by roll call vote with Mr.

Roach, Dr. Jones, and Mr. Reaves absent. Mrs. Maucher voting yes. Mr. Baldwin voting yes. Mrs. Welsh voting yes. Mr. Lewis voting yes. Mrs. Denney voting yes. Mr. Witham voting yes.

NEW APPLICATIONS

Z-24-06 Lands of PAM Cubed Real Estate, LLC at 1216 McKee Road: Rezoning C-PO to IO - Public Hearing and Review for Recommendation to City Council on a Rezoning application for a parcel of land consisting of 1.2302 acres +/- . The property is zoned C-PO (Commercial and Professional Office Zone) and subject to the COZ-1 (Corridor Overlay Zone). The proposed zoning for the property is IO (Institutional and Office Zone) and subject to the COZ-1 (Corridor Overlay Zone). The property is located on the west side of McKee Road and north of the intersection of McKee Road and College Road. The owner of record is PAM Cubed Real Estate, LLC. Property Address: 1216 McKee Road. Tax Parcel: ED-05-067.00-01-34.00-000. Council District 1. Ordinance #2024-31. *The First Reading of the Proposed Ordinance was completed on November 25, 2024 and Public Hearings were scheduled for Planning Commission on December 16, 2024 and City Council on January 13, 2025.*

Representative: Mr. Mike Riemann, Becker Morgan Group

Mrs. Melson-Williams stated that this a Rezoning Request. The Planning Commission will be making a recommendation regarding this Request. The property shown on the screen in yellow is just to the northwest of the intersection of McKee Road and College Road. The property is addressed as 1216 McKee Road. It is currently zoned CPO (Commercial and Professional Office Zone) and subject to the COZ-1 (Corridor Overlay Zone). They have made a Request for Rezoning to IO (Institutional and Office Zone) with it remaining subject to the COZ-1 (Corridor Overlay Zone). As this is an Ordinance, the Planning Commission will be conducting their public hearing and making a Recommendation regarding the Rezoning. It then moves onto City Council for their own public hearing and final action on the Rezoning Request. The Report details what the allowable uses and zoning requirements of the IO (Institutional and Office Zone) and COZ-1 (Corridor Overlay Zone) zoning districts are. The *Comprehensive Plan* places this in a Land Use Category of Office. The recommendation from the Planning Staff is a recommendation for approval for Rezoning of the property. They note that the IO (Institutional and Office Zone), while it's commercial in nature it does allow for a number of institutional type buildings and the property owner has a future plan related to institutional expansion in that area. Their submission also included a location diagram of the property itself. Staff is recommending that it be rezoned to IO (Institutional and Office Zone) finding that it's consistent with *the Comprehensive Plan* and the goals of the Plan related to that Land Use Category. They are also recommending that the property remain subject to the COZ-1 (Corridor Overlay Zone) because of the frontage that it has on McKee Road. In the interest of time, she knows the applicant has a more detailed presentation so she will let them run through that.

Mr. Riemann stated that he wanted to highlight a little more detail on top of what Mrs. Melson-Williams has already mentioned. The subject site is located on McKee Road just north of the intersection with College Road. It is a 1.23-acre parcel that their client has recently purchased. They have owned it for the last couple of years and it is associated with the PAM Rehabilitation Facility that is located directly to the north. They are here tonight requesting a Rezoning from

CPO (Commercial and Professional Office Zone) to IO (Institutional and Office Zone) and they are okay with this remaining within the COZ-1 (Corridor Overlay Zone) as well. The Code outlines the criteria as it relates to Rezoning, which he knows the Commission is very familiar with, but basically there are three criteria that they must demonstrate that they meet. First, is whether or not adequate services and infrastructure exist or can be created to support the zoning change; then whether the uses permitted by the proposed change would be compatible with existing uses and zones in the area, and whether or not the proposed zoning is in compliance with the City of Dover proposed *Comprehensive Plan*. As it relates to each of these points, they believe this Rezoning application does meet these three criteria specifically as it relates to adequate public facilities. The project would be served by City of Dover sewer, water, and electric. There is already sewer and water serving the adjacent facility which this Rezoning will help for that facility to expand. That is the purpose of this Rezoning so that this facility can expand and serve the health care needs of the community. There is already an existing access as well onto McKee Road for that project. Secondly, whether or not the use is permitted by the proposed change would be compatible. The IO (Institutional and Office Zone) is a permitted zone in the Office and Office Park Land Development Matrix which he will get to in a minute as part of the *Comprehensive Plan*. It is located along McKee Road. There are number of other Institutional zones in the area which we will show on the next slide and a number of other compatible commercial and institutional uses in the area. Lastly, is whether or not the proposed application is in compliance with the *Comprehensive Plan*. The 2019 *Comprehensive Plan* calls for this area to be designated as Office and Office Park; and IO (Institutional and Office Zone) is a zone that is permitted within that designation. The next slide shows the arrows pointing to the subject parcel. The light blue color is IO (Institutional and Office Zone) and you can see that IO (Institutional and Office Zone) is in the vicinity of the project which is directly to our north. That is the existing zone of the existing PAM Facility and then to our south we have C-2A (Limited Central Commercial Zone) as well. We do believe that the zoning is compatible with the zoning in the area. As it relates to the *Comprehensive Plan*, one of the goals of the *Comprehensive Plan* is to maintain and improve the City's position as a center of government, education, and medicine through the support of existing institutions and encourage well-designed campuses that are integrated into community and have room to expand. That's exactly what this Application is about. This is about the PAM Facility; they essentially need to expand to add beds to serve that community and that is why they need to do this Rezoning. That is why they purchased this piece of property. They believe that this Rezoning Request does exactly that. The next slide shows a snippet from the *Comprehensive Plan*. As you know, the *Comprehensive Plan* defines various areas for development and uses. This is the Office and Office Park portion of the *Comprehensive Plan*. As you can see on the right side, those are the various zoning districts that are compatible with Office and Office Park; and you can see IO (Institutional and Office Zone) is listed as one of those permitted zonings. The next slide lists the different uses that are permitted with the IO (Institutional and Office Zone) for your reference. With that, the project did go through DAC. Of course, as part of that process, you hear back from other relevant agencies such as Kent Conservation District, DelDOT, the Fire Marshal, etc. All agencies had no objection to this particular Zoning Request. With that, they believe that they do meet the three criteria outlined in the Code. They do believe that this is consistent with the *Comprehensive Plan* and he would be happy to answer any questions.

Mr. Witham opened a public hearing and after seeing no one wishing to speak, closed the public

hearing.

Mrs. Denney stated that they have from time to time, as they look at different things that might occur in the area of McKee Road and College Road, are reminded by residents locally with regard to the already challenged traffic that exists. As things improve and things happen, DelDOT becomes involved, but they tend to not become involved at this level. She just wanted to remind us all. Especially Mr. Reaves, at some point he has always had some concern about things in that area. She doesn't take it often but occasionally she does, and he makes a point. Responding to Mrs. Denney, Mr. Witham stated that obviously with any development you are going to have an impact on local roads as well. He recognizes the issue that you just raised but he is not sure how they can address it. It is always going to be an issue.

Mrs. Denney stated exactly, nor does she have a suggestion. Again, what tends to happen in a situation like this is if DelDOT needs to become involved at some point they will, but right now that's not the case for them. They are not going to do a Traffic Study for this.

Mrs. Welsh stated that she will comment just because of the traffic issue. She is on the road three or four times a day. She recalls that traffic was an issue when the original PAM Building was under review. While traffic does tend to get busy at different times and at different stages and different seasons, she says having traveled that road at least three times a day for the last ten (10) years, it might be a little bit busy but it has not appreciably increased over what it used to be. Her thought is that if it's a similar use that she thinks with DelDOT's cooperation, the traffic can be addressed. Responding to Mrs. Welsh, Mr. Witham stated that he would agree. Of course, we would have to speculate on what the impact was going to be but obviously that particular road is a corridor that directly connects onto Route 1. So, it's obviously utilized by a lot of people not just from the PAM Facility but other businesses out there as well.

Mrs. Welsh stated that she will make a further comment on what Mr. Witham just said. The traffic is backed up from McKee Road to Division Street a lot. It is just bumper to bumper at certain times of the day and it's been bumper to bumper for a few years like that. So, she hopes that DelDOT will jump in and address issues but unless you add 3,000 beds there, she is not sure that she can imagine that there would be detrimental impact on traffic other than what the normal growth of the City would generate.

Mr. Riemann stated that they are adding twelve (12) beds. When they come in for the Site Plan Application, keep in mind that the Site Plan for this will come back to this body, that will be the time that they go through DelDOT with the details on entrance access and all of those things as part of that process. It's not currently as part of the Rezoning. He knows that some other projects in the area, he believes, are contributing to some intersection improvements at McKee Road and College Road. So, there are plans to do some work there from other projects in the area that are contributing. He thought that might be helpful.

Mrs. Welsh moved to recommend approval to City Council for application Z-24-06 Lands of PAM Cubed Real Estate, LLC at 1216 McKee Road: Rezoning C-PO to IO.

Mrs. Maucher asked to make a friendly amendment before seconding the motion. She wants to

add that it remains subject to the COZ-1 (Corridor Overlay Zone). Responding to Mrs. Maucher, Mrs. Welsh stated that she agreed.

Mrs. Welsh moved to recommend approval to City Council for application Z-24-06 Lands of PAM Cubed Real Estate, LLC at 1216 McKee Road: Rezoning C-PO to IO with the property to remain subject to the COZ-1 (Corridor Overlay Zone), seconded by Mrs. Maucher and the motion was carried 6-0 by roll call vote with Mr. Roach, Dr. Jones, and Mr. Reaves absent. Mrs. Welsh voting yes; the presentation was well presented. Becker Morgan always does a great job and it is apparently a needed addition to the PAM Center and should be a good improvement and something that the community needs. Mr. Lewis voting yes. Mrs. Denney voting yes; she definitely thinks that the extra beds are needed. Mrs. Maucher voting yes; the Rezoning meets the criteria outlined in that the new zoning is compatible with existing land uses, there is sufficient infrastructure to service the new property, and that it's consistent with the Comprehensive Plan. Mr. Baldwin voting yes; based on Staff recommendation. Mr. Witham voting yes; for the reasons set forth on the record by the Commissioners and Staff.

S-24-20 Office Building of Ditko Properties, LLC at 1107 S. Bradford Street – Public Hearing and Review of Site Development Plan for construction of 2,140 SF one story Office Building on the parcel of land totaling 11,326 SF (0.26 +/- acres). The zoning is C-2A (Limited Central Commercial Zone). The property is located on the east side of S. Bradford Street approximately 135.37 ft south of Wyoming Avenue. The owner is Ditko Properties, LLC. Property Address: 1107 S. Bradford Street, Dover DE. Tax Parcel: ED-05-077.17-07-27.00-000. Council District 2. *Waiver Requests: Partial Elimination of Upright Curbing and Elimination of Street Frontage Sidewalk. This property was the subject of Annexation Application AX-22-02 and annexed into the City on December 12, 2022.*

Representative: Mr. Kevin Minnich, Minnich Engineering; Dr. Douglas Ditty; Ditko Properties, LLC

Mrs. Melson-Williams stated that this is a Site Development Plan Application for the property at 1107 S. Bradford Street. The property is zoned C-2A (Limited Central Commercial Zone). It was annexed into the City of Dover in 2022. It previously had a single family detached house on the lot. It is now vacant after that house having been demolished. What is brought to us this evening is a proposal for a small office building just over 2,100 SF and one-story in size. The zoning of C-2A (Limited Central Commercial Zone) does allow for office use. The packet included the architecture for this building and it is a one-story building. The front of the building actually is the north side of the building. There is a proposal for a sidewalk springing from the street to that front door area of the building. To the rear of the building is where we find a small parking lot which is accessed from S. Bradford Street. This Application makes two Waiver Requests. One is related to the Partial Elimination of Curbing associated with that parking lot area. That is a Waiver that Planning Staff has granted approval to finding that the Elimination of Upright Curbing in select areas is related to drainage plans that are anticipated for the project site. The second Waiver Request is related to the Partial Elimination of Sidewalk; and this is for the sidewalk that would be on the street frontage of S. Bradford Street. The applicant is providing the on-site sidewalk network to move from the street and/or parking areas to the building front. As part of the Development Advisory Committee Report, they provided some summary notes on

the application itself. They noted the Planning Staff's approval of the Elimination of Upright Curbing. And then the Staff recommendation on the Partial Elimination of the Frontage Sidewalk. Planning Staff is not recommending approval of that Waiver seeking; we feel that this is an opportunity to go ahead and make that construction of the street frontage sidewalk happen on this segment of Bradford Street. They do realize they do not have those street frontage sidewalks and it is not quite to City street standards that they expect today. But this is an opportunity for development. The additional portions of the Development Advisory Committee Report include the comments from the other regulatory agencies and she would enter those by reference. They do have the applicant's representative here tonight both in their project engineer and their project architect Mr. Brian Cusick is online if there are questions for him. The property owner's representative is here as well.

Mr. Minnich stated that they are in receipt of all of the DAC comments and are in agreement with all of the comments. There are a couple of revisions on there for the plans themselves which are minor. And like Mrs. Melson-Williams mentioned, they do have two Waivers that they are asking for. One is the Partial Elimination of Upright Curbing and the Elimination of the frontage Sidewalk. Originally, he had the frontage sidewalk shown on the plan, but they decided to take it off after talking to Dr. Ditty on that. One of the reasons why he did it was because there was already a shoulder out there. Within that lot and the next two or three lots down, there is a shoulder where they park off of the actual roadway. That's why he kind of took that off of there. He knows Dr. Ditty would probably like to talk about the elimination of that sidewalk.

Mrs. Maucher stated that she doesn't think there is any existing sidewalk on either side. Responding to Mrs. Maucher, Mr. Minnich stated that the sidewalk stops at Wyoming Avenue right at the returns. As you come in onto S. Bradford Street, it stops and ends right there.

Mrs. Denney stated that the sidewalk issue often comes up. At one point, she was the Town Manager for Camden and she is also on the Board of Adjustment for Kent County. These Requests for Waivers often appear but the best way to grow the sidewalks and make it safer for pedestrian traffic is as the properties are developed to incorporate the development of the sidewalk as you move along. She tends to like to see that happen in that way and she has never been a fan of waving it. Again, to her, pedestrian safety is of great importance.

Mr. Witham stated that he is sure you understand that the policy of the City is to support sidewalk construction through the City. Responding to Mr. Witham, Mr. Minnich stated that he is fully aware.

Dr. Ditty stated that he owns First State Oral Surgery on the corner of Wyoming Avenue and State Street. They are looking to expand our practice to accommodate this area. They need to bring in more oral surgeons. They currently have one slated to come in June and they are trying to decide where to put them. The options are Rehoboth, Seaford, or Dover. They feel, in general, that Dover needs our help. There are not a lot of us around here. They are building this building so that they can get our insurance department out of our office and accommodate another oral surgeon. Where he is going with this is that they want to say to the Commission that they have always tried to be very cooperative with the City and building structures that look beautiful and fit the architecture of the City. He is not going to push back very hard on the sidewalk. He can't

begin to understand all of the things and all of the overview and long-terms goals that you have. He will say that the area of Bradford Street where we are locating this building is a dead-end street. None of you have walked on this street. This is not a street that people are walking on. This is a quiet little street. Our building is going to be isolated. There is no sidewalk on the very large parking lot next to this lot and there is no sidewalk on the other side. There is already no contiguous sidewalk on either side of it which is one of the reasons why he thought they could hopefully get a Waiver. Also, he can't imagine that this sidewalk is going to generate more walkable space in the City of Dover. Also, let's be honest, this project is getting expensive for us. They are building a brand-new building in Rehoboth, DE and they did a lot of things for improvements in the City of Dover when they built their building on Wyoming Avenue and State Street such as crosswalks and all types of things. We cooperated with anything that you have ever wanted and they will continue to do so. This is just one of the things from his standpoint that doesn't seem to make sense and would make a big difference for them when it comes to building this building.

Mrs. Denney asked if this building was going to be primarily a billing center as opposed to a practice where you will have an orthodontist and patients. Responding to Mrs. Denney, Dr. Ditty stated that there is no patient care in this building. They are leaving the building versatile for its use. Managers will probably be in there and maybe some doctor offices. Right now, the plan is for our insurance department to start working out of this building. Again, if you look at the architecture, he thinks they have designed a very nice-looking building for our administrative staff.

Mrs. Denney stated that the building represents you well and it is beautiful. She was just wondering with regard to the sidewalk if it's primarily just going to be office with billing and people aren't coming and going from it. Responding to Mrs. Denney, Dr. Ditty stated no.

Mr. Witham stated that he notes for the applicant that the Planning Office has already approved the Elimination of the Upright Curbing.

Mr. Witham opened a public hearing and after seeing no one wishing to speak, closed the public hearing.

Mrs. Maucher stated that there are several residential homes along that street. And is the zoning residential? Responding to Mrs. Maucher, Mrs. Melson-Williams stated that for the block that we are talking about on S. Bradford Street, the two adjoining parcels that are on the same side of the street where this property is are actually located in Kent County and have single family residences there. The other property where the Solid Waste Authority would be was previously located across the street and a little further to the south is zoned RGO (General Residence and Office Zone). There is a series of lots that would be the lower left corner of this plan image that are vacant lots that front of Wyoming Avenue. She believes they are CPO (Commercial Professional Office Zone). So, we have got a mix of zoning in general in this area. There is commercial with office type uses with some limited residential zoning.

Mr. Witham asked if any of these adjoining lots or the lot itself in question abut up against any County land. Responding to Mr. Witham, Mrs. Melson-Williams stated that the subject site is

within the City. If you are looking at the two parcels to the south, they are located within the County and then one to the east where the Melvin Sunoco motor vehicle services is also in the County. The property adjoins to the north and to the northeast with lands that are also owned by the same ownership group and those are within the City.

Mr. Witham asked if we know whether or not any of those lots have sidewalks. Responding to Mr. Witham, Mrs. Melson-Williams stated that none of the properties along S. Bradford Street have sidewalks along their frontage. There are some rolled curb areas but no sidewalks. The extent of that (ok sidewalks) in this area would be along the Wyoming Avenue frontage of properties.

Mrs. Maucher moved to approve S-24-20 Office Building of Ditko Properties, LLC at 1107 S. Bradford Street inclusive of the Elimination of Sidewalk Waiver. That seems to be almost an alley type street and not a regular City street. It does dead-end at two businesses. She has problems with sidewalks to nowhere and the likelihood of development of other sidewalks in that area doesn't seem high. She walks up Wyoming Avenue quite regularly and she never goes down that section. She also noted that the Partial Elimination of Upright Curbing (Waiver) has already been approved by Planning Staff. The motion was seconded by Mrs. Denney and the motion was carried 6-0 by roll call vote with Mr. Roach, Dr. Jones and Mr. Reaves absent. Mrs. Maucher voting yes; based on reasons stated in her motion and she thinks it's a good use of the property and encourages more services in the Dover area. Mr. Baldwin voting yes; based on previous statements. Mrs. Welsh voting yes; in conjunction with the comments in the motion. Mr. Lewis voting yes; for reasons previously stated. He was convinced by the applicant's statement and it all made sense to him. Mrs. Denney voting yes; she thinks it's a perfect use to put those buildings right by each other. Again, in keeping with what has been done by Dr. Ditty, she thinks it will be an asset and is needed. Mr. Witham voting yes; this application meets the conditions in spirit of the Zoning Ordinance and the use of the property is appropriate. It does appear to him that there will be a low level of traffic to this place to begin with so there will be less of a need for the sidewalk for the premises. He thinks it is supported by the record.

MI-24-10 Request for Alley Abandonment: Part of Alley Between S. Governors Avenue and S. Bradford Street – Public Hearing and Review for Recommendation to City Council on a Request for Abandonment of a portion of the improved alley, located between South Governors Avenue and South Bradford Street and extending approximately 132 feet north of the Minor Street Alley, consisting of 1,550 square feet in area. The portion of the alley to be abandoned is adjacent to the properties located at 133 S. Governors Avenue, 139 S. Governors Avenue, 145 S. Governors Avenue, 136 S. Bradford Street, 148 S. Bradford Street, and 150 S. Bradford Street, Dover DE.

Representatives: Mr. Mike Riemann, Becker Morgan Group; Ms. Diane Laird, Downtown Dover Partnership; Mr. JD Bartlett, EDiS Company

Mrs. Melson-Williams stated that this is a Request of Alley Abandonment. It's not your typical application to the Planning Commission; however, you are called upon to participate in the process for consideration of Alley Abandonments. You can see in the image on the screen; we are located between S. Bradford Street and S. Governors Avenue to the north of Loockerman Street and to the north of the Minor Street Alley. We are talking about an area that springs north

from the Minor Street Alley. On the image on the screen, it is a shaded hatched area that shows. There are a series of six parcels that are either adjacent to or the alley actually crosses the property itself. They have done some of the deed research and some of the alley portions here are located specifically in the right-of-way but in other instances, it traverses parts of the adjacent parcels. She will list those adjacent parcels that are adjacent to this alley segment. They are specifically moving from left to right and top to bottom. 133 S. Governors Avenue referenced as owned by the Downtown Dover Development Corporation and we now know that as the Downtown Dover Partnership. The property at 139 S. Governors Avenue, again, referenced with the Downtown Dover Development Corporation and the Dover Parking Authority now recognized as the Downtown Dover Partnership. The property at 145 S. Governors Avenue is actually owned by the City of Dover. Moving over to the eastern side, again, from the top to the bottom. The property at 136 S. Bradford Street is owned by the City of Dover. The property at 148 S. Bradford Street is now owned by the Capital City Transformation Alliance Inc. and then the property at 150 S. Bradford Street is currently or soon to be formally owned by CEI Properties LLC. The applicants making the request collectively were the Downtown Dover Partnership. The Request for Alley Abandonment moves through the review process with the Development Advisory Committee for some initial comments and review. The Planning Commission takes a look at the Alley Abandonment Request and provides a Recommendation. That Recommendation will be forwarded to City Council and its appropriate City Council Committees who will have their own consideration of this Request moving into the new year. The Alley Abandonment is brought forth because these properties are to be involved in a project known as the Dover Mobility Center Garage. It is a parking garage project which will eventually come before this body but right now we are just dealing with the Alley Abandonment. The image on the screen shows that for the most part, we've got a series of parcels that are functioning as surface parking lot areas. There are two properties that currently have buildings but their demolitions were authorized by other Applications already considered. The Alley Abandonment, again, is located in the middle and as noted, some of it is right of way and some of it just crosses some of the properties including some that are City owned. It is also noted that a couple of these properties, as she mentioned, are owned by the City of Dover. The City Manager's Office under separate proceedings has been working with City Council to transfer some of this land ownership in the City of Dover to the Downtown Dover Partnership and associated entities for this redevelopment project. So, you are not really considering that issue at the moment but the alley is a separate matter per our Charter and Code. This redevelopment project is identified as a priority project in the *Transforming Downtown Dover: Capital City 2030 Plan*. The Planning Staff is recommending that the Alley Abandonment happen because it is part of those longer-term efforts to revitalize Downtown Dover. They do note and recognize that appropriate planning is going to have to occur related to utility infrastructure that may be located in this alley segment here. There actually is a fairly substantial water line that they have already been in discussion with the City's Department of Water/Wastewater in regards to. Tonight, the Planning Commission is charged with conducting your own public hearing and making a recommendation on this Alley Abandonment Request which will then be forwarded to the Utility Committee and City Council.

Mr. Witham stated that the assumption that he has here and the assumption that he thinks that they need to understand is that there are six different addresses and six different tax parcel numbers some of which are owned by different entities other than the Downtown Dover

Partnership. The assumption that he has here is that all of these entities have an agreement to the development of these six parcels. Responding to Mr. Witham, Mrs. Melson-Williams stated that the short answer to that is yes, there is a collective effort. Even as part of this request for Alley Abandonment, the City Clerk's Office was required to reach out to each of those involved parcel owners to gage their participation in this Alley Abandonment process. The short answer is, she believes that all of the property owners are well aware of this request that is being made this evening.

Mr. Witham stated that some of these parcels were subject by this Commission for a Request for Demolition which was considered earlier. Responding to Mr. Witham, Mrs. Melson-Williams stated yes, there are two properties.

Mr. Riemann stated that Mrs. Melson-Williams has done an excellent job of summarizing the Application. He asked Mrs. Melson-Williams to zoom in on the easement itself so you can get a little better of a look about what's actually on the ground versus the black and white. The area in question is this hatched area in the middle that's got this yellow cross hatch. It's actually in an easement; so, it's not a separate deeded right of way. It is actually an easement of about 1,500 SF that is on the six parcels in question that were referenced. The Downtown Dover Partnership either owns, has already acquired, or is contracted to purchase all of the parcels in question. They have settled on one of the parcels there and are going to settlement on Wednesday on the last parcel. They will own and have them under their control, all of these particular properties. The alley, at this point, really is no longer needed. It doesn't really serve a purpose with the parking lot in its current configuration. It certainly would impact the future Mobility Hub that is planned to go there that will come before this Commission soon in another Site Plan Application. This was really the first step to get through that process that needed to be accomplished first; so, we are going through this process now. As part of any application, this was sent to all of the same agencies as part of the Development Advisory Committee. They received no objections from all of the other agencies. They were all supportive of this Request as has been the Staff. The only item of mention that Mrs. Melson-Williams mentioned was a water line that exists. They have already met with Public Works on that and there will be a plan to relocate that waterline outside of that which would happen as part of that Mobility hub project anyway. So that is not an issue and will be solved as part of this project. We are asking for the Commission's support.

Mrs. Denney stated that when she is looking at the parking and realizing that the intent is for a parking garage building for which she is certain there should be a charge because she understands that it might be Colonial and they would certainly charge. She actually volunteered for many years at Catholic Charities that used to be in one of the buildings on Loockerman Street. They utilized the parking behind it as did employees from the accountant and the bridal shop. She can't remember what all was down there, but they had access to free parking. It is especially important in Catholic Charities because people are volunteering their time and the majority of clients that come in there really can't afford to park. But at any rate, that said, at this point in this design there will be no free parking because Loockerman Street is not going to have parking on the street. So, there will be no free available parking for somebody who just wants to go and do something with their EZ Pass. Does everybody have to park in the garage and pay? Responding to Mrs. Denney, Mr. Riemann stated that the Application that is before us tonight is not the parking garage. It is the Alley Abandonment and so he thinks that would be more

appropriately addressed at the time that we come before you with the parking garage application.

Mrs. Denney stated that the Alley Abandonment is a step towards a final result which would include elimination of the free parking as her understanding. Responding to Mrs. Denney, Mr. Riemann stated that he is honestly not prepared to answer that particular question this evening. The Alley that is in question that they are proposing to abandon is no longer needed given the configuration of the parcels and the ownership of the parcels being a singular owner at this time. There is access to the parcels currently from both sides, S. Governors Avenue and Bradford Street; so, the Alley itself is no longer needed. There is no purpose for the Alley any further.

Mrs. Maucher stated that she used to work on State Street. Does this Alley continue further north? Responding to Mrs. Maucher, Mr. Riemann stated it does but it terminates at the fire station. It doesn't go all the way out.

Mrs. Maucher stated that the elimination of that section of the Alley is going to have limited impact on properties. She used to work on State Street and utilized the alley to get to the parking behind her building on State Street. With that elimination, are there properties that would be affected to the north? Responding to Mrs. Maucher, Mr. Riemann stated no, there really wouldn't be. They are only eliminating the portion from Minor Street up. The Alley does continue behind Harry Louie's, but it terminates at the fire station.

Mrs. Melson-Williams stated that if we scan back out on the plan shown on the screen.

Mrs. Maucher asked if the Alley came out to Reed Street. Responding to Mrs. Maucher, Mrs. Melson-Williams stated that the Alley does not. You would run into the back side of the Fire Department's building before that would happen; it kind of melds into those adjacent parking lot areas to the north at the top of the page.

Mr. Witham stated that he thinks it is safe to say that once all of the parcels are owned by one entity, not only will the Alley not exist on paper, it will not physically exist because it will be gone. Responding to Mr. Witham, Mr. Riemann stated correct and all of the parcels would be combined into one.

Mr. Witham further stated that there would be no need of an alley, period. Responding to Mr. Witham, Mr. Riemann stated correct.

Mr. Witham opened a public hearing and after seeing no one wishing to speak, closed the public hearing.

Mrs. Maucher moved to recommend approval to City Council for MI-24-10 Request for Alley Abandonment: Part of Alley Between S. Governors Avenue and S. Bradford Street. With the upcoming project, it's pretty much necessary.

Mr. Witham asked if Mrs. Maucher would entertain an amendment to note that the Planning Commission recommends that once the full integration of the alley is accomplished by deed into one entity the Abandonment would be affective. As of right now, they are still in the process of

combining those lots so there could be a limited need for the alleyway until they are all combined. Responding to Mr. Witham, Mrs. Maucher stated understood but it's a joint application of the individual property owners and they are jointly requesting Abandonment of their Alley.

Mr. Witham stated that it's a joint request in the sense that all of the individual property owners are a part of the Downtown Dover Partnership but that would be a legal document which is not before us. Responding to Mr. Witham, Mrs. Maucher stated the Amendment to the motion is accepted.

Mrs. Maucher moved to recommend approval to City Council for MI-24-10 Request for Alley Abandonment: Part of Alley Between S. Governors Avenue and S. Bradford Street. With the upcoming project, it's pretty much necessary. Once the full integration of the alley is accomplished by deed into one entity, the Abandonment would be effective, seconded by Mrs. Welsh and the motion was carried 6-0 by roll call vote with Mr. Roach, Dr. Jones and Mr. Reaves absent. Mrs. Maucher voting yes; based on Staff recommendation and reasons stated in the motion. Mr. Baldwin voting yes; based on Staff recommendation. Mrs. Welsh voting yes; for reasons previously stated. Mr. Lewis voting yes; for reasons previously stated. Mrs. Denney voting yes. Mr. Witham voting yes; based on Staff recommendation and the documents submitted to the Planning Commission and based upon the oral discussion before the Commission today.

NEW BUSINESS – no items

Meeting adjourned at 8:32 PM.

Sincerely,

Kristen Mullaney
Secretary



CITY OF DOVER ORDINANCE #2024-29

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

That Appendix B – Zoning, Article 3 – District Regulations, Section 19 – Manufacturing Zone (M) be amended to read as follows:

Section 19. – Manufacturing Zone (M).

19.1 *Uses permitted.* No building or premises shall be used, and no building or part of a building shall be erected, which is arranged, intended, or designed to be used, in whole or in part, for any purpose, except the following, and in accordance with performance standards procedure as set forth in article 5, section 8 and subject to the site development plan approval as set forth in article 10, section 2:

19.17 Railroad yards, sidings, and storage facilities.

19.18 Marijuana cultivation facilities, marijuana manufacturing facilities, and marijuana testing facilities subject to the requirements outlined in article 5, section 24.

19.19 Accessory uses:

- (a) On-site offices, clinics, food service facilities, recreation facilities and child day care services collocated within the permitted use and limited to exclusive use by employees, and such other accessory uses and structures clearly incidental to, and customary to and associated with the permitted use.
- (b) The following uses may be permitted as conditional uses if approved by the planning commission in accordance with the provisions and procedures set forth in article 10, section 1 and any specified requirements set forth below:
 - (1) Associated retail uses in conjunction with and accessory to a permitted use, provided that the associated retail uses do not occupy more than 30 percent of the gross floor area of the building or group of buildings on a lot. Parking shall be provided at a rate of one parking space per 300 square feet of retail space for the exclusive use of retail customers in addition to the bulk parking requirements of this zoning district for a particular use.

- (2) Outside storage which is incidental to the primary uses on the lot, within a completely enclosed and secure area appropriately screened from public view and not in any required setback from property lines.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 3 – District Regulations, Section 20 – Industrial Park Manufacturing Zone (IPM) be amended to read as follows:

Section 20. – Industrial Park Manufacturing Zone (IPM).

20.1 *Uses permitted.* No building or premises shall be used and no building or part of a building shall be erected, which is arranged, intended, or designed to be used, in whole or in part, for any purpose, except the following, and in accordance with performance standards procedure as set forth in article 5, section 8, and subject to site development plan approval as set forth in article 10, section 2:

20.19 Marijuana cultivation facilities, marijuana manufacturing facilities, and marijuana testing facilities, subject to the requirements outlined in Article 5, Section 24.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 3 – District Regulations, Section 23 – Agricultural Zone (A) be amended to read as follows:

Section 23 - Agricultural Zone (A).

23.1 *Uses Permitted.* In an agricultural zone (A), no land or building shall be used and no building or part of a building shall be erected or altered which is arranged, intended or designed to be used, in whole or in part, for any uses except the following:

23.17 Marijuana cultivation facilities, subject to the requirements outlined in Article 5, Section 24.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 5 – Supplementary Regulations, be amended to read as follows:

Section 24. Marijuana Related Businesses.

24.1 *Purpose.* The purpose of this section is to protect public health and safety by applying standards under which marijuana related businesses may operate within the City of Dover, Delaware.

24.2 A compassion center is classified as retail use and is permitted in all commercial zones where retail uses are permitted.

24.3 Where permitted in accordance with Article 3, marijuana cultivation facilities are subject to the following restrictions:

24.31 The building footprint within which a marijuana cultivation facility is to be located shall be at least 750 feet away from any residential zone, and any private or public K-12 school, hospital, college or university, child day care center, or State of Delaware licensed substance abuse disorder treatment facility.

24.32 All marijuana cultivation facilities shall install odor control technology, as necessary, to control ventilation at the establishment in such a manner that no odor from cannabis products can be detected outside the building on the same property or on adjacent properties or in public rights-of-way, or within any other unit located within the same building. The facility owner/operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency. An application for a certificate of occupancy shall be accompanied by a certification by a Professional Engineer, Certified Industrial Hygienist, or other equivalently qualified professional that proposed odor control measures will effectively eliminate outdoor odors associated with the cultivation of marijuana.

24.33 An application for a certificate of occupancy shall be accompanied by a photocopy of a valid license as required by Chapter 13, Title 4 of the Delaware State Code.

24.34 All building openings, entries and windows shall be located, covered or screened in such a manner as to prevent a view into the interior from any public or semipublic area.

24.35 The applicant is responsible for complying with the Code of Ordinances of the City of Dover, Delaware, including all provisions in Chapter 110, Article II, Sec. 110-31 and Chapter 110, Article III, Sec. 110-63.

24.36 The applicant is responsible for all costs associated with infrastructure upgrades, alterations, changes, or extensions required to provide adequate water, wastewater, and electric utility service, including off-site upgrades required to support the demand for water, wastewater, and electric utility service.

24.4 Where permitted in accordance with Article 3, marijuana product manufacturing facilities are subject to the following restrictions:

24.41 The building footprint within which a marijuana product manufacturing facility is to be located shall be at least 750 feet away from any residential zone, and from the lot line of any private or public K-12 school, hospital, college or university, child day care center, or State of Delaware licensed substance abuse disorder treatment facility.

24.42 All marijuana product manufacturing facilities shall install odor control

technology, as necessary, to control ventilation at the establishment in such a manner that no odor from cannabis products can be detected outside the building on the same property or on adjacent properties or in public rights-of-way, or within any other unit located within the same building. The facility owner/operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency. An application for a certificate of occupancy shall be accompanied by a certification by a Professional Engineer, Certified Industrial Hygienist, or other equivalently qualified professional that proposed odor control measures will effectively eliminate outdoor odors associated with the manufacturing of marijuana.

24.43 An application for a certificate of occupancy shall be accompanied by a photocopy of a valid license as required by Chapter 13, Title 4 of the Delaware State Code.

24.44 All building openings, entries, and windows shall be located, covered, or screened in such a manner as to prevent a view into the interior from any public or semipublic area.

24.45 The applicant is responsible for complying with the Code of Ordinances of the City of Dover, Delaware, including all provisions in Chapter 110, Article II, Sec. 110-31 and Chapter 110, Article III, Sec. 110-63.

24.46 The applicant is responsible for all costs associated with infrastructure upgrades, alterations, changes, or extensions required to provide adequate water, wastewater, and electric utility service, including off-site upgrades required to support the demand for water, wastewater, and electric utility service.

24.5 Where permitted in accordance with Article 3, marijuana testing facilities are subject to the following restrictions:

24.51 The building footprint upon which a marijuana testing facility is to be located shall be at least 750 feet away from any residential zone, and from the lot line of any private or public K-12 school, hospital, child day care center, or State of Delaware licensed substance abuse disorder treatment facility.

24.52 An application for a certificate of occupancy shall be accompanied by a photocopy of a valid license as required by Chapter 13, Title 4 of the Delaware State Code.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 12 – Definitions, be amended to read as follows:

Article 12. – Definitions.

Compassion center means an entity registered pursuant to § 4914A of Title 16 of the

Delaware State Code that acquires, possesses, sells, supplies, or dispenses marijuana, paraphernalia, or related supplies and educational materials to registered qualifying patients who have designated the dispenser to cultivate marijuana for their medical use and the registered designated caregivers of these patients.

Marijuana cultivation facility or *cultivation facility* means an entity licensed by the State of Delaware to cultivate, prepare, and package marijuana and sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers. A marijuana cultivation facility may not produce marijuana concentrates, tinctures, extracts, or other marijuana products.

Marijuana product manufacturing facility means an entity licensed by the State of Delaware to: purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and retail marijuana stores, but not to consumers.

Marijuana testing facility means an entity licensed by the State of Delaware to test marijuana for potency and contaminants.

ADOPTED: January 2, 2025

SYNOPSIS

This ordinance amends Appendix B- Zoning of the Dover Code by adding definitions of marijuana-related businesses (with the exception of retail stores), allowing these businesses to operate as permitted uses in certain zones, and adding supplementary regulations, by which these businesses must abide.

(SPONSORS: ANDERSON and NEIL)

Action History

01/02/2025 – Council Adopted after Veto by Mayor Christiansen

12/09/2024 – Public Hearing/First Reading – City Council

11/18/2024 – Public Hearing - Planning Commission

10/28/2024 – First Reading – City Council (Ordinance number changed from #2024-25A to #2024-29)

10/15/2024 – Introduction – Council Committee of the Whole/ Legislative, Finance, and Administration Committee (Split into 25A)

09/24/2024 – Council Committee of the Whole / Legislative, Finance and Administration Committee

08/05/2024 – Deferred from 06/11/2024 – Special Legislative, Finance, and Administration Committee (Split into two parts)

06/11/2024 – Introduction – Council Committee of the Whole/Legislative, Finance, and Administration Committee.



CITY OF DOVER ORDINANCE #2024-30

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

That Appendix B – Zoning, Article 3 – District Regulations, Section 16 – Highway Commercial Zone (C-4) be amended to read as follows:

Section 16. Highway Commercial Zone (C-4).

16.1 *Uses permitted.* In a highway commercial zone (C-4), no building or premises shall be used, and no building or part of a building shall be erected, which is arranged, intended, or designed to be used, in whole or in part, for any purpose, except the following:

- (q) Retail marijuana stores, subject to the requirements outlined in Article 5, Section 24.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 5 – Supplementary Regulations, be amended to read as follows:

24.6 Where permitted in accordance with Article 3, retail marijuana stores are subject to the following restrictions:

24.61 The building footprint upon which a retail marijuana store is to be located shall be at least 500 feet away from any private or public K-12 school, child daycare center, State of Delaware licensed substance abuse disorder treatment facility, hospital, and at least 250 feet away from any residential zone, and from the lot line of any college or university.

24.62 The building footprint within which a retail marijuana store is to be located shall be at least 500 feet away from the lot line of any other retail marijuana store within the City of Dover.

24.63 An application for a certificate of occupancy shall be accompanied by a photocopy of a valid license as required by Chapter 13, Title 4 of the Delaware State Code.

24.64 All building openings, entries, and windows shall be located, covered, or screened in such a manner as to prevent a view into the interior from any public or semipublic area.

24.7 A Compassion Center licensed by the State of Delaware on or before January 1, 2024, that obtains a conversion license under the State of Delaware Marijuana Regulations, must comply with the requirements of Article 3 District Regulations, and shall be exempt from distancing requirements detailed in Appendix B- Zoning, Article 5- Supplementary Regulations, 24.61 and 24.62.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 12 – Definitions, be amended to read as follows:

Article 12. – Definitions.

Retail marijuana store means an entity licensed by the State of Delaware to purchase marijuana from marijuana cultivation facilities; to purchase marijuana and marijuana products from marijuana product manufacturing facilities; and to sell marijuana and marijuana products to consumers.

ADOPTED: January 2, 2025

SYNOPSIS

This ordinance amends Appendix B- Zoning of the Dover Code by adding the definition of retail marijuana store, allowing retail marijuana stores to operate as permitted uses in certain zones, and adding supplementary regulations, by which retail marijuana stores must abide.

(SPONSORS: ANDERSON and NEIL)

Action History

01/02/2025 – Council Adopted after Veto by Mayor Christiansen

12/09/2024 – Public Hearing/First Reading – City Council

11/18/2024 – Public Hearing - Planning Commission

10/28/2024 – First Reading – City Council (Ordinance number changed from #2024-25B to #2024-30)

10/15/2024 – Introduction – Council Committee of the Whole/ Legislative, Finance, and Administration Committee (Split into 25B)

09/24/2024 – Council Committee of the Whole / Legislative, Finance and Administration Committee

08/05/2024 – Deferred from 06/11/2024 – Special Legislative, Finance, and Administration Committee (Split into two parts)

06/11/2024 – Introduction – Council Committee of the Whole/Legislative, Finance, and Administration Committee.



KENT COUNTY SAFETY ACTION PLAN

We are working to make transportation safer in Kent County and are **looking for your input!**

Public Workshop on Monday, January 13th!

4:00 pm to 7:00 pm

Modern Maturity Center (1121 Forrest Ave in Dover)

Stop by the open house anytime! A brief presentation will be offered shortly after 4 pm and again at 5:30 pm.

Snacks and refreshments will be available!

Plus! Take the survey to tell us about where you do not feel safe travelling in Kent County.



Learn more about the project here!: <https://arcg.is/0nau800>

Planning 101: Planning Your Community's Future



COURSE INSTRUCTOR

David Edgell, AICP

Director
Office of State Planning Coordination



COURSE INSTRUCTOR

Edward O'Donnell, AICP

Senior Fellow, IPA
University of Delaware



COURSE INSTRUCTOR

Max Walton, Esq.

Partner
Connolly Gallagher, LLP

JANUARY 15, 2025
10:00 a.m. to NOON

VIA ZOOM MEETING

*Registration in advance is required.
After registering, you will receive a
confirmation email with information
about joining the webinar.*

\$20 Registration Fee

● REGISTER ONLINE

**[www.bidenschool.udel.edu/
ipa/events/upcoming](http://www.bidenschool.udel.edu/ipa/events/upcoming)**

Planning 101 provides valuable information for all elected officials who consider and act upon comprehensive plans, land use and zoning matters, and other growth issues. Planning and zoning commissioners, board of adjustment members, and those who take part in community planning and land-development matters will enjoy this course.

Course topics will include:

- Delaware planning and zoning statutory requirements
- The elements of a comprehensive plan
- The basics of land use control
- The role of the planning & zoning commissioner

This session qualifies for credit toward the Certificate in Local Government Leadership and the Certificate for Planning Education.

Contact Sean O'Neill (oneill@udel.edu) with questions about this event.



UNIVERSITY OF DELAWARE
**BIDEN SCHOOL OF PUBLIC
POLICY & ADMINISTRATION**

The **Institute for Public Administration** presents

Introduction to Land-Use Law, the Constitution, and Takings



COURSE INSTRUCTOR

Max Walton, Esq.

Partner
Connolly Gallagher, LLP



COURSE INSTRUCTOR

Edward O'Donnell, AICP

Senior Fellow, IPA
University of Delaware

FEBRUARY 7, 2025

9:00 a.m. to NOON

Check-in begins at 8:30 a.m.

Kent County Levy Court

Room 220
555 S Bay Rd, Dover, DE 19901

\$55 Registration Fee

*Includes refreshments
Registration Deadline
February 6, 2025*

● REGISTER ONLINE

**[www.bidenschool.udel.edu/
ipa/events/upcoming](http://www.bidenschool.udel.edu/ipa/events/upcoming)**

This course focuses on Land Use Law in Delaware. It begins a review of the basic principles governing land-use law. Topics include police power, delegation of authority, nuisances, due process, equal protection, just compensation, vagueness, and vested rights. Participants will then learn about Delaware court decisions affecting local land use.

Course topics will include:

- Basic terms and concepts
- A summary of tools
- Zoning, subdivision, and site-plan review
- Other approaches to land-use control

This session qualifies for credit toward the Certificate in Local Government Leadership and the Certificate for Planning Education.

Contact Chase Barnes (cebarnes@udel.edu) with questions about this event.



UNIVERSITY OF DELAWARE
**BIDEN SCHOOL OF PUBLIC
POLICY & ADMINISTRATION**

DATA SHEET FOR SITE PLAN REVIEW & ARCHITECTURAL REVIEW CERTIFICATION

DEVELOPMENT ADVISORY COMMITTEE MEETING OF January 8, 2025

PLANNING COMMISSION MEETING OF January 21, 2025

<u>Plan Title:</u>	Dover Mobility Center Garage at 133 S. Governors Avenue, S-25-01
<u>Plan Type:</u>	Site Development Plan and Architectural Review Certification
<u>Location:</u>	North of Minor Street Alley between South Bradford Street and South Governors Avenue
<u>Owners:</u>	Downtown Dover Development Corporation (Downtown Dover Partnership) The Downtown Dover Development Corp. – Dover Parking Authority as the (Downtown Dover Partnership) City of Dover Capital City Transformation Alliance CEI Properties LLC
<u>Addresses:</u>	133 S. Governors Avenue, 139 S. Governors Avenue, 145 S. Governors Avenue, 136 S. Bradford Street, 148 S. Bradford Street, 150 S. Bradford Street (and 132 S. Bradford Street), Dover
<u>Tax Parcels:</u>	ED-05-077.09-02-10.00-000, ED-05-077.09-02-09.00-000, ED-05-077.09-02-08.00-000, ED-05-077.09-02-24.00-000, ED-05-077.09-02-25.00-000, ED-05-077.09-02-27.00-000, (and ED-05-077.09-02-23.00-000)
<u>Size:</u>	1.03 acres +/- (Total of 37,353 SF (0.8577ac) and adjacent parcel)
<u>Present Uses:</u>	Parking Lot and Two Residential-Style Buildings (to be demolished) used as Offices
<u>Proposed Use:</u>	Parking Garage Structure with Retail, Storage, Office
<u>Zoning:</u>	C-2 (Central Commercial Zone) H (Historic District Zone)
<u>Building Area:</u>	169,885 square feet
<u>Off Street Parking:</u>	431 vehicle parking spaces and bicycle parking spaces
<u>Sewer & Water:</u>	City of Dover
<u>For Consideration:</u>	Architectural Review Certification including alternative side yard setbacks Tree Mitigation Plan Parking Strategy Statement

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
D.A.C. MEETING DATE: January 8, 2025

**City of
Dover
Planning
Office**

APPLICATION: Dover Mobility Center Garage at S. Governors Avenue, S. Bradford Street, and Minor Street Alley

FILE #: S-25-01

REVIEWING AGENCY: City of Dover Planning

CONTACT PERSON: Dawn Melson-Williams, AICP PHONE: 302-736-7196

Note: This Review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.

I. PLAN SUMMARY (Reviewed Plan Sets dated 12/5/2024 and 12/19/2025 Graphics Set)

This Application is for Review of a Site Development Plan Application, Parcel Consolidation Plan, and associated Architectural Review Certification to permit construction of a new Mobility Center Garage for Downtown Dover, located between South Bradford Street and South Governors Avenue, and north of Minor Street Alley. The proposal includes a four/five-story, 169,885 SF Parking Garage structure that includes space for retail, office, and storage with 431 vehicle parking spaces and other site improvements. The 1.03+/- acre property includes existing surface parking lots and two residential-style buildings most recently used as office space. The properties are zoned C-2 (Central Commercial Zone) and subject to H (Historic District Zone). The owners of record include the Downtown Dover Partnership; City of Dover; Capital City Transformation Alliance; and CEI Properties LLC. Property Addresses: 133 S. Governors Avenue, 139 S. Governors Avenue, 145 S. Governors Avenue, 136 S. Bradford Street, 148 S. Bradford Street, 150 S. Bradford Street, and 132 S. Bradford Street. Tax Parcels: ED-05-077.09-02-10.00-000, ED-05-077.09-02-09.00-000, ED-05-077.09-02-08.00-000, ED-05-077.09-02-24.00-000, ED-05-077.09-02-25.00-00, ED-05-077.09-02-27.00-000, and ED-05-077.09-02-23.00-000. Council District 4. *This project was the subject of HI-24-09 for Historic District Commission Review and Recommendation on the Architectural Review Certification on December 19, 2024. The project is also associated with MI-24-10 Request for Alley Abandonment: Part of Alley Between S. Governors Avenue and S. Bradford Street.*

The project includes a Parcel Consolidation Plan for the six main parcels of the project area. This is an area that totals 37,353 square feet or 0.87577 acres of land. These parcels are owned by multiple property owners and including the City where a proposed transfer of land has been granted approval under earlier processes with the City Council. This parcel consolidation is also related to future action on the Alley Abandonment Request (MI-24-10) for an Alley that currently traverses over and/or bisects this set of six parcels.

Previous Applications

The existing surface parking lot fronting South Governors Avenue was constructed in 2007, following the demolition of buildings on the site (S-07-52, HI-07-05 and HI-06-07). Based on

orthophotography, the Bradford Street parking lot was constructed sometime between 1965-1992. In May 2024, the Historic District Commission reviewed applications for Architectural Review Certification for Demolition of the two residential-style buildings located at 148 South Bradford Street (HI-24-02) and 150 South Bradford Street (HI-24-03). On May 16, 2024, the Commission passed a motion to deny both applications for Architectural Review Certificates to demolish the structures, with two members voting in favor of the motion and one member voting in opposition to the motion.

Following the denial of the Architectural Review Certificates, the applicant appealed the denial to the Planning Commission, in accordance with *Zoning Ordinance*, Article 10 - Planning Commission, Section 3. Historic District Commission and Architectural Review, Section 3.23 (D). At their meeting on June 17, 2024, the Planning Commission passed a motion to reverse the Historic District Commission's denial of the Architectural Review Certificates to demolish the structures, with four members voting in favor of the motion and two members voting in opposition to the motion. This action granted approval of the Architectural Review Certification to allow Demolition of these two buildings. A Permit to demolish one of the buildings has been filed for review.

On December 16, 2024, the Planning Commission considered MI-24-10, a Request from the Downtown Dover Partnership to abandon a portion of an improved Alley located between South Governors Avenue and South Bradford Street, extending approximately 132 feet north of Minor Street Alley. This Alley runs through the project site for the Dover Mobility Center Garage. The Planning Commission recommended in favor of the proposed abandonment. The proposed abandonment is subject to review by the City Council Committee of the Whole Utility Subcommittee (scheduled for January 14, 2025) and then a public hearing before City Council, and final action by City Council.

The Project Site is subject to Application HI-24-09 Dover Mobility Center Garage. At the December 19, 2024 Meeting of the Historic District Commission, they considered the Application and provided a Recommendation on the Architectural Review Certification for the project. See Section IV. Architectural Review Certification. (*See attached Recommendation Report.*)

Preliminary Land Use Services Review (PLUS):

The PLUS Review is required by a City of Dover Memorandum of Understanding (MOU) for certain types of projects. Due to its location in the Downtown Dover Redevelopment Target Area, this project was not required to complete PLUS Review process.

II. PROJECT DESCRIPTION

The application proposes construction of a Parking Garage Structure and other site improvements for the development of the Dover Mobility Center Garage. The proposed Mobility Center is part of the centralized parking strategy proposed in the *Capital City 2030: Transforming Downtown Dover Master Plan*. The Mobility Center is also identified in the *Master Plan* as a Project Site. The project location includes the surface public parking lots fronting South Bradford Street and South Governors Avenue, as well as the site of the two residential-style buildings for which the Planning Commission granted the Architectural Review Certificates for demolition.

The Parking Garage Structure is located at the lot lines of the site adjacent to Minor Street Alley, South Bradford Street, and South Governors Avenue and positioned at the edge of the sidewalks on South Bradford Street and South Governors Avenue. The four/five-story structure is being designed to include 431 vehicle parking spaces and bicycle parking with a welcome center; public restrooms; bicycle repair shop; management office; and other support spaces on the ground level. The lower two stories of the structure are predominantly brick, while the upper stories, which are set back six feet from the lower stories, are predominantly precast concrete spandrel panels.

It is noted that the adjacent parcel at 132 S. Bradford Street (ED-05-077.09-02-23.00-000 owned by City of Dover) appears to have been included into the project area to address site improvements i.e. stormwater management, tree plantings, etc. It does not include the proposed building footprint. In the submission, this parcel is depicted as open space for a pocket park/stormwater retention area and a retaining row of existing parking spaces.

Surrounding Land Uses

This subject property area location north of Minor Street Alley, east of South Governors Avenue, and west of South Bradford Street is within the Downtown Redevelopment Target Area and the Downtown Development District (High Priority Target Area). As previously noted, all six parcels are zoned C-2 (Central Commercial Zone.) Properties immediately adjacent to the subject project location are zoned C-2 (Central Commercial Zone), with other nearby properties zoned RGO (General Residence and Office Zone). The subject area and the surrounding properties are also within the H (Historic District Zone). In the remaining portions of the block to the north of the subject area are a service establishment (dry cleaner), other surface parking lots, the Dover Fire Department Station #1, a church building, and several mixed-use buildings. To the south of the Minor Street Alley are mixed-use buildings (first floor commercial or office with upper for residential uses) fronting on the West Loockerman Street, the Downtown commercial corridor.

III. ZONING REVIEW

C-2 (Central Commercial Zone)

The subject project area is zoned C-2 (Central Commercial Zone); this zoning designation will remain in place. The description of the C-2 (Central Commercial Zone) zoning district is provided in Article 3 §13 of the *Zoning Ordinance* and provisions identify the allowable (permitted) uses and the related bulk and design standards for the C-2 zone. The C-2 zone allows for “parking lots and parking structures as a principal use.” The subject project area, once combined into one parcel, will have frontage on two streets, South Governors and South Bradford; the Minor Street Alley is considered a side. The C-2 zone requires a zero minimum setback. The northern lot line treated as a side yard has no required setback, but a minimum side yard setback of five feet if provided. Per the Site Data table, the side setback ranges from 0.7 to 5.2 feet along this northern property line. The Historic District Commission, through the Recommendation of an Architectural Review Certificate, has the authority to recommend waiver of bulk standards.

The building’s height and number of stories are in compliance with the C-2 zone. The floor area ratio (FAR) proposed is 4.548, which is in compliance with the maximum FAR allowed of 5.0. The total lot coverage of the project is listed as 94.7%. The C-2 zone does not have a maximum lot coverage requirement.

The C-2 zoning district also includes some design standards provisions. See the code excerpt below:

Article 3 Section 13

13.5 Design standards. The following standards shall apply to the site and building development in the central commercial zone (C-2):

13.51 Façade articulation. Building facades should incorporate design elements to provide a base, middle, and top of the building to reinforce the pedestrian scale at the street level.

13.52 Height. For buildings greater than four stories in height, then the upper floors above the fourth story shall step back six feet for fifty percent of the width of the primary façade. For buildings greater than six stories, then the upper floors above the sixth floor shall step back an additional six feet on the primary façade. These step back areas may begin at a lower height than these minimums as part of the building design in order to be compatible with the character of the area.

13.53 Step back areas. The step back areas should be open to the sky and can be open air balcony spaces or other design architectural features that are not enclosed spaces.

13.54 Off-street parking. Off-street parking lots shall not be permitted to be situated between the street line and the primary facade of the principal building. Consideration should be given to locating parking to the side or rear of the building.

13.55 Screening. Any off-street parking lots provided shall be screened from the street line by buildings, landscaping, or other means. Off-street parking lots shall be screened from adjacent residential zones and residential uses. This screening provision does not apply to adjacent alleys.

The plan as presented complies with these design standards related to the tri-part façade, building height, and setback areas.

H (Historic District Zone)

The entire project site is located in the H (Historic District Zone) and subject to the provisions of the *Zoning Ordinance*, Article 3 §21 and referenced sections. The H (Historic District Zone) is described in *Zoning Ordinance*, Article 3 Section 21 with the following purpose statement:

Article 3, Section 21. - Historic district (H).

21.1 *Purpose.* The purpose of this historic district regulation is to preserve and enhance that unique character and value of the old portion of Dover as an area of special charm and interest. It is particularly intended that the regulations prevent, in the historic district, any change of conditions that would be deemed to be a disfigurement or degradation of the present unique visual and architectural qualities of the district.

IV. ARCHITECTURAL REVIEW CERTIFICATION

Zoning Ordinance, Article 10 §3.2 outlines the review process for Architectural Review Certification and related building height, bulk, and setback standards. This process begins with Review by the Historic District Commission.

Review of DESIGN STANDARDS AND GUIDELINES

Location within the H (Historic District Zone) requires proposals for demolition, new construction, additions, and certain renovation or rehabilitation activities to receive an Architectural Review Certificate. As stated in the *Design Standards and Guidelines for the City of Dover Historic District Zone*, an Architectural Review Certificate will be granted “if it is found that the architectural style, general design, height, bulk and setbacks, arrangement location and materials affecting the exterior appearance are generally in harmony with neighboring structures and

complementary to the traditional architectural standards of the historic district.” *Zoning Ordinance*, Article 10 §3.2 outlines the review process for Architectural Review Certification and related building height, bulk, and setback standards.

This proposal must be reviewed for conformity with the design criteria guidelines found in Chapter 4: New Construction, Additions, Demolition and Relocation. The *Design Standards and Guidelines* for New Construction (Chapter 4: pages 4-1 through 4-8) provide the design criteria and development guidelines. The guidelines specify a series of individual considerations for new construction to be considered in the review by the Historic District Commission (and Planning Commission) of the project for Architectural Review Certification.

The proposed project must also be reviewed for compliance with the standards established by the *Zoning Ordinance*. The standards include items such as setbacks from property lines, floor area ratio, height, etc.

Alternative Bulk Standards – Consideration of Side Yard Setback

The setbacks of the Garage Structure from the property lines are met except for the side yard setback along the northern property line. The C-2 zoning district has a side yard setback of five feet when one is provided; the building’s placement encroaches into this setback at a variety of widths. Per the plan, the side yard setback ranges from 0.7 feet to 5.2 feet. Therefore, relief must be granted to allow the encroachment.

HISTORIC DISTRICT COMMISSION - RECOMMENDATION

For the Dover Mobility Center Garage project, the Historic District Commission considered the application HI-24-09 on December 19, 2024 regarding an Architectural Review Certificate for construction of the Dover Mobility Center and the various other Site Improvements. **The Historic District Commission considered the proposal for construction and has provided a recommendation to the Planning Commission in regard to the Architectural Review Certification for the project. The specific recommendation involved consideration of the *Design Standards and Guidelines*. See attached Recommendation Report from the Historic District Commission.**

The Planning Commission should act upon the Architectural Review Certification as part of any motion to approve this project, or as a separate motion if necessary. In taking this action, the Planning Commission is to consider the standards and guidelines found in Chapter 4 of the Design Standards and Guidelines for the City of Dover Historic District Zone and other referenced sections.

V. PARKING SUMMARY

The C-2 (Central Commercial Zone) does not include a minimum parking requirement. The project area is within the Downtown Redevelopment Target Area. Additionally, Article 6 §3 of the *Zoning Ordinance* states:

For new construction within the downtown redevelopment target area, as described in appendix C of the Dover Code of Ordinances, there is no minimum off-street parking requirement based on use. To utilize this exception, a parking strategy statement must be submitted for review as part of the site development plan approval required by appendix B, zoning, article 10, section 2.

The applicant has submitted a Parking Strategy Statement with the application. The Statement describes the existing 83 parking spaces in permit & paid parking lots and private packing locations and also the proposed Parking Garage Structure. The Parking Garage is proposed to consist of 431 vehicle parking spaces (30-minute parking and long-term paid & permit parking) and 33 bicycle parking spaces to serve as a mobility hub with functions to serve multiple modes of transportation.

This project is a Parking Garage Structure designed as part of a larger parking strategy to provide parking surrounding uses in Downtown Dover. The Parking Garage Structure proposes to provide 431 parking spaces. The ingress and egress into and out of the Parking Garage are located on South Bradford Street and South Governors Avenue.

Bicycle Parking

Bicycle parking shall be provided for parking spaces at a rate of one (1) bicycle parking space for every twenty (20) parking spaces. Based on the 431 parking spaces provided, 22 bicycle spaces are required. The Plans submitted include 36 bicycle parking spaces. The bicycle parking is proposed to be located on the ground floor of the Mobility Center Garage and is not specifically shown on the Site Plan.

VI. SITE CONSIDERATIONS

Lighting

The Site Data table indicates that lighting shall be 1.5-foot candles at grade, but it does not show proposed locations for light fixtures. The architectural package indicates that pedestrian-scale lighting will be provided on the building exterior. It is unclear what street lighting exists or is proposed.

Dumpsters

Dumpsters are typically required at a rate of two dumpsters per non-residential building serving trash and recycling collection. This property would require two dumpster units. The Site Data table indicates that two dumpsters will be provided. It appears that these will be located within the structure on the south side of the building along Minor Street Alley. It is noted that within the existing parking lot, there is a Dumpster used as a centralized collection point for neighboring business.

Sidewalks

There is existing sidewalk along South Bradford Street and South Governors Avenue which will need to be replaced with construction. The plan submitted shows expanded sidewalks on the subject property adjacent to the building. The submitted plan shows the concrete sidewalks on South Bradford Street and South Governors Avenue; however, the Project Graphics Set depicts brick sidewalks in these areas.

VII. BUILDING ARCHITECTURE

The application proposes a Mobility Center Garage Structure located at the lot lines of the site adjacent to Minor Street Alley, South Bradford Street, and South Governors Avenue, positioned at the edge of the sidewalks on South Bradford Street and South Governors Avenue. The four/five-story building is being designed to include 431 parking spaces with a welcome center; public restrooms; bicycle repair shop; management office; and other support spaces on the ground level. For the façade, the lower two stories of the structure are predominantly brick, while the upper

stories, which are set back six feet from the lower stories, are predominantly precast concrete spandrel panels.

Exposed stair towers are located at the northwest and southeast corners of the building, where the use of glass is intended to reflect neighboring building architecture and the sky. The roof height of the northwest stair tower is 57 feet, and the roof height of the southeast stair tower is 60 feet. The ramped parking deck sits behind the building façade along the east and west elevations of the two lower stories; the ramped parking decks are visible through openings on the upper stories of west and east elevations. The south elevation includes the brick façade wrapped from the west building face and the stair tower on the east side. Between these areas, the south elevation reveals precast concrete with a parking garage appearance. The north elevation is a solid party wall for the western half of the elevation, likely to be consistent with fire code requirements, due to proximity to the property line. This area of the party wall is designed to host a large mural. The remaining portion of the north elevation (eastern half) has been revised to the precast concrete panels of the parking decks with bands of horizontal openings. Vehicle access to the garage is via entry and exit points from South Bradford Street and South Governors Avenue. Windows and double door entries are proportioned to align with neighboring buildings. Canopies are proposed to be topped with a landscaping tray system that may serve to manage stormwater runoff and visually lower the building's scale.

See the attached Site Plan set and Architecture Set. The attached elevation drawings and site plan drawings show detailed information on building dimensions, locations, and material choices.

VIII. TREE PLANTING AND LANDSCAPE PLAN

Tree Planting Requirements

The *Zoning Ordinance* requires tree planting at a rate of one tree per 3,000 SF of non-woodland development area. Based on the total non-woodland area for the submitted plan of 44,668 SF (total area of seven parcels), 15 trees are required to be planted. The Tree Preservation and Density table indicates that 13 trees are required based on a site area of 37,353 SF; this should be revised to reflect the additional parcel needed to address some of the development aspects. Within the Parking Garage Structure, encompassing almost all of the project area, there are no on-site plantings depicted. The adjacent lot at 132 S. Bradford Street shown as an open space area appears to include several existing trees. It is noted that the street frontages of the project area include street trees (total of 6 trees). Within the existing project area, twelve (12) trees will be removed for the development.

Request for Tree Mitigation Plan

The applicant has submitted a Request Consideration of a Tree Mitigation Plan, requesting that the required trees be planted off-site within the Downtown Dover area on lands owned by the Downtown Dover Partnership or in a City-owned pocket park. The Request indicates that potential locations are to be discussed with the City and the Downtown Dover Partnership. A Tree Mitigation Plan must be provided for consideration by the Planning Commission at a rate of 1 tree per 1 deficit tree as per Article 5, Section 16 of the *Zoning Ordinance*; see below. The specific location plans for the tree plantings must be documented in an agreement and approved prior to Final Site Plan Approval.

16.91 *Planning commission waiver.* The planning commission may waive the provisions of subsections 16.52, 16.53, and 16.62, and require replacement planting for mitigation purposes should the planning commission determine, after demonstration by the applicant, that due to physical limitations of the land which would otherwise prohibit the reasonable use of the land, or for purposes of preserving, protecting and promoting the interest of public health, safety, welfare and/or public convenience. All tree mitigation plantings must occur within the corporate limits of the City of Dover. Tree mitigation may occur off-site in accordance with the provisions listed below in this ordinance:

- (a) If a waiver is sought from the provisions of subsection 16.62, new tree plantings are required at a rate of 1:1. All new tree plantings shall meet the minimum size at planting requirements of the City of Dover table of trees.
- (b) If a waiver is sought from the provisions of subsection 16.52 and/or subsection 16.53, then mitigation must be in the form of newly created woodland areas. New woodlands shall be created at a rate of 1.25 times the amount of woodlands to be removed. A woodland mitigation plan shall be prepared by a licensed forester, landscape architect, or certified nursery professional, for the consideration of the planning commission.
- (c) All tree mitigation must occur on-site unless an off-site location is specifically approved by the planning commission. When considering off-site locations for tree mitigation, the commission shall consider:
 - 1) A physical hardship related to the land which would otherwise prohibit compliance on the subject site;
 - 2) Whether the mitigation plan proposed by the applicant is superior in terms of environmental benefits, tree quantity, or aesthetic qualities compared to strict compliance with the ordinance on-site.

IX. CITY AND STATE CODE REQUIREMENTS:

The subject proposal has been reviewed for code compliance, plan conformity, and completeness in accordance with the agency's authority and area of expertise. The following items have been identified as elements which need to be addressed by the applicant:

- 1) As the review process continues, the Site Plan documents will need to be revised to reflect the minor design changes as the Parking Garage Structure footprint and building architecture are refined. The Architectural Graphic Set of December 19, 2025 shows refinement to the street elevations.
- 2) Tree Mitigation Plan: The tree planting requirement shall be provided in accordance with the *Zoning Ordinance* unless a waiver is granted by the Planning Commission approving a Tree Mitigation Plan. The submission makes a Request for consideration of a Tree Mitigation Plan. If the general concept is approved by the Planning Commission, specific locations must be identified and agreed upon prior to final plan approval.
- 3) Parking Strategy: The applicant submitted the required Parking Strategy Statement describing the parking scenario for this development project in the C-2 Zone. Add a note on the Plan.
- 4) Cover Sheet, C-001:
 - a) Site Data:
 - i) Update the owners of record to identify all current owners.
 - ii) Update the property areas calculation to include additional project parcel.

- iii) The required side setback is 0 feet, but 5 feet if a setback is provided. The site data identifies the side setback as 0.7 feet-5.2 feet. While the submitted plan does not conform to this requirement, the *City of Dover Zoning Ordinance* authorizes the Historic District Commission to waive certain bulk standards when issuing its recommendation to the Planning Commission for an Architectural Review Certificate if necessary. The recommendation from the Historic District Commission regarding the Architectural Review Certificate considered the location of the building on the site, therefore meeting this requirement. Add a note regarding the action taken.
 - b) Tree Preservation and Density Requirements:
 - i) Update the total non-woodland area to include additional project parcel and update the tree density calculation accordingly.
 - ii) The applicant has provided a waiver request to plant the required trees on lands of the Downtown Dover Partnership or within City owned pocket parks within the Downtown area. If approved by the Planning Commission, a specific location or locations must be identified prior to final plan approval. Add note on action taken and concept for Tree Mitigation Plan.
 - c) The Site Data table indicates that 36 bicycle parking spaces will be provided. The written Parking Strategy Statement indicates that 33 bicycle parking spaces will be provided. Please clarify which is correct and update the documentation accordingly.
 - d) Owners Certification:
 - i) If the additional project parcel (132 S. Bradford Street) is to remain under the ownership of the City of Dover, the City of Dover should be added as a signatory in the Owner's Certification.
- 5) Sheet C-101 – Existing Conditions and Demolition Plan:
- a) Per the Existing Conditions and Demolition Plan, three bioretention islands are being removed. The applicant should provide a Stormwater Management Plan that identifies solutions for capturing and treating added stormwater quantities from additional lot coverage and the demolition of bioretention facilities.
- 6) Sheet C-201 – Site, Utility & Grading Plan:
- a) Identify the dumpster location on the plan sheet.
 - b) Identify the step back distance of the upper floors of the building.
- 7) No Landscape Plan sheet was provided; however, the Tree Planting calculation is shown on Sheet C-001.
- a) Clarify the location of any existing trees to be preserved and show the necessary tree protection measures.
 - b) Clarify the status of street trees as to be preserved or proposed for replacement on the S. Governors Avenue and S. Bradford Street frontages.
- 8) Parcel Consolidation Plan:
- a) Clarify the status of the adjoining parcel at 132 S. Bradford Street.
 - b) Add any applicable notes related to the Alley Abandonment Request.
 - c) Ensure appropriate involved owners listed by name and within certification statement.
- 9) Additional evaluation and review of this project as proposed may be necessary due to the environment contamination in this area and/or the site's potential participation in any environmental remediation program.

- a) Provide copies of any agency approvals/permits to the Planning Office so that we may be aware of any specific conditions of redevelopment.
- 10) Provide construction details for the following items but not limited to, dumpster pad/enclosure, traffic control signage, lighting fixtures, bicycle racks, handicap signage, etc.
- 11) Dumpster: Ensure there is adequate access to dumpsters to allow for collection by a refuse/recycling contractor. Also clarify the plan for the community centralized collection facility that is being displaced by this project.
- 12) The construction of the site entrances and street improvements must comply with the requirements of DelDOT and the City of Dover Public Works Department based on street maintenance responsibilities.
 - a) Clarify materials (concrete and brick) used and placement design for the sidewalk and parking garage entrance construction.
 - b) Clarify the location of street trees (tree wells) and other landscape areas between the curb and building front.
 - c) Identify any changes to on-street parking spaces along the project frontages.
- 13) The Historic District Commission recommended conditional approval of the Architectural Review Certificate for the construction of the project. See attached Recommendation Report for recommended conditions. The Planning Commission will act on the Architectural Review Certificate as part of this review process.
- 14) Any Erosion & Sediment Control Plans and Stormwater Management Plans granted approval by the Kent Conservation District/DNREC must reflect the Site Plan layout and design conditionally approved by the Planning Commission and be in compliance with the *Zoning Ordinance* and technical review requirements of other agencies.
- 15) The Final Plan set must include notes documenting any action taken by the Planning Commission on the requested waivers and must list any additional conditions of approval.

X. RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

In accordance with the *Zoning Ordinance*, Article 10 §2.2, the Planning Commission in considering and acting upon Site Development Plans may prescribe appropriate conditions and safeguards so that the public health, safety, and welfare, the comfort and convenience of the public in general, and the residents of the immediate neighborhood in particular shall be taken into consideration. These safeguards may to the maximum extent possible further the expressed intent of the *Zoning Ordinance* and the accomplishment of several objectives in particular listed in subsections 2.21 to 2.28.

- 1) Architectural Review Certification Staff recommends conditional approval of the Architectural Review Certificate for the construction of the Dover Mobility Center Garage finding that the building to be of a design compatible with the intent of the *Design Standards and Guidelines for the City of Dover Historic District Zone*.
 - a) Staff provided a series of recommendations and comments regarding the Architectural Review Certification and review of the project for compliance the *Design Standards and*

Guidelines. These items were previously identified during the review of the project by the Historic District Commission. See HDC Recommendation Report.

- 2) Landscaping:
 - a) Staff recommends that landscaping be installed between the building and property lines along South Governors Avenue and South Bradford Street. There are likely areas where low growing shrubs, ground covers or perennials/annuals could be planted. You could also consider planters.
 - b) Any street trees removed as part of the demolition of the existing site should be replaced in coordination with City Department of Public Works and Department of Parks & Recreation – Grounds Division.
- 3) Streetscaping: The design of the sidewalks along South Governors Avenue and South Bradford Street frontages must be evaluated with sidewalk construction standards and streetscape designs for each street and should match the streetscape for each street. This should be coordinated with the City Department of Public Works for the design of the combination of concrete and brick pavers and tree wells.
- 4) Electric Vehicle Charging Stations: Identify if the project is planning for the installation of Electric Vehicle Charging Stations in this Parking Structure. Currently, the *Zoning Ordinance* does not require them, but many other jurisdictions have implemented such requirements. Electric Vehicle Charging Stations formats include EV-Capable, EV-Ready, and EV-Installed.

XI. ADVISORY COMMENTS TO THE APPLICANT:

- 1) The Planning Commission should act upon the Architectural Review Certification as part of any motion to approve this project, or as a separate motion if necessary.
- 2) The Planning Commission should act upon the request for waivers as part of any motion regarding this project application, or as a separate motion as necessary. Note: All waivers are at the discretion of the Planning Commission. The Commission may approve or deny waiver requests.
- 3) Any conditional approval granted by the Planning Commission for the Site Development Plan is subject to the approval of MI-24-10 (Alley Abandonment Request) currently under consideration by the City Council.
- 4) In the event that major changes and revisions to the Site Plan occur in the finalization of the Plan contact the Department of Planning and Inspections. Examples include relocation of site components like paving and increases in footprint. These changes may require resubmittal for review by the Development Advisory Committee, Historic District Commission, Planning Commission, or other agencies and commissions making recommendations in regard to the Plan.
- 5) Following Planning Commission approval of the Site Plan, the Plan must be revised to meet all conditions of approval from the Development Advisory Committee or as otherwise noted. A Check Print must be submitted for review by Planning Office Staff and the other commenting agencies. Upon determination that the Plan is complete and all agency approvals have been received, copies of the Plan may be submitted for final endorsement (Final Plan Approval).

- 6) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code requirements.
- 7) Additional specialized evaluation and review of this area may be necessary due to the environment contamination in this area and/or the site's participation in any environmental remediation program.
- 8) The applicant/developer shall be aware that prior to any ground disturbing activities on the site the appropriate Site Plan approvals, Pre-Construction meetings, site inspections and permits are required.
- 9) Construction and demolition will have an effect on the adjacent property owners, employees of adjacent buildings, and nearby sidewalks and streets. Any work requiring the closing or rerouting of potential customers, employees, or visitors to the adjacent properties (including those who park in the existing parking lot), and streets or alley should be coordinated as to offer the least amount of inconvenience. Careful consideration will need to be given to the access to other properties which requires the crossing of these properties or travel over the public alley.
- 10) For building new construction, the requirements of the building code and the fire code must be complied with. Consult with the Building Inspections Office and City of Dover Fire Marshal regarding these requirements. The resolution of these items may impact the site design including such items as building dimensions and height, building openings, and fire protection needs, etc.
- 11) The applicant shall be aware that Site Plan approval does not represent a Building Permit and associated construction activity permits. A separate application process is required for the issuance of a Building Permit from the City of Dover.
- 12) The applicant shall be aware that Plan approval does not represent a Sign Permit, nor does it convey permission to place any sign on the premises. Any proposed site or building identification sign may require a Sign Permit from the City of Dover prior to placement of any such sign in accordance with *Zoning Ordinance* Article 5 §4.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Office as soon as possible.



CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: JANUARY 2, 2025



APPLICATION: Dover Mobility Center Garage at 133 S. Governors Avenue
FILE #: S-25-01
REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater
CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater / Engineering Services
CONTACT PHONE #: 302-736-7025
CONTACT EMAIL: jlyon@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

SANITATION

1. Every commercial customer shall provide such premises with a sufficient number of solid waste containers to provide adequate capacity for the solid waste placed out for collection without overloading the capacity of the containers. The City of Dover shall provide commercial customers with a maximum of two (2), 90-gallon trash containers and two (2), 90-gallon recycling containers.
2. Trash collection site shall be oriented for side-loading pick-up if customer is utilizing City of Dover sanitation services.
3. Any commercial customer requiring more containers, or larger containers, than provided above, must utilize private service.

STORMWATER

1. Final site plan approval will not be granted until a copy of the approved Stormwater/Erosion and Sediment Control Plan from Kent Conservation District is submitted to our office.
2. The size, length, slope, type and flow directions must be shown on all existing and proposed storm sewer lines. Rim and invert elevations must be labeled on all stormwater structures.
3. The proposed Pocket Park / Storm Water Retention area for this project is located on a City of Dover owned parcel. Prior to plan approval a maintenance agreement must be executed.

STREETS

1. Final site plan approval will not be granted until a letter of no objection, signed by DelDOT is submitted to our office.
2. The current City of Dover standard street section provides for a 3' grass strip between the curb and sidewalk. This standard was administratively revised to meet ADA and FHA compliance with cross slope requirements and to prevent cars from scrapping at driveways. The revised standard utilizes a five feet (5') wide public sidewalk with a five feet (5') wide grass strip behind the curb. Sidewalk and curb shall be installed for the width of the project scope.
3. Please add the following notes to the plans:
 - a. Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed along the entire public street frontage of a property. Where frontage sidewalk exists but does not meet the

standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards. Sidewalk shall include barrier-free access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.

- b. In accordance to Appendix A, Article VI, Section B.3, all sidewalks shall ascend from the curbstone to the building line at the ratio of one-quarter of an inch to the foot. Nothing in this section shall be construed to affect any pavement previously laid by order of the city council, until it is taken up and relaid.

WATER

1. All water utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
 - a. Hydrant connections by the contractor are prohibited. This method may not be utilized during any phase of the project.
 - b. Any existing water lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
 - c. The site contractor shall contact the City of Dover Department of Water & Wastewater Construction Manager at (302) 736-7025 prior to the start of construction. A representative from the City of Dover Department of Water & Wastewater must observe and approve all City owned water and sanitary sewer interconnections and testing. All water taps must be performed by a City of Dover approved contractor. The proposed location for the water connection may need to be adjusted in the field due to conditions of the existing main. Possible conditions that would require tapping relocation include proximity to pipe joints, other taps, concrete encasements, conflict with other utilities, and the like. Test holes must be performed by the contractor to determine the best tapping location. The City of Dover will not be held responsible for field conditions requiring adjustment of the tapping location or for any work required by the contractor to make an appropriate and lawful connection.
3. The size, type, and location of all proposed and existing water lines and valves must be shown on the plan. Please be advised that effective May 1, 2022, water mains can now be constructed using DR 18 PVC.
4. Water usage projections (peak demand or plumbing fixtures) must be submitted to our office to correctly determine the size of the domestic and irrigation (if applicable) water meter for the proposed buildings. These projections must be submitted prior to approval so the meter size can be placed on the final site plan. The proposed water meters must be installed in a pit per City of Dover requirements and manufacturer's recommendations. Also, a dual check valve is required downstream of the meter.
5. The domestic service, fire main connection and valves must be clearly shown for each building. A valve must be installed at the tee to isolate combined fire and domestic water service to the building from the water loop. Typically, this valve is installed at the tee or an acceptable distance from the building. A valve must be provided on the domestic water service, which must be tapped off of the combined eight-inch (8") fire/domestic service outside of the building. The domestic water tap and valve should be as close to the building as possible. Typically, the domestic tap and valve are located within five feet (5') to ten feet (10') of the building. A blow up detail of this layout is recommended.
6. Provide a construction detail for the proposed restraining system for the fire main located within the buildings. There shall only be one (1) water service per building. The Department of Water & Wastewater will test and inspect all fire mains to a blind flange located inside the buildings. The blind flange with tap is used for hydrostatic pressure testing (200 psi for two (2) hours) and dechlorination. The flange must be restrained in the direction of the pipe entering the facility. A pipe entering horizontally through a wall sleeve shall be restrained with rods through the wall. A pipe entering vertically through a slab shall be restrained through the floor to the ninety degree (90°) bend and thrust block. All rods shall be a minimum of ¾" all thread. All pipes through walls and slabs must be Class 52 cement lined ductile iron pipe. Confirm particulars to meet this requirement with mechanical designer.
7. Water services shall be either type K copper or SDR-9. 1. All non-metallic water lines (mains and services) shall be installed with a tracer wire and identification tape. The wire shall be a minimum of twelve (12) gauge blue coated solid copper wire, wrapped around the pipe, and extending up into all valve and curb boxes. The identification tape shall be six-inches (6") wide, laid one foot (1') above the pipe, with the following text: "Caution: Buried Water Line Below". 3M marker balls, model 1423-XR, or approved equal shall be installed at every service line connection to the water main and all bends on the service line.

8. On October 24, 2022, City of Dover Council approved the new Cross Connection Control Program. This program requires certain backflow prevention assemblies on water service connections to the city's distribution system. Please provide a specific description of the activities in this building.
9. Prior to final site plan approval, a plan must be submitted and agreed upon for the 12" water main relocation that is currently located in the alley. The 12" water main shall be cut and capped north of the proposed development with a blow off assembly.

WASTEWATER

1. All wastewater utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
 - a. Any existing sanitary sewer lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
 - b. Part II, Chapter 180, Article III, Section 180-10 of the Code of Kent County requires that "no person shall discharge or cause to be discharged any stormwater, surface water, uncontaminated groundwater, roof runoff, subsurface drainage, uncontaminated noncontact cooling water or unpolluted industrial process waters to any sanitary sewer", this shall include condensate. Sec. 110-231 of the City of Dover Code defines storm sewer as "...any system used for conveying rain water, surface water, condensate, cooling water or similar liquid wastes, exclusive of sewage." The contractor, developer, owner and designers shall ensure during construction that no illegal discharges to the sanitary sewer system are created with the site improvements.
3. The size, length, slope, type and flow directions must be shown on all existing and proposed sanitary sewer lines. Rim and invert elevations must be labeled on all sanitary structures.
4. Cleanouts must be installed on sanitary sewer laterals within five feet (5') of the building, one foot (1') outside of the right-of-way and at all bends. Any cleanout located within a traffic bearing location shall be installed with a heavy duty cast iron frame and cover to prevent damage to the cleanout and lateral.
5. Sizing (flow) calculations must be submitted for all sanitary sewer mains showing that velocity and all other requirements are met.
6. The minimum size of all sanitary sewer laterals shall be six-inch (6").
7. If kitchen facilities are proposed a minimum 1,000 gallon, two chamber grease trap, meeting all Kent County ordinance requirements, must be provided. A construction detail for the proposed grease trap, as well as the proposed location, must be provided on the plan.
8. Depending on the effluent flow, the downstream pump station may be required to be evaluated by the developer / engineer to verify it can handle the additional effluent flow.

GENERAL

1. All existing utilities shall be adjusted to final grade in accordance with current City of Dover requirements and practices. This must be included as a note on the plan.
2. No trees may be planted within ten feet (10') of utility infrastructure.
3. No structure may be installed within ten feet (10') of utility infrastructure, please depict all underground utilities and structures on the utility plan sheet to confirm compliance.
4. The final site plan must be submitted in the following compatible digital formats:
 - a. AutoCAD 2018 (.dwg format).
 - b. Adobe Reader (.pdf format).

SANITATION

1. The City of Dover currently has a community dumpster located on the proposed property in question. Prior to plan approval, a new location must be provided and agreed upon by the City of Dover.

STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. None.

ADVISORY COMMENTS TO THE APPLICANT

WATER

1. The City of Dover water system is available to this site. The developer is responsible for all costs associated with extending and providing service to the proposed development.
2. Prior to plan approval, the water system plans must be submitted to the Division of Public Health, Office of Drinking Water for review and approval. The owner/developer will be responsible for providing all completed forms and plan sets to the City of Dover as required for submission to the Office of Drinking Water. Plans will not be submitted to the Office of Drinking Water until review has been completed by our office.
3. Hydrant flow testing is currently only performed during the spring and fall. The applicant must call the Department of Water & Wastewater directly to schedule these tests. This applies to both existing hydrants as well as those proposed for the site.
4. Water impact fees will be required to be paid prior to Certificate of Occupancy for this project.

WASTEWATER

1. The City of Dover sanitary sewer system is available to this site. The developer is responsible for all costs associated with extending and providing service and capacity to the proposed development.
2. Prior to plan approval, it may be required to submit the sanitary sewer system plans to the DNREC, Division of Water Resources, Surface Water Discharges Section for review and approval. The owner/developer is responsible for providing all application fees, completed forms and plan sets directly to DNREC.
3. Profiles of the sanitary sewer main must be provided with the construction plans. All water, sanitary sewer and storm sewer crossings must be shown on the profiles.
4. Wastewater impact fees will be required to be paid prior to Certificate of Occupancy for this project.

GENERAL

1. The applicant is advised that depending upon the size of the existing water service and sanitary sewer lateral to be abandoned, flowable fill may be required.
2. Construction plans will not be reviewed by our office unless all previous comments have been clearly addressed within the plan set and accordingly identified within an itemized response letter and with the Water/Wastewater Initial Plan Submission Checklist, which can be obtained from the following website: https://imageserv9.team-logic.com/mediaLibrary/198/WaterWastewaterHandbookFinal_1.pdf, page 88.

SANITATION / STORMWATER / STREETS

1. None.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER ELECTRIC

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: JAN 2, 2025

APPLICATION: Dover Mobility Center Garage at 133 S. Governors Avenue

FILE #: S-25-01

REVIEWING AGENCY: City of Dover Electric Department

CONTACT PERSON: Shawn Burgett, Engineering Services & System Ops Superintendent

CONTACT PHONE #: 302-674-7568

CONTACT EMAIL #: sburgett@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

1. The roadway and curbing must be in.
2. The right-of-way must be within 6" of final grade.
3. The property corners must be staked.
4. Owner is responsible for locating all existing underground electric, communications and water facilities.
5. Owner is responsible for installing all conduits and equipment pads per the City of Dover Engineering Department specifications.
6. Owner is responsible for site and/or street lighting.
7. Meter locations will be determined by City of Dover Engineering Department.
8. Load sheets and AutoCAD compatible DXF or DWG diskettes of site plans, including driveways, are required prior to receiving approved electrical construction drawings.
9. Any relocation of existing electrical equipment will be engineered by the City of Dover Electric Department. Developer may be required to perform a quantity of the relocation. Any work performed by the City of Dover will be at the owner's expense.
10. Prior to construction, owner is responsible for granting an easement to the City of Dover Electric Department. Easement forms will be furnished and prepared by the City of Dover Electric Engineering Department.
11. Fees will be assessed upon final site plans. The owner will be responsible for fees assessed prior to construction. Owner is required to sign off plans prepared by the Electric Department.
12. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.

13. Prior to the completion of any/all designs and estimates, the owner is responsible for providing the Electric Engineering Department with a physical address of the property.
14. All Engineering and design for Dover Electric will be engineered upon final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. Owner must give the City of Dover Electric Department three (3) months' notice prior to construction. Owner is responsible for following the requirements outlined in the City of Dover's Electric Service Handbook. The handbook is now available on the website at the following link: <https://evogov.s3.amazonaws.com/media/27/media/13108.pdf>.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. Provide load sheets as soon as possible for proper sizing of transformers and creation of primary fee estimates. Current load sheets can be found at the following link: <https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf>.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 01/02/25

APPLICATION: Dover Mobility Garage at 133 S Governors Ave

FILE #: S-25-01 **REVIEWING AGENCY:** City of Dover, Office of the Fire Marshal

CONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.us

PHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposed occupancy classification is mixed use (storage, business, mercantile, and possibly assembly)
2. Building Access shall be no further than 50 feet from a primary entrance.

Where buildings are provided with an automatic sprinkler system installed in accordance with NFPA 13, access shall be no further than 100 feet from the primary entrance.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.4)

3. Parking shall be prohibited in front of the primary entrance for a width of not less than 1.5 times the width of the door(s) or for 10 feet, whichever is greater.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.2)

4. Perimeter access shall be 75% and clearly shown on the plans.

Perimeter Access minimum width shall be 10 feet for one-story buildings and 15 feet for buildings of two or more stories, measured from the face of the building at grade with a maximum slope of ten percent (10%). Plantings and utility services (includes condenser units, transformers, etc.) shall be permitted within the perimeter access, and shall not interfere with emergency services fire ground operations.

If a physical barrier (fence, pond, steep slope, etc) prevents access, that portion of the building perimeter shall not be included in the calculation of Percent of Perimeter Access.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5)

Where parking is located between the building and perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories.

5. Fire lanes shall cover 75% of the proposed building.

Fire lanes are required to be 24 feet wide and run along the front of the building as determined by the primary entrance(s). In cases where there is more than one primary entrance(s), each shall be served by a fire lane even if this exceeds the percentage as required.

The closest edge of fire lanes shall not be located closer than ten (10) feet to the exterior wall and the closest edge of fire lanes shall not be located further than 50 feet from the exterior wall if one or two stories in height; 40 feet if three or four stories in height, or 30 feet if over four stories in height.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5)

6. Where parking is located between the building and the fire lane, parking shall not be located closer than 15 feet to the exterior wall.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.4.1)

Where parking is located between the building and the perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories. 2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5.2

7. All Fire Lanes shall be marked as follows:

both the inner and outer edges of the fire lane shall be marked, where curbs are present, the top and face of the curb shall be painted yellow, where no curbs are present, a four inch (4") solid yellow demarcation line shall mark the edge(s) of the fire lane.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

8. The specific color yellow shall be the uniformly accepted yellow as utilized by State of Delaware Department of Transportation (DelDOT). Only vivid and durable paint shall be used and shall be suitable for street surfaces

9. Fire lane signs shall be located as follows:

see Figure 5-16 – Approved Sign For Marking Fire Lanes, fire lane signs shall be spaced at 150 foot intervals maximum, all fire lane signs shall be located no less than six feet (6') and no higher than eight feet (8') above the pavement, signs shall be placed at each end of the fire lane, and signs shall face all oncoming traffic.

Where parking is not restricted roadway markings shall utilize the words "FIRE" and "LANE" in lieu of fire lane signs and shall conform to the specifications of 7.6.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

10. Where overhangs, canopies, balconies, or any other building or site features must project over any fire lane, an unobstructed vertical clearance of not less than 13'-6" above the fire lane shall be provided and the portion of the building perimeter which contains overhangs, canopies, balconies, or any other building features shall not apply towards the fire lane accessibility requirements of Section 4.0, Table 5-1 in this chapter.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.8)

11. All access roadways shall be paved and be a minimum of 20 feet clear width for two-way traffic and 14 feet clear width for one-way traffic. The paved width of access roadway shall be measured from edge of parking spaces, or face of curb for vertical curb and back of curb for mountable curb, or edge of pavement if there is no curbing. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 5.2)

12. Emergency access to rear building areas compliant with City of Dover Code (Appendix B-Zoning, Article 5- Supplementary Regulations, Section 17);

all four stories and greater buildings require 24ft fire lane at the rear.

All two to three story apartment structures require an 18ft Secondary Fire Lane at the rear.

All townhouses (3-8 units with no fire protection) require a 16ft alley or 18ft secondary fire lane at the rear.

13. Multiple Access Roads shall be provided when a fire department access road (fire lane) is determined by the Fire Marshal to be impaired by vehicle congestion, condition of terrain, climatic conditions, or other factors that could limit access such as placement of fire hose from fire equipment.
14. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.
15. Gated Areas: Fire Department access shall be provided to the property through the use of a system or device approved by the Fire Marshal. The system or device required shall be located in an area accessible to the fire department and approved by the Fire Marshal. All gates shall be either automatic or manual.

An automated system shall consist of one manual and one automated means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the system. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of both the manual and automated means.

A manual gate shall consist of one manual means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the means to open. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of the manual means to open.

To be considered accessible for fire department apparatus the actual clear openings shall be not less than 14 feet, the paved surface through the gate shall be not less than 12 feet, and the gate shall be setback from the perpendicular street by at least 50 feet.

Please contact this office to discuss options available to comply with this requirement.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.6)

16. Fire hydrants shall be installed per the requirements of City of Dover Public Utilities Water/Wastewater Handbook, NFPA requirements, and Delaware State Fire Prevention Regulations. City Ordinance Sec 46-9 (f).
 - 5.1.1 Hydrant spacing as shown in the Fire Flow Tables shall be used as a general rule. Hydrants shall be located at the direction of the State Fire Marshal so as to minimize friction in fire hose. All hydrant spacing shall be located along available roads or at the direction of the State Fire Marshal. This measurement shall be calculated by way of accessible thoroughfare(s) from the building to be protected to the hydrant and may not necessarily be a radius. 5.1.3 Additional hydrants shall be provided when the State Fire Marshal deems it necessary based on the configuration of the site, building(s), exposures, construction, occupancy, and/or specific hazard(s).
 - Fire Flow table 2, hydrant spacing shall be 800 feet on center for one and two family detached dwellings, other residential, rowhouses and townhouses, assembly, health care, business, education, storage, industrial, mercantile, and mini storage. (702, Chapter 6)

18.5.2 detached one- and two-family dwellings, fire hydrants shall be provided for detached one- and two-family dwellings in accordance with both of the following: 1. the maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 feet 2. the maximum distance between fire hydrants shall not exceed 800 feet.

18.5.3 buildings other than detached one- and two-family dwellings, fire hydrants shall be provided for buildings other than detached one- and two-family dwellings in accordance with both of the following 1. The maximum distance to a fire hydrant from the closet point on the building shall not exceed 400 feet 2. The maximum distance between fire hydrants shall not exceed 500 feet

17. All fire hydrants shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation.

All fire hydrants shall have minimum of four-inch (4") solid yellow demarcation lines to define specific areas, where fire hydrants are located along a curb line with permitted parking, the area between the fire hydrant and the street or fire lane shall be stenciled with four inch (4") demarcation lines and the words "NO PARKING", demarcation lines shall be measured from the center line of the fire hydrant and extend for a distance 15 feet on both sides.

Where fire hydrants are located in parking lots or other areas susceptible to blockage by parked vehicles they shall be treated as follows: fire hydrants shall be protected in all directions for a distance of seven feet (7') with barriers or curbing, Minimum four-inch (4") diameter steel bollards filled with concrete and marked yellow shall be installed at the outermost corners of the fire hydrant demarcation area. The minimum height of the bollard shall be 36 inches above the finished grade of the adjacent surface, and the steamer connection of all fire hydrants shall be positioned so as to be facing the edge of the street, or traffic lane.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 2)

The owner is responsible if the hydrant is private.

18. Hydrant barrels shall be provided with reflective material, such as paint, durable for highway/roadway markings or a reflective tape of a minimum of 2" in width around the barrel under the top flange, hydrant bonnets shall be color coded based on the following criteria: class AA 1500 GPM - painted light blue, class A 1,000 GPM - 1499 GPM - painted green, class B 500 - 999 GPM - painted orange, class C 250 - 499 GPM - painted red, class D under 250 GPM - painted black.

(2021 Delaware State Fire Prevention Regulations 703, Chapter 3. 4)

The owner is responsible if the hydrant is private.

19. Hydrants are to be Darling Co. B-62-B Breakaway <https://american-usa.com/products/valves-and-hydrants/fire-hydrants/5-1-4-american-darling-b-62-b-5>

20. NFPA 72 compliant Fire Alarm System required per occupancy code requirements.

Fire alarm in place of assembly. *Fire alarm required.* Any new occupancy or new portion of an occupancy determined to be a place of assembly by the fire marshal and is capable of receiving an occupant load of 75 persons or greater, shall be required to install a fire alarm in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Fire alarm system required. Any existing occupancy or portion of an existing occupancy determined to be a place of assembly by the fire marshal, and is undergoing renovations in excess of 50 percent of the assessed value of the building and is capable of receiving an occupant load 75 persons or greater or is being enlarged to receive an occupant load of 75 persons or greater, shall

be required to install a complete fire alarm system in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Public mode audible requirements. To ensure that audible public mode signals are clearly heard by occupants of a structure, they shall have a sound level at least 15 decibels (dB) above the average ambient sound level or five decibels (dB) above the maximum sound level having a duration of at least 60 seconds, whichever is greater, measured five feet (1.5m) above the floor in the area required to be served by the system using the A-weighted scale dBA. In the event the stated requirement cannot be met a shunt trip relay/switches shall be the approved method of meeting the intent of this section of the Code.
(City Code of Ordinances 46-171)

21. Sprinkler system TBD. System is to be monitored by an approved Fire Alarm System.

This chapter shall apply to all buildings, structures, marine vessels, premises, and conditions which are modified by more than 50% after the effective date of these Regulations. The 50% figure shall be calculated utilizing the gross square footage of the building, structure, marine vessel, premises and conditions as to arrive at the correct application.

Any proposal that is presented to the Office of the State Fire Marshal for review and approval for a building rehabilitation as defined in the 101 Life Safety Code, for less than 50% of the gross square footage of a non-sprinklered building, may not have another such project for the same building submitted for review and approval any sooner than three (3) years after the date of the final inspection unless sprinkler projection is provided throughout the entire building.

In all buildings exceeding 10,000 square feet of aggregate, gross floor area.

In all buildings in excess of 40 feet in height or more than four (4) stories in height.

In all buildings or areas thereof used for the storage, fabricating, assembling, manufacturing, processing, display or sale of combustible goods, wares, merchandise, products, or materials when more than two (2) stories or 25 feet in height.

In all basement areas exceeding 2,500 square feet floor area.

In residential occupancies when of: Type V (0,0,0) or Type III (2,0,0) construction and exceeding two (2) stories or 25 feet in height. Type V (1,1,1) and Type III (2,1,1) or

Type IV (2,H,H) construction exceeding three (3) stories or 3 In all residential apartment buildings storage areas except individual unit closets that are located within individual residential living units.

In all buildings used as health care occupancies as defined in the Life Safety Code, NFPA 101, as adopted and/or modified by these Regulations. In all buildings or areas classified as "high hazard" under the Life Safety Code, NFPA 101, or "extra hazard" under the Standard for the Installation of Sprinkler Systems, NFPA 13, as adopted and/or modified by these Regulations.

All buildings used as dormitories, in whole or in part, to house students at a public or private school or public or private institution of higher education. (16 Del.C. Ch. 88) This applies to all such dormitories regardless if new or existing.

(2015 State of Delaware fire Prevention Regulations, 702, Chapter 4)

Places of assembly shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 150 persons or greater.

Any interior renovations of 50 percent or more to an existing place of assembly with an occupant load greater than 150 persons.

Any additions or increase in interior size to an existing place of assembly that would create an occupant load of 150 persons or greater.

Places of assembly where alcohol is served for consumption on the premises shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

Any interior renovation of 50 percent or more to an existing place of assembly with an occupant load greater than 100 persons and where alcohol will be served for consumption on the premises.

Any additions or increase in interior size to an existing place of assembly which would create an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

New educational occupancies of 5,000 square feet or greater shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13.

(City of Dover Code of Ordinances 46-162)

NFPA 101, 12.3.5.1 The following assembly occupancies shall be protected throughout by an approved, supervised automatic sprinkler system in accordance with 9.7.1.1(1): 1. Dance Halls 2. Discotheques 3. Nightclubs 4. Bars 5. Restaurants 6. Assembly occupancies with festival seating

22. Fire Department Connection is to be a 5-inch storz connection on a 30-degree elbow located within 50 feet of main entrance. Access to the Fire Department Connection must be clear unobstructed access as defined by the AHJ.

Fire department connections. Unless otherwise approved by the fire marshal, fire department connections shall be on the street side of the building and shall be located and arranged so that hose lines can be readily and conveniently attached to without interference from any nearby obstructions as defined by the fire marshal's office. Fire department connections shall be a five-inch Storz. Fire department connections shall be within 300 feet of an approved City of Dover Fire Hydrant and within 50 feet of the main entrance of the structure it serves. All fire department connections shall be not less than three feet nor more than five feet in height above finished grade. The fire marshal shall have the authority to require more stringent requirements when deemed necessary. (City of Dover Code of Ordinances 46-162)

23. Parking and/or obstructions shall be prohibited in front of fire department connections for a distance measuring from the center line and extending four feet on both sides.
(2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.4)
24. Fire Department Connection to be located within 300 feet of fire hydrant, measured as hose would come off the fire equipment.
25. If there is any type of rack storage, the following will be required: 1) a diagram showing the layout and type of rack system 2) a list and quantity of items being stored 3) a letter from an authorized/licensed fire suppression contractor stating that in rack sprinklers are or are not needed. If in rack sprinklers are not needed, a letter may be requested from an authorized/licensed fire suppression contractor to ensure that the sprinkler system is adequate for the storage presented.
26. All standpipe and sprinkler connections shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation. All standpipe and sprinkler connections shall have minimum of four inch (4") solid yellow demarcation lines to define specific areas, Solid yellow demarcation lines shall be measured from the center line of the connection and extend for a distance of four feet (4') on both sides, and where parking is allow between the building and the street or fire lane the solid yellow demarcation lines shall extend from the end of the sidewalk surface to the street or fire lane (Markings shall not be required on the sidewalk surface).

All fire department connections (standpipe and sprinkler) shall have a minimum 12" x 18" sign that reads FIRE DEPT. CONNECTION, sign lettering shall be a minimum of 3 inches (3") in height with red scotchlite letters on white scotchlite background. The sign shall be clearly visible from the fire lane or roadway, and signs using NFPA international symbols shall be an acceptable alternative. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 3)

27. Standpipes shall be provided in all areas and buildings as required in the codes and standards listed in Regulation 701 as well as the following areas or buildings:

In all Class A and Class B places of assembly and institutional occupancies two (2) stories or 25 feet in height or over,

In any building over three (3) stories, In any building over 35 feet in height,

In any building that has a floor above the first floor over 10,000 square feet gross floor area,

In all buildings where the 1st floor exceeds 60,000 gross square feet,

a Class I horizontal standpipe system installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations shall be provided. All standpipe systems shall be installed in accordance with the applicable codes and standards listed in Regulation 701.

The standpipe system shall be carried up with each floor and shall be installed and ready for use as each floor progresses.

Standpipes shall not be more than one floor below the highest forms of staging,

The 2½-inch of hose connections on Class I systems shall be provided in the following locations, At the highest intermediate landing between floor levels in every required exit stairway,

Where intermediate landing is not provided, hose connections shall be permitted to be located at the main floor landings in exit stairways when approved by the authority having jurisdiction, Where the local fire department has the capability of providing the required pressure, hydraulically designed standpipe systems in fully sprinklered, non-high-rise buildings shall be designed to provide the required waterflow rate.

A sign shall be provided at each landing, in all interior stairways, designating the floor level. (2021 Delaware State Fire Prevention Regulations 702, Chapter 4, 2)

28. The installation of natural gas and LP gas meters, regulators, valves, and LP gas bottles shall be protected from impact damage by impact protection. Natural gas and LP gas meters, regulators, and valves located inside structures shall have impact protection, except when located in separate protected utility rooms.

Dimensions of bollards. Bollards shall be a minimum of six-inch diameter filled with concrete. The bollard shall be set into the ground at a depth of at least 36 inches (three ft.) embedded in concrete at a minimum of 18 inches surrounding the bollard. The bollards must be a least 48 inches (four ft.) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. The above dimensions shall serve as the requirement for installation; however, the fire marshal and/or chief building inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

Color of bollards. Bollards should be of the following colors; yellow, amber or orange. All colors shall be of fluorescent or have a reflective coating. Any deviation of the stated requirements must be approved by the fire marshal and/chief building inspector.
(City of Dover Code of Ordinances, 46-4)

29. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location,* the number shall be placed on the house above or to the left or right of the front entrance, *color,* the number shall be contrasting to the background color, *Arabic numerals,* all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color,* numbers shall be contrasting to the background color, *Arabic numerals,* all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

30. A lock box (Knox) containing any and all means necessary for fire department access shall be provided at the following occupancies: any occupancy that contains a fire alarm signaling system that is monitored off-site, or any occupancy that contains an automatic sprinkler system.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.4)

Secured key systems. When required; exemption. A secured key system shall be required for any new or existing building where a fire alarm or sprinkler system is being installed. It shall be the responsibility of the owner or occupant to keep a set of keys in the secured key box that are current to the locks of the protected occupancy. Buildings with 24-hour staffing or guard service shall be exempt from this subsection.

Location. The secured key system shall be located as close to the main entrance as possible. Should the building design not allow the secured key system to be located by the main entrance, the fire marshal and fire chief shall come to an agreement as to an alternate location for the key box. A secured key system, once installed, shall not be obstructed from view or obstructed by any means that would delay the fire department access to the box.

Required keys. Keys to be secured in the key box shall include keys to all points of ingress or egress, whether on the interior or exterior of the building, and keys to locked mechanical rooms, electrical rooms, elevator rooms, fire alarm and sprinkler controls and any area protected by automatic fire detection. Keys to individual residential apartment units are not required.

Ordering responsibility. It shall be the responsibility of the general contractor to order the key box for new buildings. It shall be the responsibility of the owner or tenant to order the key box for existing buildings.

Installation before testing. No acceptance test for sprinklers or fire alarms shall be conducted before the installation of a key box.
(City Code of Ordinances 46-127)

Knox Box to be mounted 6 feet above ground level

31. All required means of egress shall have an exit discharge consisting of a non-slip surface and leading to and terminating at a public way. NFPA 101
32. All new passenger elevators in a building shall be provided with a car sized to accommodate an ambulance cot 24 inches (609 mm) by 84 inches (2133 mm) in its horizontal open position. Where two or more new passenger elevators are located in a single hoist way and serve all or the same portion of the building, only one elevator car that provides a car sized to accommodate an ambulance cot 24 inches by 84 inches in its horizontal position for each hoist way shall be required. Elevator cars required to comply with 15.1 or 15.2 shall be identified by the international symbol for emergency medical services (star of life). The symbol shall be not less than 3 inches (76 mm) in height and shall be placed inside on both sides of the hoist way door frame. Firefighter recall keys shall be provided in a manner acceptable to the local fire department. (2021 Delaware State Fire Prevention Regulations 705, Chapter 1, 15)
33. All new passenger elevators in a building shall be provided with a car sized to accommodate an ambulance cot 24 inches (609 mm) by 84 inches (2133 mm) in its horizontal open position. Where two or more new passenger elevators are located in a single hoist way and serve all or the same portion of the building, only one elevator car that provides a car sized to accommodate an ambulance cot 24 inches by 84 inches in its horizontal position for each hoist way shall be required. Elevator cars required to comply with 15.1 or 15.2 shall be identified by the international symbol for emergency medical services (star of life). The symbol shall be not less than 3 inches (76 mm) in height and shall be placed inside on both sides of the hoist way door frame. Firefighter recall keys shall be provided in a manner acceptable to the local fire department. (2021 Delaware State Fire Prevention Regulations 705, Chapter 1, 15)
34. Buildings over 25,000 Sq. Ft are to have radio performance testing done prior to Final CO. This must be scheduled in advance with an authorized vendor.
35. Project to be completed per approved Site Plan.
36. Full building and fire plan review is required.

37. Separate building permits/plans submission will be required for each building and/or tenant fit out. If the permit submission is for a “shell” a Certificate of Occupancy will not be issued. Separate plans and permits submissions will be required for each “tenant fit out” at which time a Certificate of Occupancy will be issued upon compliance/completion of each “tenant fit out”.

Each “shell” will require a fire permit for sprinkler and fire alarm if applicable. Those systems (for the “shell”) must be accepted into service prior to any “tenant fit out” fire permits being issued.

38. Construction or renovations cannot be started until building plans are approved.
39. Fire alarm systems, fire suppression systems, hoods, exhaust ducts, and hood suppression systems require a fire permit from the Fire Marshal’s Office. This work cannot be started until the permit is approved.
40. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.
41. The following is City Ordinance, Appendix B-Zoning, Article 8 Enforcement and Penalties:

Section 1. - Building permits.

No building or structure in any district shall be erected or structurally altered without a building permit duly issued upon application to the building inspector. No building permit shall be issued unless the proposed construction or use is in full conformity with all the provisions of this ordinance. Any building permit issued in violation of the provisions of this ordinance shall be null and void and of no effect, without the necessity for any proceedings for revocations or nullification thereof, and any work undertaken or use established pursuant to any such permit shall be unlawful (see section 4 for penalties).

1.1 No building permit shall be issued for the construction or alteration of any building upon a lot without frontage upon, or legal permanent access to, a public street improved to the satisfaction of the planning commission, or without access to a public sewer.

1.2 No building permit shall be issued for any building where the site development plan of such building is subject to approval by the planning commission, except upon approval of such plans approved by the said commission.

1.21 No building permit shall be issued for any building in a subdivision unless the subdivision plot has been approved by the planning commission.

1.3 No building permit shall be issued for a building to be used for any conditional use in any zone where such use is allowed only with approval of the planning commission, unless and until such approval has been duly granted by the said commission.

(Ord. of 7-12-1993, § 3)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. Just confirming that the property address will be 133 S Governors Ave
2. We will need the square footage of each occupancy to determine if a sprinkler system is needed
3. Please show the Fire Lanes and Perimeter access
4. Please confirm that there is 15’ between the building and on-street parking as outlined in item # 6 listed above
5. Please ensure that the FDC is not blocked and has proper access
6. Please confirm that this is an open parking structure and meets to requirements of the Delaware State Fire Prevention Regulations, NFPA 1, NFPA 101, and NFPA 88A
7. Please ensure that there are proper distances and/or proper building construction materials per IBC and NFPA for the adjacent property.

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)
2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)
2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)
2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)
2009 IBC (International Building Code)
Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
2021 Delaware State Fire Prevention Regulations
City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed.**

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

D
E
L
D
O
T

APPLICATION: Dover Mobility Center Garage

FILE#: S-25-01

REVIEWING AGENCY: DelDOT

CONTACT PERSON: Brian Williams

PHONE#: 302-760-2141

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY & STATE CODE REQUIREMENTS:

No person, firm, corporation or the like shall construct, open, reconstruct, maintain, modify or use any crossing or entrance onto a state-maintained highway, street or road, including any drainage modifications leading into or carried by the highway drainage system, without first having complied with standards and regulations adopted by the Department and having obtained a permit issued by the Department. Please contact the Delaware Department of Transportation - Development Coordination section to begin permit process.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

1. Pre-submittal meeting required with DelDOT.



KENT CONSERVATION DISTRICT

Item 6.

1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901 • (302) 608-5370 • WWW.KENTCD.ORG

CITY OF DOVER ADMINISTRATIVE SITE PLAN REVIEW JANUARY 2025

APPLICATION: Dover Mobility Center Garage at 133 S. Governors Avenue

FILE #: S-25-01

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Cullen Baker

PHONE: (302) 608 - 5370

EMAIL: stormwater@kentcd.org

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

1. As the disturbance for this site will exceed 5,000 square feet, a detailed sediment and stormwater management plan must be reviewed and approved by the District prior to any land disturbing activity (i.e. clearing, grubbing, filling, grading, etc.) taking place. The review fee and a completed Application for a Detailed Plan are due at the time of plan submittal to the District's office.
2. The following notes must appear on the record plan:
 - a. The Kent Conservation District reserves the right to enter private property for purposes of periodic site inspection.
 - b. The Kent Conservation District reserves the right to add, modify, or delete any erosion or sediment control measure, as it deems necessary.
 - c. A clear statement of defined maintenance responsibility for stormwater management facilities must be provided on the Record Plan.

ADVISORY COMMENTS TO THE APPLICANT:

1. DNREC has notified KCD that 2 of the parcels located at 148 & 150 S. Bradford St. are labeled as Federally Funded Brown Fields and this has been forwarded to the DNREC Remediation Section. They will be able to provide further clarification for what will be required during construction on these sites.
2. Currently there are a few bio retention areas in the existing parking lot that were installed for the water quality storm. These will be removed for the new parking garage construction, so a new BOM will need to be installed to replace the old bio retention areas. We are not managing the larger storms for this site due to the beat the peak method be used for this area of Dover.
3. Please note the Kent Conservation District will not review an application more than three times. If after the third review the plan is still not found to be approvable, the application will be denied, and a new application with review fees are to be re-submitted to continue a detailed plan review.
4. As a reminder, the Kent Conservation District is required to verify that a Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity under a NPDES General Permit has been received by DNREC prior to District approval.
5. A letter of no objection to recordation will be provided upon approval of the Sediment and Stormwater Management Plan.



State of Delaware
**DEPARTMENT OF NATURAL RESOURCES
AND ENVIRONMENTAL CONTROL**

**SEDIMENT AND
STORMWATER PROGRAM**

DIVISION OF WATERSHED STEWARDSHIP
285 BEISER BOULEVARD, SUITE 102
DOVER, DELAWARE 19904

PHONE (302) 608-5458

MEMORANDUM

TO: Dawn Melson-Williams, City of Dover Planning Office

FROM: Elaine Z. Webb, P.E. *EW*
DNREC Sediment and Stormwater Program

DATE: October 3, 2024

SUBJECT: S-25-01 Dover Mobility Center Parking Garage

CC: Ashley Barnett, DNREC Sediment and Stormwater Program
Tracy Spinden, DNREC Remediation Section
Cullen Baker, Kent Conservation District
Mike Henry, Becker Morgan Group, Inc.

DNREC Sediment and Stormwater Program (SSP) offers the following comments on the above referenced project:

1. A Sediment and Stormwater Management Plan must be approved prior to any land disturbance taking place on site. The approval agency for this project site is Kent Conservation District as a delegated agency of the DNREC Sediment and Stormwater Program.
2. The Delaware Sediment and Stormwater Regulations (DSSR) has a required three-step plan approval process. The first step is to compile and submit a Stormwater Assessment Study prior to scheduling a project application meeting. Initial review of the project location indicates that two of the parcels, 148 and 150 S. Bradford Street, are brownfields. Both DNREC Sediment and Stormwater Program and DNREC Remediation Section should be included in the project application meeting to discuss how management of stormwater from the project is impacted by the brownfield status, and to coordinate review of the plans.
3. A Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity must be secured prior to plan approval. The NOI application is filed online and the NOI fee of \$195 is paid electronically, and is assessed annually until construction is complete and the project is closed out.

If you should have any questions, please do not hesitate to contact me at (302) 608-5460 or Elaine.Webb@delaware.gov.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 1/8/2025

**Dover/Kent
County
Metropolitan
Planning
Organization**

S-25-01 Dover Mobility Center Garage at 133 S. Governors Avenue

FILE # S-25-01

REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob

PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Site Development Plan Review

S-25-01 Dover Mobility Center Garage at 133 S. Governors Avenue

Dover Kent MPO previously completed two parking studies focused on Dover's downtown, the first in 2004 and the second in 2018. These studies examined parking occupancy throughout the day and proposed various solutions to the issue of parking access. Through extensive modeling that reflects peak occupancy of parking spaces, this study finds "there is sufficient supply downtown – but it is not currently well managed." At the time of the 2018 study's completion, the current demand projection did not exceed 85% of the existing supply, with 60% typically being the highest occupancy on a given day. While Loockerman Street was found to have frequent capacity issues, nearby lots (especially the lot on Governors Ave) were underutilized.

Based on the findings of these two studies, a parking garage is more of a long-term solution to the issue of downtown parking access, one that could be timed for implementation to coincide with a documented parking shortage and increases in parking demand. It was found that a garage "would likely not operate significantly dissimilar from some of the existing parking lots which are currently half-full." In other words, this project, while an integral part of the revitalization



plans for downtown Dover, is a costly solution that on its own will not result in increased demand for parking nor stimulate demand for other mobility services.

If a parking garage is to be built, it is recommended that other steps be taken in tandem with the construction. These short-term solutions include new wayfinding signage, metered parking, and the increased promotion of alternative modes of transportation such as biking and walking. For the complete findings and recommendations, please refer to the *Downtown Dover Parking Study* from 2018 (see link). The 2004 study is included in Appendix A.

- <https://doverkentmpo.delaware.gov/downtown-dover-parking-study/>

The inclusion of a mobility center in the parking facility will likely have a positive impact on biking and walking in downtown Dover. The site is within close proximity to several key bicycle corridors, including the Senator Bikeway and the Capital City Trail, which heightens the need for bicycle amenities. Note that bicycle and pedestrian facilities should be properly delineated with paint, signage, and lighting, so that motorists are aware of the bikers and walkers.

The applicant has considered including a bike share facility on the property. The inclusion of micromobility would allow bicycles or scooters to be rented, providing additional means of transportation and also reinforcing the site's designation as a mobility center. Currently, State Law prohibits the use of motorized scooters and skateboards within the public right of way including on streets and sidewalks (see Del. Code Title 21, Ch. 41, §4198N). State legislation regarding scooters would be necessary to enable their use; this would create new opportunities for scooter use in urban settings. For more information on micromobility, please refer to Section 4 (p. 72) of the *Downtown Dover Pathways Plan* (see link).

- <https://doverkentmpo.delaware.gov/files/2024/08/Downtown-Dover-Pathways-Final-Report-2024-07-11.pdf>

The applicant should anticipate the needs of other modes of transportation at and around the site. This may include the structural design considerations for access to trash storage receptacles on Minor Street; the safety of moving grocery carts around the property and across the street; and the potential for electric vehicle (EV) charging locations and rideshare pickup locations. The need for additional improvements may arise depending on future conditions.

Finally, utility work on Loockerman Street is currently being planned. This work will coincide with the roadway improvements recommended in the *Downtown Dover Pathways Plan* (2024), including sidewalk upgrades and enhanced pedestrian safety. The improved networks will be able to tie in with the work at the mobility center's property. For more information on the Loockerman Street improvements please refer to Section 5 (p. 80) of the *Downtown Dover Pathways Plan*.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.





ARCHITECTURE
ENGINEERING

PLANNING OUR
CLIENTS' SUCCESS

December 5, 2024

City of Dover Planning Commission
c/o Department of Planning and Inspections
P.O. Box 475
Dover, DE 19903-0475

RE: **Parking Strategy Statement**
DOVER MOBILITY CENTER GARAGE
Dover, Delaware
2024314.00

Dear Commission Members:

On behalf of our client, Downtown Dover Partnership, we are hereby submitting this parking strategy statement for your consideration.

The properties associated with the project are zoned C-2 - Central Commercial and H - Historic. There is no minimum parking requirement based on use for this zoning designation within the Downtown Redevelopment Target Area, however, this parking strategy statement is required for consideration to meet code requirements.

The site currently consists of public surface paid and permit parking lots and two existing office buildings with private parking spaces. These will be replaced with the new Mobility Center Hub/Parking Garage. 83 existing parking spaces associated with the surface lots and the offices will be removed as well as the existing office buildings.

The new mobility hub will provide a place for people to connect to multiple modes of transportation at a central convenient location to the downtown area. The garage will provide 431 total vehicle parking spaces. Additionally, 33 bicycle parking spaces will be provided within the garage as well as scooter parking and the possibility of future bikeshare opportunities. The structure will include 8,738 s.f. of enclosed space which includes a welcome center, a management office, restrooms, storage and some small retail space. The welcome center can provide travel information for patrons. The Hub will allow for future rideshare, carshare or ridehail pickup/drop off (Uber, Lyft etc.) at a convenient safe location. All of these options help to reduce parking in general for the downtown area with the multi-modal travel options that can be available at the Hub. The intent of the garage is to provide public parking for the downtown area in general, including the uses within the structure. The ground level of the garage will include 30-minute parking spaces, handicapped accessible spaces and bicycle/scooter parking spaces as well as the aforementioned uses. The upper levels will house longer term paid and permit parking spaces which will provide parking for visitors to downtown, residents of the local area, employees of downtown businesses etc.

BECKER MORGAN GROUP, INC.

309 SOUTH GOVERNORS AVENUE
DOVER, DELAWARE 19904
302.734.7950

THE TOWER AT STAR CAMPUS
100 DISCOVERY BOULEVARD, SUITE 300
NEWARK, DELAWARE 19713
302.369.3700

PORT EXCHANGE
312 WEST MAIN STREET, SUITE 300
SALISBURY, MARYLAND 21801
410.546.9100

3333 JAECKLE DRIVE, SUITE 120
WILMINGTON, NORTH CAROLINA 28403
910.341.7600

www.beckermorgan.com



ARCHITECTURE
ENGINEERING

We believe the Mobility Hub will be a great benefit to Downtown Dover. Please consider this statement as part of your review of the project.

Sincerely,

BECKER MORGAN GROUP, INC.

A handwritten signature in blue ink, appearing to read "Michael J. Henry".

Michael J. Henry, LEED AP
Senior Associate

MJH/

202431400ai-ltr-COD.docx

WAIVER REQUEST

DOWNTOWN DOVER PARTNERSHIP DOVER MOBILITY CENTER GARAGE

TREE PLANTING REQUIREMENTS / TREE MITIGATION REQUEST

REQUEST: Due to the nature and use of the subject site and its proposed layout which will encompass the entire site, the Downtown Dover Partnership requests a waiver from the tree planting requirements of the zoning code for the subject site and proposes to plant the required number of trees to meet the zoning code requirements, either on other lands of the Partnership or in City owned Pocket Parks within the downtown area. The specific location is to be determined after discussions between the City and the Partnership.

EXTENT OF THE REQUEST: By code, the property will be required to provide 13 trees on the subject site. We request to plant the 13 trees at a location yet to be determined, but within the downtown area as noted above.

BASIS FOR REQUEST: Article 5, section 16.91 states that The Planning Commission may waive the provisions of [sub]sections 16.52, 16.53, and 16.62, and require replacement planting for mitigation purposes should the planning commission determine, after demonstration by the applicant, that due to physical limitations of the land which would otherwise prohibit the reasonable use of the land, or for purposes of preserving, protecting and promoting the interest of public health, safety, welfare and/or public convenience. All tree mitigation plantings must occur within the corporate limits of the City of Dover. Tree mitigation may occur off-site in accordance with the provisions listed below in this ordinance:

(a) If a waiver is sought from the provisions of § [subsection] 16.62, new tree plantings are required at a rate of 1:1. All new tree plantings shall meet the minimum size at planting requirements of the City of Dover table of trees.

The proposed facility is a multi-story parking garage with some minor ancillary spaces for retail space, a management office and a welcome center. The facility will encompass the entire site thus leaving no space for tree plantings on the property. For these reasons, we request that a waiver be granted allowing the required trees to be planted on other lands of the Partnership or on City owned lands (pocket parks, etc) within the downtown area. The location is to be agreed upon by both the city and the Partnership.

202431400ak-tree-waiver.docx

**ARCHITECTURAL REVIEW REPORT**

Recommendation from the Dover Historic District Commission
Meeting of December 19, 2024
And Staff Review Report

<u>Application:</u>	Dover Mobility Center Garage, HI-24-09
<u>Owners:</u>	Downtown Dover Development Corporation (Downtown Dover Partnership) The Downtown Dover Development Corp. – Dover Parking Authority as the (Downtown Dover Partnership) City of Dover Capital City Transformation Alliance CEI Properties LLC
<u>Location:</u>	North of Minor Street Alley between South Bradford Street and South Governors Avenue
<u>Addresses:</u>	133 S. Governors Avenue, 139 S. Governors Avenue, 145 S. Governors Avenue, 136 S. Bradford Street, 148 S. Bradford Street, and 150 S. Bradford Street, Dover
<u>Tax Parcels:</u>	ED-05-077.09-02-10.00-000, ED-05-077.09-02-09.00-000, ED-05-077.09- 02-08.00-000, ED-05-077.09-02-24.00-000, ED-05-077.09-02-25.00-00, and ED-05-077.09-02-27.00-000
<u>Additional Parcel:</u>	The adjacent parcel at 132 S. Bradford Street (ED-05-077.09-02-23.00-000 owned by City of Dover) may become part of the project area to address site improvements i.e. stormwater management, tree plantings, etc. It does not include the proposed building.
<u>Project Area:</u>	estimated at 0.8577 acres +/-
<u>Present Uses:</u>	Parking Lot and Two Residential-Style Buildings Used as Offices
<u>Proposed Use:</u>	Mobility Center Parking Garage Structure
<u>Present Zoning:</u>	C-2 (Central Commercial Zone) H (Historic District Zone)
<u>For Consideration:</u>	Architectural Review Certification including alternative side yard setback

ACTION OF THE HISTORIC DISTRICT COMMISSION:

The application was considered at the December 19, 2024 Meeting of the Historic District Commission. The following members were present at the December Meeting: Chairman Eric Czerwinski, Vice-Chair Mrs. Ellen Richardson, Mrs. Ann Horsey, and Ms. Mary Mason. The

application was represented by JD Bartlett of EDiS Company; Diane Laird and Ken Anderson of the Downtown Dover Partnership; Michael Caine, project designer from Core-States; and Jed Hatfield of Colonial Parking. Public testimony was received during the Public Hearing from Todd Stonesifer as Board President of the Downtown Dover Partnership and Marilyn Smith of the Dover /Kent County MPO (just listening) with written correspondence (Letters of Support) from the Central Delaware Chamber of Commerce and the Biggs Museum of American Art.

Action Taken by Historic District Commission:

The motion to recommend approval passed 4-0 of the members present for this application at the December 19, 2024 Meeting. **The Historic District Commission recommends approval of the Architectural Review Certificate for Application HI-24-09 Dover Mobility Center Garage at 133 S. Governors Avenue based on the applicant's presentation and plans with reference to the Staff notes and amendments (Staff Recommendation Report – Section VI). (Note: This also includes a recommendation of approval of the Alternative Bulk Standards to allow alternative side yard setbacks along the northern property lines to accommodate building placement.)**

During the Meeting, the Historic District Commission heard the applicants' presentation on the Dover Mobility Center Garage Project and including their response to the series of Staff Comments and Recommendations. They presented information on the Downtown Master Plan; project development and community interaction; the Parking Garage development site and building placement; building architectural features and materials; streetscape amenities and other site items. Questions focused on the Parking Garage access points, electric vehicle parking opportunities, the usage of glass and concrete materials, and building elevation detailing. *An Excerpt of Meeting Minutes is being prepared.*

The following information was considered by the Historic District Commission in marking their recommendation including the initial recommendations made by Planning Staff in regard to the application.

Note: This Review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.

I. PROJECT DESCRIPTION:

The Historic District Commission will act on a recommendation for an Architectural Review Certificate for a Site Development Plan Application for the proposed construction of a four-story, 400-space multi-purpose garage in Downtown Dover, to be located on what is currently six parcels of land located north of Minor Street Alley, east of South Governors Avenue, and west of South Bradford Street. The approximate 0.8577 acre +/- project area includes existing surface parking lots and two residential-style buildings most recently used as office space. The property is zoned C-2 (Central Commercial Zone) and is subject to H (Historic District Zone). The owners of record include the Downtown Dover Partnership; City of Dover; Capital City Transformation Alliance; and CEI Properties LLC. Property Addresses: 133 South Governors Avenue, 139 South Governors Avenue, 145 South Governors Avenue, 136 South Bradford Street, 148 South Bradford Street, and 150 South Bradford Street. Tax Parcels: ED-05-077.09-02-10.00-000, ED-05-077.09-02-09.00-

000, ED-05-077.09-02-08.00-000, ED-05-077.09-02-24.00-000, ED-05-077.09-02-25.00-00, and ED-05-077.09-02-27.00-000. Council District 4.

It is noted that the adjacent parcel at 132 S. Bradford Street (ED-05-077.09-02-23.00-000 owned by City of Dover) may become part of the project area to address site improvements i.e. stormwater management, tree plantings, etc. It does not include the proposed building. In the updated submission (received December 11, 2024), this parcel is depicted as open space for a pocket park/stormwater retention area.

Surrounding Land Uses

This subject project area location north of Minor Street Alley, east of South Governors Avenue, and west of South Bradford Street is within the Downtown Development District. As previously noted, all six parcels are zoned C-2 (Central Commercial Zone). Properties immediately adjacent to the subject project location are zoned C-2 (Central Commercial Zone), with other nearby properties zoned RGO (General Residence and Office Zone). The surrounding properties are also within the H (Historic District Zone). In the remaining portions of the block to the north of the subject area are a service establishment (dry cleaner), other surface parking lots, the Dover Fire Department Station #1, a church building, and several mixed-use buildings. To the south of the Minor Street Alley are mixed-use buildings (first floor commercial or office with upper for residential uses) fronting on the West Loockerman Street, the Downtown commercial corridor.

Previous Applications

The existing surface parking lot fronting South Governors Avenue was constructed in 2007, following the demolition of buildings on the site (S-07-52, HI-07-05 and HI-06-07). Based on orthophotography, the Bradford Street parking lot was constructed sometime between 1965-1992. In May 2024, the Historic District Commission reviewed applications for Architectural Review Certification for Demolition of the two residential-style buildings located at 148 South Bradford Street (HI-24-02) and 150 South Bradford Street (HI-24-03). On May 16, 2024, the Commission passed a motion to deny both applications for Architectural Review Certificates to demolish the structures, with two members voting in favor of the motion and one member voting in opposition to the motion.

Following the denial of the Architectural Review Certificates, the applicant appealed the denial to the Planning Commission, in accordance with *Zoning Ordinance*, Article 10 - Planning Commission, Section 3 Historic District Commission and Architectural Review, Section 3.23 (D). At their meeting on June 17, 2024, the Planning Commission passed a motion to reverse the Historic District Commission's denial of the Architectural Review Certificates to demolish the structures, with four members voting in favor of the motion and two members voting in opposition to the motion. This action granted approval of the Architectural Review Certification to allow Demolition of these two buildings.

II. HISTORIC PROPERTY INFORMATION

Review of Historic Maps

A series of historic maps were reviewed by Staff for preliminary information on the area and found that between 1885 and 1919, the area was predominately residential along South Bradford Street

and South Governors Avenue. By 1992, 136 S. Bradford Street had been converted into a parking lot as surrounding uses shifted to a mix of commercial, offices, and residential. Around 2006-2007 the residences along South Governors Avenue were demolished. Two historic structures remain on South Bradford Street.

Property Information

The subject property area is within the Victorian Dover Historic District on the National Register of Historic Places and is located within H (Historic District Zone) as established by the City of Dover. There are four contexts that contribute to the historic character of Dover, including the Green Historic Context; the Victorian Historic Context; the Loockerman Historic Context; and the Capitol Square Historic Context. This property is located within the Loockerman Historic Context. The *Design Standards and Guidelines for the City of Dover Historic District Zone* describe this context as “a coherent, densely-built commercial area that would have an attractive mix of historic and new buildings and related parking.”

The building located at 148 S. Bradford Street is a twentieth-century, bungalow style structure that was constructed in 1930. The building located at 150 S. Bradford Street is a residential style structure and is estimated to have been constructed in the 1880s. Both structures are listed on the National Register of Historic Places as part of the Victorian Dover Historic District. Delaware’s Division of Historical & Cultural Affairs identifies both as contributing properties. There are no other extant buildings in the subject area.

III. PROJECT PROPOSAL

PROJECT PROPOSAL (Submission of November 2024, and updated December 11, 2024 submission):

The application proposes construction of a Parking Garage Structure and other site improvements for the development of the Dover Mobility Center. The proposed Mobility Center is part of the centralized parking strategy proposed in the *Capital City 2030: Transforming Downtown Dover Master Plan*. The Mobility Center is also identified in the *Master Plan* as a Project Site. The project location includes the surface public parking lots fronting South Bradford Street and South Governors Avenue, as well as the site of the two residential-style buildings for which the Planning Commission granted the Architectural Review Certificate for demolition.

The Applicant submission includes a Design Narrative, a site plan graphic, and building elevations and 3-D views. (Documents originally filed November 15, 2024 were updated with a submission of December 11, 2024 with minor design revisions.) The elements of the project are as follows:

1. Parking Garage Structure: The Parking Garage Structure is located at the lot lines of the site adjacent to Minor Street Alley, South Bradford Street, and South Governors Avenue. It is positioned at the edge of the sidewalks on South Bradford Street and South Governors Avenue. The four-story structure is being designed to include 400 parking spaces with a welcome center; public restrooms; bicycle repair shop; management office; and other support spaces on the ground level. The lower two stories of the structure are predominantly brick, while the upper stories, which are set back six feet from the lower stories, are predominantly precast concrete spandrel panels.

Exposed stair towers are located at the northwest and southeast corners of the building, where the use of glass is intended to reflect neighboring building architecture and the sky. The roof height of the northwest stair tower is 57 feet, and the roof height of the southeast stair tower is 60 feet. The ramped parking deck sits behind the building façade along the east and west elevations of the two lower stories; the ramped parking decks are visible through openings on the upper stories of west and east elevations. The south elevation includes the brick façade wrapped from the west building face and the stair tower on the east side. Between these areas, the south elevation reveals precast concrete with a parking garage appearance. The north elevation is a solid party wall for the western half of the elevation, consistent with fire code requirements, due to proximity to the property line. This area party wall is being designed to host a large mural. The remaining portion of the north elevation (the eastern half) has been revised to the precast concrete panels of the parking decks with bands of horizontal openings. Vehicle access to the garage is via entry and exit points from South Bradford Street and South Governors Avenue. Windows and double door entries are proportioned to align with neighboring buildings. Canopies are proposed to be topped with a landscaping tray system that may serve to manage stormwater runoff and visually lower the building's scale.

2. Sidewalks: As the structure will be positioned at the property lines, the sidewalk generally spans from the building to the curbline on the South Bradford Street and South Governors Avenue frontages. The application proposes expanded sidewalks at the entry points of the building and pedestrian-scale lighting along the building. The street frontage sidewalks along South Bradford Street will be brick pavers to match existing sidewalks with concrete sidewalks along South Governors Avenue. The plan proposes bike share docks along South Governors Avenue.
3. Tree Planting and Landscaping: The project plan shows some street tree plantings and grass areas between the curb and sidewalk. The project narrative mentions landscaping along the building perimeter, which is not reflected on the drawings. The drawing shows a "pocket park/stormwater retention" area on the northeast side of the site, bounded by the parking garage and South Bradford Street on the south and east, with trees proposed to be planted in this area. This 'pocket park' area appears to be located on the adjacent parcel at 132 S. Bradford Street.

See the attached Design Narrative and associated graphics and drawings for detailed information on building dimensions, locations, and material choices.

In the center of the Project Area parcels is an existing Alley. It is noted that currently there is a separate Alley Abandonment Request under consideration. Application MI-24-10 Request for Alley Abandonment: Part of Alley Between S. Governors Avenue and S. Bradford Street (abandonment of an approximately 132 feet length alley segment) will be considered by the Planning Commission on December 16, 2024 and then by City Council in early 2025.

IV. ZONING REVIEW

The entire project site area is located in the H (Historic District Zone) and subject to the provisions of the *Zoning Ordinance*, Article 3 §21 and referenced sections. *Zoning Ordinance*, Article 10 §3.2 outlines the review process for Architectural Review Certification and related building height, bulk, and setback standards.

The subject project area is zoned C-2 (Central Commercial Zone.) The C-2 zone allows for “parking lots and parking structures as a principal use.” The subject property, once combined into one parcel, will have frontage on two streets, South Governors and South Bradford; Minor Street Alley is considered a side. The C-2 zone requires a zero minimum setback. The northern lot line, if treated as a side yard, has no required setback, but a minimum of five feet if provided. Please confirm whether the building placement meets this requirement. From other related project submissions, it appears that this setback ranges from 0.7 feet to 5.2 feet along the northern property lines.

The C-2 zoning district also includes some design standards provisions. See the code excerpt below:

Article 3 Section 13

13.5 *Design standards.* The following standards shall apply to the site and building development in the central commercial zone (C-2):

13.51 *Facade articulation.* Building facades should incorporate design elements to provide a base, middle, and top of the building to reinforce the pedestrian scale at the street level.

13.52 *Height.* For buildings greater than four stories in height, then the upper floors above the fourth story shall step back six feet for fifty percent of the width of the primary facade. For buildings greater than six stories, then the upper floors above the sixth floor shall step back an additional six feet on the primary facade. These step back areas may begin at a lower height than these minimums as part of the building design in order to be compatible with the character of the area.

13.53 *Step back areas.* The step back areas should be open to the sky and can be open air balcony spaces or other design architectural features that are not enclosed spaces.

13.54 *Off-street parking.* Off-street parking lots shall not be permitted to be situated between the street line and the primary facade of the principal building. Consideration should be given to locating parking to the side or rear of the building.

13.55 *Screening.* Any off-street parking lots provided shall be screened from the street line by buildings, landscaping, or other means. Off-street parking lots shall be screened from adjacent residential zones and residential uses. This screening provision does not apply to adjacent alleys.

V. Review of DESIGN STANDARDS AND GUIDELINES

The subject project area is located in the Dover Historic District Zone within the Loockerman Context. The Loockerman Context is described on pages 2-7 and 2-8 of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. This *Design Standards and Guidelines* describe this context as “a coherent, densely-built commercial area that would have an attractive mix of historic and new buildings and related parking.” Location within the Dover Historic District Zone requires proposals for demolition, new construction, additions, and certain renovation or rehabilitation activities to existing buildings to receive an Architectural Review Certificate.

As stated in the *Design Standards and Guidelines for the City of Dover Historic District Zone*, an Architectural Review Certificate will be granted “if it is found that the architectural style, general design, height, bulk and setbacks, arrangement location and materials affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the historic district.” In accordance with Article 10 §3.2, the Historic District Commission will provide a recommendation to the Planning Commission regarding the project’s compliance with the architectural review standards.

This proposal must be reviewed for conformity with the design criteria guidelines found in Chapter 4: New Construction, Additions, Demolition and Relocation. Information on the review considerations is given below.

New Construction

The *Design Standards and Guidelines* for New Construction (Chapter 4: pages 4-1 through 4-8) provide the design criteria and development guidelines. The guidelines specify the following individual considerations for new construction to be considered in the review by the Historic District Commission (and Planning Commission) of the project for Architectural Review Certification:

- Style
- Scale (*building to reflect dominant cornice and roof height of adjacent buildings*)
- Elevation of the First Floor
- Floor-to-Floor heights
- Bays, windows, and doors (*size, relationship, spacing of*)
- Absolute Size (*compare overall size of new building*)
- Massing (*relationship of solid-to-void*)
- Orientation (*location of primary façade*)
- Proportions (*comparison of height to width of building and elements*)
- Materials
- Forms (*shape of building and roof to be complementary*)
- Siting (*location of building on lot and in relation to street*)
- High density/ large-scale construction

The proposed project must also be reviewed for compliance with the standards established by the *Zoning Ordinance*. The standards include items such as setbacks from property lines, lot coverage, height, etc. This Proposal for the new Dover Mobility Center Garage appears to conform to most of the bulk requirements of the C-2 Zoning District, however, dimensions and bulk standards were not included in this submission and should be verified via site plan review. It appears at alternatives for the side yard setback along the north property line will be required. The *City of Dover Zoning Ordinance* authorizes the Historic District Commission to waive certain bulk standards when issuing its recommendation to the Planning Commission for an Architectural Review Certificate if necessary.

VI. STAFF COMMENTS AND RECOMMENDATIONS

The Staff Comments and Recommendations for this application regarding project activities and Architectural Review Certification were provided in the Architectural Review Staff Report issued for the December 19, 2024 Historic District Commission Meeting.

The following are Staff comments and recommendations for this application regarding project activities and Architectural Review Certification.

- 1) Staff recommends conditional approval of the Architectural Review Certificate for the construction of the Dover Mobility Center Garage project finding that the building to be of a compatible design with the nearby buildings and with the intent of the *Design Standards and Guidelines for the City of Dover Historic District Zone*, and with its recommendations for large-scale development in Loockerman Historic Context. The proposed Mobility Center is oriented so that the west and east frontages sit at the sidewalk edge, supporting the pedestrian scale of the Downtown area. The brick exterior finishes on the lower two stories and detailing with building elements and sectioned wall surfaces break-up the expanse of the east and west building elevations and take cues from the architectural styles seen in the Loockerman Street corridor. The street-level presentation along South Governors Avenue and South Bradford Street is building-like in its exterior appearance and design, screening the parking ramp and deck appearances on lower levels while setting them back on the upper levels on the primary elevations.
- 2) Staff recommends approval of alternative side yard setbacks to accommodate the placement of the building in relation to the northern property line(s) given the lot configuration and the likely Building Code and Fire Code related provisions for building construction.
- 3) The following conditions are recommended by Staff to improve the project's compliance with the recommended guidelines of the *Design Standards and Guidelines*. The following are recommended conditions:
 - a. The selected brick choices should be compatible to the brick of other existing buildings in the area.
 - b. Consideration of wall or free-standing signage may require additional review.
 - c. Any light fixtures utilized on the property should be consistent with the style of the lighting used in the nearby areas of the Historic District.
 - d. Ensure proposed trees are appropriate to urban planting settings along streets. Any trees planted within the street right-of-way must be approved by the City of Dover.
 - e. The south elevation should include treatment to improve the appearance at the roof level, particularly at the southwest corner, as this building will be taller than the adjacent buildings on Loockerman Street and will therefore be visible.
 - f. The north elevation is a large expanse of blank wall (western portion). While this may be a prime location for public art, architectural features that break up the large solid wall should also be considered.
 - g. On the north elevation for the eastern half where the parking garage concrete construction will be exposed with large openings, consideration should be given to greater detailing as this no longer appears to be a "party wall." At the pedestrian

- level the continuation of brick materials is recommended and other segmentation or detailing to divide this wall and give dimension.
- h. Clarify the treatment of the large openings in the brick facades at the second-floor level, especially on the S. Bradford Street elevation.
 - i. Any revisions or changes in the identified materials may be subject to further review by the Historic District Commission.
- 4) The Mobility Center Garage appears to comply with the design standards of the C-2 zoning district in regard to the building façade articulation (having a base, middle and top); the step backs for the upper floors and their format. The actual dimensions will need to be confirmed in the Site Plan submission.
- a. To improve compliance with these design standards the applicant is encouraged to look at how they are defining the top of the building, especially in the stair towers and top level of the parking garage concrete terminations.
- 5) Some of the site improvements/amenities were not specifically described or had limited information within the application information. Please provide information for consideration and discussion.
- a. The proposed plan identifies an area on the street level for bicycle and scooter parking. Based on 400 parking spaces (rate of one [1] bicycle space per 20 vehicle spaces), the property will be required to provide a minimum of 20 bicycle parking spaces.
 - b. The design of the sidewalks along South Governors Avenue and South Bradford Street frontages must be evaluated with sidewalk construction standards and streetscape designs for each street. Given the volume of pedestrian traffic anticipated in the area, a minimum of a five-foot-wide sidewalk is necessary.
- 6) The following items should be clarified regarding the building designs.
- a. Identify brick material (size, form, etc.) and patterning.
 - b. Clarify format of the long band openings on the southeast and north side of the Parking Garage Structure.
- 7) Staff notes that the project location (building and site) may be an opportunity for the incorporation of public art projects, including but not limited to the proposed mural on the north facing wall.
- 8) Staff recommends the following pertaining to the site design elements of the project:
- a. The sidewalk system on the street frontage should continue and include barrier free access, crosswalk striping, etc. at the points of intersection with the entrance and exit drive aisles.
 - b. Any proposed landscaping or tree planting locations, and lighting fixture locations should be depicted on the plan and be consistent with the character of these elements as they exist within the Loockerman context area.

- 9) For building construction, the requirements of the building code or fire code must be complied with. Consult with the Building Inspections Staff and Fire Marshal regarding these requirements. The resolution of these items can impact the site design in some cases.
- 10) In the event that major changes and revisions to the design, materials, or site layout occur in the finalization of the plan and/or construction drawings contact the Department of Planning and Inspections. These changes may require resubmittal for review by the Historic District Commission.
- 11) This site development plan for this project is also subject to the application and review process for Site Development Plan (Article 10 §2 of the *Zoning Ordinance*) before the Planning Commission. Note: Additional technical items for compliance with the *Zoning Ordinance* and other regulations may be identified during the Site Plan Process. Review comments pertaining specifically to the Site Plan set will be issued at that time.
- 12) The applicant shall be aware that Building Permits are required to proceed with any construction activities on the project site. The permit applications must comply with the approvals and conditions granted through the Architectural Review Certification and Site Plan Review process.
- 13) The applicant should be aware that a Sign Permit is required to proceed with the placement of signage on the property.

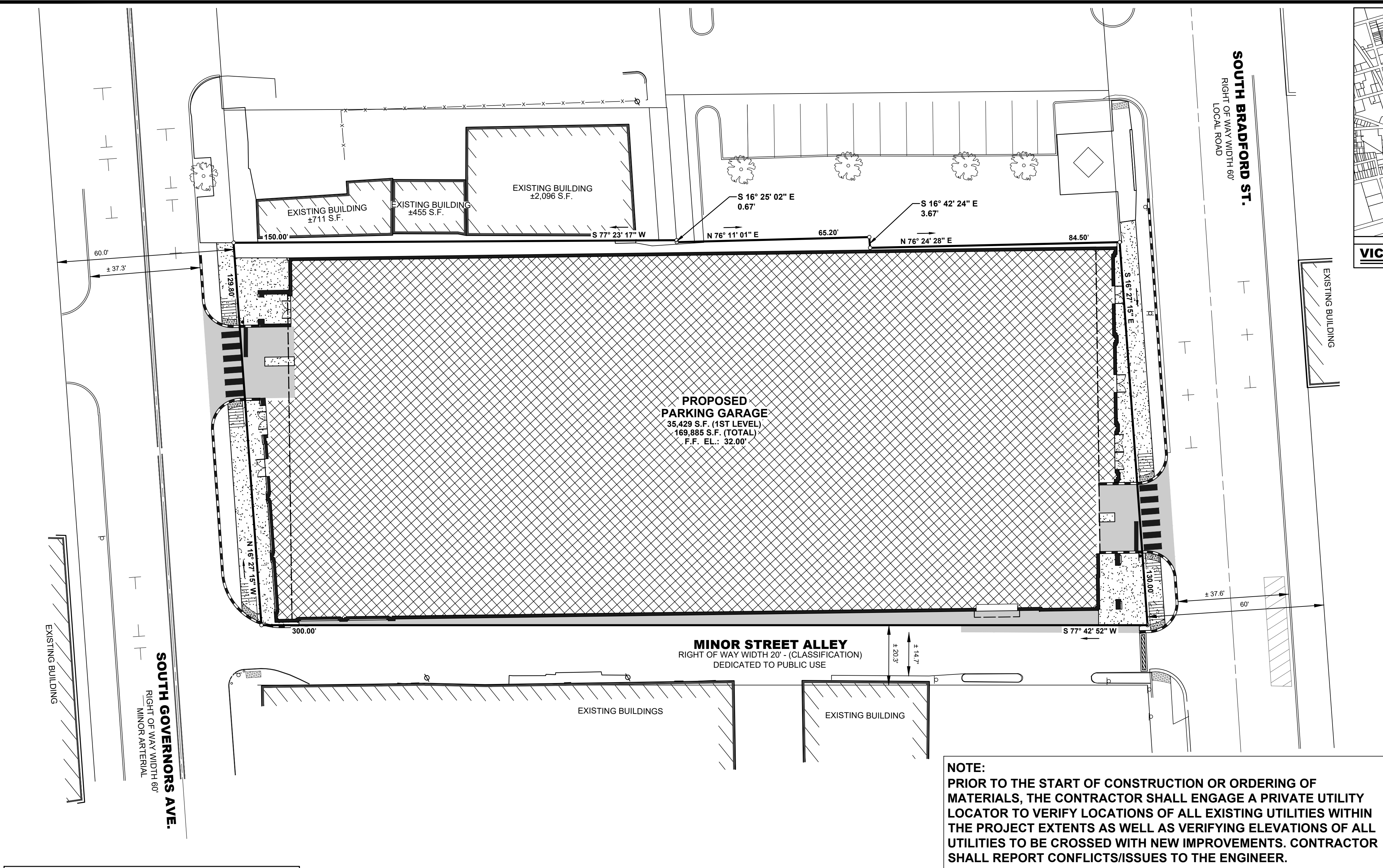
VII. Historic District Commission Action

The Historic District Commission considered the proposal at their Meeting of December 19, 2024 and have provided a recommendation in regard to the Architectural Review Certification for the Dover mobility Center Garage and associated Site Improvements. The recommendation reflects consideration of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. The specific conditions of the Recommendation are noted in this Report under the heading of “Action of the Historic District Commission.”

Note: An Excerpt of the Historic District Commission Meeting Minutes focused on this Application HI-24-09 is still being prepared.

Documents Considered by the Historic District Commission (Submission of November 2024 and updates of December 11 and 19, 2024):

- Design Narrative Letter dated November 15, 2024
- Project Architecture Graphic Preservation Set of architectural renderings of building floor plan and elevation drawings of Parking Garage Structure and surrounding area. And also Revised Pages (dated 12/19/2024) of Side Elevations and Building Perspective View rendering.

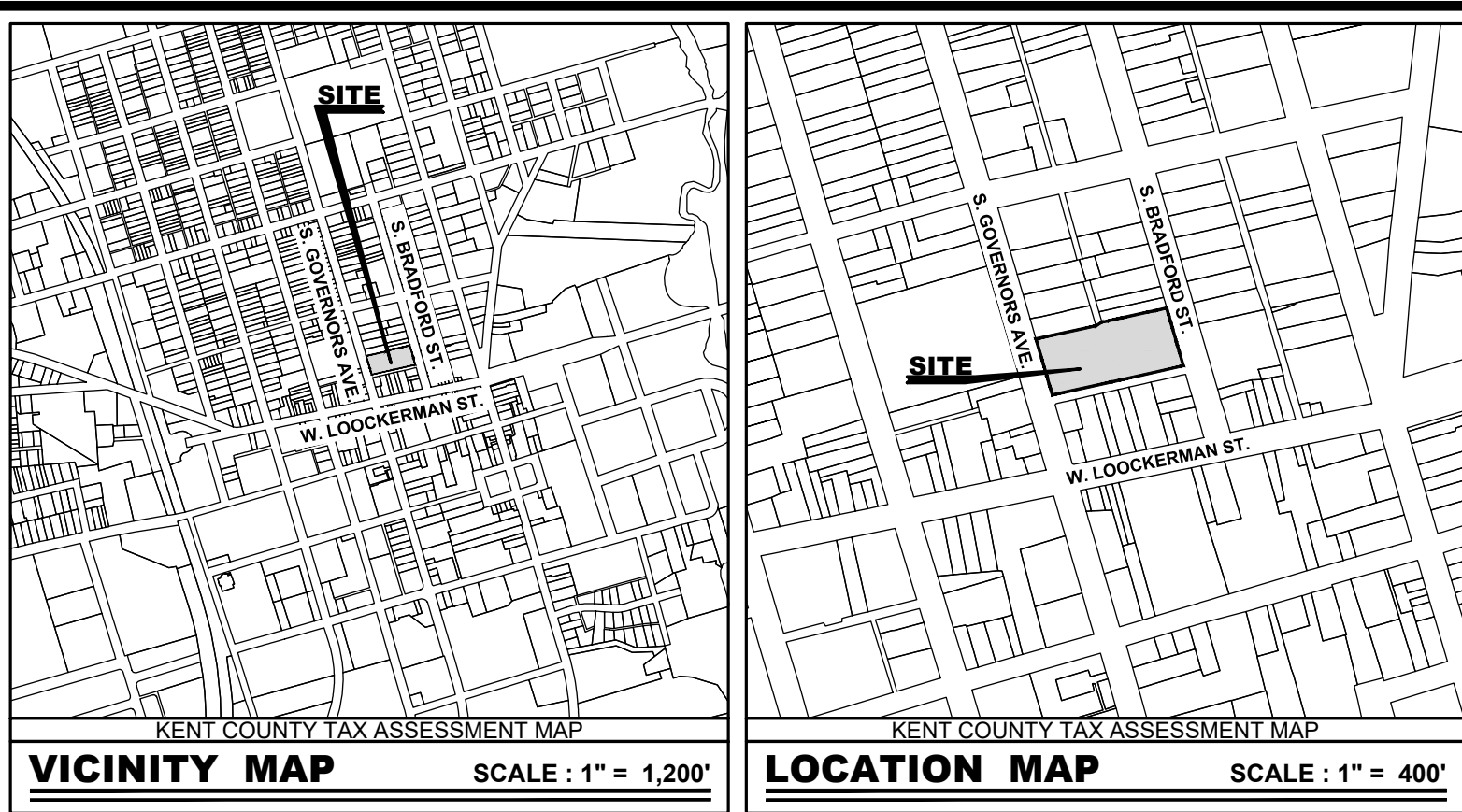


LEGEND		
ITEM	EXISTING	PROPOSED
SANITARY GRAVITY SEWER LINE (S)	→ EX. 10" S	→ 10" S
SIZE & FLOW DIRECTION		
SANITARY SEWER FORCE MAIN (F.M.)	→ EX. 10" F.M.	→ 12" F.M.
SIZE & FLOW DIRECTION		
SANITARY SEWER MANHOLE (S.S.M.H.)		
SANITARY SEWER CLEANOUT (C.O.)	→ EX. 10" W	→ 12" W
WATER MAIN & SIZE	→ EX. 10" W	→ 12" W
FIRE HYDRANT (F.H.)		
WATER VALVE (W.V.) OR METER (W.M.)		
STORM DRAIN MANHOLE (S.D.M.H.)		
STORM DRAIN LINE (CMP, RCP, HDPE)		
CATCH BASIN (C.B.)		
UTILITY POLE W/ OVERHEAD SERVICE (TELEPHONE (O.T.), ELECTRIC (O.E.))	→ U.E.	→ U.E.
UNDERGROUND ELECTRIC (U.E.)	→ U.T.	→ U.T.
UNDERGROUND TELEPHONE (U.T.)	→ EX. 2" G	→ 2" G
UNDERGROUND GAS MAIN (G)		
CONCRETE CURB & GUTTER		
CONCRETE SIDEWALK, SLAB / PAVING		
IMPERVIOUS SURFACED ROAD, DRIVE OR PARKING LOT		
INDIVIDUAL TREE OR BUSH		
WIRE FENCE		
CHAINLINK FENCE		
STOCKADE FENCE		
STRUCTURE (CONCRETE, WOOD, METAL, ETC.)		
DRAINAGE DITCH OR SWALE		
WETLAND BOUNDARY LINE		
CONTOUR		
ELEVATION SPOT SHOT		
BENCH MARK		
PROPERTY OR RIGHT-OF-WAY LINE		
CENTERLINE		
LIGHT POLE		

SHEET INDEX	
C-001	COVER SHEET AND OVERALL SITE PLAN
C-101	EXISTING CONDITIONS AND DEMOLITION PLAN
C-201	SITE, UTILITY & GRADING PLAN

GENERAL NOTES :	
1. BOUNDARY SURVEY DATA SHOWN HEREON WAS TAKEN FROM A PLAT ENTITLED "BOUNDARY SURVEY PLAN - DOVER MOBILITY HUB, DOVER, DE 19904" AS PREPARED BY MOUNTAIN CONSULTING, 103 S. BRADFORD STREET, DOVER, DE, DATED 7-16-2024. TOPOGRAPHIC SURVEY DATA SHOWN HEREON WAS TAKEN FROM A PLAN ENTITLED "DOVER MOBILITY HUB - TOPOGRAPHIC SURVEY" AS PREPARED BY MOUNTAIN CONSULTING, 103 S. BRADFORD STREET, DOVER, DE, DATED 9-28-2024.	18. PART II, CHAPTER 180, ARTICLE III, SECTION 180-10 OF THE CODE OF KENT COUNTY REQUIRES THAT "NO PERSON SHALL DISCHARGE OR CAUSE TO BE DISCHARGED ANY STORMWATER, SURFACE WATER, UNCONTAMINATED GROUNDWATER, ROOF RUNOFF, SUBSURFACE DRAINAGE, UNCONTAMINATED NONCONTACT COOLING WATER, CONDENSATE, OR UNPOLLUTED INDUSTRIAL PROCESS WATERS TO ANY SANITARY SEWER. THE CONTRACTOR/DEVELOPER SHALL ENSURE DURING CONSTRUCTION THAT NO ILLEGAL DISCHARGES TO THE SANITARY SEWER SYSTEM ARE CREATED WITH THE SITE IMPROVEMENTS.
2. PROPERTY SHOWN HEREON IS SUBJECT TO ANY RIGHT-OF-WAY, EASEMENTS, RESTRICTIONS, ETC. AS MAY BE SHOWN OR NOTED IN ANY RECORD, PUBLIC OR OTHERWISE, OR ANY REQUIREMENT OR REGULATION OF ANY PUBLIC AGENCY.	19. THE SITE CONTRACTOR SHALL NOTIFY THE CITY OF DOVER DEPARTMENT OF WATER AND WASTEWATER CONSTRUCTION MANAGER AT 302-736-7025 PRIOR TO THE START OF CONSTRUCTION, A REPRESENTATIVE FROM THE CITY OF DOVER DEPARTMENT OF WATER AND WASTEWATER MUST OBSERVE ALL CITY OWNED WATER AND SANITARY SEWER INTERCONNECTIONS AND TESTING. ALL WATER TAPS MUST BE PERFORMED BY A CITY OF DOVER APPROVED CONTRACTOR. THE PROPOSED LOCATION FOR THE WATER TAP MAY NEED TO BE ADJUSTED IN THE FIELD DUE TO CONDITIONS OF THE EXISTING MAIN. POSSIBLE CONDITIONS THAT WOULD REQUIRE TAPPING RELOCATION INCLUDE PROXIMITY TO PIPE JOINTS, OTHER TAPS, CONCRETE ENCASEMENTS, CONFLICT WITH OTHER UTILITIES, AND THE LIKE. TEST HOLES MUST BE PERFORMED BY THE CONTRACTOR TO DETERMINE THE BEST TAPPING LOCATION. THE CITY OF DOVER WILL NOT BE HELD RESPONSIBLE FOR FIELD CONDITIONS REQUIRING ADJUSTMENT OF THE TAPPING LOCATION OR FOR ANY WORK REQUIRED BY THE CONTRACTOR TO MAKE AN APPROPRIATE AND LAWFUL CONNECTION.
3. THE EXISTING UTILITIES SHOWN WERE TAKEN FROM THE BEST AVAILABLE RECORDS. ADDITIONALLY, A UTILITY MARK-OUT WAS PROVIDED BY CENTURY ENGINEERING IN SEPTEMBER 2017. THE CONTRACTOR SHALL CONTACT MISS UTILITY OF DELMARVA (1-800-282-8555) AND ENGAGE A PRIVATE UTILITY LOCATOR TO VERIFY THEIR EXACT LOCATION PRIOR TO THE START OF ANY CONSTRUCTION. ANY DAMAGE INCURRED TO ANY UTILITIES SHALL BE REPAIRED IMMEDIATELY AT THE CONTRACTOR'S EXPENSE. IF THE CONTRACTOR RELIES ON THE UTILITY LOCATIONS SHOWN HEREON, HE DOES SO AT HIS OWN RISK AND WILL NOT BE ENTITLED TO ADDITIONAL COMPENSATION DUE TO TIME DELAYS FROM SAID RELIANCE.	20. IF THE APPROVED PLAN NEEDS TO MODIFIED DUE TO ERRORS OR OMISSIONS OR FIELD CONDITIONS, ADDITIONAL SEDIMENT AND STORM WATER CONTROL MEASURES MAY BE REQUIRED AS DEEMED NECESSARY BY THE KENT CONSERVATION DISTRICT (KCD).
4. FLOODPLAIN: PARCEL IS LOCATED WITHIN ZONE "X", AREA OF MINIMAL FLOODING HAZARD, BASED ON FEMA FIRM MAP 10001C0167H EFFECTIVE MAY 5TH, 2003.	21. THE KENT CONSERVATION DISTRICT (KCD) RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE INSPECTION.
5. ALL ROADS, PARKING AND OTHER PAVED AREAS WILL BE PRIVATELY OWNED AND MAINTAINED AND ARE NOT INTENDED FOR DEDICATION.	22. ALL WATER AND WASTEWATER UTILITY COMPONENTS MUST MEET THE REQUIREMENTS OF THE CITY OF DOVER WATER & WASTEWATER DEPARTMENT SPECIFICATIONS.
6. DELAWARE REGULATIONS PROHIBIT THE BURIAL OF CONSTRUCTION DEMOLITION DEBRIS, INCLUDING TREES AND STUMPS ON CONSTRUCTION SITES. ANY SOLID WASTE FOUND DURING EXCAVATION MUST BE REMOVED AND PROPERLY DISCARDED.	23. ALL EXISTING UTILITIES SHALL BE ADJUSTED TO FINAL GRADE IN ACCORDANCE WITH CURRENT CITY OF DOVER REQUIREMENTS AND PRACTICES.
7. ALL HANDICAPPED PARKING DEMARCATION, STALLS, AND BUILDING ACCESSIBLE ROUTES SHALL COMPLY WITH THE "AMERICAN WITH DISABILITIES ACT" AND ANSI ICC A117.1 - 2017 "ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES"	24. PRIOR TO THE START OF CONSTRUCTION OR ORDERING OF MATERIALS, THE CONTRACTOR SHALL ENGAGE A PRIVATE UTILITY LOCATOR TO VERIFY LOCATIONS OF ALL EXISTING UTILITIES WITHIN THE PROJECT EXTENTS AS WELL AS VERIFYING ELEVATIONS OF ALL UTILITIES TO BE CROSSED WITH NEW IMPROVEMENTS. CONTRACTOR SHALL REPORT CONFLICTS/ISSUES TO THE ENGINEER.
8. THIS DRAWING DOES NOT INCLUDE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. ALL CONSTRUCTION MUST BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 AND ALL RULES AND REGULATIONS THEREOF APPURTENANT.	25. ALL SUBSURFACE UTILITIES SHOWN HEREON ARE BASED ON BASED ON SURFACE EVIDENCE COLLECTED FROM THE FIELD TOPOGRAPHIC SURVEY AND THE BEST AVAILABLE RECORDS.
9. BEFORE THE CONTRACTOR CAN BEGIN CONSTRUCTION HE MUST OBTAIN THE PROPER PERMITS AND/OR APPROVALS FROM THE CITY OF DOVER (C.O.D.), DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL (DNREC), DELAWARE DEPARTMENT OF TRANSPORTATION (DELDOT), KENT CONSERVATION DISTRICT (KCD) AND ALL APPROPRIATE STATE AND COUNTY AGENCIES.	
10. ALL CONSTRUCTION METHODS AND MATERIALS SHALL BE ACCORDING TO THE CITY OF DOVER WATER & WASTEWATER DEPARTMENT AND THE STATE OF DELAWARE (DELDOT) STANDARDS AND CONSTRUCTION SPECIFICATIONS.	
11. ALL FIRE LANE DEMARCATION AND FIRE LANE SIGNS SHALL BE IN ACCORDANCE WITH ALL STATE FIRE PREVENTION REGULATIONS.	
12. ALL WORK WITHIN CITY/DELDOT MAINTAINED ROAD RIGHT-OF-WAYS SHALL MEET THE REQUIREMENTS AS SET FORTH IN THE CURRENT REVISION OF THE STANDARD SPECIFICATION FOR ROAD AND BRIDGE CONSTRUCTION, BY THE DELAWARE DEPARTMENT OF TRANSPORTATION AND ALL CITY OF DOVER REQUIREMENTS.	
13. TRAFFIC AND SAFETY CONTROL SHALL BE MAINTAINED DURING CONSTRUCTION IN CONFORMANCE WITH THE CURRENT VERSION OF THE DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.	
14. STORMWATER MANAGEMENT AND SEDIMENT / EROSION CONTROL SHALL BE IN ACCORDANCE WITH THE CURRENT VERSION DELAWARE SEDIMENT AND STORMWATER REGULATIONS BY THE DELAWARE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL.	
15. CONTRACTOR SHALL REFER TO ARCHITECTURAL/STRUCTURAL DRAWINGS OF PROPOSED STRUCTURES FOR ALL DIMENSIONS OF BUILDINGS AND FOUNDATIONS. PROPOSED BUILDING FOOTPRINTS, AS SHOWN ON SITE PLAN, SHOULD ONLY BE USED AS A REFERENCE TO THE ABOVE MENTIONED PLANS.	
16. HYDRANT CONNECTIONS BY THE CONTRACTOR ARE PROHIBITED. THIS METHOD MAY NOT BE UTILIZED DURING ANY PHASE OF THE PROJECT.	
17. ALL EXISTING SANITARY SEWER LINES, STORM DRAINS, AND WATER LINES NOT USED FOR THE PROPOSED FACILITY MUST BE PROPERLY ABANDONED AT THE MAINS IN ACCORDANCE WITH THE CITY OF DOVER WATER & WASTEWATER DEPARTMENT REQUIREMENTS PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.	

TREE PRESERVATION & DENSITY REQUIREMENTS	
1. EXISTING WOODLAND AREA :	0 S.F.
2. WOODLANDS TO BE CLEARED :	0 S.F.
3. TOTAL WOODLANDS REMAINING :	0 S.F.
4. TOTAL NON-WOODLAND AREA :	37,353 S.F.
5. DENSITY : 1 TREE PER 3,000 S.F. OF LOT AREA	13 TREES REQUIRED
37,353 S.F. / 3,000 S.F. / TREE = 12.45	
6. TOTAL PROPOSED TREES : (TREES ARE PROPOSED TO BE PLANTED OFFSITE PER MITIGATION REQUEST SUBMITTED WITH SITE PLAN APPLICATION)	13



SITE DATA	
1. OWNER OF RECORD:	DOWNTOWN DOVER PARTNERSHIP 101 W LOCKERMAN ST, SUITE 2B DOVER, DE, 19904 (302) 678-2940 - EMAIL: diane@downtowndoverpartnership.com
2. ENGINEER / SURVEYOR:	BECKER MORGAN GROUP INC. 309 SOUTH GOVERNORS AVE. DOVER, DE, 19904 (302) 734-7950 - EMAIL: mhenry@beckermorgan.com
3. PROPERTY MAP NUMBERS:	2-05-07709-02-0800-00001 2-05-07709-02-0900-00001 2-05-07709-02-1000-00001 2-05-07709-02-2400-00001 2-05-07709-02-2500-00001 2-05-07709-02-2700-00001 2-05-07709-02-2300-00001
4. PROPERTY ADDRESS:	PARCEL 08.00 145 S. GOVERNORS AVE, DOVER, DE 19903 PARCEL 09.00 139 S. GOVERNORS AVE, DOVER, DE 19904 PARCEL 10.00 133 S. GOVERNORS AVE, DOVER, DE 19904 PARCEL 24.00 138 S. BRADFORD ST, DOVER, DE 19903 PARCEL 25.00 148 S. BRADFORD ST, DOVER, DE 19904 PARCEL 27.00 150 S. BRADFORD ST, DOVER, DE 19904 PARCEL 23.00 132 S. BRADFORD ST, DOVER, DE 19903
5. PROPERTY LOCATION:	LATITUDE N 39° 09' 30.54" GRS80 - NAD83 (2011) LONGITUDE W 075° 31' 35.84" GRS80 - NAD83 (2011)
6. ZONING CLASSIFICATION:	EXISTING: C-2 - CENTRAL COMMERCIAL, HISTORIC DISTRICT PROPOSED: C-2 - CENTRAL COMMERCIAL, HISTORIC DISTRICT
7. DEED REFERENCE :	DEED BOOK: Y 305/18 (PARCEL 08.00) DEED BOOK: D 3151/289 (PARCEL 09.00) DEED BOOK: D 3322/148 (PARCEL 10.00) DEED BOOK: O 36/314 (PARCEL 24.00) DEED BOOK: D1180/245 (PARCEL 25.00) DEED BOOK: D 320/98 (PARCEL 27.00) DEED BOOK: O 36/314 (PARCEL 23.00)
8. PLAT REFERENCE :	PLAT BOOK: 001 00001 (PARCEL 08.00) PLAT BOOK: 001 00001 (PARCEL 09.00) PLAT BOOK: 001 00001 (PARCEL 24.00) PLAT BOOK: 001 00001 (2-05-07709-02-2300-00001)
9. PRESENT USE:	PARKING LOT
10. PROPOSED USE:	PARKING GARAGE, RETAIL, STORAGE, OFFICE
11. PROJECT AREA:	PARCEL 08.00 3,413 S.F. (0.0784 ACRES) PARCEL 09.00 8,131 S.F. (0.1867 ACRES) PARCEL 10.00 7,188 S.F. (0.1650 ACRES) PARCEL 24.00 6,846 S.F. (0.1572 ACRES) PARCEL 25.00 5,317 S.F. (0.1221 ACRES) PARCEL 27.00 6,458 S.F. (0.1483 ACRES) CONSOLIDATED TOTAL: 37,353 S.F. (0.8577 ACRES) CONSOLIDATED AREA: 37,353 S.F. (0.8577 ACRES) 2-05-07709-02-2300-00001 7,315 S.F. (0.1678 ACRES) PROJECT AREA TOTAL: 44,668 S.F. (1.0256 ACRES)
12. IMPERVIOUS (LOT) COVERAGE:	MAXIMUM ALLOWED: 100% EXISTING: 31,539 S.F. PROPOSED: 35,362 S.F. = 94.7% REQUIRED: 0.8577 AC. TYPICAL TYPE: IIA
13. BULK STANDARDS:	C-2 - CENTRAL COMMERCIAL N/A LOT WIDTH (MIN.): N/A LOT DEPTH (MIN.): 70 FT. FRONT SETBACK: 0 FT. SIDE SETBACK: 0 FT. REAR SETBACK: 5 FT. SIDE/REAR ADJ. RESIDENTIAL: 15 FT. EXISTING TO BE DEMOLISHED: 4,237 S.F. PROPOSED: 35,429 S.F. (1ST FLOOR) 33,614 S.F. (2ND FLOOR) 33,614 S.F. (3RD FLOOR) 33,614 S.F. (4TH FLOOR) 33,614 S.F. (ROOF LEVEL) 169,885 S.F. 8,738 S.F. (INCLUDED WITHIN TOTAL ABOVE) 125 FT. (MAX.) 60' (SOUTH GOVERNORS AVE.) 60' (SOUTH BRADFORD ST.)
14. BUILDINGS:	STORIES: 10 FLOOR AREA RATIO: 5.0 (MAX.) NFA CONSTRUCTION TYPE: TYPE IIA WATER: CITY OF DOVER SEWER: CITY OF DOVER GAS: CHESAPEAKE UTILITIES ELECTRIC: CITY OF DOVER C-2 ZONING (NO REQUIREMENT) REQUIRED: 0 PROVIDED: 431 HANDICAPPED PARKING REQUIRED: 9 HANDICAPPED PARKING PROVIDED: 9 (1 VAN ACCESSIBLE) BICYCLE PARKING REQUIRED: 22 BICYCLE PARKING PROVIDED: 36 (INTERNAL TO STRUCTURE) LOADING BERTHS REQUIRED: 0 LOADING BERTHS PROVIDED: 0 DUMPSTERS REQUIRED: 2 DUMPSTERS PROVIDED: 2 FUTURE PERMIT SUBMISSION LIGHTING SHALL BE 1.5 FOOT CANDLES (MINIMUM) AT GRADE NGS HORIZONTAL: NAVD88 VERTICAL: NAD 83 (2011 DSSP) - H&B - HAMBOOK-URBAN LAND COMPLEX, 0 TO 5 PERCENT SLOPES (ENTIRE SITE) 0.00 ACRES
15. UTILITIES:	
16. PARKING CALCULATIONS :	
17. LOADING CALCULATIONS :	
18. DUMPSTER CALCULATIONS :	
19. SIGNAGE :	
20. OUTDOOR LIGHTING :	
21. SURVEY DATUM:	
22. MONUMENTATION:	
23. SOILS ON SITE:	
24. WETLAND AREA:	

OWNERS CERTIFICATION	
WE, DOWNTOWN DOVER PARTNERSHIP, HEREBY CERTIFY THAT WE ARE THE OWNER OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT OUR DIRECTION, AND THAT WE ACKNOWLEDGE THE SAME TO BE OUR ACT AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.	
DOWNTOWN DOVER PARTNERSHIP	DATE
ENGINEERS CERTIFICATION	
I, J. MICHAEL RIEMANN, P.E., HEREBY CERTIFY THAT I AM A REGISTERED ENGINEER IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST OF MY KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.	
J. MICHAEL RIEMANN, P.E.	DATE

BECKER MORGAN GROUP

ARCHITECTURE ENGINEERING

Delaware

309 South Governors Avenue
Dover, DE 19904
302.734.7950

The Tower at STAR Campus
100 Discovery Boulevard, Suite 102
Newark, DE 19713
302.369.3700

Maryland

312 West Main Street, Suite 300
Salisbury, MD 21801
410.546.9100

North Carolina

3333 Jaeckle Drive, Suite 120
Wilmington, NC 28403
910.341.7600

www.beckermorgan.com

DSP

PROJECT TITLE

DOWNTOWN DOVER PARTNERSHIP DOVER MOBILITY CENTER HUB

S. GOVERNORS AVE. CITY OF DOVER KENT COUNTY, DE

SHEET TITLE

COVER SHEET AND OVERALL SITE PLAN

0 10 20 40
SCALE: 1" = 20'

ISSUE BLOCK

MARK	DATE	DESCRIPTION
LAYER STATE: C-001		

PROJECT NO.: 2023314.00

DATE: 12-05-24

SCALE: 1" = 20'

DRAWN BY: A.J.S. / PROJ. MGR.: M.J.H.

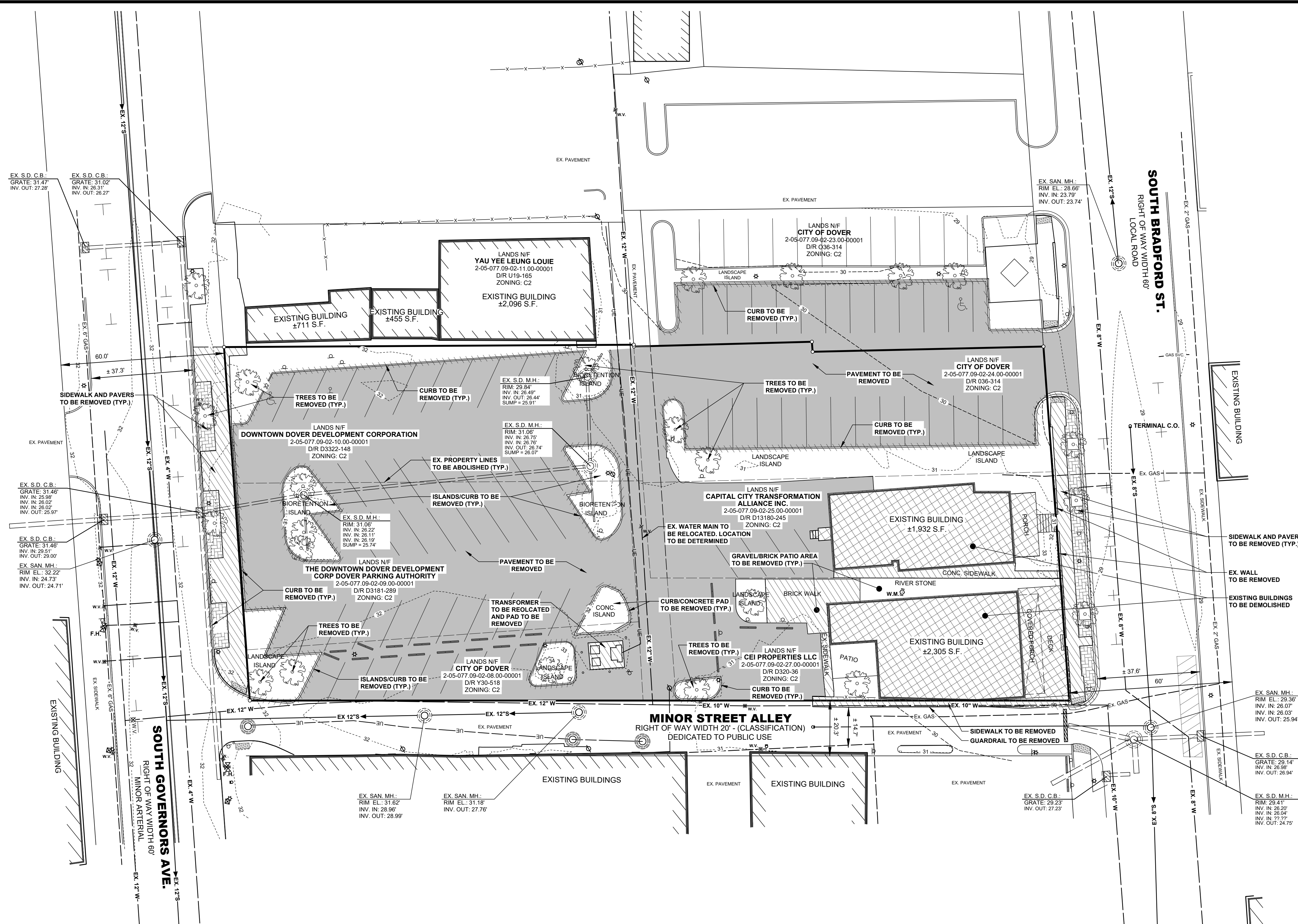
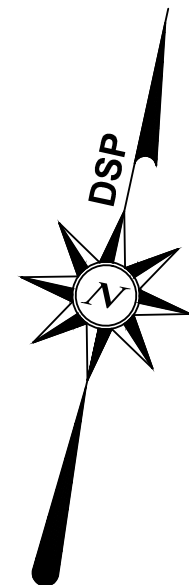
SHEET

C-001

COPYRIGHT: 2024

F:\AutoCAD\Projects\2024\2024314\DWG\2024314-SITE-CSD21.dwg, Dec 05, 2024 - 11:11

77



LEGEND		
ITEM	EXISTING	PROPOSED
SANITARY GRAVITY SEWER LINE (S) SIZE & FLOW DIRECTION	→ EX. 10" S	→ 10" S
SANITARY SEWER FORCE MAIN (F.M.) SIZE & FLOW DIRECTION	→ EX. 10" F.M.	→ 12" F.M.
SANITARY SEWER MANHOLE (S.S.M.H.) SIZE & FLOW DIRECTION	→ EX. 10" W	→ 12" W
SANITARY SEWER CLEANOUT (C.O.)	→ EX. 10" W	→ 12" W
WATER MAIN & SIZE	→ EX. 10" W	→ 12" W
FIRE HYDRANT (F.H.)	→ EX. F.H.	→ F.H.
WATER VALVE (W.V.) OR METER (W.M.)	→ W.M. W.V.	→ W.M. W.V.
STORM DRAIN MANHOLE (S.D.M.H.)	→ EX. S.D.M.H.	→ S.D.M.H.
STORM DRAIN LINE (CMP, RCP, HDPE)	→ EX. S.D.M.H.	→ S.D.M.H.
CATCH BASIN (C.B.)	→ EX. C.B.	→ C.B.
UTILITY POLE W/ OVERHEAD SERVICE (TELEPHONE (O.T.), ELECTRIC (O.E.))	→ U.E.	→ U.E.
UNDERGROUND ELECTRIC (U.E.)	→ U.T.	→ U.T.
UNDERGROUND TELEPHONE (U.T.)	→ EX. 2" G	→ 2" G
UNDERGROUND GAS MAIN (G)	→ EX. 2" G	→ 2" G
CONCRETE CURB & GUTTER	→ EX. 2" G	→ 2" G
CONCRETE SIDEWALK, SLAB / PAVING OR PARKING LOT	→ EX. 2" G	→ 2" G
IMPERVIOUS SURFACED ROAD, DRIVE OR PARKING LOT	→ EX. 2" G	→ 2" G
INDIVIDUAL TREE OR BUSH	→ EX. 2" G	→ 2" G
WIRE FENCE	→ EX. 2" G	→ 2" G
CHARLINK FENCE	→ EX. 2" G	→ 2" G
STOCKADE FENCE	→ EX. 2" G	→ 2" G
STRUCTURE (CONCRETE, WOOD, METAL, ETC.)	→ EX. 2" G	→ 2" G
DRAINAGE DITCH OR SWALE	→ EX. 2" G	→ 2" G
WETLAND BOUNDARY LINE	→ EX. 2" G	→ 2" G
CONTOUR	→ EX. 2" G	→ 2" G
ELEVATION SPOT SHOT	→ EX. 2" G	→ 2" G
BENCHMARK	→ EX. 2" G	→ 2" G
PROPERTY OR RIGHT-OF-WAY LINE	→ EX. 2" G	→ 2" G
CENTERLINE	→ EX. 2" G	→ 2" G
LIGHT POLE	→ EX. 2" G	→ 2" G

DEMO LEGEND	
	BUILDING DEMO
	SIDEWALK DEMO
	PAVEMENT DEMO

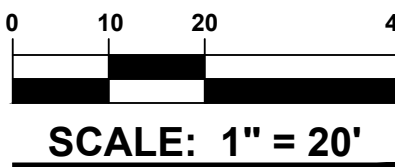
PROJECT TITLE

DOWNTOWN DOVER PARTNERSHIP DOVER MOBILITY CENTER HUB

 S. GOVERNORS AVE.
CITY OF DOVER
KENT COUNTY, DE

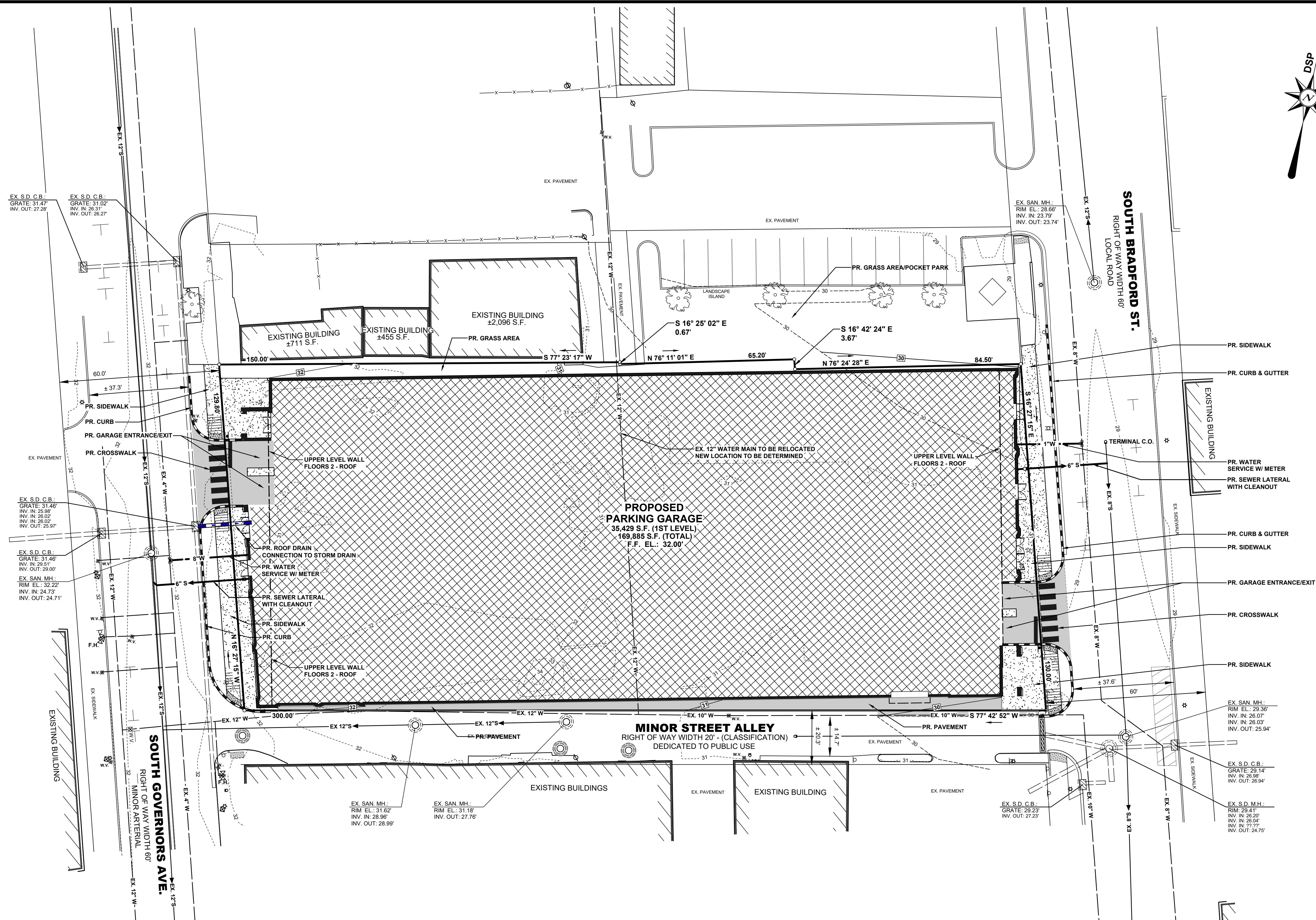
SHEET TITLE

EXISTING CONDITIONS AND DEMOLITION PLAN



ISSUE BLOCK

MARK	DATE	DESCRIPTION
LAYER/STATE: C-101		
PROJECT NO.:	2024314.00	
DATE:	12-05-24	
SCALE:	1" = 20'	
DRAWN BY:	A.J.S.	PROJ. MGR.: M.J.H.
SHEET		
C-101		
COPYRIGHT 2024		



PROJECT TITLE

**DOWNTOWN DOVER
PARTNERSHIP
DOVER
MOBILITY
CENTER
HUB**S. GOVERNORS AVE.
CITY OF DOVER
KENT COUNTY, DE

SHEET TITLE

**SITE, UTILITY, &
GRADING PLAN**

ISSUE BLOCK

MARK DATE DESCRIPTION

LAYERSTATE: C-201

PROJECT NO.: 2024314.00

DATE: 12-05-24

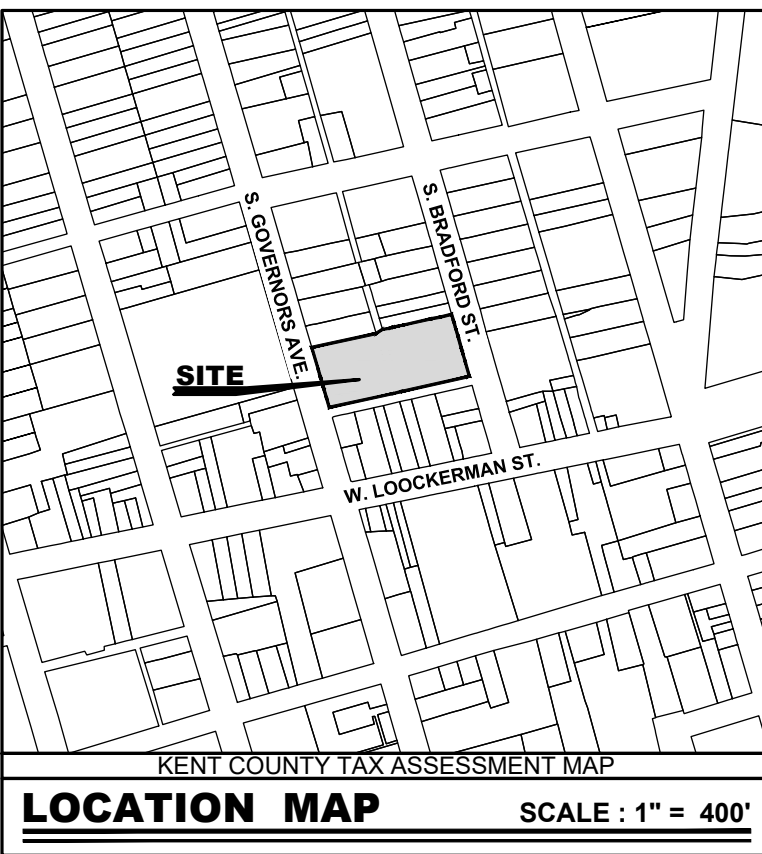
SCALE: 1" = 20'

DRAWN BY: A.J.S. PROJ. MGR.: M.J.H.

SHEET

C-201

COPYRIGHT 2024



GENERAL NOTES: 1. BOUNDARY SURVEY DATA SHOWN HEREON WAS TAKEN FROM A PLAT ENTITLED "BOUNDARY SURVEY PLAN - DOVER MOBILITY HUB, DOVER, DE 19004" AS PREPARED BY MOUNTAIN CONSULTING, 103 S. BRADFORD STREET, DOVER, DE, DATED 7-16-2024. TOPOGRAPHIC SURVEY DATA SHOWN HEREON WAS TAKEN FROM A PLAN ENTITLED "DOVER MOBILITY HUB - TOPOGRAPHIC SURVEY" AS PREPARED BY MOUNTAIN CONSULTING, 103 S. BRADFORD STREET, DOVER, DE, DATED 9-23-2024. 2. PROPERTY SHOWN HEREON IS SUBJECT TO ANY RIGHT-OF-WAY, EASEMENTS, RESTRICTIONS, ETC. AS MAY BE SHOWN OR NOTED IN ANY RECORD, PUBLIC OR OTHERWISE, OR ANY REQUIREMENT OR REGULATION OF ANY PUBLIC AGENCY. 3. FLOODPLAIN: PARCEL IS LOCATED WITHIN ZONE "X", AREA OF MINIMAL FLOODING HAZARD, BASED ON FEMA FIRM MAP 100010167H EFFECTIVE MAY 5TH, 2003.	
--	--

OWNERS CERTIFICATION	
WE, DOWNTOWN DOVER PARTNERSHIP, HEREBY CERTIFY THAT WE ARE THE OWNER OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT OUR DIRECTION, AND THAT WE ACKNOWLEDGE THE SAME TO BE OUR ACT AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.	
DOWNTOWN DOVER PARTNERSHIP _____	DATE _____

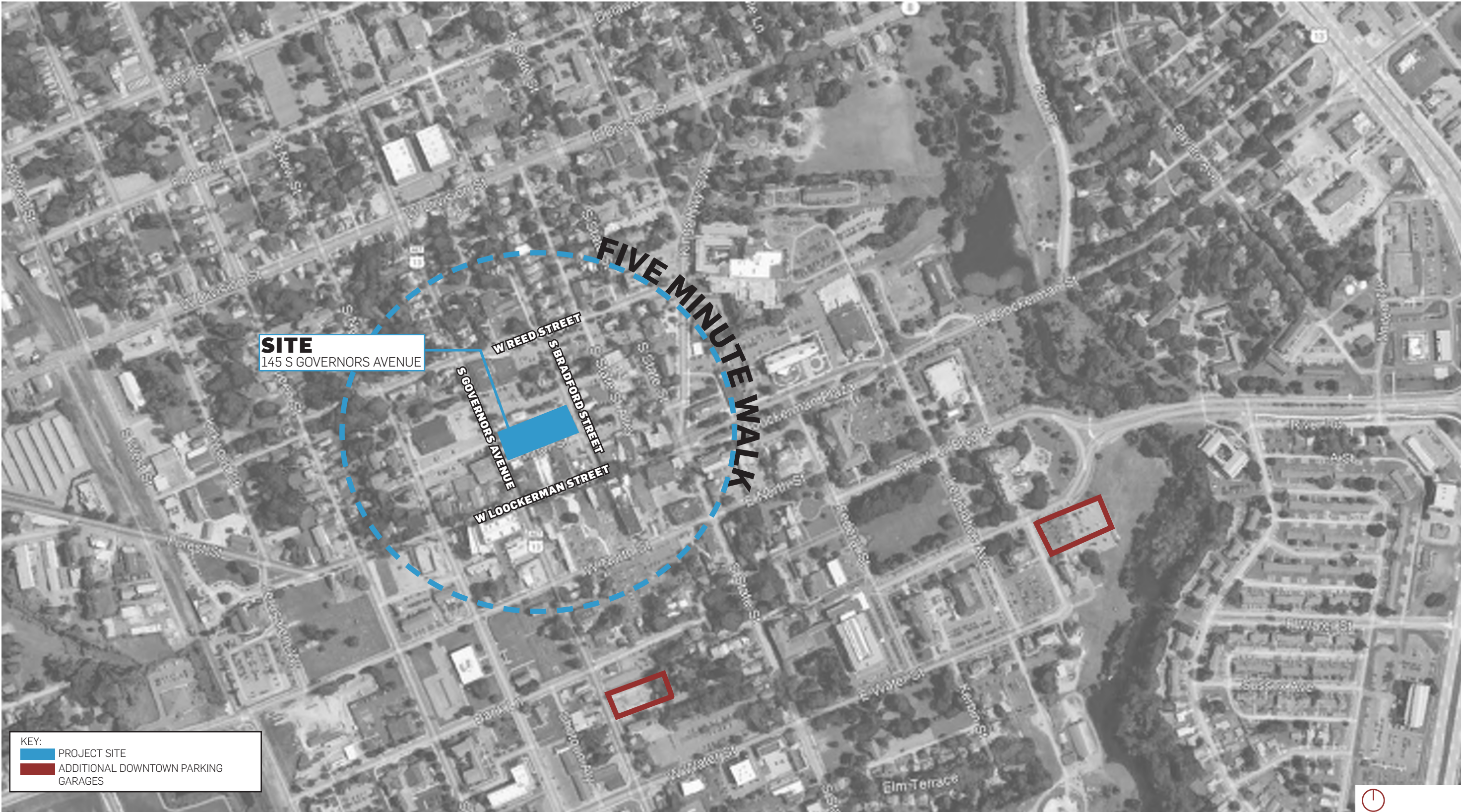
SURVEYORS CERTIFICATION	
I, JEFFREY C. DODD, HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD SURVEYING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.	
JEFFREY C. DODD _____	P.L.S. NO. 782 _____ DATE _____

SURVEY LEGEND		
ITEM	EXISTING	PROPOSED
UNMARKED POINT		○
CONCRETE MONUMENT	◻ FCM	◼ SCM
IRON PIPE	⊙ FIP	⊗ SIP
IRON PIPE W/ CAP	⊙ FIPC	
IRON ROD	⊙ FIR	⊗ SIR
IRON ROD W/ CAP	⊙ FIRC	⊗ SIRC
DRILL HOLE	⊙ FDH	⊗ SDH
STONE	⊙ FSTONE	
PK NAIL	⊕ FPK	⊗ SPK

DOVER MOBILITY CENTER **GARAGE**

DOVER, KENT COUNTY, DELAWARE
DOWNTOWN DOVER PARTNERSHIP | EDiS, COLONIAL PARKING + MOSAIC DEVELOPMENT PARTNERS JV
HISTORIC DISTRICT COMMISSION PRESENTATION





SITE SELECTIONS AND CONSIDERATION



SOURCE: ESRI COMMUNITY MAPS, CITY OF DOVER

IDEAL LOCATION

- Master Plan identified Bradford Street Parking Lot
- Location: Between S Bradford, S Governors, and Minor Streets

VIABLE SITES ACQUIRED

- Identified parcels owned by DDP, City of Dover; 150 S Bradford Street under contract by DDP.

SITE CONTEXT

- Site located one block north of Lookerman Street.
- Walkable link to downtown businesses.

ENVIRONMENTAL CONSIDERATIONS

- Impacted properties identified.
- Mitigation planned / in-progress.

ADDRESSES AND PARCEL ID

132 S. Bradford Street

Parcel ID: ED05-077.09-02-23.00

133 S. Governors Ave

Parcel ID: ED05-077.09-02-10.00

136 S. Bradford Street

Parcel ID: ED05-077.09-02-24.00

139 S. Governors Ave

Parcel ID: ED05-077.09-02-09.00

145 S. Governors Ave

Parcel ID: ED05-077.09-02-08.00

150 S. Bradford Street

Parcel ID: ED05-077.09-02-27.00

148 S. Bradford Street

Parcel ID: ED05-077.09-02-25.00



BRICK PATTERNING · BRICK COLORING



224 W. LOOCKERMAN STREET



1 W. LOOCKERMAN STREET



27 W. LOOCKERMAN STREET



231 W. LOOCKERMAN STREET



147 S. GOVERNORS AVENUE



146 S. GOVERNORS AVENUE



101 W. LOOCKERMAN STREET



155 S. BRADFORD STREET

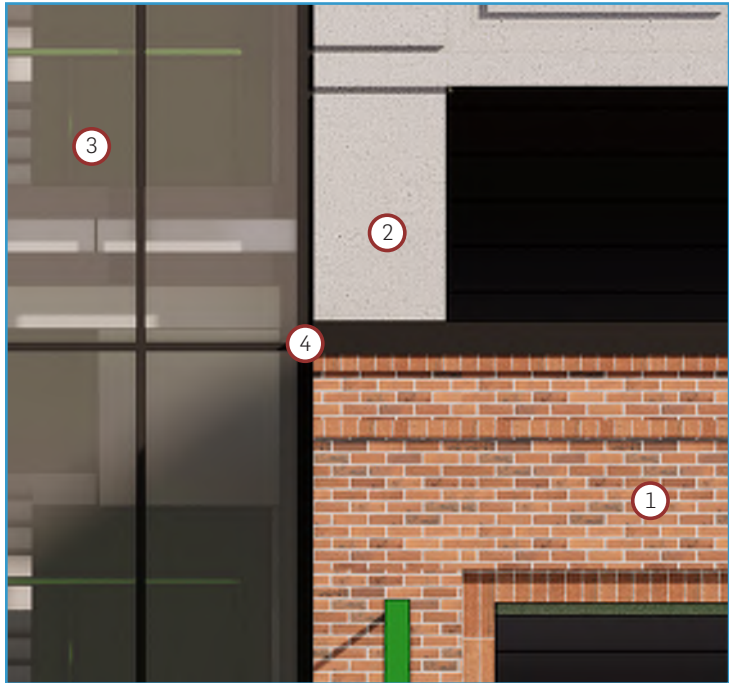


308 S. STATE STREET



146 S. GOVERNORS AVENUE
DECORATION AND FILIGREE

ELEVATIONS

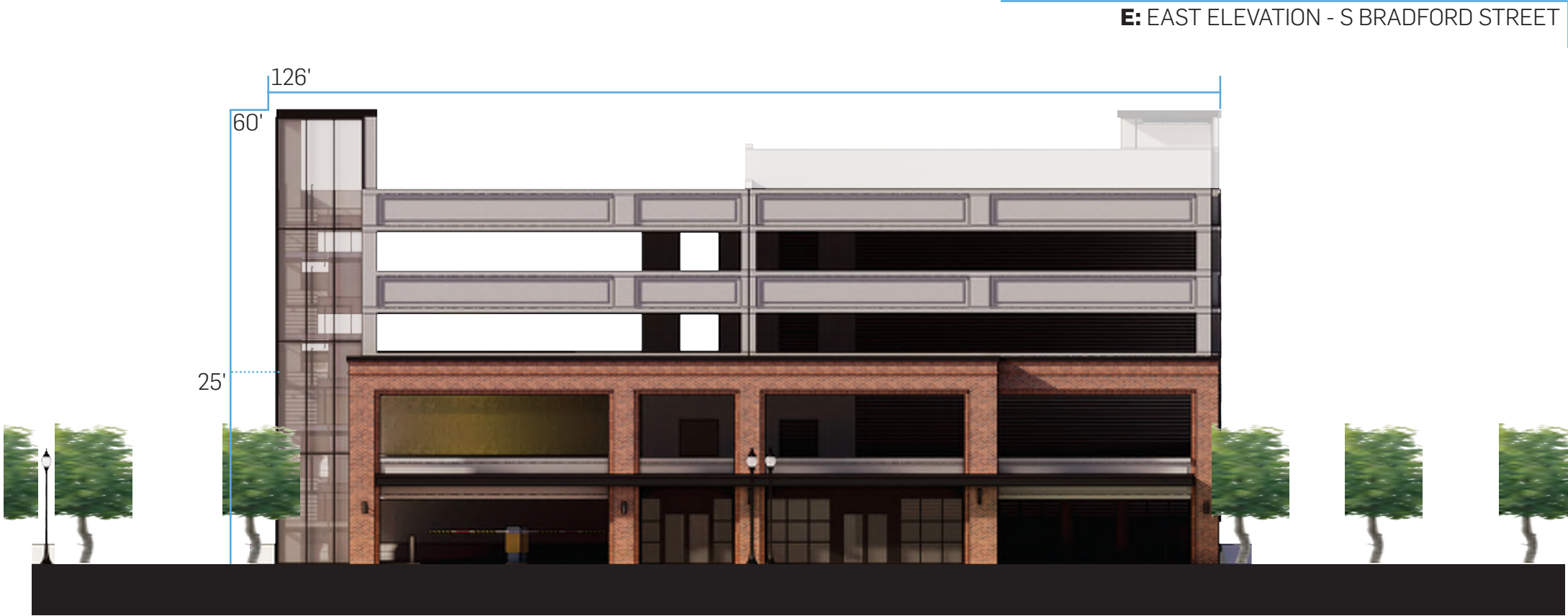


W: WEST ELEVATION - CLOSE - UP

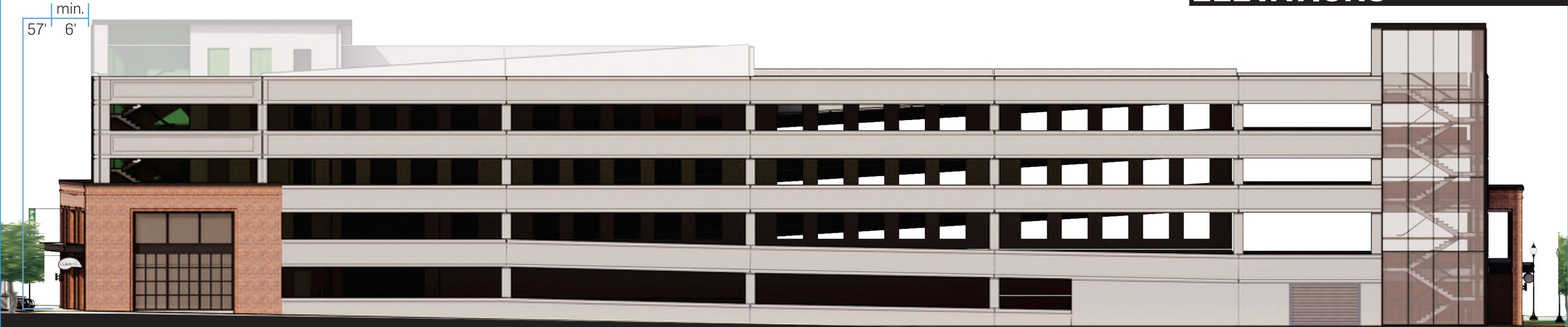
- KEY:
- ① BRICK
 - ② PRE-CAST CONCRETE
 - ③ STOREFRONT / GLAZING
 - ④ PAINTED METAL



W: WEST ELEVATION - S GOVERNORS AVENUE

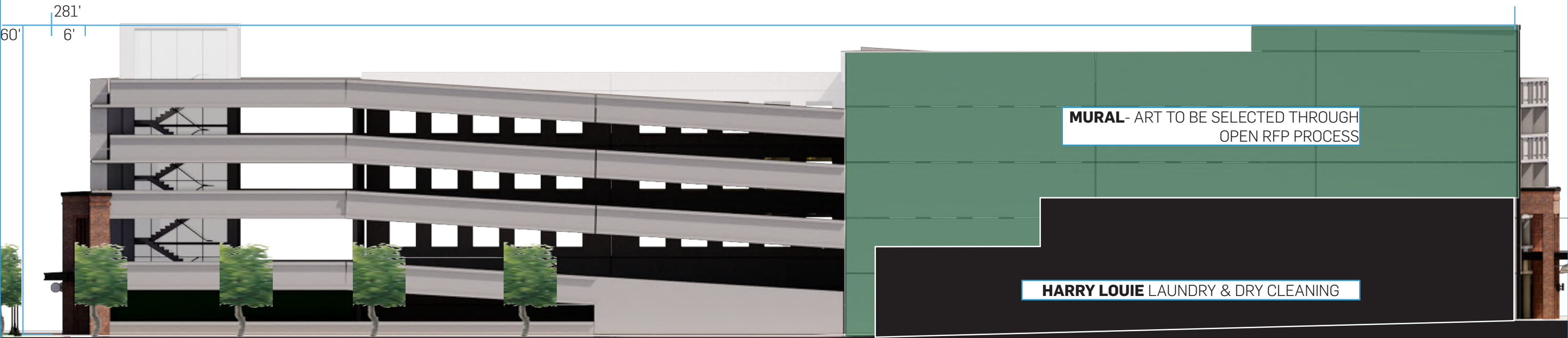


E: EAST ELEVATION - S BRADFORD STREET



S: SOUTH ELEVATION - MINOR STREET ALLEY

N: NORTH ELEVATION





A: VIEW LOOKING NORTH-EAST FROM S GOVERNORS AVENUE



B: VIEW LOOKING NORTH-WEST FROM S BRADFORD STREET



1: VIEW FACING NORTH FROM S BRADFORD STREET



2: VIEW FACING SOUTH FROM S GOVERNORS AVENUE



3: VIEW FACING NORTH FROM INTERSECTION OF LOOCKERMAN STREET & S GOVERNORS AVENUE