

**CITY OF DOVER PLANNING COMMISSION
AGENDA**

**Monday, August 19, 2019 – 7:00 P.M.
City Hall, City Council Chambers
15 Loockerman Plaza, Dover, Delaware**

PLEDGE OF ALLEGIANCE
ROLL CALL

APPROVAL OF AGENDA

ADOPTION OF MINUTES OF MEETING of July 15, 2019

COMMUNICATIONS & REPORTS

- 1) Reminder: The next Planning Commission regular meeting is scheduled for MONDAY, September 16, 2019 at 7:00pm in the City Council Chambers.
- 2) Update on City Council Actions
- 3) Department of Planning & Inspections Updates

SPECIAL RECOGNITION

- 1) Resolution honoring Thomas Holt for his service on the Planning Commission

OPENING REMARKS CONCERNING MEETING PROCEDURES

OLD BUSINESS

- 1) Requests for Extensions of Planning Commission Approval:
 - a. C-17-03 Residence at 91 Saulsbury Road Conditional Use Review – A Request for a One-Year Extension of the Planning Commission approval granted August 21, 2017 for a Conditional Use Review to permit conversion of an existing 1,360 SF two-story structure into residential use. The property consists of an 8,036.6 S.F. +/- parcel (0.1845 acres). The property is zoned CPO (Commercial and Professional Office Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The property is located on the east side of Saulsbury Road and north of Carver Road. The owner of record is 91 Saulsbury Rd, LLC. Property Address: 91 Saulsbury Road. Tax Parcel: ED-05-076.07-01-47.00-000. Council District 4.
 - b. C-17-04 House of Pride Offices at 45 South New Street – A Request for a One-Year Extension of the Planning Commission approval granted August 21, 2017 for a Conditional Use Review to convert an existing one-family dwelling structure into a philanthropic use as the administrative facility (offices) for House of Pride. The property consists of a 9,090 SF +/- parcel. The property is zoned RG-1 (General Residence Zone). The property is located on the east side of South New Street, north of Reed Street, and south of Division Street. The owner of record is House of Pride, Inc. Property Address: 45 South New Street. Tax Parcel: ED-05-077.05-03-05.00-000. Council District: 4. *This Application has been the subject of compliance reviews by the Planning Commission on October 15, 2018 and May 20, 2019. The next reporting review on compliance status is scheduled for November 18, 2019.*

NEW APPLICATIONS

- 1) Revised S-19-15 White Oak Road Property: Apartments and Townhouses on 3 parcels of land on White Oak Road – Public Hearing and Review of a Site Development Plan
Application to construct a three-story apartment building to contain twenty-four (24) dwelling units as well as eight (8) townhouse units, comprising thirty-two (32) total dwelling units and associated site improvements. The subject area of three parcels consists of 11.17 acres +/- and located north side of White Oak Road west of State Route 1. The properties are zoned C-2A (Limited Central Commercial Zone). The owner of record for all three (3) properties is Harman Brothers LLC. Property Addresses: 1317 White Oak Road and other not yet addressed properties on White Oak Road. Tax Parcels: ED-05-068.11-01-05.00-000, Tax Parcels: ED-05-068.11-01-03.00-000, and Tax Parcels: ED-05-068.11-01-01.00-000. Council District 3. *Waiver Requests: Reduction of Parking Requirement, Partial Elimination of Sidewalk, Rear Emergency Access Requirements, Consideration of Cash-in-lieu of Partial Recreation Area Construction.*
- 2) MI-19-04 Text Amendment: Industrial Park Manufacturing Zone – Technology Center IPM-2 – Public Hearing and Review for Recommendation to City Council of Text Amendments to the *Zoning Ordinance*, Article 3 – District Regulations, Section 20A - Industrial Park and Manufacturing Zone – Technology Center (IPM-2); Article 4 Section 4.16 - Zoning Bulk and Parking Regulations; and Article 12 - Definitions. The proposed Ordinance allows for a broader range of potential uses in the IPM-2 zone while retaining the emphasis on technology versus general manufacturing uses. It also adds definitions for the following terms: logistics, warehouse, and warehousing. Ordinance #2019-15.
 - A copy of the Proposed Ordinance #2019-15 is available on the City's website www.cityofdover.com under the Government Heading: Ordinances, Resolutions & Tributes. <https://www.cityofdover.com/ordinances-and-resolutions>
 - *The Legislative, Finance, and Administration Committee reviewed the proposed Text Amendments on June 11, 2019 and First Reading was held by City Council on June 24, 2019 where the Public Hearing dates were set for Planning Commission on August 19, 2019 and City Council on September 9, 2019.*

NEW BUSINESS

- 1) Nomination and Election of Officers (Chairman and Vice-Chairman)
- 2) Appointment of the Architectural Review Oversight Subcommittee of Planning Commission (in accordance with *Zoning Ordinance*, Article 10 §2.28)
- 3) Project for Dover's 2019 Comprehensive Plan
 - a. Update on Project Activities

ADJOURN

THE AGENDA ITEMS MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

Posted Revised Agenda: August 9, 2019