



MEMORANDUM

City of Dover, Delaware
Department of Planning & Inspections
P.O. Box 475 Dover, Delaware 19903
Phone: 302.736.7196 Fax: 302.736.4217

DATE: April 30, 2021
TO: Applicants and Interested Parties
FROM: Planning Office
SUBJECT: Meeting Announcement for
Applicant D.A.C. Meeting of Wednesday, May 05, 2021

The Development Advisory Committee (D.A.C.) will hold an applicant meeting on **Wednesday, May 05, 2021 at 10:00 AM** to review and comment on the following application that will be considered by the Planning Commission at its meeting of **May 17, 2021**.

The Applicant Development Advisory Committee (D.A.C.) Meeting for Wednesday, May 05, 2021 at 10:00 AM will be held only as a Virtual Meeting using WebEx. Regular DAC member participants will receive a specific invitation to attend meeting as a Panelist; see email for participation information.

Participation in the D.A.C. meetings is limited to agency reviewers and project applicants. While the public is welcome to attend, public comment will not be accepted. The opportunity for public comment will be available at the Planning Commission meeting.

**Public Participation Information To Attend City of Dover
Applicant Development Advisory Committee (D.A.C.) Meeting of May 05, 2021**

Public Participation Information: Dial 1-408-418-9388

Event number/Access code: 173 112 0961

Event Password: DoverAppDAC

Event Link: <https://cityofdoverde.webex.com/cityofdoverde/onstage/g.php?MTID=e53fe5a5ebce89e5b8c883e3e84b8f28c>

The Planning Office provided the submitted Applications to our Department and Agency reviewers and the Applications are on file in the Planning Office. This meeting will focus on any questions regarding the DRAFT DAC Report & Comments that are expected to be released to the Applicants on **April 30, 2021**.

APPLICATION FOR REVIEW

1. AX-21-02 Lands of Edward C. and Joan N. Larrivee at 115 Fox Hall Drive – Review of an Annexation Request and Rezoning Request for a parcel of land totaling 1.131 acres +/- located at 115 Fox Hall Drive, Dover. The property is currently zoned RS-1 (Residential Single Family Zone) in Kent County. The proposed zoning is R-20 (One Family Residence Zone). The property is located on the north side of Fox Hall Drive and approximately 1600 feet west of Kenton Road. The annexation category according to Dover's 2019 Comprehensive Plan is Category 1: High Priority Annexation Areas and the land use designation is Residential Low Density. The owners of record are Edward C. and Joan N. Larrivee. Property Address: 115 Fox Hall Drive. Tax Parcel: ED-00-076.05-01-01.00-000. Proposed Council District 1. Ordinance #2021-08. *The First Reading of this Annexation Request was held on April 12, 2021. Public*

Hearing before the Planning Commission is scheduled for May 17, 2021 and City Council on June 14, 2021.

2. SB-21-02 Lands of Fountainview, LLC at 100 Ridgely Street: Minor Subdivision Plan - Review of a Minor Subdivision Plan to subdivide a property consisting of 7.3386 acres +/- into two parcels (Lot 1 and Lot 2). Lot 1 is to be 3.5429 acres +/- and encompasses the east side of the property including an access easement area extending from the northern stub of Ridgely Street. Lot 1 only has a street frontage of 40.12 feet on Ridgely Street. Lot 2 is to be 3.7957 acres +/- and encompasses the western residual portion of the property with frontage on Ridgely Street and on unimproved segment of Fulton Street. The subject property is located at the terminus of Ridgely Street and north of Fulton Street. The property is zoned IPM (Industrial Park Manufacturing Zone). The owner of record is Fountainview, LLC c/o Morgan Shank. Property Address: 100 Ridgely Street. Tax Parcel Number: ED-05-076.08-01-01.01-000. Council District 4. *Waiver Requested: Subdivision Waiver to Reduce Required Lot Frontage Width on a Public Street. Previous Applications for development of this property included S-08-43 Warehouse Storage Buildings on Lands of Ridgely Street, LCC and S-00-19 Contractors Office & Storage Building on Lands of Bandurski; both plans are expired.*
3. C-21-04 Bay Pointe Apartments (One Building Concept) at 1080 and 1106 Bay Road - Review of a Conditional Use Site Plan Application and associated Lot Consolidation Plan to permit the construction of one Multiple Dwelling-Unit (Apartment) Building as a three-story 54,105 SF building with 54 apartment units and associated site improvements. The proposed Apartment building requires Conditional Use review in the C-4 zoning district. The three existing lots to be consolidated total 3.302 +/- acres and are zoned C-4 (Highway Commercial Zone). The property is located on the southwest side of Bay Road at the intersection with Lafferty Lane. The owner of record is Patel Hospitality Properties. Property Addresses: 1080 and 1106 Bay Road and an unaddressed parcel. Tax Parcel Numbers: ED-05-086.00-01-18-00-000, ED-05-086.00-01-19.00-000, and ED-05-086.00-01-20.00-000. Council District 2. *For Consideration: Active Recreation Plan. Previous Application C-20-05 Bay Pointe Apartments (Two-Building Concept) was denied by the Planning Commission in December 2020.*
4. S-21-05 Bay Road Office Park Master Plan (Revised) – Review of a Site Development Master Plan as Revised to permit continued phased construction of Bay Road Office Park to consist of three buildings in three phases. Phase 1 is complete with a 25,120 SF Office Building, parking, stormwater management facility, and other site improvements. Phase 2 proposes a 25,606 SF Office Building with potential 4,800 SF building addition. Phase 3 proposes a 17,374 SF Office Building. The subject properties consist of four (4) parcels: 1.11 +/- acres, 1.10 +/- acres, 1.2 +/- acres, and 4.17 +/- acres. The properties are zoned C-4 (Highway Commercial Zone). The properties are located on the southwest side of Bay Road and south of Miller Drive with access from Martin Street. The owner of record is Bay Road One, LLC. Property Addresses: 530, 540, 544, and 550 Bay Road. Tax Parcels: ED-05-077.10-01-45.00-000, ED-05-077.00-01-10.02-000, ED-05-077.00-01-10.01-000, and ED-05-077.00-01-10.01-000 and ED-05-077.00-01-11.00-000. Council District 2. *Waiver Requests: Elimination of Loading Spaces, Reduction of Arterial Street Buffer, and Elimination of Upright Curbing. Previous Application S-17-19 Bay Road Office Park Master Plan was approved by Planning Commission in July 2017, Revised in October 2017, and with Final Plan approval April 4, 2018. Phase 1: Office Building was constructed under S-17-30 with Final Plan approval granted April 4, 2018.*
5. MI-21-03 Comprehensive Rezoning 2021 Project: Comprehensive Zoning Map Amendments - Review of Amendment the *Zoning Ordinance* and Zoning Map of the City of Dover by Changing the Zoning Designations to Conform with the 2019 Comprehensive Plan, as amended. These recommendations of parcels for Rezoning have been identified as part of the

Comprehensive Rezoning 2021 Project and will be presented in map and listing formats. Ordinance #2021-09. *A Public Hearing before the Planning Commission is to be scheduled for May 17, 2021 and Public Hearing before City Council is to be set for June 7, 2021 with Final Reading and Final Action by City Council on June 14, 2021.*

6. MI-21-04 Comprehensive Plan Amendments 2021 Set #2 – Review of a series of Amendments to the 2019 Comprehensive Plan include consideration of the following:

A. Consideration of a series of plan text changes to Table 12-1: Land Use and Zoning Matrix of the *2019 Comprehensive Plan* (as amended). The changes to the Land Use and Zoning Matrix will add several zoning districts to certain Land Use Categories. Ordinance #2021-10.

B. Consideration of a series of Amendments to Map 12-1: Land Development Plan Map of the *2019 Comprehensive Plan* (as amended). The Recommendations for the Land Use Classifications to be revised is for a series of parcels citywide as discovered during the parcel-by-parcel analysis and/or Comprehensive Rezoning Project process and are as listed in the Summary Chart of Land Use Classifications. Ordinance #2021-11.

A Public Hearing before the Planning Commission is to be scheduled for May 17, 2021 and Public Hearing before City Council is to be set for June 7, 2021 with Final Reading and Final Action by City Council on June 14, 2021.

The Planning Commission Meeting will be held as a Virtual Meeting on **May 17, 2021 at 5:30pm** with participation information to be released in the future.

Please be advised that the Planning Commission meeting agenda will include other items in addition to the items above. Applicants will receive a packet of information for the Planning Commission meeting including the meeting agenda and Final D.A.C. Report.

CC to Applicants:
Edward C. Larrivee
Joan N. Larrivee
Douglas D. Barry, PE
Dominic Balascio
Francis Smyth
Alex Schmidt
Morgan Shank
Troy L. Adams, PE
Mackenzie M. Peet