



**CITY OF DOVER, DELAWARE
PLANNING COMMISSION
Monday, May 17, 2021 at 5:30 PM**

Virtual Meeting

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.

VIRTUAL MEETING NOTICE

The Planning Commission Meeting for May 17, 2021 will be held only as a Virtual Meeting using WebEx. Representatives of each Project Application will receive a specific invitation to attend this meeting. Regular Planning Commission member participants will receive a specific invitation to attend the meeting as a Panelist. The public is welcome to attend the meeting using the Public Participation Information given below.

**PUBLIC PARTICIPATION INFORMATION
City of Dover Planning Commission Meeting of May 17, 2021**

Dial: 1-408-418-9388

Event number/Access code: 129 102 4722

Event password: DoverPC

Event Address: <http://bit.ly/PCMeeting051721>

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 April 19, 2021

COMMUNICATIONS & REPORTS

Meeting Reminder: The next Planning Commission regular meeting date is June 21, 2021 at 7:00PM.

Update on City Council Actions

Department of Planning & Inspections Updates

OPENING REMARKS CONCERNING MEETING PROCEDURES FOR APPLICATIONS

OLD BUSINESS

Request Extension of Planning Commission Approval

2. C-19-06 Calvary Baptist Church of Dover at 2285 Forrest Avenue - Request for One-year Extension of Plan Approval granted by the Planning Commission in July 2019 for a Conditional Use Site Plan Application to permit the construction of a place of worship and associated site improvements at 2285 Forrest Avenue for the Calvary Baptist Church of Dover. The subject property is 75.51 acres +/- and is located on the south side Forrest Avenue west of Dover High Drive. The property is zoned R-10 (One Family Residence Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The owner of record is Calvary Baptist Church of Dover Inc. Property Address: 2285 Forrest Avenue. Tax Parcel: ED-05-075.00-01-06.00-000.

NEW APPLICATIONS

3. AX-21-02 Lands of Edward C. and Joan N. Larrivee at 115 Fox Hall Drive – Public Hearing and Review for Recommendation to City Council 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.*
4. SB-21-02 Lands of Fountainview, LLC at 100 Ridgely Street: Minor Subdivision Plan - Public Hearing and 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.*

5. C-21-04 Bay Pointe Apartments (One Building Concept) at 1080 and 1106 Bay Road - Public Hearing and 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.*
6. S-21-05 Bay Road Office Park Master Plan (Revised) – Public Hearing and 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-05-077.00-01-11.00-000. 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 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.*
7. MI-21-03 Comprehensive Rezoning 2021 Project: Comprehensive Zoning Map Amendments - Public Hearing and Review for Recommendation to City Council 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. *Public Hearing before City Council is set for June 7, 2021 with Final Reading and Final Action by City Council on June 14, 2021.*
8. MI-21-04 Comprehensive Plan Amendments 2021 Set #2 – Public Hearing and Review for Recommendation to City Council 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.

Public Hearing before City Council is set for June 7, 2021 with Final Reading and Final Action by City Council on June 14, 2021.

NEW BUSINESS

ADJOURN

Posted Agenda: May 7, 2021

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