



**CITY OF DOVER, DELAWARE  
PLANNING COMMISSION  
Monday, October 18, 2021 at 7:00 PM**

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

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**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](mailto:CompPlan@dover.de.us).

**MEETING NOTICE**

The Planning Commission Meeting for October 18, 2021 will be held as an IN-PERSON meeting in City Hall Council Chambers. The public is welcome to attend.

The meeting will also be a Virtual Meeting using WebEx audio/video conferencing system as an electronic means of communication. See participation information below to join by phone or computer.

**PUBLIC PARTICIPATION INFORMATION  
City of Dover Planning Commission Meeting of October 18, 2021**

**Dial:** 1-408-418-9388

**Event number/Access code:** 2343 744 3350

**Event password:** DoverPC

**Event Address:** <https://bit.ly/PCMeeting10182021>

**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 September 20, 2021.

## COMMUNICATIONS & REPORTS

**Meeting Reminder:** The next Planning Commission regular meeting date is November 15, 2021 at **6:00 PM**. Please note the earlier start time due to the volume of agenda items.

### Update on City Council Actions

#### Department of Planning & Inspections Updates

2. Proclamation for National Community Planning Month

#### Education and Training Opportunities

3. APA Delaware Annual Meeting - November 10, 2021

## OPENING REMARKS CONCERNING MEETING PROCEDURES FOR APPLICATIONS

### OLD BUSINESS

#### Request Extension of Planning Commission Approval:

4. S-19-22 Tommy Express Car Wash at Carver Road - Request for a One-Year Extension of the Planning Commission approval granted October 21, 2019 for a Site Development Plan Lot Consolidation Plan Application to demolish the existing structures and then construct a on-story 4,504 SF Car Wash (Service Establishment) with associated site improvements. The subject properties to be combined total 2.07 +/- acres and are located on the east side of Saulsbury Road north of Forrest Street and west of Carver Road. The properties are zoned C-2A (Limited Central Commercial Zone) and C-1A (Limited Commercial Zone) and are subject to the COZ-1 (Corridor Overlay Zone). The owner of record for all properties is Faithwork LLC. Property Addresses: 21 and 27 Saulsbury Road; 20 (and 26), 30 and 34 Carver Road; 971, 975 and 983 Forest Street. Tax Parcels: ED-05-076.07-01-38.00-000, ED-05-076.07-01-39.00-000, ED-05-076.07-01-61.00-000, ED-05-076.07-01-60.00-000, ED-05-076.07-01-59.00-000, ED-05-076.07-01-62.00-000, ED-05-076.07-01-36.00-000, and ED-05-076.07-01-37.00-000. Council District 4.

#### Revision to Applications:

5. C-21-02 JJ's Learning Experience 2 Child Day Care Center at 756 South Little Creek Road - Update on Revisions to a Site Plan associated with an Application for Conditional Use to permit renovation of a 10,111 SF space in an existing one-story 33,143 SF building into a Child Day Care Center to serve 170 children. The property consists of a 2.39 acre+/- parcel and is located on the south side of South Little Creek Road opposite Babb Drive. The property is zoned C-4 (Highway Commercial Zone). The owner of record is Empire Medical, LLC and the applicant is JJ's Learning Experience 2. Location Address: 756 South Little Creek Road Suite 1. Tax Parcel: ED-05-077.00-01-03.00-000. Council District 2.

### NEW APPLICATIONS

6. Z-21-06 Lands of Ingram at 317, 319, and 325 W. Division Street - Public Hearing and Review for recommendation to City Council on a rezoning application for three parcels of land consisting of 0.05 +/- acres, 0.13 +/- acres, and 0.08 +/- acres, for a total 0.26 +/-

acres (11,628.36 SF +/-). The properties are zoned C-1A (Limited Commercial Zone). The proposed zoning for all three properties is IO (Institutional and Office Zone). The properties are located on the north side of West Division Street and east of North Queen Street. The owners of record for all three parcels are E. Vernon Ingram Jr. & Alice M. Ingram. Property Addresses: 317, 319, and 325 W. Division Street. Tax Parcels: ED-05-076.08-05-03.00-000, ED-05-076.08-05-02.00-000, and ED-05-076.08-05-01.00-000 respectively. Council District 4. *First Reading was held by City Council on September 27, 2021 where the Public Hearing dates were set for Planning Commission on October 18, 2021 and City Council on November 8, 2021.*

7. MI-21-10 Text Amendment: Manufacturing Zone (M) - Public Hearing and Review for recommendation to City Council on a Text Amendment to the Zoning Ordinance, Article 3 – District Regulations, Section 19 – Manufacturing Zone (M); Article 4 – Zoning Bulk Parking Regulations, Section 4.16 – M, IPM Zones; and Article 5 – Supplementary Regulations, Section 3 – Supplementary Regulations Applying to Nonresidential Buildings, except in IPM Zone. The proposed Ordinance seeks to eliminate the need for a Conditional Use allow all listed uses by right in the M Zone. The amendment also adds uses including “transshipment and distribution, logistics support; railroad yards, sidings, and storage facilities; and Accessory uses.” The Bulk Standards are being amended to remove the number of permitted stories and to increase the maximum height from 35 feet to 60 feet. Lastly, the Supplementary Regulations are being amended to clarify height regulations in nonresidential zones and clarify how height is measured. Ordinance #2021-19. *First Reading was held by City Council on September 27, 2021 where the Public Hearing dates were set for Planning Commission on October 18, 2021 and City Council on November 8, 2021.*

## NEW BUSINESS

8. Implementation of the *2019 Comprehensive Plan*: Comprehensive Rezoning 2021 Project and Comprehensive Plan Amendments Set #2 - Updated Maps and Table 12-1
9. Discussion on Future Planning Commission Workshop Topics of Interest

## ADJOURN

### Posted Agenda: October 8, 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