



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: September 23, 2025
TO: Development Advisory Committee
FROM: Planning Office
SUBJECT: Distribution of Plans for Review and Meeting Announcement
D.A.C. Meeting of Wednesday, October 01, 2025

The Staff Development Advisory Committee (D.A.C.) Meeting for **Wednesday, October 01, 2025 at 9:00 AM** will be held both In-Person in the City Council Chambers of City Hall, 15 Loockerman Plaza, Dover DE and as a Virtual Meeting using Webex, an audio/video conferencing system. Regular DAC member participants will receive a specific invitation to attend meeting as a Panelist; see email for participation information.

Public Participation Information
To Attend City of Dover Staff Development Advisory Committee (D.A.C.) Meeting
of October 01, 2025

Join by Phone: 1-650-479-3208
Access code: 253 062 17527 (Password: 36837782)

Join Online: <https://bit.ly/StaffDAC10012025>

Webinar Number: 2530 621 7527
Webinar Password: DoverStaffDAC

The Planning Office will be providing the submitted Applications to our Department and Agency reviewers (by paper copy and/or electronic copy) for technical review. Comments should be submitted electronically to the Planning Office via email directly to dmelson@dover.de.us or to compplan@dover.de.us.

The Applicant Development Advisory Committee (D.A.C.) will also be held as an In-Person Meeting and Virtual Meeting on **Wednesday, October 8, 2025 at 10:00AM** with participation information to be released in the future. These Applications are anticipated to be scheduled for public hearing and review at the Planning Commission Meeting of Monday, October 20, 2025.

APPLICATIONS FOR REVIEW:

1. Z-25-01 Lands of Bayhealth Medical Center, Inc. at 600 South State Street: Rezoning RGO/SWPOZ to IO/SWPOZ - Review and Recommendation of a Rezoning application for a parcel of land consisting of 1.0053 acres +/- . The property is zoned RGO (General Residence and Office Zone) and partially subject to the SWPOZ (Source Water Protection Overlay Zone). The proposed zoning for the property is IO (Institutional and Office Zone) and partially subject

to the SWPOZ (Source Water Protection Overlay Zone). The property is located at the southwest corner of South State Street and South Street. The owner of record is Bayhealth Medical Center, Inc. Property Address: 600 South State Street. Tax Parcel: ED-05-077.13-01-48.00-000. Council District 2. Ordinance #2025-15. *The First Reading of the Proposed Ordinance occurred on September 22, 2025 and Public Hearings are scheduled for Planning Commission on October 20, 2025 and City Council on November 10, 2025.*

2. S-25-14 LivSmart Extended Stay Hotel at 530 and 540 Bay Road – Review of Site Development Plan for new 5-story hotel of 113 rooms as a Hilton LivSmart Extended Stay Hotel and with associated parking lot and site improvements. The project will involve the consolidation of two parcels totaling 2.20 acres +/- . The properties are zoned C-4 (Highway Commercial Zone) and are located at the southwest corner of Miller Road and Bay Road with Martin Street to the west. The owners of record are Bay Road Four, LLC and Bay Road Three, LLC and the equitable owner is Weathervane Capital Partners. Property Addresses: 530 Bay Road and 540 Bay Road. Tax Parcels: ED-05-077.00-01-45.00-000 and ED-05-077.10-01-10.02-000. Council District 2. *Waiver Requests: Reduction of Arterial Street Buffer and Elimination of Loading Berth. The most recent application was S-21-05 Bay Road Office Park Master Plan (Revised) granted conditional approval by the Planning Commission in May 2021; it is expired.*

3. S-25-15 7-Eleven with Fuel Pumps at 736 and 738 N. DuPont Highway and 1021 & 1027 N. State Street – Review of Site Development Plan for redevelopment of four parcels (to be consolidated) for a 4,816 SF convenience retail store with fuel pumps under a canopy and associated site improvements. The existing buildings on the properties will be demolished. The properties are located on the east side of North State Street and west of DuPont Highway. The properties are zoned C-4 (Highway Commercial Zone). The owner of record is Harrington Four Seasons, LLC and the equitable owner is Dover DuPont State, LLC. Property Addresses: 736 N. Dupont Highway, 738 N. DuPont Highway, 1021 N. State Street and 1027 N. DuPont Highway. Tax Parcels: ED-05-068.09-01-07.00-000, ED-05-068.09-01-06.00-000, ED-05-068.09-01-04.01-000 and ED-05-068.09-01-04.00-000. Council District 3. *Waiver Requests: Reduction of Arterial Street Buffer and Partial Elimination of Upright Curbing.*

It is noted that Application S-25-12 Blue Hen Corporate Center Pad Sites Master Plan was previously reviewed by the Development Advisory Committee in September, but at the request of the Applicant was postponed to the Planning Commission Meeting of October 20, 2025.

CC: Planning Staff
Inspections Staff
Fire Marshal
City Manager
Mayor
City Clerk
City Council
City Comptroller
Sharon Duca
Jason Lyon

Electric Department
Parks & Recreation
Tax Assessor
Police Chief
Patricia Marney
Mark Nowak
Dover Fire Chief
Jared Adkins
Elaine Webb
Wendy Polasko

Brian Williams Jr.
Malcolm Jacob
Kent County Mapping
Rachel Yocum
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Matt Jordan
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