



MEMORANDUM

Department of Planning & Inspections
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Phone: 302.736.7196 Fax: 302.736.4217

DATE: August 13, 2018
TO: Development Advisory Committee
FROM: Planning Office
SUBJECT: D.A.C. Meeting of WEDNESDAY, August 29, 2018

**** Please Note Meeting Room Location ****

The Development Advisory Committee (D.A.C.) will hold a staff meeting on **WEDNESDAY, August 29, 2018 at 10:00 AM** in the **CAUCUS Room of City Hall** to review and comment on the following applications that will be considered by the Planning Commission at its meeting of Monday, September 17, 2018.

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.

- 1) Z-18-01 Lands of the Clyde Corporation at 127, 129, 133 and 135 Roosevelt Avenue - Review and Recommendation for rezoning of three parcels of land (133 and 135 Roosevelt Avenue share one parcel) totaling 0.83 +/- acres located on the north side of Roosevelt Avenue east of South DuPont Highway. The property area is zoned R-8 (One-Family Residence Zone). The proposed zoning is RG-2 (General Residence Zone). The owner of record is The Clyde Corporation. Property Addresses: 127, 129, 133 and 135 Roosevelt Avenue. Tax Parcels: ED-05-077.18-02-71.00-000, ED-05-077.18-02-72.00-000, and ED-05-077.18-02-73.00-000. Council District 2. Ordinance #2018-xx. *This zoning map amendment is to be scheduled for First Reading on August 27, 2018. Public Hearing before the Planning Commission is anticipated to be scheduled for September 17, 2018, and Final Reading/Public Hearing is anticipated to be scheduled before City Council for October 8, 2018.*
- 2) AX-18-02 Lands of Steven E. Andrew at 179 Mifflin Road - Review of an Annexation Request and Rezoning Request for a parcel of land totaling 1.37 acres +/- located at 179 Mifflin Road. The property is currently zoned RS-1 (Single Family Residential Zone) in Kent County. The proposed zoning is R-8 (One-Family Residence Zone). The property is located on the east side of Mifflin Road and south of but not adjacent to Woodmill Drive. The annexation category according to Dover's 2008 *Comprehensive Plan* is Category 1: High Priority Annexation Areas and the land use designation is Low Density Residential. The owner of Steven E. Andrew. Property Address: 179 Mifflin Road. Tax Parcel: ED-00-076.10-01-32.00-000. Proposed Council District 1. Ordinance #2018-xx. *This Annexation*

request is to be scheduled for First Reading on August 27, 2018. Public Hearing before the Planning Commission is anticipated to be scheduled for September 17, 2018, and Final Reading/Public Hearing is anticipated to be scheduled before City Council for October 8, 2018.

- 3) SB-18-04 Minor Subdivision Plan Bay Road Office Park at 550 Bay Road - Review of a Minor Subdivision Plan for two (2) parcels of land totaling 6.46 acres located at 550 Bay Road. The applicant proposes to combine the current Lots 1 and 2 into one single parcel, while subdividing the sections of Lot 1 currently planned to contain the two smaller office buildings into their own lots as the new Lot 2 and Lot 3. The new Lot 1 would be 4.16 +/- acres, Lot 2 would be 1.20 +/- acres, and Lot 3 would be 1.10 +/- acres. The site is the subject to Site Development Master Plan Application S-17-19 conditionally approved by the Planning Commission on July 17, 2017; Phase 1 of an Office Building located on Lot 1 is under construction per Administrative Site Plan S-17-30. The property is zoned C-4 (Highway Commercial Zone). The property is located on the southwest side of Bay Road and south of Miller Drive with access from Cowgill Street and Martin Street. The owner of record is Bay Road One, LLC. Property Addresses: 550 Bay Road and 540 and 544 Bay Road (The parcel to the rear of the site is located at the end of Cowgill Street and is not addressed.) Tax Parcels: ED-05-077.00-01-10.01-000 and ED-05-077.00-01-11.00-000. Council District 2. *This application is also the subject of variance V-18-04, approved by the Board of Adjustment at their July 18, 2018 meeting. This variance permits the widths of the proposed Lots 2 and 3 to be less than the minimum required in the C-4 zone.*

- 4) C-18-04 Little Kids Swagg Learning Center LLC at 631 Ridgley Street: Child Day Care Center - Application for Conditional Use Review to permit conversion of 7,800 SF an existing one-story building into a Child Day Care Center to serve 100 children. The subject site contains one large warehouse-like facility; and the Child Day Care Center is proposed to occupy only a part of the structure. The property consists of a 28.5-acre parcel and is located on the north end of Ridgley Street, immediately west of the railroad tracks. The property is zoned IPM (Industrial Park Manufacturing Zone). The owner of record is Clara Ridgley Properties, LLC and the applicant (lessee) is Donna G. Seibert. Location Address: 631 Ridgley Street #5. Tax Parcel: ED-05-076.08-01-01.00-000. Council District 4.

Please be reminded that we will meet with the applicants on **Wednesday, September 5, 2018 at 10:00 AM** in the **City Hall Conference Room of City Hall**, 15 Loockerman Plaza, Dover. Please plan to attend this meeting as well

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

Electric Department
Tax Assessor
Police Chief
Patricia Marney
Mark Nowak
Dover Fire Chief
Jared Adkins
Elaine Webb
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