



Design Committee Special Meeting

September 24, 2025

12:00 PM

Zoom (see below and page 2)

Design Committee Meeting

Zoom:

<https://zoom.us/j/97574384969>

Meeting ID: 975 7438 4969

AGENDA

- Welcome
- Agenda
- Minutes (April Meeting and August summary)
- Public Comments
- Workplan Design Committee for FY 2026
 - Leadership (Chair/Co-Chair) of Design Committee begin FY 2026
 - Update: 32 W. Loockerman St. (frontage near bus stop) CPTED: Proposed metal project by Brian (Harry) Bachman. Funds in hand; status of permit
 - Update: Tiny Art Project
 - Reference June 13, 2024 email and August summary
- Paint Dover October 15-19, 2025 (Downtown Dover and at The Biggs Museum)
- Open House (master plan updates) The Hive 28 W. Loockerman St., Thursday, November 13
- New business
- Adjourn

Next Meeting October 22 via Zoom

See next page for full details on Zoom

The Design Committee encourages and enables improvements to buildings and enhancements to the downtown Dover business district through grant/incentive programs, public art, aesthetic amenities, and education on appropriate design principles to promote value of historic and cultural resources.



Design Committee Special Meeting

September 24, 2025

12:00 PM

Zoom (see below and page 2)

Diane Laird is inviting you to a scheduled Zoom meeting.

Topic: DDP Design Committee

Time: Aug 13, 2025 12:00 PM Eastern Time (US and Canada)

Every month on the Second Wed, until Jun 10, 2026, 11 occurrence(s)

<https://zoom.us/j/97574384969>

Meeting ID: 975 7438 4969

One tap mobile

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+13092053325,,97574384969# US

Dial by your location

- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US

Meeting ID: 975 7438 4969

Find your local number: <https://zoom.us/u/adI4hf8h18>

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**Special Meeting
Minutes**

Attendees: Chevonne Boyd (Owner, The Hive), Cynthia Gowie (Property Manager, Colonial Management), Vanessa Hunter (Representative, National Contractors Association vhunter1005@gmail.com www.ncca-hq.org), Kerri Lacey, Dawn Melson-Williams, Kristin Pleasanton, Bobby Wilson (Downtown Business Owner)

Welcome and Introductions 12:05

Agenda: Kristin Pleasanton moved to accept; motion seconded by Kerri Lacey, unanimous approval.

Minutes (June): Kristin Pleasanton moved to accept, unanimous approval.

Public Comments: N/A

The Hive 28: W. Loockerman St. work completed. Chevonne Boyd was present, and provided overview of projects, and sought final approval of FY 23 Façade & Architectural grants per applications submitted to DDP:

- Façade Improvement grant: Diane Laird indicated the work completed and receipts provided supported the façade project outcome and therefore recommended approval of \$1,170. Kristin Pleasanton moved to accept; motion seconded by Dawn Melson-Williams, unanimous approval.
- Architectural grant: Diane Laird indicated the architectural work completed and receipts provided supported the architectural provided/project outcome and therefore recommended approval of \$2,000. Kerri Lacey moved to accept; motion seconded by Kristin Pleasanton, unanimous approval.

Ms. Boyd thanked the committee for the opportunity to apply for, and receive funds. Diane and the committee thanked Ms. Boyd for her outstanding work at the project site and for opening a quality, relevant business. Ms. Boyd invited all committee members to visit The Hive.

Colonial Management: 32 W. Loockerman St. (frontage near bus stop) Proposed CPTED (Crime prevention Through Environmental Design) measure.

A treatment for the front/sidewalk of the building that often hosts vagrants and loiterers has been a topic of this committee's discussion for over a year. The committee discussed a treatment of metal/fencing to reduce this nuisance behavior. Consideration of traditional stock vertical metal "fencing" at 42" above finished sidewalk, with four decorative metal panels (approx. 2'x4' each), was discussed. The panels could receive artfully designed themes, such as "four seasons," "Delaware" holly, peach blossom, ladybug, blue hen, etc., flowers, or

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Design Committee Meeting

August 7, 2024

12:00 PM

Zoom

other designs in metalwork by a qualified contractor. DE Division of Arts funding may be available, depending on design and process. Graydie Welding has been considered for the work (and also met Diane and Kristin at the proposed project site) but proposals will be sought from all interested parties, including those recommended by guest Vanessa Hunter during the meeting. Kristin Pleasanton offered to write up a proposal, and share it with Diane who will get it to Cynthia Gowie, Vanessa Hunter, a representative from Graydie Welding, and anyone else who expresses interest in providing a proposal for artwork, cost and timely completion. We will target artist/contractor responses to be in hand by Friday, August 30.

Discussion on vacant store windows: Diane indicated that funds (\$500 total) previously contemplated to address poor window treatments common at four to five new business locations on Lockerman St. is insufficient to hire a local shop owner to consult with these business owners and also provide window lighting/décor to make the window area more aesthetically pleasing. Further discussion can take place at future meeting.

New business N/A

Meeting adjourned at 1:01

Next Meeting: September 11, 2024, via Zoom

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Dear **Property Owner**

The Downtown Dover Partnership is championing a new initiative, the **Tiny Art Project**. The goal of the Tiny Art Project is to beautify small blemishes in Downtown Dover's built environment through very small-scale (and hopefully very whimsical!) public art installations.

The Downtown Dover Partnership will be welcoming Delaware artists to design a miniature work of art to embellish a pre-approved site in the Downtown Dover area. A potential Tiny Art Project site was identified on a property owned by you. This potential Tiny Art Project site is located at **XXX**. (Please see attached photo.)

The Downtown Dover Partnership seeks your approval to include this project site in the list of potential sites that participating artists may select for a Tiny Art Project. If you wish, you may also have final approval of the artwork intended for this small site. So that we may include this site in the Tiny Art Project's potential site list, we will need to receive approval via reply email by **XXX**.

We hope you will join the Downtown Dover Partnership's efforts to bring a little beauty and creativity to Downtown Dover.

Creatively,
The Downtown Dover Partnership