

CITY OF DOVER HISTORIC DISTRICT COMMISSION
AGENDA
THURSDAY, March 17, 2011- 3:00 P.M.
City Hall – Conference Room

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES OF MEETING on February 17, 2011

COMMUNICATIONS & REPORTS

1. Education & Training Opportunities

OLD BUSINESS

NEW BUSINESS

1. Request for Extension of Architectural Review Certification:
 - a. HI-10-03 Woodburn at 151 Kings Highway: Architectural Review Certification – Request for extension of the Architectural Review Certification for the installation of roof mounted solar panels on the building known as Woodburn. Also an update on the Revised Plans for the installation of solar energy system on the main house. The project site is zoned R-10 (One Family Residence Zone) and subject to the H (Historic District Zone). The property site is located on the east side of Kings Highway between Reed Street and East Division Street. The owner of record is the State of Delaware. Tax Parcel: ED-05-077.05-04-49.00-000. Council District 2.
2. Determination of Demolition by Neglect:
 - a. HI-11-02 Building at 43 East Division Street– Determination of Demolition by Neglect for the building located at 43 East Division Street. The subject site consists of one parcel of land zoned RG-1 (General Residence Zone) and subject to the H (Historic District Zone). The property is located on the north side of East Division Street between American Avenue and Pennsylvania Avenue. The owner of record is Nicholas and Pamela Fedirko. The property address is East Division Street. Tax Parcel: ED-05-077.05-02-28.00-000. Council District 3.

PRESENTATION

1. Dover Transit Center Neighborhood Plan

ONGOING PROJECTS

1. Draft Zoning Text Amendment (MI-11-06) Updates to *Zoning Ordinance*, Article 10 §3. Historic District Commission and Architectural Review
2. Discussion of the Project to Evaluate and Update the “*Design Standards and Guidelines for the City of Dover Historic District Zone*”

ADJOURN

**CITY OF DOVER
HISTORIC DISTRICT COMMISSION
FEBRUARY 17, 2011**

The Regular Meeting of the City of Dover Historic District Commission was held on Thursday, February 17, 2011 at 3:00 PM with Acting Chairman McDaniel presiding (based on seniority of members present). Members present were Mr. McDaniel, Mr. Salkin, Mr. Fisher, and Mr. Jackson (arrived at 3:13 PM). Mr. Scrafford was absent.

Staff members present were Mrs. Melson-Williams, Ms. Cornwell, and Ms. Metsch. Also present was Mrs. Stephanie Hansen, Mr. Kyle Lampron, Mr. Greg Scott, Mrs. Cindy Yencer, and Mrs. Gail Tolpin.

Mrs. Melson-Williams stated that Staff has a request for an addition to the agenda. The City Manager has requested an opportunity to provide some information regarding the Dover Library project. She would suggest that this be inserted under Communications and Reports, Item #1.

APPROVAL OF AGENDA

Mr. Fisher moved for approval of the agenda as amended, seconded by Mr. Salkin and the motion was unanimously carried 3-0 with Mr. Scrafford and Mr. Jackson absent.

ADOPTION OF MINUTES OF THE REGULAR HISTORIC DISTRICT COMMISSION MEETING OF DECEMBER 16, 2010

Mr. Salkin moved to approve the minutes of December 16, 2010 as submitted, seconded by Mr. Salkin and the motion was unanimously carried 3-0 with Mr. Scrafford and Mr. Jackson absent.

COMMUNICATIONS & REPORTS

Dover Public Library

Mr. DePrima stated that Staff finally has reached the point where they have bid out a contract with a construction manager, EDiS. The City will contract through the Construction Manager and they will do all the bidding. They have been going through the bid openings and actually received numbers back from the Construction Manager and the good news is that we are below budget.

Mr. DePrima further stated that since the time that we originally met with the Historic District Commission, we have taken a couple of things out of the interior of the library and will do them later. One of the things that was proposed to be taken out was the multi-purpose room. When you walk in the first door, the first floor of the east wing was a big meeting room. For cost savings they were going to fit-it out later. Since that time, we learned from some grants that were received that we need to fit out this room. While our bids were below budget, they were not that below budget that we can stick the fit-out of this room which is about \$170,000 in under the budget. The Advisory Committee met today and one of the options that was looked at was taking out the stone bookends of the building and doing something different as a distinguished feature; however, not as expensive as the stone bookends. When we came to this Commission, the flavor was that the Commission wanted to see something that would break up the building and one of the ideas was stone. What they are proposing now to City Council is that they not do the stone and come back with some other brick pattern or color. What they can save by not doing these two stone bookends is equivalent to the multi-purpose meeting room.

Mr. DePrima further stated that he wanted to brief this Commission before they read this in the paper. As required, they will be coming back before the Historic District Commission to advise you of the exact treatment that will be selected.

Mr. McDaniel questioned when they come back will you have pictures that will show us what the change will be? Responding to Mr. McDaniel, Mr. DePrima stated that yes, they will as well as samples of brick.

Mr. McDaniel further stated that he would rather they save the money and do the fit-out on the interior. Responding to Mr. McDaniel, Mr. DePrima stated that they have some nice grants; however, a part of those grants is that they put some presentation material that is related to the Gates Foundation Grant. The idea was that they would fit this out later and would use the other meeting room which is an I/T type of meeting room. The I/T room, because of the grant, will now have to be dedicated to a job center, employment, and technology training room.

Summary of Applications 2005-2008 and 2009-2010

Mrs. Melson-Williams stated that most of the activity or projects that you saw in the time period from 2005 to 2008 have been completed. There are three (3) projects that are on-going. One is the State Street Commons and the majority of the building is finished; however, does not have a Certificate of Occupancy to date. The second big project that is still under construction is the Kent County Courthouse addition. It is anticipated that this project will be finished this spring. The third project is the John Bell House restoration which has an exterior for the building now and interior work is continuing to finish this project.

Mrs. Melson-Williams further stated that the second chart table covers the applications from 2009 to 2010. There have been a couple of updates since the issuance of this chart. The building at 301 S. Governors Avenue was demolished within the last week and the site has been stabilized. The deterioration was beyond repair and there were pieces falling off of the building. The Wesley United Methodist Church elevator and canopy addition project received Final Plan approval in January and they have filed a Building Permit which is currently under review. For the Bayard Plaza which is the Bayard Hotel site, Staff has received a Check Print and has been reviewing it which is part of the process to finalize the Site Plan. The Building Permit that came before this Commission for the New Jerusalem Baptist Church has siding work that is almost complete and there is just site clean-up work to be completed.

Mr. Jackson questioned if there were any plans for the building that was demolished at 301 S. Governors Avenue? Responding to Mr. Jackson, Mrs. Melson-Williams stated that she was not sure at this point. Under contract with the City, the building was demolished so there will be a process of liening this parcel for the cost of demolition. It was declared "Dangerous" by City Council as it moved through that process; it was not the property owner that took the action.

Mr. Jackson proceeded the meeting as Vice-Chairman at 3:18 PM.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

HI-11-01 Building at 326 West Lookerman Street: Building Demolition – Public Hearing and Review of an Architectural Review Certificate to allow Demolition of the existing commercial building at 326 West Lookerman Street. The property consists of one parcel of land zoned C-2 (Central Commercial Zone) and subject to the H (Historic District Zone) and SWPOZ (Source Water Protection Overlay Zone). The property is located on the southeast corner of West Lookerman Street and South Queen Street. The owner of record is Dover Realty I. The property address is 326 West Lookerman Street. Tax Parcel: ED-05-077.09-01-74.00-000. Council District 4.

Representative: Mrs. Stephanie Hansen, Young, Conaway Stargett & Taylor; Mr. Greg Scott, Scott Engineering, Inc.; Mrs. Cindy Yencer, R&R Commercial Realty; Mr. Kyle Lampron, Ten Bears Environmental; and Mrs. Gail Tolpin, Co-Owner of Property.

Mrs. Melson-Williams provided an overview of the project.

Mrs. Hansen stated that on the property currently, there is one large building with an asphalt parking lot. It previously was a daycare known as Drop-A-Tot Daycare and a church. The property has been vacant since 2004. There was a failed attempt to re-develop the property in 2007 when we thought we were going to be able to sell it for re-development. The market took a turn on this property as it did with many others and it fell through. In 2009, the owners did get a number of citations from the City of Dover regarding problems with the building; for instance repair of the leaking roof, repair to replace the gutters, install the downspouts, and repair the side door. It is not just an issue of correcting the problems associated with the code violations; it is also what we need to do to bring the building back up to code so that it is useable. Instead of bringing it up to code, they would like to demolish the structure.

Mr. Scott stated that the existing building has a canopy that projects out towards Queen Street located on the western side of the site. As the building sits on the site, there is a portion of the site that is made up of concrete and the concrete sidewalk. Along the other side of the property is asphalt that runs to the edge of the property with buildings abutting it with an alley that runs in the rear of the property. Work has been completed in the front by the City of Dover over the years as part of the beautification program with brick pavers and sidewalk that was installed. There are a number of fence posts that are in the ground that consist of metal and wood that were placed there for the daycare that have been cut off to grade. There are foundation remnants that have been left on site from previous buildings that were there, as he believes that there was an old bus station at this location at one time. Originally, after it was a lumber yard, the Kent County Motor Company took it over for automobile sales. The building was in sections and was added onto over the years with wood beams and joists supporting the roof and later they built a configuration on the back of the building that was supported by steel for the roof.

Mr. Scott further stated that one of the things that they took a look at briefly; however, have not done an in-depth exploration on it or a structural analysis was that we were trying to determine what is underneath the structure. They determined that the front portion of the building has a concrete slab that is essentially at grade that butts up to the sidewalk with a parking area and then an entryway. Along the entryway is a wood floor where they gained access below and what they found was that the slab is about twelve (12) inches below the floor. From what he could see from

the building, they use to have some bays that entered into the building and then you get partway back into the building and the concrete drops off another six (6) inches and then runs level back to the slate with a little bit of a slope towards the rear of the building. There is some transition in the building and if they are looking at raising it what would they have when it is completed and what would be left. Until they take the wood floor up, they would not know what exactly would be there as they have a twelve (12) inch drop along the sidewalk and then another six (6) inch drop. The ground slopes from the front to the back by about a foot and a half to the back of the alley on both sides. The drop off could be anywhere from zero (0) to eighteen (18) inches.

Mrs. Hansen stated that should thought it would be a good idea to pass out a sample of the Sanborn Maps so that you could take a look at the history of what was built when. What she did was mark the corner of Loockerman and Queen Streets so that you know what you are looking at. The first map is from 1885 where you will see a lumber shed and a small office located at the corner of Queen and Loockerman Streets. When you move to 1891, it looks unchanged. When you move to 1897 and 1904 again, it looks unchanged. When you move to 1910, the lumber sheds appear to have been removed; however, the office still remains on the corner of the property. When you move to 1919, it looks like 1910. 1929 is where we see a change in that the office that was located at the corner of the property is now gone. In 1925, the property changed hands from James and Anna Sipple to the Kent County Motor Corporation. It stayed in the hands of the Kent County Motor Corporation from 1925 to 1969. On the 1929 map, if you take a look where it says "garage" and then into the roadway of Loockerman Street, you will see three (3) circles and next to each of those circles it says "GT" likely what this stands for is "gas tank."

Mr. Scott questioned if these gas tanks had an underground storage tank? Responding to Mr. Scott, Mr. Fisher stated that he would doubt it because they had a tank on the top of the pump like a water cooler that they used to pump the gas into the cars.

Mrs. Hansen further stated that when you move into 1951, here is where you will see where an addition was added onto the back part of the property. Also, you will notice between the buildings, which says auto sales, service, and on Queen Street, there are two (2) more small circles with "GT" labeled next to them. These could be gas tanks or may not be. When you move into 1970 which is the last map, it is a total mess; however, it looks like the footprint has remained the same.

Mrs. Hansen further stated that they have reviewed aerial photographs from 1961, 1977, and 1989 and it would appear that there is little change from what you see today on the property. The question you may have is what will the property look like once demolition has been completed? What they would like to do is demolish the building and leave the foundation and asphalt in place. The problem is that over the course of the environmental investigation that happened during the re-development as well as some environmental investigation before that, there are some problems on the property. DNREC is well aware of the problems and met with them prior to coming to this body. We explained to DNREC what we wanted to do with the property to get their take on what they would require. DNREC has issued a report on the property that states that they are not requiring any further investigation and clean up on the property unless the cap is disturbed. They are considering the cap to be the foundation of the building and the parking lot. They do not want us drilling through the foundation or through the parking lot until they can come back and finish up their environmental investigation and clean-up. The clean-up is generally tied to what will be

the use of the property after demolition.

Mrs. Hansen further stated that they want to be able to do what they can to take the building down, stabilize the property, and keep DNREC happy. They have not pierced the cap of the property; however, they will do what they need to do to for this Board as well. We currently have a parking lease with the NAPA business next door which is a month to month lease. NAPA is in charge of taking care of snow removal and clean-up of the property. They would also like to not have to put up a fence on the property. Conversations with the Dover Police Department have indicated that a fence is not something that they would like to see on the property. If there is a fence there, you would not be able to see behind the fence and there maybe some things going on that should not be; however, if you require a fence in certain areas, certainly we will do what is required.

Mr. Lampron stated that they completed some environmental work on the site back in 2007 on behalf of a perspective purchaser. Generally, what this entailed was drilling soil borings on the property in selected locations pretty much throughout the site to review subsurface conditions and facilitate the collection of soil samples and ground water samples for chemical analysis. In general, what they found was that the majority of the property looked good. What we had was some moderate environmental impediments on a portion of the property in the northeastern area that were at relatively deeper depths most often that was typically petroleum that was found. We did have polychlorinated aromatic hydrocarbons at one of the locations; however, generally moderate environmental contamination. DNREC is comfortable with the way the site is being stabilized in that those impacts are separated from coming in contact with anything.

Mr. McDaniel stated that when you say hydrocarbons is this petroleum? Responding to Mr. McDaniel, Mr. Lampron stated that you can have it in petroleum; however, it is most often found in diesel fuel as a source. You can also get it from combustion as well. It is typically a combustion by-product or found in petroleum fuels.

Mr. Fisher questioned whether the drillings were done where the old gas tanks were found? Responding to Mr. Fisher, Mr. Lampron stated that they did drill around some of the tanks and there was some impact; however, do not know if they are related to the tanks or not.

Mrs. Hansen stated that they have been trying to market this property for a very long time as a re-development project. When that did not happen, they also thought about what it would take to rehab it. Shortly before Mr. Danneman passed away about a year or so ago, they had Mr. Albert Lambertson come out to take a look to see what it would cost to bring the property back up to use. The letter from Mr. Lambertson stated that it would take approximately \$400,000 which was to do the HVAC, the roof, and the electric to rehab the building to bring it into use again. (A handout was provided that include the letter from Mr. Lambertson as well as site photographs.)

Mrs. Hansen further stated that as Mrs. Melson-Williams had mentioned, this is located within the Loockerman Street Historic District where there is a lot of 19th century buildings and at one time, the property did contain a 19th century building. The building that sits on the site now is a mixture of late 1920's, 1930's and then at some point, sometime before the 1950's the first floor has been drastically altered from what it looked like originally when it was built back in the 1920's. Even the second floor to a significant degree has been altered. One of the nice architectural significant pieces of the 1920s was the second floor with some brick work. It looks like they did some rehab

of the building on the second floor as the cornices are gone; however, some of the brick work remains in place at the cornices which is more significant.

Mrs. Hansen further stated that according to Mr. Lambertson and Scott Engineering, the building is structurally sound; however, the value of the building today is about \$350,000 and it will take around \$400,000 to bring it back up to something that is useable. The value at that point will not be \$750,000. The value to bring it up to be useable and market it again is not going to approach what it will take to fix it up. We found in the past that having the building on the property has been the impediment to re-development. It is a great location on a great corner; however, having a building and having to demolish the building and go through the process that we are going through right now, has been an impediment to having it re-developed.

Mrs. Hansen further stated that this building is not a contributing structure because of the extensive alteration of the first floor storefront and cutting off the cornices of the second floor. This leaves the building with minor architectural value and is now not a building that contributes to the Historic District.

Mr. McDaniel questioned that after the building is gone and stabilization of the area, what will be there? Will you leave these floors as they go down? Responding to Mr. McDaniel, Mrs. Hansen stated that at this point in time, she thinks that the applicant would be able to leave the floors the way that they are; however, we recognize that this might not be a situation that you would be comfortable with. We will do whatever you require us to do.

Mr. Fisher stated that if you leave the wood floor, then you will have a step down which would become a liability issue. Will you place a ramp there to try and transition it? Would this be the plan? Responding to Mr. Fisher, Mrs. Tolpin stated that they want to make it as safe as possible. The things that we had talked about was filling it in with some dirt. Also, so that it does not cause a drainage problem, once it is filled, we would have to put in some type of geo-type of fabric underneath of the soil so that we do not get drainage into the area because it is supposed to be tight. DNREC does not want us drilling into it because they do not want it to drain.

Mr. Salkin questioned if the asphalt area would continue to be used as parking? Responding to Mr. Salkin, Mrs. Hansen stated that yes, it would be. She thinks that it is a good idea to keep people that are supposed to be on there on there to keep activity there.

Mr. Salkin stated that you mentioned that the redeeming architectural features on the outside have been compromised. Are there any architectural elements on the inside that would be salvaged? Responding to Mr. Salkin, Mr. Scott stated that there was nothing on the inside that he saw. There are some older timbers up in the roof framing on the front portion of the building. A number of them have water damage and some have termite damage.

Mr. Salkin questioned if there was any asbestos in the building? Responding to Mr. Salkin, Mrs. Hansen stated that there is a small amount of asbestos in the roof. There is a small amount of asbestos located in the mechanical flashing on the roof and would only cost about \$800 to do the asbestos abatement.

Mr. Jackson stated that the reason that DNREC wants the cap to remain in place is that they fear that the groundwater will get down and help migrate whatever petroleum products or by-products are down in the ground. Responding to Mr. Jackson, Mr. Lampron stated that this could be a concern. Their main concern with the asphalt cap for the building is to create a separation barrier between people walking by the site or on the site from what soil is beneath as it could be impacted. There is also a double affect that it has with the use of rain water from infiltrating and taking whatever might be in the soils and hitting the groundwater where it can mobilize and move.

Mr. Salkin moved to close the hearing of HI-11-01, Seconded by Mr. Fisher and the motion was unanimously carried 4-0 with Mr. Scrafford absent.

Mr. Jackson opened a public hearing with no one present to speak.

Mr. McDaniel moved to close the public hearing, seconded by Mr. Fisher and the motion was carried 4-0 with Mr. Scrafford absent.

Mr. McDaniel moved to re-open the public hearing, seconded by Mr. Fisher and the motion was unanimously carried 4-0 with Mr. Scrafford absent.

Mr. Salkin questioned if Staff could give a quick review of Staff comments to see if our motion would simply be to move forward based on Staff comments?

Responding to Mr. Salkin, Mrs. Melson-Williams stated that Staff comments with regards to the first one deals with reference to the *Design Standards and Guidelines*, the criteria that you would need to consider. Staff noted that the applicant may provide additional information at the meeting today and you have heard that. The other items under #1 (a) and (b) we note that the demolition may be warranted and in Staff's opinion due to the condition of the building and the integrity of the original building has been compromised. Item #2 in reference to documentation or recordation of the building, we note that there was some existing photographs taken of the exterior and you could certainly deem that additional documentation would be necessary. That would be up to the Commission. Staff Item #3 talks about items related to demolition and what then happens with the property. Staff comments look to what is the site stabilization if the building goes away. The three things that Staff focused on was the building foundation or slab, pavement, is this going to remain, should there be any landscaping elements that are added to the property, and then the question of fencing the property. Timeframe was also a question and you have heard that they wanted to take action sooner rather than later. You have heard a little regarding the eastern portion of the property which they hopefully continue to use as parking. Also, note the environmental issues of what has been done on the site and what should remain prior to any future re-development. The advisory comments that we then list are fairly standard; however, if the project changes it would require review again. We have made them aware of the requirements for a demolition permit and that the demolition permit would have to meet any of the conditions that you establish as part of your action today.

Mr. Salkin stated he had a question for Staff regarding 3(c) where it makes reference to ensuring that appropriate traffic control measures, etc. if necessary. He is not sure that this is our area of expertise. Are you suggesting that you feel that there is a need for this and are you advising us to include that or is that up to the applicant? Responding to Mr. Salkin, Mrs. Melson-Williams

stated that regarding the management of the parking area that she could not tell from the photographs if it is adequately striped for individual parking spaces out on the site; it does not look like it. There is a pattern to where people park given that there are two (2) entrances that come in off of Loockerman Street. If you feel that additional striping should occur to assist folks in finding a proper place to park, you could look to those recommendations.

Mr. Fisher questioned with regards to any plantings, he would assume that there certainly will be no in-ground plantings because there will be no ground to plant in. Is there any intention to place potted plants on the site after demolition? Responding to Mr. Fisher, Mrs. Tolpin stated that there is none planned at this point.

Mr. McDaniel stated that he is in favor of this project with the caveats that the documentation/recordation would be purposeless at this stage since the pictures that were supplied in their packet are much better. They do not want to place fencing on the site. With regards to striping, there was no striping before so he does not feel that they would need it now. He does want to include in a motion the stabilization of the ground so that the site does not look like a building has been torn down and walked away from.

Mr. Salkin stated that he would agree. He likes the suggestion of Staff with regards to #3(a)(iii) where it gives an example of short posts with roping that would be very low. He feels for safety and especially aesthetics, some simple fencing would be more pleasing than an empty lot without any perimeter definition would be positive and does not have to cost much. This will delineate it and make it look like it is not a vacant lot.

Mrs. Tolpin stated that the issue with putting posts in the ground would be that we would have to dig into the ground and DNREC will not want us to do that. Responding to Mrs. Tolpin, Mr. Salkin stated that we could place in the motion subject to approval of appropriate agencies.

Mr. Scott stated that if you were talking about the building, the idea was to utilize the stem wall of the building to put posts in; however, if you are going out to the perimeter of the property that would be problematic. They have posts that were placed there in the past; however, DNREC does not want us disturbing the soil.

Mr. Salkin stated that if there is no objection from other Board members, his suggestion would be to make this recommendation subject to your design and approval by Staff and to DNREC's concurrence. Responding to Mr. Salkin, Mrs. Tolpin stated that she would agree having something there that is pleasing to the eye and how definitive is definitely something that they would try to aim for or would do.

Mr. Salkin moved to approve HI-11-01 Building located at 326 West Loockerman Street: Building Demolition in accordance with Staff recommendations with the provision that there be some sort of low fence like barrier along the perimeter of the property, around the building, and other areas determined by the owner and subject to the approval of DNREC. The demolition would not be subject to any additional recordation and demolition is approved with the understanding that the depressed areas of the foundation would be brought up to grade, seconded by Mr. McDaniel and the motion was unanimously carried 4-0 with Mr. Scraftford absent.

Mrs. Melson-Williams stated Staff, on behalf of the Historic District Commission, will work with you (the applicant) on fence design options for the site. Your next step would be making application for the demolition of the building which would include the information on any proposed fence-like structure and leveling and grading of the site in relation to the areas of level slab that appear on site.

Mrs. Tolpin questioned if there was a way, because she thinks some of the work cannot be established until we see how it all settles in once it is demolished, on how it would look appropriate? Is this included in the plan? Responding to Mrs. Tolpin, Mrs. Melson-Williams stated that the Demolition Permit can give your initial ideas for stabilization and should demolition necessitate something alternative than that, Staff can work with you through the demolition process to address that.

ONGOING PROJECTS

Discussion of the Project to Evaluate and Update the “Design Standards and Guidelines for the City of Dover Historic District Zone”

Mrs. Melson-Williams stated that with regards to discussion of the *Design Standards and Guidelines*, Staff does not have anything to bring forward to you today. There will be a meeting in March and by then you may actually be seeing some sample text for review.

Mrs. Melson-Williams further stated that Staff is working on the heart of the *Zoning Ordinance*, Article 10 that describes how all the various processes work. Included in that is how the Historic District Commission works and the whole Architectural Review Certification. This updated section will be presented to you at the March meeting. This has to go through public hearing with the Planning Commission and City Council because it is an amendment to the *Zoning Ordinance*. There are some items that need clarification such as when Staff has the ability when the Historic District Commission has the authority and when you make a recommendation to the Planning Commission with who has the ultimate authority. Staff is also anticipating to do some changes to the public notice requirements for all types of applications.

Mr. McDaniel moved to adjourn the meeting, seconded by Mr. Salkin and the motion was unanimously carried 4-0 with Mr. Scrafford absent.

Meeting adjourned at 4:13 PM

Sincerely,

Diane Metsch
Secretary

HI-10-03 Woodburn at 151 Kings Highway: Solar Panel Installation

Request for Extension

The applicant is requesting an extension of the Architectural Review Certification approval for Application HI-10-03 which was granted by the Historic District Commission on March 18, 2010. The project is eligible for consideration of this extension request as per the provisions of *Zoning Ordinance*, Article 10 §3.25(g). The following information is provided for review:

- Notice of Decision dated March 22, 2010
- Request for Extension Letter dated February 23, 2011

Revised Plans for Solar Energy System

Additional design considerations have occurred since the Historic District Commission action in March of 2010 regarding the Solar Panel Installation project. The applicant is providing information on the Revised Design Plans of the Solar Energy System. The following information is provided for review:

- Request for Extension Letter dated February 23, 2011 also explains the design revisions
- Proposal Solar Thermal Installation on Woodburn Mansion (Report dated June 21, 2010)

Planning Staff has reviewed the Revised Plans and finds that the revised project continues met the criteria for Architectural Review Certification. The type of system has changed from solar panels (photovoltaic) to solar thermal collectors. In fact, the proposal for the solar thermal collectors is identified for installation in roof locations that will be even less visible and a greater distance from the public way of Kings Highway. The revised project remains subject to the Building Permit process.

City of Dover

March 22, 2010

Mr. Robert Furman
OMB – Facilities Management
540 South DuPont Highway, Suite 1
Dover, DE 19901

RE: Notice of Decision
HI-10-03 Woodburn at 151 Kings Highway
Historic District Commission Action

Dear Mr. Furman:

At its meeting of March 18, 2010, the City of Dover Historic District Commission took action to grant approval with conditions to an Architectural Review Certificate for the installation of roof mounted solar panels on the building known as Woodburn on Kings Highway, Dover. The Historic District Commission voted 3-0 of the members present to grant approval of the Architectural Review Certificate with Conditions as given below

The Architectural Review Certification approval is granted for the installation of solar panels on a portion of the south facing gable roof of the main house as presented in the application. The Architectural Review Certification also includes the following conditions of approval.

1. The solar panel installation should be flat and follow the same slope as the existing roof.
2. The mounting system for the solar panels is to be compatible in color with the existing roof.
3. Any mechanical equipment associated with the solar panels is to be unobtrusive in its size, color, and placement location.
4. In the event that major changes and revisions to the project design and materials occur, the applicant must contact the Department of Planning and Inspections. A determination will be made as to whether the changes require resubmittal for review by the Historic District Commission.

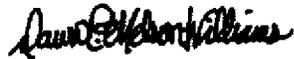
With this approval of the Architectural Review Certificate for this solar panel project, the next step is the application process for a Building Permit for the proposed project activities. The Building Permit application will be reviewed for project compliance with the Architectural Review Certification as approved. If changes or revisions to the project design and materials occur in the finalization of the project for permitting contact Planning Staff to discuss them, as certain changes may require resubmittal for review by the Historic District Commission.

The Historic District Commission approval is valid for one (1) year from the date of approval, during which time the Building Permit shall be submitted, finalized and construction commenced. To apply for an extension of time from the Commission, the Planning Office shall be in receipt of a letter from the owner/applicant requesting such extension at least 30 days prior

to the expiration of the original approval. The letter requesting the extension shall state the reasons why an extension is necessary.

If you have questions or concerns, please contact the Planning Office at (302)736-7196.

Sincerely,
Department of Planning & Inspections



Dawn E. Melson-Williams, AICP
Principal Planner

CC: Scott Koenig, P.E. Public Services Manager
Ann Marie Townshend, AICP
Permit File: 151 Kings Highway
HI-10-03

State of Delaware
Historical and Cultural Affairs

21 The Green
Dover, DE 19901-3611

Phone: (302) 736.7400

Fax: (302) 739.5660

February 23, 2011

Ms. Ann Marie Townshend
Department of Planning and Inspections
15 Loockerman Street
Dover, DE 19903

RECEIVED

FEB 23 2011

CITY OF DOVER
PLANNING & INSPECTIONS

RE: Request for Extension of Historic District Commission Approval
HI-10-03 Woodburn at 151 Kings Highway
Solar Thermal Installation

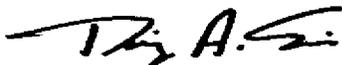
Dear Ms. Townshend:

The Division of Historic and Cultural Affairs wishes to request an extension of the City of Dover Historic District Commission's approval of Architectural Review Certificate HI-10-03, which includes the installation of a roof-mounted solar energy system on Woodburn (Governor's Mansion) located at 151 Kings Highway in Dover.

This project was initially approved with conditions on March 18, 2010. The original plans featured installation of solar panels on a portion of the main house's south-facing gable roof. Since that time, this project has been altered to further minimize visibility from the public right-of-way and has received a determination of No Adverse Effect under Section 106 of the National Historic Preservation Act. The current project design is comprised of the following components:

- Evacuated tube solar thermal collectors to be installed on the wing's south-facing gabled roof. The collectors will be raised approximately 4 inches and match the existing roof pitch.
- Evacuated tube solar thermal collectors to be installed on the roof of the south-façade portico. The collectors are expected to be installed at approximately a 10 degree angle and can be adjusted as necessary to obscure public visibility.

If you have any questions or concerns, please feel free to contact me at (302) 736-7400 or Timothy.Slavin@state.de.us. Thank you for your time and consideration.



Sincerely,

Tim Slavin
Director and State Historic Preservation Officer

Enclosure

CC: ✓ Dawn E. Melson-Williams, AICP
Larry Schrock, Office of Management and Budget



Proposal

Solar Thermal Installation on Woodburn Mansion

Submitted by
HelioThermal, Inc.



June 21, 2010

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1. Executive Summary

HelioThermal, Inc. (HTI) proposes a two-part solar thermal project for the Woodburn mansion which together provides both heating and cooling energy to supplement the current conventional systems. A key advantage to the solar thermal system is the fact that it requires a collector footprint of 25% of the area required for a comparably sized photovoltaic ("PV") system, thus helping to maintain the aesthetics of the historical building.

The first phase involves the design and installation of a 50 million BTU/yr solar thermal unit (referred to as a Corona 50 system by HTI which has a solar collector area of 280 ft²) for heating the Woodburn mansion. It would provide a major impetus to the green energy initiative of the state as a result of the reduction in the CO₂ emissions by ~3 tons/yr. In addition, the collectors used in this first phase would also be used to supplement the solar energy requirement for the second phase project.

The second phase in the Woodburn solar thermal project is a cooling application designed to provide thermal energy to 1 of 2 Robur chiller units. These units require heat to power an ammonia evaporation cooling cycle. As designed they are driven by natural gas unlike conventional coolers which require an electricity source; this makes the system a natural candidate for solar thermal power as opposed to PV systems which generate electricity. This proposal contemplates the design, fabrication and installation of a heat exchanger to transfer the captured solar heat into one Robur unit's heating cycle together with the addition of 280 ft² of additional solar collector area on an adjacent porch roof to increase the thermal capacity of the overall Woodburn system for both heating and cooling.

The total energy savings (related to heating and chilling) is estimated to at up to \$3000 per year (depending on the cost of natural gas) with a total CO₂ emission reduction of 6.6 tons/yr. The cost of phase 1 is estimated to be \$24,000 and phase 2 would be an additional \$21,250.

HelioThermal, with the state's non-objection, plans to utilize the Phase 2 cooling project chiller project as an educational opportunity for several University of Delaware mechanical engineering students as part of their senior design project. This will also serve to reiterate the state's commitment to renewable energy and student education in this important area.

2. Introduction: Rationale for Solar Thermal at Woodburn Mansion

Solar thermal technology is a green, renewable method for harnessing the sun's heat energy for use in three ways: (1) domestic hot water, (2) space heating in the winter months, and (3) air-conditioning in the summer months. It is a mature and proven technology in which recent technological advances in the collector and distribution systems have greatly improved its commercial viability.

Today, solar thermal systems have several advantages over photo voltaic systems which create electrical energy from the sun's light. The installed cost for solar thermal systems is about \$2/watt compared to \$8/watt for photovoltaic systems. This is largely due to solar thermal's superior energy capture efficiency of about 70% as compared to a photovoltaic system efficiency of about 14%. Another result of this vastly higher capture efficiency is a correspondingly lower collector footprint. A solar thermal system only requires about 25% of the collector surface area on the roof compared to a comparably sized photovoltaic system. This is a critical consideration for a historical building such as Woodburn Mansion.

Woodburn's energy requirement is largely composed of natural gas combustion used for both the vast heating and cooling requirements of the hot water boilers and Roburn chillers. Since the proposed solar thermal system captures heat, it can significantly offset Woodburn's consumption of natural gas. In addition to annual energy savings and reductions in CO₂ emission, the installation of solar thermal on Woodburn will also make a powerful statement about the state's commitment to renewable energy technologies, and to the environmental quality of life in Delaware.

3. Existing heating and cooling systems at Woodburn Mansion

a. Current heating and cooling systems

Woodburn Mansion uses natural gas for winter heating. Natural gas is also used in the summer months for air-conditioning with twin Robur adsorption chiller units (shown below). The chiller units use natural gas to drive the air-conditioning cycle, providing chilled water for summertime air-conditioning.

It is easily understood that solar heat can be used to make domestic hot water year round and provide space heating while displacing natural gas consumption in the winter. However, the existence of the Robur chiller units presents a very attractive option for the application of solar thermal heat in the summer time as well. It is possible to retrofit the Robur chiller unit with a solar-supplied heat exchanger such that the use of summertime natural gas is also reduced. Hence, solar thermal systems can provide year round benefit, maximizing the return on investment.

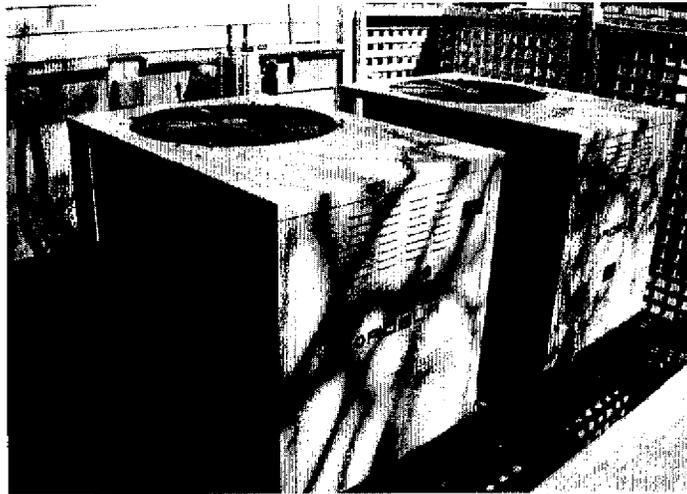


Figure 1: Twin Robur Ammonia adsorption chiller units fired by natural gas used for air-conditioning at Woodburn Mansion

b. Natural gas consumption by month at Woodburn Mansion

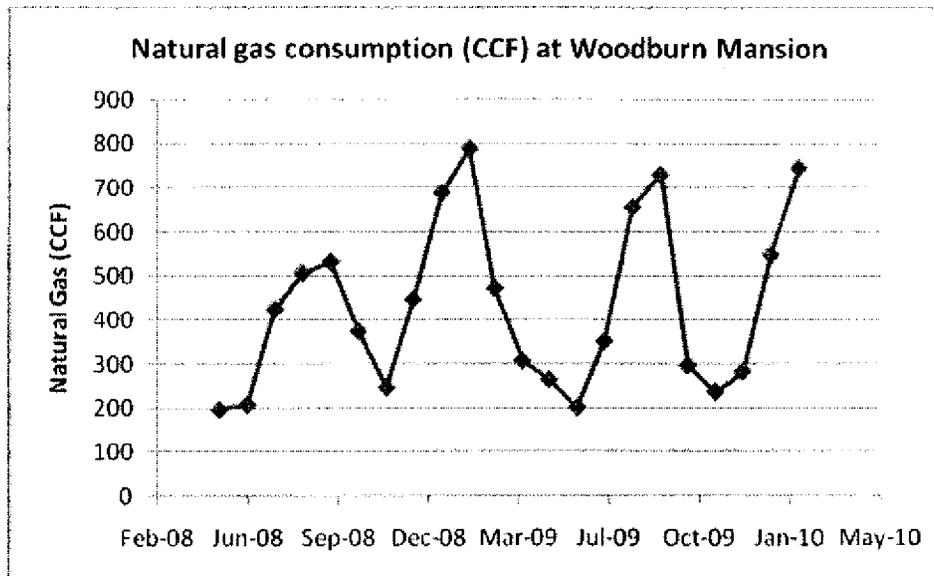


Figure 2: Consumption of natural gas by month (Feb-08 to Feb-10) at Woodburn mansion.

Figure 2 shows the consumption of natural gas in CCF by month for the past two years at Woodburn mansion. Natural gas usage peaks both in the summer and in the winter. The summer peak occurs in August/September when the Robur units are drawing maximum natural gas to keep up with the air-conditioning load. The winter peak occurs in January/February. The winter peak (800 CCF/month) is somewhat higher than the summer peak (600 CCF/month). The baseline load of 200 CCF/month is experienced when both heating and cooling loads are at a minimum in the spring (May) and the fall (October).

4. Solar Thermal Collector Location and Installation

a. Physical description of property including sun orientation

Woodburn Mansion has served as the official residence of the Governor of Delaware since 1965. It was built in 1798 by Charles Hillyard III, and is one of the finest Middle Period Georgian houses in Delaware. It is located at 151 Kings Highway in Dover, DE. Woodburn Mansion has a close-to-ideal south-facing orientation for the installation of solar collectors on its roof. Figure 3 (below) is a satellite image of Woodburn Mansion showing the position of the sun during the day in the summer and winter. The inset shows the different sections of the roof. Of the five sections, A2 and B2 are north-facing and hence they are not suitable for solar installation. Out of the remaining three, B1 is the smallest and least visible from the street. We believe it is ideally suited for the first or Heating phase of our solar thermal installation. The flat porch roof C1 is the proposed location for solar collectors for the second or Cooling phase of the project.

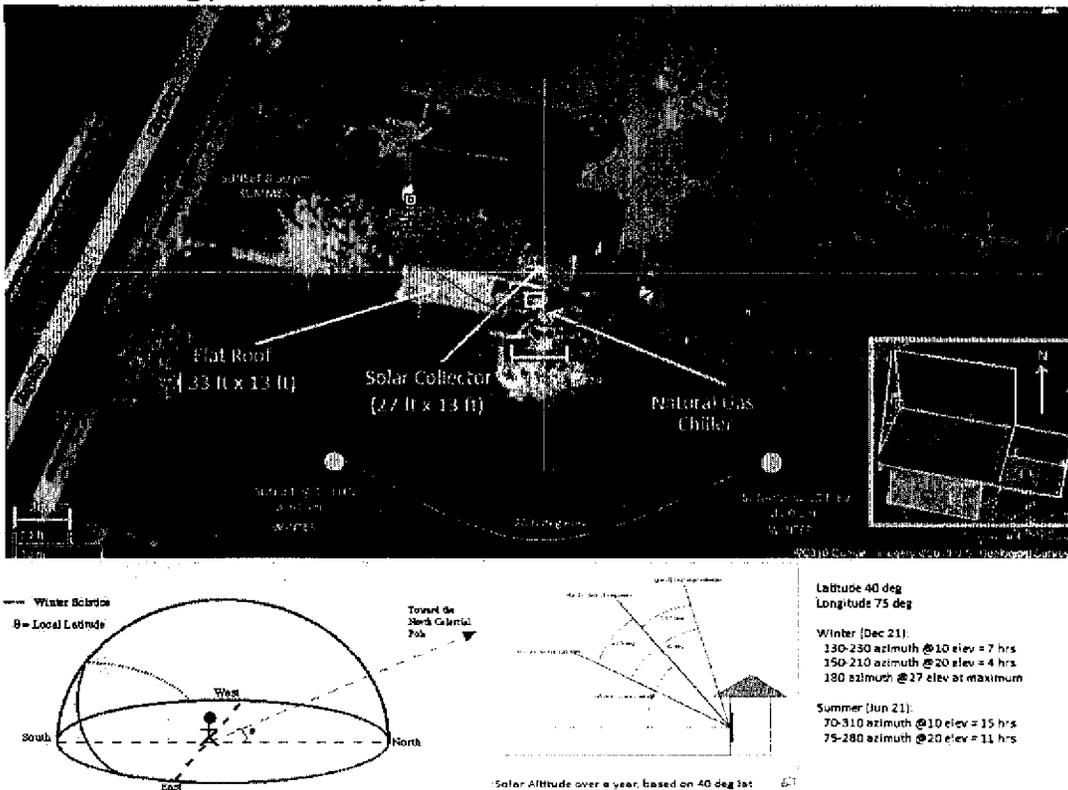


Figure 3: Satellite image of Woodburn Mansion showing the position of the sun during the day in the summer and winter. The inset shows the different sections of the roof.



Figure 4: Artist's rendering of solar thermal collectors on south-facing roof B1.

Roof B1 has the least visibility from the street.

b. Roof installation details

The solar tubes will be installed on a rack system attached to the roof with brackets and tucked under the shingles and fastened to the roof. For roof B1, the evacuated tube panels will be mounted about 4 inches above the existing roof and at the same pitch. For C1, the evacuated tube panels will be at a slight incline to the flat roof at about a 10 degree angle.

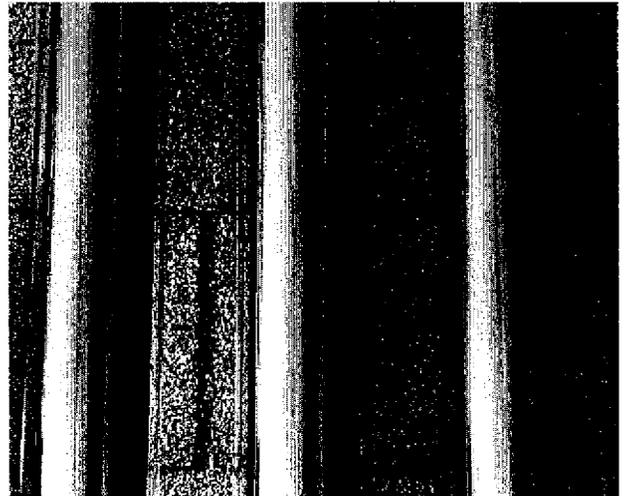


Figure 5: Image of collectors on roof shingles.

c. Exterior piping

Great efforts will be taken to ensure that the exterior flexible tubing from the collector array to the Woodburn basement will be inconspicuous and in keeping with the historic character of the house. We anticipate that the piping will be held to the wall at the corner created by the porch and the main house and run near the existing down spout.

5. Phase 1 - Heating:

a. Design size, schematic, components and installation location

HTI proposes the installation of our Corona 50 system at Woodburn Mansion. This system will supply 50 MBTU of solar energy per year in the form of heat, with a minimal rooftop footprint. The system features the latest technology evacuated tube collectors in 10 rooftop panels of 16 tubes each. The collector panels will be situated on roof B1 in an aesthetically pleasing manner. The panels will be supplied with a heat transfer fluid (food grade propylene glycol) which will not freeze in winter months. The pumping station will incorporate a heat exchanger to extract heat from the heat transfer fluid and store it in a 120 gallon hot water storage tank. This hot water storage tank will feed the existing domestic hot water tank as well as provide a heat source for the existing radiator loop.

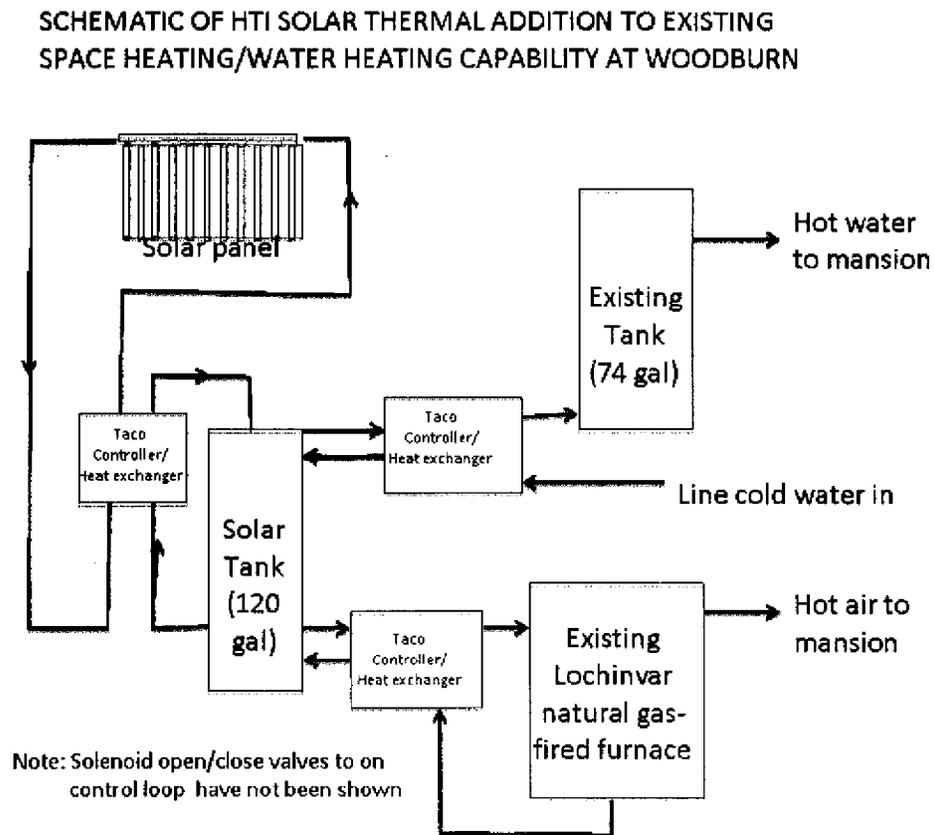


Figure 6: A schematic of the solar thermal system showing the solar panel, storage tanks, and 3 separate controller / heat exchangers. Space heating will be accomplished via heat transfer to the existing boiler hot water loop of the natural gas fired furnace.

The controller between the solar collectors and the solar tank shown in Figure 6 turns on the pump only when the rooftop collector temperature exceeds the tank temperature. The solar collector tank then distributes heat to the existing domestic hot water tank and the existing boiler return loop. The tanks, controller / heat exchanger modules, and expansion tank will be installed in the basement of Woodburn Mansion with appropriate piping to connect to the collectors and to the boiler loop.

In a future expansion, the heat energy will be used to drive one of the two Robur chiller units for summertime air-conditioning use. This will be accomplished by designing and fabricating a heat exchanger for the ammonia / water mixture in the chiller unit. If additional solar heat energy inputs are desired, flat roof C1 is ideally situated to accept additional solar tube panels.

b. Annual energy savings

The proposed system is the Corona 50. This system will deliver 50 MBTUs of solar energy per year.

c. Annual CO₂ reduction: Because the combustion of fossil fuels including natural gas produces greenhouse gases, a reduction in their use provides an environmental benefit in the reduction of carbon dioxide. The phase 1 project has an estimated reduction in CO₂ production of 3.3 tons/year.¹

d. System cost including installation

The Corona 50 system's cost (equipment plus installation) together with some integration assembly for the future Phase 2 Cooling project is estimated at \$24,000.

¹ Based on 13.5 lbs of CO₂ per therm

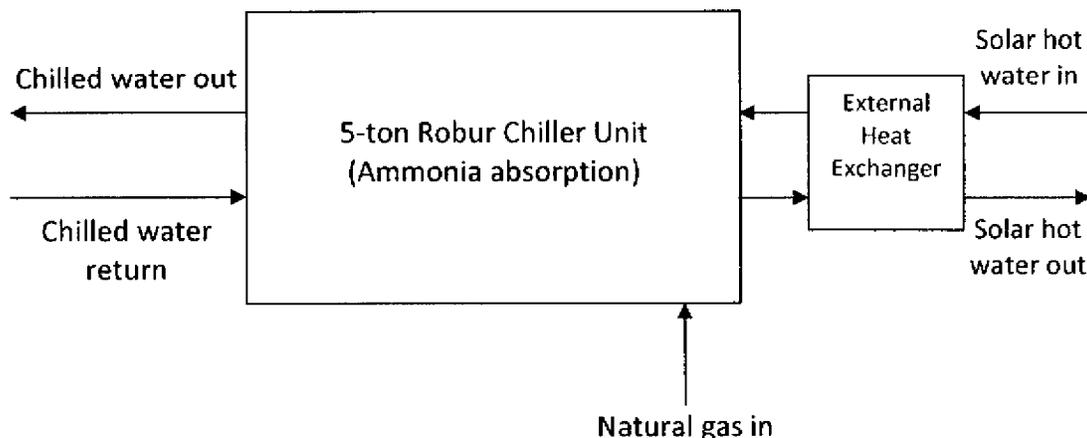
6. Phase 2 - Cooling: Design size, schematic, components and installation location

Air conditioning is accomplished at Woodburn Mansion by a Robur ammonia absorption chiller system. The ammonia absorption chiller process is unlike the vapor compression system that is commonly seen in most homes, in that the ammonia absorption process is driven not by electricity but by *heat*. In the case of the Robur units at Woodburn, the cooling process is driven by burning natural gas. This represents a great opportunity for solar air-conditioning because it is possible to use the sun's heat from HelioThermal collectors to drive the Robur chiller, thereby displacing natural gas usage in the summertime. It also presents an excellent opportunity to use excess solar thermal capacity in the summertime for air-conditioning, and maximize the all-year-round use of the HelioThermal system.

a. Design size, schematic, components and installation location

There are two identical Robur chiller units at Woodburn. Each unit provides 5 tons of cooling. Natural gas consumption is about 100,000 BTU/hr per unit. Our goal for solar air-conditioning at Woodburn is to retrofit *one of the two* Robur units to use solar thermal heat in place of natural gas.

Our schematic for the retrofit at Woodburn is indicated below. System modifications are depicted in blue. The injection of solar heat into the Robur unit will displace an equivalent amount of natural gas. In this way, we will use excess solar thermal heat in the summer months to displace natural gas usage, increase the fraction of renewable energy usage, and further reduce greenhouse gas emissions at Woodburn. The solar heat injection retrofit will involve minimum modifications to the Robur unit itself. It will involve the design, fabrication and installation of an external heat exchanger that will connect the solar thermal system to the Robur chiller system.



b. Annual Energy Savings

The proposed Phase 1 Corona 50 Woodburn solar thermal installation is nominally rated at 50 MBTU per year. The system will provide about 0.09 MBTU/day in the winter months and about 0.23 MBTU/day in the summer months. In the winter months the system will supply all domestic hot water needs, and a portion of the space heating needs. In the summer months, the system will supply all of the domestic hot water needs, and a portion of the air-conditioning needs. The domestic hot water need is expected to be about 0.06MBTU/day year-round. Therefore, the excess capacity in the winter is about 0.03 MBTU/day (devoted to space heating), and 0.17 MBTU/day in the summer (devoted to air-conditioning).

With a Phase 2 increase in solar collector area (280 ft² of additional solar collectors for installation on the porch roof) to obtain a Corona 100 equivalent system, then the space heating capacity is 0.12 MBTU/day in the winter months, and the air-conditioning capacity is 0.4 MBTU/day in the summer months.

Robur chiller nominal input is 100k BTU/hour

Corona 50 summer months A/C solar supply is 7.1k BTU/hour

Corona 100 summer months A/C solar supply is 17k BTU/hour

Duty cycle of Robur unit (%)	Required BTU/hour by Robur unit	Solar supplied (%)	
		Corona 50	Corona 100
100	100000	7.1	17.0
80	80000	8.9	21.3
60	60000	11.8	28.3
40	40000	17.8	42.5
20	20000	35.5	85.0

This table shows that the phase 1 Corona 50 system is capable of providing a significant portion of the summertime air-conditioning energy required to drive the Robur chiller. The table lists values corresponding to a range of duty-cycles, because the actual duty cycle of the Robur system is not available.

With the addition of an additional 280 ft² of collector area in Phase 2, the energy fraction that is solar supplied more than doubles.

In absolute terms, the annual energy savings for the Phase 2 project increases the energy reduction by 50 MBTUs to a total system-wide energy savings of 100 MBTUs.

c. Annual CO₂ reduction: Carbon dioxide reduction for the Phase 2 project is estimated to be an additional 3.3 tons/year to a total system-wide CO₂ reduction of 6.6 tons/year.

d. System cost including installation

The cost (equipment plus installation) of adapting the existing chiller system to the previously installed phase 1 project and adding additional evacuated tube solar collectors to create a Corona 100 system is estimated at \$21,250.

e. Senior design project at the University of Delaware

HelioThermal believes that it is important to educate and train future engineers in renewable energy technologies to serve this growing industry. Therefore, unless the State of Delaware objects to the use of the specific design constraints associated with this project, HelioThermal would, like to use the Woodburn project as a case study to conduct educational outreach with Mechanical Engineering students at the University of Delaware. Specifically, HelioThermal intends to sponsor one team of students for a Senior Design Project wherein HelioThermal engineers will work alongside a team of mechanical engineering senior students to conduct engineering design, analysis, fabrication and testing of the Robur chiller unit retrofit to use solar heat. HelioThermal engineers will provide many hours of training, guidance and supervision to the students to help them formulate, build and test their solution for the Robur retrofit. HelioThermal will also provide space at our location required by the students to complete their fabrication and testing, as well as funding for equipment and materials. If successful, in addition to the training, it is hoped that opportunities can be revealed to exploit unrealized energy or cost savings that are not being attained using the current state of the art technology for solar thermal-based air conditioning.

7. Conclusions and Future Recommendations

Woodburn, a large historic residence with a sizeable year-round natural gas requirement, is ideally suited for solar-thermal renewable energy project to offset its carbon footprint and consumption of fossil fuels.

The HelioThermal, Inc. Heating and Cooling projects for Woodburn will provide renewable energy at a reasonable cost while maintaining the historic character of Woodburn. It is anticipated that the phase 1 heating project will be installed in the late summer of 2010 for immediate operation. The annual energy savings for the proposed Phase 1 heating project which consists of a Corona 50 system is estimated at 50 MBTUs per year. The annual CO₂ emission reduction is 3.3 tons/year.

For the Phase 2 cooling project, the phase 1 heating system can be adapted and expanded to provide significant thermal energy to one of the existing Robur chiller units for summer time air-conditioning use. The Robur unit works on natural gas, and not on electricity. Hence, the chiller unit cannot be driven by a PV-array, but it can be driven by the solar thermal array by retrofitting with a suitable heat exchanger. This expansion of additional solar collectors and a customized heat exchanger unit will provide an additional energy savings of 50 MBTU and an associated reduction in CO₂ emissions of 3.3 tons per year.

How to Maintain Your Historic Building

by James B. Garrison, AIA

Monday, March 28, 2011 at Buena Vista

5:30 – 8:00 p.m.



Presented by Preservation Delaware and
the Delaware Division of Historical and Cultural Affairs



Division of Historical and Cultural Affairs

Join Jim Garrison, restoration architect with Frens and Frens, LLC for an informative presentation on maintaining your historic property.

Registration includes a light buffet supper. \$10 for Preservation Delaware members; \$15 for non-members. Registration is required by Friday, March 25. Please call 302-322-7100.

EXPLORING FORM-BASED CODES

The Dover/Kent County Metropolitan Planning Organization, with the Delaware Chapter of the American Planning Association invites **Planners, Citizen Planners, Board and Commission members, Elected Officials** and all interested to learn the powers and limitations of:

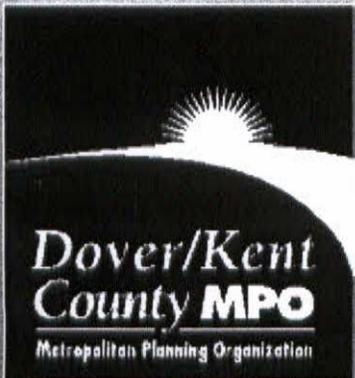


Form-based Codes

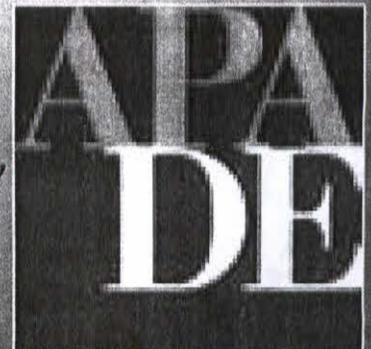


An alternative land use control to promote livable communities

Presented by **Clarence Eng** of **Renaissance Planning Group**



Please join us on
March 29th from 4:00-5:30 PM
at Kent County Levy Court, Room 220,
555 Bay Road (US 113), Dover.
CM Credits for AICP members are being
requested for this session





STAFF REPORT

to the
Dover Historic District Commission
March 17, 2011

Location: 43 East Division Street (North side of Division Street, east of State Street between American Avenue and Pennsylvania Avenue)

Tax Parcels: ED-05-077.05-02-28.00-000

Owner: Nicholas Fedirko

Present Zoning: RG-1 (General Residence Zone)
H (Historic District Zone)

Present Use: Vacant Single Family House

File Number: HI-11-02

Description:

In accordance with the provisions of the *Zoning Ordinance*, Article 10, Section 3.4 Demolition by Neglect, Staff is bringing the subject building forward to the Historic District Commission for consideration as “Demolition by Neglect.” The building in question is located on one parcel of land zoned RG-1 (General Residence Zone) and subject to the H (Historic District Zone). The property is located on the north side of East Division Street, east of State Street, between American Avenue and Pennsylvania Avenue. The owner of record is Nicholas Fedirko. The property address is 43 East Division Street. Tax Parcel: ED-05-077.05-02-28.00-000.

Property Information:

The project site area consisting of one parcel is located within the boundaries of the National Register listed Victorian Dover Historic District. Provided below is the description of the building from the building inventory listing found within the National Register of Historic Places nomination completed for the Victorian Dover Historic District.

K-396.462 43 East Division Street – Pre-1885, 2 story, frame dwelling; aluminum siding; intersecting gable roofs; 2/2 sash, shuttered; glazed door, filled transom, porch removed

A series of historic maps was reviewed by Planning Staff for preliminary information on this East Division Street property. The *1859 A.D. Byles Map of Kent County (Dover insert)* shows that the street network north of Division Street in this area had not been laid out yet and that a portion of this area north of Division Street was held by J.W. Smith as agricultural grounds. The *1868 Beers Map* published by Pomeroy & Beers also shows the street network layout and that this block bounded by Division Street on the south and American Avenue, Delaware Avenue, and Pennsylvania Avenue to be divided into a series of regular pattern of lots fronting on the side

streets of American and Pennsylvania Avenues (part of the subdivided area identified as North Bradford City). There is not a building in the subject location. The *1885 Bird's Eye View of Dover* shows a two-story building with cross gable roof (and building footprint) and a porch on the southeast corner of the front elevation. The *1887 Map of the Town of Dover* by W.B. Roe also shows a building on the property with the cross-like footprint. The series of Sanborn Fire Insurance Maps would also be a reference source for information on the buildings which may have occupied this property over time. Additional research using other primary and secondary source documents would provide more information on the history of the building and its owners.

The subject parcel is located within the local Historic District Zone (H). The late nineteenth century (c. 1868-1885) building as it exists today retains its basic building form of two story dwelling with the cross-gable roof and most of the cross-like building footprint with the exception that a one story shed roofed addition spans the width of rear (north) elevation. The previous exterior finishes (siding, trimwork, etc.) have been removed from the building as has the front corner porch. The building is clad in exposed plywood and an asphalt shingle roof. The visible portion of the building foundation is concrete block. The window openings which appear to follow their original locations are fitted with modern vinyl-clad windows or storm windows. The front door has also been replaced with a modern oval glass door.

Code Enforcement History:

The property was the subject of Building Permit applications in 2005 and early 2006 for roofing and siding; however, it appears that the roof work may have been partially completed on the north roof face, but the siding is incomplete on the entire dwelling (Building Permits #05-1430 and #06-330).

In October 2006, the Code Enforcement Division opened a code enforcement case on the property located at 43 East Division Street due to the condition of the property which included the absence of siding, deterioration of roof shingles, overgrowth, and junk and debris on the property. The property owner was issued a total of five violation notices between October 2006 and January 2007, including three fines, for the condition of the property, which remained uncorrected.

On February 21, 2007, the Code Enforcement Division sent notice that if the violations were not corrected in 30 days, the City would begin to address the violations through the provisions of Chapter 22 – Buildings and Building Regulations, Article XI – Dangerous Buildings. On March 20, 2007, the property owner's attorney sent a letter requesting an extension to correct the violations by April 21, 2007. This extension was granted.

A series of letters and e-mails proceeded between the code enforcement officer and the property owner's attorney, relating to litigation surrounding the property and requesting that further enforcement be stayed until the litigation was resolved. Ultimately, on December 5, 2007, the City sent notice to the property owner that the violations must be corrected in 30 days, or the state of the building would be presented to City Council for a dangerous building declaration.

The property continued to be the subject of litigation, as reflected in correspondence between City staff and the property owner's attorney during 2008 and 2009. The structure continued to deteriorate throughout this process. By 2010, the City was ready to proceed with the dangerous

building process prescribed by Chapter 22 – Buildings and Building Regulations, Article XI – Dangerous Buildings; however, other buildings in the City proposed more serious concerns and were addressed in advance of this property. In January 2011, City staff resumed the process of moving this building forward as a dangerous building. The first step is to report to the Historic District Commission for consideration as “Demolition by Neglect.”

Demolition by Neglect:

The *Zoning Ordinance* defines “Demolition by Neglect” as:

Improper maintenance or lack of maintenance of a building, structure or object which results in substantial and widespread deterioration of the building, structure or object which threatens the likelihood of preservation and which presents a threat to the public safety, health and welfare of the immediate community.

The following is the Code citation from the *Zoning Ordinance*, Article 10 § 3.4 Demolition by neglect.

3.4 *Demolition by neglect.*

3.41 *Responsibility of property owners.* Property owners of properties within the historic districts shall not allow their buildings to be demolished by neglect (see definitions, article 12) by failing to provide ordinary maintenance or repair.

3.42 *Responsibility of the historic district commission.* The historic district commission shall monitor the condition of historic properties and existing buildings in the historic district to determine if they are being demolished by neglect by failing to provide ordinary maintenance and repair (see definitions, article 12). In the event that the commission determines a demolition by neglect is occurring, it shall carry out the following:

- (a) Determine and set forth steps required to remedy the situations or defects.
- (b) Direct the city planner to inform the property owners of its findings, determination, and recommended remedies.
- (c) In the event that the property owners fail to commence work within the reasonable time allotted by the commission, the commission may direct the building inspector to begin proceedings under chapter 5 [22], buildings, [and] building regulations, article VI [XI], dangerous buildings, of the Code of Ordinances for the City of Dover to bring about the repair of the building.

Review of DESIGN STANDARDS AND GUIDELINES

The *Design Standards and Guidelines for the City of Dover Historic District Zone* addresses the issue of demolition within the Historic District. Chapter 4 (pages 4-10 to 4-12) addresses the issue of demolition within the Historic District. It specifically references “Demolition by Neglect” on page 4-11.

Demolition

The *Design Standards and Guidelines* gives guidance to the Historic District Commission by listing specific criteria to be evaluated when considering applications for the demolition of buildings in the historic district. (Chapter 4: pages 4-10 to 4-12) These guidelines are summarized below (see *Design Standards and Guidelines* for the complete text). **Staff would note that this is not an application, rather consideration of Demolition by Neglect; however, the criteria should still be considered in reviewing the matter.**

1. *Determine the financial implications of maintaining a property versus demolition.*
2. *Regardless of economic issues the relative significance of the individual buildings slated for demolition should be evaluated.*
3. *In development related applications the City should review the schematic plans for the new structures to weigh the virtues of the new structure versus what exists.*
4. *Determine the extent of adequate recordation of a property the applicant would be required to complete if demolition were approved.*
5. *Lots left vacant by demolition should be treated in a manner that is sympathetic to the historic context.*

STAFF COMMENTS AND RECOMMENDATIONS

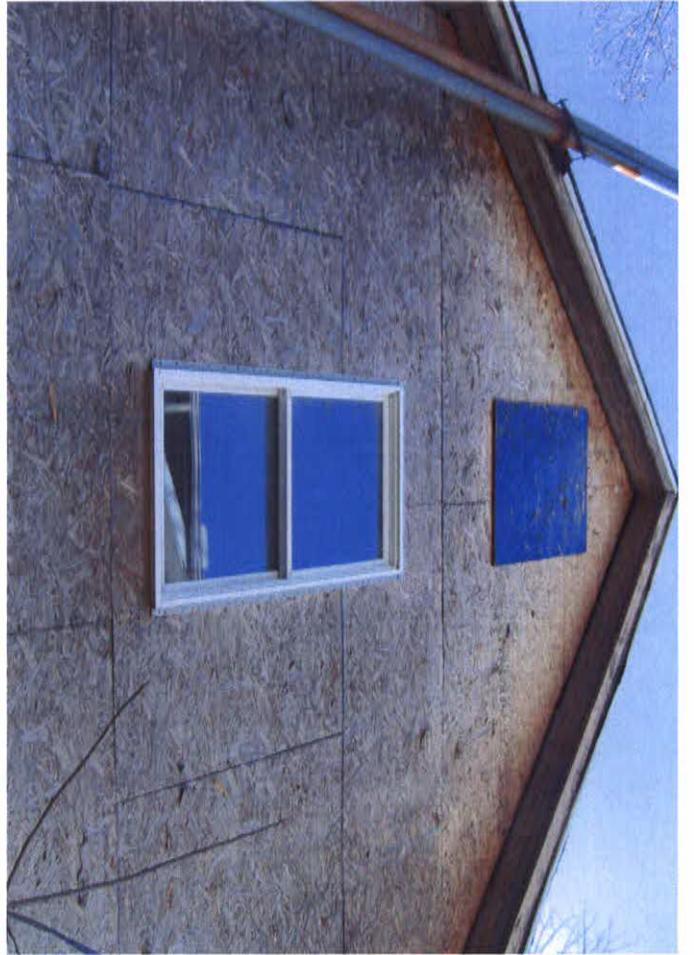
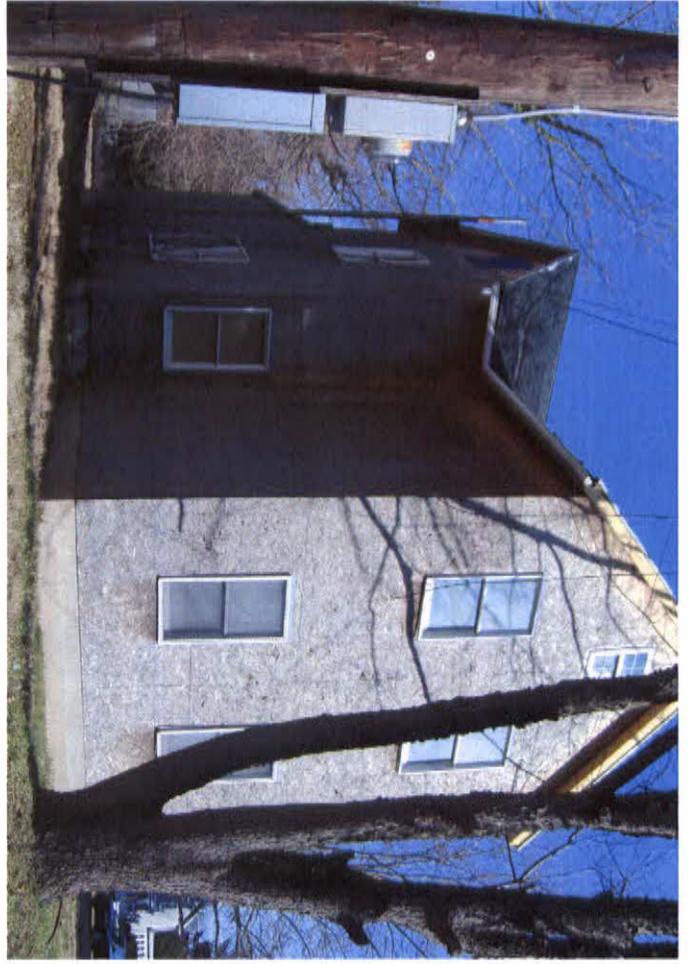
The building has been open to the weather for five years due to the lack of a weather-tight exterior finish and thus, has continued to deteriorate. The owner has been unresponsive to City Code Enforcement efforts, with the exception of correspondence related to litigation surrounding the property. The condition of the building has become an attractive nuisance to the surrounding area. Staff recommends that the Historic District Commission determine that the property is being “Demolished by Neglect” and identify the appropriate action steps.

Historic District Commission Action Required

The Historic District Commission shall determine if the building is being “Demolished by Neglect” and set forth steps to remedy the situation. Such steps may include demolition of the structure.

Attachments:

Series of Building Photographs – March 2011
Letter of Referral to HDC dated March 2, 2011





Division of
Code Enforcement
15 Loockerman Plaza
Dover, DE 19901

City of Dover

Phone: (302) 736-4457
Fax: (302) 736-4217

March 2, 2011

Nicholas Fedirko
107 Winfred St
Felton, DE 19943

RE: Referral of Property at 43 E Division Street to Historic District Commission
For Determination of Demolition by Neglect

Dear Mr. Fedirko:

The City of Dover has an open code violation case on the property located at 43 E Division Street with regard to the envelope of the building is not being properly protected from the elements/weather which is leading to further decay and deterioration. This decay is causing concerns about the building's structural safety and blight to the community. The City gave the owner until January 31, 2010 to make the necessary repairs to the building. To date, none of the repairs to the structure have been made.

As this building is in the Historic (H) District, alterations to the exterior (including demolition or reconstruction) are subject to the review by the City's Historic District Commission. The *Zoning Ordinance*, Article 10, Section 3 – Historic District Commission and Architectural Review, addresses instances of "demolition by neglect," which staff believes is occurring on this building.

Staff will bring the condition of this building to the attention of the Historic District Commission at their meeting on March 17, 2011 at 3:00 p.m. in the City Hall Conference Room at 15 Loockerman Plaza for determination of "demolition by neglect." You are allowed to appear before the Commission to represent your interests in the property. In accordance with the provisions of the *Zoning Ordinance*, the Commission will determine if the subject building is being demolished by neglect and will determine the steps necessary to remedy the situation. Failure to remedy the exterior violations identified may result in presentation of the building to City Council for declaration as a "dangerous building" and potential demolition by the City.

If you have any questions, please contact me at your earliest convenience. I can be reached by phone at (302) 736-7196 or by e-mail at atownhend@dover.de.us.

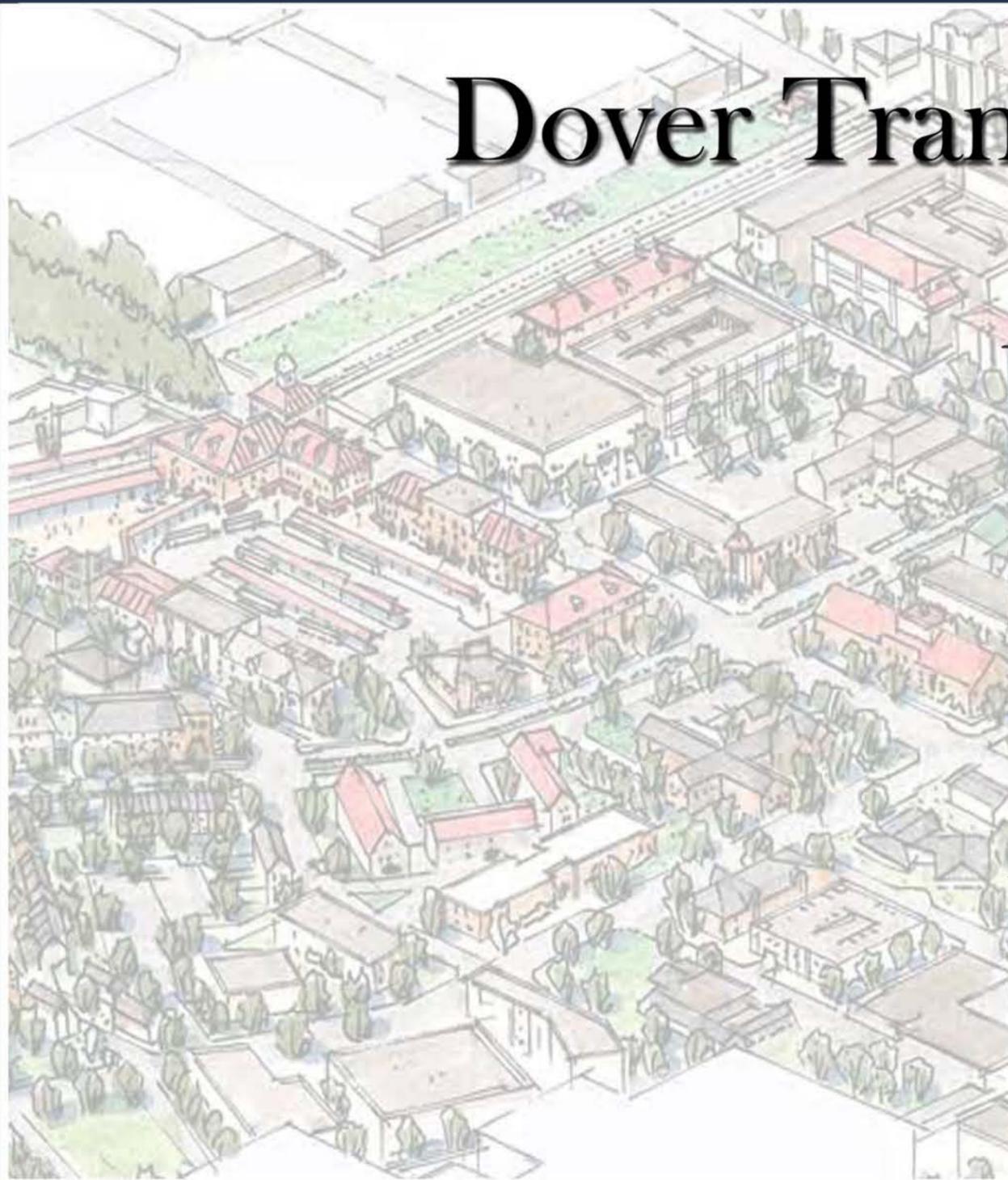
Sincerely,



Ann Marie Townshend, AICP
Director, Planning & Community Development

cc: Timothy M. Taraila, Code Enforcement Supervisor
Dawn Melson-Williams, AICP, Principal Planner ✓
Scott D. Koening, P.E., Public Services Manager

Dover Transit Center Neighborhood Plan and Design Book



RENAISSANCE PLANNING GROUP

January 14, 2011

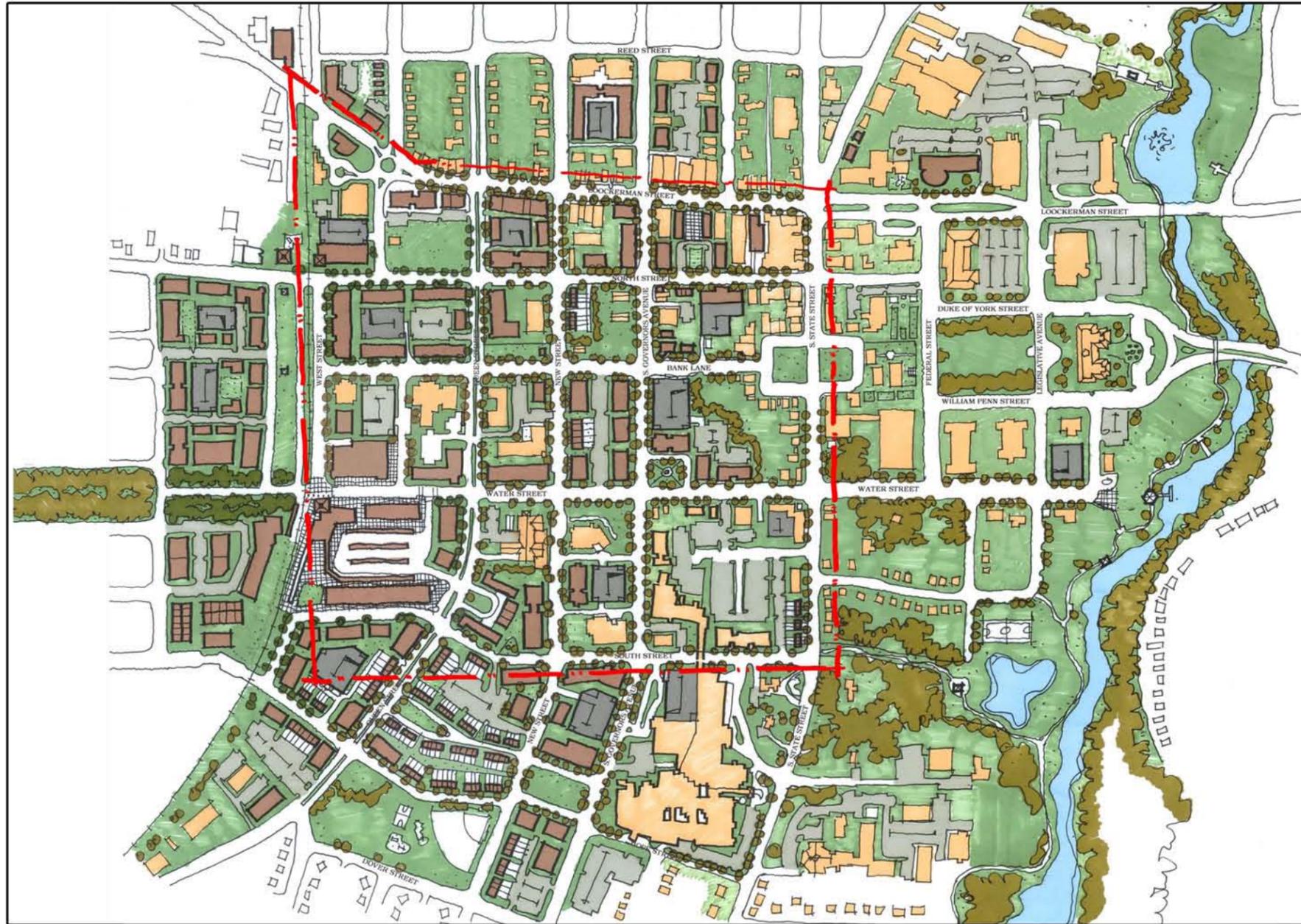
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EXECUTIVE SUMMARY



Dover Transit Center Neighborhood Plan

The purpose of the Dover Transit Center Neighborhood Plan and design guidelines provides the City of Dover with a design and planning strategy to guide development around the new transit center site. The plan also offers strategies to improve all modes of transportation throughout downtown.

The neighborhood plan was conceived, sponsored and implemented by the Dover/Kent County Metropolitan Planning Organization (MPO) in cooperation with the Downtown Dover Partnership (DDP).

The planning effort was conceived as a two part process. The first phase was a five day design charrette that brought together local and national design teams to study the strengths and opportunities available in the study area. The charrette was an open public process during which issues were discussed, ideas identified, and solutions crafted collectively by a variety of public and private stake holders. The second phase was the creation visual design guidelines that graphically depict the charrette design group's findings and recommendations and implementation strategies to make the plan a reality.

The plan study area is generally defined as an area of influence surrounding the new Dover Transit Center. The area is roughly 16 blocks and is bound by Lockerman Street, State Street, South Street and West Street. It includes The Green, the historic downtown retail corridor, the legislative office area, museum square and medical offices.

The plan addresses the physical characteristics of the transit center neighborhood in the context of the historic area, and is organized around the following major themes and strategies:

- Improve the gateway entrances to the downtown area with buildings and improved streetscapes that frame views and provide a sense of arrival
- Improve parking in the downtown area by centralizing parking areas in locations that encourage redevelopment, maintain streetscapes and provide a more centralized, coordinated parking strategy for the entire downtown
- Develop Queen, Water and North Streets as improved corridors for vehicular and pedestrian traffic
- Encourage new development that compliments the existing historical architecture of Dover in scale, character and urban context
- Create a network of civic squares, open spaces and public gathering places within the study area that provides greater connectivity throughout the city
- Use the transit center as an anchor for mixed-use redevelopment, a 24-hour activity area and intermodal forms of transportation, including passenger rail.

The above strategies summarize the plan's intent and should be used as a basic roadmap to guide future studies. The next steps to advance these strategies and implement the plan include:

- Create an implementation plan that identifies and prioritizes projects within the overall framework of the plan
- Identify economic drivers in the downtown area and evaluate where joint public/private development opportunities exist that could facilitate redevelopment and investment in the area
- Simplify, revise and coordinate city zoning codes and regulations so that they support the vision of the plan
- Identify a "champion" of the plan and seek to build public ownership through continued involvement with citizens and businesses.
- Maintain city, county, state and interagency cooperation for plan refinement
- Create a downtown developers forum to get feedback from local developers and property owners.



INTRODUCTION

A.1 - PROJECT GOALS



The purpose of the Dover Transit Center Neighborhood Plan is based on the desire of the Dover/Kent County Metropolitan Planning Organization (MPO), in participation with the Downtown Dover Partnership (DDP) to use the new transit center as an impetus for redevelopment that will transform and energize the surrounding area.

The planning effort offers an opportunity for the community to influence the future of the neighborhood and downtown by exploring simple urban design questions such as the appropriate height of buildings, the pedestrian experience, the character of neighborhood roads and streetscapes, and building setbacks. It is also a goal to have the area develop using transit-oriented design with the new transit center as the focal point driving growth and economic opportunity in the area.

The MPO and DDP are committed to working with the City of Dover and the State to put the necessary tools in place such as reviewing and revising existing codes and ordinances to entice redevelopment, encourage public-private investments, partnerships and forums, and utilize key community stakeholders in generating changes that are needed to help fulfill the project's mission.

This master plan, created through a public charrette process, serves as a vehicle to implement the community's vision through a series of specific strategies:



- Develop a downtown neighborhood plan with community and stakeholder involvement
- Leverage the transit center to encourage downtown revitalization
- Identify context sensitive, adaptive use, and infill development options
- Promote walkability and integrated multimodal transportation solutions
- Improve the gateways and entrance corridors to the downtown area with buildings, coordinated signage and streetscapes that frame views and provide a sense of arrival
- Strengthen key North-South and East-West road connections to area activity centers, such as Wesley College, the St. Jones River, Eden Hill and the Bayhealth Medical Center Campus
- Reinforce the architectural character of downtown Dover through the rehabilitation and redevelopment of key downtown buildings, lots and intersections
- Create a network of parks, civic squares, and public gathering spaces within the Neighborhood Plan area that will enhance the downtown environment and lead to increased public use
- Create an identity for the future that builds on the history of Dover
- Develop an orderly framework for growth (including community design guidelines and standards) that enhance economic development
- Identify the codes and policies that are needed to foster growth and redevelopment consistently with the goals and the overall vision of the master plan.

A.2 - COMMUNITY VISION



Dover, as the capital of Delaware, is growing and evolving to meet the challenges and opportunities that come with serving as the center of the region and the home of the legislature. The City provides a range of regional services, uses and governmental functions, and must provide access to these services to city, county, and state residents and visitors throughout the region.

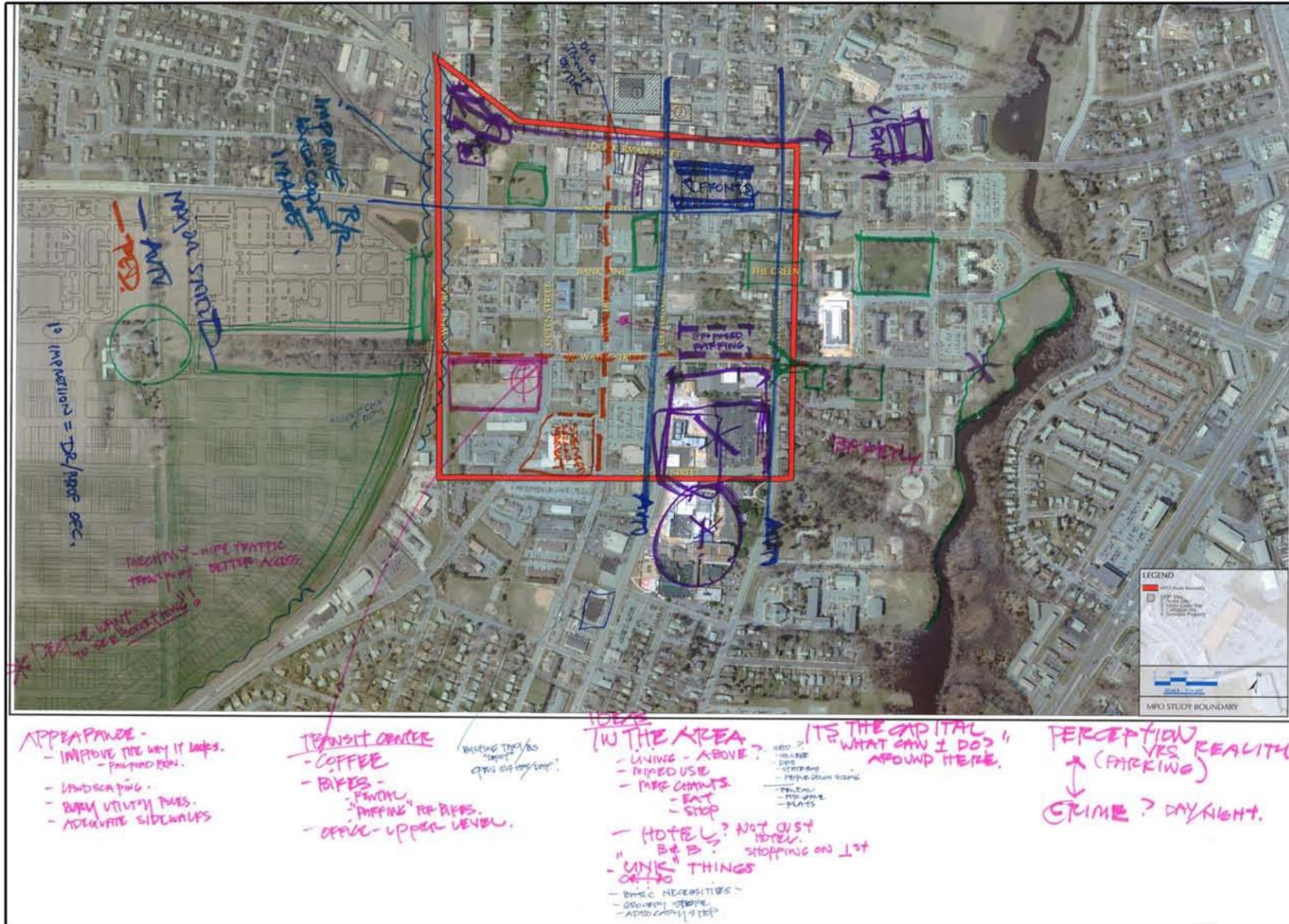
The Dover/Kent County Metropolitan Planning Organization sought community input on what the future of the neighborhood should be, with special focus on the activities that are adjacent to the new transit center site. The Downtown Dover Partnership, whose mission is to promote development and economic growth within the downtown, expressed an interest in the planning process that the MPO was undertaking and served as a co-sponsor to the neighborhood plan study.

The MPO promotes alternative modes of transportation as a function of its program. This neighborhood is the center of transit in Kent County. The newly relocated transit center represents a great opportunity to revitalize downtown and reconnect parts of the city that currently do not function in a cohesive way. There is also a greater opportunity to serve as a transit hub throughout the region.

While there is no single characteristic that represents the community's vision, there are several important themes and goals for Dover that reoccurred during the process that led to the Neighborhood Plan. They represent the most important items to be incorporated in the plan.

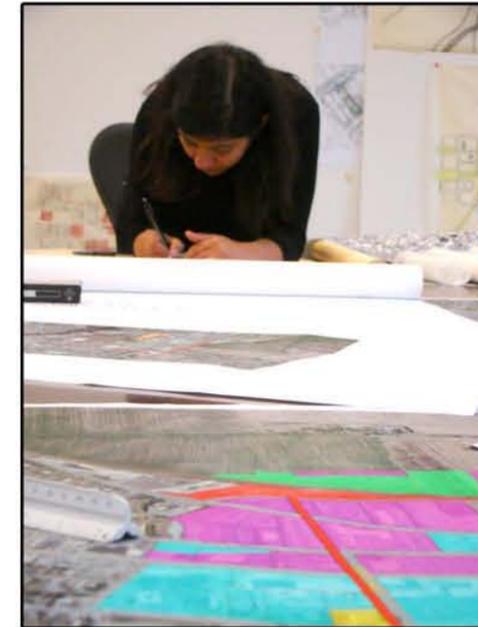
- The plan needs to look beyond the next generation
- City residents and business people are anxious to see new development
- The downtown area does not have a cohesive layout
- Underground pollution and brown field sites need to be addressed
- The area around the transit center is not dense enough
- The transit center should be a destination and not just a transfer station
- New construction should complement the scale and context of the historic buildings of downtown Dover
- The area at the edge of the St. Jones River – access, parking, trails and activities should be improved
- Walkability of downtown should be improved through architecture and streetscapes
- Develop the train station building
- Rail right-of-way needs to be improved to create a more attractive edge
- People agree parking is a perceived problem, not an actual problem
- Develop shared parking facilities and district wide parking
- Create consistent streetscapes with crosswalks and lighting, consider burying utilities
- Mixed use should include retail on the first floor of buildings and residential on upper floors
- The residential mix needs to include student housing, apartments, townhomes, small single homes, condos, and workforce housing
- North Street needs to have “fronts” of buildings and include office, service, and residential uses
- Create new “rules” for the area. Create incentives for development
- Integrate new green areas to link pedestrian pathways
- Reconnect Water Street to Eden Hill Farm across the railroad tracks.

A.3 - PUBLIC PLANNING PROCESS



The Dover/Kent County Metropolitan Planning Organization (MPO) wanted to solicit community input on what the neighborhood adjacent to the new transit facility could look like. Based on this, the MPO, in coordination with the Downtown Dover Partnership (DDP), decided that the best process for the creation of a comprehensive, usable, and viable neighborhood plan would be to hold a design charrette.

A charrette is a collaborative planning process that harnesses the talents and energies of a design team in an intensive, multi-day community planning and design event. A charrette serves as an open public process where issues are discussed, ideas are identified, and solutions are crafted collectively. The design team for the five-day charrette was composed of local and national planning experts (Becker Morgan Group, Inc. and Renaissance Planning Group, respectively) who worked with various public and private stakeholders identified by the MPO and the DDP. The charrette was set in an on-site temporary studio to provide a short feedback loop and provided the public and stakeholders with maximum accessibility to the design team.



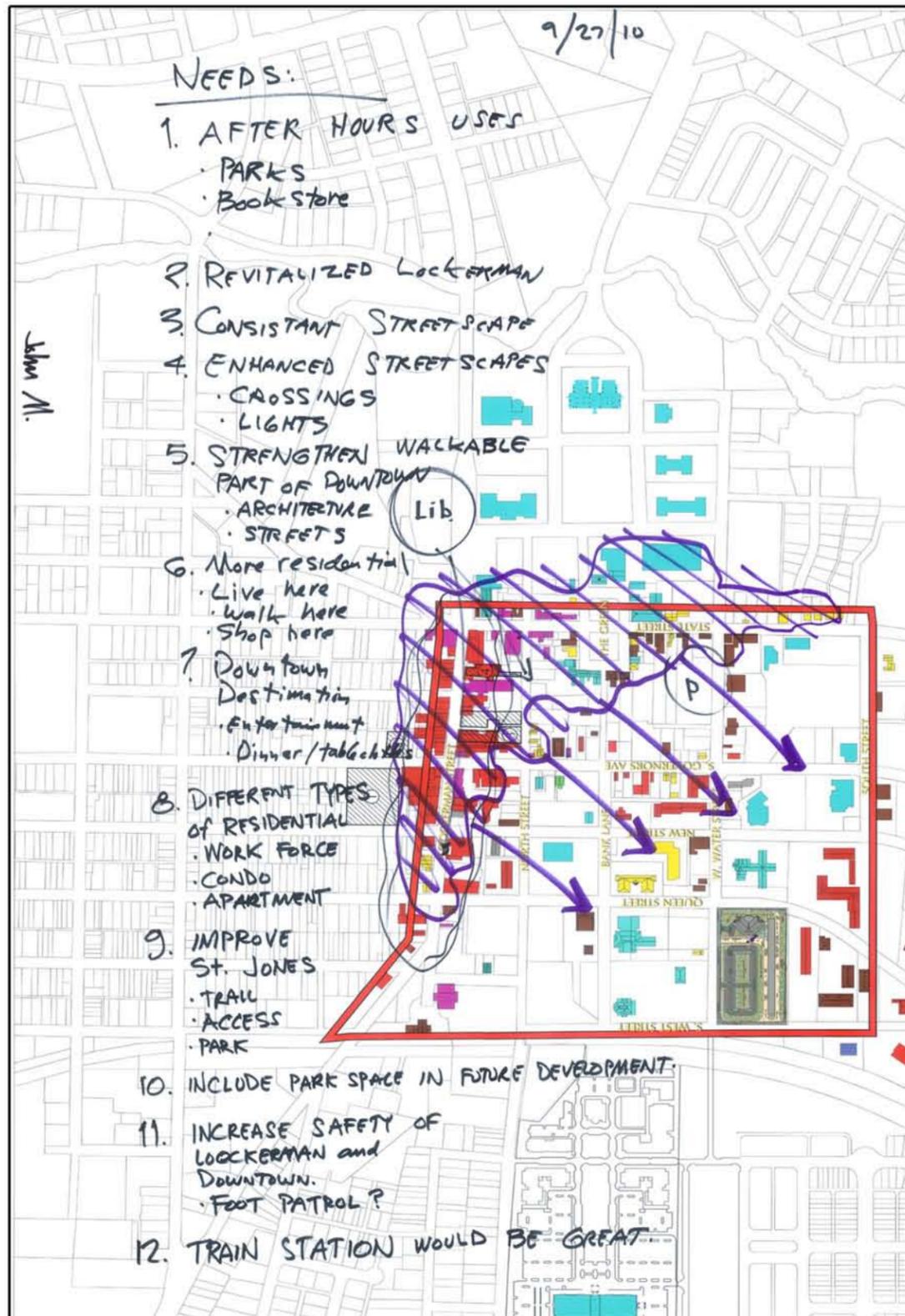
One month prior to the charrette, the design team accumulated base documents of the Neighborhood Plan study area that included the following:

- Existing and Proposed Land Use and Zoning Maps
- Historic District Maps
- Existing Building Inventory Maps
- New Transit Center Plans and Renderings
- Aerial Survey and Base Maps of Neighborhood Plan Study Area
- Study of Existing Circulation and Parking Patterns
- Study of Gateway & Natural Features and Restraints

There was also a detailed review of prior studies, reports, governmental regulations and codes. Existing physical and functional conditions associated with the new transit facility and the adjacent downtown neighborhoods were also analyzed. Most notable were the following:

- Dover Comprehensive Plan 2008
- Downtown Economic Enhancement Strategy 2006 (Hyett Palma Report)
- Design Standards and Guidelines for the City of Dover Historic District Zone

A.3 - PUBLIC PLANNING PROCESS



The charrette occurred during the week of September 27, 2010. In total over 100 participants attended the various meetings including Dover City Council members, city, county and state agency staff, Downtown Dover Partnership representatives, community leaders, developers, business owners, and citizens. The design team accomplished over 450 hours of work at the culmination of the week. The major events that took place as part of the process were as follows:

- An opening presentation was held on September 27, 2010 at the Eden Hill Farm Medical Center conference room. The project's design principles, planning context and overview of the study area's constraints, strengths and challenges were presented through a PowerPoint presentation and numerous large printed displays. To gain feedback and direct citizen input for the project team, participants were engaged in tabletop discussions
- Numerous stakeholder meetings, focus group meetings, and individual and group discussions were held at the Becker Morgan Group offices September 27, 2010 through September 29, 2010
- An open house was held on September 29, 2010, at Becker Morgan Group's office to present the preliminary neighborhood plan and development goals that were being explored by the design team as a result of the feedback from the stakeholder meetings and table top discussions. The work that had taken place in the prior three days was displayed. The event was well attended and the community members provided additional feedback.
- A closing presentation was held on October 1, 2010 at the Eden Hill Farm Medical Center conference room. The neighborhood vision plan, action plan framework, proposed urban design framework, opportunity plans and sites, demographic study, state capital comparison, and plan implementation recommendations were presented through a PowerPoint presentation and numerous large printed displays. A question and answer session was held after the presentation to gain further feedback and input from the public.

The final component of the MPO's planning process will be to create a document that catalogs the work done prior to and during the charrette in a written and visual format. The purpose of this document is to serve as a road map for downtown development and implementation of the vision plan as well as to serve as a marketing tool to showcase the development potential of downtown Dover to private and public stakeholders.



HISTORY, BACKGROUND & ANALYSIS

B.1 - HISTORY OF THE CITY OF DOVER



City of Dover Aerial Rendering - Circa 1885

The first official settlement in the area of Dover was in 1670 when Governor Andros saw need of a county court that would be safer and easier to travel to than the existing court in what is now the town of Lewes. The governor created St. Jones County (now called Kent County) and the first court and county seat were established in the home of a Justice of the Peace, near the mouth of the St. Jones River. In 1683, William Penn was deeded the land grant to what is now Delaware by the Duke of York and authorized "the surveyor to lay out for the Governor a town to be called Dover," somewhere in the middle of the county. Around 1690, the county seat was moved to a tavern at the head of the river, near where Dover was to be established. The land for the town of Dover was purchased in 1694, and in 1697 the original courthouse for the county was built in the location of the existing courthouse.

In 1717, the original town of Dover was laid out, comprising the area that is presently bounded on the north by North Street, on the south by what is now Water Street, on the east by King Street, which used to run in front of the Old State House, and on the west by what is now Governors Avenue. This remained the extent of the settlement in and around Dover for some time. By 1730, there were said to be no more than 40 families in Dover.

In 1777, the British captured Delaware's colonial capital, New Castle. The State Assembly fled south to Dover to begin meeting in the county courthouse. Soon thereafter, Dover was designated the capital of the state and state officials shared the undersized courthouse until 1792 when the Old State House was completed. It served as both the county seat and state capitol until 1873, when the county courthouse was built.

Still, reflective of its setting in the center of a rural, agricultural region, Dover remained more of a market and government town than a city in which to live. By 1838, there were no more than 600 inhabitants within the city limits.

When the railroad extended to Dover in 1855, the city was ideally situated to support industries such as the Richardson and Robbins Cannery which could provide large markets with local agriculture and aqua culture products. Several industries located in Dover around mid-century, requiring a stable labor force and housing, were generating

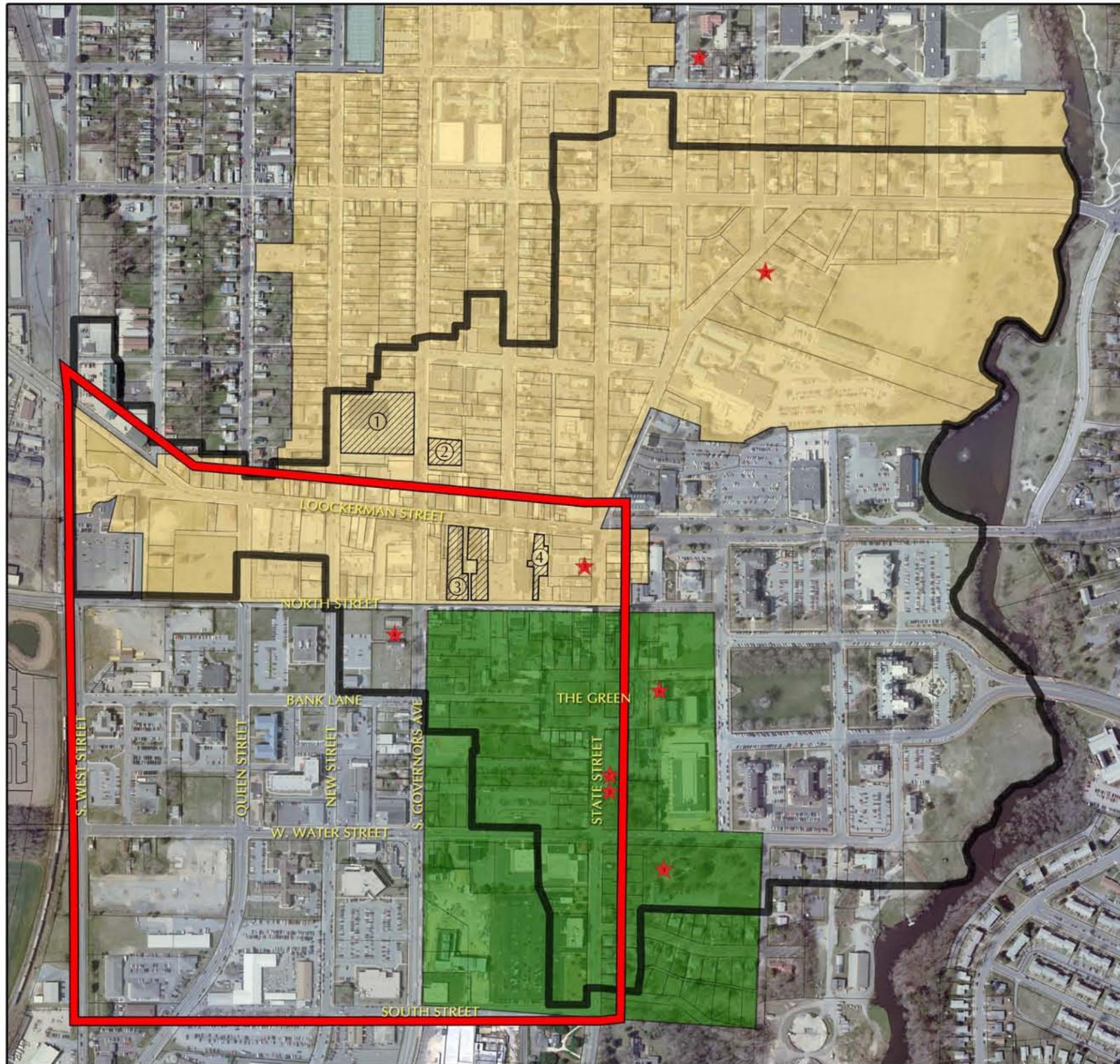
a significant amount of wealth. The Green, which had always been a market square, was gentrified and turned into the park-like setting that remains today. Commercial growth began to occur north of the Green along State Street. When the Civil War ended, Dover flourished.

Several local landowners to the north of the oldest section of the city began to sub-divide their lots and extend the city grid with new streets. Commercial development moved west along Loockerman Street. The City itself expanded in 1868 to annex the new sub-divisions. By 1885, the new section of the City was well on its way to being fully developed. It is obvious from the number and quality of the houses that were built at this time that Dover had become a very prosperous place for many inhabitants.

Dover's growth slowed somewhat around the turn of the century. During the Depression, the Works Projects Administration produced the new Capital Square area. Large industries began to locate around Dover, but beyond what is now the historic area. After World War II, suburbs began to be built and the city continually expanded to annex what had been agricultural land. Earlier developments continued to be infilled with new construction.

Today, there are several strip developments on the outskirts of Dover that have a distinctly 'suburban' character. The historic area of the city is somewhat isolated from this kind of development. While social facts have changed, such as where people do most of their shopping and go for entertainment, the appearance and character of the old section of the city have been largely unaffected by 'modern' development. The center of Dover retains much of its historic character and remains an attractive and appealing place to live.

B.1 - HISTORY OF THE CITY OF DOVER



City of Dover Historic Districts

To date, there are in Dover three historic districts: the National Register Historic Districts and one local Historic District zone, established by the City of Dover Zoning Ordinance.

The two National Register Districts are known as the Dover Green Historic District and the Victorian Dover Historic District. These districts are separate from one another but share a boundary along North Street. The Dover Green Historic District recognizes the significance of the evolution of Dover during the eighteenth and early nineteenth centuries when its population remained below 600 and development was concentrated within the original boundaries of the town. The Victorian Dover Historic District recognizes the significance of Dover's rapid post-Civil War development when the boundaries of the City expanded northward to provide land for rapid residential development that took place during the late-nineteenth century.

The City of Dover Historic District zone is a local historic district that overlaps parts of each of the National Register Districts and includes properties that are in neither of the National Register Historic Districts.

LEGEND

-  MPO Study Boundary
-  DDP Sites
 - 1. Acme Site
 - 2. Harry Louie Site
 - 3. Collegian Site
 - 4. DDP Building
-  National Register of Historic Places
Victorian Dover Historic District
-  National Register of Historic Places
Dover Green Historic District
-  City of Dover Historic District Zone
-  National Register of Historic Places
Listing

There are important distinctions between the National Register Historic Districts and the Dover Historic District zone. When a district is listed on the National Register of Historic Places, it is given official and professional recognition that it is significant to the history of its region and that it has largely retained its historic integrity. Under the Section 106 of the National Historic Preservation Act of 1966, agencies of the federal government must take into consideration the historical significance of listed buildings, objects, or areas when they are undertaking projects that might affect them. However, listing on the National Register places no restrictions on private owners or on what private owners may do with their properties.

Local Historic District zones, in contrast to National Register Districts, are authorized by state statutes and enacted via local ordinances. Local Historic District zones are created to preserve not only individual historic buildings that are considered significant but also to preserve the historic character of the district as a whole. They frequently involve design controls on private property for changes to exterior architectural and landscape features. The design review process, often abetted by design guidelines, are important tools in that process.

The City of Dover Historic District zone was established in 1961. Construction projects within the local historic district have been subject to design review by way of the Architectural Review Certification process since its inception. The Design Guidelines for the City of Dover Historic District zone are intended for use as a general reference by the community and a basic reference for the Historic District Commission and/or the Planning Commission in their deliberations as they review applications for Architectural Review Certificates.

Text excerpted from "Design Standards and Guidelines for the City of Dover Historic District Zone," undated, Section 1, Page 2, 4.

B.2 - TRANSIT CENTER NEIGHBORHOOD PLAN STUDY AREA



Transit Center Neighborhood Plan Study Area

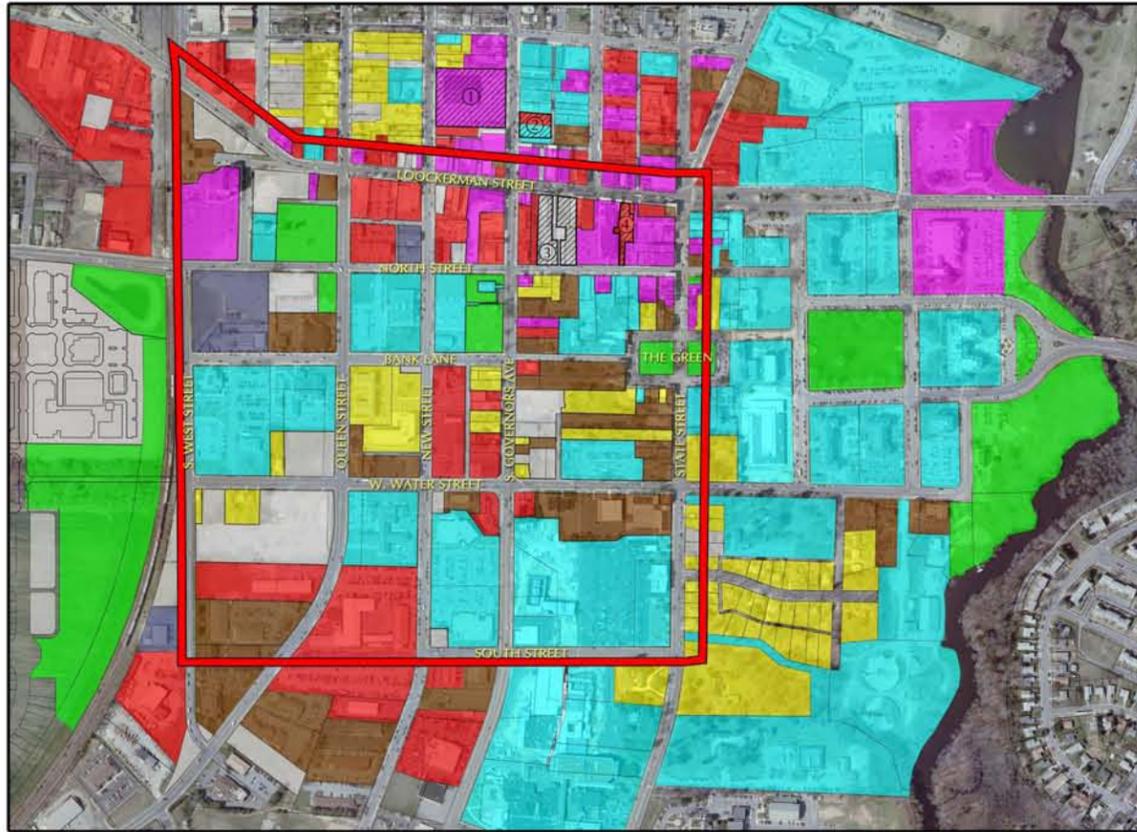
LEGEND

- MPO Study Boundary
- DDP Sites
 - 1. Acme Site
 - 2. Harry Louie Site
 - 3. Collegian Site
 - 4. DDP Building
- ★ New Transit Center Site

The study area is defined by the following geographical boundaries (Lockerman Street, State Street, South Street and West Street) as highlighted by the red border in the aerial overlay on this page. Both sides of the street were included in the study area so the character of the street and streetscape could be better studied and understood. The study area represents roughly 16 blocks and includes a major North-South thoroughfare (S. Governors Avenue) as well as other important streets such as North Street and Water Street. North Street provides one of the main gateways and access points into the City from west of downtown and was identified prior to the charrette as an important access street that could use improvement. Water Street has significance as the historical connection between downtown Dover commerce, Eden Hill Farm and the St. Jones River. Water Street is also important as the access to both the new and old transit center sites and as the northern boundary to the Bayhealth Medical Center Campus and other medical uses to the south.

The streets within the study area form a traditional urban grid that transitions to a more suburban pattern south of Water Street. It should be noted that the urban fabric, with regard to density, street presence of buildings and context, is divided along North Street, S. Governors Avenue and Water Street. The character of the streetscapes and buildings east and north of these streets feels very urban and active while the areas to the south and west are less dense and more suburban in character (especially in regards to how parking and pedestrian access is handled). The new transit center site has an advantageous location on the edge of downtown and Eden Hill Farm, which will be the largest new growth area of the city in the next 10-20 years. The rail line which currently serves as a divider between downtown and Eden Hill Farm is adjacent to the transit center site and represents an opportunity for better connectivity in the future.

B.3 - LAND USE / ZONING



Current Land Use

USE LEGEND

 Mixed Use	 Commercial / Retail
 Institutional	 Residential
 Industrial	 Open Space
 Business / Office	 Vacant

Study Boundary

- DDP Sites
1. Acme Site
 2. Harry Louie Site
 3. Collegian Site
 4. DDP Building



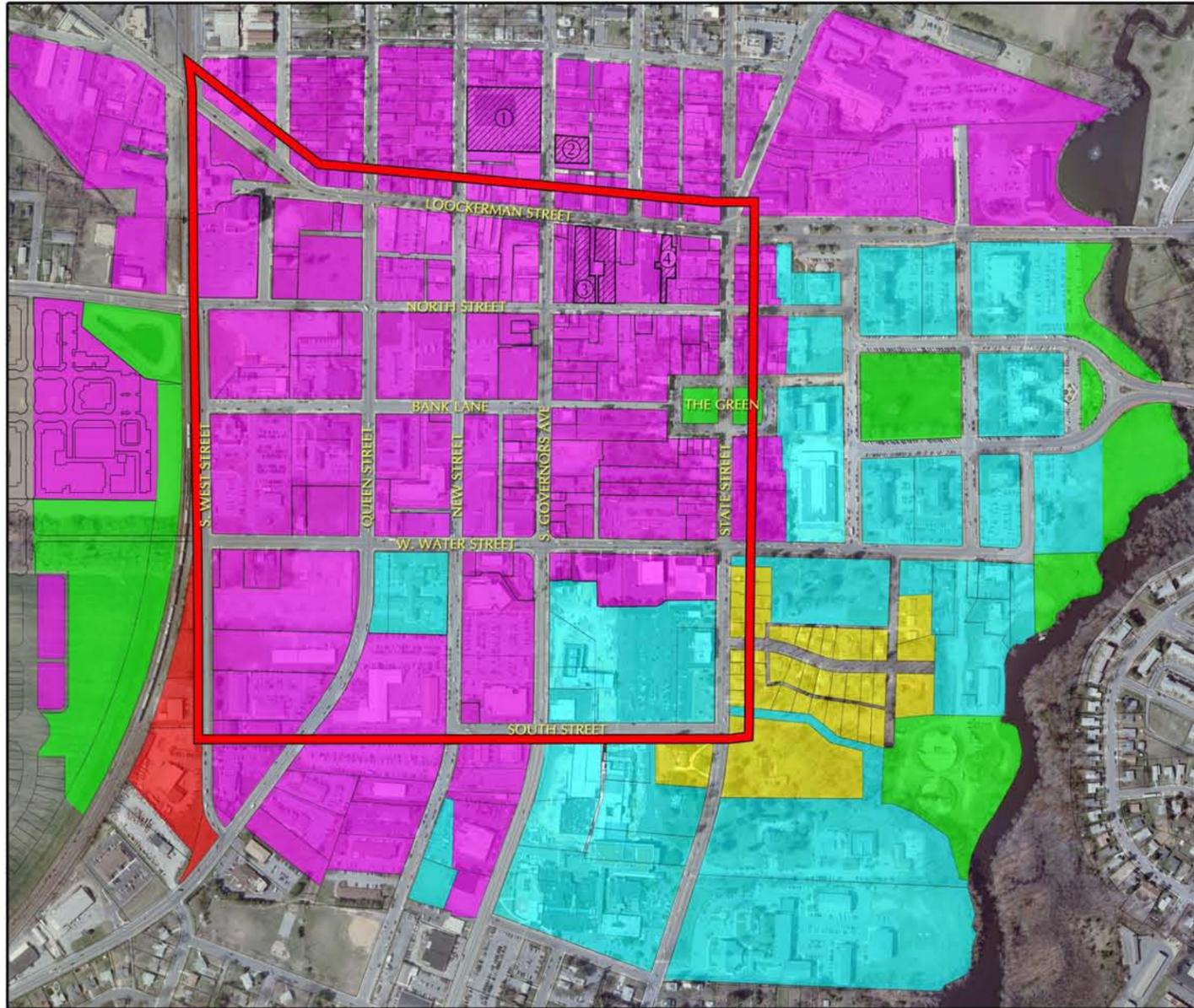
Current Zoning

ZONING LEGEND

 RGO - General Residence and Office	 CPO - Commercial Professional Office
 IO - Institutional and Office	 RG-1 - General Residence
 C-1A - Limited Commercial	 RG-4 - Multi-Story Apartments
 C-2 - Central Commercial	 R-8 - One-Family Residence
 C-2A - Limited Central Commercial	 TND - Traditional Neighborhood Design
 C-3 - Service Commercial	 ROS - Recreational and Open Space

The study area consists of 258 parcels on approximately 89 acres of land with a variety of existing land use categories. The Lockerman Street corridor represents the primary downtown retail district and its primary land uses are mixed use and commercial retail. State Street also has a well established urban fabric and features a variety of uses including institutional, business/office, mixed use and some residential. The rest of the study area is not as well defined in character as these two areas. Institutional uses make up the majority of the land use in regards to the remaining portion of the study area especially to the south and west of State and Lockerman Streets. Large public facilities are prominent such as the City of Dover Police Station, Justice of the Peace Court, Bayhealth Medical Center Campus, and the Frear Building. There are also residential, commercial and business uses though out this area including senior housing along Queen Street and commercial uses along S. Governors Avenue.

B.3 - LAND USE / ZONING



Proposed Land Use

USE LEGEND

 Mixed Use	 Commercial / Retail
 Institutional	 Residential
 Industrial	 Open Space
 Business / Office	 Vacant

Proposed land use for the study area as shown in the Dover Comprehensive Plan is intended to support the existing development pattern as well as add flexibility for future development and redevelopment opportunities. Based on this, the majority of the study area is defined as mixed-use with smaller areas reserved for institutional and residential uses. The institutional uses are primarily related to the Bayhealth Medical Campus and the existing governmental and legislative uses to the east of State Street. Single-family residential uses are primarily located to the south-east of the study area in the Elm Terrace neighborhood and Sherwood 2 to the south-west.

B.4 - EXISTING DEVELOPMENT PATTERNS



Existing Activity Centers

For the purposes of developing a neighborhood plan based around the transit center site and the adjacent study area, existing activity centers were analyzed. The major activities that were identified were medical uses to the south and west, a commercial/retail core area along Loockerman Street, governmental and legislative uses to the east of State Street and the Wesley College campus to the north. There are also cultural uses located to the north-east of the study area near State Street and within the study area along North Street including the Biggs Museum of American Art and the Schwartz Center for the Arts.



Existing Density and Street Frontages

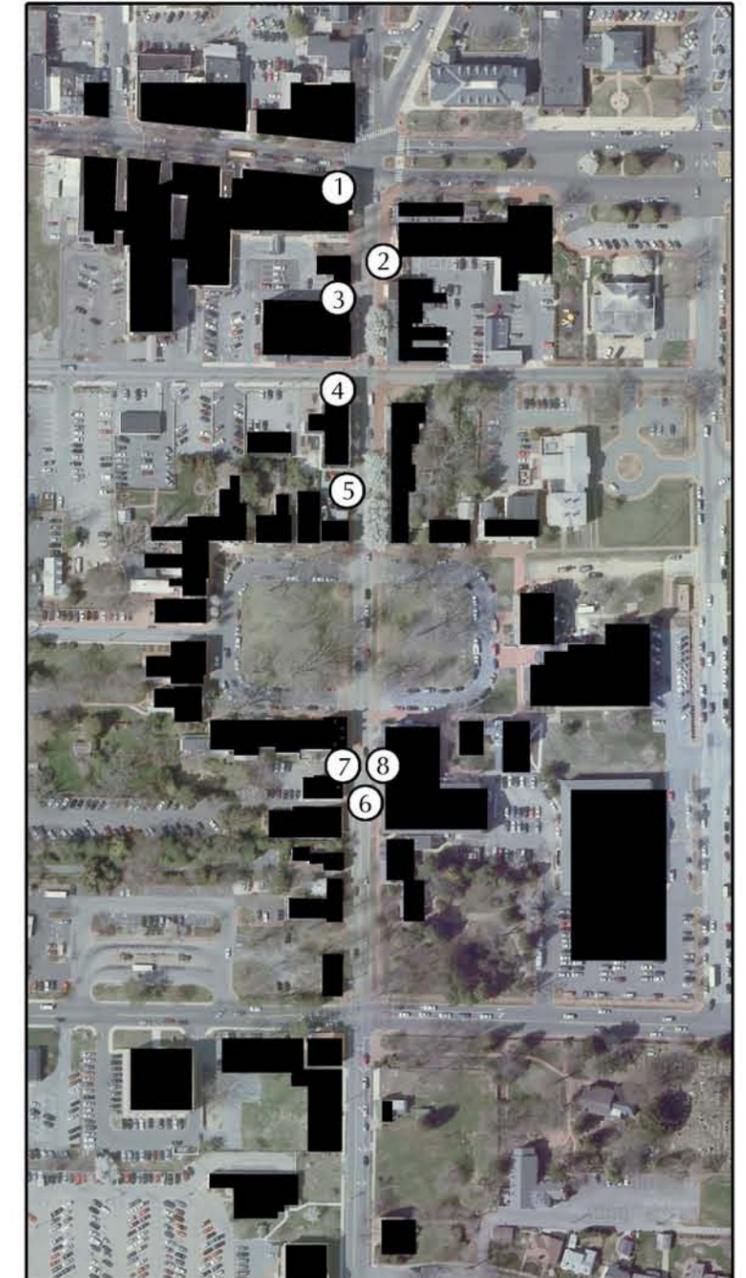
The center of the study area lacks an identifiable character and activity center. The analysis looked at the existing density and street frontages throughout the study area. As the graphic clearly shows the buildings along State Street and Loockerman Street are located close to the street edge and create a strong walkable urban character. The density and street edges diminish outside of these two streets and need improvement to bring create pedestrian character in this area. There are remnants of street edges along portions of Water Street, North Street and Governors Avenue that could be strengthened by infill development. Most of the area has a more suburban character with one to two-story buildings located in the center of the property with surface parking areas along the edges.

B.4 - EXISTING DEVELOPMENT PATTERNS



State Street

State Street is home to many of Dover's most historically significant buildings. The tree lined street features an array of building uses including government buildings and business offices. Some buildings have been maintained as private residences and are on the National Register of Historic Places.



B.4 - EXISTING DEVELOPMENT PATTERNS

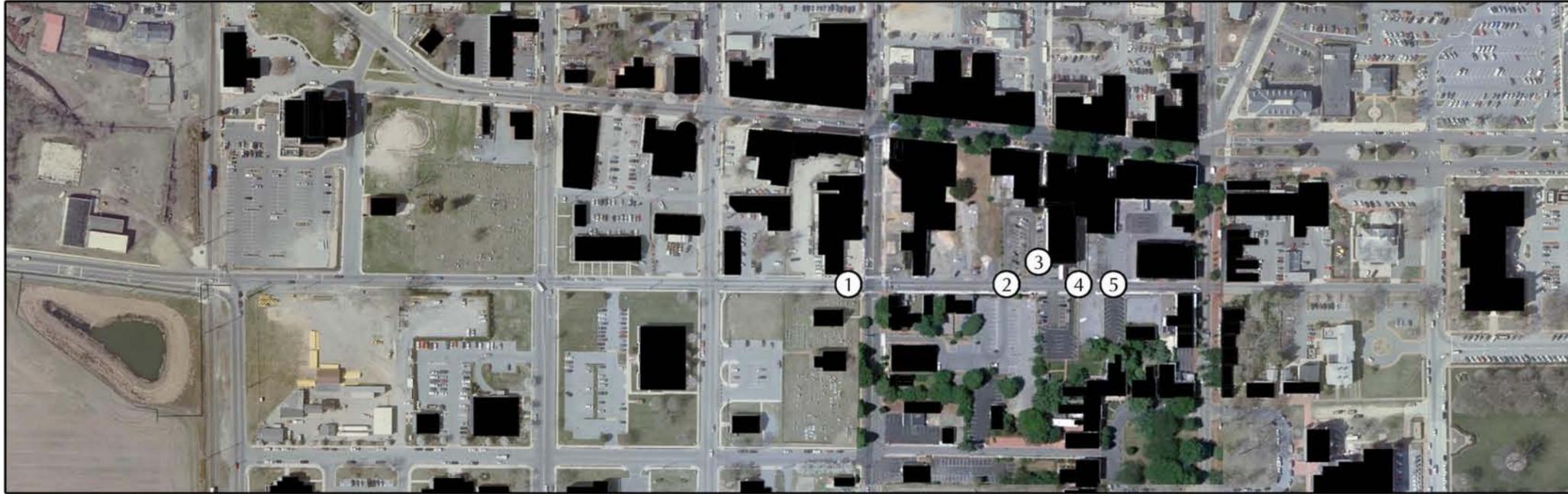


Water Street

Water Street is a mixture of urban uses. The existing DART Transit Hub is located along Water Street while a new facility is being designed just two blocks west of the existing location. There are numerous office buildings, including medical offices that are supported by the Bayhealth Medical Center Campus that is just one block south. A handful of retail shops, multi-family residential, and institutional buildings line the eclectic corridor.



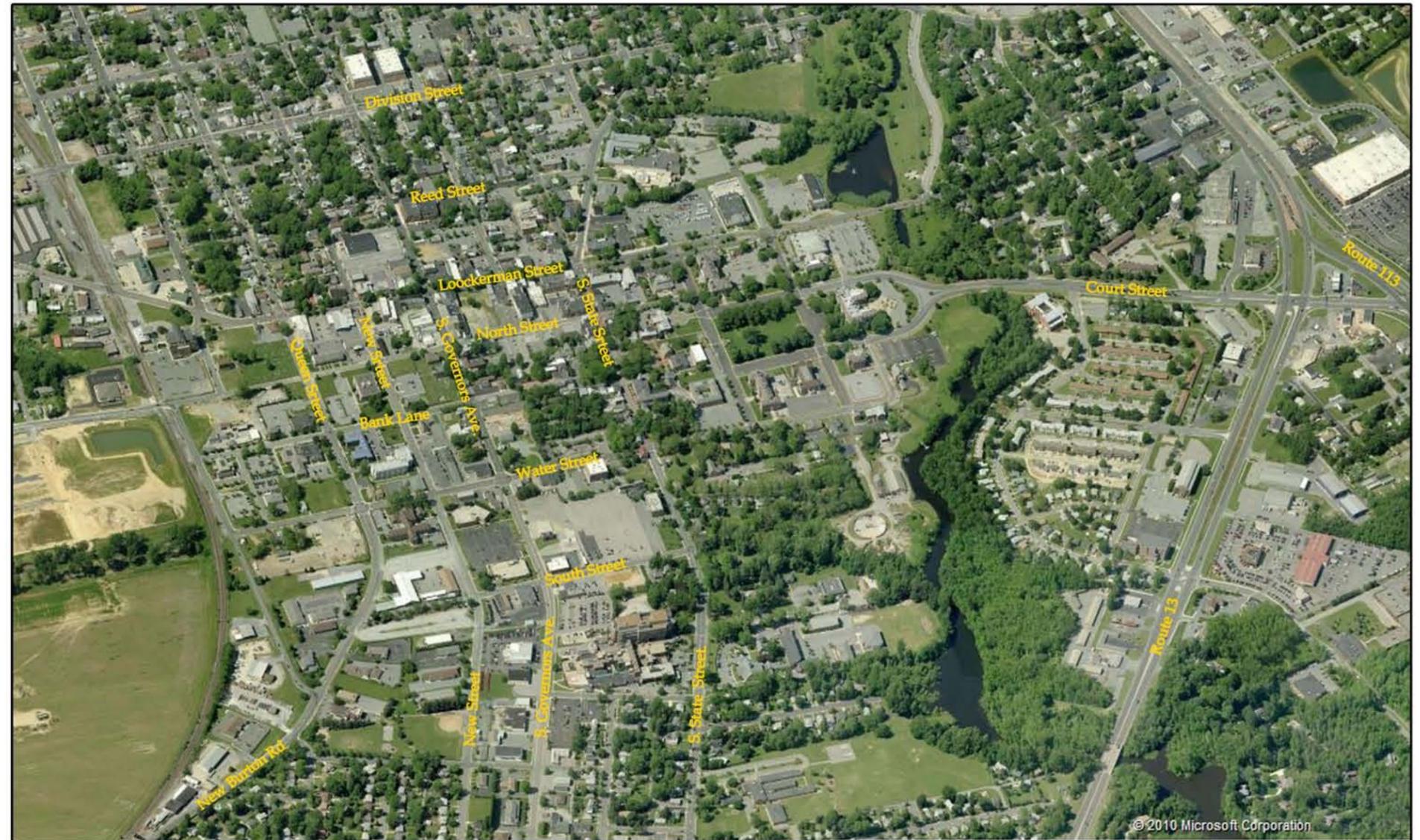
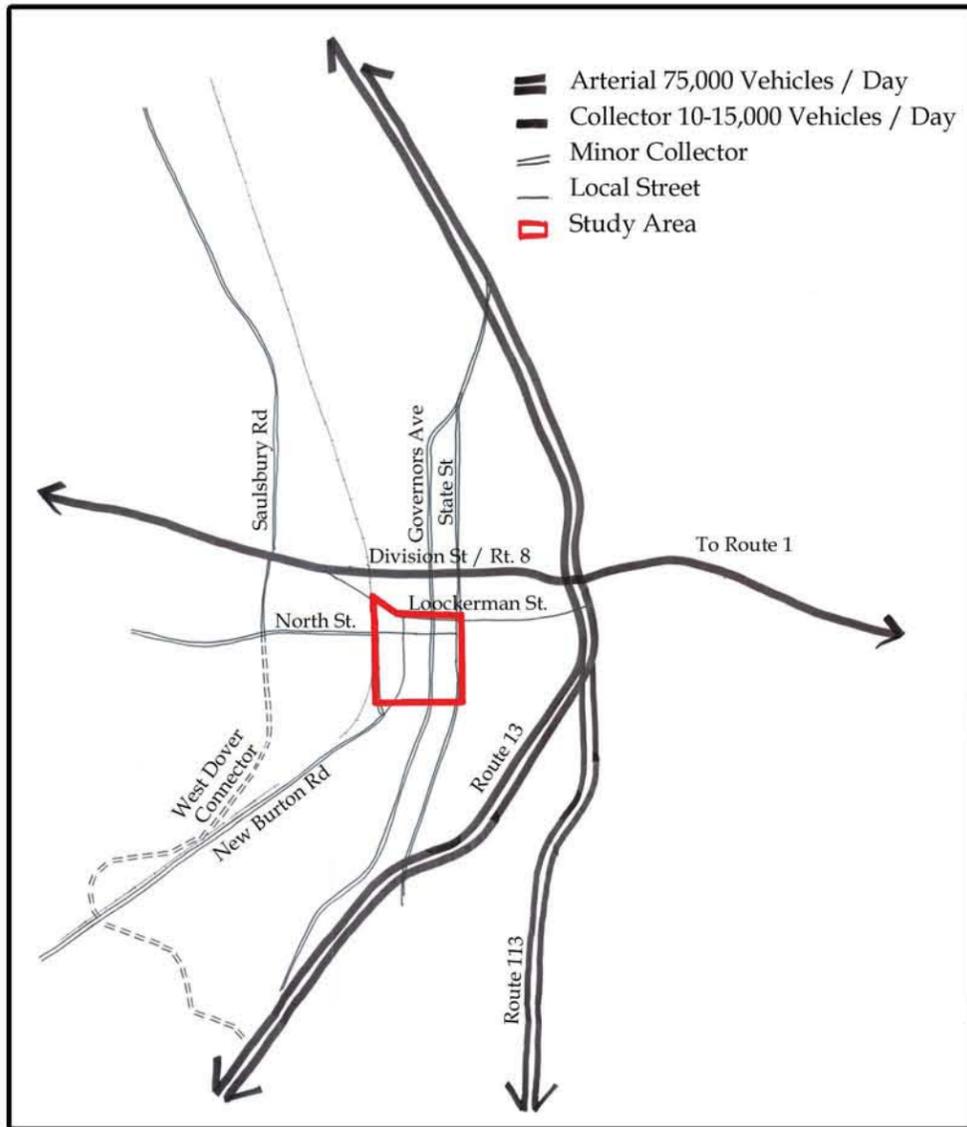
B.4 - EXISTING DEVELOPMENT PATTERNS



North Street

North Street is utilized as a service alleyway for the buildings that face Loockerman Street but also a moderately traveled access street from the Capital area to the destinations on the west side of the city including many residential subdivisions, shopping and restaurants.

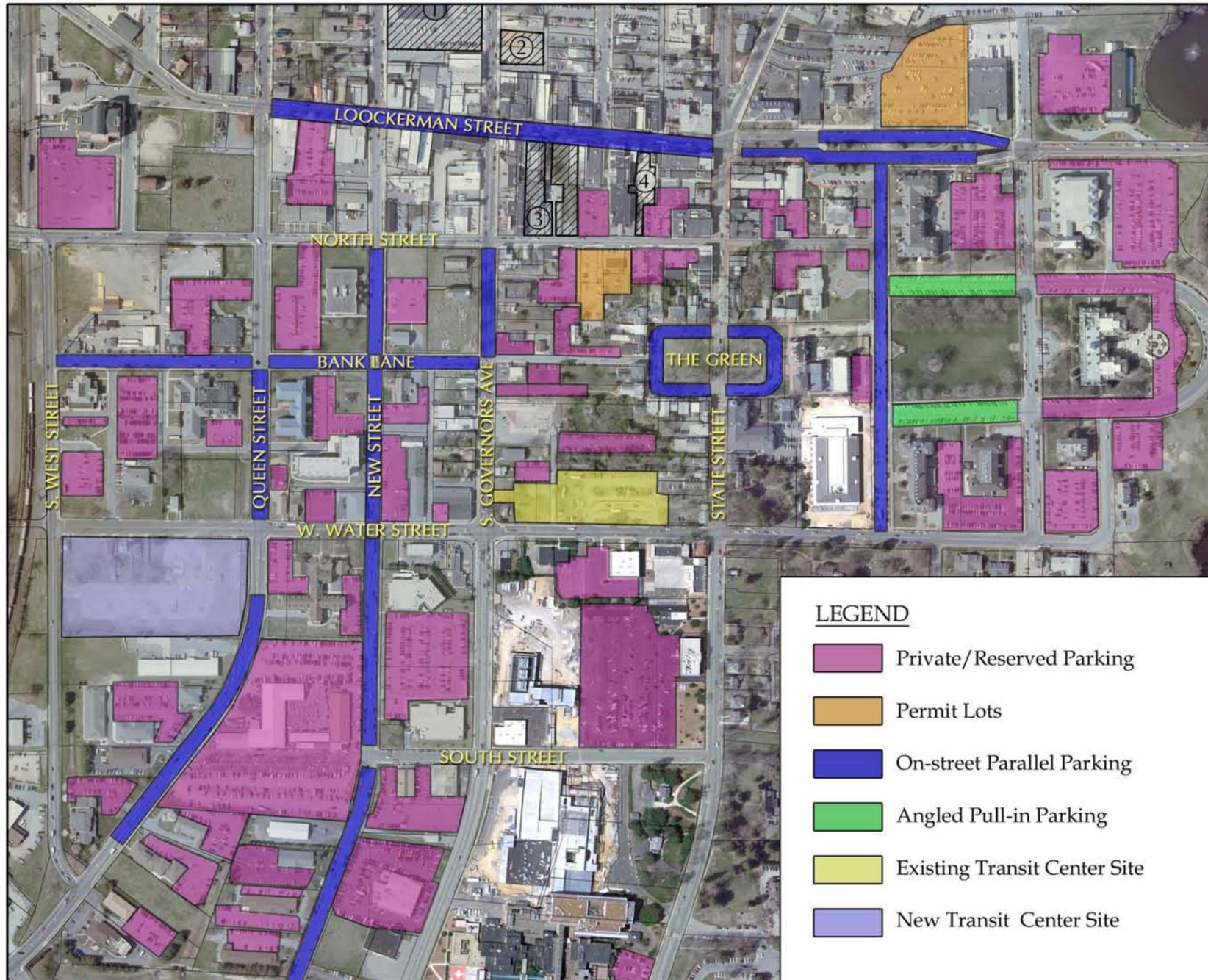
B.5 - STREET NETWORK AND PARKING



Street Hierarchy

The study area and downtown Dover in general is located to the west of the major highways (US Route 13 and DE Route 1) that run north to south. There is also a major bypass (West Dover Connector) that is planned to the west of the metropolitan area. When constructed, this road will greatly alter the existing traffic patterns on North Street and New Burton Road. North Street is currently the main gateway into the downtown area from the west. Division Street, located north of the project area, is the major east-west route running through the downtown area.

B.5 - STREET NETWORK AND PARKING



Parking Diagram

The existing parking patterns in and around the study area consist primarily of grade-level surface parking lots and on-street parking (both parallel and pull in). There is a private structured parking area currently under construction that is associated with the Bayhealth Medical Center Campus located in the south-east area of the study area. The parking analysis studied by the charrette design team noted that there is an opportunity to improve parking throughout the downtown area by implementing an area parking strategy. North Street, shown at the top right, has potential for consolidated surface parking or a multi-level parking structure.



Multiple Surface Lots along North Street

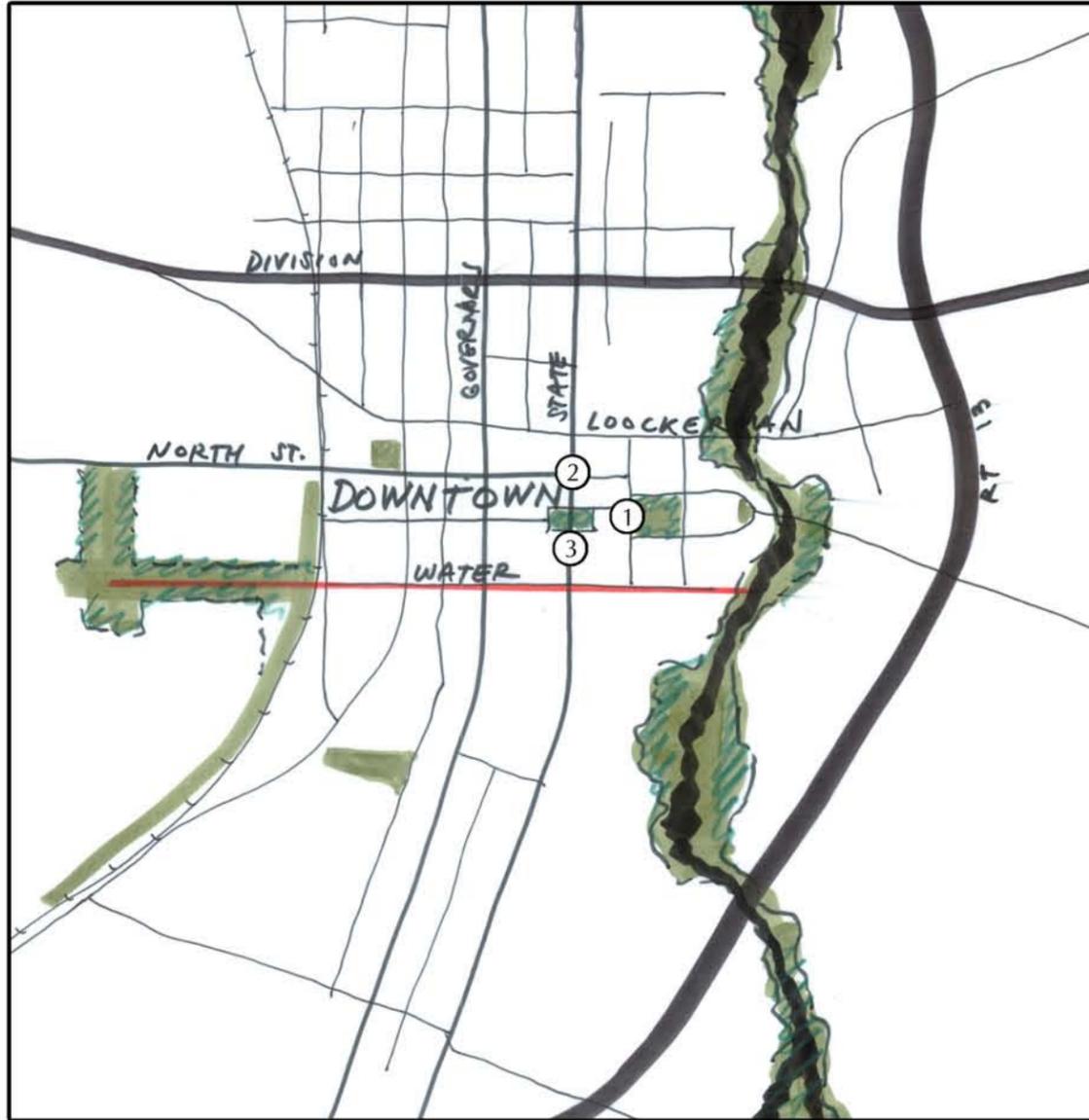


Parallel Parking along Queen Street



Parallel Parking around The Green

B.6 - EXISTING ENVIRONMENT / OPEN SPACE



Existing Open Spaces

The public open spaces within the study area consist primarily of The Green and a small urban pocket park named Bicentennial Park that is located at the corner of North and State Streets. There are also private open spaces within the study area such as the cemeteries along North Street. The major open spaces outside the project area include the St. Jones River to the east, the perimeter open space at Eden Hill Farm and the central allee that is currently the western terminus of Water Street, Legislative Mall, the boulevard section of Lockerman Street and Dover Park in the Sherwood 2 neighborhood with a playground and sports fields just two blocks south of the study area boundary.



Legislative Mall

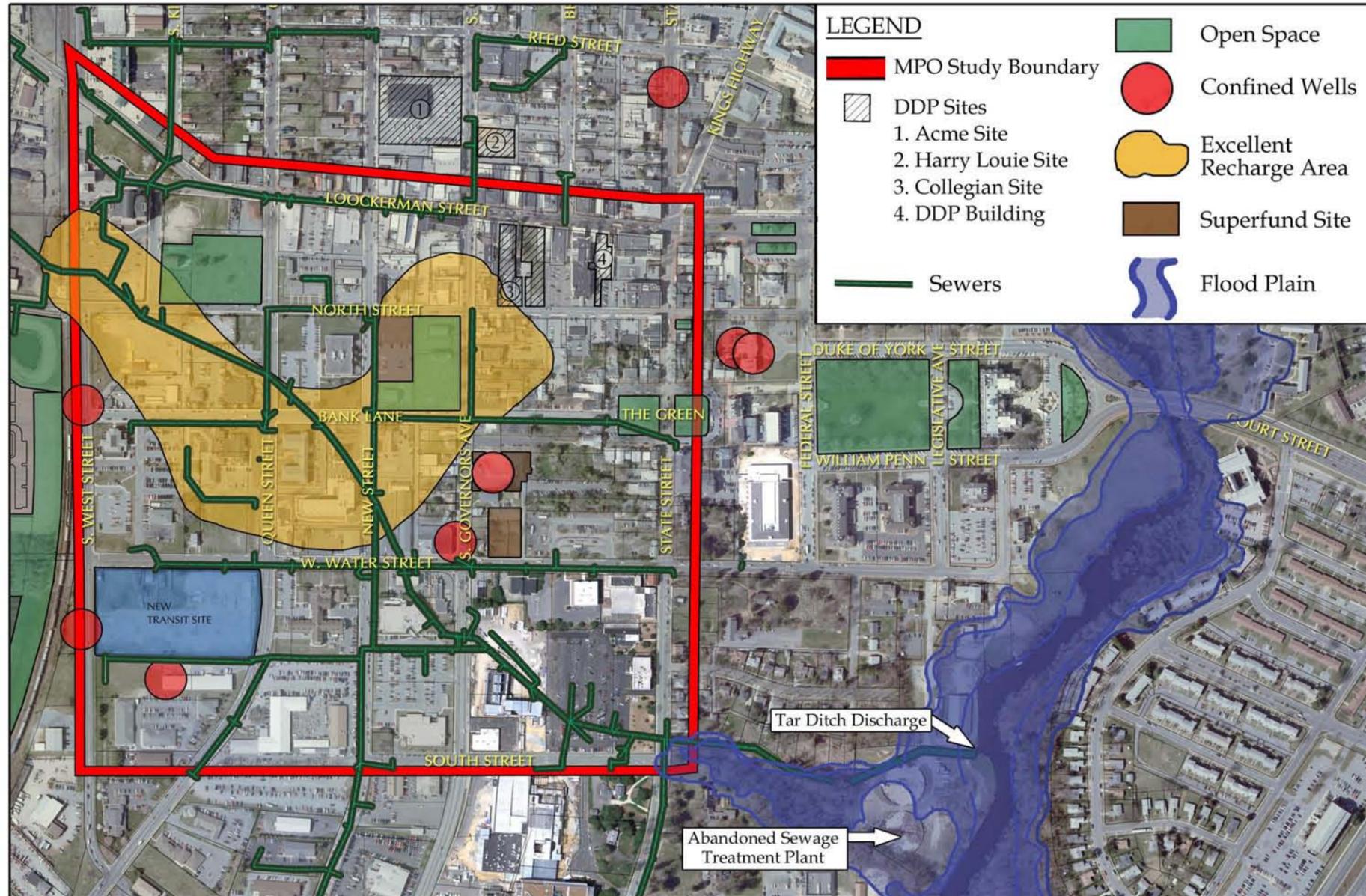


Constitution Park



The Green

B.6 - EXISTING ENVIRONMENT / OPEN SPACE



Cemetery



St. Jones River

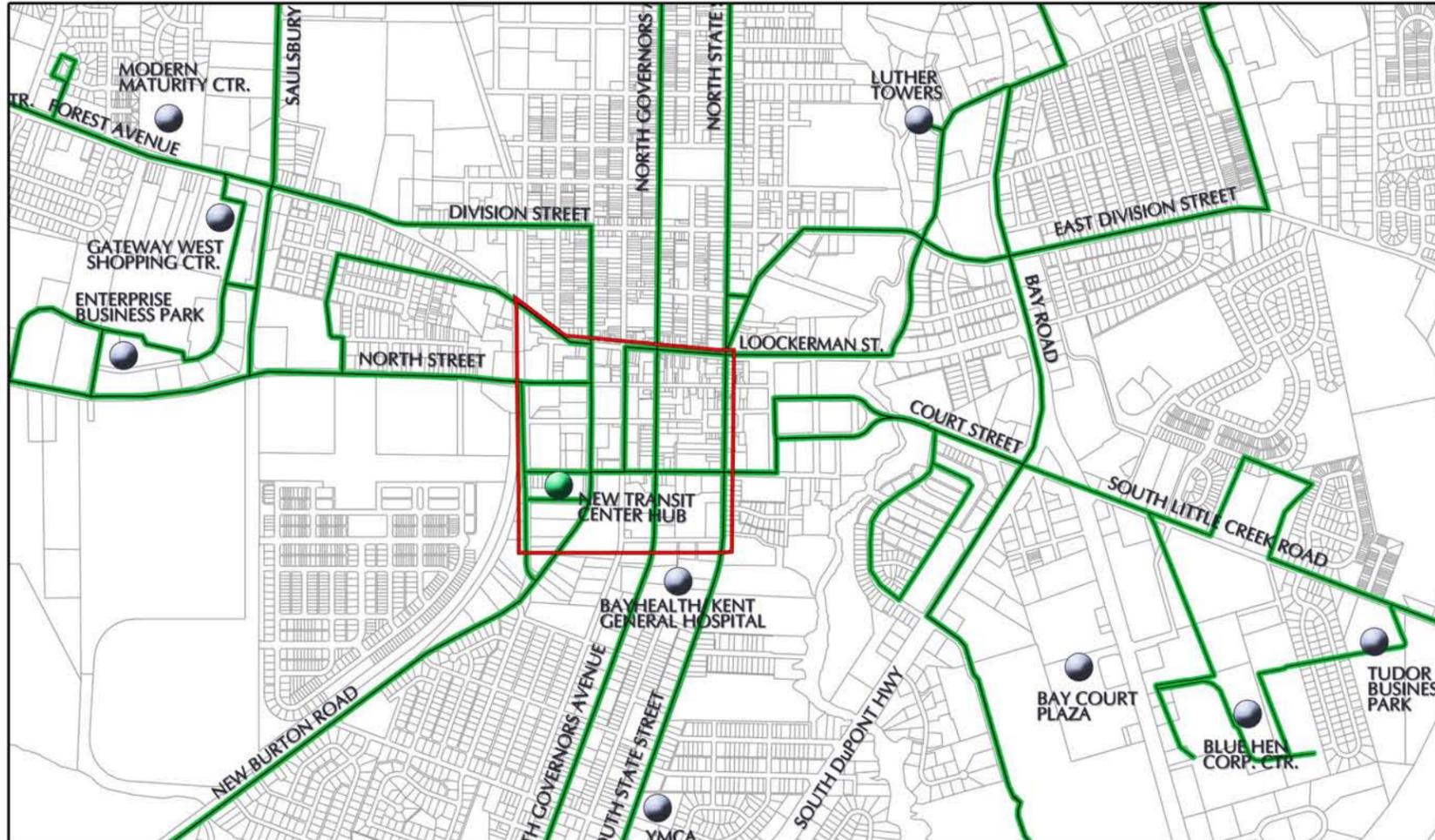
Environmental Conditions

Environmental Constraints

There are some environmental constraints affecting redevelopment in the study area. These constraints include the edge condition formed by the Norfolk-Southern railroad spur that runs adjacent to West Street, three brownfield sites (Braun Property, former Capitol Cleaners Site and Former Dover Gas Light Company Site) and underground contamination from the tar ditch. The tar ditch runs from the north-west corner of the study area and discharged into the St. Jones River south of Water Street. The underground ditch often floods streets due to the deteriorating condition

of the out-dated infrastructure. Project costs, environmental concerns opening the ditch, and locations of major flooding have prohibited remediation. At the south terminus of Legislative Avenue is an abandoned sewer treatment facility, trash incinerator and other city infrastructure. This property sits along the edge of the St. Jones River and presents an opportunity to repurpose and redevelop the area into a Riverwalk Park.

B.7 - TRANSIT



New Bus Routes

LEGEND

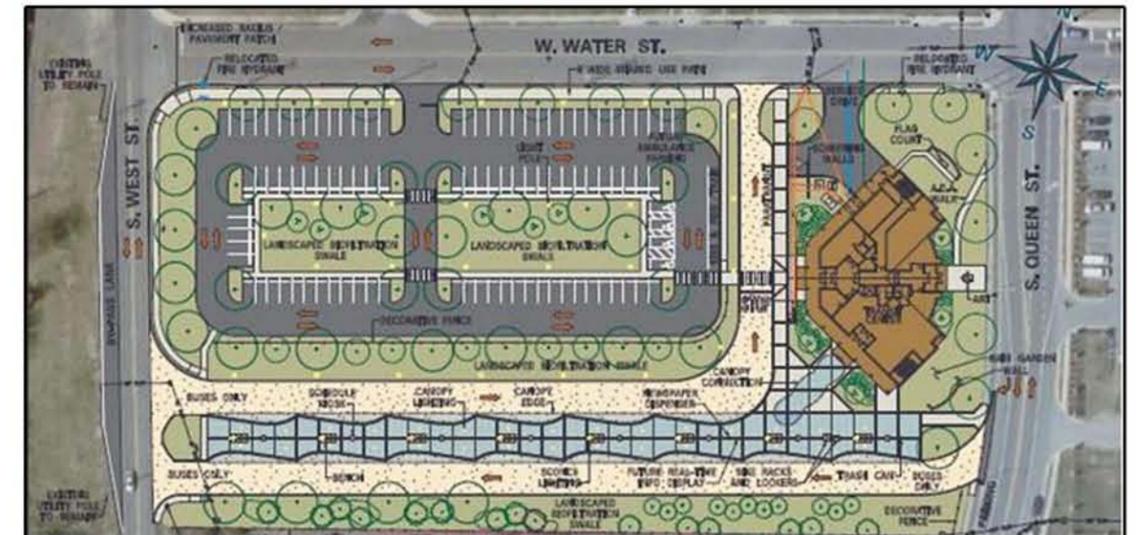
- Study Area
- Bus Route
- Destination
- New Transit Center Hub

The Delaware Transit Corporation and Delaware Department of Transportation are building a new facility to act as the center of transit services in Dover. It shall serve as a central bus stop and distribution point for the DART system in Dover. It will also house the interstate buses and taxi companies that serve Dover. The facility will include an interior waiting area with vending capacity, restrooms and a retail outlet for bus passes and tickets. There will be tenant space available for other organizations and companies.

The MPO has a responsibility to promote alternative modes of transportation as a function of our program. This neighborhood is the functional center of transit in Kent County. The city of Dover and DelDOT have begun promoting bicycle facilities to serve riders in the City. This neighborhood is walkable with some minor limitations. One outcome from the process is to identify improvements to walkability and to eliminate impediments.



Aerial View of Existing and New Transit Site



Proposed Transit Site Plan



New Transit Bus Terminal

B.8 - STATE CAPITAL COMPARISONS / DEMOGRAPHICS



Jefferson City, Missouri



Concord, New Hampshire



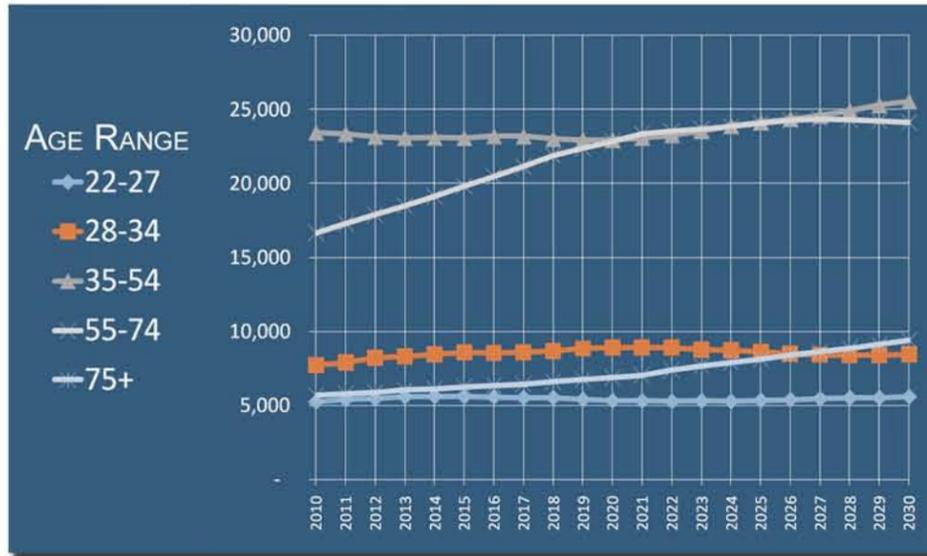
Annapolis, MD

State Capital	Population	Legislature Size	Legislative Staff	Downtown Jobs
Dover, DE	36,560	62	125	9,713
Annapolis, MD	36,879	188	732	5,301
Concord, NH	42,546	424	179	n/a
Frankfort, KY	27,382	138	679	6,330
Helena, MT	29,939	150	237	12,487
Jefferson City, MO	41,297	197	509	12,342
Juneau, AK	30,796	60	460	6,075

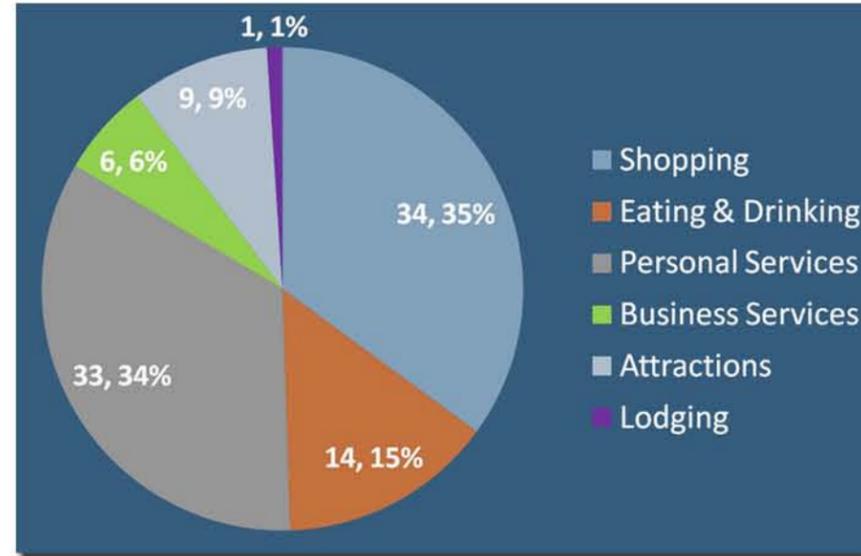
Downtown Dover boasts much economic strength, similar to those of other state capitals of comparable size such as Annapolis, MD; Concord, New Hampshire; and Jefferson City, Missouri. While greater Dover has seen its share of suburban sprawl, it retains its rich historic architecture. Within the downtown and within proximity of the study area there are many major economic anchors including state government, city government, county government and associated professionals, Wesley College and the Bayhealth Medical Center Campus. The City also offers

amenities to its residents and visitors with a new public library currently under construction, many churches are located throughout the city, and numerous museums and galleries. The City is host to a number of organized special events and festivals throughout the year including First Night Dover, Dover Days, and the Dover 4th of July Celebration. With these economic and cultural amenities already present in the City of Dover, a foundation exists to build upon to create the infrastructure of a desirable destination for locals and visitors.

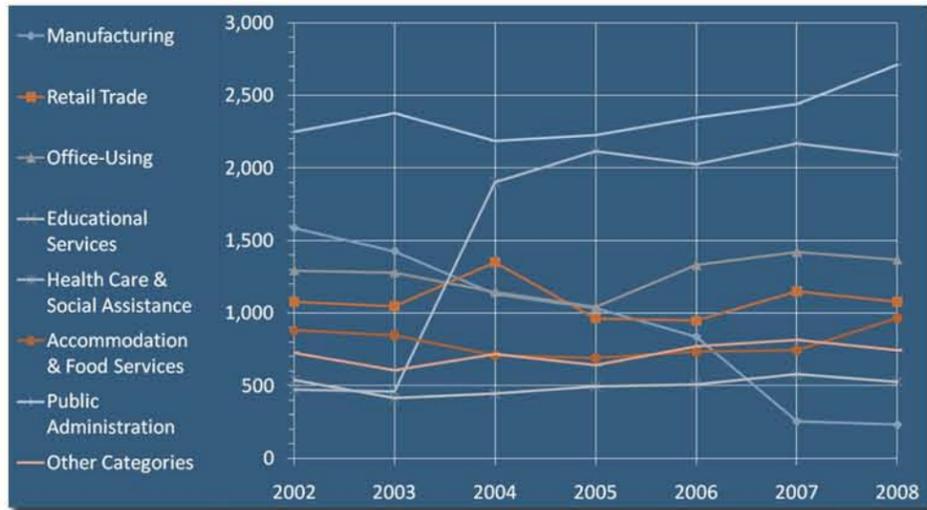
B.9 - DEVELOPMENT MARKETING & PROGRAM BRIEF



Kent County Household Projections Through 2030



Existing Business Mix



Downtown Employment By Sector

PRIMARY RETAIL NEEDS

- | | |
|---------------------|-------------------------|
| Coffee Shops | Florist |
| Sandwich Shops | Optical |
| Ice Cream | Drugstore |
| Candy | Toys / Hobbies |
| Urban Grocery | Cigars |
| Specialty Food | Restaurants - All Types |
| Furniture and Decor | Boutique Hotels |

Potential Funding Sources

- Funds Raised from Existing Property Owners
- Business Improvement District - ad valorem tax
- Special Development District - ad valorem tax or special assessment
- Parking Authority Benefit District - assessment
- Recurring Downtown Revenues
- Tax Increment Financing District - regular property tax
- Broad-Based Recurring Revenues
- Realty Transfer Tax
- Hotel Tax (collected by State)

Financing Source Issues

- Assessments and new ad valorem taxes burden existing property owners and could discourage investment
- TIF revenue generation is relatively weak due to low rate and assessments, and ability to only capture City share of tax bill
- Realty transfer tax may be committed to the City's general government needs
- Hotel tax would need to be allocated to the City by the State (some sort of agreement)

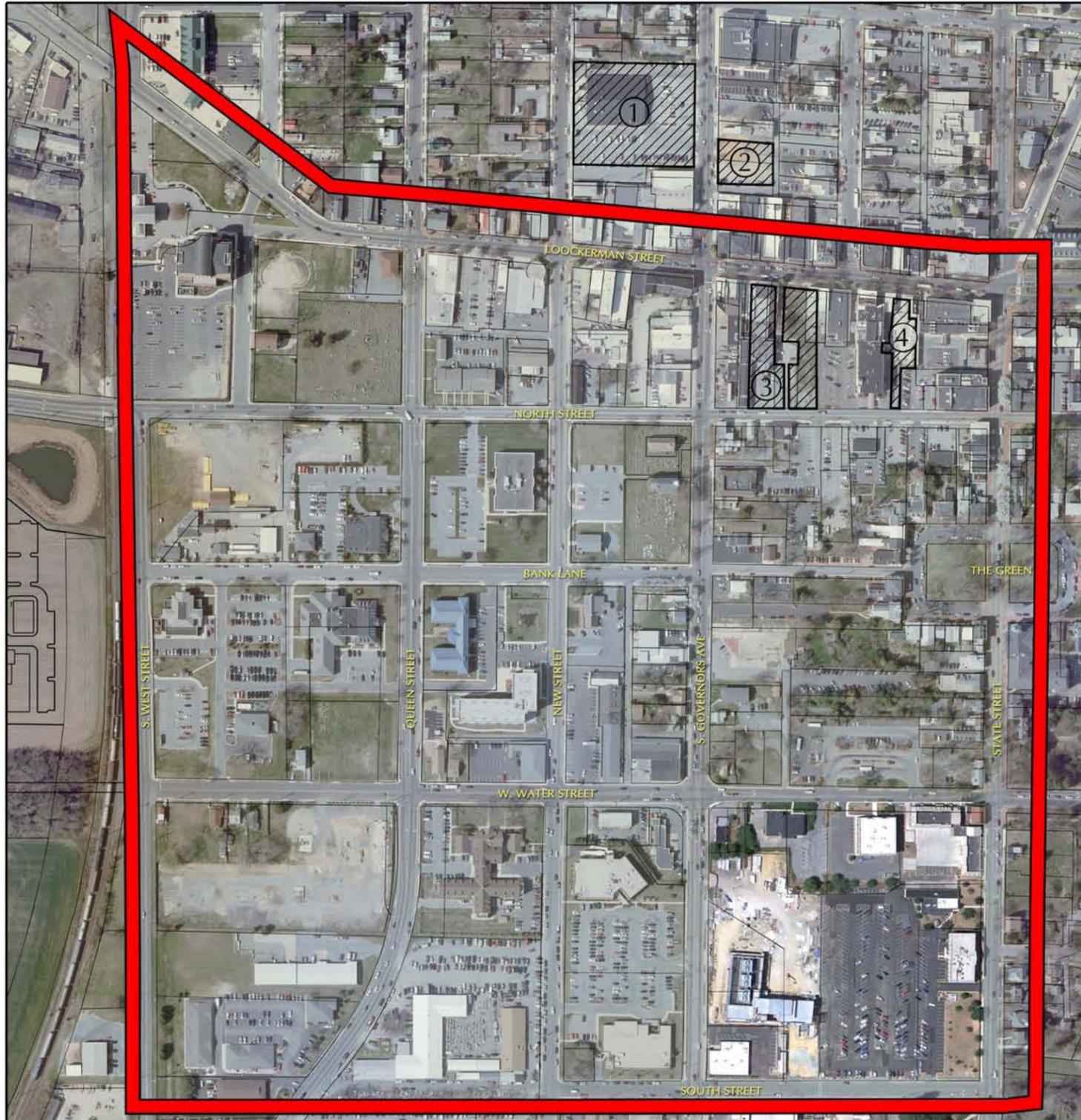
Recurring Revenue Sources

- Finding a recurring revenue source would be ideal
- Adds stability in funding; could be bonded
- Allows for upfront investment in public improvements
- Realty Transfer Tax
- 20 years of pledged revenue could potentially support a bond of up to \$13 million
- Hotel Tax
- 20 years of the State's General Fund share could potentially support a bond of up to \$55 million



PLAN

C.1 - PLAN FRAMEWORK



Neighborhood Plan Study Area



Bank Lane View Towards Eden Hill Farm



Streetscape at Courtney Square

The study area for this plan is identified by the following geographical boundaries (Loockerman Street, State Street, South Street and West Street) and comprises the Neighborhood Plan area. The plan framework is based upon the scale and natural boundaries of existing downtown elements that form separations, destinations and gateways to downtown. The four perimeter streets have the following characteristics:

Loockerman Street: Traditional retail area and downtown main street that serves as a major east-west thoroughfare in the city. It also separates the residential uses to the north from the institutional, industrial and commercial uses to the South. Loockerman Street has a good inventory of historic buildings and an active streetscape.

State Street: A major entry into the downtown area from the south. It separates the downtown from the institutional and legislative uses to the east. State Street bisects the major historical open space, "The Green," which has a tight urban context with numerous historic buildings that frame the street.

South Street: Represents the traditional southern boundary of downtown. The urban block network and scale of downtown drastically changes to a more suburban feel past this point. The area has had a diversity of density and uses which was diminished as part of urban renewal projects.

West Street: Serves as a major boundary and separation to the western edge of the City due to the nature of the road, adjacent rail line and type of development. It provides little to no connectivity with Eden Hill Farm which will serve as a major growth area in the next 20 years. Similar to South Street, this area lacks density, diversity of uses and has a suburban feel compared to the rest of the study area.

C.1 - PLAN FRAMEWORK



State Street at Loockerman, Dover

This plan is intended to make the Neighborhood Plan area a more diverse area that is attractive for business, commercial and residential activities. Mixed use redevelopment opportunities are encouraged that take advantage of the new transit center as well as the other local economic drivers such as the Bayhealth Medical Center Campus, Eden Hill, Wesley College, and the government complex. The design principles and planning context of the plan are listed below:

Design Principles

- Create a sense of place through
 - Diversity and Design
 - Proximity and Accessibility
 - Destination
- Provide an integrated mix of uses
 - Places to Live, Shop, Work, and Interact
- Improve and provide an organizing structure within the study area
 - Buildings and Urban Design
 - Hierarchy of Roads
 - Open Space Network



Loockerman Street, Dover

- Identify locations for infill development, redevelopment and growth
 - Analyze parcels and combinations of parcels that have the highest potential for development and redevelopment
 - Create an opportunities map based on the above
 - Analyze and propose the best strategy to address perceived parking concerns in the downtown area. Work towards a district wide parking solution that benefits long term business growth and strengthen streetscapes and the pedestrian experience
 - Identify gateway areas into the downtown area and improve these locations as needed

Planning Context

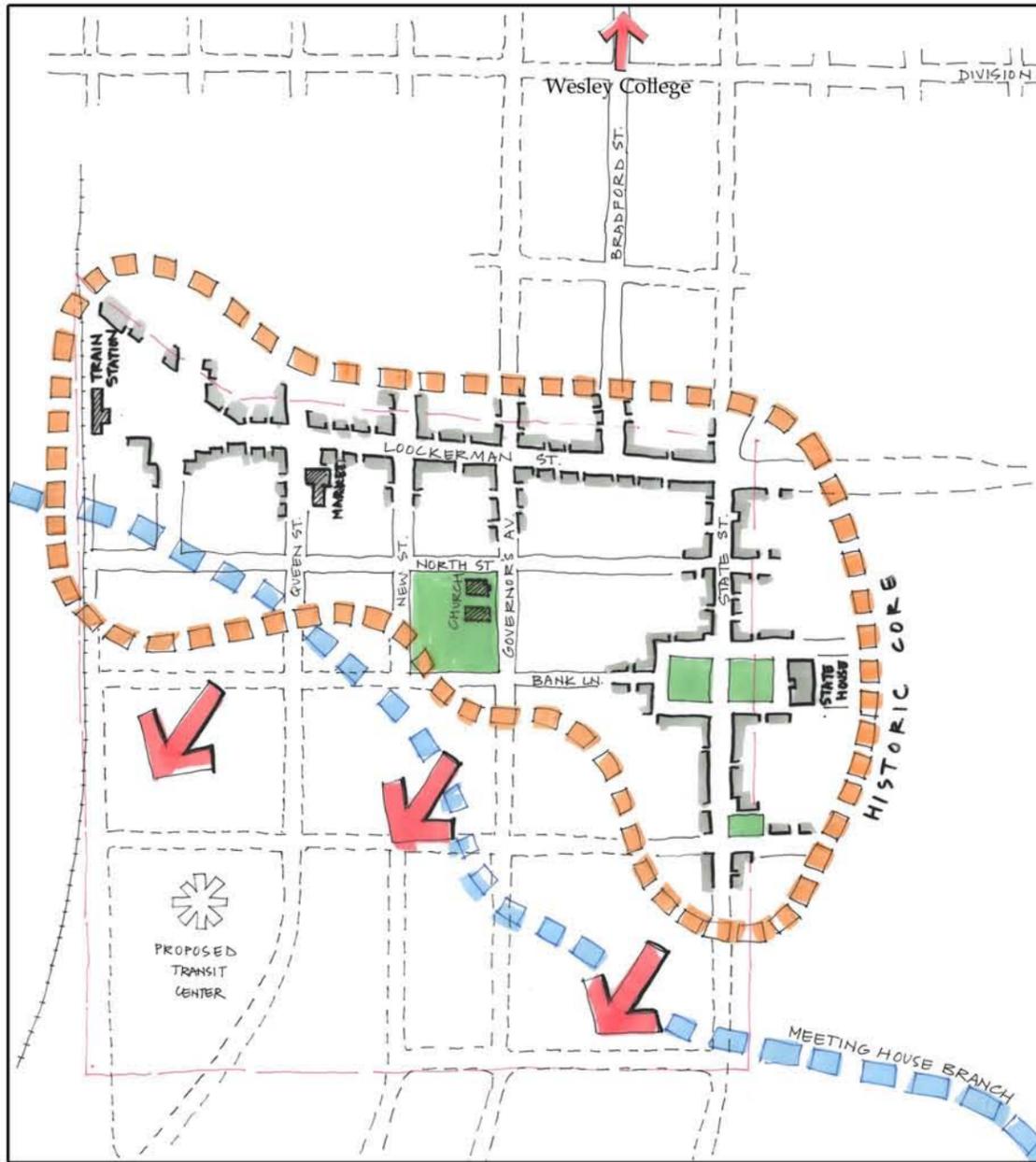
- Land Use and Development Patterns
 - Analyze existing codes, zoning and comprehensive plans
 - Analyze future potential development areas based on stakeholder input
 - Analyze methods and opportunities for filling back in the urban core with buildings where they were removed as part of urban renewal projects
- Market Economics
 - Comparison to other capital cities of similar population
 - Research economic drivers that effect development (past, present and future)
 - Identify uses that are underserved



Water Street, Dover

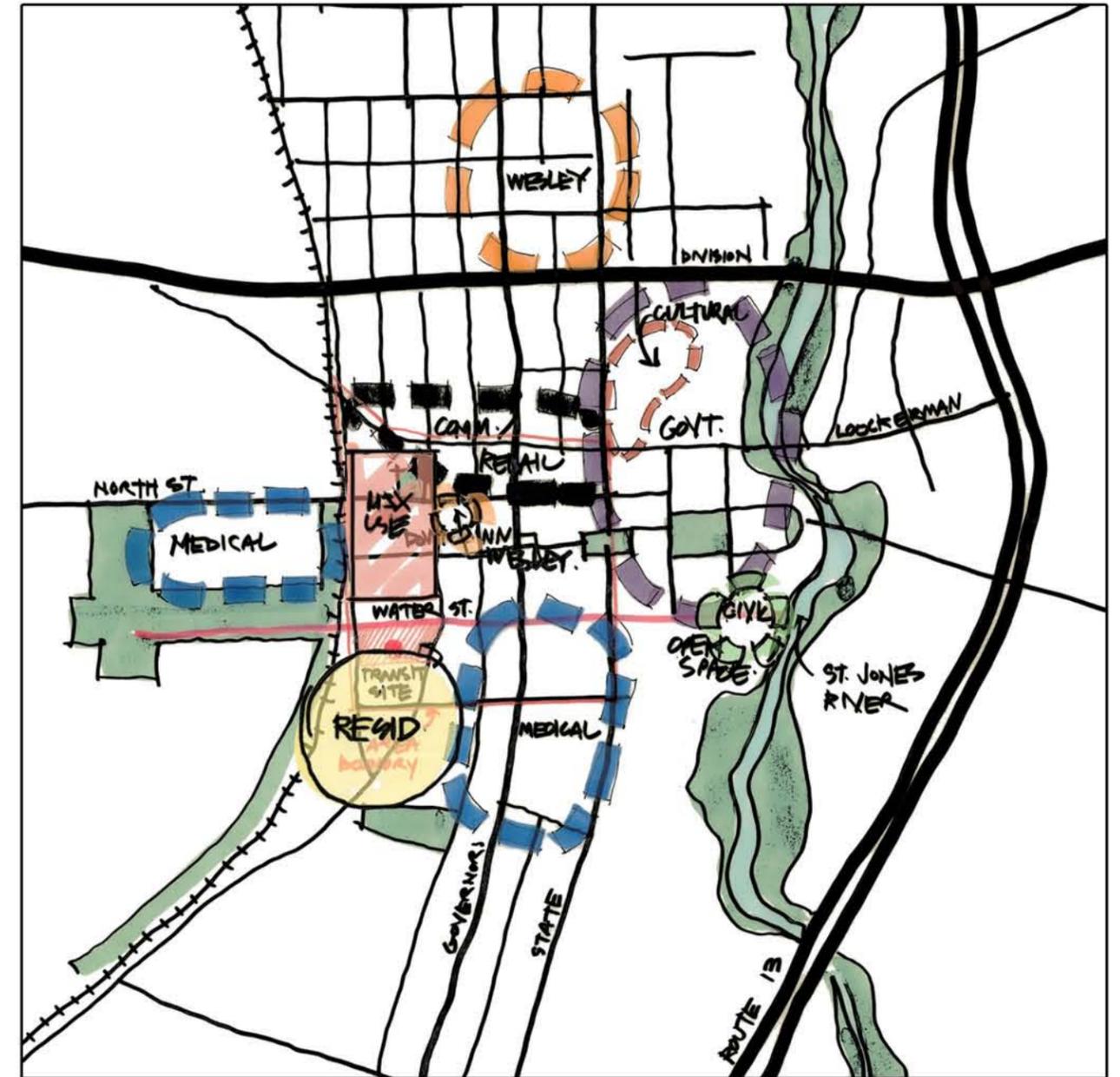
- Transportation Network
 - Analyze existing and proposed DART bus routes
 - Access needs and opportunities provided by increased interstate bus and taxi use at Transit Center site
 - Analyze opportunities to provide additional means of transportation as part of the Transit Center such as increased bicycle use, and passenger and commuter rail.
 - Identify where improvements to city wide network of pedestrian access can be improved. Opportunities exist for better connectivity of Wesley College, Bayhealth, St. Jones River, and Eden Hill Farm with the Downtown core.
- Analyze Downtown Dover Strengths
 - Historic Architecture
 - Pedestrian-oriented
 - Major civic and institutional destinations
 - Civic amenities, attractions and events
- Analyze Downtown Dover Challenges
 - Lack of residential population in study area
 - Perceived Safety
 - Competing with businesses on Route 13
 - Lack of attractions and services
 - Lack of funding sources for improvements
 - Pace of improvements and redevelopment

C.2 - DOWNTOWN NEIGHBORHOOD PLAN



Concept 1

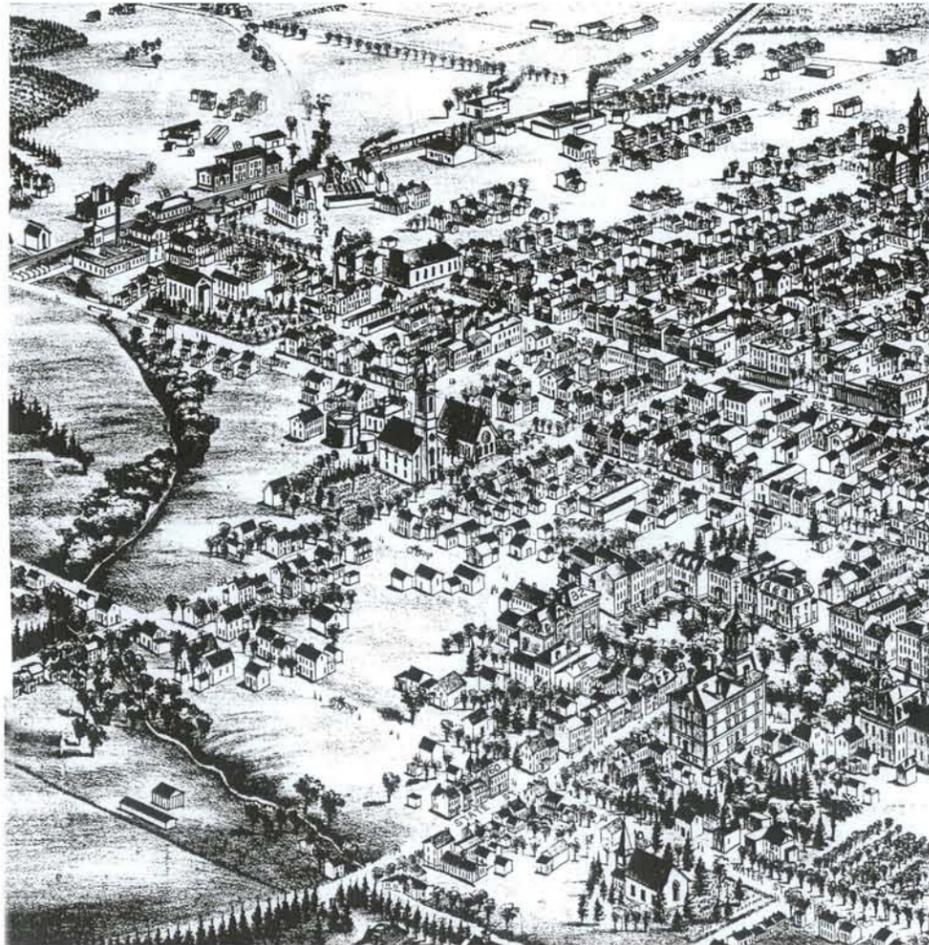
The overall concept for the Neighborhood Plan is to create a downtown that is worthy of the First State's capital. The concept was based on the project mission that the new transit center should serve as an impetus and focal point for redevelopment that can transform and energize the surrounding area in the downtown core of Dover. What became clear early on in the design process was that the transit center alone could not completely revitalize the downtown area. The two main ideas that came out of this process were the need to extend the density and character of historic Dover that is established on Lockerman and State Street into the rest of the study area and secondly to fill in the center of the study area with new activities and uses.



Concept 2

The second concept is shown most clearly in the bubble diagram graphic above which shows additional activities and uses moving into the center of the study area including residential, mixed use and university/medical school. These uses all have the opportunity to be economic drivers in the area in conjunction with the transit center. The lack of activity in the center of the study area is associated with discontinuity between streets and sidewalks creating poor pedestrian connectivity.

C.2 - DOWNTOWN NEIGHBORHOOD PLAN



Dover - Circa 1885

The concept of expanding the density, character, and urban context of the established areas along Loockerman and State Street to the south and west has some historic context in the way the city originally grew. An aerial rendering of Dover in 1885 shows development density in essentially the same areas as it is today. The Meeting House Branch stream was a divider between the urban downtown area and agrarian uses. This branch is now completely below grade but it still identifies an important divider to two types of development. In this context, the urban core remains where it has always been and more suburban development is on the south side of the branch. The suburban development was largely a result of past urban renewal efforts that removed large swaths of housing from the area that had been built after 1885.



Existing Frontage and Open Space Diagram

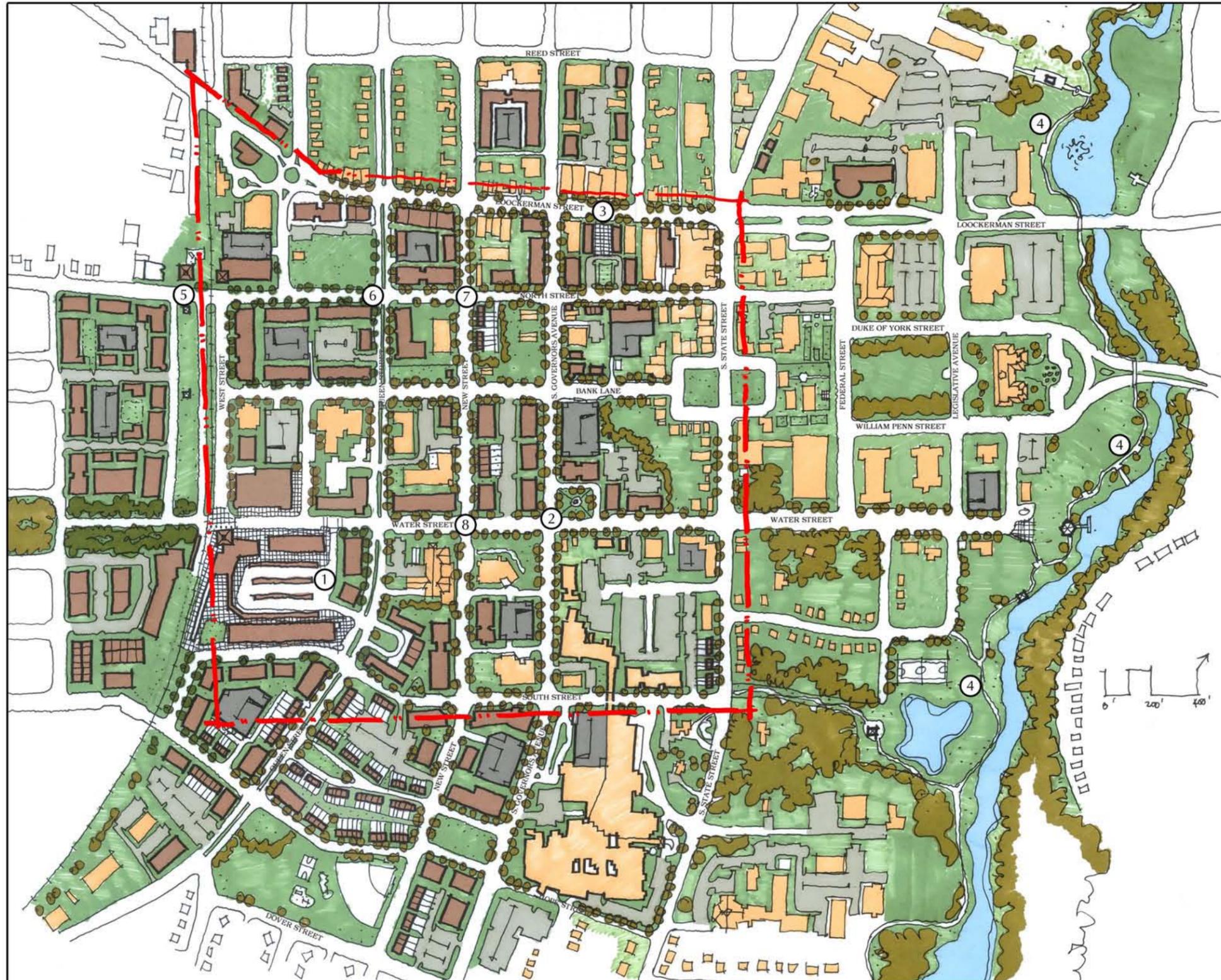
The diagrams above show the existing and proposed building facades and their relationship to street edges. The Neighborhood Plan recommends introducing the density, scale and urban aesthetic found in the historic areas to the south side of the Meeting House Branch. The plan shows this being done in a variety of ways with basic design principles such as:

- creating buildings that engage the street and provide a clear edge
- concentrating parking at the center of blocks and away from the street edges
- building upon the history and character of existing architecture
- creating vibrant and well connected streetscapes
- creating pocket parks and other public open space areas that energize the area

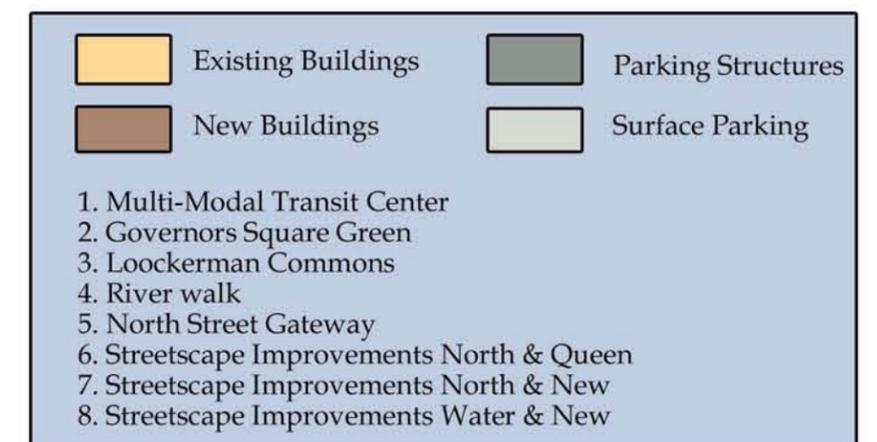


Improved Frontage and Open Space Diagram

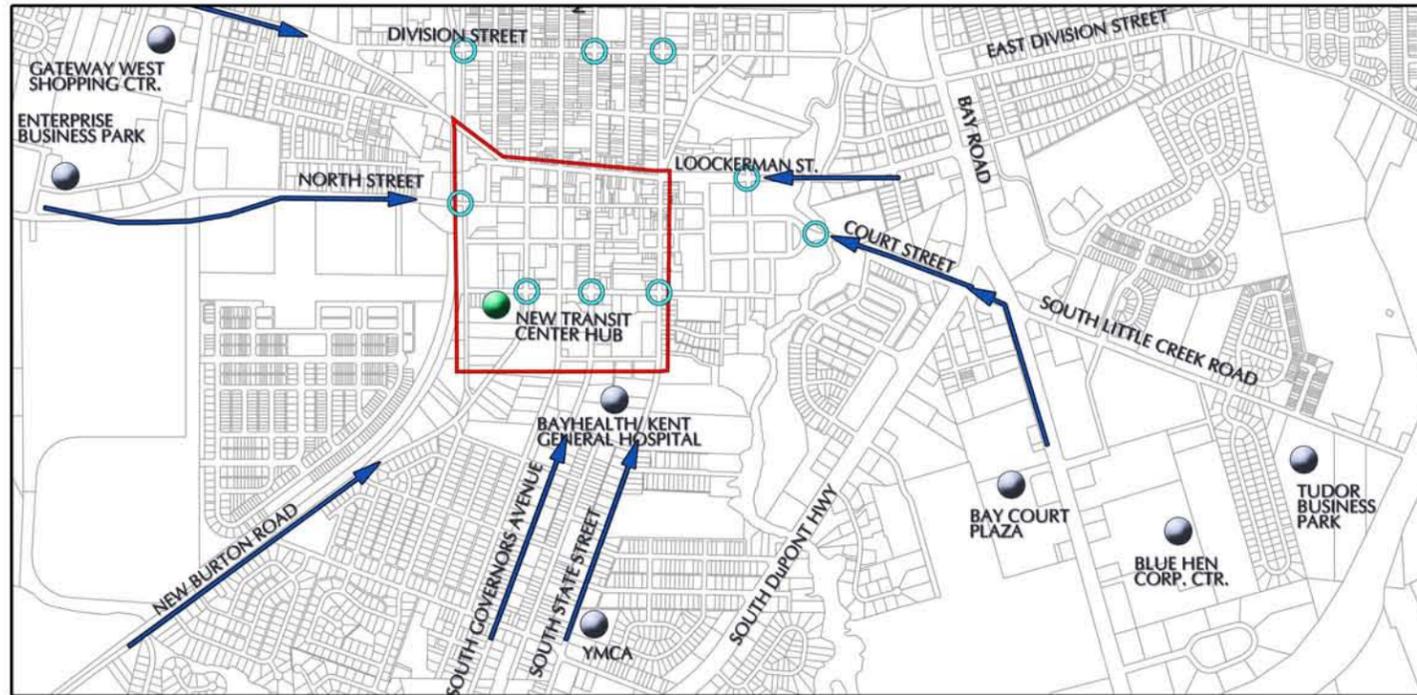
C.2 - DOWNTOWN NEIGHBORHOOD PLAN



The Downtown Neighborhood Plan illustrates a redevelopment vision based on a twenty-five year build out. The plan includes new construction, infill construction, redevelopment and renovation of existing structures. New development is represented by brown buildings; where as existing buildings are shown as tan. Surface parking is represented by light grey areas and possible locations for structured parking are denoted in dark grey. Other important redevelopment opportunity areas are represented by the numbered keys; These include Loockerman Commons, Governors Square, the multi-modal transit center and the riverwalk. There are also numerous streetscape improvements that are planned throughout the area.



C.3 - GATEWAYS



Major Gateways to Study Area

Gateways are defined as areas or visual cues that help define a sense of arrival into the downtown area. These gateways are marked by a variety of urban design cues such as important intersections, change of use, change in street character, change in density or a recognizable building, public space or landmark.



Signage Gateway



Architectural Gateway



Monumental Architectural Gateway

C.3 - GATEWAYS



North Street Gateway (View East)

During the analysis phase of the charrette, design team members along with the community stakeholders identified the major gateway areas into the downtown study area. The consensus of areas defined as gateways to downtown Dover are defined by the list below:

- Intersection of North Street and West Street
- Lockerman Street as it crosses St. Jones River Bridge continuing to State Street
- State Street and South Governors Ave. as they intersect with Water Street

While some of the identified gateways provide a clear sense of arrival and a good first impression into downtown, others could be better defined. The Neighborhood Plan looks at all three of these gateways and makes the following design recommendations:



North Street Gateway (View East) - Proposed

Intersection of North Street and West Street:

North Street is a primary corridor into downtown yet it presents a “back of building” appearance. The intersection of North and West Street is an unattractive area that is marked by traffic congestion and a poor visual identity with a lack of a continuous streetscape. It is recommended that North Street be widened so that a better streetscape can be provided with the addition of on-street parallel parking where possible. The existing storm water area at the southwest corner of the intersection should be converted into a park/open space area. Once the new West Dover Connector is constructed, West Street should be closed at Water Street at the new transit center site. The closing of West Street at this point will ease the traffic moving north to the intersection. There is an opportunity for infill development both at the intersection and moving east along North Street. New buildings should be constructed as close to the street as possible to help provide a clearly defined edge and a vibrant streetscape. Streetscape improvements would include a wider and continuous sidewalk, street trees, site furniture, and buried utility lines. Buildings of greater height than the typical two to three stories in the rest of downtown may be appropriate in this location or if lower buildings are planned consideration should be given to providing higher elements at the corners.

C.3 - GATEWAYS



Lookerman Street Gateway from Route 13

Lookerman Street as it crosses the St. Jones River Bridge continuing to State Street:

This Gateway is clearly defined and presents a clear and attractive entry into the city from the east. The boulevard section of Lookerman Street is well kept with established and diverse landscaping. There is an opportunity to further accent this gateway by the creation of the riverwalk as shown in the Neighborhood Plan. Due to the high visibility of the riverwalk from this gateway, activities along the waters edge will be visible to both pedestrian, automotive and transit travelers as they arrive into the downtown area via Lookerman Street. The new library site is located along Lookerman Street and provides an opportunity to further strengthen the street edge and streetscape.



Governors Square Green

Water Street as it intersects with State Street and S. Governors Avenue:

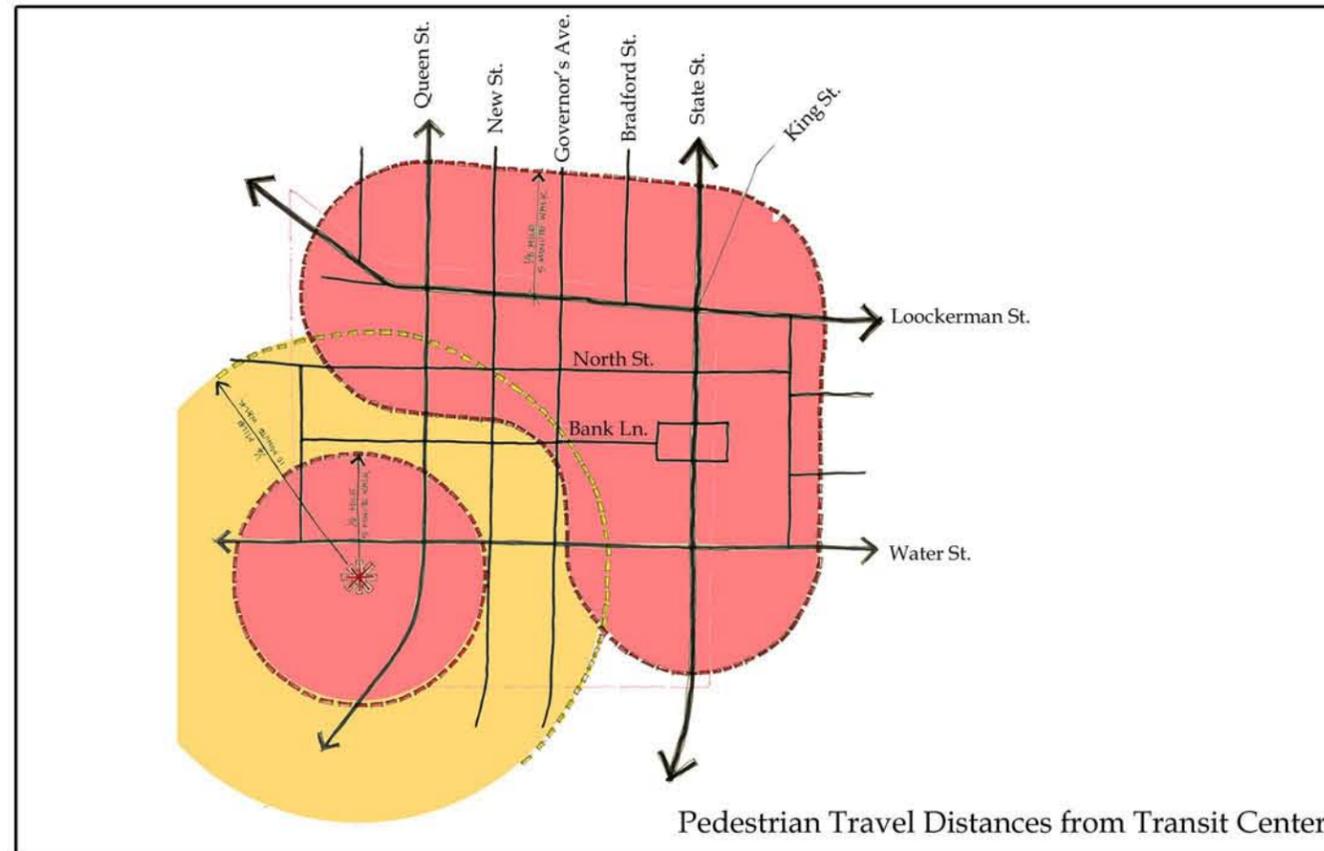
This area represents both a change in density as well as street character as these major north-south connector roads intersect with Water Street. The Bayhealth Medical Center Campus defines the street edge to the south at both of these intersections. The intersection of Water and State presents a connection opportunity for the well established streetscape along Water Street to the east to continue thru to the Transit Center. This would help strengthen Water Street as the major crossroad into the historic core of downtown. This distinction already occurs to some extent as both the street and sidewalk materials change at this intersection. The intersection of S. Governors Avenue and Water Street is currently defined by commercial buildings on three sides that do not engage the corner, reinforce the historic character of downtown Dover or enhance the pedestrian experience. The plan envisions all three of these sites as redevelopment opportunities that could provide a clear identity to this area. The Neighborhood Plan envisions a pocket park, "Governors Square Green," at the north-east corner of this intersection. The open space would provide a point of interest both at the intersection as well as along Water Street.

C.4 - STREETS

"We need to recapture in our modern terms the aesthetic qualities of the ancient street- the quiet, the sense of neighborhood, the fine urban scale." ~ Lawrence Halprin

What makes a good street? There are many design elements that contribute to the making of a good street, for the purpose of this study the following ideas have been identified as important criteria in strengthening the character of downtown Dover's streets:

- Reinforce street edges with active buildings fronting the street
- Provide a variety and scale of new development that contributes to human scale and the pedestrian environment
- Streets with well designed building fronts create memorable experiences
- Develop streetscape improvements that reflect and enhance the character of downtown Dover's heritage and traditions
- Employ landscape treatments, shade trees, site furnishings, lighting and streetscape materials that provide an aesthetically pleasing environment and interesting pedestrian experience
- Foster a pedestrian environment where there is a comfortable relationship between pedestrians, vehicles and public and private space.



The relocation of the transit center creates a new activity center and an opportunity to create desirable destinations within walking distance of the transit center. By enhancing the streetscapes, pedestrians are encouraged to walk from the transit center to destinations within a quarter to half mile radius. Adding a residential component around the transit center will support downtown businesses and give life to the area after business hours. Residents will enjoy the proximity to the transit center making the commute to destinations outside of downtown easily accessible.



Streetscape



Streetscape
Dover, DE

Recommendations for Street Design Standards

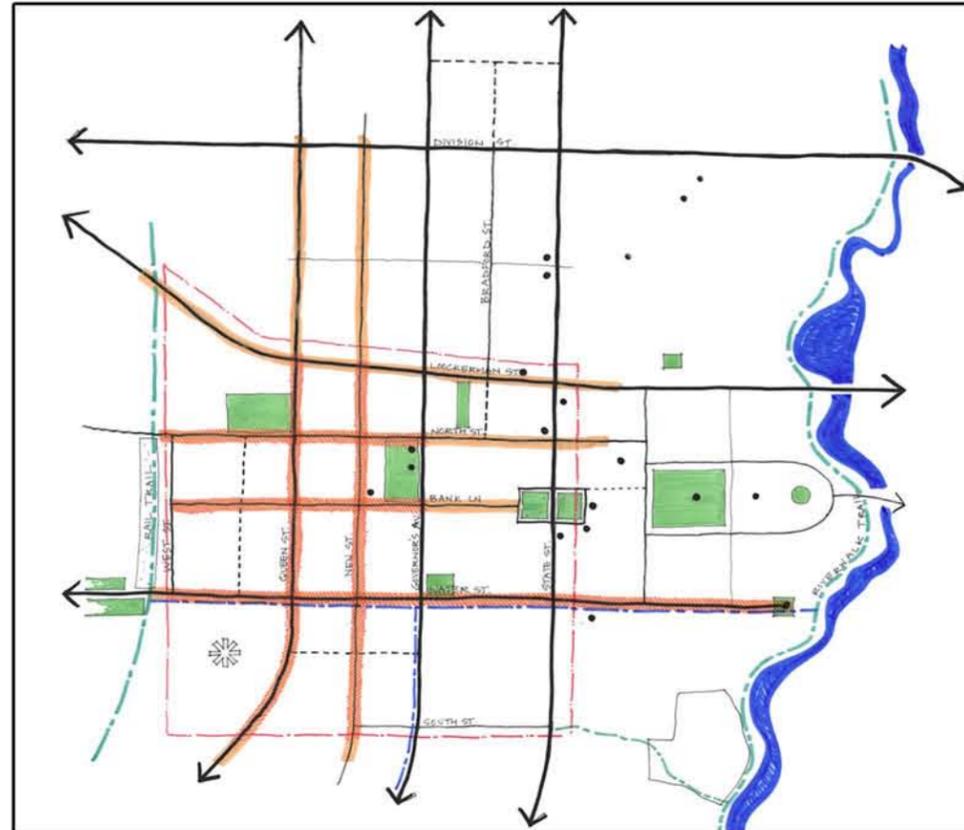
- All street improvements associated with existing roads should be designed to reduce vehicle speed and minimize vehicular interaction with pedestrians. Encourage safe bicycle circulation with dedicated lanes.
- Street Trees and landscaping should be provided to enhance the aesthetic quality of the streetscape while limiting the expanse of pavement within the street right-of-way
- Where possible sidewalks should be widened, provided on both sides of the street and designed to facilitate better pedestrian circulation and movement. Pedestrian amenities such as street trees, landscaping, street furnishings, and way finding elements should be provided.
- Sidewalk improvements should ensure the opportunity for complete pedestrian accessibility throughout downtown and between major activity centers. Design criteria based on the Americans with Disabilities Act requirements should be incorporated
- Street furnishings should be consistent with other neighborhood design elements, and provide a variety of functional amenities that contribute to the interest, quality and comfort of the pedestrian. Street furnishings placement should not impede pedestrian circulation
- A uniform sidewalk material or pattern should be used throughout individual downtown neighborhoods and districts to give the area its own character. Material choices should be complimentary of existing architecture, design elements or historic features.

C.4 - STREETS



Density and Street Frontages - Proposed

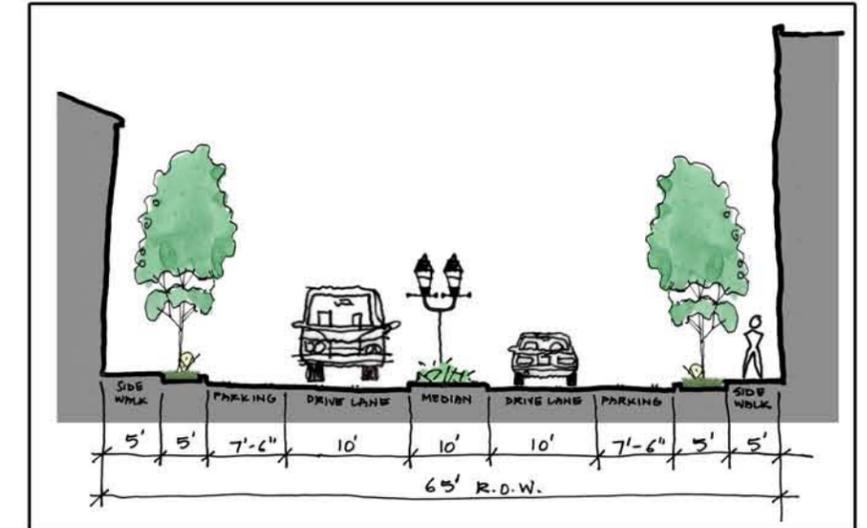
Buildings addressing the sidewalk and street create a walkable pedestrian character. Existing buildings in the study area along Lookerman and State Street illustrate a well defined edge. New buildings should be close to the street edge allowing easy pedestrian access to the services in the buildings. A variety in building types, styles and scale will create a visually diverse streetscape. Street and buildings that are designed to work together create memorable experiences in a downtown setting.



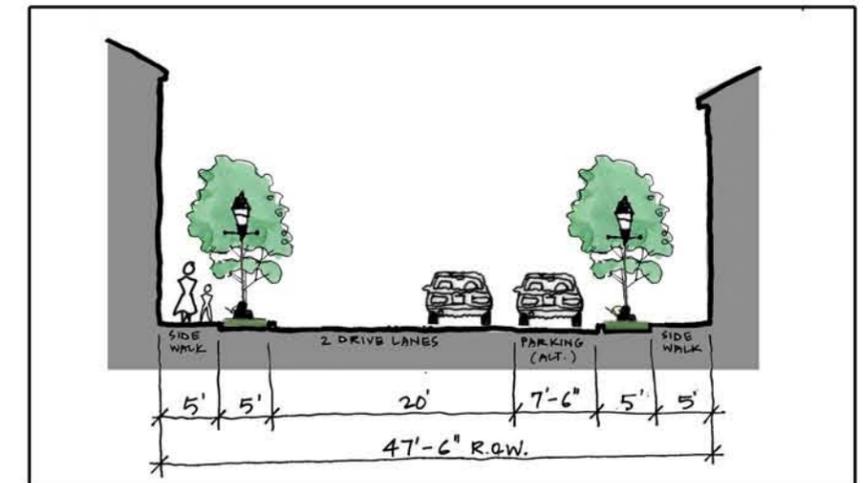
Street Network Improvements

LEGEND

	'A' Streets Division Street Lookerman Street Water Street State Street Governors Street		Pedestrian 'B' Streets
	'B' Streets Bradford Street North Street Bank Lane Queen Street New Street		Streetscape Treatments Lighting Street Trees & Furnishings Streetscape Improvements
			10' Wide Drive Lanes
			On-Street Parking
			Planted Median (Queen St)
			Landscape Buffers
			Bike Lane
			Multi-Use Trails



'A' Street Section



'B' Street Section

C.4 - STREETS

1. North Street Gateway - Provide open space greens along West Street that lead to the south along the rail line. Provide signage and architectural features that mark a sense of arrival to the downtown area. There is an opportunity for new development to the north of the intersection of North and West Streets. This would be a site suitable for a larger scale building as shown in the gateway renderings to highlight the importance of the location and compliment the scale of the adjacent Duncan Center.

2. North at Queen Street - Provide residential and mixed use infill development that supports the new Wesley College nursing school that will be located in the renovated Frear Building.

3. North Street at New Street - There is an opportunity to renovate the existing masonry building at the northeast corner of this intersection and also provide new mixed used infill development that fronts the street. The existing area at the southeast corner of the intersection could either be left open and converted to a public park (view in rendering) or converted to townhouses or mixed use development to support the functions at the Wesley Nursing School.

4. Loockerman Plaza - The North Street side of Loockerman Plaza is designed to provide both parking and vehicular access to the plaza. There is also a green open space. For community events, the area could be closed off to traffic, combining the green and the plaza.

5. North Street Mixed Use (structured parking) - The Neighborhood Plan envisions future development in this location with a mixed use building that fronts and engages the street with a structured parking component behind the building. Structured parking in this area would help to create a regional approach to parking along North and Loockerman Streets. This would free up developers to use more of their property for building area and fostering more pedestrian movement from North Street to Loockerman.



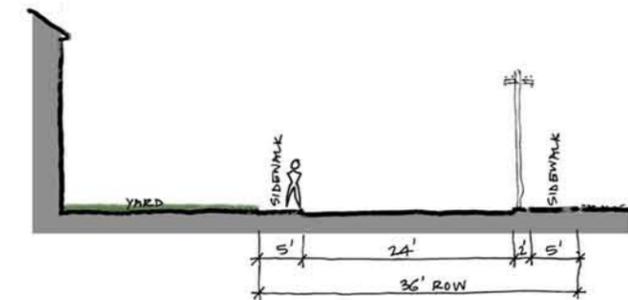
North Street at New Street (View East) - Existing



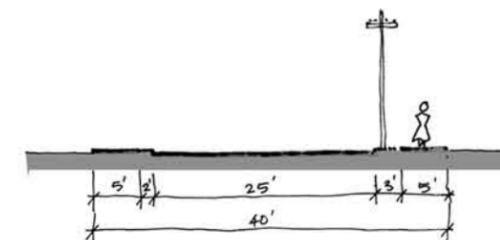
North Street at New Street (View East) - Proposed

North Street Development Concepts/Opportunities:

Overview: North Street is an important entry street to the downtown area from the west but currently is not perceived well due to its narrow right-of-way, poor aesthetics and lack of a pedestrian scale (disconnected sidewalks, lack of street furniture and appropriate lighting, landscaping). North Street currently appears as an alley and service area that supports the retail and mixed uses along Loockerman Street. However, it also functions as a moderately traveled thoroughfare from the legislative areas to destinations to the west of the city. The Plan envisions a new identity for North Street that is more in line with its location and traffic use volume.



Existing Street Section North Street Between New & Queen



Existing Street Section North Street Between Governor's & New

- Provide new buildings and infill development that front North Street and provide an active facade that engages the street.
- New buildings to be constructed of materials that are consistent with downtown Dover design standards.
- Improve the pedestrian experience by improving sidewalks (both sides of street where possible), providing landscape buffering and or removing existing surface parking lots, and adding pedestrian scale street lighting to improve comfort and safety.
- Provide street trees, benches and other site furniture and ground level landscaping.

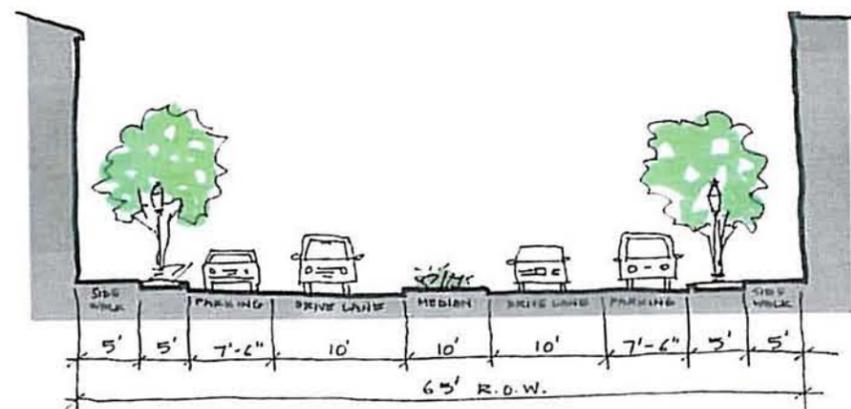
C.4 - STREETS



Queen Street Development Concepts/Opportunities:

Overview: Queen Street is an underutilized street that is more suburban than urban in character. There are several large buildings set back from the street and do not engage the sidewalk. There are also a number of surface parking lots along Queen Street that serve buildings that front New and Water Street. This makes the street feel more like an alley and a back door than an urban street. Due to the large right of way, the Neighborhood Plan envisions an opportunity for the creation of a more dynamic and active boulevard that becomes an important transportation corridor between the uses to the north and south of the new transit center.

1. Queen St. at Lockerman Street - new infill construction engages the corner and provides mixed use development that helps extend Lockerman Street's density and pedestrian character westward. Utilizes the model-block concept of providing parking in the middle and interior of the block.
2. Queen Street (East Side) at North Street - Provide residential and mixed use infill development that supports the new Wesley College nursing school that will be located in the renovated Frear building.
3. Queen Street (West Side) at North Street - Provide residential development that supports the new Wesley College nursing school across the street. Parking is provided at the interior of block. Future structured parking could serve both uses on block as well as overflow for Frear building uses.
4. Queen Street at South Street - Provide a block of mixed use development that engages and supports the activity across the street at the transit center. Site could serve as a location for a relocated and expanded Spence's Market. A public green that fronts Queen Street serves as an open space for both the market and transit center.
5. Queen Street Residential - Townhomes and mixed use development establishes a residential edge along Queen Street. The irregular shaped block allows for structured or surface parking at interior/mid-block and alley way access to townhouses.



Street Section at Queen Street - Proposed



Queen Street at North Street (View South) - Existing



Queen Street at North Street (View South) - Proposed

Queen Street Design Principles:

- New buildings and infill development creates a mixed use corridor that connects Eden Hill Farm and riverwalk
- New buildings oriented towards the street and at a scale consistent with downtown Dover design standards
- New buildings to be constructed of materials that are consistent with downtown Dover design standards
- Improve the pedestrian experience by widening and improving sidewalks (both sides of street), providing landscape buffering to existing surface parking lots, and adding pedestrian scale street lighting to improve comfort and safety. Provide 10' wide planted median at center of Queen Street from Reed Street to Dover Street. The median strip will utilize Queen Street's existing large right-of-way and create a boulevard that becomes an important transportation corridor between the uses to the north and south of the transit center.
- Provide street trees, benches and other site furniture and ground level landscaping.

C.4 - STREETS



Water Street Development Concepts/Opportunities:

Overview: Water Street is the historic connection between agrarian and commerce uses and the St. Jones river. The master plan envisions this connection being strengthened and the street regaining its preeminence as a major east west urban connector.

1. Water at New Street - new infill construction engages the corner and provides mixed use development that feeds off of the synergy created by the transit center. Second floor residential uses for university students and medical employees. Retail service opportunities on first floor.
2. Governors Square - An urban plaza with surrounding mixed used development creates a new gateway to the downtown urban core.
3. Transit Center - 24 hour multi modal transportation center. Includes bus, public and charter/greyhound, taxi stand, commuter rail line. Surrounding development as shown on plan includes an urban grocer, senior housing and market rate residential units.
4. Eden Hill Farm Connection - Water Street extended through to Eden Hill Farm. Connects visually as well as physically to the historic farm house, allee of trees and medical uses on the Eden Hill campus. Provides improved connection to downtown from new residential areas in Eden Hill Farm (largest residential growth area in the city).
5. St. Jones River Connection - Water Street terminates at riverwalk with park and open air gazebo/band stand that engages the river. Future structured or surface parking lot as shown on Neighborhood Plan to accommodate overflow downtown parking for river festivals/special events.

Water Street design principles:

- New buildings and infill development creates a mixed use corridor that connects Eden Hill Farm and riverwalk
- New buildings oriented towards the street and at a scale consistent with downtown Dover design standards
- New buildings to be constructed of materials that are consistent with downtown Dover design standards
- Improve the pedestrian experience by widening and improving sidewalks (both sides of street), providing landscape buffering to existing surface lots, and adding pedestrian scale street lighting to improve comfort and safety
- Provide street trees, benches and other site furniture and ground level landscaping.
- Create dedicated bike lane that connects from riverwalk to Eden Hill Farm

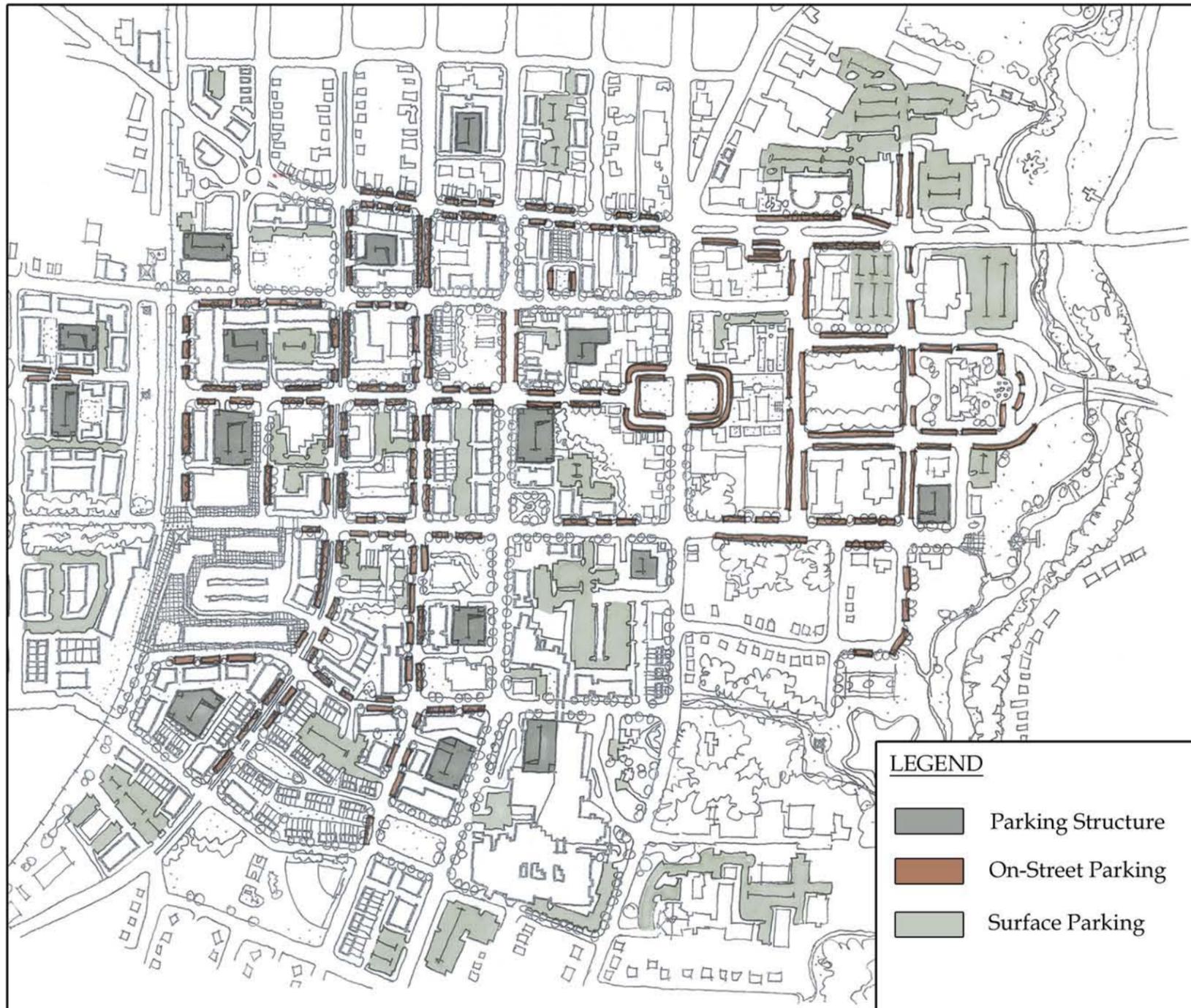


Water Street at New Street (View West) - Proposed



Water Street at New Street (View West) - Existing

C.5 - PARKING



Parking Diagram - Proposed

The challenge of locating parking is to provide convenient vehicle storage without compromising or detracting from the pedestrian character of downtown Dover. Although a strong public transit system is in place, adequate parking essential to maintain economic viability for retail, office and residential uses.

A district wide approach is recommended with a combination of parking types provided: on street parking (parallel and pull in), surface lots and structured parking. Surface parking and structured parking areas should be designed to blend into the urban fabric of the area.



On Street Parking - Pull In - Loockerman Plaza



On Street Parallel Parking - Loockerman St.



On Street Parallel Parking State St. and Kings Hwy

C.5 - PARKING



Parking Structure - Center Block Location

Neighborhood Plan



Surface Lot Screening - Fencing and Landscape - Boston, MA



Mixed Use - Parking / Retail - Boulder, CO



Mixed Use - Parking / Retail - Belmar, CO

Recommendations for parking design standards:

- Access to parking lots should be off minor streets and alleyways if possible, and located mid block.
- Access to parking areas should minimize curb cuts and interruption to sidewalks, streetscapes and pedestrian movement
- Parking structures should incorporate retail and/or mixed uses along the first floor street frontage.
- Parking structures should be designed with massing, articulation, architectural detailing and materials that are similar and/or complementary to existing buildings.
- Parking lots and structured parking should provide pedestrian scale features and enhancements as well as clearly defined pathways for pedestrian and vehicular traffic
- Surface parking should be located in the rear of the building or within the building footprint where possible
- Surface parking lots should be screened from the public right of way by landscaping, fencing or architectural detailing.
- Lighting for parking should be compatible with the character of downtown. Scale and style of light fixture should be compatible with street lighting and architectural character of the neighborhood

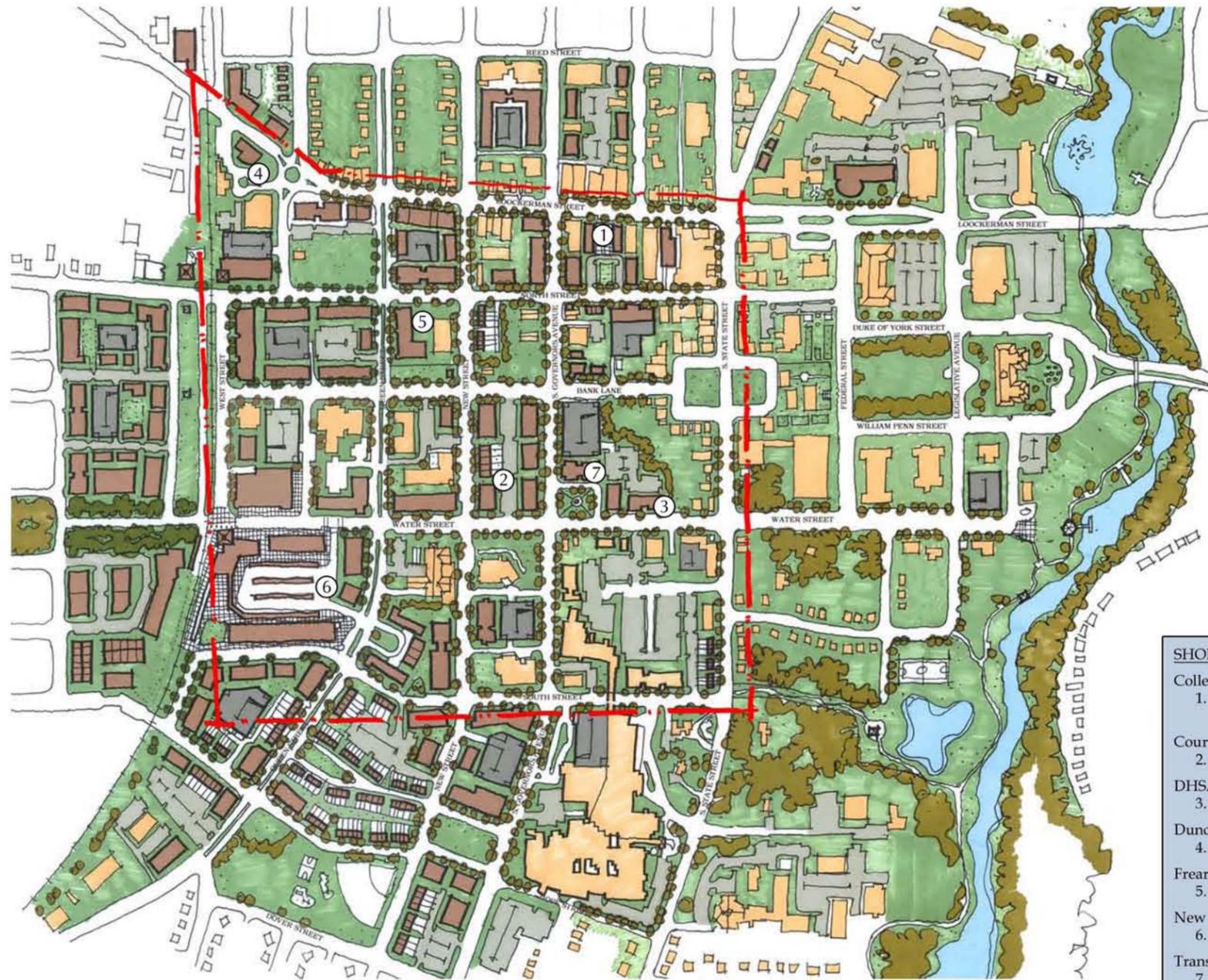
Parking design principles:

- Provide district wide parking solutions, change perception of parking shortage for individual uses
- Locate parking near activity centers. Parking should be flexible to serve combined demand of uses/events
- Locate surface lots in areas and with design dimensions that lend themselves to future upgrade to structured parking
- Encourage development that builds out to the street edge with parking behind or on street
- Promote parking that improves walkability between activity centers and does not interfere with pedestrian movement



Parking Structure - Center Block Location - Neighborhood Plan

C.6 - BUILDING TYPES



- SHORT TERM PROJECT OPPORTUNITIES**
- Collegian Site
 - 1. Lookerman Commons and Mixed Use Adjacent to Museum Square
 - Courtney Square
 - 2. Residential, Retail, Mixed Use
 - DHSA/Parking Area
 - 3. Consolidated Parking and Mixed Use
 - Duncan Center
 - 4. Office, Mixed Use and Parking
 - Frear Building
 - 5. Wesley Nursing, Housing and Park
 - New Transit Center
 - 6. Transit and Mixed Use
 - Transit Center/Old Capitol Cleaners
 - 7. Boutique Hotel and Parking



The City of Dover benefits from a significant amount of eighteenth, nineteenth and early twentieth century buildings that are generally well preserved and provide an excellent aesthetic for new buildings to emulate. Within the Neighborhood Plan study area, noteworthy buildings are largely concentrated around Lookerman Street, State Street, Water Street and The Green. There is an opportunity for new and infill development to occur throughout the study area that builds

upon the strength of Dover's existing traditional architecture. New development should be sensitive to the existing context, scale, massing and materials of existing buildings and seek to create a harmonious mixture between old and new. Building types that help to create vibrant neighborhoods are strongly encouraged as well as uses that contribute to a downtown area that expands upon existing opportunities for employment, entertainment and housing.

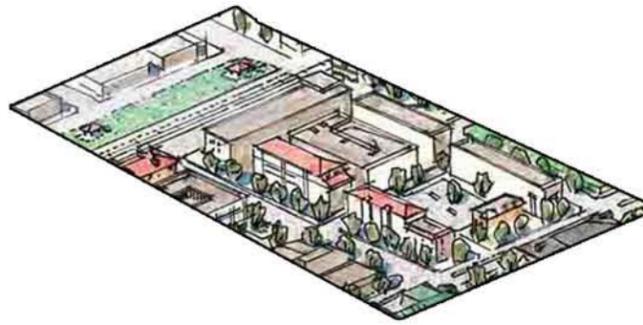
C.6 - BUILDING TYPES



Water Street at New Street (Courtney Square)



Infill Development between West Street and New Street



Aerial View of Infill Development between West Street and New Street



Existing Building Context State and North Street

Building Design Principles:

New and infill development should be undertaken with the following goals in mind:

- Buildings should be oriented to the street, human scaled and encourage pedestrian activity.
- Create attractive buildings based on traditional urban architecture. Ensure buildings work together to reinforce the character of downtown as a vital and lively place with an abundant diversity of commercial, retail and residential uses
- Enrich the quality of the pedestrian experience at street level of buildings by the use of lighting, signage and storefront design.
- Buildings should be adaptable to future uses and have an architectural variety in form
- Buildings should have a mass that is articulated by varying building volume, roof height and roof types
- Size, bulk and scale of new buildings should be generally compatible with adjacent structures and the architectural character of the surrounding neighborhood. However some variety is encouraged as long as it does not overwhelm existing buildings
- Mixed use buildings are strongly encouraged
- Building design character should be consistent over the entire building.
- Encourage adaptive re-use of underutilized historic buildings



New Infill Development Oriented to Street, State and Water St.



Building Context Lookerman Street Storefronts

C.6 - BUILDING TYPES



Mixed Use Residential near Transit, Hospital and Parks.
Townhouse Units with Alley Access



Proposed Urban Grocery Adjacent to
Transit on Water Street



1. Example of Service Side Screening, Urban Grocery
Gaithersburg, MD



Townhouse Units w/ Alley Access
Gaithersburg, MD

Recommendations for Building Design Standards:

- Corner buildings should be distinctive with consideration given to rounded or angled corners to facilitate pedestrian flow and add visual interest.
- Outdoor spaces such as courtyards, plazas and patios should be encouraged.
- Fences and landscape walls should be considered as an attractive way to separate public and private space. Fence materials should be consistent with the buildings architecture and relate to the streetscape.
- Roofs should be simple in mass and form. Infill buildings should respect the alignment of neighboring building cornices, rooflines and other horizontal elements.
- Architectural roof enhancements (porches, dormers, gables, decorative trim) should be encouraged.
- Roof-mounted mechanical equipment should be screened from view by roof forms that are designed as an integral part of the building's architecture.
- Decks and stairs should relate to the mass, scale, placement and detailing of a building and should be consistent with traditional architecture.
- Windows and doors are encouraged to be of a generally traditional type and material and should relate to the rhythm of the individual street. For retail and commercial buildings open storefronts and unique bays that add visual interest to the streetscape are encouraged.
- Service entries should be designed with simple detailing to blend into the surrounding building façade. Trash and storage areas that are located near service entries should be enclosed and screened by design elements that are consistent with the style of the building.
- Materials and textures on infill building facades should be consistent with traditional Dover architecture and consistent and complimentary to the architectural character of the neighborhood.

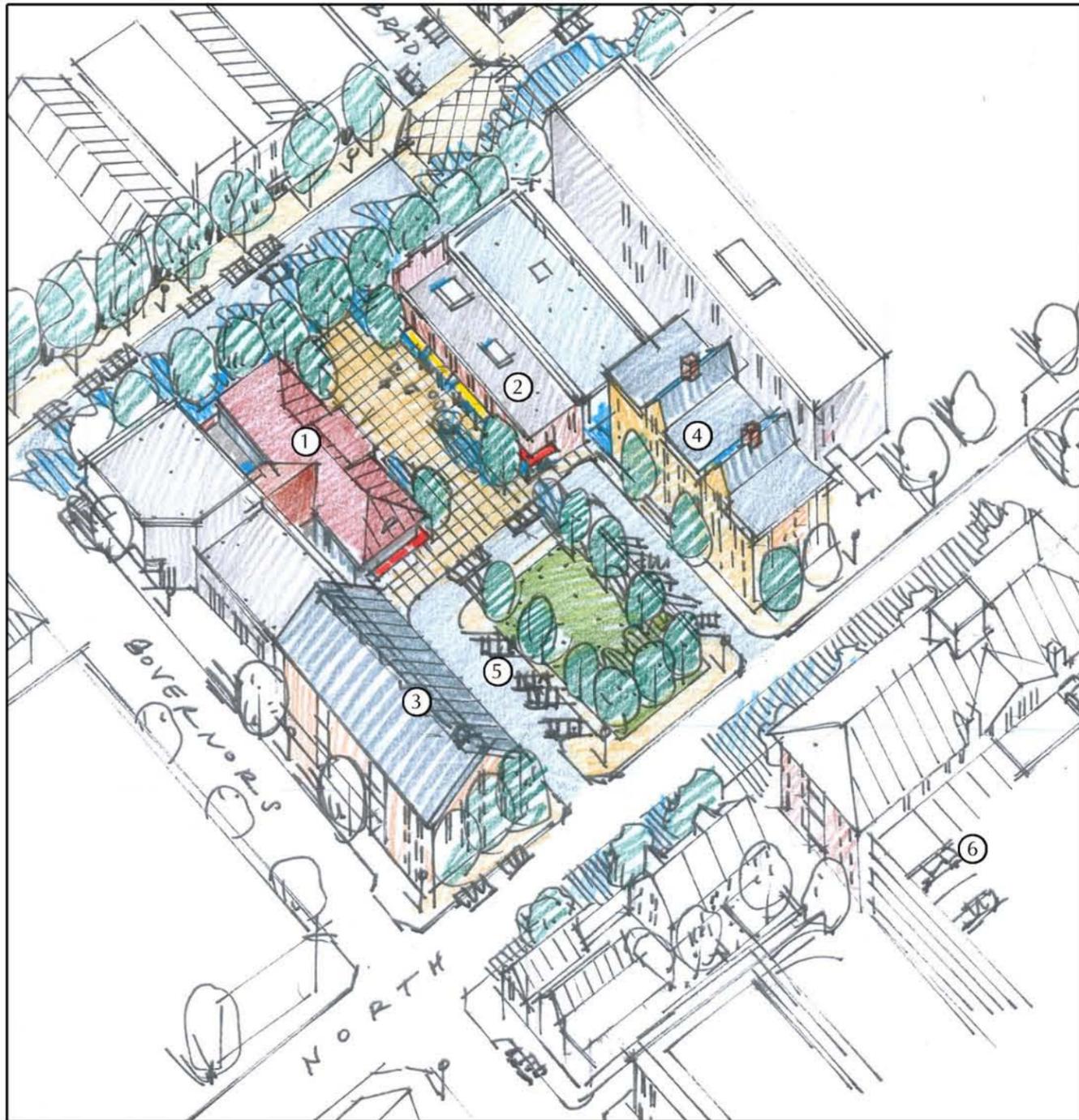


Mixed Use - Gaithersburg, MD



Townhouse Units with Alley Access - Kentlands, MD

C.7 - CIVIC PLAZA, OPEN SPACE AND PARKS



A civic plaza proposed in a vacant lot between Lookerman Street and North Street can provide the much needed link between the two highly traveled streets for both pedestrians and motorists. The plaza could serve as a town commons for civic events and festivals. Two new buildings will provide additional retail and mixed use occupancy on the desirable plaza setting.

Parking near the plaza would be accessible from North Street, providing an alternative to parallel parking on Lookerman Street. In addition to the surface parking provided adjacent to the plaza, a multi-story parking structure could be erected by consolidating the multiple surface parking lots along the south edge of North Street. There is also an opportunity for an additional multi-story mixed use building to address the North Street.

LEGEND

1. Mixed-use infill building
2. Mixed-use infill building
3. Building addressing corner of S. Governors Avenue and North Street
4. Building addressing North Street and green area
5. Additional parking to serve North Street and Lookerman Street area destinations
6. Multi-level parking structure with mixed-use building addressing North Street

Civic Plaza at Collegian Site

C.7 - CIVIC PLAZA, OPEN SPACE AND PARKS



Circulation and Linkages

The transit center's site presents an opportunity to strengthen the circulation and linkages between existing activity centers. The graphic above highlights the following connections.

- Strengthen the pedestrian link to Wesley College using Bradford Street
- Provide a direct connection between Eden Hill Farm/Rail Trail and St. Jones Riverwalk along Water St. w/streetscape and bike paths
- Improve aesthetics and walkability with a planted median along Queen St.
- Extend streetscape and pedestrian lighting along Lockerman St. to West St.



3. Pocket Park



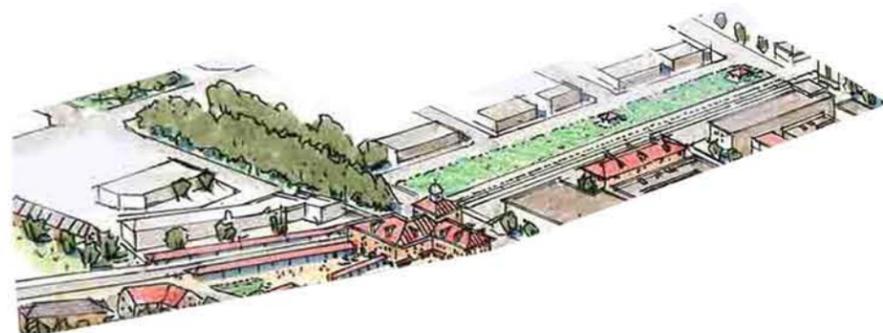
4. Water Street



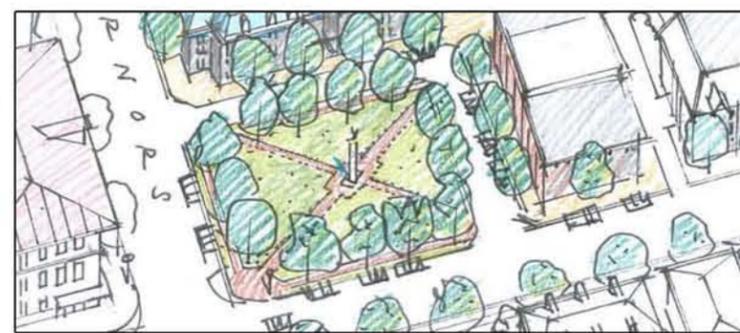
Open Space

The Neighborhood Plan's overall open space/parks strategy is graphically depicted in the above diagram. The basic design principles are as follows:

- Create Urban Greens and pocket parks that expand the city's original Penn plan
- Create parks and opens space located at major civic and cultural buildings
- Create a River walk with active and passive recreation spaces along the St. Jones River
- Utilize the Water Street corridor as a connector between Eden Hill Farm, The Transit Center and the St. Jones River.
- Utilize green spaces, parks, plazas, improved streetscapes and landscaping to improve Pedestrian movement and strengthen connectivity between activity centers in the downtown core.



1. Open Space at Eden Hill Farm adjacent to Rail/Trail

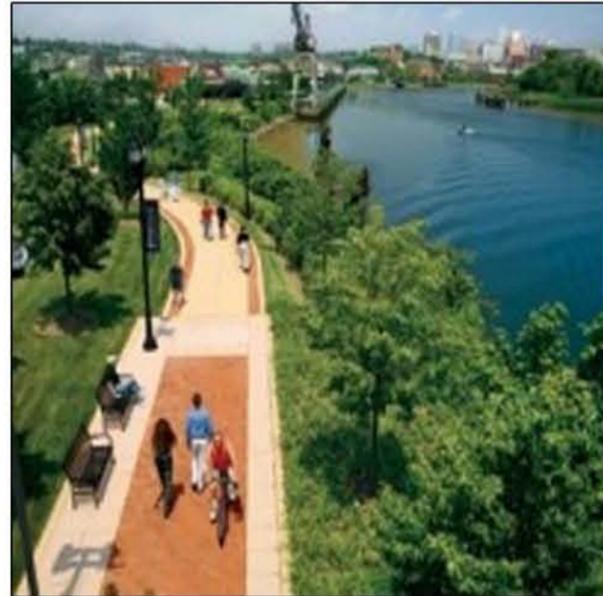


2. Governors Square Green

C.7 - CIVIC PLAZA, OPEN SPACE AND PARKS



Riverwalk Site Plan



Riverwalk - Wilmington, DE

1. Proposed riverwalk connection point to existing trails along the St. Jones River
2. Water Street Plaza - Open space/ gathering area at eastern terminus of Water Street. Connection point for bike and pedestrian access that links to the west to the Transit Center and Eden Hill Farm
3. Riverwalk connection to existing residential neighborhood
4. Regional Storm water management pond. Also serves as recreational and aesthetic feature to the Riverwalk Park
5. Proposed location for sports courts, playground, and activity areas. No such facilities currently exist in the core area of downtown
6. Proposed walking trail connection to the Bayhealth Medical Center Campus
7. Open air bandstand & riverfront pavilion. Opportunity for canoe/boat launch storage and rental.



Riverwalk - Wilmington, DE



Riverwalk Bandstand - Sunapee, NH



Riverwalk Pavilion - Wilmington, DE



Boat/Canoe Rental Dock - Columbia, MD



IMPLEMENTATION (NEXT STEPS)

D.1 - IMPLEMENTATION STRATEGIES SUMMARY

The Neighborhood Plan contains projects consisting of public, private and joint public/private efforts that may take twenty years or more to complete. The following chart sets forth general recommendations concerning proposed projects within the study area. It is important that the redevelopment program is flexible to take advantage of unforeseen opportunities such as private sector development initiatives or newly created government programs and funding sources which may provide additional benefits for financing.

Improvements in the study area will strengthen the vitality of the overall downtown. Action items are recommended in the chart below. A priority project completion timeframe is provided. These priorities may shift and grow through time; however the immediate action items will provide a critical conduit to revitalization.

Establish a business development and retention strategy to promote and enhance overall business and economic vitality in the study area and downtown.		Project Completion	Responsible Agency
<i>Item 1.</i>	Create an expedited permitting process.	Immediate Jan. 2011	City of Dover
<i>Item 2.</i>	Pursue a public/private development or redevelopment opportunity as a major project in the study area to build interest, increase revenues, and create additional business activity.	Short Term 1-5 years	City of Dover DDP
<i>Item 3.</i>	Create/update business retention and recruitment strategies for the Lookerman Street retail corridor identified by location and with key implementation steps.	Immediate Jan. 2011	City of Dover DDP
<i>Item 4.</i>	Maintain a list and map of properties that are available and/or vacant for development and redevelopment.	Immediate Jan. 2011	DDP
<i>Item 5.</i>	Create a developer's forum to gain further input into development options on these properties.	Immediate Jan. 2011	City of Dover
<i>Item 6.</i>	Prepare and distribute a quarterly "Downtown Redevelopment Report" to provide information about development activities, reinvestment opportunities, financial statistics, and/or legislative changes.	Immediate Jan. 2011	MPO
<i>Item 7.</i>	Develop a tourism or visitation strategy to include further evaluation of hospitality demand in the area.	Short Term 1-5 years	DDP

Improve the gateways and entrance corridors to the study area with buildings, coordinated signage and streetscapes that frame views, and provide a sense of arrival.		Project Completion	Responsible Agency
<i>Item 1.</i>	Coordinate with DelDOT the appropriate landscape/streetscape treatments are feasible as defined in the Plan and discuss potential funding.	Short Term 1 year	City of Dover
<i>Item 2.</i>	Provide streetscape and signage improvements at key gateway entrances as defined in the Plan.	Short Term 1-3 years	City of Dover DDP
<i>Item 3.</i>	Develop a "Downtown Beautiful" program with best practices guide to demonstrate and encourage improved aesthetics, community pride, and plantings (consider a contest for plantings or other improvements).	Immediate Mar. 2011	City of Dover DDP

Strengthen key North-South and East-West road connections to area activity centers, such as Wesley College, St. Jones River, Eden Hill Farm and Bayhealth Medical Center Campus.		Project Completion	Responsible Agency
<i>Item 1.</i>	Implement an area wide traffic study and make recommendations for changes to streets and intersections. Have the City Council adopt and enforce this plan.	Short Term 1-5 years	City of Dover DelDOT
<i>Item 2.</i>	Coordinate and focus road improvements on major North-South roads such as Queen Street and Governors Avenue and major East-West roads such as Bank Lane, Water Street, and North Street.	Short Term 1-5 years	DelDOT
<i>Item 3.</i>	Work with the City of Dover and DelDOT to improve crossings and to provide pedestrian-activated crosswalks at important intersections in the study area.	Short Term 1-3 years	City of Dover DelDOT
<i>Item 4.</i>	Reinforce key intersections with significant new buildings.	Short Term 1-5 years	City of Dover DDP
<i>Item 5.</i>	Reconnect Water Street across West Street at Eden Hill Farm.	Long Term	City of Dover DelDOT
<i>Item 6.</i>	Close West Street at transit center site once new West Dover Connector (North-South by-pass) is complete.	Long Term	City of Dover City of Dover

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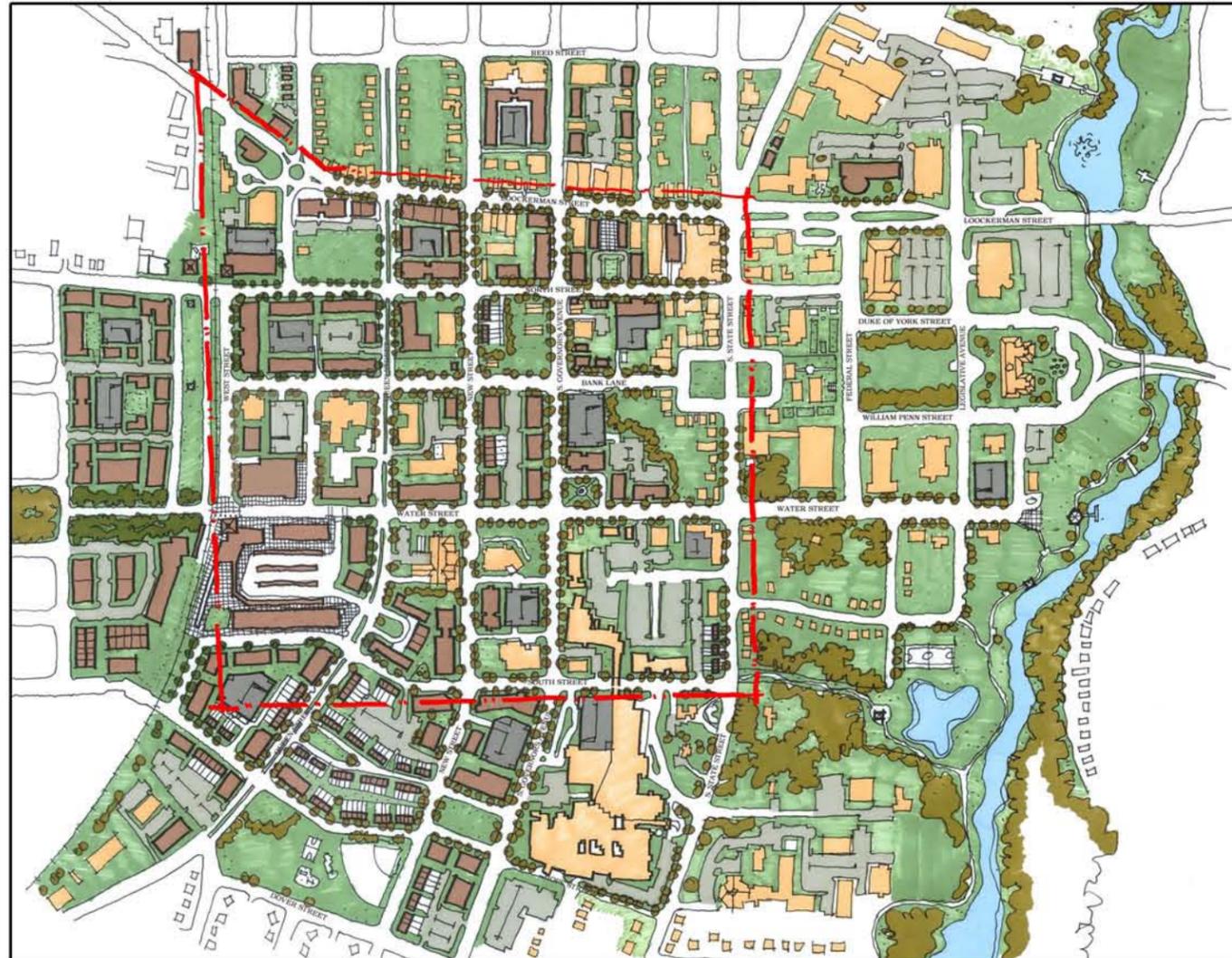
D.1 - IMPLEMENTATION STRATEGIES SUMMARY

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<i>Item 2.</i>	Coordinate and focus road improvements on major North-South roads such as Queen Street and Governors Avenue and major East-West roads such as Bank Lane, Water Street, and North Street.	Short Term 1-5 years	DelDOT
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<i>Item 6.</i>	Close West Street at transit center site once new West Dover Connector (North-South by-pass) is complete.	Long Term	City of Dover City of Dover

Establish a coordinated signage and streetscape program to capture and present a consistent image in the Downtown area.		Project Completion	Responsible Agency
<i>Item 1.</i>	Develop and implement a wayfinding plan consistent with adopted design guidelines to create signage that will direct the public to specific City destinations.	Short Term 1-5 years	City of Dover
<i>Item 2.</i>	Design and construct streetscape enhancements concurrently with infrastructure repair and replacement within the Plan area with initial emphasis placed on the North Street and Water Street.	Short Term 1-5 years	City of Dover DelDOT
<i>Item 3.</i>	Establish a program for purchase of dedicatory and memorial benches, light poles, and other street furniture with pre-selected locations for the furniture.	Short Term 1-5 years	
<i>Item 4.</i>	Develop a plan to bury utility lines along important roads and corridors in the study area. Prioritize North and Water Streets.	Long Term	

Coordinate streetscape and road improvements to provide a better connection between Wesley College and the southern part of the study area.		Project Completion	Responsible Agency
<i>Item 1.</i>	Establish a program to promote paving, maintaining, and striping parking in downtown alleys for commercial or residential use.	Short Term 1-5 years	City of Dover
<i>Item 2.</i>	Designate a bicycle lane on Water Street connecting Eden Hill Farm and the St. Jones River.	Short Term 1-5 years	City of Dover DelDOT
<i>Item 3.</i>	Coordinate with State of Delaware on future transit service options including passenger rail that can utilize the new transit center site.	Long Term	City of Dover DelDOT
<i>Item 4.</i>	Develop an overall downtown parking strategy.	Short Term 1-5 years	City of Dover DDP
<i>Item 5.</i>	Phase structured parking replacement on existing or new surface parking lots to accommodate additional developmental density.	Long Term	City of Dover DDP
<i>Item 6.</i>	Identify an area for a North-South bicycle lane that connects Wesley College to the Downtown Retail District, Transit Center, and Bayhealth Campus	Short Term 1-5 years	City of Dover

Reinforce the study area land use with additional mixed use, housing, retail and cultural/civic uses.		Project Completion	Responsible Agency
<i>Item 1.</i>	Encourage mixed-use developments that include residential uses, as defined in the Plan. Encourage flexible site design criteria-based on the projects collective merits to downtown area.	Immediate Mar. 2011	City of Dover
<i>Item 2.</i>	Petition City Council to adopt a district parking strategy where individual parking requirements are not tied to project size.	Short Term 1-3 years	City of Dover DDP
<i>Item 3.</i>	Encourage a diversity of urban housing alternatives, including multifamily, live-work, senior, loft, townhouse, for-sale condominium, and rental to serve a range of needs and family sizes in downtown.	Short Term 1-5 years	City of Dover





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E.1 - Acknowledgements

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Community Involvement

City Cab

City of Dover City Council

City of Dover Parks and Recreation

City of Dover Planning Department

Delaware Office of State

Planning Coordination

Delaware State Housing Authority

Delaware State University

Delaware Transit Corporation

Department of Transportation

Division of Facilities Management

Division of Public Health

Dover Library

Wesley College

State Historic Preservation Office

Schwartz Center for the Arts



APPENDIX

F.1 - DDP PROPERTIES



DDP Properties

The Downtown Dover Partnership (DDP) owns a number of properties within proximity to the Dover Transit Center Neighborhood Plan's study area. The final presentation of the charrette findings was presented to the DDP Board of Directors and committees. The DDP held a one-day charrette on October 7, 2010 to solicit input for development opportunities for properties owned by the DDP. The properties studied in conjunction with the Dover Transit Center Neighborhood Plan include:

1. The former Acme Grocery building and site
2. Harry Louie Dry Cleaners and adjacent parking facility;
3. Vacant lots stretching the block from Lookerman Street to North Street known as the Collegian Site; and
4. The DDP Property which currently has a one-story vacant building fronting on Lookerman Street with access from North Street.



Former Acme Site



Harry Louie Site and Adjacent Parking



DDP Property - Lookerman Street

The DDP recently completed a parking improvement project at the Harry Louie Site and decided not to explore any other redevelopment opportunities for this site at this time. A fifth project opportunity was identified periphery to the study that looked at consolidation of the individual parking lots along the south side of North Street between State Street and S. Governors Avenue. The resulting concepts for each property were presented to each of the DDP committees.

F.2 - ACME SITE



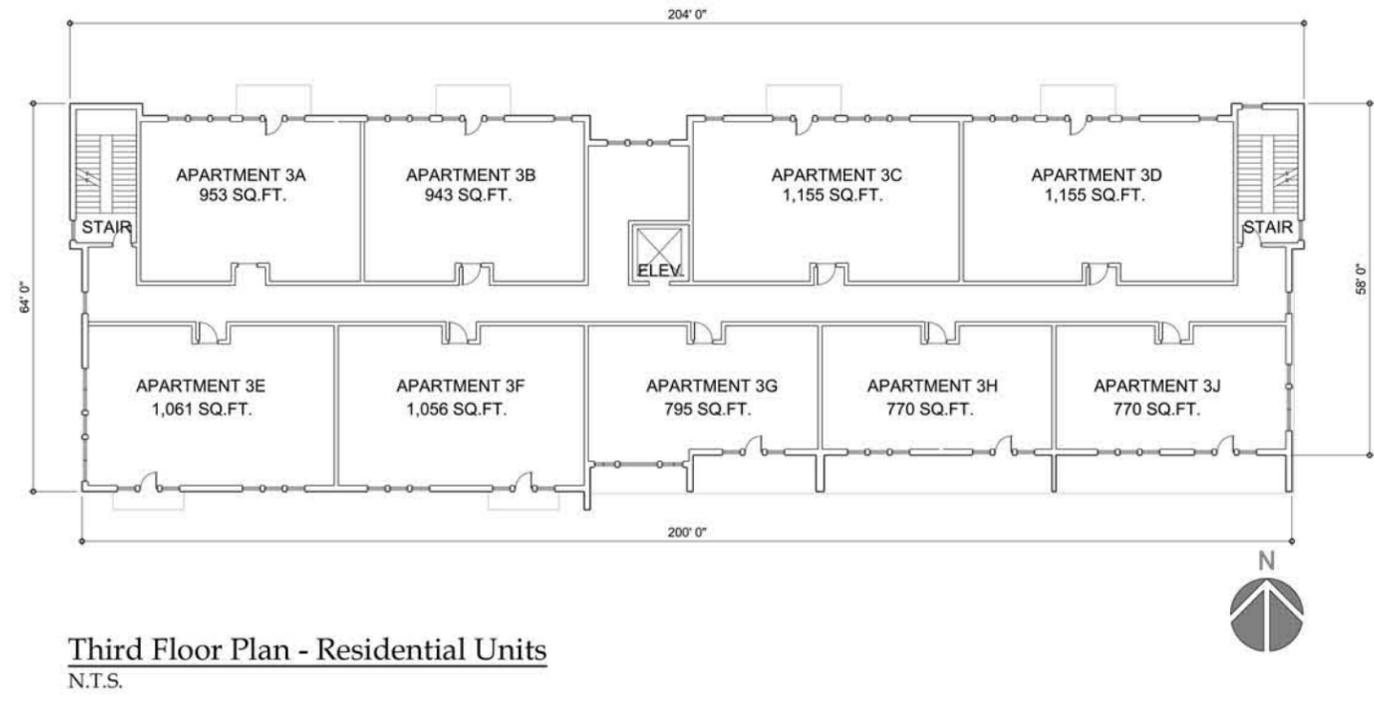
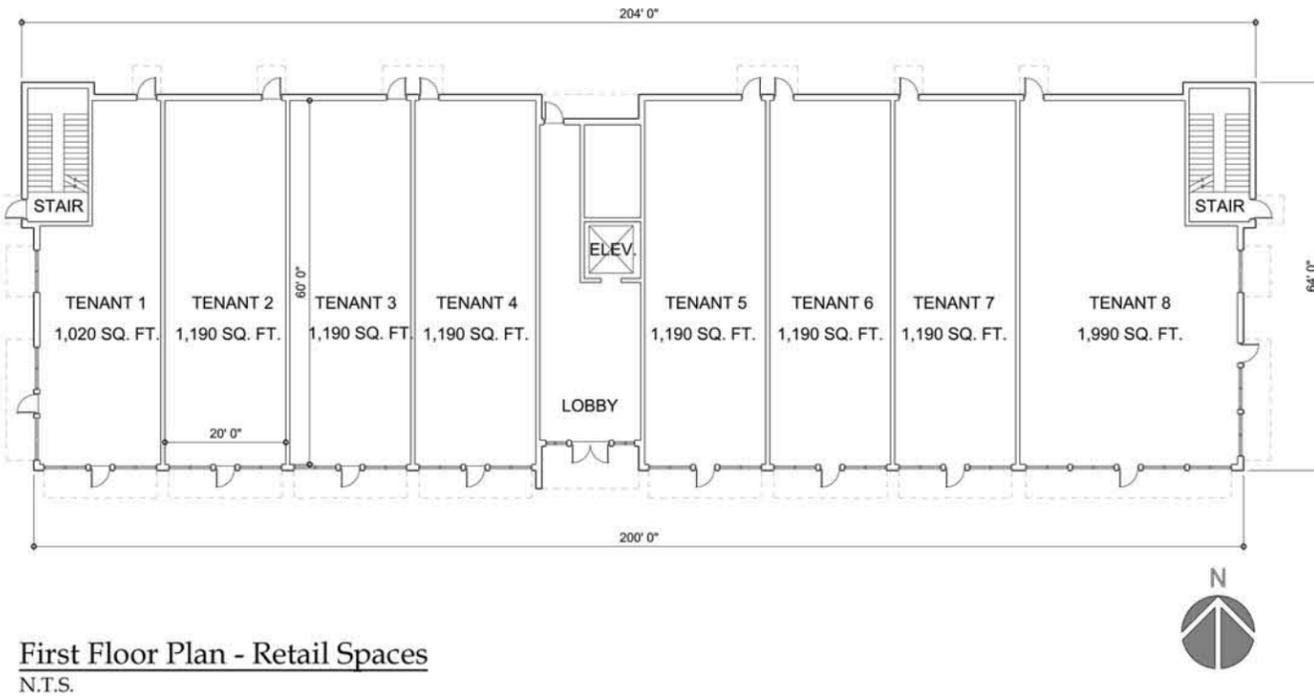
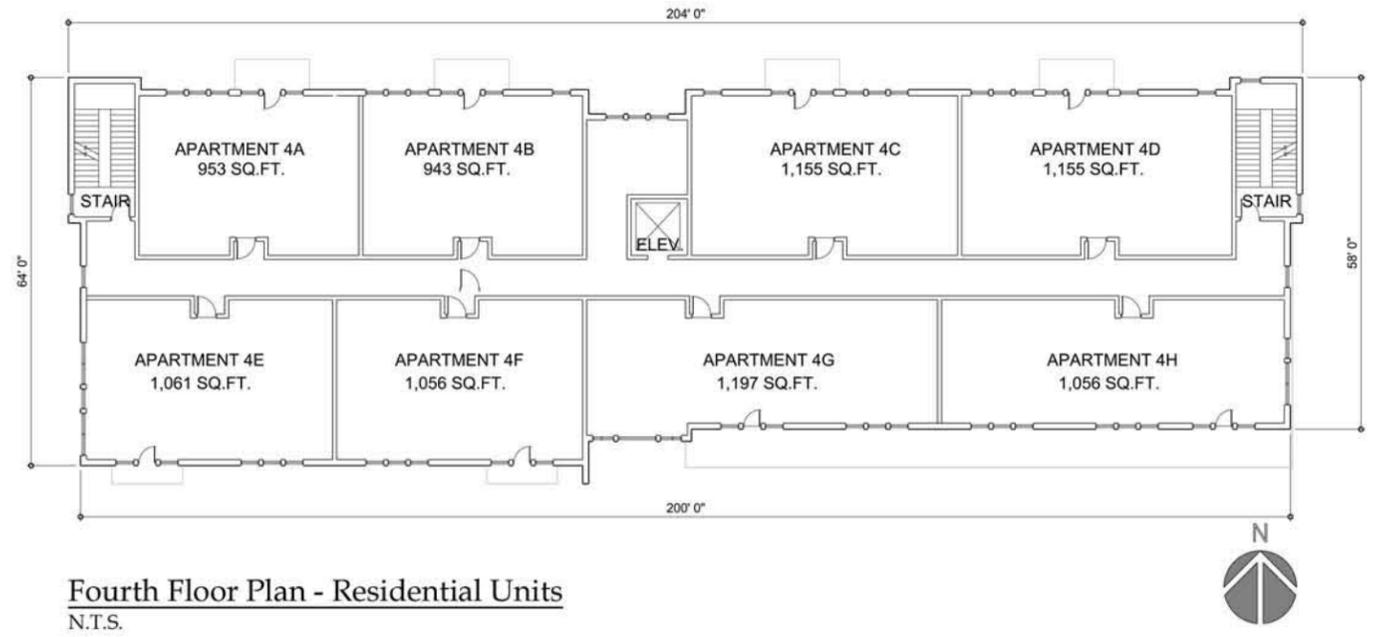
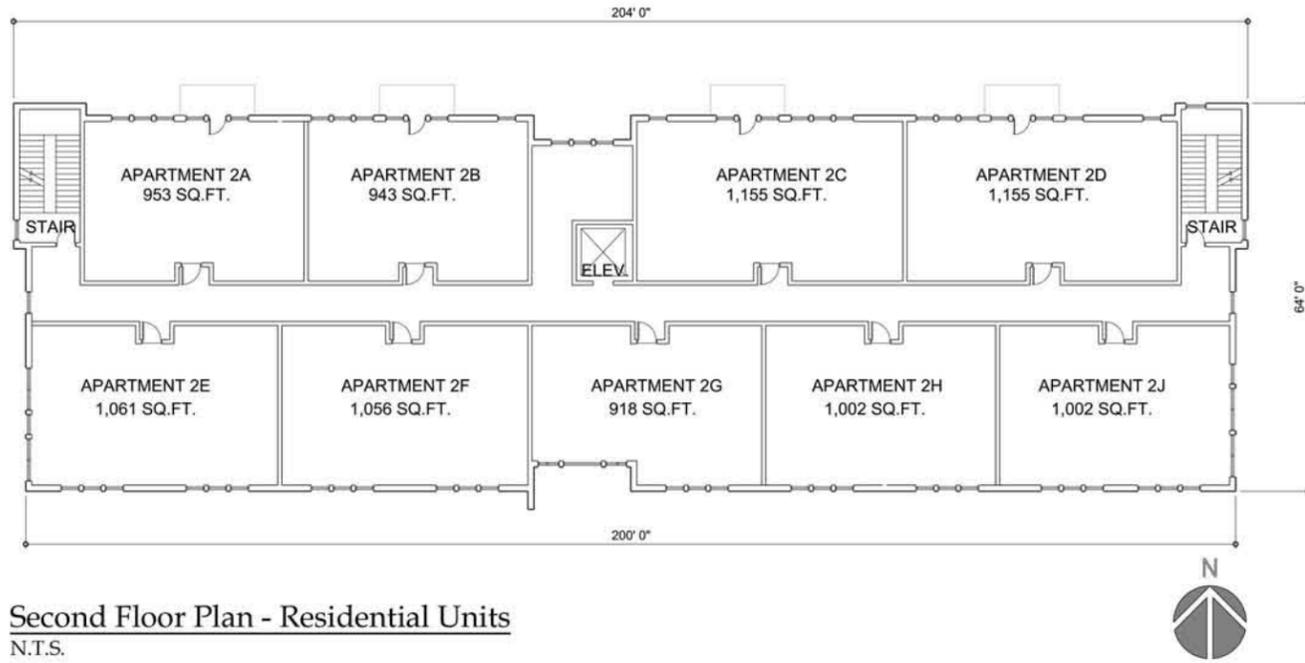
Acme Site Plan

Based on recommendations of the Dover Transit Center Neighborhood Plan, there is a need for mixed-use buildings in the City of Dover; specifically, buildings with retail and services on the first floor with residential above. In keeping with this identified goal, the DDP developed an idea for the Acme site that includes a four-story mixed-use building fronting S. Governors Avenue and single-family residential units (townhomes) that front New Street. Parking for residents and retail patrons is nestled in the center of the block and screened from view. This reinforces the urban character with buildings of multiple heights addressing the streets creating a pedestrian oriented streetscape.

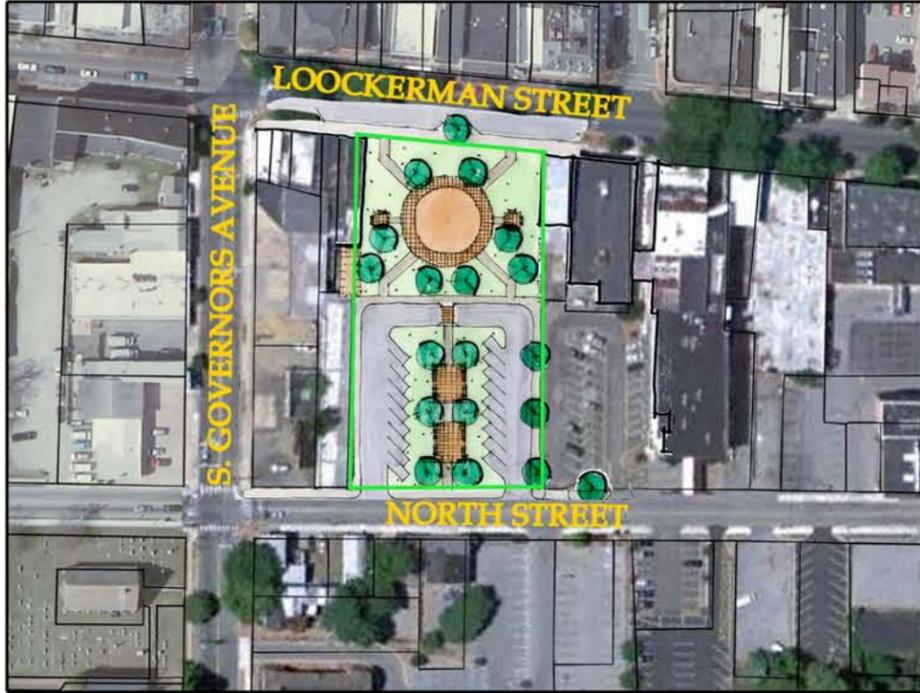


Rendering of Mixed-use Retail / Residential Building, Parking and Townhomes Beyond

F.2 - ACME SITE



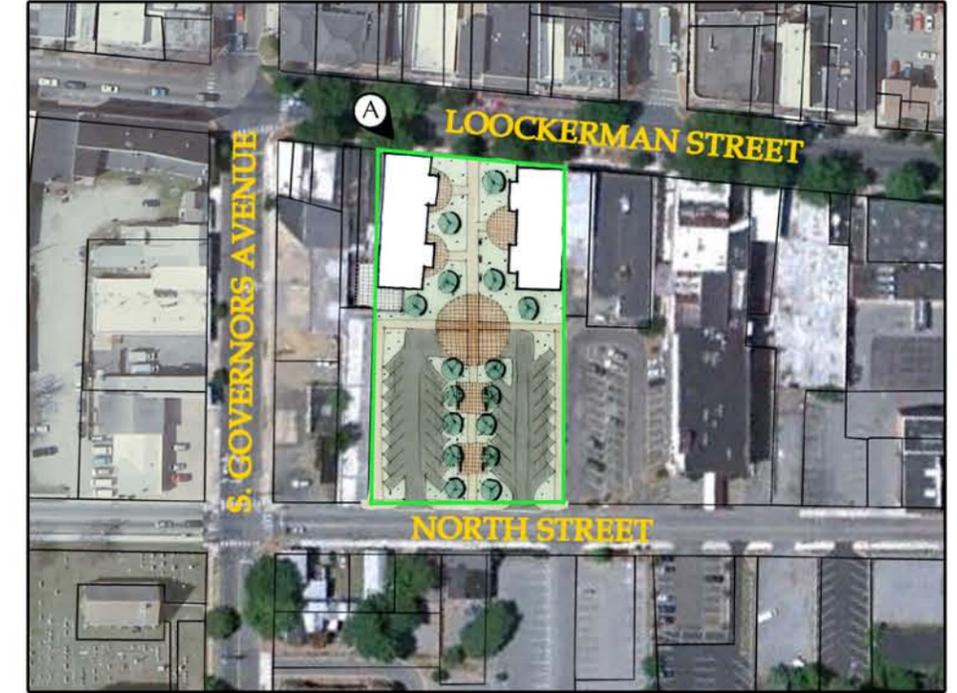
F.3 - LOOCKERMAN PLAZA



Lookerman Plaza - Site Plan Concept 1



Lookerman Plaza - Site Plan Concept 2



Lookerman Plaza - Site Plan Concept 3



Rendering of Lookerman Plaza

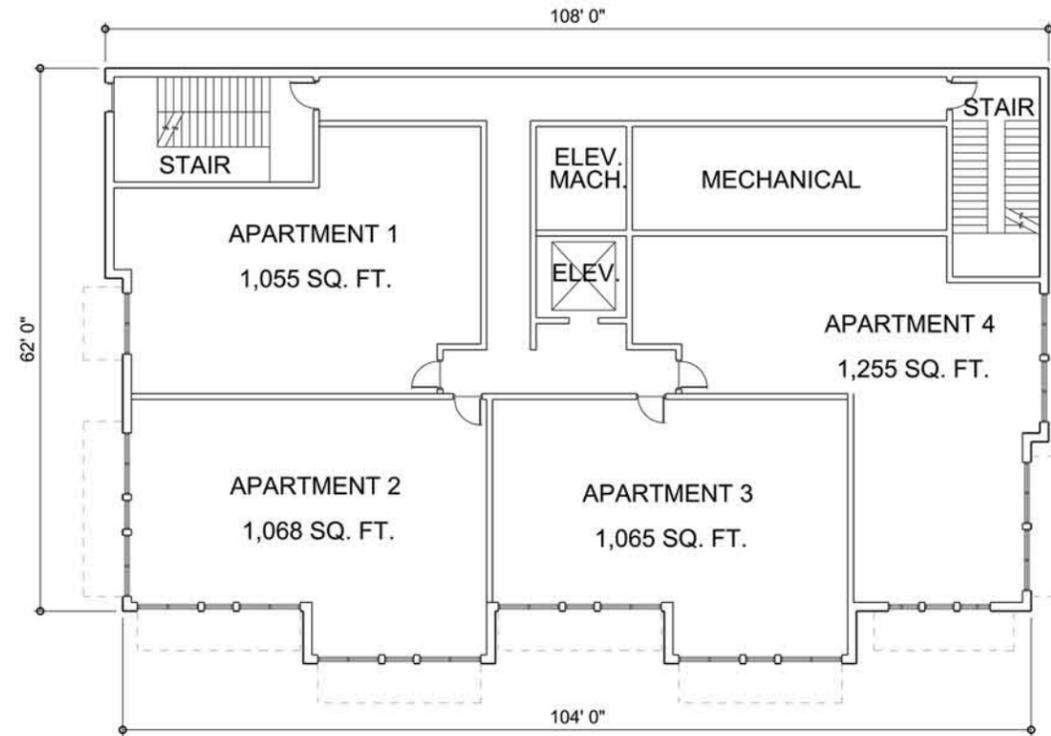
Often referred to as the Collegian site, the vacant lot that connects Lookerman Street to North Street in the heart of the historic retail area of Dover is an ideal location to connect these two thoroughfares for pedestrian traffic. The DDP developed three concepts for improvements on this land that creates a landscaped plaza for community events, additional mixed-use buildings, and off-street parking.

- Concept 1:**
 18 parking spaces added as an alternative to parallel parking on Lookerman Street
 Plaza area features hardscape and plantings for an attractive pedestrian route
 Plaza can be a venue for events
- Concept 2:**
 36 parking spaces added as an alternative to parallel parking on Lookerman Street
 Plaza area features hardscape and plantings for an attractive pedestrian route
 Plaza can be a venue for many events
- Concept 3:**
 36 parking spaces added as an alternative to parallel parking on Lookerman Street
 Plaza area features hardscape and plantings for an attractive pedestrian route
 New mixed-use buildings can be constructed on either side of the plaza to enhance the pedestrian experience through the plaza and give the plaza a lot of energy around the business that will occupy the buildings.

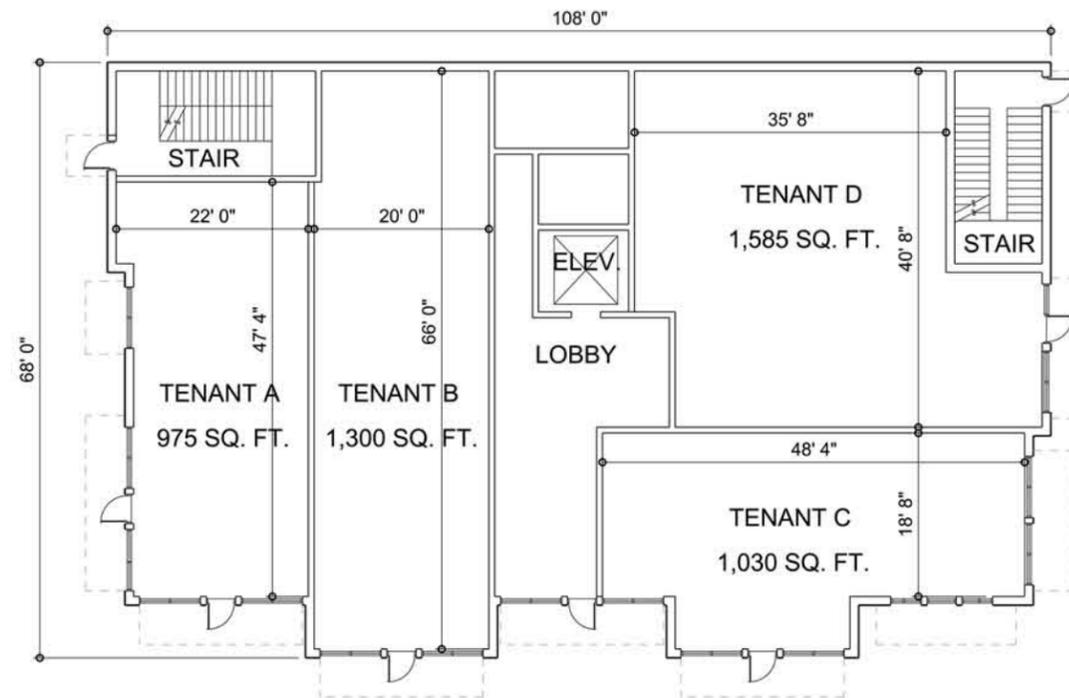
F.3 - LOOCKERMAN PLAZA



Rendering of Loockerman Plaza with Mixed-Use Buildings



Second Floor Plan - Residential Units
N.T.S.



First Floor Plan - Retail Spaces
N.T.S.

Note: Building footprint and plan may be mirrored on each side of the Plaza

F.4 - DDP PROPERTY



Loockerman Street Facade



North Street Access/Service Area

The DDP Property is a building located at 22-24 W. Loockerman Street. It is formerly known as C Moore's Restaurant. The building has two entrances on Loockerman Street. The property has rear access off of North Street; however, the North Street access is not appealing. The DDP determined this building would be enhanced by renovating the facade to create a modern appearance and by adding a formal entrance from North Street. Adding a porte cochere from the edge of North Street to the back of the existing building, screening the utilities of the neighboring property, and adding windows and signage to the North Street face of the building will not only increase the attractiveness of the building, but also improve the pedestrian experience along North Street.



Rendering of Loockerman Street Facade Improvements

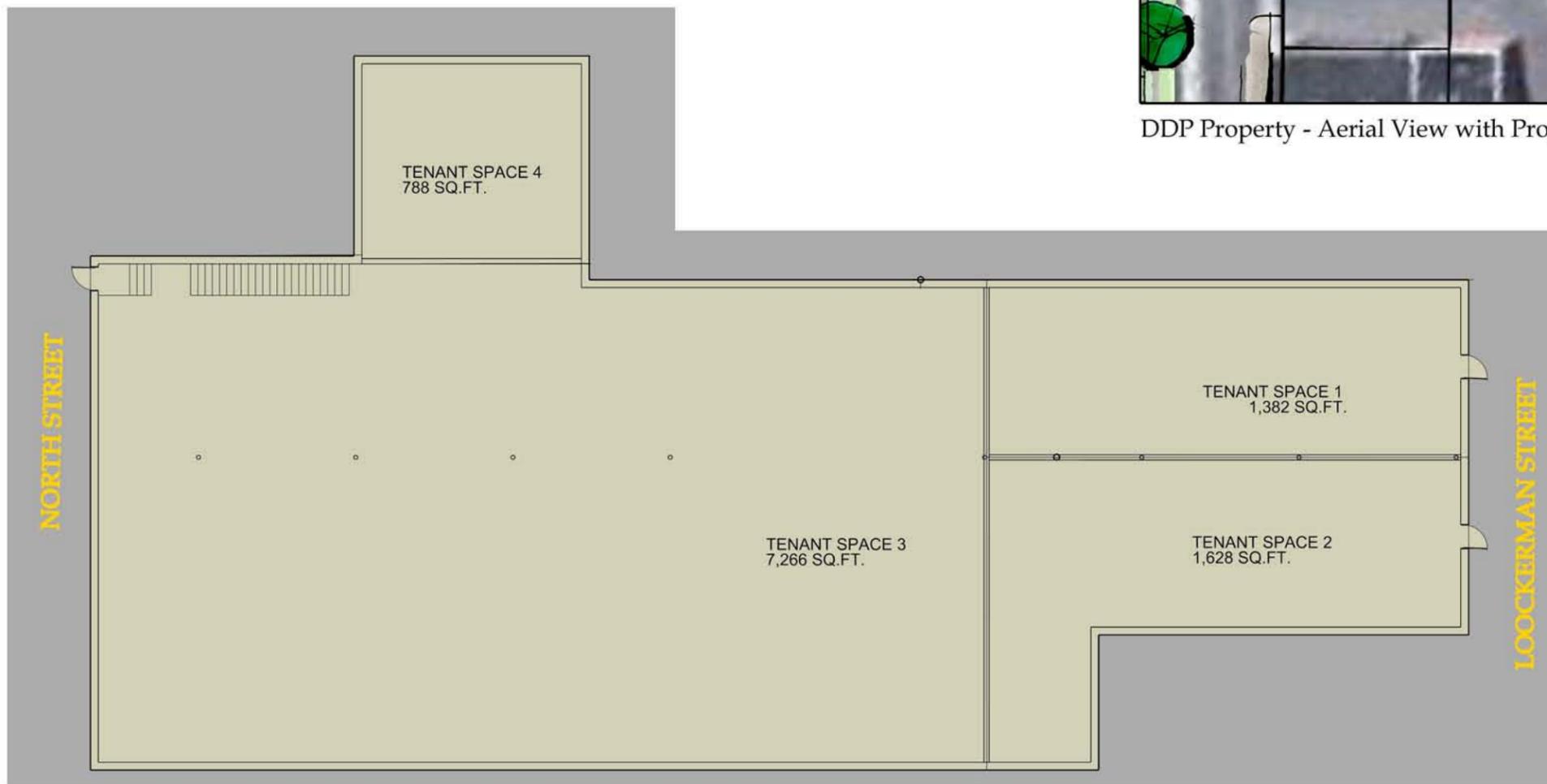


Rendering of North Street Facade Improvements

F.4 - DDP PROPERTY

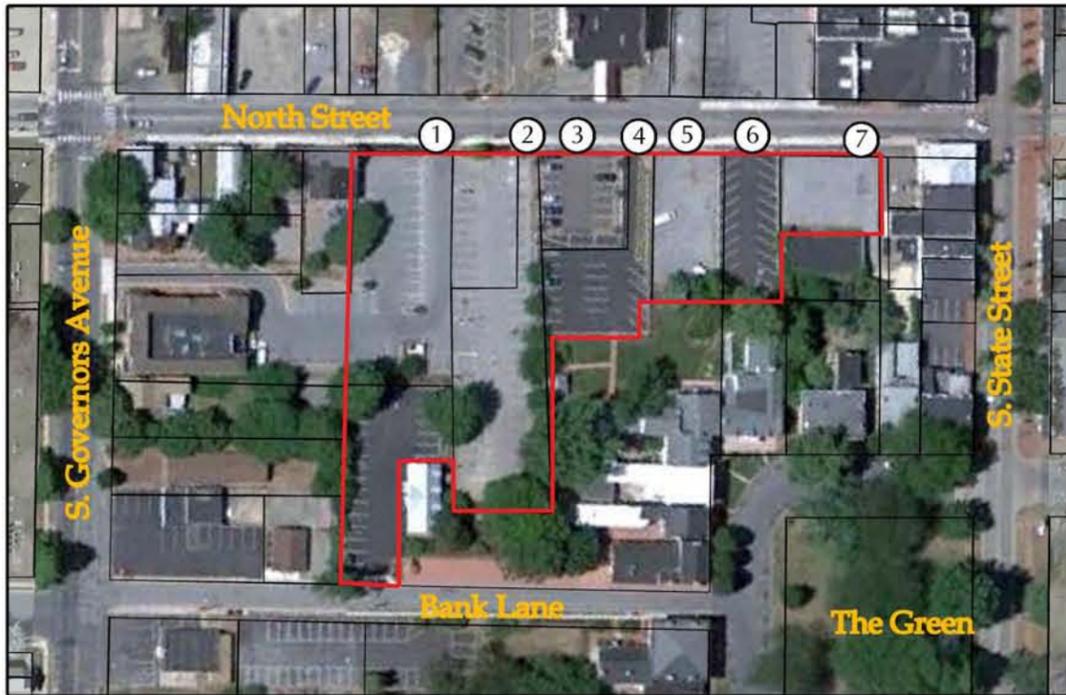


DDP Property - Aerial View with Proposed Porte Cochere



DDP Property - Proposed Tenant Space Plan

F.5 - NORTH STREET PARKING LOTS



Existing Parking Lots on North Street
Existing Parking Provided - 172 Spaces

On North Street, between S. State Street and S. Governors Avenue, there are seven individual parking lot entrances on the south side of the street, not counting private drive ways. This creates congestion on the moderately traveled street as motorists enter and exit the lots. Concepts were developed to consolidate the lots and expunge existing lot lines to minimize the number of entrances off of North Street and create a more efficient parking lot. This site is also an ideal location for a multi-level parking structure to serve visitors and employees traveling to Loockerman Street, government buildings and state agencies at The Green and Legislative Mall. A detailed study of this area was not done.



Conceptual Surface Parking Consolidation
Proposed Parking Provided - 206 Spaces



Conceptual Multi-Level Parking Structure and Mixed-Use Building
Proposed Parking Provided - 55 Surface Spaces & 65+/- Spaces per parking structure level

MI-11-06 Draft Zoning Text Amendment: Updates to Zoning Ordinance Article 10

The Planning Staff has been working to draft a series of updates to Article 10 of the *Zoning Ordinance*. This article of code focuses on the process and procedures for the different types of applications considered by the Planning Commission. Specifically, Article 10 §3 focuses on the Historic District Commission and the Architectural Review process.

- Attached is a Draft of Article 10 §3 for review by the Historic District Commission.
- For this section, the following key revisions and clarifications are noted for the text amendment:
 - Clarify the three types of Architectural Review Certification:
 - 1) Review by City Planner at Building Permit submission
 - 2) Review by Historic District Commission
 - 3) Review & Recommendation by Historic District Commission for Final Action by Planning Commission
 - Clarify procedure steps for Pre-Application Meetings and Application requirements
 - Revisions to Public Hearing Notice Requirements: increase notification area, extend timeframe for notice, and require physical posting of notice at the property
 - Clarify expiration of approvals and process for request for extension of approvals
 - Clarify Public Hearing procedure for amendments to Historic District boundaries
 - Clarify actions with “Demolition by Neglect”
- As with any text amendment to the *Zoning Ordinance*, the formal review process will involve formal review by the appropriate City Council committee; review, public hearing, and recommendation by the Planning Commission; and review, public hearing, and final action by City Council. The proposal is expected to begin this review process this Spring.

760 ~~(2) Each construction phase shall be enumerated in sequential order on the~~
761 ~~site development master plan according to the order of construction~~
762 ~~contemplated by the plan. Phases shall be implemented in accordance with~~
763 ~~the approved site development master plan.~~

764 ~~(3) Each construction phase represented on the master plan shall be planned~~
765 ~~and designed to function independent of construction and site improvements~~
766 ~~contemplated in future construction phases in all respects, including but not~~
767 ~~limited to bulk area provisions of the zoning district in which the site is~~
768 ~~located, off-street parking requirements, site entrances, emergency access~~
769 ~~requirements, site utilities, and stormwater management improvements.~~

770 ~~(4) Any special agreements or conditions of approval relative to the overall~~
771 ~~development that have been specified by regulatory agencies shall be~~
772 ~~documented on the site development master plan.~~

773 ~~Site construction plans, details, and specifications are not required as part of~~
774 ~~a site development master plan submission. Final site construction plans,~~
775 ~~including detailed site grading, paving, utilities, stormwater management,~~
776 ~~and tree planting and preservation plans shall be submitted for final~~
777 ~~approval by the planning director, and/or authorized designee, and to other~~
778 ~~agencies having jurisdiction, on a phase by phase basis in accordance with~~
779 ~~the approved site development master plan, and all regulations of the City of~~
780 ~~Dover governing the approval of site plans as set forth in this article 10,~~
781 ~~section 2 of this ordinance.~~

782
783 Section 3. Historic district commission and architectural review.

784 3.1 Historic district commission established.

785 3.11 Creation and purpose. There shall be a historic district commission for the purpose
786 of assisting the planning commission and city planner in reviewing applications for
787 architectural review certifications as specified in subsection 3.2 of this article section; and
788 for making recommendations for designation of historic district zones; and for
789 establishing guidelines for the preservation and conservation of historic district zones;
790 and for advising other officials and departments in the City of Dover in matters
791 concerning historic preservation; and for reviewing all proposed national register
792 nominations in the City of Dover; and for acting as a liaison on behalf of the City of
793 Dover to individuals and organizations concerned with historic preservation; and for
794 carrying out programs of historic preservation education in the City of Dover.

795 3.12 Appointment. The commission shall consist of five members nominated by the
796 mayor and approved by the city council, who are residents of the City of Dover and who
797 have demonstrated special interest, experience, or knowledge in history, architecture, or

798 historic preservation. Two of the members, to the extent available, shall be professional
799 members representing the professions of architecture, history, archaeology, planning,
800 historic preservation or related disciplines. At least two members shall be residents of the
801 district, and at least one shall represent the business within the district.

802 3.13 Term. The members of the commission shall serve for three-year staggered terms.
803 Vacancies shall be filled within 60 days in accordance with subsection 3.12 of the article
804 section.

805 3.14 Organization. The commission shall meet at least four times per year in a place that
806 is advertised in advance and open to the public and shall keep minutes of its meetings that
807 are available to the public. All review decisions shall be made in public. The commission
808 shall establish bylaws for its general procedure, which shall include a section addressing
809 conflicts of interest. ~~The commission shall produce an annual report of its activity
810 that is kept on file for public review with the city planning office.~~

811 3.2 Architectural review certification.

812 3.21 Effect of architectural review certificate. No building permit or certificate of
813 occupancy may be issued for any structure in the historic district until an architectural
814 review certificate is issued as required under article 3, section 21, subsection 21.3 for the
815 historic district.

816 3.22 Architectural review certification by the ~~historic district commission and~~ city
817 planner. ~~Certifications under this subsection shall not be subject to the requirements
818 in subsection 3.25 with respect to conferences, fees, applications, public notices, and
819 time to act.~~

820 (a) An architectural review certificate for specific classes of building permits,
821 including fences, signs, siding, window and door replacement, roofing, the
822 addition or replacement of decorative features, minor demolition, residential
823 additions, and other construction of a minor nature, may be issued ~~by the historic
824 district commission or~~ by the city planner ~~when authorized by the historic
825 district commission~~, after a review and determination that the proposed
826 construction is in general accordance with the standards set forth in subsection
827 3.24 of this article section.

828
829 (b) The city planner may refer any permit application for *demolition or*
830 construction in the historic district for consultation with commission. ~~The
831 historic district commission shall authorize the city planner to issue
832 architectural review certificates for certain classes and types of construction
833 that it warrants to be generally acceptable.~~

834 ~~(b) The historic district commission shall issue architectural review~~
835 ~~certificates for the construction or demolition of single- and two-family~~
836 ~~homes, and nonresidential structures or additions involving a gross floor~~
837 ~~area of 3,000 square feet or less, after review of proposed construction and~~
838 ~~after a determination that the construction is in general accordance with the~~
839 ~~standards set forth in subsection 3.24 below.~~

840 ~~(c) All other applications for an architectural review certificate shall be~~
841 ~~forwarded to the historic district commission for review and~~
842 ~~recommendations to the planning commission in accordance with subsection~~
843 ~~3.23(a) of this section.~~

844 (d) All decisions of ~~the historic district commission or~~ the city planner pursuant
845 to this section shall be *documented on the building permits formalized in a*
846 ~~written notice of decision.~~ When the ~~commission or~~ city planner grants a
847 conditional approval under this section, all conditions of approval shall be set
848 forth in writing *on the building permit in the notice of decision.* In the event of a
849 denial, the *reasons for such denial shall be documented in a written* notice of
850 decision ~~shall state the reasons for denial and shall~~ *which shall* identify all
851 elements of the application found to be contrary to the provisions or intent of this
852 section.

853 (e) An applicant may appeal the decision of the *city planner to the* historic district
854 commission ~~to the planning commission,~~ and such appeal shall be considered as
855 an architectural review certification application to the *historic district planning*
856 commission and shall meet all of the requirements set forth in subsection *3.22A*
857 ~~3.23 and subsection 3.25 of this section.~~

858 *3.22A Architectural review certification by the historic district commission*

859 *(a) The historic district commission shall issue architectural review certificates*
860 *for the construction or demolition of single- and two-family homes, and*
861 *nonresidential structures or additions involving a gross floor area of 3,000*
862 *square feet or less, after review of the proposed construction and after a*
863 *determination that the construction is in general accordance with the standards*
864 *set forth in subsection 3.24 below.*

865 *(b) All applications to the Historic District Commission for architectural review*
866 *certification shall be subject to the procedures set forth in subsection 3.25.*

867 *(c) All decisions of the historic district commission pursuant to this section shall*
868 *be formalized in a written notice of decision. When the commission grants a*
869 *conditional approval under this section, all conditions of approval shall be set*
870 *forth in writing in the notice of decision. In the event of a denial, the notice of*

871 *decision shall state the reasons for denial and shall identify all elements of the*
872 *application found to be contrary to the provisions or intent of this section.*

873 *(d) An applicant may appeal the decision of the historic district commission to*
874 *the planning commission, and such appeal shall be considered as an*
875 *architectural review certification application to the planning commission and*
876 *shall meet all of the requirements set forth in subsection 3.23 and subsection*
877 *3.25 of this section.*

878 3.23 Architectural review certification by the planning commission.

879 (a) The planning commission shall issue architectural review certificates referred
880 or appealed to it, upon review of the recommendations of the historic district
881 commission and upon a determination that the proposed construction is in
882 accordance with the standards set forth in subsection 3.24 below.

883 *(b) All applications to the Historic District Commission for architectural review*
884 *certification shall be subject to the procedures set forth in subsection 3.25.*

885 (c) ~~(b)~~ All decisions of the planning commission pursuant to this section shall be
886 formalized in a written notice of decision. When the *planning* commission grants
887 a conditional approval under this section, all conditions of approval shall be set
888 forth in writing in the notice of decision. In the event of a denial, the notice of
889 decision shall state the reasons for denial and shall identify all elements of the
890 application found to be contrary to the provisions or intent of this article.

891 3.24 Architectural review standards.

892 (a) An architectural review certificate may be issued if it is found that the
893 architectural style, general design, height, bulk and setbacks, arrangement,
894 location and materials and structures affecting the exterior appearance are
895 generally in harmony with neighboring structures and complementary to the
896 traditional architectural standards of the historic district as set forth in the historic
897 district design guidelines and standards adopted by the planning commission and
898 as set forth in the United States Secretary of the Interior's Standards for
899 Rehabilitation.

900 (b) The city planner, historic district commission or planning commission shall
901 not consider normal maintenance and repair (see definitions, article 12), interior
902 arrangement, or building features not subject to public view.

903 3.25 Procedures for an architectural review by the historic district commission *and/or*
904 *planning commission.*

905 (a) Architectural *preapplication meeting review conference*. Prior to action on
906 any application for an architectural review certificate, the applicant shall meet in
907 person with the city planner or his delegated representative. The purpose of such

908 conference shall be to discuss the proposed construction or other action requiring
909 the certificate in order to determine what information is useful in the
910 determination of conformity with the provisions and intent of the historic district
911 regulation as expressed in this ordinance. ~~It is generally recommended that~~
912 ~~final construction plans and working drawings not be prepared for~~
913 ~~submission to the building inspector for a building permit until a required~~
914 ~~architectural review certificate is issued.~~

915 (b) Application and fee. The application to the historic district commission ~~or~~
916 ~~planning commission~~ for an architectural review certificate and related
917 information shall be submitted ~~in 20 copies~~ to the city planner at least 30 days
918 prior to the historic district commission meeting at which review ~~or approval~~ is
919 requested and shall be accompanied by a fee as provided for in Appendix F--Fees
920 and Fines.

921 (c) Public *hearing notice*. Prior to the review and action on a architectural review
922 certification, the historic district commission shall hold a public hearing *subject to*
923 *the following public notification procedures:*

924 (1) *The applicant shall advertise the public hearing to be advertised by*
925 ~~the applicant in a~~ newspaper of general circulation at least ~~15~~ ~~ten~~ days
926 prior thereto.

927 (2) The applicant shall notify, by mail, all property owners within ~~300~~
928 ~~200~~ feet of the extreme limits of the subject property as their names appear
929 on the municipal tax record at least ~~15~~ days prior thereto.

930 (3) *The applicant shall post a notice outlining the date, time, place, and*
931 *nature of the hearing in a conspicuous location on the property. Such*
932 *notice shall be designed in accordance with standards set forth by the*
933 *planning commission.*

934 (4) The applicant shall provide the ~~planning office commission~~ with a
935 copy of the notice, verification of newspaper publication, ~~a date-stamped~~
936 ~~photo of the property posting~~, and post office ~~mail return~~ receipts for all
937 letters on or before the meeting date.

938 (5) Said notices shall state the time, date and place of the hearings before
939 the historic district commission ~~and planning commission~~, a brief
940 description of the project and shall state that a copy of the application and
941 plan is on file with the planning ~~office department~~ for public review.

942 (d) Application information. The applicant shall provide such information and
943 documents listed below which will satisfactorily illustrate the proposed action as
944 indicated in the architectural ~~review conference~~ *preapplication meeting* required
945 in subsection 3.25(a):

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(1) All plan elements required in article 10, section 2.5.

(2) Plans and specifications indicating existing and proposed development, including structures, architectural elevation drawings, trees and any other landscaping, existing and proposed, including the general design, location and orientation of structures in relation to curb line, right-of-way line and neighboring buildings, colors, and materials to be used on exterior surfaces, detailed plans for any signs, photographs of the existing site and neighboring buildings, and such other information as will enable the historic district commission or planning commission to determine conformity with the ordinance.

(e) City planner report. For each site plan application to the planning commission the city planner shall issue a report to the planning commission including comments from other agencies detailing how the application conforms to the requirements of the zoning ordinance and other provision of city and state codes. The city planner shall transmit copies of the proposed site development plan and the city planner's report at least seven days prior to the date of the meeting at which approval of the site development plan is to be requested.

~~*(f) (e) Time to act Historic district commission action. The historic district commission shall act to review and render a recommendation to approve any such application within 45 days of transmittal to the commission or within such additional time as may be consented to by the applicant. Failure to act within 45 days or the additional time consented to shall be deemed to be a favorable recommendation. Applications requiring planning commission approval under subsection 3.23 of the article shall be transmitted by the historic district commission to the planning commission for consideration at its next available meeting. The planning commission shall act on any such approval within 45 days of its meeting. Failure to act within 45 days shall be deemed approval. The recommendation of the historic district commission shall be forwarded to the planning commission and acted upon by the planning commission in conjunction with action on the associated site development plan. If a site development plan application is not filed in accordance with the provisions of section 2.4 of this article within one year of recommendation, the recommendation shall expire. The historic district commission may grant a one-year extension of its approval upon written request by the applicant. Such request shall be made in writing to the planning office at least thirty days prior to the expiration of the historic district commission's recommendation.*~~

983 (f) *Substantial* Amendments. *Substantial A* amendments to an application or an
984 architectural review certificate shall be acted upon in the same manner as the
985 original plan.

986 (g) Expiration of architectural review certification *issued by the historic district*
987 *commission*.

988 (a) Architectural review certification approval shall expire on the last day
989 of the 12th month after the date of **final-or-conditional** approval if
990 construction of the work authorized or use permitted has not started or
991 unless an extension of time is applied for by the applicant and granted by
992 the historic district commission. Approval shall also expire if the
993 construction of work authorized has stopped for a period of one year
994 unless an extension of time is applied for and granted by the historic
995 district commission.

996 (b) **Request Application** for extension of approval shall be made no later
997 than 30 days prior to the final approval expiration date. Upon receipt of
998 such **request application**, the matter shall be considered at the next
999 regularly scheduled meeting of the historic district commission.

1000 (c) In considering a request for an extension of approval, the *historic*
1001 *district* commission shall consider, but not be limited to, the following:

1002 1. Whether the project has been delayed for reasons beyond the
1003 control of the applicant, excluding economic or financial reasons.

1004 **2. Whether the applicant has made substantial progress toward**
1005 **obtaining final approvals.**

1006 ~~**2. Whether the project is of a minor size and scale.**~~

1007 3. Whether there has been any significant changes in the
1008 surrounding neighborhood.

1009 4. Whether there has been any related amendments to the zoning
1010 map or text, or the comprehensive plan, or if any waivers or
1011 variances have been granted.

1012

1013 (d) **Requests Applications** for extensions shall be submitted *in writing to*
1014 *the planning office. to the city by completing an application for*
1015 *extension of approval form which may be obtained in city hall.*

1016 (e) Under no circumstances shall the historic district commission grant
1017 extensions beyond 24 months from the date of first approval.

1018 3.3 Historic district amendments.

1019 3.31 Historic district commission review required. Any motion or petition to
1020 amend, supplement, or repeal a historic district by the city council in accordance
1021 with article 10, section 5, amendments, shall require a report by the historic
1022 district commission as set forth in article 3, section 21.4.

1023 3.32 Review criteria for placing individual structures in a historic district. The
1024 historic district commission may recommend that an individual structure or
1025 property be placed in an existing contiguous historic district or be placed in a
1026 historic district specifically created for the property or structure upon considering
1027 the following criteria and factors:

1028 (a) Significant value as part of the historical, cultural, artistic, social, ethnic or
1029 other heritage of the nation, state or community;

1030 (b) Association with an important person or event in national, state, or local
1031 history.

1032 (c) Representative of the distinguishing characteristics of an architectural type
1033 inherently valuable for the study of a period, style, craftsmanship, method of
1034 construction or use of indigenous material;

1035 (d) Notable work of a master builder, designer, architect, or artist whose
1036 individual genius has influenced an era;

1037 (e) The desire of the owner to have the property designated;

1038 (f) Increased potential of economic or community development.

1039 3.33 Review criteria for amendments or creation of new historic districts. The
1040 historic district commission may recommend amendments to an existing historic
1041 district, recommend repeal of an existing historic district or recommend the
1042 creation of a new historic district upon considering the following criteria:

1043 (a) Any criteria listed in subsection 3.32 of this section.

1044 (b) Distinctive character or homogeneity of architectural design or dates of
1045 construction throughout the area.

1046 (c) Identifiable by clear and distinctive boundaries.

1047 (d) Repetition of distinguishing architectural or land use characteristics
1048 throughout the area.

1049 ***3.34 Public hearing required. For all proposed amendments to the boundary of***
1050 ***the historic district, the historic district commission shall hold a public hearing***
1051 ***subject to the following public notification procedures:***

1052 ***(a) The planning office shall advertise the public hearing in a newspaper of***
1053 ***general circulation at least 15 days prior thereto.***

1054 *(b) The planning office shall notify, by mail, all directly affected property*
1055 *owners and all property owners within 300 feet of the extreme limits of the*
1056 *properties proposed for addition to or removal from the district as their names*
1057 *appear on the municipal tax record at least 15 days prior thereto.*

1058 3.4 Demolition by neglect.

1059 3.41 Responsibility of property owners. Property owners of properties within the
1060 historic districts shall not allow their buildings to be demolished by neglect (see
1061 definitions, article 12) by failing to provide ordinary maintenance or repair.

1062 3.42 Responsibility of the historic district commission. The historic district
1063 commission shall monitor the condition of historic properties and existing
1064 buildings in the historic district to determine if they are being demolished by
1065 neglect by failing to provide ordinary maintenance and repair (see definitions,
1066 article 12). In the event that the commission determines a demolition by neglect is
1067 occurring, it shall carry out the following:

1068 (a) Determine and set forth steps required to remedy the situations or
1069 defects.

1070 (b) Direct the city planner to inform the property owners of its findings,
1071 determination, and recommended remedies.

1072 (c) In the event that the property owners fail to commence work within the
1073 reasonable time allotted by the commission, the commission may direct
1074 the building inspector to begin proceedings under chapter 22, buildings,
1075 and building regulations, article XI, dangerous buildings, of the Code of
1076 Ordinances for the City of Dover to bring about the repair *or demolition*
1077 of the building.

1078 *3.43 Responsibility of the city planner. The city planner shall notify the historic*
1079 *district commission of buildings within the historic district that meet the*
1080 *definition of dangerous buildings under the provisions of chapter 22 buildings*
1081 *and building regulations, article XI dangerous buildings. In such cases the*
1082 *commission shall determine if the building is being demolished by neglect.*
1083 *Before referring a property to the commission for consideration as demolition*
1084 *by neglect, the city planner shall give written notice to the owner, occupant,*
1085 *mortgagee, lessee, agent, and all other persons having an interest in said*
1086 *building, as shown by the records of the recorder of deeds of the county, to*
1087 *appear before historic district commission at the time, date and location*
1088 *specified.*

1089 Section 4. Development information requirements.