CITY OF DOVER, DELAWARE
PLANNING COMMISSION
Monday, November 16, 2026 at 7:00 PM

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

AGENDA

Written comments are accepted via mail to City of Dover – Planning Commission, P.O. Box 475 Dover DE 19903 and via email at CompPlan@doverde.gov.

IN-PERSON and VIRTUAL MEETING NOTICE

The Planning Commission Meeting for November 16, 2026 will be held as an In-Person Meeting at City Hall in City Council Chambers at 7:00 PM and as a Virtual Meeting using Webex, an audio/video conferencing system as an electronic means of communication. The public is welcome to attend in person or virtually with the participation information below to join by phone or computer.

PUBLIC PARTICIPATION INFORMATION
City of Dover Planning Commission Meeting of November 16, 2026

Join By Phone: Dial +1-650-479-3208
Access Code: 253 718 53901
Password from Phones: 3683772

Join Online: https://bit.ly/PCMeeting11162026
Webinar Number: 2537 185 3901
Webinar Password: DoverPC

If you are new to Webex, get the app now at https://www.webex.com/ to be ready when the meeting starts. For problems accessing the meeting, please call the Planning Office at (302) 736-7196.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF MINUTES

1. Adoption of Meeting Minutes of October 19, 2026

COMMUNICATIONS & REPORTS

Meeting Reminder: The next Planning Commission regular meeting date is December 21, 2026 at 7:00 PM.

Update on City Council Actions

Department of Planning & Inspections Updates

Education and Training Opportunities

2. *Local Government Impacts: Delaware SB23 & HB450* workshop session on November 18, 2026 10:00 AM to Noon at Kent County Levy Court Chambers

   2026 Delaware Planning Conference & Annual Meeting on December 9, 2026, 8:30 AM to 4:30 PM at the Rollins Center of the Bally's Dover Casino Resort

OPENING REMARKS CONCERNING MEETING PROCEDURES FOR APPLICATIONS

OLD BUSINESS

Request for Extension of Planning Commission Approval

3. S-24-19 Legislative Hall Building Addition at 411 Legislative Avenue – Request for a One Year Extension of the Planning Commission Approval granted on November 18, 2024 for a Site Development Plan Application and associated Architectural Review Certification to permit renovation and expansion of Legislative Hall. The proposal includes a three-story 56,820 SF Building Addition on the east side of the existing Legislative Hall building creating a new main public entrance, a Plaza area with Monument Walk, and other site improvements. The main property of 2.80 acres+/- is zoned IO (Institutional and Office Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone) and the H (Historic District Zone). The other property of 0.43 acres+/- is zoned ROS (Recreational and Open Space Zone) and subject to H (Historic District Zone). The subject properties are located on the east side of Legislative Avenue as the block between Martin Luther King Jr. Boulevard North and Martin Luther King Jr. South. The owner of record is the State of Delaware. Property Addresses: 411 Legislative Avenue and Court Street. Tax Parcels: ED-05-077.09-05-15.00-000 and ED-05-077.09-05-14.00-000. Council District 4. *The project was the subject of HI-24-07 for Historic District Commission Review and Recommendation on the Architectural Review Certification at their October 17, 2024 Meeting and the Revision for the West Entrance ADA Ramp was considered at the Historic District Commission Meetings of June 18, 2026 and July 16, 2026.*

NEW APPLICATIONS

4. S-26-16 Cold Storage Warehouse at 451 Garrison Oak Drive – Public Hearing and Site Development Plan Review for a 165,000 SF Warehouse with associated site improvements. The site is located at Lot 8 of the Garrison Oak Business & Technology Park. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) and partially subject to the SWPOZ (Source Water Protection Overlay Zone: Tier 2 Primary Wellhead Protection Area). The Property is subject to two variances under V-23-05: the first

granting a variance to the allowable building height requirements in the IPM-2 Zone and the second granting a variance to the total impervious surface percentage increasing it from 65% to 71%. This project was granted conditional approval under Site Plan S-23-20 at the Planning Commission Meeting of November 20, 2023 and achieved Final Site Plan Approval on September 22, 2025; it is now seeking re-approval. The project proposes the construction of 165,000 SF Cold Storage Warehouse in the middle of the site along with 118 parking spaces and 33 loading berths. The property is located on the inner loop of Garrison Oak Drive, south of the Garrison Energy Center. The owner of record is the City of Dover; the Property is under contract with SLS Equity Partners. Property Address: 451 Garrison Oak Dr, Dover, DE. Tax Parcel: LC-05-068.00-02-08.00-000. Council District 3. *Waivers Requested: Partial Elimination of Upright Curbing and Reduction of Parking Requirements*. *For Consideration: Performance Standards Review Application. The site was granted two variances to reduce setbacks related to building height and to increase the maximum lot coverage (Board of Adjustment Application V-23-05).*

NEW BUSINESS

PUBLIC COMMENT OPPORTUNITY – An opportunity is given for members of the public to provide comments to the Planning Commission not specifically related to Applications with Public Hearngs.

ADJOURN

Posted Agenda: DATE

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(e)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING

CITY OF DOVER PLANNING COMMISSION
October 20, 2026

The Meeting of the City of Dover Planning Commission was held on Monday, October 20, 2026, at 7:00 PM as an In-Person Meeting and also using the phone/videoconferencing system Webex. The Meeting Session was conducted with Vice-Chairwoman Mrs. Denney presiding. Members present were Mr. Roach (virtual), Mrs. Donna Lee Williams, Mrs. Maucher, Mr. Baldwin, Dr. Jones, Mr. Reaves (virtual), Mrs. Welsh (virtual) and Mrs. Denney. Mr.Michael Lewis was absent.

Staff members present were Mrs. Dawn Melson-Williams, Mr. Chris Salzano, Mr. Alex Dewey, Ms. Kate Mills (virtual), and Mrs. Kristen Mullaney (virtual).

APPROVAL OF AGENDA

Dr. Jones moved to approve the Agenda as presented, seconded by Mrs. Maucher and the motion was carried 8-0 by voice vote with Mr. Lewis absent.

APPROVAL OF MEETING MINUTES OF SEPTEMBER 21, 2026

Mrs. Williams moved to approve the Planning Commission Meeting Minutes from September 21, 2026, seconded by Mr. Baldwin and the motion was carried 7-0 by voice vote with Mrs. Maucher abstaining (due to her absence from that meeting) and Mr. Lewis absent.

COMMUNICATIONS & REPORTS

Mrs. Melson-Williams stated that the next Planning Commission regular meeting is scheduled for Monday, November 19, 2026 at 7PM in the City Hall Council Chambers.

Mrs. Melson-Williams provided an update on the regular City Council and various Committee meetings held on September 28 & 29, 2026 and October 12 & 13, 2026.

Mrs. Melson-Williams stated that the Planning Office reports that last week they held in conjunction with our consultant, a workshop on Planning for Housing. This is related to that SJR8 (Senate Joint Resolution 8) project that is looking through a consultant, and working to identify the challenges and potential improvements to the City's Ordinances related to housing efforts. This was a public outreach opportunity that presented information about it. If you actually had attended the meeting, you got to play with Legos. If you've got questions on that, you can certainly follow up with Staff, but there will continue to be public outreach opportunities as we move through consideration of improvements to our housing regulations as part of the *Zoning Ordinance.*

Mrs. Melson-Williams stated that she wanted to make one correction. Ms. Kate Mills was previously introduced as the Interim Director of the Department of Water/Wastewater. She is happy to report that Kate is now the Director of Water/Wastewater for the City. She has joined us virtually this evening and her predecessor, Jason Lyon who is the Assistant City Manager is in the audience this evening as well.

OPENING REMARKS CONCERNING DEVELOPMENT APPLICATIONS

Mrs. Melson-Williams presented the audience information on policies and procedures for the In-Person Meeting and Virtual Meeting using the Webex system.

OLD BUSINESS

Requests for Extensions of Planning Commission Approval:

C-24-02 Luther Village IV: Planned Neighborhood Design – Senior Citizen Housing Option on Babb Drive: Request for One Year Extension of the Planning Commission Approval granted on September 16, 2024 and October 21, 2024 for conditional approval of the Conditional Use Site Plan/Master Plan for the development of Luther Village Planned Neighborhood Design – Senior Citizen Housing Option consisting of up to 524 age-restricted apartment units in a total of nine phases and including approval of a series of Alternative Design Standards, Waiver Requests, and recommended approval of Subdivision Waiver Requests. Action was deferred on the Waiver Request for the Elimination of Rear Emergency Access with the Request later withdrawn. The Master Plan was previously established by Applications C-02-02 and C-13-03 and Luther Village Phases I, II, and III have been constructed. The plan for Phase IV consists of the construction of a three-story apartment building with 72 units (age-restricted) and associated site improvements. The plan also includes a Minor Subdivision to create a 2.79 acre+/- parcel for Phase IV from the overall 33.63 acre +/- tract. The property is zoned RG-2 (General Residence Zone). The property is located east side of John Hunn Brown Road and on the west side of Babb Drive. The owner of record is Martin Luther Foundation of Dover, Inc. Property Address: 101 Babb Drive. Tax Parcels: ED-05-077.06-02-90.00-000, ED-05-077.06-02-90.01-000, ED-05-077.06-02-90.02-000, and ED-05-077.06-02-90.03-000. Council District 2. *Approved Alternative Design Standards for PND: Building Setback from Property lines, Building Spacing, Building Height, Number of Stories, Average Number of Dwelling Units Per Building, Off-Street Parking Reduction. Approved Waiver Requests: Partial Elimination of Curbing, Reduction of Bicycle Parking and Subdivision Waiver: Waiver of Requirement for Two Connections to a Public Street and Waiver of Requirement for Lot Frontage on a Public Street.*

Representative: Mr. Richard Murphy, Luther Towers

Mrs. Denney stated that the Planning Department received a letter from Mr. Richard J. Murphy, President of the Board of Directors asking for an extension until mid-January due to some changes and delays with both financial and just with some things that had to be re-planned along the way.

Mrs. Melson-William stated that is a Request for a One-Year Extension of the Planning Commission approval. This project C-24-02 for Luther Village IV: Planned Neighborhood Design – Senior Housing Option was initially approved by the Planning Commission on September 16, 2024 with additional action on October 21, 2024 related to their Conditional Use Site Plan/Master Plan for the Planned Neighborhood Design. What you saw at that time focused on Phase 4. Phases 1-3 are already built. Phase 4 was to add another apartment building of apartment units as age restricted units. In the letter as noted from Mr. Murphy dated October 26, 2026,that highlights some of the reasoning behind their delay in working through the full plan approval process to get permitting and construction. They are working diligently it appears on

that. Your extension requests are typically for one year. She thinks the January date that he references are their target date for getting plans prepared. Mr. Murphy has joined us online so we can hear from him before the Planning Commission considers any motion regarding the Extension Request.

Mr. Murphy stated that they have had a change in making the Request. They are actually looking to withdraw the Request at this point. We have reviewed our plans and realized that we have made some changes that are going to require Planning Commission approval as opposed to just an Administrative Review through the Planning Department.

Mrs. Melson-Williams stated that with the Request to withdraw, if you do not achieve Final Plan Approval, pull Permits and commence construction by the end of October, meaning October 31, 2026, that previous plan approval from the Planning Commission will expire and any new attempt for development will be required to resubmit another new application for review. Responding to Mrs. Melson-Williams, Mr. Murphy stated that is understood. Some of the changes that we have made are going to require the Planning Commission to review again anyway; so, we will plan to resubmit for approval.

NEW APPLICATIONS

S-26-15 Tidewater Utilities: Office, Storage and Equipment Facility at 1100 S. Little Creek Road– Public Hearing and Site Development Plan Review to permit the construction and expansion on a 10.71-acre parcel for Business Offices, Material Storage, and Equipment Storage. The property includes two Office Buildings. The project proposes the construction of a 17,572 SF Office/Storage Building and a 7,200 SF three-sided Equipment Garage on the southern portion of the property, and other site improvements. Additional site improvements also include the installation of a 6-foot-high chain-link security fence with barbed wire and two north gate entrances located behind the existing front Office Building. The property is zoned IPM (Industrial Park Manufacturing Zone). The property is located on the south side of South Little Creek Road and west of State Route 1. The owner of record is White Marsh Environmental Systems Inc. c/o Tidewater Utilities, Inc. Property Address: 1100 S. Little Creek Road, Dover DE. Tax Parcel: ED-05-077.12-01-03.00-000. Council District 2. *Waiver Requested: Partial Elimination of Upright Curbing*. *For Consideration: Performance Standards Review Application.*

Representative: Mr. Mike Riemann, Becker Morgan Group; Mr. Brian Carbaugh, Tidewater Utilities, Inc.; Ms. Tawanda Preister, Tidewater Utilities, Inc.

Mr. Dewey stated that this is application S-26-15. It's a project for the Tidewater Utilities Office, Storage and Equipment Facility Site Development Plan. It is located on the south side of S. Little Creek Road and west of the Delaware Route 1 overpass at 1100 S. Little Creek Road. The property is currently zoned IPM (Industrial Park Manufacturing Zone). The Site Plan is shown on the screen; the project is proposing to add two buildings to the southern portion of the lot occupied by Tidewater Utilities. This is in order to expand the capacity of their services while the existing structures in the northern portion of the parcel which currently has the use of an office building and office annex building continues to house Tidewater Utilities. That remains

unchanged with this project. The overall total project area is proposed to encompass about 3.86 acres. The construction for the Tidewater Utilities site includes a 17,572 SF office/storage building and a 7,200 SF three sided equipment garage on the southern portion of the property that will be in the rear of the existing structure for the service area. The Site Plan for the south side of the property where both new buildings will be built also includes several features. There are going to be six material storage bins, two vehicle washout areas, an employee training space in the back and an outdoor seating area a little bit between both of those parking lots. It also allocates areas for concrete and asphalt paving along with the dedicated stormwater management pond. It is not disclosed yet whether a wet or dry pond is established but Planning Staff will follow-up through Check Print approval. Altogether, this total of the new square footage of the buildings on the site equals 41,800 SF and altogether in terms of impervious surface coverage on the lot is 80,407 SF which is about 34% impervious surface coverage on the lot for the Tidewater Utilities Building and its site improvements. The proposed impervious surface coverage, as he just said is well in accordance with the IPM (Industrial Park Manufacturing Zone) bulk requirements that is outlines in the *Zoning Ordinance* in Article 4. The Site Plan also features the construction of a six foot chain link security fence with barbed wire wrapping around the entire campus, starting in the front and wrapping around the back. The southern portion of the parcel contains non-regulatory wetlands. Planning Staff recommends that the security fence be relocated out of any wetland area that is designated. That is noted in the DAC Report to the Planning Commission for reference. The applicant will need to identify on the Site Plan the size of the wetlands to confirm any required wetlands setbacks. He just wants to clarify that the fence cannot be put in such wetlands which are outlined in the *Zoning Ordinance*. In terms of zoning overview as he said before, the property is zoned IPM (Industrial Park Manufacturing Zone) which permits this current use of business offices, material storage and equipment storage. In terms of the parking overview, there are to be about 23 new parking spaces. So this includes two new ADA handicapped parking spaces. Two proposed loading spaces are to be located in the rear of the site behind the front office buildings that are already there in the work yard area. Regarding the bicycle parking, there is going to be about 7 proposed spots with there being three located at the Annexed Office and four of them at the new Office/Storage Building. The site also has requirements for lighting, sidewalk, curbing, and dumpster requirements which can be read in the DAC Report. In terms of landscaping, the tree planting requirement for this site is based on the designated development area in the southern portion of the property. There are existing trees on the property that are located in the northern areas of the property. So that includes existing trees around the Office Building and the Office Annexed Building which are noted on the Landscape Plan. This project also consists of a total development of 3.86 acres of land so that would count towards whatever they are going to develop in the project area for the trees and it also contains about 32,100 SF of existing woodland area. Based on that calculation, there would be about 56 trees required which is indicated in the Site Plan and the Landscape Plan for this project proposes 51 new trees. So there are 56 trees required. There are 51 new trees proposed and five of them will be retained for compliance. In terms of items for consideration, we have a Waiver Request for the partial elimination of upright curbing. The applicant is requesting a Waiver for a partial elimination of upright curbing along three key sections of the Site Plan. The front entrance driveway is one of them, the southern back end of the paved storage area is the other, and the northern end of the proposed Office/Storage Building parking lot is the third one. The applicant does believe that the Waiver is necessary because the proposed site is designed to let rainwater flow smoothly off the pavement and directly into nearby drainage ditches or swales

and retention ponds. Overall, installing curbing would create a barrier that blocks the natural run off from happening. Planning Staff grants conditional approval of the Waiver Request to partially eliminate the requirement of the upright curbing because of the reasons just stated. We also have a Performance Standards Review Application. As part of this Site Plan proposal, a Performance Standards Review Application is required to accompany this plan submission for review and approval. This document very well explains that the facility will control potential nuisances such as noise, dust, odors or hazardous materials to meet the City's zoning requirements in the *Zoning Ordinance*. The applicant's Performance Standards Review Application for this specific Site Development Plan indicates how the proposed development would restrict the emissions of dangerous and objectionable elements detailed in Article 5, Section 8.5 of the *Zoning Ordinance* for Dover. Planning Staff recommends approval on the Performance Standards Review Application as submitted finding that the proposed project is not expected to involve dangerous or objectionable elements with its office/storage operation and activities. The DAC Report continues with comments from other regulatory agencies that are worth noting from the Department of Water/Wastewater, Electric, Fire Department, DelDOT, Kent Conservation District, and the Dover/Kent County MPO. For the Department of Water/Wastewater, a recommendation was put forth for as-built plans to be required prior to the issuance of the Certificate of Occupancy. From the Electric Department, they are just asking that the applicant coordinate with the engineering team with the installation of electric services that are needed. From the Fire Marshal's Office, there are common notations but the big one is for there to be an address for the new Office/Storage Building on the property. It is going to need to be confirmed with the City's Tax Assessor's Office and GIS Sections in the coordination with the Fire Marshal's Office. For DelDOT, they just really want to have scheduled a formal Pre-submittal Meeting with DelDOT Officials. The Kent Conservation District indicates whether the stormwater management area will be a dry or wet pond as a Sediment and Stormwater Management Plan is required. Lastly, the MPO encourages the incorporation of the crosswalks in parking lots and at the property entrance.

Mr. Riemann stated that the Planning Staff always does such an excellent job of summarizing it and he doesn't want to be repetitive about the application. He thinks everything was well stated there but he does want to give just a little bit more high-level color as to the impetus behind this project and maybe a little bit more color. He will start with the fact that this property was rezoned to IPM (Industrial Park Manufacturing Zone) about two years ago. So, it is zoned Industrial and that is consistent with the area and surrounding uses. This is essentially Tidewater Utilities' headquarters in Delaware. The color rending is a little bit better image. You can see what is sort of existing and what is not. What you see at the front of the site is a couple of office buildings that access S. Little Creek Road. Really what drove the reason for this project was COVID. During COVID, one of the things that was discovered is really this impact on the supply chain. With water being a critical need and resource for our community, they found that it was really difficult during that time to address emergencies and deal with infrastructure issues during COVID. Tidewater made a decision that they were going to essentially create an option on their property so they could have materials and resources and things. With essentially two years of that available on the property, if there was some type of emergency or some type of catastrophic issue, they could react and react quickly and ensure that people have water supplies. That is really what drove this project and why you are seeing that today. In addition, Tidewater has a lot of these facilities kind of scattered throughout the community in other parts of the County and

this would allow them to consolidate some of that right here on this property. That's what's driving it and that's where it's coming from. The larger building that you see at plan north is really mostly a warehouse and a little bit of office. They do have some personnel in that middle larger building with the green roof that would be relocating to that building. It's not really adding a lot of new personnel to this Campus; this is more about storage supply, availability of materials and resources, and meeting its existing program than it is adding lots of people. We really aren't going to see a big influx of people although they are growing like any company so there could be some, but that's not really what's driving this. Also, this would provide an opportunity for some training. The green area that you see between the parking lot and the pond shown in the blue, is an area for training which is obviously important to them. This will provide them the ability to do that here. The narrow tan looking structure is an open storage that would just be materials but it would be covered and open so they can store various pipes, hydrants, and fittings and all of the things that water supply companies would need. The site would be fenced as was stated. The fence is a little bit tough to see on this graphic, but you can see the red line that goes around a majority of the site. There would be gated access from behind the front building which is really the public access point. They do get some public that come into that building to pay bills and things like that, but really the site is not intended to be a publically accessible property. That back portion would be fenced obviously for security reasons and what have you. Sort of related to the Curb Waiver, part of the reason curbing and those things are required especially in retail commercial centers is really having that sort of separation from vehicular traffic as a safety thing. This is not a public facility. This is fenced; it's private so it doesn't serve the same purpose here. By eliminating that we can more adequately address drainage to our stormwater facility in the back. There is a walking path that is currently in that area right now, which is for the benefit of the employees. Our intent is to have that remain and just realign it in a couple of locations so that it can still be something used by the staff that work there. The architecture shown on the screen is consistent with the existing facilities that are there. This is really a functional utility and administrative aesthetic which utilizes a combination of tan vertical siding and then you can see the brick watertable around the perimeter, and similar metal roofing to what you see on that campus right now. We do have a parking facility shown for additional parking needs that might be necessary. The property does meet fire ingress and egress. Typically, when you have gated access like that, we work with the local Fire Department to have Knox Box emergency access so that they can get back into the facility. Because it's over 10,000 SF, it would have an automatic sprinkler system as well.

Mrs. Maucher stated that Mr. Dewey mentioned truck rinsing and truck washing; is that just knocking off dirt off the trucks or is that rinsing anything off? Also with that, is that water collected and recycled or what happens with that wastewater? Responding to Mrs. Maucher, Mr. Riemann stated that it's just basic knocking dirt off trucks. A lot of their trucks go out on job sites and things like that.

Mrs. Maucher stated that she knows that they work with some chemicals for water treatments so she didn't know if that would be involved as well. Responding to Mrs. Maucher, Mr. Carbaugh stated that the clean station is just for our trucks that are out working in the dirt and digging up pipelines. When they come in, they will sometimes want to hose that off and clean the truck off. The intention that they are looking at is some kind of a dirt trap that would trap the bulk dirt and the rest of it would flow off to the stormwater management pond and be discharged as

stormwater.

Mrs. Denney stated that she is thinking about how many trucks a day and how big these trucks are. Responding to Mrs. Denney, Mr. Riemann stated that it would be a couple of dump trucks and pickup trucks.

Mrs. Denney stated that they are really bringing or picking up supplies and things to take out to construction sites, which is of course where they would possibly feel the need to be washed. Do the supplies that come to you come on dump trucks or on a tractor trailer? How big are the trucks that come in to deliver your supplies to you? Responding to Mrs. Denney, Mr. Riemann stated that it would be tractor trailer, like a flatbed type tractor trailer. We may get some of them now on occasion to visit the site. It's no different than what is there now.

Mrs. Denney stated that part pretty much won't change. Responding to Mrs. Denney, Mr. Riemann stated no.

Mrs. Denney stated that the amounts or the number of runs from different sized trucks and the amounts of supplies that are delivered is not expected to change. You are not really enlarging the facility to have greater capacity of storage, or are you? Responding to Mrs. Denney, Mr. Riemann stated yes, there would be a little more. He doesn't know that he has an exact number. They get some of that now but there would be a little bit more because they are going to have more supplies in here. But a majority of this facility is really storing a surplus of supplies in case there is a need, so they don't have to rely on the suppliers and the supply chain. The area where you are is kind of adjacent to the highway and is fairly remote anyway. That is not to say that there is not anyone living out in that direction. The main roads back there where they would come off of the highway or from Route 13 are already existing. Other than that, DelDOT might make you have some kind of ingress or egress or something to change for turning in but it's pretty much going to remain the same. Responding to Mrs. Denney, Mr. Riemann stated that they don't anticipate that changes are going to be necessary at the entrance. Of course, they will work with DelDOT as part of the construction permit process. The road out front is a major collector and it's got shoulders out there now. The radiuses out on the entrance are sufficient. If DelDOT requires some changes as a part of their review, obviously we will make them, but we are not anticipating them at this time.

Mrs. Denney stated again that it sounds like the water discharge and wetlands and all of that is already being addressed and will show up when this becomes a formal plan. Responding to Mrs. Denney, Mr. Riemann stated that is correct. One of the recommendations in the Staff Report had to do with relocating the fence outside of the wetland area, which is fine. That will be a change as part of the Final Plan.

Mrs. Denney opened a public hearing.

Mr Zach Prebula – Kent Economic Partnership 555 Bay Rd Dover, DE 19901
Mr. Prebula stated that they are the economic development organization in Kent County. We focus on business attraction and also support local businesses here. Tonight this is a great example of a local business looking to continue and grow their operations here within the City

and looking to continue to support and provide the best service they can to the local customers and residents of the City. For those reasons, we ask that you please support this project and help this company expand.

Mrs. Denney closed the public hearing.

Mrs. Maucher moved to approve S-26-15 Tidewater Utilities: Office, Storage and Equipment Facility at 1100 S. Little Creek Road inclusive of the Performance Standards Review Application and also confirm Staff's approval of the partial elimination of upright curbing, seconded by Dr Jones and the motion was caried 8-0 by roll call vote with Mr. Lewis absent. Mrs. Maucher voting yes; based on DAC comments. Mr. Baldwin voting yes; based on Staff recommendations and DAC comments. Dr. Jones voting yes; based on reasons already stated. Mr. Reaves voting yes; for reasons previously stated. Mrs. Welsh voting yes; for reasons previously stated. Mr. Roach voting yes. Mrs. Williams voting yes. Mrs. Denney voting yes; for reasons previously stated as well as the fact that she thinks it's a very necessary expansion for Tidewater and they are willing to accommodate our regulations and definitely we need to support our businesses.

NEW BUSINESS

MI-26-11 2019 Comprehensive Plan – 2025 Annual Report on Implementation

Mrs. Melson-Williams stated that included in your packet is a chart document. This is MI-26-11 where we are tracking the *2019 Comprehensive Plan*, and specifically the 2025 Annual Report on Implementation. Given that we had Staff available, Mr. Dewey has been working on this in our reporting that is required by the State Planning Office on how we are doing on implementation of the City's *Comprehensive Plan*. "We" means more than just the Planning Office. What we have done is, if you recall, your *Comprehensive Plan* has all kinds of topic area chapters. Certain topic area chapters are formatted in the *Comprehensive Plan* with a series of Goals, Recommendations, and Action Items. In looking at this table, for example, on this page this is part of the Natural Resources and Environmental Protection chapter. You can see the Goal and then each numbered Recommendation and then the bullet point items were kind of tasks to achieve those Recommendations and Goals. The third column on the chart is where we are reporting on implementation status of each of these items. If you read through this, it provides a lot of information about what the City has been doing in recent times, specifically focused on 2025 activities but some included into 2026. So, this goes through all of the chapters. Specifically if there is any particular questions, Staff is here to try to answer those for you. But what this will do is when it comes this time next year, we will have a good format to continue reporting on activities associated with the City's *Comprehensive Plan* as well as help us in years to come when the next time rolls around for a Comprehensive Plan update. She is not going to read through all of this. There is a whole series of pages; all 21 pages to get through and all of those Recommendations and Goals. She will note that this does not focus on specifically Chater 12 which is the Land Development Plan which tells us where various land uses should be located throughout the City or in the Annexation Chapter. But it's those other topic area chapters where the various Recommendations may be policy decisions, recommended studies and actions by the City in regards to those matters.

Mrs. Maucher stated that she noticed that there is some lovely colors in it like green, red, and yellow, which to her have certain connotations. So, does green mean we are doing well? Yellow means we need to work a little harder? Responding to Mrs. Maucher, Mr. Dewey stated that he is the author of this document with reviews from Mrs. Melson-Williams, Mr. Lyon, as well as Mrs. Townshend who is a Rossi Group consultant helping with this. So the different colors doesn't necessarily speak to how we are doing statistically. He would look for that in the quality of the report. That is a good observation Mrs. Maucher but, unfortunately, no. I'm not at the liberty to say which areas we're doing well or not because he doesn't know all of those areas; he is four months in. He did this report with the best of his knowledge with the use of the internet too. Some things to be mindful of is that this timeline of everything in this project or in this document or report strictly applies to metrics of the calendar year of 2025. So that is January 1, 2025 all the way to December 31, 2025. He misspoke there. Everything in the calendar year 2025, only applies to the Housing Chapter on the CDBG funding update. So that is going to be on the yellow portion. CDBG stands for Community Development Block Grant, a program that we have here at the City of Dover. Now everything else is covered under Fiscal Year 2026, which is from July 1, 2025 all the way to June 30, 2026 which encompasses things like the hydrogen ordinance and everything. It doesn't spell out data centers or anything, but it does spell out things that we have been doing like Capital Improvement Projects, things that we have been doing with housing, as well as things that we have been doing with walkability too.

Mrs. Maucher stated that with the State Planning Office, do they acknowledge the report? Do they approve it? What's the role of the State Planning Office when this goes to them? Responding to Mrs. Maucher, Mrs. Melson-Williams stated that the role of the State Office of Planning Coordination, is that is the entity that we need to report to. They utilize this information from jurisdictions across the state, to actually this Fall, to issue a report to the Governor. Timing wise, we're about that time of year when that gets issued. She is not sure if they have posted that as of yet but it gives a kind of point in time as to what jurisdictions have been working on. Accompanying this chart was a questionnaire that we had to answer with where do we need technical assistance. So, it's an opportunity for that option as well. It's really a reporting function. The fact that the City is required to complete a *Comprehensive Plan* is actually established by Delaware Code. Delaware Code has specific requirements for that *Comprehensive Plan* in it and she believes that it probably also references this reporting segment that we have to do annually as well.

Mr. Dewey stated that one portion that we did note that we would like clarification on was those related to affordable housing such as SB 23 and HB 450 clarification and guidance going forward on what affordable housing means in Delaware and for City of Dover, and as well as guidance on how to move forward with data center ordinances.

Mrs. Denney stated great job. Sometimes these things can be really difficult for us. Having managed a town and have been on the County's Board of Adjustment, it's a little easier for her but she can appreciate how it can be. She thinks it's well done and it's not overdone. To hear, some of the most important parts, like it's not the first time she has ever seen them but it's so sorely needed as far as she is concerned, are the recommendations for promoting safe, livable neighborhoods through enforcement of city codes because that is always a hard one. Sometimes they are only enforced if there is a complaint and things like that. Excellent job, Mr. Dewey.

Mr. Dewey stated that he also wanted to note that we did supply the Historic District Commission with, he believes Chapter 6, which is the Historic Preservation Chapter and so they were able to get a copy of that since they are the ones who are in charge of somewhat implementing that. They were interested in terms of doing some type of historical workshop in terms of promoting the historic nature of the City of Dover.

Mrs. Denney stated that's near and dear to her heart. She lived in a historic house and her house now is historic as well. She thinks the historic architecture here is wonderful and it's interesting. She's now eleven but when my granddaughter was three years old, I picked her up from daycare across from Bayhealth and one other child that lived next door to her. They were in the car and as we were driving down State Street to my house, she said to the little girl, "look up and see our historic architecture." She thinks it's important and it's important that we preserve it as best we can. So, thank you and job well done.

Mrs. Melson-Williams stated that the Planning Commission doesn't need to take any specific action on that report. We just thought it was helpful since we spent a lot of time on it. It would be helpful for you all to kind of see progress related to the *Comprehensive Plan* and to kind of remind you of some of the overarching goals for the City.

Mrs. Maucher asked if this was a public document that's available on the website. Responding to Mrs. Maucher, Mrs. Melson-Williams stated that it is a public document. Right now it is in your meeting packet; however, we do have a part of the Department of Planning & Inspections page and there is one on the *Comprehensive Plan.* So, we can probably work to get that document also added to that page.

Annual Meeting of the Planning Commission (Nomination and Election of Officers and Appointment to Subcommittees)

Mrs. Melson-Williams stated that at this point, you are a fully appointed body. Each year there are three seats that come up for appointment and/or reappointment. All of those have been completed so you are a fully seated Commission at this point. Per your Bylaws, July is supposed to be your Annual Meeting where you elect officers and that's your Chair and Vice Chair positions. The Bylaws do talk about the recording and corresponding secretary. It has been the practice that there's a designated member of Staff that handles that for you as the Planning Staff is kind of the keeper of your records and for acceptance of applications and such. So, the election for officers for the Planning Commission is part of your Bylaws and that is an election process where nominations for each of those positions are made and there is a vote on them. There is one limitation that the Chair and the Vice Chair are limited to four consecutive one-year terms. Once you've served four, you must rotate off and then you can certainly return to one of those positions after vacating it for a period of one year. We do not have that problem because your current acting Chair, the current Vice Chair has not been in that position for that long. The other thing about the election of officers noted in your Bylaws is that election shall be held by secret ballot. In the past, you have made a motions to suspend that task, opting for a voice vote in voting for the positions. So, if there are no questions, then you can certainly have the Acting Chair accept motions for the position of Chair and then also motions for the position of Vice Chair for the Planning Commission.

Mrs. Denney stated that at this point, especially when we have virtual people here as members, it probably, although she's sure that there is some way that electronically they could send something to Mrs. Melson-Williams, it might be easier if we just had nominations rather than try to do a ballot kind of secret thing. Obviously, it is up to all of you. Are there thoughts or a motion on how we want to go about making nominations for Chair and Vice Chair?

Mrs. Welsh moved that we dispense it in this instance with the ballots and do a voice vote, seconded by Mrs. Maucher and the motion carried 8-0 by voice vote with Mr. Lewis absent.

Mrs. Maucher nominated Mrs. Denney for Chair, seconded by Mr. Reaves.

Mrs. Williams moved that nominations for Chair be closed.

Mrs. Maucher nominated Mrs. Denney for Chair, seconded by Mr. Reaves and the motion was carried 8-0 by voice vote with Mr. Lewis absent.

Mrs. Denney nominated Mrs. Welsh for Vice Chair, seconded by Mrs. Maucher.

Mrs. Welsh declined the position.

Dr. Jones asked if we know if Mr. Michael Lewis is receptive since he is not here or can we not do that? Responding to Dr. Jones, Mrs. Melson-Williams stated that Mr. Lewis is traveling but she's thinking that he would be okay with it because of how he mentioned he would be traveling to me and whatever happens.

Dr. Jones moved to nominate Mr. Michael Lewis for Vice Chair, seconded by Mr. Reaves and the motion was carried 8-0 by roll call voice with Mr. Lewis absent.

Mrs. Melson-Williams stated that she will quote from his email when he let me know that he would not be attending because she believes he is actually abroad in his travels; so we will hear about that later. He said "also if the officers for the next year are elected during this meeting, I am fine with whatever the group decides." So that is directly from his email that he sent to Staff regarding his attendance at this meeting.

Mrs. Melson-Williams stated that the other item associated with your Annual Meeting is the Architectural Review Oversight Subcommittee. Previously, you had placed Mrs. Welsh and Mr. Roach and then there's a seat for the Mayor or his designee on that Subcommittee. That Subcommittee also is to consist of two design professional members. Staff is still trying to confirm whether the two who have previously served, Dr. RJ Chandler and Ms. Sarah Keiffer, if they are interested in continuing with that Subcommittee. She will note in her time here, she thinks it has met twice. So it does not have to be taken advantage of a lot in order to call a meeting with that group, but it is part of our Code. So, Planning Staff will certainly report to you at a future meeting should we receive confirmation of those design professionals.

PUBLIC COMMENTS OPPORTUNITY

Mr. Roach stated that for the Subcommittee, he knows that they have been on it but do we need to make it official? He knows you said we've been on it for the last couple of months, but due to this being the official meeting, do we have to vote on it to put in on record? Responding to Mr. Roach, Mrs. Melson-Williams stated that previously she thinks that there was some indication that both you and Mrs. Welsh were willing to continue and she thinks that is actually in record. There was also direction for Staff to reach out to the previous members, so she thinks we are okay.

Dr. Jones stated to Mrs. Melson-Williams, in her spare time, would you consider or would the Planning Office consider going back to the quarterly meetings? She thinks they were quarterly. Those were very helpful for the members of the Planning Commission. Responding to Dr. Jones, Mrs. Melson-Williams stated that she thinks they can look into that with the start of 2027. What she is referring to is in the past, the Planning Commission had a Quarterly Workshop Meeting. It was held actually during the day, over the lunch hour timeframe, so those who may still otherwise be employed, could perhaps attend at least part of it during their lunch hour. We provided a little lunch at that time. It's probably been about six years since we had one of those, but we could certainly look to go back to that and discuss that with our management staff. She believes it was held in the second month of each quarter. Since we are coming into November/December timeframe, perhaps in the new year would be appropriate to restart. Certainly if your regular meeting is light on agenda items, we can do some training opportunities as part of that. That's really what the workshop session was. It wasn't action on any particular application. We brought in speakers in the past or when we were working through the *Comprehensive Plan*, we did some education about that specifically. She thinks in the past we did a survey at one point that had a bunch of topics and which one do you want to hear about. We can kind of resurrect that and see where we go from there.

Dr. Jones stated that she thinks that would be a good idea. There of course may be some questions that Planning Commissioners may have that are not appropriate for this setting.

Mrs. Maucher stated that she knows there have been a lot of changes at the State level that will affect what we do and understanding those changes, she thinks is very important.

Mrs. Denney stated that she has always enjoyed having workshops like that. She thinks sometimes you think, oh I've been doing this for so long I know it all and then you realize how much you don't know when you have these workshops. She feels like, especially now there is so many things that the State is addressing and changing and so she thinks perhaps even at some point we could have somebody from the State speak to us. But she thinks it is an excellent idea and she would certainly make herself available.

Mr. Reaves stated that he wanted to ask a question. This is regarding the notification of a plan or a development project. When it's within the proximity of another residence or another establishment, there is a notification requirement. If you have a community that is impacted by that development, that community as a whole could need to be notified as to a project that's going to impact the entire community and not just one house in a community. How can we make that the rule? Responding to Mr. Reaves, Mrs. Melson-Williams stated that currently, the public

notice requirements of certain application types is actually spelled out in the *Zoning Ordinance.* It is a distance requirement of 200 feet from the subject property boundary and then there is also to reach the broader public, the legal ad in the local newspaper and then for certain types of applications, the physical posting sign, which is the bright yellow sign that is on the location meant to capture those that might be passing by. The current Code does not establish a rule for if it's within 200 feet of a couple of parcels in say a subdivision that the entire subdivision is then notified. That is not how it is currently written in code. She is not familiar with any at least local jurisdiction that uses that if it hits a certain subdivision neighborhood that you would notify all members. She thinks the intent of the *Zoning Ordinance* right now is that the "greater public" we will call it should be reached by the legal notice, the physical posting (sign) and then of course the requirements for posting of meeting agendas. Our meeting agendas are physically posted here in City Hall. There is a bulletin board of all of the meeting agendas and then with the online presence on the City's website. All of the applications that are before all of our agendas are posted online as well. It is certainly something that we could research, but she is not sure how it could be fairly implemented, especially in a community that is basically developed over the last 200 years.

Mr. Reaves state his intention is that if the community is represented by a management company, as a minimum, the management company should be notified when that impacts the community that they represent because the common interest community does not necessarily get notice, but they could be severely impacted by a project. Responding to Mr. Reaves, Mrs. Melson-Williams stated that basically the notice goes to the listed property owner address that is of record in the City's tax records.

Mrs. Denney stated to correct her if she is wrong, if it's more like a new and upcoming development, the notices that are posted would go to the management office because they are still developing. Responding to Mrs. Denney, Mrs. Melson-Williams stated that it goes to whatever entity that is listed on the tax records, which may or may not be the local person in the office management.

Mr. Reaves stated that for just a little perspective. In his particular community, we have an apartment complex that was due to be built across from our community but that project impacts the entire community because it has implications on our traffic patterns. So, what happens is the closest house to that project will get notified, but the impact is to the entire community. He feels like other communities which are represented by a management company or a common interest community could be impacted by a project but only one individual house may be notified. That could be a big miss and he thinks to benefit the community, at least when we impact a neighborhood or development, the management company as a minimum should be notified and possibly the closest 200 feet property that might be in that community. But the management company, which all houses subscribe to, should probably be notified. So if we can research how to add something like that for a represented community just to get the notification to the management company, he thinks that would be helpful.

Meeting adjourned at 9:37 PM.

Sincerely,

Kristen Mullaney
Secretary

The ***Institute for Public Administration*** *presents*

Local Government Impacts: Delaware SB23 & HB450



COURSE INSTRUCTOR

Max Walton, Esq.

Partner, Connolly Gallagher LLP.

Nov 18, 2026
10:00 a.m. to Noon

Kent County Levy Court

Chamber
555 S Bay Rd, Dover, DE 19901

Free to Register

Donations to the Jerome Lewis Director's Fund are encouraged

Register Online

www.ipa.udel.edu/events

Delaware Senate Bill 23 (SB 23) and House Bill 450 (HB 450) are major 2026 legislative initiatives aimed at addressing housing affordability, supply, and land-use development rules. Both Bills aim to ease zoning restrictions, streamline infrastructure planning, and change traffic impact requirements.

This training will cover how SB23 and HB450 might affect counties and municipalities in Delaware.

Contact Jennifer Reitz (jreitz@udel.edu) with questions about this event.

UNIVERSITY OF DELAWARE
BIDEN SCHOOL OF PUBLIC POLICY & ADMINISTRATION

2026 DELAWARE PLANNING CONFERENCE
& ANNUAL MEETING

Life, Liberty, and the Pursuit of Land Use



When:

Wednesday, December 9, 2026

8:30 AM to 4:30 PM

Location:

Bally's Dover Casino Resort

Rollins Center

1131 N. Dupont Hwy, Dover, DE 19901

APA DE American Planning Association Delaware Chapter

Creating Great Communities for All

Conference Registration Rates (Credit Card Only)	
APA and APHA Members:	$ 120.00
Non-members:	$150.00
Elected & Appointed Officials / Retirees:	$ 90.00
Students:	$ 35.00

Click Here to Register

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Conference and Meeting Agenda

8:30 AM	Registration, Continental Breakfast, & Networking
9:00 AM	**Welcome & Opening Remarks: Michael Tholstrup**, AICP, DE-APA Chapter President; **Tricia K. Arndt**, AICP, Coun-
9:15 AM	**Keynote Address: Beth Osborne**. President & CEO of Smart Growth America (.5 CM)
9:45 AM	**The Future of Local Control in Land Use** (1.25 CM)
11:15 AM	Break Out Sessions: 1) **Planning Ethics Jeopardy:** (1 CM-Ethics) Or 2) **Planning for Community Health** (1 CM)
12:15 PM	**Lunch, Annual Meeting, Awards**—featuring Keynote **Andy Boenau**, City of Richmond, VA Dept. of Transportation. (.5 CM)
2:15 PM	**Behind the Cloud: Planning for Data Centers** (1 CM)
3:30 PM	**Law Review for Planners: Max Walton**, Attorney and Partner at Connolly Gallagher (1 CM-Law)
5:00 PM	Post-Conference Social/ Networking Event at Grotto's (Dover Location)

Click Here for More Information on Sessions, Speakers Information, and Registration.

From: Hasan Almashhadani
To: Melson-Williams, Dawn
Cc: Kevin Yezdimer; Gabe Cheung
Subject: EXTERNAL: RE: Project Status and Potential Request for Extension Site Plan S-24-19 Legislative Hall Building Addition
Date: Thursday, November 5, 2026 1:40:24 PM
Attachments: image006.png
Project Contact List.pdf

You don't often get email from halmashhadani@kleinfelder.com. Learn why this is important

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dawn,

On behalf of the project team, we're requesting a one-year extension of the Planning Commission's conditional site plan approval for S-24-19 Legislative Hall Building Addition, originally granted in November 2024.

The team has continued working with the reviewing agencies toward Final Plan Approval, and the extension will allow us to finalize the site plan, obtain permits, and begin construction.

Please include this request on the November 16, 2026 Planning Commission agenda.

An updated project contact list is attached, and the current site plan check print can be accessed here: LegHall Addition Site Plan

Let me know if you need anything else.

Thanks,
Hasan Almashhadani
Staff Professional I

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10 Corporate Circle, Suite 300
New Castle, DE 19720
d| 302.286.7700
o| 302.525.6022



From: Melson-Williams, Dawn <DMelson@doverde.gov>
Sent: Tuesday, November 3, 2026 4:49 PM
To: Bret Martine <bmartine@kleinfelder.com>; Gabe Cheung <CheungG@studiojaed.com>; Coverdale, Jennifer (OMB) <jennifer.coverdale@delaware.gov>
Cc: jsabatino@sitestudiosinc.com; bmorgan@sitestudiosinc.com; KYezdimer@kleinfelder.com
Subject: Project Status and Potential Request for Extension Site Plan S-24-19 Legislative Hall Building Addition

Project Team:

RE: S-24-19 Legislative Hall Building Addition

In checking for potential plan expirations, it has been discovered that Application S-24-19 Legislative Hall Building Addition was originally reviewed and granted conditional approval by the Planning Commission back in November 2024. This would mean that Final Plan Approval, Permits and construction must commerce for the project by November 30, 2026. The project can seek a one year extension of that Planning Commission approval by making a request in writing. Please submit the request in writing by 9:00am Friday, November 6, 2026 so that it may be included on the Agenda for the November 16, 2026 Planning Commission Meeting. If an extension is not sought and granted, the conditional plan approval will expire and the proposed development will be subject to a new application submission and review process. We do note that a Revision to the associated HI-24-07 Application to the Historic District Commission was reviewed in July 2026 for the revision on the West Entrance ADA Ramp. However, the overall Site Plan is coming up on its expiration.

The written request may be submitted electronically via email to the Planning Office. Let me know if you have any questions.

Also please ensure we have the correct project contacts as we are aware of changes in the project team members. We are aware that work continued on some aspects towards finalizing the Site Plan witvarious agencies. In checking our records, it also appears that the previous links to the submitted Check Print of the Site Plan can not be accessed by the Planning Office for review. Please note my updated email address as dmelson@doverde.gov.

Dawn Melson-Williams, AICP
Principal Planner
City of Dover, Delaware
Department of Planning & Inspections
(302) 736-7196 Planning Office phone
(302) 736-4217 fax
dmelson@doverde.gov

Please note: My email address is changing from dmelson@dover.de.us to dmelson@doverde.gov. Please update your records accordingly.

Thank you for your email. Please be advised that the City of Dover email domain has changed to

@doverde.gov as part of our ongoing efforts to improve communications. Our new domain is part of a long-range initiative to increase security and by switching to a .gov domain it provides further assurance to the public that the communications received from @doverde.gov is official, trusted information. Messages sent to our old email addresses will still be received until the conversion is completed. Kindly update your records accordingly, we appreciate your attention to this update.

City of Dover

DATA SHEET FOR SITE DEVELOPMENT PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF NOVEMBER 04, 2026

PLANNING COMMISSION MEETING November 16, 2026

Plan Title:	Cold Storage Warehouse at 451 Garrison Oak Drive Garrison Oak Business & Technology Center – Lot 8 S-26-16
Plan Type:	Site Development Plan
Associated Application:	Variance Application V-23-05 (Approved by Board of Adjustment)
Property Owner:	City of Dover
Applicants/ Equitable Owner:	SLS Equity Partners
Location:	South side of Garrison Oak Drive
Address:	451 Garrison Oak Drive
Tax Parcel:	LC-05-068.00-02-08.00-000
Site Area:	Lot 8: 11.30 acres +/-
Zoning:	IPM-2 (Industrial Park/Manufacturing Technology Center) SWPOZ (Source Water Protection Overlay Zone): Tier 2 Primary Wellhead Protection Area
Present Use:	Vacant
Proposed Use:	Warehouse
Sanitary Facilities:	City of Dover
Water Supply:	City of Dover
Waivers Requested:	Partial Elimination of Upright Curbing Reduction of Parking Requirement
For Consideration:	Performance Standards Review Application

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: NOVEMBER 04, 2026

APPLICATION: Cold Storage Warehouse at 451 Garrison Oak Drive, Lot 8 Garrison Oak Business & Technology Park

FILE #: S-26-16 REVIEWING AGENCY: City of Dover Planning Office

CONTACT PERSON: Christopher R. Salzano, AICP PHONE #: 302.736.7196

I. PLAN SUMMARY

This is a Site Development Plan to permit construction of a 165,000 SF Cold Storage Warehouse with associated site improvements. The site is located at Lot 8 of the Garrison Oak Business & Technology Center. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) and partially subject to the SWPOZ (Source Water Protection Overlay Zone: Tier 2 Primary Wellhead Protection Area). The property of 11.30 acres is located on the south side Garrison Oak Drive. The owner of record is the City of Dover; and the equitable owner is SLS Equity Partners. Property Address: 451 Garrison Oak Drive. Tax Parcel: LC-05-068.00-02-08.00-000. Council District 3.
This plan was previously reviewed as S-23-20 Cold Storage Warehouse and granted Conditional Approval by the Planning Commission on 11/20/2023 and achieved Final Plan Approval. Extension expires on November 30, 2026 and it is seeking reapproval.

Garrison Oak Business & Technology Center (Garrison Oak Technical Park)
The Subdivision Plan to layout the lots, street network, and other infrastructure was reviewed as the Garrison Oak Technical Park (Application SB-09-06) to establish fifteen (15) individual lots and residual open space from two parcels totaling 381.84 acres +/- on a tract known as Garrison Oak. The Planning Commission reviewed and granted conditional approval of this proposed Subdivision Plan for the Technical Park in January 2010 and September 2010 with the Record Plan recorded in May 2012. Construction of infrastructure and the road network of Garrison Oak Drive then commenced.

Within the Garrison Oak Business & Technology Center (previously known as the Garrison Oak Technical Park), several lots have already been developed through the Site Development Plan review process. Application S-10-01 completed the subdivision of Lot #15 and its development as the Dover Sun Park. A Site Development Master Plan application (S-12-03) and Performance Standards Review Application (MI-12-21) along with an Administrative Site Plan (S-12-17 Phase 1) approved in September 2013 was for Calpine's development of Lot #7 as the Garrison Energy Center. Site Plan S-13-20 outlined the development of Lot #12 for the Uzin Utz Manufacturing N.A.; this dry mortar plant facility consisting of an office building, warehouse, and production building opened for operation in 2015. Site Plan S-16-24 was for the development of Advantech as office with the light manufacturing facility on Lot #13. Site Plan

S-23-09 Byler's Warehouse for the initial development of Lot #2 with a warehouse/bakery building. Site Plan S-23-21 Blue Hen Disposal for the initial development of Lot 11 with an office building, truck maintenance garage and parking/storage area for collection trucks and containers. And an Electric Substation developed under S-21-08.

Preliminary Land Use Services Review (PLUS)

The Garrison Oak Technical Park Subdivision Plan application was reviewed on November 25, 2009 by the Preliminary Land Use Services as required by the City of Dover's Memorandum of Understanding (MOU). This MOU requires certain types of applications (i.e. non-residential developments of over 75,000 square feet) or specific project locations complete the PLUS Review process prior to application submission. For this specific development of GOBTC Lot 8, the size of the proposed building would have required PLUS Review per the MOU; however, a PLUS Review Waiver has been granted based on its importance as an economic development project and as per the waiver process established by House Bill 104 (29 *Del. C*. §9202 and §9203). See Letter dated October 16, 2023 from the Office of State Planning Coordination granting the waiver. Since the project concept remains unchanged, planning staff is recognizing the previous waiver of the PLUS process.

II. PROJECT DESCRIPTION

The Site Development Plan proposes the construction of a Warehouse for bulk cold storage as a 165,000 SF building. The design of the site appears to maximize the building size while also providing on-site circulation, fire lane coverage, and space for on-site maneuverability of trucks for loading activities. The Warehouse Building includes a series of truck dock bays on the south elevation with additional truck and trailer parking for the functions of this distribution facility. A portion of the building includes an office area with the car parking lot area on the east side of the building. The southwestern edge of the site is partially impacted by the Special Flood Hazard Area and the southeastern portion of the site will focus on stormwater management areas. The site will be subject to a Performance Standards Review Application to ensure the proposed use complies with Zoning Regulations.

Previous Application; V-23-05 and S-23-20

The site was granted two variances by the Board of Adjustment on October 18, 2023 to reduce setbacks related to building height and to increase the maximum lot coverage to 71% (Application V-23-05). The first Variance request was to reduce the setbacks as it relates to building height by allowing a portion of the building to be up to 100 feet in height when setback 88 feet (front yard) or 60 feet (side yard) from the property lines. The second Variance request allows an increase in the maximum lot coverage from 65% to 71% for the property.

This project, and the two Waivers requested originally was granted approval by the Planning Commission at their meeting of November 20, 2023 as S-23-20. This project was a Site Development Plan for a 165,000 SF Warehouse with associated site improvements. For Lot 8 of the Garrison Oak Business & Technology Park. The Site Plan S-23-20 achieved Final Site Plan approval Sept 22, 2025 but did not move to commence construction. The Planning Commission granted an extension in November 2025, extending the plan approval through November 30, 2026. Since construction is not expected to commence by month's end, the applicant has refiled for Site Plan consideration. Planning Commission approved the Waiver Requests for the Partial Elimination of Upright Curbing, and the reduction of Parking Requirements.

Surrounding Properties

With its location within the Garrison Oak Business & Technology Center, this property is adjacent to other undeveloped lots in the Park that are also zoned IPM-2. The neighboring parcels are not yet developed include Lot #9 adjacent on the west and Lots #5 and 6 to the east across Garrison Oak Drive. To the north, there are the solar field (Lot #15) and the energy generation facility (Lot #7) already existing to the north across Garrison Oak Drive. Along the subject parcel's southern property line is a tract owned by the City of Dover zoned ROS (Recreational and Open Space Zone). It serves as an open space area within the overall GOBTC with tree plantings and also protects a Special Flood Hazard Area (100-year floodplain) and drainage system in the area. On the next lot (Lot #3) to the south includes the placement of a City of Dover Water Tower and a proposed warehouse project S-24-11.

III. ZONING REVIEW

IPM-2 (Industrial Park Manufacturing Zone – Business & Technology Center)

Zoning Ordinance, Article 3 Section 20A lists the permitted uses, conditional uses, and other provisions of the IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) zone. In Article 3 Section 20A.16, it notes for the IPM-2 zone that the proposed use of a warehouse building as a bulk cold storage and distribution building is allowable as a type of "Warehousing, transshipment and distribution, and logistics support and trucking terminals."

SWPOZ – Source Water Protection Overlay Zone, Tier 2: Primary Wellhead Protection Area

The purpose of the Source Water Protection Overlay Zone (*Zoning Ordinance* Article 3 §29) is to provide a safe drinking water supply and to ensure that groundwater is adequately protected and maintained. This eastern portion of the site is subject to the Tier 2: Primary Wellhead Protection Area.

The following uses listed below are prohibited throughout SWPOZ, including in the Tier 2 area. The proposed use as a warehouse would be allowed.

Zoning Ordinance Article 3 Section 29

29.51 *Uses prohibited:*

a) Automobile body/repair shop, motor vehicle, boat or farm equipment service;
b) Gas stations and motor vehicle service stations;
c) Fleet/trucking/bus terminal;
d) Dry cleaner;
e) Electrical/electronic manufacturing facility;
f) Machine shop;
g) Metal plating/finishing/fabricating facility;
h) Chemical processing/storage facility;
i) Wood preserving/treating facility;
j) Junk yard/scrap yard/salvage yard;
k) Mines/gravel pit;
l) Land divisions resulting in high density (> one unit/acre) septic systems;
m) Equipment maintenance/fueling areas;
n) Injection wells/dry wells/sumps, except for single-family residences directing gutter downspouts to a drywell;
o) Underground storage tanks;
p) All uses not permitted in the underlying zone district.

Tier 2 - Primary Wellhead Protection Area Lands are additionally subject to specific rules for protection of potable water supply well fields. Specific requirements are for areas immediately surrounding the actual wellhead location; there is not a wellhead on or within 500 feet of this

property. There are provisions related to management of stormwater runoff and its discharge requiring use of sheet flow through grassland areas and certain construction features of stormwater management facilities. This was be reviewed as part of the Stormwater Management Plan by the Kent Conservation District.

IV. PARKING SUMMARY

The parking requirement in the IPM-2 zoning district is one space per 800 S.F. of floor area or one space per employee of the largest shift. The floor area of 165,000 S.F. for the total facility would require a minimum of 207 parking spaces. The plan shows a parking lot of 118 parking spaces for (passenger) vehicles. However, the additional truck parking area (not at the loading dock) would allow for more parking functionally related to building operations for staging of trucks on-site. It is noted that the paved width of Garrison Oak Drive does not accommodate on-street parking.

Waiver Request: Reduction of Parking Requirement (Number of Parking Spaces)

The *Zoning Ordinance,* Article 6 Section 3.9 allows the Planning Commission to consider adjustments to parking requirements. The Planning Commission in granting a parking reduction can require that an area of open space be designated where parking could be constructed. The applicant's written request seeks a 50% reduction outlining a request to reduce the due to expected operational needs of the facility based on function and staffing. The Request described a proposal for 104 parking spaces. See attached Waiver Request. This waiver request was previously granted with S-23-20.

Loading Spaces

The requirement for loading spaces in the IPM-2 zone is based on building square footage of the specific uses. However, the number of required loading spaces for buildings in excess of 150,000 square feet is not specified and the applicant is to provide sufficient off-street loading berths for the operations. Planning Staff is to evaluate the sufficiency of the loading area proposed. This plan shows a loading dock with 33 truck dock bays on the south side of the building to satisfy this requirement. Additionally, there are a series of 24 parking spaces for truck/trailer parking. The loading dock area and truck parking area of the site is enclosed by fencing.

Bicycle Parking

The site is required to provide bicycle parking. The bicycle parking calculation is one for every twenty parking spaces. Based on the number of parking spaces, six (6) bicycle parking spaces are required.

V. BUILDING ARCHITECTURE

The proposed Cold Storage Warehouse facility is a building with a tall one-story section as warehousing with a corner section proposed as office area. The area adjacent to the loading dock area is shorter in height. The building is predominately clad in a vertical metal insulated siding panel system in a white color. There is some concern that the size of the building will result in large expanses of blank walls unless detailing in material or form is implemented. The building has a flat low sloping roof system. The office (corner) area includes a greater variety of exterior finishes including the use of aluminum windows systems, metal wall panels, and metal canopy.

The facility must comply with the maximum height limitations of the IPM-2 zoning district. For this zoning district, the maximum height is limited to distance of the element from the nearest property line. The project has received a variance (V-23-05) regarding this height vs. distance to

property line requirement. The tallest portion of the building is proposed at 100 feet to accommodate the cold storage facility. The building placement is within the buildable area established by the front yard setback of 60 feet and side yard and rear yard setbacks of 40 feet.

VI. SITE CONSIDERATIONS

Lot Coverage
The IPM-2 zone has a maximum lot coverage (impervious coverage) of 65%; however, the project has received a variance (V-23-05) to allow up to 71% lot coverage. Currently, the overall GOTBC has a regional stormwater management system to account for 65% lot coverage. This project will need to manage that increase in lot coverage (the difference of 6%).

Access
The site has two access/egress points to Garrison Oak Drive via an entrance drive aisle located on the west end of the building and also from the east side of the building. This entrance drive fully encircles the building serving as a fire lane on the north elevation and west elevation and leading to the truck dock and parking on the south and a vehicle parking lot on the east.

Lighting
The lighting internal to the site is shown along the entrance drives and within the parking lot and the loading/ truck parking areas.

Dumpster
For industrial and warehousing uses, two Dumpsters are required for 80,000 SF of gross floor area and one for each additional 40,000 SF or fraction thereof. For this project with a building of 165,000 S.F. the requirement is for five Dumpsters. The plan indicates a trash compactor and recycling dumpster located at the southeast corner of the building.

Sidewalk
Sidewalk is required along all City street frontages and within the site in accordance with *Zoning Ordinance,* Article 5 §18. As part of the Garrison Oak Technical Park subdivision, a sidewalk was constructed along the frontage of Lot #8 with Garrison Oak Drive in accordance with the subdivision plan for the Park. In addition, sidewalks are shown connecting from the street frontage sidewalk into the site and for pedestrian access from parking areas to building entrances.

Curbing
Waiver Requested: Partial Elimination of Curbing
The *Zoning Ordinance,* Article 6 §3.6(b) requires upright curbing for all parking areas and access drives. The plan does not include curbing for portions of the east edge of the vehicle parking lot and along the north side of the north fire lane and east side of the west fire lane. A written waiver request for the elimination of curbing in these areas was submitted to the Planning Office for consideration by the City Planner citing the reasons for the request related to drainage related to stormwater management. This waiver was previously approved.

VII. SPECIAL FLOOD HAZARD AREAS

Flood Hazard Area

Portions of the subject property are within the Special Flood Hazard Area (100-year floodplain/ 1% chance of annual flooding). This property is found on the FEMA FIRM Panels of Kent County Delaware Map Number 10001C0167H effective 5/5/2003 and 10001C0186J effective date July 7, 2014. A Letter of Map Revision, LOMR #17-03-0901P effective June 4, 2018, identifies the site areas within the 100-year floodplain (Zone AE). The LOMR to refine the floodplain location was completed as part of the development activities for the overall Garrison Oak Technical Park where there were drainage improvements to the nearby Little River/White Oak Tax Ditch system located within the flood plain area.

The *Zoning Ordinance*, Article 5 §11.21 requires that flood hazard areas (100-year floodplain) remain as open natural areas with no impervious surfaces. The select areas along the southern area of this tract of land where the Special Flood Hazard Area is found will remain as the natural area with tree plantings outside of the proposed development area.

VIII. TREE PLANTING AND LANDSCAPE PLAN

The tree planting requirement is based on the development area with one (1) tree required per 3000 SF of development area. For this project on Lot #8, the Development Area consisting of the entire property at 11.3 acres (~492,228 SF) requires 164 trees. The Landscape Plan shows a concept for a total of 170 trees as a mix of canopy trees and evergreen trees. A line of new trees is proposed along the north frontage of the site along the entrance drive/ fire lane and then along the southern property line. Other trees are found in parking lot islands and select areas near the building. The construction of Garrison Oak Drive included the planting of street trees; the submittal shows the trees that will be displaced by the construction of entrances to the warehouse site and provides additional trees on site to account for it.

IX. PERFORMANCE STANDARDS REVIEW

Uses in the IPM-2 (Industrial Park Manufacturing zone – Technology Center) are subject to the performance standards summarized in *Zoning Ordinance,* Article 5 §8.1 and as more specifically outlined in Article 5 §8.5.

> *Article 5 §8.1 Dangerous and objectionable elements.* No land or building in any zone shall be used or occupied in any manner so as to cause any one or more of the following conditions to exist and to be dangerous, injurious, noxious or offensive beyond the boundaries of such premises in such a manner or in such amount as to adversely affect the reasonable use of the surrounding area or adjoining premises: Fire, explosive or other hazard; noise, or vibration; smoke, dust, odor or other form of air pollution; heat, cold, dampness or electromagnetic disturbance; glare, liquid or solid refuse or waste; traffic congestion causing roadways or intersections in the surrounding highway network to fall below acceptable levels of comfort and convenience; or other substance, condition or element (referred to hereinafter as "dangerous or objectionable elements"), provided that any use permitted or not expressly prohibited by this ordinance may be undertaken and maintained if it conforms to the regulations of this section limiting dangerous and objectionable elements at the point of the determination of their existence.

The project's compliance with a series of performance standards for the "dangerous and objectionable elements" are to be considered by the Planning Commission. The "dangerous and objectionable elements" are as follows:

- Fire and explosion hazards (activities with and storage of)
- Radioactivity or electromagnetic disturbance
- Noise (sound pressure level)
- Vibration
- Smoke
- Odors (Odorous gases or odorous matter)
- Fly ash, dust, fumes, vapors, gases, and other forms of air pollution
- Glare (from lighting or high temperature processes)
- Liquid or solid wastes
- Traffic congestion (Level of Service E)

The project cannot cause the above conditions to exist so that they adversely affect the surrounding areas or adjoining properties. The specific limits of each performance standard are described in the *Zoning Ordinance*. Where the performance standards conflict with regulations established by other state or local agencies such as the Delaware Department of Natural Resources and Environmental Control (DNREC), the more restrictive regulations apply.

As part of this procedure, a *Performance Standard Review Application* is required to accompany this Plan submission for review and approval. The Applicant has submitted a Performance Standard Review Application Letter indicating how the proposed development would restrict the emission of dangerous and objectionable elements detailed in Article 5, Section 8.5.

VIII. CITY AND STATE CODE REQUIREMENTS:

The subject proposal has been reviewed for code compliance, plan conformity, and completeness in accordance with the agency's authority and area of expertise. The following items have been identified as elements which need to be addressed by the applicant:

1) Review and Approval of the *Performance Standards Review Application* is required for the property development in accordance with *Zoning Ordinance*, Article 5 §8. The applicant has submitted a Performance Standard Review Application Letter indicating how the proposed development would restrict the emission of dangerous and objectionable elements detailed in *Zoning Ordinance,* Article 5, Section 8.5.

2) Upright curbing must be provided around all parking areas and circulation drives unless a waiver is granted by the City Planner. A waiver request was submitted to the Planning Office for consideration.

3) The Planning Commission will consider the Waiver Request for a reduction in the parking requirement. Site redesign could be required depending on the outcome of this Waiver Request.

3) Sheet C-001, Cover Sheet and Overall Layout:
   a) Site Data Column:
      i) Item #1 Update city contact information, current City Manager is Sharon Duca, sduca@doverde.gov. Also update any other signatures.
      ii) Item #5 Please list out the full wording of the SWPOZ (Source Water Protection Overlay Zone) Tier 2 – Primary Wellhead Protection Area
      iii) Item #10 Acreage shown does not match existing conditions page please verify which

one is accurate.

iv) Item #15 Update tree calculation to align with overall site size.

4) Sheet C-101, Boundary & Existing Conditions Plan:
   a) Update acreage to correct size

5) Sheet C-201 Preliminary Site & Utility Plan:
   a) A portion of the fence appears to be located within the Special Flood Hazard Area, please move the fence, or verify that the fencing material acceptable for erection within the SFHA.
   b) The proposed fence within the SFHA is subject to both Fence and Floodplain Permits.
   c) The proposed sign placements are the entrances are subject to separate Sign Permits.

6) Sheet L-101 Landscape Plan:
   a) Increase gap size near southeastern warehouse corner between the closest QR tree and the utility line to allow for any potential errors.

7) The Site Plan set will need to be updated with any changes recommended or approvals including information on any waivers granted by the Planning Commission during this current review.

8) The proposed sign locations shown on this plan sheet are for informational purposes only and approval of this plan does not grant approval to this signage. Additional review is required to evaluate compliance with the Sign Regulations of the *Zoning Ordinance*; any freestanding monument style sign is limited in height and size and distance to property line based on the type of road the property fronts.

9) Any Sediment & Stormwater Management Plans granted approval by the Kent Conservation District must reflect the Site Plan layout and design conditionally approved by the Planning Commission and be in compliance with the *Zoning Ordinance* and technical review requirements of other agencies.

X. RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

In accordance with the *Zoning Ordinance*, Article 10 §2.2, the Planning Commission in considering and acting upon Site Development Plans may prescribe appropriate conditions and safeguards so that the public health, safety, and welfare, the comfort and convenience of the public in general, and the residents of the immediate neighborhood in particular shall be taken into consideration. These safeguards may to the maximum extent possible further the expressed intent of the *Zoning Ordinance* and the accomplishment of several objectives in particular listed in subsections 2.21 to 2.28.

1) Recommendation on Waiver Requests:
   a. Waiver Request for Elimination of Upright Curbing: Planning Staff grants approval of the elimination of upright curbing for select areas of the drive aisle/fire lanes and the parking lot. In these areas, the plan is looking to implement certain approaches for stormwater management (sheet flow) at the site. In

locations where curbing is to be removed at the head of a parking space, then a parking bumper should be implemented.

b. Waiver Request -Reduction of Parking Requirement: Planning Staff recommends approval of the Waiver Request for the Reduction in Parking Requirements based on the expected operations of the building. A majority of the building floor area is warehouse space where the number of employees is likely limited and will not generate parking needs.

2) Consideration of Performance Standards Review Application: Planning Staff has reviewed the Performance Standards Review Letter submitted and finds that it sufficiently demonstrates the intent to comply with the restrictions as provided in *Zoning Ordinance,* Article 5 Section 8.1 and 8.2 and that the intended use of the building as a warehouse with distribution activities is not likely to cause these objectionable elements.

3) Building Architecture: Planning Staff notes a potential concern with large expanses of blank walls on the proposed building. Please clarify the form of the wall surface and any detailing by material and/or color that may animate the wall. Ensure updated Architectural Elevations are on file (pdf) with the Planning Office with this Submission.

4) Electric Vehicle: Planning Staff encourages this project to include the installation of Electric Vehicle Charging Stations in its parking lots/parking areas. Currently, the *Zoning Ordinance* does not require them, but many other jurisdictions have implemented such requirements. Electric Vehicle Charging Stations formats include EV-Capable, EV-Ready, and EV-Installed. Also adopted Building Codes and Energy Codes may have additional requirements.

Other agencies may recommend additional considerations to meet code objectives in accordance with their areas of expertise. Action on all considerations identified in this section is at the discretion of the Planning Commission.

ADVISORY COMMENTS TO THE APPLICANT:

1) The Planning Commission should act upon the request for waivers as part of any motion regarding this project application, or as a separate motion as necessary. Note: All waivers are at the discretion of the Planning Commission. The Commission may approve or deny waiver requests.

2) In the event that major changes and revisions to the Site Development Plan occur in the finalization of the Plan contact the Planning Office. Examples include reorientation of the complex/building, relocation of site components like stormwater management areas, and increases in floor area count. These changes may require resubmittal for review by the Development Advisory Committee, Planning Commission, or other agencies and commissions making recommendations in regard to the plan.

3) Following Planning Commission approval of the Site Plan, the Plan must be revised to meet all conditions of approval from the Development Advisory Committee or as otherwise noted. A Check Print must be submitted for review by Planning Office Staff and the other commenting agencies. Upon determination that the Plan is complete and all

agency approvals have been received, copies of the Plan may be submitted for final endorsement (Final Plan Approval).

4) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code requirements.

5) The applicant/developer shall be aware that prior to any ground disturbing activities on the site the appropriate site inspections, Pre-Construction meeting and permits/licenses are required.

6) Construction may have an effect on the nearby properties and the travel lanes of Garrison Oak Drive. Any work requiring the closing or rerouting of visitors to other properties served by this road should be coordinated as to offer the least amount of inconvenience.

7) For building new construction, the requirements of the building code and the fire code must be complied with. Consult with the Building Inspection Staff and City of Dover Fire Marshal for these requirements. The resolution of these items may impact the site design including such items as building dimensions and height, building openings, and fire protection needs, etc. Please be aware of Ordinance #2025-19 with CA#1 adopted on October 12, 2026 by City Council which adopts the 2024 ICC Codes.

8) Noting the proposed building height, Planning Staff reminds the applicant of compliance needs with all applicable Federal Aviation Administration, State, and other associated aeronautics related height restrictions, obstruction marking and lighting standards for construction and for the actual building.

9) The applicant shall be aware that Site Plan approval does not represent a Sign Permit, nor does it convey permission to place any sign on the premises. Any proposed site or building identification sign shall require a Sign Permit from the City of Dover prior to placement of any such sign. It is recommended that the applicant discuss the sign regulation requirements with the Planning Staff prior to applying for a Sign Permit.

10) The applicant shall be aware that Site Plan approval does not represent a Building Permit and associated construction activity permits. A separate application process is required for issuance of a Building Permit from the City of Dover.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: OCTOBER 28, 2026

APPLICATION: **Cold Storage Warehouse at 451 Garrison Oak Drive**

FILE #: **S-26-16**

REVIEWING AGENCY: **City of Dover Department of Public Works and Water & Wastewater**

CONTACT PERSON: **Kate Mills, P.E., Director of Water & Wastewater / Engineering Services**

CONTACT PHONE #: **302-736-7025**

CONTACT PHONE #: **kmills@doverde.gov**

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

SANITATION

1. The proposed plan will require private trash collection services.

STORMWATER

1. Final site plan approval will not be granted until a copy of the approved Stormwater/Erosion and Sediment Control Plan from Kent Conservation District is submitted to our office.
2. The size, length, slope, type and flow directions must be shown on all existing and proposed storm sewer lines. Rim and invert elevations must be labeled on all stormwater structures.

STREETS

1. Final site plan approval will not be granted until a letter of no objection, signed by DelDOT is submitted to our office.
2. The current City of Dover standard street section provides for a 3' grass strip between the curb and sidewalk. This standard was administratively revised to meet ADA and FHA compliance with cross slope requirements and to prevent cars from scrapping at driveways. The revised standard utilizes a five feet (5') wide public sidewalk with a five feet (5') wide grass strip behind the curb. Sidewalk and curb shall be installed for the width of the project scope.
3. Please add the following notes to the plans:
    a. Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed along the entire public street frontage of a property. Where frontage sidewalk exists but does not meet the standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards. Sidewalk shall include barrier-free access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.
    b. In accordance to Appendix A, Article VI, Section B.3, all sidewalks shall ascend from the curbstone to the building line at the ratio of one-quarter of an inch to the foot. Nothing in this section shall be construed to affect any pavement previously laid by order of the city council, until it is taken up and relaid.
4. Prior to construction occurring, a right-of-way permit will need to be submitted to our office for review and approval.

WATER

1. All water utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
   a. Hydrant connections by the contractor are prohibited. This method may not be utilized during any phase of the project.
   b. Any existing water lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
   c. The site contractor shall contact the City of Dover Department of Water & Wastewater Construction Manager at (302) 736-7025 prior to the start of construction. A representative from the City of Dover Department of Water & Wastewater must observe and approve all City owned water and sanitary sewer interconnections and testing. All water taps must be performed by a City of Dover approved contractor. The proposed location for the water connection may need to be adjusted in the field due to conditions of the existing main. Possible conditions that would require tapping relocation include proximity to pipe joints, other taps, concrete encasements, conflict with other utilities, and the like. Test holes must be performed by the contractor to determine the best tapping location. The City of Dover will not be held responsible for field conditions requiring adjustment of the tapping location or for any work required by the contractor to make an appropriate and lawful connection.
3. The size, type, and location of all proposed and existing water lines and valves must be shown on the plan. Please be advised that effective May 1, 2022, water mains can now be constructed using DR 18 PVC.
4. Water usage projections (peak demand or plumbing fixtures) must be submitted to our office to correctly determine the size of the domestic and irrigation (if applicable) water meter for the proposed buildings. These projections must be submitted prior to approval so the meter size can be placed on the final site plan. The proposed water meter must be installed in a pit per City of Dover requirements and manufacturer's recommendations. The meter pit shall be installed in a non-traffic (including pedestrian) bearing location.
5. The domestic service, fire main connection and valves must be clearly shown for each building. A valve must be installed at the tee to isolate combined fire and domestic water service to the building from the water loop. Typically, this valve is installed at the tee or an acceptable distance from the building. A valve must be provided on the domestic water service, which must be tapped off of the combined eight-inch (8") fire/domestic service outside of the building. The domestic water tap and valve should be as close to the building as possible. Typically, the domestic tap and valve are located within five feet (5') to ten feet (10') of the building. A blow up detail of this layout is recommended.
6. Provide a construction detail for the proposed restraining system for the fire main located within the buildings. There shall only be one (1) water service per building. The Department of Water & Wastewater will test and inspect all fire mains to a blind flange located inside the buildings. The blind flange with tap is used for hydrostatic pressure testing (200 psi for two (2) hours) and dechlorination. The flange must be restrained in the direction of the pipe entering the facility. A pipe entering horizontally through a wall sleeve shall be restrained with rods through the wall. A pipe entering vertically through a slab shall be restrained through the floor to the ninety degree (90°) bend and thrust block. All rods shall be a minimum of ¾" all thread. All pipes through walls and slabs must be Class 52 cement lined ductile iron pipe. Confirm particulars to meet this requirement with mechanical designer.
7. Water services shall be either type K copper or SDR-9. 1. All non-metallic water lines (mains and services) shall be installed with a tracer wire and identification tape. The wire shall be a minimum of twelve (12) gauge blue coated solid copper wire, wrapped around the pipe, and extending up into all valve and curb boxes. The identification tape shall be six-inches (6") wide, laid one foot (1') above the pipe, with the following text: "Caution: Buried Water Line Below". 3M marker balls, model 1423-XR, or approved equal shall be installed at every service line connection to the water main and all bends on the service line.
8. On October 24, 2022, City of Dover Council approved the new Cross Connection Control Program. This program requires certain backflow prevention assemblies on water service connections to the city's distribution system. This project will require a double check valve assembly to be installed downstream of the water meter in the building.

WASTEWATER

1. All wastewater utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
    a. Any existing sanitary sewer lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
    b. Part II, Chapter 180, Article III, Section 180-10 of the Code of Kent County requires that "no person shall discharge or cause to be discharged any stormwater, surface water, uncontaminated groundwater, roof runoff, subsurface drainage, uncontaminated noncontact cooling water or unpolluted industrial process waters to any sanitary sewer", this shall include condensate. Sec. 110-231 of the City of Dover Code defines storm sewer as "…any system used for conveying rain water, surface water, condensate, cooling water or similar liquid wastes, exclusive of sewage." The contractor, developer, owner and designers shall ensure during construction that no illegal discharges to the sanitary sewer system are created with the site improvements.
3. The size, length, slope, type and flow directions must be shown on all existing and proposed sanitary sewer lines. Rim and invert elevations must be labeled on all sanitary structures. The minimum difference between a cleanout rim and invert shall be three-feet (3').
4. Cleanouts must be installed on sanitary sewer laterals within five feet (5') of the building, one foot (1') outside of the right-of-way and at all bends. Any cleanout located within a traffic bearing location shall be installed with a heavy duty cast iron frame and cover to prevent damage to the cleanout and lateral.
5. Sizing (flow) calculations must be submitted for all sanitary sewer mains showing that velocity and all other requirements are met.
6. The minimum size of all sanitary sewer laterals shall be six-inch (6").
7. If kitchen facilities are proposed a minimum 1,000 gallon, two chamber grease trap, meeting all Kent County ordinance requirements, must be provided. A construction detail for the proposed grease trap, as well as the proposed location, must be provided on the plan.
8. Depending on the effluent flow, the downstream pump station may be required to be evaluated by the developer / engineer to verify it can handle the additional effluent flow.

GENERAL

1. All existing utilities shall be adjusted to final grade in accordance with current City of Dover requirements and practices. This must be included as a note on the plan.
2. No trees may be planted within ten feet (10') of utility infrastructure.
3. No structure may be installed within ten feet (10') of utility infrastructure, please depict all underground utilities and structures on the utility plan sheet to confirm compliance.
4. The final site plan must be submitted in the following compatible digital formats:
    a. AutoCAD 2018 (.dwg format).
    b. Adobe Reader (.pdf format).
5. Prior to final certificate of occupancy, as-built plans shall be submitted in both .pdf and .dwg format.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. None.

ADVISORY COMMENTS TO THE APPLICANT

WATER

1. The City of Dover water system is available to this site. The developer is responsible for all costs associated with extending and providing service to the proposed development.
2. Prior to plan approval, the water system plans must be submitted to the Division of Public Health, Office of Drinking Water for review and approval. The owner/developer will be responsible for providing all completed forms and plan sets to the City of Dover as required for submission to the Office of Drinking Water. Plans will not be submitted to the Office of Drinking Water until review has been completed by our office.
3. Hydrant flow testing is currently only performed during the spring and fall. The applicant must call the Department of Water & Wastewater directly to schedule these tests. This applies to both existing hydrants as well as those proposed for the site.
4. At the proposed location of the 8-inch water service connection in Garrison Oak Drive, there is an existing 16-inch water service stubbed to the property. Field verification may be required.
5. Water impact fees will be required to be paid prior to Certificate of Occupancy for this project.
6. All water infrastructure proposed on this site shall be privately owned and maintained.

WASTEWATER

1. The City of Dover sanitary sewer system is available to this site. The developer is responsible for all costs associated with extending and providing service and capacity to the proposed development.
2. Prior to plan approval, it may be required to submit the sanitary sewer system plans to the DNREC, Division of Water Resources, Surface Water Discharges Section for review and approval. The owner/developer is responsible for providing all application fees, completed forms and plan sets directly to DNREC.
3. Profiles of the sanitary sewer main must be provided with the construction plans. All water, sanitary sewer and storm sewer crossings must be shown on the profiles.
4. Wastewater impact fees will be required to be paid prior to Certificate of Occupancy for this project.
5. All wastewater infrastructure proposed on this site shall be privately owned and maintained.

GENERAL

1. The applicant is advised that depending upon the size of the existing water service and sanitary sewer lateral to be abandoned, flowable fill may be required.
2. Construction plans will not be reviewed by our office unless all previous comments have been clearly addressed within the plan set and accordingly identified within an itemized response letter and with the Water/Wastewater Initial Plan Submission Checklist, which can be obtained from the following website: https://imageserv9.team-logic.com/mediaLibrary/198/WaterWastewaterHandbookFinal_1.pdf, page 88.

SANITATION / STORMWATER / STREETS

1. None.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER ELECTRIC

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: OCTOBER 28, 2026

APPLICATION: **Cold Storage Warehouse at 451 Garrison Oak Drive**

FILE #: **S-26-16**

REVIEWING AGENCY: **City of Dover Electric Department**

CONTACT PERSON: **Shawn Burgett, Engineering Services & System Ops Superintendent**

CONTACT PHONE #: **302-674-7568**

CONTACT EMAIL #: **sburgett@dover.de.us**

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

THE PROPOSED DEVELOPMENT WILL REQUIRE COORDINATION WITH THE CITY OF DOVER ELECTRIC DEPARTMENT FOR ELECTRICAL SERVICE DESIGN, INCLUDING TRANSFORMER LOCATION, PRIMARY SERVICE ROUTING, AND METER PLACEMENT. THE APPLICANT SHALL PROVIDE A COMPLETED ELECTRIC LOAD SHEET IDENTIFYING THE ANTICIPATED ELECTRICAL DEMAND, INCLUDING REFRIGERATION EQUIPMENT, TO ALLOW THE ELECTRIC DEPARTMENT TO EVALUATE SERVICE REQUIREMENTS, TRANSFORMER SIZING, AND ANY NECESSARY SYSTEM IMPROVEMENTS. FINAL ELECTRICAL SERVICE ARRANGEMENTS SHALL BE SUBJECT TO REVIEW AND APPROVAL BY THE CITY OF DOVER ELECTRIC DEPARTMENT. THE OWNER/DEVELOPER SHALL BE RESPONSIBLE FOR APPLICABLE COSTS ASSOCIATED WITH PROVIDING ELECTRIC SERVICE TO THE SITE, INCLUDING ANY REQUIRED SYSTEM EXTENSIONS, UPGRADES, OR RELOCATIONS, IN ACCORDANCE WITH THE CITY OF DOVER ELECTRIC DEPARTMENT'S ESTABLISHED POLICIES AND APPROVED COST ESTIMATES.

1. The roadway and curbing must be in.
2. The right-of-way must be within 6" of final grade.
3. The property corners must be staked.
4. Owner is responsible for locating all existing underground electric, communications and water facilities.
5. Owner is responsible for installing all conduits and equipment pads per the City of Dover Engineering Department specifications.
6. Owner is responsible for site and/or street lighting.
7. Meter locations will be determined by City of Dover Engineering Department.
8. Load sheets and AutoCAD compatible DXF or DWG diskettes of site plans, including driveways, are required prior to receiving approved electrical construction drawings.

9. Any relocation of existing electrical equipment will be engineered by the City of Dover Electric Department. The developer may be required to perform a portion of the relocation work. Any work performed by the City of Dover will be at the owner's expense.
10. Prior to construction, owner is responsible for granting an easement to the City of Dover Electric Department. Easement forms will be furnished and prepared by the City of Dover Electric Engineering Department.
11. Fees will be assessed upon final site plans. The owner will be responsible for fees assessed prior to construction. Owner is required to sign off plans prepared by the Electric Department.
12. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.
13. Prior to the completion of any/all designs and estimates, the owner is responsible for providing the Electric Engineering Department with a physical address of the property.
14. All Engineering and design for Dover Electric will be engineered upon final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.
15. The City of Dover Electric Department reserves the right to require system upgrades, extensions, or off-site improvements as necessary to maintain system reliability and capacity.
16. All electric system design and installation shall comply with applicable City standards, NEC requirements, and utility best practices as determined by the City of Dover Electric Department.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. Owner must give the City of Dover Electric Department three (3) months' notice prior to construction. Owner is responsible for following the requirements outlined in the City of Dover's Electric Service Handbook. The handbook is now available on the website at the following link: https://evogov.s3.amazonaws.com/media/27/media/13108.pdf.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. The applicant is encouraged to submit the completed electric load sheet as early as possible to allow adequate time for service evaluation, design, and material procurement. The City of Dover Electric Department load sheet is available at: https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf.
2. Construction timelines are subject to material lead times, system conditions, and City of Dover Electric Department workload.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

S-26-16

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 10/28/26

CITY OF DOVER FIRE MARSHAL

APPLICATION: Cold Storage Warehouse at 451Garrison Oak Dr

FILE #: S-26-16 REVIEWING AGENCY: **City of Dover, Office of the Fire Marshal**

CONTACT PERSON: **Jason Osika, Fire Marshal** PHONE #: **(302) 736-4457**
josika@doverde.gov

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposed occupancy classification is storage.

2. Building Access shall be no further than 50 feet from a primary entrance.

   Where buildings are provided with an automatic sprinkler system installed in accordance with NFPA 13, access shall be no further than 100 feet from the primary entrance.
   (2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.4)

3. Parking shall be prohibited in front of the primary entrance for a width of not less than 1.5 times the width of the door(s) or for 10 feet, whichever is greater.
   (2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.2)

4. Perimeter access shall be 100% and clearly shown on the plans.

   Perimeter Access minimum width shall be10 feet for one-story buildings and 15 feet for buildings of two or more stories, measured from the face of the building at grade with a maximum slope of ten percent (10%). Plantings and utility services (includes condenser units, transformers, etc.) shall be permitted within the perimeter access, and shall not interfere with emergency services fire ground operations.

   If a physical barrier (fence, pond, steep slope, etc) prevents access, that portion of the building perimeter shall not be included in the calculation of Percent of Perimeter Access.
   (2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5)

   Where parking is located between the building and perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories.

5. Fire lanes shall cover 100% of the proposed building.

Fire lanes are required to be 24 feet wide and run along the front of the building as determined by the primary entrance(s). In cases where there is more than one primary entrance(s), each shall be served by a fire lane even if this exceeds the percentage as required.

The closest edge of fire lanes shall not be located closer than ten (10) feet to the exterior wall and the closest edge of fire lanes shall not be located further than 50 feet from the exterior wall if one or two stories in height; 40 feet if three or four stories in height, or 30 feet if over four stories in height.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5)

6. Where parking is located between the building and the fire lane, parking shall not be located closer than 15 feet to the exterior wall.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.4.1)

Where parking is located between the building and the perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories. 2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5.2

7. All Fire Lanes shall be marked as follows:

both the inner and outer edges of the fire lane shall be marked, where curbs are present, the top and face of the curb shall be painted yellow, where no curbs are present, a four inch (4") solid yellow demarcation line shall mark the edge(s) of the fire lane.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

8. The specific color yellow shall be the uniformly accepted yellow as utilized by State of Delaware Department of Transportation (DelDOT). Only vivid and durable paint shall be used and shall be suitable for street surfaces

9. Fire lane signs shall be located as follows:

see Figure 5-16 – Approved Sign For Marking Fire Lanes, fire lane signs shall be spaced at 150 foot intervals maximum, all fire lane signs shall be located no less than six feet (6') and no higher than eight feet (8') above the pavement, signs shall be placed at each end of the fire lane, and signs shall face all oncoming traffic.

Where parking is not restricted roadway markings shall utilize the words "FIRE" and "LANE" in lieu of fire lane signs and shall conform to the specifications of 7.6.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

10. Where overhangs, canopies, balconies, or any other building or site features must project over any fire lane, an unobstructed vertical clearance of not less than 13'-6" above the fire lane shall be provided and the portion of the building perimeter which contains overhangs, canopies, balconies, or any other building features shall not apply towards the fire lane accessibility requirements of Section 4.0, Table 5-1 in this chapter.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.8)

11. Emergency access to rear building areas compliant with City of Dover Code (Appendix B-Zoning, Article 5- Supplementary Regulations, Section 17);

all four stories and greater buildings require 24ft fire lane at the rear.

All two to three story apartment structures require an 18ft Secondary Fire Lane at the rear.

All townhouses (3-8 units with no fire protection) require a 16ft alley or 18ft secondary fire lane at the rear.

12. Any dead-end road more than 300 feet in length shall be provided with a turnaround or cul-de-sac as outlined in the 2021 Delaware State Fire Prevention Regulations 705, chapter 5, 2.3.

13. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.

14. Gated Areas: Fire Department access shall be provided to the property through the use of a system or device approved by the Fire Marshal. The system or device required shall be located in an area accessible to the fire department and approved by the Fire Marshal. All gates shall be either automatic or manual.

    An automated system shall consist of one manual and one automated means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the system. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of both the manual and automated means.

    A manual gate shall consist of one manual means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the means to open. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of the manual means to open.
    To be considered accessible for fire department apparatus the actual clear openings shall be not less than 14 feet, the paved surface through the gate shall be not less than 12 feet, and the gate shall be setback from the perpendicular street by at least 50 feet.

    Please contact this office to discuss options available to comply with this requirement.
    (2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.6)

15. Fire hydrants shall be installed per the requirements of City of Dover Public Utilities Water/Wastewater Handbook, NFPA requirements, and Delaware State Fire Prevention Regulations. City Ordinance Sec 46-9 (f).
    5.1.1 Hydrant spacing as shown in the Fire Flow Tables shall be used as a general rule. Hydrants shall be located at the direction of the State Fire Marshal so as to minimize friction in fire hose. All hydrant spacing shall be located along available roads or at the direction of the State Fire Marshal. This measurement shall be calculated by way of accessible thoroughfare(s) from the building to be protected to the hydrant and may not necessarily be a radius. 5.1.3 Additional hydrants shall be provided when the State Fire Marshal deems it necessary based on the configuration of the site, building(s), exposures, construction, occupancy, and/or specific hazard(s).
    Fire Flow table 2, hydrant spacing shall be 800 feet on center for one and two family detached dwellings, other residential, rowhouses and townhouses, assembly, health care, business, education, storage, industrial, mercantile, and mini storage. (702, Chapter 6)

    NFPA 1
    18.5.2 detached one- and two-family dwellings, fire hydrants shall be provided for detached one- and two-family dwellings in accordance with both of the following: 1. the maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 feet 2. the maximum distance between fire hydrants shall not exceed 800 feet.

    18.5.3 buildings other than detached one- and two-family dwellings, fire hydrants shall be provided for buildings other than detached one- and two-family dwellings in accordance with both of the following 1. The maximum distance to a fire hydrant from the closet point on the building shall not exceed 400 feet 2. The maximum distance between fire hydrants shall not exceed 500 feet

16. All fire hydrants shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation.

    All fire hydrants shall have minimum of four-inch (4") solid yellow demarcation lines to define specific areas, where fire hydrants are located along a curb line with permitted parking, the area between the fire hydrant and the street or fire lane shall be stenciled with four inch (4") demarcation lines and the words "NO PARKING", demarcation lines shall be measured from the center line of the fire hydrant and extend for a distance 15 feet on both sides.

    Where fire hydrants are located in parking lots or other areas susceptible to blockage by parked vehicles they shall be treated as follows: fire hydrants shall be protected in all directions for a distance of seven feet (7') with barriers or curbing, Minimum four-inch (4") diameter steel bollards filled with concrete and marked yellow shall be installed at the outermost corners of the fire hydrant demarcation area. The minimum height of the bollard shall be 36 inches above the finished grade of the adjacent surface, and the steamer connection of all fire hydrants shall be positioned so as to be facing the edge of the street, or traffic lane.
    (2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 2)
    The owner is responsible if the hydrant is private.

17. Hydrant barrels shall be provided with reflective material, such as paint, durable for highway/roadway markings or a reflective tape of a minimum of 2" in width around the barrel under the top flange, hydrant bonnets shall be color coded based on the following criteria: class AA 1500 GPM - painted light blue, class A 1,000 GPM -1499 GPM - painted green, class B 500 - 999 GPM - painted orange, class C 250 - 499 GPM - painted red, class D under 250 GPM - painted black.
    (2021 Delaware State Fire Prevention Regulations 703, Chapter 3. 4)
    The owner is responsible if the hydrant is private.

18. Hydrants are to be Darling Co. B-62-B Breakaway https://american-usa.com/products/valves-and-hydrants/fire-hydrants/5-1-4-american-darling-b-62-b-5

19. NFPA 72 compliant Fire Alarm System required per occupancy code requirements.

Fire alarm in place of assembly. *Fire alarm required.* Any new occupancy or new portion of an occupancy determined to be a place of assembly by the fire marshal and is capable of receiving an occupant load of 75 persons or greater, shall be required to install a fire alarm in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Fire alarm system required. Any existing occupancy or portion of an existing occupancy determined to be a place of assembly by the fire marshal, and is undergoing renovations in excess of 50 percent of the assessed value of the building and is capable of receiving an occupant load 75 persons or greater or is being enlarged to receive an occupant load of 75 persons or greater, shall be required to install a complete fire alarm system in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Public mode audible requirements. To ensure that audible public mode signals are clearly heard by occupants of a structure, they shall have a sound level at least 15 decibels (dB) above the average ambient sound level or five decibels (dB) above the maximum sound level having a duration of at least 60 seconds, whichever is greater, measured five feet (1.5m) above the floor in the area required to be served by the system using the A-weighted scale dBA. In the event the stated requirement cannot be met a shunt trip relay/switches shall be the approved method of meeting the intent of this section of the Code.
(City Code of Ordinances 46-171)

20. Sprinkler system required. System is to be monitored by an approved Fire Alarm System.

This chapter shall apply to all buildings, structures, marine vessels, premises, and conditions which are modified by more than 50% after the effective date of these Regulations. The 50% figure shall be calculated utilizing the gross square footage of the building, structure, marine vessel, premises and conditions as to arrive at the correct application.

Any proposal that is presented to the Office of the State Fire Marshal for review and approval for a building rehabilitation as defined in the 101 Life Safety Code, for less than 50% of the gross square footage of a non-sprinklered building, may not have another such project for the same building submitted for review and approval any sooner than three (3) years after the date of the final inspection unless sprinkler projection is provided throughout the entire building.

In all buildings exceeding 10,000 square feet of aggregate, gross floor area.

In all buildings in excess of 40 feet in height or more than four (4) stories in height.

In all buildings or areas thereof used for the storage, fabricating, assembling, manufacturing, processing, display or sale of combustible goods, wares, merchandise, products, or materials when more than two (2) stories or 25 feet in height.

In all basement areas exceeding 2,500 square feet floor area.

In residential occupancies when of: Type V (0,0,0) or Type III (2,0,0) construction and exceeding two (2) stories or 25 feet in height. Type V (1,1,1) and Type III (2,1,1) or

Type IV (2,H,H) construction exceeding three (3) stories or 3In all residential apartment buildings storage areas except individual unit closets that are located within individual residential living units.

In all buildings used as health care occupancies as defined in the Life Safety Code, NFPA 101, as adopted and/or modified by these Regulations. In all buildings or areas classified as "high hazard" under the Life Safety Code, NFPA 101, or "extra hazard" under the Standard for the Installation of Sprinkler Systems, NFPA 13, as adopted and/or modified by these Regulations.

All buildings used as dormitories, in whole or in part, to house students at a public or private school or public or private institution of higher education. (16 **Del.C.** Ch. 88) This applies to all such dormitories regardless if new or existing.

(2015 State of Delaware fire Prevention Regulations, 702, Chapter 4)

Places of assembly shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 150 persons or greater.

Any interior renovations of 50 percent or more to an existing place of assembly with an occupant load greater than 150 persons.

Any additions or increase in interior size to an existing place of assembly that would create an occupant load of 150 persons or greater.

Places of assembly where alcohol is served for consumption on the premises shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

Any interior renovation of 50 percent or more to an existing place of assembly with an occupant load greater than 100 persons and where alcohol will be served for consumption on the premises.

Any additions or increase in interior size to an existing place of assembly which would create an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

New educational occupancies of 5,000 square feet or greater shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13.
(City of Dover Code of Ordinances 46-162)

21. Fire Department Connection is to be a 5-inch stortz connection on a 30-degree elbow located within 50 feet of main entrance. Access to the Fire Department Connection must be clear unobstructed access as defined by the AHJ.

    Fire department connections. Unless otherwise approved by the fire marshal, fire department connections shall be on the street side of the building and shall be located and arranged so that hose lines can be readily and conveniently attached to without interference from any nearby obstructions as defined by the fire marshal's office. Fire department connections shall be a five-inch Storz. Fire department connections shall be within 300 feet of an approved City of Dover Fire Hydrant and within 50 feet of the main entrance of the structure it serves. All fire department connections shall be not less than three feet nor more than five feet in height above finished grade. The fire marshal shall have the authority to require more stringent requirements when deemed necessary. (City of Dover Code of Ordinances 46-162)

22. Parking and/or obstructions shall be prohibited in front of fire department connections for a distance measuring from the center line and extending four feet on both sides.
    (2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.4)

23. Fire Department Connection to be located within 300 feet of fire hydrant, measured as hose would come off the fire equipment.

24. If there is any type of rack storage, the following will be required: 1) a diagram showing the layout and type of rack system 2) a list and quantity of items being stored 3) a letter from an authorized/licensed fire suppression contractor stating that in rack sprinklers are or are not needed. If in rack sprinklers are not needed, a letter may be requested from an authorized/licensed fire suppression contractor to ensure that the sprinkler system is adequate for the storage presented.

25. All standpipe and sprinkler connections shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation. All standpipe and sprinkler connections shall have minimum of four inch (4") solid yellow demarcation lines to define specific areas, Solid yellow demarcation lines shall be measured from the center line of the connection and extend for a distance of four feet (4') on both sides, and where parking is allow between the building and the street or fire lane the solid yellow demarcation lines shall extend from the end of the sidewalk surface to the street or fire lane (Markings shall not be required on the sidewalk surface). All fire department connections (standpipe and sprinkler) shall have a minimum 12" x 18" sign that reads FIRE DEPT. CONNECTION, sign lettering shall be a minimum of 3 inches (3") in height with red scotchlite letters on white scotchlite background. The sign shall be clearly

visible from the fire lane or roadway, and signs using NFPA international symbols shall be an acceptable alternative. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 3)

26. Standpipes shall be provided in all areas and buildings as required in the codes and standards listed in Regulation 701 as well as the following areas or buildings:

    In all Class A and Class B places of assembly and institutional occupancies two (2) stories or 25 feet in height or over,

    In any building over three (3) stories, In any building over 35 feet in height,

    In any building that has a floor above the first floor over 10,000 square feet gross floor area,

    In all buildings where the 1st floor exceeds 60,000 gross square feet,

    a Class I horizontal standpipe system installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations shall be provided. All standpipe systems shall be installed in accordance with the applicable codes and standards listed in Regulation 701.

    The standpipe system shall be carried up with each floor and shall be installed and ready for use as each floor progresses.

    Standpipes shall not be more than one floor below the highest forms of staging,

    The 2½-inch of hose connections on Class I systems shall be provided in the following locations, At the highest intermediate landing between floor levels in every required exit stairway,

    Where intermediate landing is not provided, hose connections shall be permitted to be located at the main floor landings in exit stairways when approved by the authority having jurisdiction,
    Where the local fire department has the capability of providing the required pressure, hydraulically designed standpipe systems in fully sprinklered, non-high-rise buildings shall be designed to provide the required waterflow rate.

    A sign shall be provided at each landing, in all interior stairways, designating the floor level. (2021 Delaware State Fire Prevention Regulations 702, Chapter 4, 2)

27. The installation of natural gas and LP gas meters, regulators, valves, and LP gas bottles shall be protected from impact damage by impact protection. Natural gas and LP gas meters, regulators, and valves located inside structures shall have impact protection, except when located in separate protected utility rooms.

    Dimensions of bollards. Bollards shall be a minimum of six-inch diameter filled with concrete. The bollard shall be set into the ground at a depth of at least 36 inches (three ft.) embedded in concrete at a minimum of 18 inches surrounding the bollard. The bollards must be a least 48 inches (four ft.) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. The above dimensions shall serve as the requirement for installation; however, the fire marshal and/or chief building inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

    Color of bollards. Bollards should be of the following colors; yellow, amber or orange. All colors shall be of fluorescent or have a reflective coating. Any deviation of the stated requirements must be approved by the fire marshal and/chief building inspector.

(City of Dover Code of Ordinances, 46-4)

28. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

*One-family and two-family residential structures, height, t*he number shall measure a minimum of four inches in height, *location, t*he number shall be placed on the house above or to the left or right of the front entrance, *color, t*he number shall be contrasting to the background color, A*rabic numerals, a*ll numbers shall be Arabic numerals.

*Multiple-family dwellings, measurements, t*he number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location, n*umbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color, n*umbers shall be contrasting to the background color, *Arabic numerals, a*ll numbers used shall be Arabic numerals.

*Commercial, industrial and office buildings, height, t*he numbers shall measure a minimum of 12 inches in height, *location generally, n*umbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

*color; each building, n*umbers shall be contrasting to the background color and shall be placed on each building in the complex,

*Arabic numerals, a*ll numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

29. A lock box (Knox) containing any and all means necessary for fire department access shall be provided at the following occupancies: any occupancy that contains a fire alarm signaling system that is monitored off-site, or any occupancy that contains an automatic sprinkler system.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.4)

Secured key systems. When required; exemption. A secured key system shall be required for any new or existing building where a fire alarm or sprinkler system is being installed. It shall be the responsibility of the owner or occupant to keep a set of keys in the secured key box that are current to the locks of the protected occupancy. Buildings with 24-hour staffing or guard service shall be exempt from this subsection.

Location. The secured key system shall be located as close to the main entrance as possible. Should the building design not allow the secured key system to be located by the main entrance, the fire marshal and fire chief shall come to an agreement as to an alternate location for the key box. A secured key system, once installed, shall not be obstructed from view or obstructed by any means that would delay the fire department access to the box.

Required keys. Keys to be secured in the key box shall include keys to all points of ingress or egress, whether on the interior or exterior of the building, and keys to locked mechanical rooms, electrical rooms, elevator rooms, fire alarm and sprinkler controls and any area protected by automatic fire detection. Keys to individual residential apartment units are not required.

Ordering responsibility. It shall be the responsibility of the general contractor to order the key box for new buildings. It shall be the responsibility of the owner or tenant to order the key box for existing buildings.

Installation before testing. No acceptance test for sprinklers or fire alarms shall be conducted before the installation of a key box.
(City Code of Ordinances 46-127)

Knox Box to be mounted 6 feet above ground level

30. All required means of egress shall have an exit discharge consisting of a non-slip surface and leading to and terminating at a public way. NFPA 101

31. All new passenger elevators in a building shall be provided with a car sized to accommodate an ambulance cot 24 inches (609 mm) by 84 inches (2133 mm) in its horizontal open position. Where two or more new passenger elevators are located in a single hoist way and serve all or the same portion of the building, only one elevator car that provides a car sized to accommodate an ambulance cot 24 inches by 84 inches in its horizontal position for each hoist way shall be required. Elevator cars required to comply with 15.1 or 15.2 shall be identified by the international symbol for emergency medical services (star of life). The symbol shall be not less than 3 inches (76 mm) in height and shall be placed inside on both sides of the hoist way door frame. Firefighter recall keys shall be provided in a manner acceptable to the local fire department. (2021 Delaware State Fire Prevention Regulations 705, Chapter 1, 15)

32. Buildings over 25,000 Sq. Ft are to have radio performance testing done prior to Final CO. This must be scheduled in advance with an authorized vendor.

33. Project to be completed per approved Site Plan.

34. Full building and fire plan review is required.

35. Construction or renovations cannot be started until building plans are approved.

36. Fire alarm systems, fire suppression systems, hoods, exhaust ducts, and hood suppression systems require a fire permit from the Fire Marshal's Office. This work cannot be started until the permit is approved.

37. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.

38. The following is City Ordinance, Appendix B-Zoning, Article 8 Enforcement and Penalties:

Section 1. - Building permits.

No building or structure in any district shall be erected or structurally altered without a building permit duly issued upon application to the building inspector. No building permit shall be issued unless the proposed construction or use is in full conformity with all the provisions of this ordinance. Any building permit issued in violation of the provisions of this ordinance shall be null and void and of no effect, without the necessity for any proceedings for revocations or nullification thereof, and any work undertaken or use established pursuant to any such permit shall be unlawful (see section 4 for penalties).

1.1 No building permit shall be issued for the construction or alteration of any building upon a lot without frontage upon, or legal permanent access to, a public street improved to the satisfaction of the planning commission, or without access to a public sewer.

1.2 No building permit shall be issued for any building where the site development plan of such building is subject to approval by the planning commission, except upon approval of such plans approved by the said commission.

1.21 No building permit shall be issued for any building in a subdivision unless the subdivision plot has been approved by the planning commission.

1.3 No building permit shall be issued for a building to be used for any conditional use in any zone where such use is allowed only with approval of the planning commission, unless and until such approval has been duly granted by the said commission.

(Ord. of 7-12-1993, § 3)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. This is a high rise and large area building, please see additional regulations listed below.
2. Please confirm that the parking is 15' from the building as outlined in item #6 listed above (we will discuss the tractor trailer bays).
3. Please advise where the main entrance will be located.
4. Please refer to item # 14 listed above regarding access to the fenced areas.
5. Please refer to item # 15 listed above regarding fire hydrants. They need to be shown and need to be spaced no farther than 800' a part. These cannot be on the same system as the fire suppression system. One needs to be within 300' of the FDC.
6. No parking is allowed on Garrison Oak Drive due to the street width.
7. Ensure that there is a Knox Box at both gates.
8. Ensure that the 100% Fire Lanes including demarcation lies
9. Codes have changed/been updated since the last submission including the 2024 IBC.

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2024 NFPA 1 Fire Code (NFPA; National Fire Protection Association)
2024 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)
2025 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)
2025 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)
2025 NFPA 13D Installation of Sprinkler Systems in 1 & 2 Family Dwellings and Manufactured Homes
2024 IBC (International Building Code)
2024 IRC (International Residential Code)
Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
2026 Delaware State Fire Prevention Regulations
City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed.**

Chapter 5 Mid Rise, High Rise and Large Area Buildings

1.0 Application

1.1 This chapter shall apply to all new buildings and this chapter shall apply to all existing buildings that undergo a change in occupancy.

1.2 This chapter shall apply to all buildings, structures, marine vessels, premises, and conditions which are modified by more than 50% after the effective date of these Regulations. The 50% figure shall be calculated utilizing the gross square footage of the building, structure, marine vessel, premises and conditions as to arrive at the correct application.

1.3 Any proposal that is presented to the Office of the State Fire Marshall for review and approval for a building rehabilitation as defined in the 101 Life Safety Code, for less than 50% of the gross square footage of a non-sprinklered building, may not have another such project for the same building submitted for review and approval any sooner than three (3) years after the date of the final inspection unless sprinkler projection is provided throughout the entire building.

Note: It is the intent of this subsection to prevent a submission for review and approval of a project in such stages that would have the effect of being less than the 50% of the square footage, in order to avoid having to have the building, etc., meet current standards.

19 DE Reg. 843 (03/01/16)

3.0 High Rise Building Fire Protection Features Required.

3.1 Fire Command Center

3.1.1 Every High Rise building shall contain a fire command center for fire department operations in a location reviewed by the responsible Fire Chief and approved by the Office of the State Fire Marshal.

3.1.2 The fire command center shall contain the following:

3.1.2.1 Voice alarm and public address panels

3.1.2.2 Fire department communications panel

3.1.2.3 Fire detection and alarm system annunciator panels and smoke management panels

3.1.2.4 Status indicator for elevator and annunciator indicating which elevators are operational

3.1.2.5 Status indicators and controls for air handling systems

3.1.2.6 Controls for unlocking all fire exit stairway doors simultaneously

3.1.2.7 Emergency power, light and system controls; and status indicators

3.1.2.8 Telephone and internet access for fire department use

3.1.2.9 Emergency and standby power status indicators

3.1.2.10 Generator supervision devices and manual start and transfer features

3.1.2.11 Public address system, where specifically required by other sections of this Code

3.1.2.12 Controls required for smoke control

3.1.2.13 Important Keys to include

3.1.2.13.1 Elevator machine room

3.1.2.13.2 Elevator hoistway door access key

3.1.2.13.3 Side access door elevator car key

3.1.2.13.4 Electric room keys

3.1.2.13.5 Fire pump room keys

3.1.2.13.6 Mechanical room keys

3.1.2.13.7 Any master key

3.1.2.14 As built drawings. Specific types and format of drawings to be determined by the Office of the State Fire Marshal at time of plan review.

3.1.3 The fire command center shall be separated from the remainder of the building by one-hour construction and equipped with a heating, ventilating and air conditioning system that will prevent smoke laden air from entering the space.

3.1.4 It is not the intent of this section to require a room dedicated for this purpose, but the area provided must be available for immediate use in case of emergency.

3.1.5 The room shall be a minimum of 96 square feet with a minimum dimension of 8 feet.

3.1.6 The fire command room door shall be clearly identified for use by the fire department.

3.2 Emergency Voice/Alarm Communications and Detection System

3.2.1 Every High Rise building shall be equipped with a voice alarm, communication and detection system which shall be installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations; and approved by the Office of the State Fire Marshal.

3.3 Public Address System

3.3.1 A public address communication system shall be part of the Emergency Voice/Alarm Communications System as required in §3.2 of this Chapter. The system shall be designed to be clearly heard by all occupants of the building and shall operate from the fire command center. It shall be established on a selective or general basis to the following terminal areas:

3.3.1.1 Elevators
3.3.1.2 Elevator lobbies
3.3.1.3 Corridors
3.3.1.4 Exit stairways
3.3.1.5 Rooms and tenant spaces exceeding 1,000 square feet in area
3.3.1.6 Dwelling units and guest rooms or suites.

3.4 Fire Department Communication System

3.4.1 A two way fire department communication system in accordance with the *National Fire Alarm Code* (NFPA 72) shall be provided for fire department use.

3.4.2 An alternative fire department radio enhancement system installed within the building shall be permitted in lieu of a two way fire department communications system, when approved by the Office of the State Fire Marshal.

3.5 Door Operation

3.5.1 All fire exit stairway doors which are to be locked from the stairway side shall have the capability of being unlocked simultaneously without unlatching upon a signal from the Fire Command Center.

3.6 Elevators

3.6.1 In every High Rise building at least one elevator service shall be provided for fire department emergency access to all floors.

3.6.2 Except for the main entrance level, all elevators shall open into a lobby (which may serve additional elevators) separated from the remainder of the building by a smoke barrier. Janitor closets, chutes, guest or tenant rooms, and service rooms shall not open into the elevator lobby. In addition, the provisions of ANSI Standard A 17.1 shall apply.

3.6.3 The elevator lobbies shall be permitted to be open to the remainder of the floor in buildings equipped with a mechanical smoke control system that will restrict smoke and hot gases from entering the elevator shaft on the fire floor.

3.7 Smoke Management Systems

3.7.1 In every High Rise building a Smoke Management system shall be installed in accordance with NFPA 92 and approved by the Office of the State Fire Marshal. Such system shall provide the following:

3.7.1.1 Egress Stair Tower Pressurization
3.7.1.2 Area of Refuge Pressurization
3.7.1.3 Horizontal Exit Passageway Pressurization
3.7.1.4 Fire Floor Smoke Exhaust
3.7.1.5 Floor Above and Below Fire Floor Pressurization
3.7.1.6 Other criteria as deemed necessary by the Office of the State Fire Marshal for Unusual Spaces.

3.7.2 Smoke management system operation/actuation shall be approved by the Office of the State Fire Marshal.

Note: As per NFPA 92, the smoke management system shall be provided with a graphic annunciator and manual override panel to be located in the Fire Command Center. The design and operation of the graphic annunciator shall be proposed by the designer and approved by the Office of the State Fire Marshal.

3.8 Standby Power, Light, And Emergency Systems

3.8.1 In every High Rise building an emergency power supply shall be installed.

3.8.2 Standby power, light and emergency systems shall comply with the provisions of the Standard for Emergency and Standby Power Systems, NFPA 110, as adopted and/or modified by these Regulations.

3.8.3 Fuel Supply. An on premises fuel supply sufficient for not less than two hours full demand operation of the system shall be provided.

3.8.4 Generating Capacity. The standby system shall have a capacity and rating that will supply all equipment required to be operational at the same time. The generating capacity need not be sized to operate all the connected electrical equipment simultaneously.

3.8.5 All power, lighting, signal, and communication systems required by this Regulation shall automatically transfer to a standby source. The standby power system shall be connected to all systems listed in the NFPA *101 Life Safety Code*.

3.9 Emergency Systems

3.9.1 Exit signs, exit illumination, and elevator car lighting are classified as emergency systems and shall operate within ten seconds of failure of the normal power supply and must also be connected to the standby source.

3.9.2 All required lighting, smoke management pressurization, electrically powered fire pumps and at least one elevator shall be connected to the standby power source. Elevators shall be provided with a selective load switch to allow transfer of power to each elevator. This will permit each elevator to be returned to the lobby and placed out of service except for fire department service.

3.10 Areas of Refuge. Areas of Refuge shall be provided in accordance with the requirements of Regulation 702, Chapter 3.

13 DE Reg. 629 (11/01/09)
19 DE Reg. 843 (03/01/16)

4.0 Large Area Buildings.

4.1 Application. The application of this Chapter pertains to any building exceeding one-hundred thousand (100,000) square feet gross floor area on any one floor. This Chapter does not apply to Strip Shopping/Office Center with no individual tenant exceeding 100,000 sq. ft.

4.1.1 If any one individual tenant in a Strip Shopping/Office Center exceeds 100,000 sq. ft. per floor, these requirements shall apply only to those tenants.

4.2 Horizontal Standpipes.

4.2.1 Horizontal Standpipes shall be required in accordance with Regulation 702, Chapter 4 of these Regulations

4.3 Emergency Voice/Alarm Communications and Detection System.

4.3.1 Large area buildings shall be equipped with a voice alarm, communication and detection system which shall be installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations; and approved by the Office of the State Fire Marshal

4.4 Fire Command Station.

4.4.1 Large area buildings containing Health Care Occupancies, Ambulatory Health Care and Detention and Correction Occupancies shall contain a fire command center for fire department operations in a location reviewed by the responsible Fire Chief and approved by the Office of the State Fire Marshal. The Office of the State Fire Marshal may require a Fire Command Center for other Large Area Buildings.

4.4.2 The fire command center shall contain the following:

4.4.2.1 Voice alarm and public address panels
4.4.2.2 Fire department communications panel
4.4.2.3 Fire detection and alarm system annunciator panels and smoke management panels
4.4.2.4 Status indicator for elevator and annunciator indicating which elevators are operational
4.4.2.5 Status indicators and controls for air handling systems
4.4.2.6 Controls for unlocking all fire exit stairway doors simultaneously
4.4.2.7 Emergency power, light and system controls; and status indicators
4.4.2.8 Telephone and internet access for fire department use
4.4.2.9 Emergency and standby power status indicators
4.4.2.10 Generator supervision devices and manual start and transfer features
4.4.2.11 Public address system, where specifically required by other sections of this Code
4.4.2.12 Controls required for smoke control
4.4.2.13 Important keys to include
4.4.2.13.1 Elevator machine room
4.4.2.13.2 Elevator hoistway door access key
4.4.2.13.3 Side access door elevator car key
4.4.2.13.4 Electric room keys

4.4.2.13.5 Fire pump room keys
4.4.2.13.6 Mechanical room keys
4.4.2.13.7 Any master key

4.4.2.14 As built drawings. Specific types and format of drawings to be determined by the Office of the State Fire Marshal at time of plan review.

4.4.3 The fire command center shall be separated from the remainder of the building by one-hour construction and equipped with a heating, ventilating and air conditioning system that will prevent smoke laden air from entering the space.

4.4.4 It is not the intent of this section to require a room dedicated for this purpose, but the area provided must be available for immediate use in case of emergency.

4.4.5 The room shall be a minimum of 96 square feet with a minimum dimension of 8 feet.

4.4.6 The fire command room door shall be clearly identified for use by the fire department.

4.5 Smoke Management Systems

4.5.1 Large area buildings shall be equipped with a smoke management system approved by the Office of the State Fire Marshal, designed in accordance with §4.5.2 or §4.5.3, and shall be capable of being operated by the fire department.

4.5.2 This smoke control system shall, at a minimum, consist of manually operated smoke vents installed in accordance with the Standard for Smoke and Heat Venting, NFPA 204 with the following criteria:

4.5.2.1 One, 100 sq. ft. vent per 25,000 sq. ft. of floor area.
4.5.2.2 Each vent shall be centrally located within the 25,000 sq. ft. protected area.

4.5.3 Large Area buildings using mechanical means of smoke management shall be installed in accordance with NFPA 92A, NFPA 92B and approved by the Office of the State Fire Marshal. Such system shall provide the following:

4.5.3.1 Egress Stair Tower Pressurization if stairs are more than three (3) communicating floor levels
4.5.3.2 Area of Refuge Pressurization
4.5.3.3 Horizontal Exit Passageway Pressurization
4.5.3.4 Fire Floor or Fire Area Smoke Exhaust
4.5.3.5 Other Criteria as deemed necessary by the Office of the State Fire Marshal for Unusual Spaces

4.5.4 Smoke management system operation/actuation shall be approved by the Office of the State Fire Marshal.

Note: As per NFPA 92A and NFPA 92B, the smoke management system shall be provided with a graphic annunciator and manual override panel to be located in the fire command center. The design and operation of the graphic annunciator shall be approved by the Office of the State Fire Marshal.

4.6 Standby Power, Light, and Emergency Systems.

4.6.1 Large area buildings shall be equipped with standby power, light, smoke management system and emergency systems which shall comply with the provisions of the Standard for Emergency and Standby Power Systems, NFPA 110, as adopted and/or modified by these Regulations.

Exception: If the occupancy is such that "standard" battery operated emergency systems (emergency lighting, exit signs, fire alarm signaling system backup power, etc.), are deemed to be adequate by the State Fire Marshal.

13 DE Reg. 629 (11/01/09)
19 DE Reg. 843 (03/01/16)

From: Jones, Tijah (DelDOT)
To: Melson-Williams, Dawn
Cc: Hickman, Kevin (DelDOT)
Subject: EXTERNAL: DAC Comments
Date: Wednesday, October 28, 2026 1:36:47 PM

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Dawn,

Here are the comments from DelDOT for the applications discussed in the DAC Meeting 28 October

- **S-26-16 Cold Storage Warehouse at 451 Garrison Oak Drive**

1. No Comments on DelDOT's Behalf

TiJah Jones
Subdivision Review Engineer
Economic Development Coordination
Delaware Department of Transportation
(302) 760-2124
tijah.jones@delaware.gov

KENT CONSERVATION DISTRICT
1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901• (302) 608-5370 • WWW.KENTCD.ORG

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
October 2026

APPLICATION: Cold Storage Warehouse at 451 Garrison Oak Drive (a.k.a Lot 8 Garrison Oak Drive)
FILE #: S-26-16
REVIEWING AGENCY: Kent Conservation District
CONTACT PERSON: Jared Adkins
PHONE: (302) 608 - 5370
EMAIL: stormwater@kentcd.org

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

A sediment and stormwater plan has been approved for this site by the Kent Conservation District and is valid until May 1, 2030.

ADVISORY COMMENTS TO THE APPLICANT:

1. If any revisions are made to the previously approved plan, those revision will need to be submitted prior to the preconstruction meeting.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

ADVISORY BRIEF

D.A.C. MEETING DATE: 11/4/2026

Dover/Kent County Metropolitan Planning Organization

S-26-16 Cold Storage Warehouse at 451 Garrison Oak Drive

FILE # S-26-16 REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Site Development Plan Review

S-26-16 Cold Storage Warehouse at 451 Garrison Oak Drive

Dover Kent MPO initially provided comments on this project in November of 2023. No concerns were raised during this initial review process. Likewise, when reviewing the most recent site plan, the MPO found no major issues from a transportation perspective. There are two planned entrances to the property off of Garrison Oak Drive, and the truck parking area is separate from the personal vehicle parking area. These measures, in addition to the fire lane and drive aisle on the side of the building, will help separate truck traffic from the traffic created by other vehicles.

The truck parking spaces on the south side of the building are important for addressing the shortage of designated truck parking in the Dover area and throughout the State of Delaware. Oftentimes freight trucks are seen parked in the shoulder of North Little Creek Road (SR8) and other roads for easy access to SR1; this, however, leads to several issues for both the truck drivers and residents in the area.[1] By including truck parking spaces in the site plan, vehicles

[1] *2022 Delaware State Freight Plan*. Delaware Department of Transportation (DelDOT) (2022). https://deldot.gov/Business/freight/pdfs/2026/Delaware%20State%20Freight%20Plan%20-%20Full.pdf?cache=1793281702107.

headed to the site will not have to park on the side of the road, which will alleviate the issues caused by "undesignated" truck parking. This is an aspect of the site plan that Dover Kent MPO strongly supports.[2]

In terms of other transportation elements, the site plan appears to cover most of the necessary features. These include sidewalks along the building's exterior, marked crosswalks, accessible parking spaces close to the building entrance, and bicycle parking spaces. Note that all sidewalks should be accompanied by ADA curb ramps where the sidewalk meets the roadway. The applicant might also want to consider an additional marked crosswalk within the parking area, so that visitors to the property can safely reach the building entrance even when parking further away from the building.

The applicants should be aware of the other transportation projects taking place in the area. Most relevant to this property is the Horsepond Road Extension, which is one of the recommended projects from the *Dover Air Cargo Freight Access Study*. This project will extend Horsepond Road between White Oak Road and S. Little Creek Road. The northern terminus of the road will connect with the western entrance to Garrison Oak Business and Technology Center.[3] Once completed, this project is expected to help take trucks off of local residential roads in Dover. It is currently included in DelDOT's Capital Transportation Program (CTP), and it is in the Preliminary Engineering (PE) phase. Although the project will not conflict directly with the subject property, compatible uses should be kept in mind throughout the process, and the applicant should stay updated on the road extension's progress.

Finally, site plans within proximity to Dover Air Force Base (DAFB) should avoid conflicting uses. These may include building tall structures, creating glint and glare (such as from lighting, solar fields, and artificial bodies of water), attracting large numbers of migratory birds, and operating Unmanned Aircraft Systems (UAS) in the area. Conflicting uses are described in greater detail in the 2023 *Dover Air Force Base Compatible Use Plan*.[4] Note that even if the subject property does not fall within the DAFB Airport Environs Overlay Zone (AEOZ), the applicant should work closely with DAFB throughout the process to ensure the planned uses will be compatible with Base operations.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

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[2] *Truck Parking Amenities Study*. Dover/Kent County MPO (2023). https://doverkentmpo.delaware.gov/files/2023/03/Truck-Parking-Amenities-Final-3.2023.pdf.

[3] *Dover Air Cargo Freight Access Study - Planning and Environmental Linkage (PEL) Report*. Dover/Kent County MPO (2021). https://doverkentmpo.delaware.gov/files/2021/09/Dover-Air-Cargo-Freight-Study-PEL_final.pdf#page=22.

[4] *Dover Air Force Base - Compatible Use Plan*. Dover Air Force Base (DAFB) and Delaware Department of Transportation (DelDOT) (2023). https://doverkentmpo.delaware.gov/files/2026/07/Final-Compatible-Use-Plan.pdf.

S-26-16 ✓

WAIVER REQUEST

LOT 8, GARRISON OAK
BUISNESS AND TECHNOLOGY CENTER

CURBING REQUIREMENTS

REQUEST: We request that portions of the required upright concrete curbing along the outer edges of the parking area be waived by the Planning Commission.

EXTENT OF THE REQUEST: By code, all permanent parking areas shall be enclosed with upright concrete curbing at least six (6) inches in height. We are requesting a waiver to eliminate portions of upright curbing to allow for the runoff to sheet flow from existing paved areas and continue its current drainage pattern into pervious grassed and landscaped area. Portions of the parking lot currently do not contain curbing. These areas discharge into grassed and landscaped areas within and adjacent to the existing site. Providing the required curbing in these areas would only concentrate the runoff directly to closed drainage systems without providing the benefit of pervious surfaces for runoff reduction. We recommend not altering existing drainage patterns as to upset the current balance of the existing drainage system within the projects natural areas.

BASIS FOR REQUEST:

1. Article 6, section 3.6 (b) of the City of Dover zoning standards states that the Planning Commission may relax this requirement for a portion of a parking area when there is a demonstrated need to convey stormwater to a proposed or approved stormwater management area. We are proposing that portions of the parking and some drive isle areas be allowed to sheet flow stormwater run-off as needed to provide the benefit of natural uptake of the runoff, and not impede the runoffs ability to sheet flow into the existing pervious and landscaped areas.

WAIVER REQUEST

LOT 8, GARRISON OAK
BUISNESS AND TECHNOLOGY CENTER

PARKING REQUIREMENTS

REQUEST: On behalf of the Owner/developer, we are requesting a 50% parking reduction for the required parking provided for the project be granted by the Planning Commission.

EXTENT OF THE REQUEST: By code, the parking requirements for IPM-2 zone are 1 space per 800 square feet (sf) of building area. With the bulk area of the building being 165,000 sf, by code 207 spaces would be required. As the vast majority of the building space is bulk cold storage and the parking needs to support the facility and its workers does not align with the code requirement. The general office space to support facilities such are these is a small fraction of the overall space. Reducing the overall parking to half of the required, continues to allow for 104 parking spaces for office and general workers for the facility and allows the facility to keep the needed trailer storage spaces. Examples of these facilities typically contain more trailer storage parking spaces than overall passenger car spaces. These facilities are large regional distribution centers and not a facility that will have an excessive amount of office staff, floor staff, visitors as a general office use would. and in and out types of traffic. With this application we are requesting that vehicular parking be reduced up to 50% of what is required by code.

BASIS FOR REQUEST: Article 6, section 3.9 (a) and (b) of the City of Dover zoning standards states that "The planning commission or city planner, according to the type of plan review required by appendix B, zoning, article 10, planning commission, may reduce, in an amount not to exceed 50 percent, the number of *parking* spaces required…"

S-26-16

CITY OF DOVER, DELAWARE

BOARD OF ADJUSTMENT
DECISION

Case No. V-23-05 Dover, Delaware

Applicant/Owner: City of Dover
Equitable Owner: SLS Equity Partners Date: September 20, 2023

STATEMENT OF FACTS

This is an Application for two variances involving Lot #8 of Garrison Oak Business and Technology Center, known as 451 Garrison Oak Drive, Dover, Delaware. The Lot is owned by the City of Dover but is under contract with SLS Equity Partners for purchase of the Lot. The Lot is zoned IPM-2 (Industrial Park Manufacturing-Business and Technology Center) and is subject to SWPOZ (Source Water Protection Overlay Zone: Tier II - Primary Wellhead Protection Area). The Lot is vacant and is known as Tax Parcel LC-05-068.00-02-08.00-000. The two variances requested are area variances from the requirement of Article 4 Sec. 4.16 of the Zoning Ordinance. The first variance request is to reduce the setbacks as it relates to building height allowing a portion of the building to be up to 100 feet in height when only setback 88 feet (front yard) or 60 feet (side yard) from the property lines. Considering this Request for a Variance first, the building height restriction is equal to the nearest lot line. So, if this variance is granted, the setback to the nearest lot line would need to be altered to allow the desired height of the building which is projected to be 100 feet in height.

The second variance requested is to grant impervious lot coverage from 65% as required by Article 4 Sec. 4.16 to the requested 71%. This would be a 6% increase.

In support of the request for the variances, it is noted that the property is in a unique spot where it is basically a corner property due to the curvature of Garrison Oak Drive. Further, due to the encumbrances on the adjacent properties, it can maintain increased distances from other potential buildings on other lots by nature of the lot's location, the flood plain, the utility easements, and Open Space areas. Lot coverages were designed to help with drainage and flooding issues in the future by having area available for water to be absorbed into. This Lot has a sizable undeveloped area that will not be built upon in the southeast corner. In the development, the planned lot coverage for all lots was 65%, so if the variance is granted, this would merely be an increase of 6% coverage. The height of the building requested is necessary because of the planned construction of the building giving sufficient area and without that variance, the structure of the building would be impacted by additional area altering the footprint of the building.

At the conclusion of the testimony, the Board felt that exceptional practical difficulties had been proven by Applicant for the two variances and voted unanimously to grant both variances requested (Sheth, Chairman; Mr. Wagner; and Mr. Keller).

In granting the variances, the Board considered the nature of the Zone in which the property lies, which is a part of Garrison Oak Business and Technology Center where the lots are zoned IPM-2, with the exception of ROS Zoned property that runs along Lot #8's south property line with the lot being partially within the SWPOZ (Source Water Protection Overlay Zone: Tier II - Primary Wellhead Protection Area).

Next, the Board considered the character of the immediate vicinity and contained uses therein and found that this is a planned industrial park subdivision with a loop road, Garrison Oak Drive, which serves all lots in the subdivision. Currently, there are four sites within the Center that have been developed: Dover Sun Park (a solar farm); Garrison Energy center (electric generating facility); UZIN UTZ (manufacturing); Advantech (office and lighting manufacturing); and a planned City-owned electric substation. One other lot has received conditional approval from the Planning Commission for site plan development which is a warehouse facility. Development plans have been submitted for review for another logistics/trucking terminal facility. The rest of the lots are still owned by the City of Dover or may be under contract for pending sales.

Next, the Board considered whether, if the restrictions upon the Applicant's property were removed, would such removal seriously affect neighboring properties and uses. It is noted that the neighboring parcels are not yet developed that are adjacent and located on the same side of Garrison Oak Drive. There are the solar field and the electric generating facility already existing to the north across Garrison Oak Drive. With the adjacent Open Space parcel running the full length of the south side of the property, it is encumbered by a Special Flood Hazard area (100-Year Flood Plain) in which the Zoning Ordinance is prohibited from development. The proposed placement of the building on the property meets the setbacks from property lines for the IPM-2 Zone. However, for the Zone, the height of a building is also regulated by setback. Even allowing a building height up to 100 feet, would not impact the adjacent properties as the lot areas immediately adjacent are limited in their development potential for placement of the building due to utility infrastructure/easements and flood plain areas. There is not a parcel currently under development that would be impacted by the current plan proposal. The lot to the west has not yet been sold or planned for development. The lot south of the Open Space has also not been planned for development as of yet beyond the water tower located thereon. The Open Space tract to the south Zoned ROS is roughly 200 ± feet away from the start of the next parcel. Therefore, the requested grants should not impact future developments of that land.

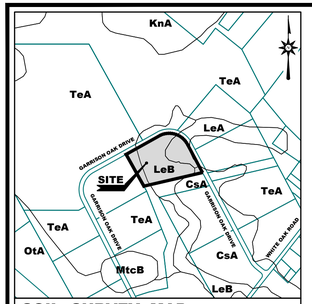
The Board finally considered whether, if the restrictions upon the Applicant's property were not removed, would the restrictions create unnecessary hardship or exceptional practical difficulty for the owner in its efforts to make normal improvements in the character of the use of the property, that is a permitted use the provisions of the Zoning Ordinance. In considering this issue, the Board noted that this is an industrial park, where large scale buildings and truck parking areas are expected. The design of the site appears to maximize the building size while also providing the on-site circulation, fire lane coverage, and space for on-site maneuverability of trucks for loading activities. By allowing the building height up to 100 feet, to be closer to the property line, it would provide interior volume for storage (vertical storage) rather than increasing the building footprint to achieve the same capacity. The Applicant has annotated a Site Plan to indemnify the surface area that would need to be removed to comply with the lot coverage limitations of IPM-2 Zone. The lot coverage version (at 70%-71%) provides 18 additional automobile parking spaces and 24

truck parking spaces at the south end of the parcel with its, which is adjacent to the ROS strip of land that runs along the south side of the Lot. Given that this Lot is being developed for an undetermined futural prospective client, it is not known how much of this additional parking would be necessary for the end-user. However, the additional truck parking area (not at the loading dock) would allow for more functionally to building operation for staging of trucks on-site. It is noted that the paved width of Garrison Oak Drive does not accommodate on-street parking. The regular (car) vehicle parking requirement rate is based on building floor area size and the Applicant could seek a waiver to reduce the parking space requirement from the Planning Commission, which could remove some areas of impervious surface.

In conclusion, the Board voted unanimously to grant both of these variances.

K. C. Sheth, Chairman

NHR:rp



SOIL SURVEY MAP SCALE: 1" = 1,000'

SOIL MAP TAKEN FROM WEB SOIL SURVEY
websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx

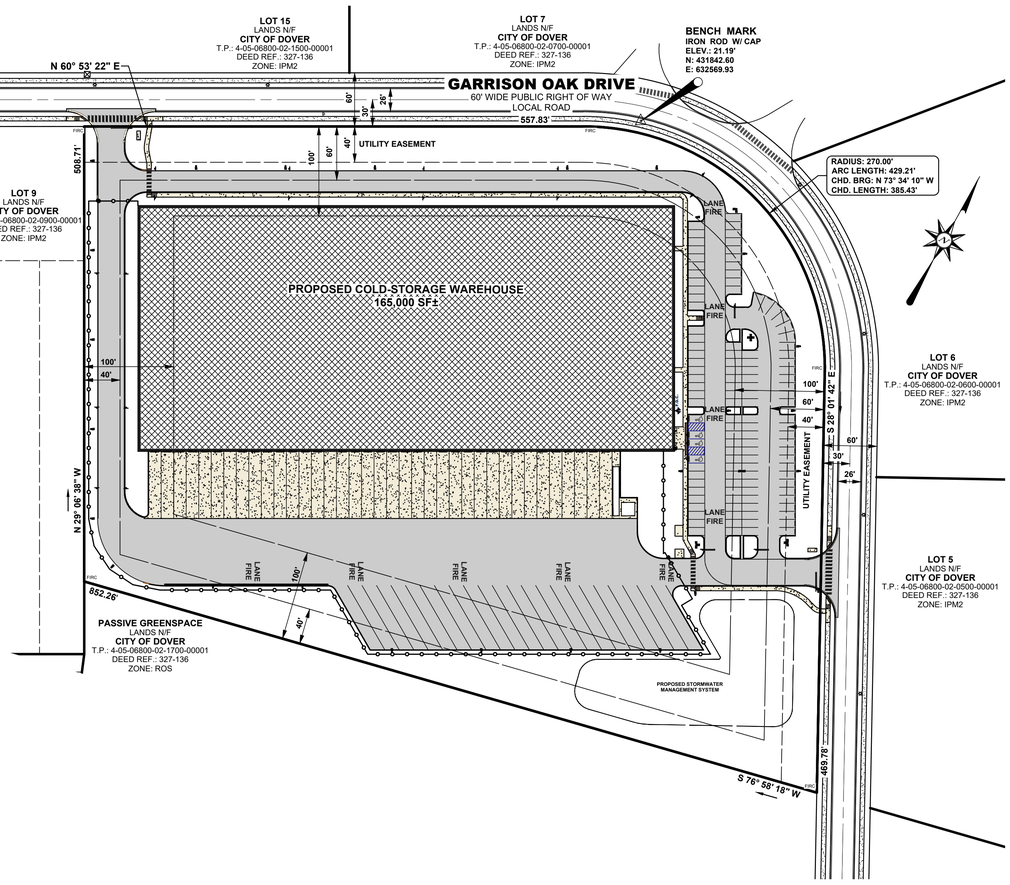
CsA: CROSIADORE SILT LOAM, 0 TO 2 PERCENT SLOPES
KnA: KENTUCK MUCKY SILT LOAM, 0 TO 2 PERCENT SLOPES
LeA: LEIPSIC SILT LOAM, 0 TO 2 PERCENT SLOPES
LeB: LEIPSIC SILT LOAM, 2 TO 5 PERCENT SLOPES
MtcB: MATTAPEX SILT LOAM, 0 TO 2 PERCENT SLOPES
OtA: OTHELLO SILT LOAMS, 0 TO 2 PERCENT SLOPES
TeA: TENT SILT LOAM, 0 TO 2 PERCENT SLOPES

GENERAL NOTES:

1. TOPOGRAPHIC SURVEY DATA SHOWN HEREON WAS PREPARED BY BECKER MORGAN GROUP, DOVER, DE., IN MARCH 2023. VERTICAL DATUM IS BASED ON NAD-83. BOUNDARY LINES PORTRAYED HERON HAVE BEEN ESTABLISHED BASED SOLELY ON PHYSICAL EVIDENCE DISCOVERED IN THE FIELD IN CONJUNCTION WITH DETERMINATIONS DERIVED FROM SOURCE OF TITLE AND ADJACENT DEED RECORD INFORMATION.
2. THE EXISTING UTILITIES SHOWN WERE TAKEN FROM THE BEST AVAILABLE RECORDS. THE CONTRACTOR SHALL CONTACT MISS UTILITY OF DELMARVA (1-800-282-8555) TO VERIFY THEIR EXACT LOCATION PRIOR TO THE START OF ANY CONSTRUCTION. ANY DAMAGE INCURRED TO ANY UTILITIES SHALL BE REPAIRED IMMEDIATELY AT THE CONTRACTORS EXPENSE. IF THE CONTRACTOR RELIES ON THE UTILITY LOCATIONS SHOWN HEREON, HE DOES SO AT HIS OWN RISK AND WILL NOT BE ENTITLED TO ADDITIONAL COMPENSATION DUE TO TIME DELAYS FROM SAID RELIANCE.
3. PORTION OF PARCEL IS LOCATED WITHIN ZONE "AE", BASE FLOOD ELEVATION 15.3', BASED ON LOMR 17-03-901P, EFFECTIVE DATE JUNE 4, 2018. SHOWN ON FEMA FIRM MAP 10001C0167H EFFECTIVE MAY 5, 2003 AND 10001C0186J EFFECTIVE JULY, 7 2014.
4. BECKER MORGAN GROUP CERTIFIES THAT THERE ARE NO FRESH WATER WETLANDS LOCATED WITHIN THE IMPROVED AREA.
5. ALL ROADS, PARKING AND OTHER PAVED AREAS WILL BE PRIVATELY OWNED AND MAINTAINED AND ARE NOT INTENDED FOR DEDICATION.
6. DELAWARE REGULATIONS PROHIBIT THE BURIAL OF CONSTRUCTION DEMOLITION DEBRIS, INCLUDING TREES AND STUMPS ON CONSTRUCTION SITES. ANY SOLID WASTE FOUND DURING EXCAVATION MUST BE REMOVED AND PROPERLY DISCARDED.
7. ALL HANDICAPPED PARKING DEMARCATION, STALLS, AND BUILDING ACCESSIBLE ROUTES SHALL COMPLY WITH THE "AMERICAN WITH DISABILITIES ACT".
8. ALL FIRE LANE DEMARCATION AND FIRE LANE SIGNS SHALL BE IN ACCORDANCE WITH ALL STATE FIRE PREVENTION REGULATIONS.
9. THIS DRAWING DOES NOT INCLUDE NECESSARY COMPONENT FOR CONSTRUCTION SAFETY. ALL CONSTRUCTION MUST BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 AND ALL RULES AND REGULATIONS THERETO APPURTENANT.
10. BEFORE THE CONTRACTOR CAN BEGIN CONSTRUCTION HE MUST OBTAIN THE PROPER PERMITS AND/OR APPROVALS FROM THE CITY OF DOVER (C.O.D.), KENT CONSERVATION DISTRICT (K.C.D.), CITY OF DOVER DEPARTMENT OF PUBLIC WORKS AND APPROPRIATE STATE AND COUNTY AGENCIES.
11. ALL CONSTRUCTION METHODS AND MATERIALS SHALL BE ACCORDING TO THE CITY OF DOVER DEPARTMENT OF PUBLIC WORKS AND THE STATE OF DELAWARE STANDARDS AND CONSTRUCTION SPECIFICATIONS.
12. ALL WATER AND WASTEWATER UTILITY COMPONENTS MUST MEET THE REQUIREMENTS OF THE PUBLIC WORKS AND DEPARTMENT OF WATER AND WASTEWATER, EFFECTIVE DATE MARCH 22, 2010.
13. THE KENT CONSERVATION DISTRICT (KCD) RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE INSPECTIONS.
14. ALL EXISTING UTILITIES SHALL BE ADJUSTED TO FINAL GRADE IN ACCORDANCE WITH THE PUBLIC WORKS AND DEPARTMENT OF WATER AND WASTEWATER.
15. IF THE APPROVED PLAN NEEDS TO MODIFIED DUE TO ERRORS OR OMISSIONS OR FIELD CONDITIONS, ADDITIONAL SEDIMENT AND STORM WATER CONTROL MEASURES MAY BE REQUIRED AS DEEMED NECESSARY BY THE KENT CONSERVATION DISTRICT (KCD).
16. STORMWATER MANAGEMENT AND SEDIMENT / EROSION CONTROL SHALL BE IN ACCORDANCE WITH THE CURRENT VERSION DELAWARE SEDIMENT AND STORMWATER REGULATIONS BY THE DELAWARE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL.
17. AN UPDATED UTILITY PLAN SHOWING FINAL UTILITY SERVICE CONNECTIONS FOR THE PROPOSED WAREHOUSE WILL BE REQUIRED TO BE SUBMITTED TO THE CITY OF DOVER DEPARTMENT OF PUBLIC WORKS FOR APPROVAL PRIOR TO THE ISSUANCE OF A BUILDING PERMIT FOR THE PROPOSED WAREHOUSE.
18. AT ITS MEETING ON OCTOBER 18, 2023, THE CITY OF DOVER BOARD OF ADJUSTMENT GRANTED A SETBACK VARIANCE (APPLICATION V-23-05) ALLOWING ALLOWING THE SETBACK TO THE NEAREST LOT LINE TO BE ALTERED TO ALLOW THE DESIRED HEIGHT OF THE BUILDING WHICH IS PROJECTED TO BE 100' IN HEIGHT.
19. AT ITS MEETING ON OCTOBER 18, 2023, THE CITY OF DOVER BOARD OF ADJUSTMENT GRANTED A LOT COVERAGE VARIANCE (APPLICATION V-23-05) ALLOWING 71% IMPERVIOUS COVERAGE OVER THE LOT.
20. AT ITS MEETING ON NOVEMBER 20, 2023, THE CITY OF DOVER PLANNING COMMISSION GRANTED CONDITIONAL APPROVAL OF THE SITE PLAN AS WELL AS THE CURBING AND 50% PARKING REDUCTION WAIVERS.
21. AT ITS MEETING ON NOVEMBER 20, 2023, THE CITY OF DOVER GRANTED APPROVAL OF THE PERFORMANCE STANDARDS REVIEW APPLICATION.
22. ON-SITE TRASH TO BE COLLECTED BY PRIVATE SERVICE.
23. STANDARD CITY OF DOVER SIDEWALK, AS PER CHAPTER 98, ARTICLE IV OF THE DOVER CODE OF ORDINANCES, SHALL BE REQUIRED TO BE INSTALLED ALONG THE ENTIRE PUBLIC STREET FRONTAGE OF A PROPERTY. WHERE FRONTAGE SIDEWALK EXISTS BUT DOES NOT MEET THE STANDARDS OF CHAPTER 98, ARTICLE IV, THE SIDEWALK SHALL BE RE-LAID TO MEET THE STANDARDS. SIDEWALK SHALL INCLUDE BARRIER-FREE ACCESS RAMPING AT POINTS OF INTERSECTION WITH STREET CROSSINGS AND AR OTHER LOCATIONS SO AS TO AFFORD REASONABLE BARRIER-FREE PEDESTRIAN MOVEMENT AND SITE ACCESS.
24. IN ACCORDANCE TO APPENDIX A, ARTICLE VI, SECTION B.3, ALL SIDEWALK SHALL ASCEND FROM THE CURBSTONE TO THE BUILDING LINE AT THE RATIO OF ONE-QUARTER OF AN INCH TO THE FOOT. NOTHING IN THIS SECTION SHALL BE CONSTRUCTED TO AFFECT ANT PAVEMENT PREVIOUSLY LAID BY ORDER OF THE CITY COUNCIL , UNTIL IT IS TAKEN UP AND RE-LAID.
25. HYDRANT CONNECTIONS BY THE CONTRACTOR ARE PROHIBITED. THIS METHOD MAY NOT BE UTILIZED DURING ANY PHASE OF THE PROJECT.
26. THE SITE CONTRACTOR SHALL CONTACT THE CITY OF DOVER DEPARTMENT OF WATER & WASTEWATER CONSTRUCTION MANAGER AT (302) 736-7025 PRIOR TO THE START OF CONSTRUCTION. A REPRESENTATIVE FROM THE CITY OF DOVER DEPARTMENT OF WATER & WASTEWATER MUST OBSERVE AND APPROVE ALL CITY OWNED WATER AND SANITARY SEWER INTERCONNECTIONS AND TESTING. ALL WATER TAPS MUST BE PERFORMED BY A CITY OF DOVER APPROVED CONTRACTOR. THE PROPOSED LOCATION TO BE TAPPED FOR THE CONNECTION MAY NEED TO BE ADJUSTED IN THE FIELD DUE TO CONDITIONS OF THE EXISTING MAIN. POSSIBLE CONDITIONS THAT WOULD REQUIRE TAPPING RELOCATION INCLUDE PROXIMITY TO PIPE JOINTS, OTHER TAPS, CONCRETE ENCASEMENTS, CONFLICT WITH OTHER UTILITIES, AND THE LIKE. TEST HOLES MUST BE PERFORMED BY THE CONTRACTOR TO DETERMINE THE BEST TAPPING LOCATION. THE CITY OF DOVER WILL NOT BE HELD RESPONSIBLE FOR FILED CONDITIONS REQUIRING ADJUSTMENT OF THE TAPPING LOCATION OR FOR ANY WORK REQUIRED BY THE CONTRACTOR TO MAKE AN APPROPRIATE AND LAWFUL CONNECTION.

SHEET INDEX

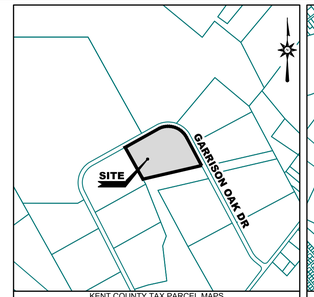
C-001	COVER SHEET & OVERALL LAYOUT
C-101	BOUNDARY & EXISTING CONDITIONS PLAN
C-201	SITE PLAN
C-301 - C-302	UTILITY PLANS
C-303	UTILITY PROFILES
C-401	GRADING PLAN
C-500	SEDIMENT AND STORMWATER COVER SHEET
C-501	PRE-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN
C-502	CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN
C-503	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, FACILITY #1
C-504	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, FACILITY #1 DETAILS
C-505 - C-507	CONSTRUCTION SITE DETAILS AND NOTES
C-901 - C-905	CONSTRUCTION DETAILS
L-101	LANDSCAPE PLAN



LEGEND

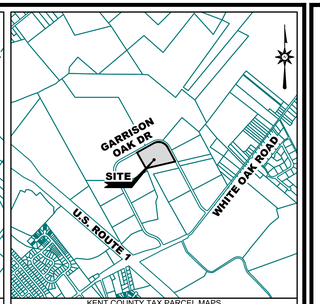
ITEM	EXISTING	PROPOSED
CONCRETE CURB & GUTTER		
CONCRETE SIDEWALK, SLAB / PAVING		
IMPERVIOUS SURFACED ROAD, DRIVE OR PARKING LOT		N/A
INDIVIDUAL TREE OR BUSH	EVERGREEN DECIDUOUS	
WIRE FENCE		
CHAINLINK FENCE		
STOCKADE FENCE		
STRUCTURE (CONCRETE, WOOD, METAL, ETC.)		
DRAINAGE DITCH OR SWALE		
WETLAND BOUNDARY LINE		N/A
CONTOUR	49	55
ELEVATION SPOT SHOT	43.55	25.15 / 25.50 T.C. 25.00 B.C.
BENCH MARK		N/A
PROPERTY OR RIGHT-OF-WAY LINE		
CENTERLINE		
LIGHT POLE		

ITEM	EXISTING	PROPOSED
SANITARY GRAVITY SEWER LINE (S) SIZE & FLOW DIRECTION	EX. 10"S	10" S
SANITARY SEWER FORCE MAIN (F.M.) SIZE & FLOW DIRECTION	EX. 10" F.M.	12" F.M.
SANITARY SEWER MANHOLE (S.S.M.H.)		
SANITARY SEWER CLEANOUT (C.O.)		
WATER MAIN & SIZE	EX. 10" W	12" W
FIRE HYDRANT (F.H.)	F.H.	F.H.
WATER VALVE (W.V.) OR METER (W.M.)	W.M. W.V.	W.M. W.V.
STORM DRAIN MANHOLE (S.D.M.H.)		
STORM DRAIN LINE (CMP, RCP, HDPE)		
CATCH BASIN (C.B.)		
UTILITY POLE W/ OVERHEAD SERVICE (TELEPHONE (O.T.), ELECTRIC (O.E.)		
UNDERGROUND ELECTRIC (U.E.)	U.E.	U.E.
UNDERGROUND TELEPHONE (U.T.)	U.T.	U.T.
UNDERGROUND GAS MAIN (G)	EX. 2" G	2" G



KENT COUNTY TAX PARCEL MAPS

LOCATION MAP SCALE: 1" = 1000'



KENT COUNTY TAX PARCEL MAPS

VICINITY MAP SCALE: 1" = 2000'

SITE DATA

1.	OWNER OF RECORD:	CITY OF DOVER PO BOX 470 DOVER, DELAWARE, 19903 dhugg@dover.de.us
2.	EQUITABLE OWNER:	SLS EQUITY PARTNERS C/O: SHIRA WESZ CPA 2360 LAKEWOOD ROAD TOMS RIVER, NEW JERSEY, 08755 shira@slseq.com
3.	ENGINEER / SURVEYOR:	BECKER MORGAN GROUP INC. 309 SOUTH GOVERNORS AVENUE DOVER, DELAWARE, 19904 302-734-7950
4.	PROPERTY MAP NUMBER:	4-05-06800-02-0800-00001
5.	ZONING CLASSIFICATION:	EXISTING: IPM-2 / DOVER DELAWARE SWPOZ-(SOURCE WATER PROTECTION OVERLAY ZONE) TIER 2 PROPOSED: IPM-2 / DOVER DELAWARE SWPOZ-(SOURCE WATER PROTECTION OVERLAY ZONE) TIER 2
6.	DEED SUMMARY:	D.R. 327-136
7.	PLAT REFERENCE:	PB. 117-98
8.	PRESENT USE:	VACANT
9.	PROPOSED USE:	COLD STORAGE WAREHOUSE
10.	TOTAL SITE AREA:	11.30 ACRES
11.	PROPOSED BUILDING:	BUILDING: 165,000 ± S.F.
12.	IMPERVIOUS COVERAGE:	EXISTING: 0 S.F. (0 ACRES) PROPOSED: 354,021 S.F. (8.12 ACRES OR 71.8%)
13.	PARKING CALCULATIONS:	IPM-2 (INDUSTRIAL PARK MANUFACTURING - BUSINESS AND TECHNOLOGY CENTER) REQUIRED: 207 SPACES (165,000 S.F. / 1 SPACE / 800 S.F.) WAIVER GRANTED TO REDUCE REQUIRED PARKING REQUIREMENT BY 50% PROVIDED: 118 SPACES HANDICAP PARKING SPACES: 4 LOADING BERTHS: 33 LOADING SPACES BICYCLE PARKING REQUIRED: 6 SPACES (104 SPACES / 20 = 5.2 SPACES = 6) PROVIDED : 6 BICYCLE SPACES
14.	BULK REQUIREMENTS:	IPM-2 (INDUSTRIAL PARK MANUFACTURING - BUSINESS AND TECHNOLOGY CENTER) FRONT: 60' BRL (PER VARIANCE V-23-05) SIDE: 40' BRL (PER VARIANCE V-23-05) REAR: 40' BRL BUILDING HEIGHT: 100' (PER VARIANCE V-23-05) LOT COVERAGE: REQUIRED: MAXIMUM 65% IMPERVIOUS PROPOSED: 71% PER APPROVED VARIANCE V-23-05
15.	LANDSCAPE REQUIREMENT:	1 TREE PER 3000 S.F. OF NONWOODED AREA. 501,811 S.F. / 3,000 S.F. / TREE = 167.3 ~ 168 TREES.
16.	SIGNAGE	FUTURE PERMIT SUBMISSION
17.	SOURCE OF WATER:	CITY OF DOVER
18.	SOURCE OF SEWER:	CITY OF DOVER
19.	SOURCE OF ELECTRIC:	CITY OF DOVER
20.	LIGHTING REQUIREMENTS:	1.5 FOOT CANDLES IN PARKING LOT AND DRIVE AISLES LIGHTING TO BE COORDINATED WITH MEP ENGINEERS.
21.	SURVEY BENCHMARK:	BENCH MARK IRON ROD WITH CAP VERTICAL: N: 431842.60 HORIZONTAL: E: 632569.93
22.	MONUMENTATION:	EXISTING: 5 FOUND PROPOSED: 0 SET
23.	TOTAL DISTURBED AREA:	11.65 ACRES

OWNERS CERTIFICATION

WE, CITY OF DOVER HEREBY CERTIFY THAT WE ARE THE OWNER OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT OUR DIRECTION, AND THAT WE ACKNOWLEDGE THE SAME TO BE OUR ACT AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

SIGNATURE — DATE 6/16/25

DEVELOPERS CERTIFICATION

WE, SLS EQUITY PARTNERS C/O SHIRA WESZ CPA, HEREBY CERTIFY THAT WE ARE THE DEVELOPER OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT OUR DIRECTION, AND THAT WE ACKNOWLEDGE THE SAME TO BE OUR ACT AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

SHIRA WEISZ CPA — 05-16-2025 DATE

ENGINEERS CERTIFICATION

I, J. MICHAEL RIEMANN, HEREBY CERTIFY THAT I AM A REGISTERED ENGINEER IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

J. MICHAEL RIEMANN — No. 13772 — 05-16-2025 DATE

BUILDING DATA - FIRE PROTECTION PLAN

BUILDING	BUILDING NUMBER	FOOTPRINT AREA	NUMBER OF FLOORS	GROSS FLOOR AREA	BUILDING HEIGHT	BUILDING TYPE (NFPA)
STORAGE	1	165,000 S.F.	1	165,000 S.F.	100 FT.	TYPE 2B

FIRE MARSHAL GENERAL NOTES

1. ALL FIRE LANES, FIRE HYDRANTS, AND FIRE DEPARTMENT CONNECTIONS SHALL BE MARKED IN ACCORDANCE WITH THE DELAWARE STATE FIRE PREVENTION REGULATIONS (DSFPR).
2. ALL BUILDINGS WITH SPRINKLER SYSTEMS SHALL BE MONITORED AND KNOX BOXES SHALL BE PROVIDED AND INSTALLED ADJACENT TO THE MAIN ENTRANCE DOOR.
3. ADDRESS NUMBERS FOR BUILDINGS AND SUITES OF AT LEAST 12 INCHES IN HEIGHT MUST BE PLACED ON THE STREET SIDE OF THE BUILDING VISIBLE FROM THE STREET. SUITE NUMBERS SHALL BE 6 INCHES IN HEIGHT AND MUST BE LOCATED IN THE FRONT AND REAR OF THE SEPARATE TENANT SPACES.
4. ANY NATURAL OF LP GAS BOTTLES, METERS, REGULATORS, ETC. MUST HAVE IMPACT PROTECTION.
5. ANY GAS FIRED HVAC EQUIPMENT MUST BE EQUIPPED WITH EMERGENCY CUT OFF SWITCHES REMOTELY LOCATED.
6. FIRE DEPARTMENT CONNECTION TO BE 5" STORZE, 30° ANGLE.
7. THE PROPOSED BUILDING SHOWN HEREON SHALL BE BUILDING CONSTRUCTION TYPE 2B
8. THE PROPOSED BUILDING SHALL HAVE HORIZONTAL STNADPIPES INSTALLED IN ACCORDANCE WITH THE DSFPR AND NFPA 14.
9. THE PROPOSED BUILDING SHALL BR PROTECTED BY AUTOMATIC SPRINKLERS IN ACCORDANCE WITH NFPA 13.
10. IT SHALL BE NOTED THAT RADIO TESTING FOR BUILDINGS OVER 25,000 S.F. SHOULD BE PERFORMED BY THE DELAWARE STATE COMMUNICATIONS PRIOR TO FINAL C.O. IT MUST BE SCHEDULED IN ADVANCE.
11. FLOW TEST RESULTS : HYDRANT # 645F
STATIC PRESSURE : 58 PSI
RESIDUAL PRESSURE : 56 PSI
COLOR CODE : AA - LIGHT BLUE

BECKER MORGAN GROUP

ARCHITECTURE
ENGINEERING

Delaware
309 South Governors Avenue
Dover, DE 19904
302.734.7950
The Tower at STAR Campus
100 Discovery Boulevard, Suite 102
Newark, DE 19713
302.369.3700

Maryland
312 West Main Street, Suite 300
Salisbury, MD 21801
410.546.9100

North Carolina
3333 Jaeckle Drive, Suite 120
Wilmington, NC 28403
910.341.7600

www.beckermorgan.com

PROJECT TITLE

LOT 8 GARRISON OAK DRIVE

451 GARRISON OAK ROAD
CITY OF DOVER
KENT COUNTY, DE

SHEET TITLE

COVER SHEET AND OVERALL LAYOUT

0 40 80 160

SCALE: 1" = 80'

ISSUE BLOCK		
8.	04-01-25	REVISED PER CITY OF DOVER PLANNING COMMENTS ISSUED ON 03-25-25
7.	03-17-25	REVISED PER OFFICE OF DRINKING WATER COMMENTS ISSUED ON 03-06-25
6.	02-21-25	REVISED PER CITY OF DOVER PUBLIC WORKS COMMENTS ISSUED ON 02-19-25
5.	02-19-25	REVISED PER KCD COMMENTS ISSUED ON 02-18-25
4.	08-20-24	REVISED PER FIRE MARSHAL COMMENTS ISSUED ON 08-20-24
3.	08-15-24	REVISED PER FIRE MARSHAL COMMENTS ISSUED ON 11-01-23
2.	08-15-24	REVISED PER CITY OF DOVER PUBLIC WORKS COMMENTS ISSUED ON 11-01-23
1.	08-15-24	REVISED PER CITY OF DOVER COMMENTS ISSUED ON 11-01-23
MARK	DATE	DESCRIPTION

LAYER STATE: C-001

PROJECT NO.: 2009076.09
DATE: 10-11-2024
SCALE: 1" = 80'
DRAWN BY: A.C.F. | PROJ. MGR.: J.N.S.

SHEET

C-001

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