MEMORANDUM

Department of Planning & Inspections
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Dover, Delaware 19903
Phone: 302.736.7196 Fax: 302.736.4217

DATE: September 13, 2016

TO: Development Advisory Committee

FROM: Planning Office

SUBJECT: D.A.C. Meeting of **WEDNESDAY**, September 28, 2016

****Please Note Change in Meeting Room****

The Development Advisory Committee (D.A.C.) will hold a staff meeting on **WEDNESDAY, September 28, 2016 at 10:00 AM** in the **City Hall CAUCUS ROOM of City Hall** to review and comment on the following applications that will be considered by the Planning Commission at its meeting of Monday, October 17, 2016.

1) Z-16-05 Lands of John and Carla Russum - Review and Recommendation for rezoning of a 7,675 SF Parcel located on the north side of Roosevelt Avenue west of South DuPont Highway. The property is zoned R-8 (One Family Residence Zone) and the proposed zoning is C-1 (Neighborhood Commercial Zone). The owner of record is Carla M. Russum. Property Address: 51 Roosevelt Avenue. Tax Parcel: ED-05-077.17-05-72.00-000. Council District 2. *This application is associated with item MI-16-13: Nonconforming Uses in Residential District. The Rezoning is proposed in order to comply with City Council action requiring the sunsetting of nonconforming uses in residential zones.*

2) US-16-04 Creekstone Development Unified Comprehensive Sign Plan - Review of a Unified Comprehensive Sign Plan for the Creekstone Center, including wall signage on one existing building and three future buildings and a series of freestanding signs to identify the complex and its tenants. The property consists of 7.64 acres and is located on the west side of South Governors Avenue south of Lynnhaven Drive. The property is zoned C-2A (Limited Central Commercial Zone). The owner of record is Creekstone Development LLC. Property Address: 1198 South Governors Avenue. Tax Parcels: ED-05-086.05-01-12.00-000 and ED-05-086.05-01-12.01-000. Council District 2. *This application is associated with application S-15-14 for development of the Creekstone Center, granted Conditional Approval by the Planning Commission on November 16, 2015 and Final Plan Approval on May 12, 2016.*

Please be reminded that we will meet with the applicants on **Wednesday, October 5, 2016 at 10:00 AM** in the **City Hall Conference Room of City Hall**, 15 Loockerman Plaza, Dover. Please plan to attend this meeting as well.

CC: Planning Staff
Inspections Staff
Fire Marshal
Scott Koenig
Mayor
City Clerk
City Council
City Comptroller
Sharon Duca
Jason Lyon
Electric Department
Tax Assessor
Chief Bernat
Patricia Marney
Mark Nowak
Dover Fire Chief
David Cahill
Elaine Webb
Todd Sammons
Wendy Polasko
Sabrina Fite
Jim Galvin
Kevin Coyle
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Eileen Butler
Cathy Smith
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Mike Clevens
Sarah Keifer
Matt Jordan
Milton Melendez
Gregg Moore
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Office of State Planning
State Historic Preservation Office
Capital School District
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Fred Tolbert
Dean Holden