MEMORANDUM

Department of Planning & Inspections
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DATE: December 2, 2016

TO: Applicants to the Planning Commission

FROM: Planning Office

SUBJECT: D.A.C. Meeting of **WEDNESDAY**, December 7, 2016

The Development Advisory Committee (D.A.C.) will hold a meeting with the applicants on **WEDNESDAY, December 7, 2016 at 10:00 AM** in the **City Hall Conference Room** of City Hall to review and comment on the following applications which will be considered by the Planning Commission at its meeting of Monday, December 19, 2016.

Participation in the DAC meetings is limited to agency reviewers and project applicants. While the public is welcome to attend, public comment will not be accepted. The opportunity for public comment will be available at the Planning Commission meeting.

Applicants: Please review the DRAFT Development Advisory Committee (D.A.C) Report provided for your project and be prepared to discuss any questions or concerns.

1) Z-16-07 Kays Property on McKee Road - Review and Recommendation for rezoning of a 4.35 acre+/- parcel located on the west side of McKee Road north of College Road, between 1216 and 1282 McKee Road. The property is zoned CPO (Commercial and Professional Office Zone) and the proposed zoning is IO (Institutional and Office Zone). The property is subject to the COZ-1 (Corridor Overlay Zone). The owner of record is George J. Kays & John J. Kays and the equitable owner is Medcore Partners c/o Michael Graham. Property is an unaddressed parcel on McKee Road. Tax Parcel: ED05-067.00-01-33.00-000. Council District 1. Ordinance #2016-28. *The First Reading of this Zoning Map Amendment was completed at the November 28, 2016 City Council Meeting. Public Hearing before the Planning Commission is scheduled for December 19, 2016 and Final Reading/Public Hearing is scheduled before City Council for January 9, 2017.*

2) C-16-05 Residence at 955 Forest Street - Review of a Conditional Use application to reestablish the property as a one-family residence after the property became vacant for more than one year. The property consists of 0.19 acres and is located on the northeast corner of Forest Street and Carver Road. The property is zoned CPO (Commercial and Professional Office Zone) and subject to the COZ-1 (Corridor Overlay Zone). The owner of record is Norman H. Greenfield Jr. Property Address: 955 Forest Street. Tax Parcel: ED-05-076.07-01-63.00-000. Council District 4.

3) MI-16-17 Text Amendment: Tractor Trailer Parking - Review of a proposed text amendment that would prohibit the parking of tractor trailers, or any part of a tractor trailer, in all

residential zones and in certain nonresidential zones (CPO, C-1, C-1A, C-2, C-2A, and SC-1). The amendment would also limit the parking of tractor trailers to designated loading zones or loading areas in certain nonresidential zones (C-3, C-4, IO, SC-2, and SC-3). Ordinance #2016-25. *This Zoning Text Amendment was introduced at the Council Committee of the Whole: Safety Advisory and Transportation Committee meeting of November 15, 2016 and the First Reading was completed at the November 28, 2016 City Council Meeting. Public Hearing before the Planning Commission is scheduled for December 19, 2016, and Final Reading/Public Hearing is scheduled before City Council for January 9, 2017*.

Copies of the Proposed Ordinances #2016-28 and #2016-25 are available on the City's website http://www.cityofdover.com/ under the Government Heading: Ordinances, Resolutions & Tributes.

Please be advised that the Planning Commission meeting agenda will include other items in addition to the items listed above. As an applicant you will receive a packet of information for the Planning Commission meeting including the meeting agenda and Final D.A.C. Report.

CC: George Kays
Michael S. Graham, Medcore Partners
Michael J. Henry, Becker Morgan Group Inc.
Chuck Spiegelman, McGinnis Commercial Real Estate Co.
Norman H. Greenfield Jr.