MEMORANDUM

Department of Planning & Inspections
P.O. Box 475
Dover, Delaware 19903
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DATE: July 21, 2017

TO: Development Advisory Committee

FROM: Planning Office

SUBJECT: D.A.C. Meeting of WEDNESDAY, August 2, 2017

The Development Advisory Committee (D.A.C.) will hold a staff meeting on **WEDNESDAY, August 2, 2017 at 10:00 AM** in the **City Hall Conference 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, August 21, 2017.

Participation in the D.A.C. 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.

1) Z-17-04 Lands of Sarah Jones at 826 Forest Street - Review and Recommendation for rezoning of one parcel of land totaling 0.5 acres+/- located on the south side of Forest Street between Gibbs Drive and Lincoln Street. The property is zoned RG-1 (General Residence Zone) and subject to the COZ-1 (Corridor Overlay Zone). The proposed zoning is C-1A (Limited Commercial Zone) and subject to the COZ-1 (Corridor Overlay Zone). The owner of record is Sarah E. Jones. Property Address: 826 Forest Street. Tax Parcel: ED-05-076.12-01-16.00-000. Council District 4. Ordinance #2017-10. *This zoning map amendment is scheduled for First Reading on July 24, 2017. Public Hearing before the Planning Commission is anticipated to be scheduled for August 21, 2017, and Final Reading/Public Hearing is anticipated to be scheduled before City Council for September 11, 2017. 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) Z-17-05 Lands Bennie Smith Real Estate, LLC at 870-872 Forest Street - Review and Recommendation for rezoning of one parcel of land totaling of 0.7473 acres (32,552 S.F.) of area. The property is currently zoned C-1A (Limited Commercial Zone) and subject to the COZ-1 (Corridor Overlay Zone). The proposed zoning classification is IO (Institutional & Office Zone) and subject to the COZ-1 (Corridor Overlay Zone). The property known as 870-872 Forrest Street is situated on the south side of Forest Street and east of Gibbs Drive. The owner of record is Bennie Smith Real Estate, LLC. The equitable owner is St. Nicholas Ukrainian Orthodox Mission. Tax Parcel: ED-05-076.12-01-08.00-000. Council District 4. Ordinance #2017-11. *This zoning map amendment is scheduled for First Reading on July 24, 2017. Public Hearing before the Planning Commission is anticipated to be scheduled for August 21, 2017, and Final Reading/Public Hearing is anticipated to be scheduled before City Council for September 11, 2017.*

3) C-17-03 Residence at 91 Saulsbury Road Conditional Use Review – Application for Conditional Use Review to permit conversion of an existing 1,360 SF two-story structure into residential use. The property consists of an 8,036.6 S.F. +/- parcel (0.1845 acres). The property is zoned CPO (Commercial and Professional Office Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The property is located on the east side of Saulsbury Road and north of Carver Road. The owner of record is 91 Saulsbury Rd, LLC. Property Address: 91 Saulsbury Road. Tax Parcel: ED-05-076.07-01-47.00-000. Council District 4.

4) C-17-04 House of Pride Offices at 45 South New Street - Application for Conditional Use Review to convert an existing one-family dwelling structure into a philanthropic use as the administrative facility (offices) for House of Pride. The property consists of a 9,090 SF +/- parcel. The property is zoned RG-1 (General Residence Zone). The property is located on the east side of South New Street, north of Reed Street, and south of Division Street. The owner of record is House of Pride, Inc. Property Address: 45 South New Street. Tax Parcel: ED-05-077.05-03-05.00-000. Council District: 4.

5) S-17-23 Kent Pediatrics at 53 Roosevelt Avenue - Review of a Site Development Plan application to permit construction of a 2,520 S.F. one-story medical office building and associated site improvements. The property consists of a 15,350 S.F. +/- parcel (0.36 acres) and is zoned C-4 (Highway Commercial Zone). The property is located on the north side of Roosevelt Avenue and west of South DuPont Highway. The owner of record is JCD Investments, LLC. Property Address: 53 Roosevelt Avenue. Tax Parcel: ED-05-077.17-05-73.00-000. Council District 2. *Waiver Requests: Alternative Format of Opaque Barrier; Elimination of Sidewalk Requirement; and Partial Elimination of Curbing Requirement. This property is the subject of variance applications V-17-05 approved by the Board of Adjustment on February 15, 2017 and V-17-11 approved on April 19, 2017. The variances granted were to allow an increase in parking and to reduce the rear yard setback requirement.*

Please be reminded that we will meet with the applicants on **Wednesday, August 9, 2017 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
Acting City Manager
Mayor
City Clerk
City Council
City Comptroller
Sharon Duca
Jason Lyon
Electric Department
Tax Assessor
Police Chief
Patricia Marney
Mark Nowak
Dover Fire Chief
Jared Adkins
Elaine Webb
Todd Sammons
Stephen Wright
Jim Galvin
Kent County Mapping
Kevin Coyle
Jim Sullivan
Eileen Butler
Cathy Smith
Shane Breakie
Jennifer Vandervort
Sarah Keifer
Matt Jordan
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Anita Evans
Ami Sebastian-Hauer
Office of State Planning
State Historic Preservation Office
Capital School District
Caesar Rodney School District
Fred Tolbert
Dean Holden