MEMORANDUM

Department of Planning & Inspections
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DATE: September 29, 2017

TO: Applicants to the Planning Commission

FROM: Planning Office

SUBJECT: D.A.C. Meeting of WEDNESDAY, October 4, 2017

The Development Advisory Committee (D.A.C.) will hold an applicant meeting on **WEDNESDAY, October 4, 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, October 16, 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.

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

1) MI-17-07 Request for Street Name Change: Krisko Circle to Energy Lane– Review of a Request for a Street Name Change for the remaining segment of Krisko Circle which runs in a west-east direction from Stover Boulevard just east of Bay Road. The new street name proposed is Energy Lane. The request was filed in accordance with *Dover Code of Ordinances*, Chapter 98, Article II, Section 98-45 Street name change procedure which also references Appendix A: *Land Subdivision Regulations*, Article VI, Section A. Streets. *The name change procedure requires review and comments by the Development Advisory Committee (DAC) and review by the Planning Commission prior to public hearing and consideration by the City Council.*

2) S-17-25 Development of 219-229 Beiser Boulevard: Lots 2A and 3 at Enterprise Business Park - Review of a Site Development Plan outlining four phases of construction for parking lot areas and two (2) 19,304 S.F. two-story office building along with the associated site improvements on two separate parcels adjoining one another. The properties are zoned IPM (Industrial Park Manufacturing Zone). The adjoining properties are located on the northwest side of Beiser Boulevard and are part of the Enterprise Business Park, a planned industrial park. The owner of record is Del-Homes Catalog Group, LLC. Property Addresses: Lot 2A is addressed as 219 Beiser Boulevard and Lot 3 is addressed as 229 Beiser Boulevard. Lot 2A Tax Parcel: ED05-076.11-01-46.00-000. Lot 3 Tax Parcel: ED05-076.15-01-03.08-000. Council District 1. *The project location was previously the subject of Minor Subdivision Plan SB-12-02 recorded in December 2012 creating the two lots; and also Site Plan S-07-23 Office Buildings at Enterprise Business Park which has expired.*

3) US-17-01 Capital Station Development Unified Comprehensive Sign Plan – Review of a Unified Comprehensive Sign Plan for Capital Station, a shopping center including five (5) future buildings and a series of freestanding signs and wall signs to identify the complex and its tenants. The property consists of 9.34 acres and is located on the west side of DuPont Highway, north of Division Street, and south of Maple Parkway. The property is zoned SC-1 (Neighborhood Shopping Center Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone – Tier 1: Secondary Wellhead Protection Area). The owner of record is Capital Station Dover LLC. Property Address: 50 North DuPont Highway. Tax Parcel: ED05-077.06-01-02.00-000. Council District 2. *The associated Site Plan S-17-12 Revised Capital Station Dover was granted conditional approval by the Planning Commission in June 2017.*

Please be advised that the Planning Commission meeting agenda will include other items in addition to the items 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: Garth E. Jones, P.E., Chesapeake Utilities
Capital Station Dover LLC
Kim Diehl, Kent Sign Co.
Michael Glick, Del-Homes Catalog Group LLC
Jamie Sechla, Davis, Bowen & Friedel, Inc.