MEMORANDUM

Department of Planning & Inspections
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DATE: May 20, 2016

TO: Development Advisory Committee

FROM: Planning Office

SUBJECT: D.A.C. Meeting of **WEDNESDAY**, June 1, 2016

The Development Advisory Committee (D.A.C.) will hold a staff meeting on **WEDNESDAY, June 1, 2016 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, June 20, 2016.

1) S-16-13 Dunkin Donuts at 1116-1128 Forrest Avenue - Review of a Site Plan application to permit the construction of approximately 34,349 S.F. of retail and office space in four buildings and other site improvements. The project is to include a Parcel Consolidation Plan to merge the six parcels on site and abandon an alley. The project's initial phase consists of one 7,389 S.F. building with three tenant spaces, one of which will be occupied by a Dunkin Donuts. Construction would involve demolition of all existing buildings on site. The property consists of 7.7 acres and is located on the south side of Forrest Avenue west of Saulsbury Road. The property is zoned C2-A (Limited Central Commercial Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The owner of record is Ennis Business Associates, LLC. And developer/purchaser is Franchise Management Services, Inc. Property Addresses: 1116-1128 Forrest Avenue. Tax Parcels: ED-05-076.11-02-22.00-000, ED-05-076.11-02-59.00-000, ED-05-076.11-02-20.00-000, ED-05-076.11-02-21.00-000, ED-05-076.11-02-23.00-000 and ED-05-076.11-02-20.01-000. Council District 1.

2) MI-16-07 Clearview Meadows PND: Lots 213-265 Minor Lot Line Adjustment Plan and Consideration of Alternative Bulk Standards - Review of a Minor Lot Line Adjustment Plan to resize fifty-three (53) townhouse lots within the Clearview Meadows Planned Neighborhood Design. Thirty-one (31) lots will be reduced in width from 22 feet to 20 feet; the remaining lots will be enlarged. The plan is accompanied by a request for the following Alternative Bulk Standards for the Clearview Meadows PND: to allow a minimum lot width of 20 feet for townhouses; reduction in minimum lot size to 2,000 SF for townhouses; and a lot coverage pf 75% for townhouse units. The properties subject to the Minor Lot Line Adjustment Plan are located east of JH Brown Boulevard fronting on Lady Bug Drive and Nob Hill Road. The properties are zoned RM-1 (Medium Density Residence Zone). The owner of record is Shirliz, LLC. Tax Parcels ED-05-077.07-07-29.00 to ED-05-077.07-07-81.00. Council District 2. *The Clearview Meadows PND was reviewed by Planning Commission in 2004 as Application SB-04-04 with Final Plan approval of January 19, 2006. Ordinance #2014-18 adopted October 27, 2014 made amendments to the Zoning Ordinance regarding certain bulk standards for PND developments.*

3) MI-16-06 Abandonment of Topaz Circle Stub Street at Emerald Pointe – Review of a proposal to abandon the stub street connecting Topaz Circle and planned street Senior Way. The abandonment would result in the Emerald Pointe subdivision having only one connection onto a major road, McKee Road and would eliminate the interconnection to The Arbors via the planned street of Senior Way and to College Road. This matter was referred by the Safety Advisory and Transportation Committee of City Council to the Development Advisory Committee and Planning Commission for a recommendation. Council District 1. *Emerald Point Subdivision (SB-02-01) was approved by the Planning Commission in 2002 with Final Plan approvals in 2003-2004 and has since been developed. Application S-16-07 The Arbors Senior Garden Apartments was conditionally approved by the Planning Commission on March 21, 2016.*

Please be reminded that we will meet with the applicants on **Wednesday, June 8, 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	Kathy Diver	Shane Breakie
Fire Marshal	Mark Nowak	Mike Clevens
Scott Koenig	Dover Fire Chief	Sarah Keifer
Mayor	David Cahill	Matt Jordan
City Clerk	Elaine Webb	Milton Melendez
City Council	Todd Sammons	Gregg Moore
City Comptroller	Wendy Polasko	Ami Sebastian-Hauer
Sharon Duca	Sabrina Fite	Office of State Planning
Jason Lyon	Jim Galvin	State Historic Preservation Office
Electric Department	Kevin Coyle	Captial School District
Tax Assessor	Jim Sullivan	Caesar Rodney School District
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