**CITY OF DOVER PLANNING COMMISSION**
**AGENDA**
**Monday, March 21, 2016 – 7:00 P.M.**

**City Hall Council Chambers**
**15 Loockerman Plaza, Dover, Delaware**

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

ADOPTION OF MINUTES OF REGULAR MEETING of February 16, 2016

COMMUNICATIONS & REPORTS

1) Reminder: The next Planning Commission regular meeting is scheduled for MONDAY, April 18, 2016 at 7:00pm in the City Council Chambers.

2) Update on City Council Actions

3) Update on Planning activities

OPENING REMARKS CONCERNING DEVELOPMENT APPLICATIONS

OLD BUSINESS

1) Requests for Extensions of Planning Commission Approval:
   A. S-14-08 Woodland Tree Clearing Plan of 560 Bay Road – Request for one year extension of Planning Commission approval granted on April 21, 2014 to the Site Development Plan to permit the clearing of approximately 7.45 acres +/- of trees (woodland) on a 12.67 acre +/- parcel. This included approval of the waiver request to permit the tree clearing to exceed 50% of the woodland on the property at 560 Bay Road and to accept the Woodland (Tree) Mitigation Plan to create a minimum of 4.65 acres of new woodland at an off-site location. No buildings or paving were proposed. This is associated with the Woodland Tree Mitigation Plan at the Anne McClements Woodland Tract (Fork Branch Nature Preserve) previously approved by the Planning Commission on April 19, 2010 with Application S-10-03 South Dover Plaza. The Woodland Mitigation Plan was implemented and completed by October 2013. The property is zoned C-4 (Highway Commercial Zone). The property is located on the southwest side of Bay Road. The owner of record is S H E Holdings, LLC. Property Address: 560 Bay Road. Tax Parcel: ED-05-077.00-01-10.00-000. Council District 2.

2) Revised Plan Information:
   A. C-13-11 Dover Christian Church at 1738 Forrest Avenue – Information on Revisions to Conditional Use Site Plan for construction of one story 9,600 SF place of worship (church building) and associated site improvements. The proposed Revisions consist of reduction of building size, reduction of number of parking spaces, reduction of impervious coverage, revision to type of stormwater management facility and revisions to building architecture and materials. The existing residence on the property is proposed

for demolition. The property is 1.5576 acres and is zoned R-10 (One Family Residential Zone) and subject to the COZ-1 (Corridor Overlay Zone). The property is located on the south side of Forrest Avenue and west of Dover High Drive. The owner of record is Dover Christian Church, Inc. Address: 1738 Forrest Avenue. Tax Parcel: ED-05-075.00-01-04.00-000. Council District 1. *The Planning Commission granted conditional approval of the Conditional Use Site Plan on October 21, 2013 and a one year extension on August 17, 2015; Final Plan approval is still pending.*

NEW BUSINESS

1) S-16-04 Dover Behavioral Health Systems: Phase I, 4-Bedroom Addition at 725 Horsepond Road: Waiver Request – Review and Consideration of a Waiver Request for parking reduction as associated with the Administrative Site Plan for construction of a 1,400 +/- sq. ft. addition at the rear of the existing building to consist of four bedrooms. This Administrative Site Plan review will precede a future Site Plan Application for a 9,800 sq. ft. Phase II addition. The project is located on the east side of Horsepond Road north of Lafferty Lane and is adjacent to the City Line. The property is zoned IO (Institutional and Office Zone) and is subject to the AEOZ (Airport Environs Overlay Zone). The owner of the property is UHS of Dover LLC. Tax Parcel: ED-05-078.00-01-08.00-000. Council District 2.

NEW DEVELOPMENT APPLICATIONS

1) AX-16-01 Lands of Capitol Cleaners & Launderers, Inc. at 1102 South State Street – Public Hearing and Review for Recommendation to City Council of an Annexation Request and Rezoning Request for one parcel of land totaling 6,331 S.F. +/- located at 1102 South State Street. The property is currently zoned BG (General Business District) in Kent County. The proposed zoning for the property is C-2A (Limited Central Commercial Zone). The property is located west of South State Street and north of State Street Road and South DuPont Highway. The annexation category according to Dover's *2008 Comprehensive Plan* is Category 1: High Priority Annexation Area and the land use classification is Commercial. The owner of record is Capitol Cleaners & Launderers, Inc. Address: 1102 South State Street. Tax Parcel: ED-00-086.05-01-46.02-000.

2) C-16-03 Duplexes at W. Reed Street and South Kirkwood Street – Public Hearing and Review of a Conditional Use application to construct three duplex buildings for a total of six dwelling units. The project includes a Minor Subdivision Plan to reconfigure the existing lot fronting on Reed Street and the two lots fronting on South Kirkwood Street into six lots fronting on Reed Street. Each of the six main lots is proposed to be between 1,673 S.F. and 2,345 S.F. in area. The total property area is 10,781 S.F. (0.247 acres) and is zoned RG-1 (General Residence Zone). The property is located on the east side of South Kirkwood Street just south of Reed Street. The owner of record is Mautiste Investment Group. Property Addresses: 420 W. Reed Street, 105 South Kirkwood Street, and 107 South Kirkwood Street. Tax Parcels: ED-05-076.12-02-65.00-000, ED-05-076.12-02-64.00-000, and ED-05-076.12-02-63.00-000. Council District 4. *This application is associated with Application V-16-01 variance requests related to RG-1 bulk standards as approved by the Board of Adjustment on February 17, 2016.*

3) US-16-01 Delaware Technical Community College Comprehensive Sign Plan – Public Hearing and Review of a Unified Comprehensive Signage Plan application to amend the

applicant's existing approved Signage Plan (US-13-02) to permit additional banners totaling 418 S.F., to be placed on multiple buildings on the Delaware Technical Community College campus. The property is zoned IO (Institutional and Office Zone). The property is located on the west side of North DuPont Highway between West Denneys Road and Scarborough Road. The owner of record is State of Delaware - Delaware Technical & Community College. Address: Delaware Tech Terry Campus, 100 Campus Drive. Tax Parcel: ED-05-057.00-01-01.00-000. Council District 3. *This application is associated with US-13-02 approved by the Planning Commission on December 16, 2013 with Final Plan approval on January 14, 2015.*

4) US-16-02 Winner Ford Comprehensive Sign Plan – Public Hearing and Review of a Unified Comprehensive Signage Plan application which would supersede the applicant's existing approved Signage Plan (US-02-01) and permit the construction and implementation of new signage for multiple buildings of the motor vehicle sales and service facility. The new signage would consist of a pylon sign, wall signs, and post and panel directional signs. The subject property is a total of 9.94 acres +/- and is zoned C-4 (Highway Commercial Zone). The property is located on the east side of South DuPont Highway just to the north of Public Safety Boulevard. The owner of record is 591 DuPont Highway LLC. Property Address: 591 South DuPont Highway. Tax Parcel: ED-05-077.00-01-12.05-000. Council District 2. *This application will supersede US-02-01 approved by the Planning Commission on January 22, 2002.*

5) S-16-06 Grace Presbyterian Church Site Development Master Plan at 350 McKee Road – Public Hearing and Review of a Site Development Master Plan application to permit construction in six phases consisting of three building additions and a parking lot expansion. The building additions would total 20,857 S.F. +/-. The Plan also proposes demolition of a 1,485 S.F. +/- building near the western edge of the site. The total building area on site after completion of the Plan would be 43,307 S.F +/-. The property is zoned IO (Institutional and Office Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The property is located on the west side of McKee Road south of College Road. The owner of record is Grace Presbyterian Church, Inc. Address: 350 McKee Road. Tax Parcel: ED-05-067.14-01-70.01-000. Council District 4. *Waivers Requested: Elimination of Opaque Barrier Fence Component and Partial Elimination of Curbing. This application is associated with Application V-15-15 a variance request to exceed the maximum number of parking spaces as approved by the Board of Adjustment on December 16, 2015.*

6) S-16-07 The Arbors Senior Garden Apartments at 1051 College Road – Public Hearing and Review of a Site Plan application to permit construction of a 48-unit senior garden apartment complex. The project consists of a proposed three-story 55,350 S.F. residential building and associated site improvements, including construction of an improved public street (Senior Way) on existing right-of-way connecting College Road and Topaz Circle. The parcel is divided into two discontinuous areas on either side of the right-of-way and totals 3.77 acres. It is zoned RG-2 (General Residence Zone).The property is located on the north side of College Road and west of McKee Road. The owner of record is Shree Ganesh LLC. Address: 1051 College Road. Tax Parcel: ED-05-067.00-01-35.03-000. Council District 1. *Waivers to be Requested: Partial Elimination of Curbing. Project includes review of an Active Recreation Plan. A previous Conditional Use Site Plan C-10-02 The Arbors Condominiums was reviewed by Planning Commission in August 2010 but has since expired.*

7) MI-16-02 Text Amendment: Keeping of Domestic Animals and Keeping of Chickens– Public Hearing and Review for Recommendation to City Council on a series of Text Amendments to *Zoning Ordinance*, Article 3 - District Regulations, Section 1.15d. The proposed Ordinance revisions would amend the accessory uses of the One Family Residence Zones regarding the provisions of keeping of domestic animals and add Article 3, Section 1.15e pertaining to the keeping of chickens and the associated restrictions. Staff Substitute #1 for Ordinance #2016-01. *The Public Hearing and Final Reading before City Council on April 11, 2016.*

ADJOURN

THE AGENDA ITEMS MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

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