MEMORANDUM

Department of Planning & Inspections
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DATE: May 30, 2014

TO: Applicants to Planning Commission

FROM: Planning Office

SUBJECT: D.A.C. Meeting of WEDNESDAY, June 4, 2014

The Development Advisory Committee (D.A.C.) will hold a meeting with the applicants on **WEDNESDAY, June 4, 2014 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, June 16, 2014.

1) C-14-03 Janaid's Hair Salon at 213 West Loockerman Street – Conditional Use Application to permit a hair salon in an existing two-story building on a 2,235 S.F. +/- parcel. The property is zoned C-2 (Central Commercial Zone) and subject to the H (Historic District Zone). The property is located on the north side of Loockerman Street mid-block between South New Street and South Governors Avenue. The owner of record is Sherie S. Vaughn, to be conveyed to Janaid Kareem. Property Address: 211-213 West Loockerman Street. Tax Parcel: ED-05-077.09-01-55.00-000. Council District 4.

2) C-14-04 109 East Division Street – Conditional Use Application to permit professional offices at an existing 1,689 S.F. structure on an 11,340 S.F. +/- parcel. The property is zoned RG-1 (General Residence Zone) and subject to the H (Historic District Zone). Planned interior renovations will convert the use from residential to office. The property is located at the north side of East Division Street between Pennsylvania Avenue and Maple Lane. The owner of record is Leg Hall, LLC c/o Rhett Ruggerio. Property Address: 109 East Division Street. Tax Parcel: ED-05-077.05-02-55.00-000. Council District 3. *This property was associated with application Z-13-03 to rezone from the RG-1 (General Residence Zone) to RG-O (General Residence and Office Zone). The case was presented and public hearing held before the Planning Commission in September 2013; however, the rezoning application was withdrawn.*

3) S-14-12 Jolly Joe's Addition at 1160 White Oak Road – Site Development Plan to permit construction of a 2,400 S.F. +/- addition to an existing 1,927 S.F. +/- commercial building and associated site improvements on a 22,513 S.F. +/- parcel. The property is zoned C-1 (Neighborhood Commercial Zone), located on the southeast side of White Oak Road between Mitscher Road and Spruance Road. The owner of record is Kewal Singh and Harbhinder Kaur. Property Address: 1160 White Oak Road. Tax Parcel: ED-05-068.14-03-54.00-000. Council District 2. *Waivers Requested: Elimination of Opaque Barrier (Fence) Requirement, Elimination of Upright Curbing Requirement.*

4) SB-14-04 Lands of Kalpkish, LLC at 348 N DuPont Highway – Review of a Minor Subdivision to create two (2) parcels of land from an existing 3.35 acre +/- parcel, on the site currently occupied by Super 8 Motel. The parcel will be subdivided into a 2.55 acre +/- parcel and a 0.80 acre +/- parcel. The property is zoned C-4 (Highway Commercial Zone), located on the southwest side of DuPont Highway northwest of Oak Lane and abutting Silver Lake. The property owner is Kalpkish, LLC, c/o Kishor C. Sheth. Property Address: 348 North DuPont Highway. Tax Parcel: ED-05-068.13-01-79.00-000. Council District 3. *This application is associated with V-14-06 heard by the Board of Adjustment on May 21, 2014 requesting a variance from the rear and front setback requirements; however, the Board of Adjustment deferred action on the application seeking additional information. ***NOTE: Consideration of this application by the Planning Commission cannot occur until action is taken by the Board of Adjustment.*

5) MI-14-10 Text Amendment: Revisions to Commercial and Office Zones – Review of Text Amendments to the *Zoning Ordinance*, Article 3 Sections 10-16 and 26 pertaining to District Regulations, Article 4 Sections 4.14 and 4.15 pertaining to Bulk and Parking Regulations, Article 10 Section 2 pertaining to Site Development Plan approval, and Article 12 Definitions. The proposed ordinance revisions are the result of numerous consultations with the business and real estate community to simplify zones, generalize certain use categories, and provide more flexibility in site design. Ordinance #2014-08. *The Parks Recreation and Community Enhancement Committee reviewed the Proposed Text Amendment on April 28 and May 12, 2014. The First Reading of this Proposed Text Amendment was completed by City Council on May 27, 2014. The Proposed Text Amendment is available on the City's website www.cityofdover.com under the "Government" heading, link to "Ordinances, Resolutions, and Tributes" or you may contact the Planning Office for a copy of the Proposed Text Amendment.*

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

cc: William Byler Jr., Architect, Inc.
Janaid Kareem
Rhett Ruggerio
Chuck Adams, Adams-Kemp Associates
Kewal Singh
Mark Redden, Archology Architecture & Design Services
Kishor C. Sheth, Kalpkish, LLC
Greg Scott, Scott Engineering, Inc.