SPECIAL
SAFETY ADVISORY AND
TRANSPORTATION COMMITTEE
A G E N D A

DECEMBER 9, 2013 - 3:00 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

Public comments are welcomed on any item and will be permitted at appropriate times. When possible, please notify the City Clerk (736-7008 or e-mail at CityClerk@dover.de.us) should you wish to be recognized.

AGENDA ADDITIONS/DELETIONS

1. **Requests for Waivers - Appendix A - Subdivisions, Article VI - Subdivision - General Requirements and Design Standards, Section A - Streets (The Meadow Subdivision)**
   - **A. Waiver of Length of Dead-End Street (Cul-De-Sac) - Jefferson Terrace**
     (The Planning Commission Recommended Approval of the Request to Exceed the Maximum Length of a Dead-End Street, As Recommended by Staff)
   - **B. Waiver of Increased Percentage of Lots on Dead-End Street (Cul-De-Sac) - Jefferson Terrace**
     (The Planning Commission Recommended Approval of the Request to Permit More Than 20% of Lots in a Development to Front on the Turnaround Section of a Cul-De-Sac, as Recommended by Staff)

2. **Request for Waiver - Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 17 - Emergency Access Requirements - Waiver of Emergency Rear Access Requirement for Walker Woods/Walker Woods II Redevelopment**
   (The Planning Commission Recommended Approval of the Waiver for the Elimination of the Emergency Rear Access)

3. **Update - Dover High School Construction**
   (Committee Action Not Required)

4. **Discussion - Changing of Meeting Day and Time**

5. **Adjournment**

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

PETITIONS TO WAIVE SUBDIVISION STANDARDS
Before the City Council Safety Advisory & Transportation Committee
December 9, 2013

Plan Title:	The Meadow Subdivision at Jefferson Terrace SB-13-06C
Plan Type:	Conceptual Subdivision Plan
Location:	West of Monroe Terrace, south of but not adjacent to Wyoming Avenue
Tax Parcel:	ED-05-077.17-06-02.01-000
Applicant/Owner:	Penntex, LLC
Existing Site Area:	Parcel 1 - 2.35 acres ± Parcel 2 - 1.88 acres ±
Total Proposed Site Area:	4.23 acres ±
Proposed Use:	Five (5) single family lots for residential development
Zoning:	R-8 (One Family Residence Zone) R-10 (One Family Residence Zone)
Waivers Requested:	*Appendix A: Land Subdivision Regulations,* Article VI §A15 Exceed the Maximum Street Length of a Dead End Street *Appendix A: Land Subdivision Regulations,* Article VI §A15 Increased Percentage of Lots on Cul-de-sac

PLAN SUMMARY

This review is a Conceptual Subdivision Plan to permit the subdivision of land totaling 4.23 acres ± into five (5) parcels for single family detached dwellings with residual land to be known as The Meadow[1]. The parcel is zoned R-8 (One Family Residence Zone) and R-10 (One Family Residence Zone). This parcel is located west of Monroe Terrace and south of but adjacent to Wyoming Avenue. Overall, the lots within this proposed subdivision meet or exceed the minimum lot size requirements as all lots will be greater than 10,000 SF in size. The southern area of the large tract proposed as residual area includes areas within the Flood Hazard Area (100 year flood plain) and wetland areas subject to buffers.

The Subdivision Plan proposes an extension of Jefferson Terrace as a public street leading to the west from Monroe Terrace. There is existing right-of-way (60 feet wide) for a portion of the

[1] The name of the subdivision is currently proposed as The Meadow; however, the name must be revised. Within the City of Dover, there is an existing residential subdivision known as The Meadows. A unique name must be utilized to avoid confusion in emergency response.

street. The extension of Jefferson Terrace is required by the Planning Commission to be a thirty-six (36) feet paved width before terminating in the cul-de-sac. The right-of-way for the street will be sixty (60) feet of width. The thirty-six (36) feet of paved street width will allow for on-street parking on both sides of the street. Parking would be prohibited within the cul-de-sac. The applicant will need to work with the City's Department of Public Works regarding the street design details for this extension of Jefferson Terrace.

At their November 18, 2013 meeting the Planning Commission conducted a public hearing and took action to grant conditional approval for the Conceptual Subdivision Plan of The Meadow at Jefferson Terrace including the condition that the paved width of Jefferson Terrace is set at thirty-six (36) feet to allow for on-street parking. The Planning Commission also made recommendations for approval of the waiver requests for the Subdivision Waiver to allow the project to exceed the maximum length of a Dead End Street and the Subdivision Waiver to allow an increased percentage of the lots on the cul-de-sac. See the discussion below for information on the two pending waiver requests.

Waiver Requested: Length of Dead-end Street

The Conceptual Subdivision Plan proposes a dead end street that is approximately 390+/- feet in length when measured from the center line of Monroe Terrace to the center of the proposed Jefferson Terrace cul-de-sac. However, the length of the proposed cul-de-sac is 440 feet when measured to the terminus of the street right-of-way. It appears that the proposed dead end street (cul-de-sac) exceeds the permitted length of a dead end street. The limitation of a length of a dead-end street is found in the Land Subdivision Regulations. The *Land Subdivision Regulations*, Article VI §A.15 states the following:

> 15. Dead-end streets shall be discouraged unless determined to be necessary to access the property due to its size, shape, or width. When determined to be necessary, dead-end streets, designated to be so permanently, shall not be longer than 400 feet and shall be provided at the closed end cul-de-sac with a turnaround having an outside roadway diameter of 80 feet and a street right-of-way diameter of 100 feet. In no instance shall more than 20 percent of the lots in a proposed development front on the turnaround section of a cul-de-sac.

Land Subdivision Regulations, Article VII includes provisions for waivers to be considered by the Planning Commission who provides a recommendation to City Council for action. A written waiver request was submitted for consideration; see attached letter of request.

The requested Subdivision Waiver is further summarized in the following chart:

Land Subdivision Regulations	Requirement	Proposed	Waiver
Maximum Length of Dead-end Street	Maximum length of a Dead-end Street is 400 feet	To extend Jefferson Terrace west of its intersection with Monroe Terrace to serve as a public street for the residential development. Length ranges from 390 feet to 440 feet (depends on where measured).	Allow the subdivision of the parcel to include the extension of Jefferson Terrace as a Dead-end Street of over 400 feet in length.

With regards to the requested Subdivision Waiver regarding the length of the dead-end street, the Planning Commission forwards a formal recommendation to the associated City Council Committee and City Council. The City Council has the final approval in regard to this Subdivision Waiver.

Recommendation of Planning Staff:
As part of the Development Advisory Committee (DAC) Report dated November 6, 2013, the Planning Staff made the following recommendation on the waiver request for application SB-13-0-6C:

> *Exceed Maximum Street Length of a Dead End Street: Staff recommends approval of the request to exceed the maximum length of a dead end street. The construction of the proposed extension of Jefferson Terrace terminating in a cul-de-sac is the only access to proposed residential lots. This is due to the configuration of the existing tract of land, the existing natural features of woodlands, wetlands, and flood plain areas, and the surrounding residential development.*

Findings and Recommendations of the Dover Planning Commission:
The Planning Commission at its meeting on November 18, 2013 reviewed the proposed waiver request as part of its review of the Application SB-13-06C The Meadows at Jefferson Terrace: Conceptual Subdivision Plan. **The Planning Commission recommends approval of the Subdivision Waiver of the Maximum Length of a Dead-end Street associated with SB-13-06C.** The motion passed unanimously 8-0 of the members present.

Waiver Requested: Increased Percentage of Lots on Cul-de-sac

The Conceptual Subdivision Plan depicts three proposed lots or 60% of the proposed five (5) lots in the subdivision to the front on the turnaround section of the proposed Jefferson Terrace cul-de-sac. This proposed lot percentage exceeds the maximum of 20% of the lots in a development allowed to front on the turnaround section of a cul-de-sac. The limitation on the percentage of lots on a cul-de-sac is found in the *Land Subdivision Regulations.* The *Land Subdivision Regulations,* Article VI §A.15 states the following*:*

> 15. Dead-end streets shall be discouraged unless determined to be necessary to access the property due to its size, shape, or width. When determined to be necessary, dead-end streets, designated to be so permanently, shall not be longer than 400 feet and shall be provided at the closed end cul-de-sac with a turnaround having an outside roadway diameter of 80 feet and a street right-of-way diameter of 100 feet. In no instance shall more than 20 percent of the lots in a proposed development front on the turnaround section of a cul-de-sac.

Land Subdivision Regulations, Article VII includes provisions for waivers to be considered by the Planning Commission who provides a recommendation to City Council for action. A written waiver request was submitted for consideration; see attached letter of request.

The requested Subdivision Waiver is further summarized in the following chart:

Land Subdivision Regulations	Requirement	Proposed	Waiver
Percentage of Lots Fronting on a Cul-de-sac	Only 20% of the lots in a proposed development may front on the turnaround section of the cul-de-sac	The subdivision consists of five (5) residential lots and three (3) lots will front on turnaround section of the cul-de-sac. Equals 60% of the lots of the proposed development.	Allow the subdivision of the tract to include three (3) residential lots fronting on the turnaround section of the cul-de-sac.

With regards to the requested Subdivision Waiver regarding the street frontage, the Planning Commission forwards a formal recommendation to the associated City Council Committee and City Council. The City Council has the final approval in regard to this Subdivision Waiver.

Recommendation of Planning Staff:
As part of the Development Advisory Committee (DAC) Report dated November 6, 2013, the Planning Staff made the following recommendation on the waiver request for application SB-13-06C:

> *Increased Percentage of Lots on cul-de-sac: Staff recommends approval of the request to permit more than 20% of lots in a development to front on the turnaround section of a cul-de-sac. The configuration of the tract of land does not allow for the inter-connection of the proposed street to another existing street in order to avoid the cul-de-sac.*

Findings and Recommendations of the Dover Planning Commission:
The Planning Commission at its meeting on November 18, 2013 reviewed the proposed waiver request as part of its review of the Application SB-13-06C The Meadow at Jefferson Terrace: Conceptual Subdivision Plan. **The Planning Commission recommends approval of the Subdivision Waiver to Increase the Percentage of Lots on the Cul-de-sac associated with C-13-03.** The motion passed unanimously 8-0 of the members present.

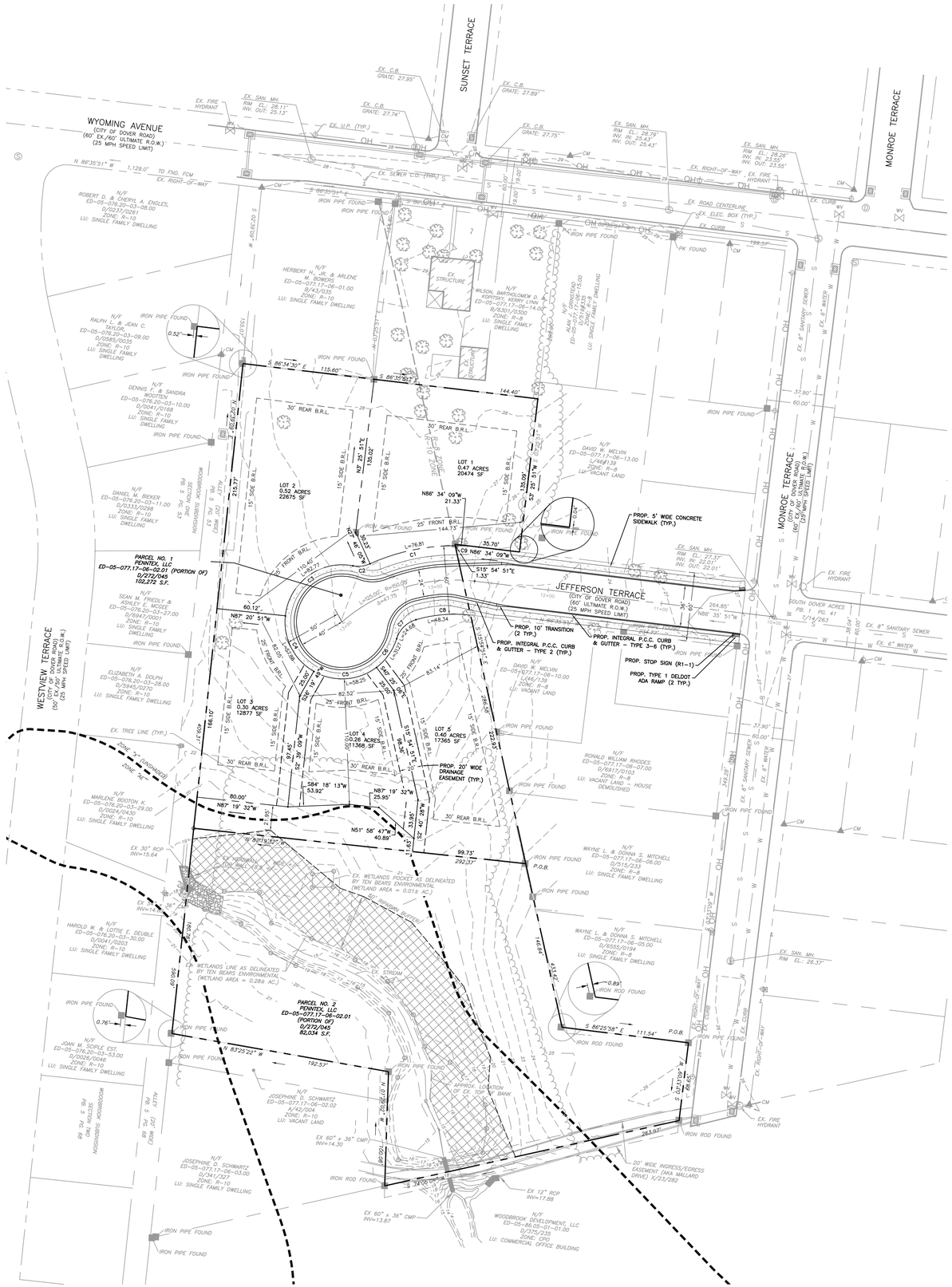
Attachments: Plan Drawing: Conceptual Subdivision Plan
Waiver Request Letter of October 4, 2013
Development Advisory Report Comments: City of Dover Electric & Public Works Developments and Office of the Fire Marshal

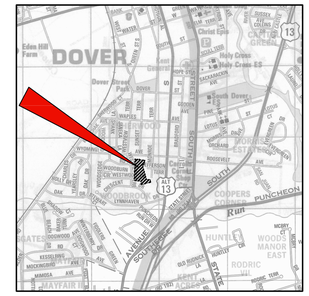
DISTRICT AND BULK STANDARDS

	REQUIRED	PROPOSED
MIN. LOT AREA	10,000 SF	11,368 SF
LOT WIDTH (FT)	80	80 MIN.
LOT DEPTH (FT)	110	110 MIN.
FRONT YARD (FT)	25	25
SIDE YARD (FT)	15	15
REAR YARD (FT)	30	30
TYPICAL - WATER BODY/WETLAND SETBACK (FT)	100	N/A
VEGETATIVE BUFFER - WATER BODY/WETLAND SETBACK (FT)	50	71.95'
SINGLE FAMILY RESIDENTIAL - WATER BODY/WETLAND SETBACK (FT)	75	N/A
BUILDING HEIGHT (FT)	35	35
BUILDING HEIGHT (STORIES)	3	2.5
MAXIMUM LOT COVERAGE	30%	30%

SITE DATA

CITY OF DOVER APPLICATION NO.	TBD
DEED REFERENCE	D/272/045
EXISTING/PROPOSED ZONING	PARCEL 1: R-10 (89% OF SUBJECT PARCEL); R-8 (11% OF SUBJECT PARCEL) PARCEL 2: R-10 (100%)
NOTE: R-10 IS MORE RESTRICTIVE AND THEREFORE UTILIZED FOR PARCEL 1. REFERENCE PLAN FOR ZONING LINE LOCATION.	
EXISTING SITE AREA:	
PARCEL NO. 1:	
PAVING AREA =	0.00 ± AC.
BUILDING/STRUCTURE AREA =	0.02 ± AC.
PERVIOUS AREA =	1.95 ± AC.
WOODED AREA =	0.38 ± AC.
WETLAND AREA =	0.00 ± AC.
TOTAL AREA =	2.35 ± AC.
PARCEL NO. 2:	
PAVING AREA =	0.00 ± AC.
BUILDING/STRUCTURE AREA =	0.00 ± AC.
PERVIOUS AREA =	0.12 ± AC.
WOODED AREA =	1.47 ± AC.
WETLAND AREA =	0.29 ± AC.
TOTAL AREA =	1.88 ± AC.
PROPOSED SITE AREA:	
PARCEL NO. 1:	
PAVING AREA =	0.22 ± AC.
BUILDING/STRUCTURE AREA =	0.00 ± AC.
PERVIOUS AREA =	1.73 ± AC.
WOODED AREA =	0.38 ± AC.
WETLAND AREA =	0.00 ± AC.
TOTAL AREA =	2.35 ± AC.
PARCEL NO. 2:	
PAVING AREA =	0.00 ± AC.
BUILDING/STRUCTURE AREA =	0.00 ± AC.
PERVIOUS AREA =	0.12 ± AC.
WOODED AREA =	1.47 ± AC.
WETLAND AREA =	0.29 ± AC.
TOTAL AREA =	1.88 ± AC.
NUMBER OF PROPOSED LOTS	FIVE (5)
SEWER PROVIDER	CITY OF DOVER
WATER PROVIDER	CITY OF DOVER




DOVER
Eden Hill Farm
Dover Street Park
Christ Epis
Holy Cross ES
Holy Cross
Central MS
Capitol HS
Capitol
Dover Air Force Base
Dover AFB
Dover Downs
South Dover
Kent County Airport
Kent County
Cooper's Run
Puncheon Run
Woods Manor East
Hunters Run
Rodney Village
Rodney
Meadowbrook Acres
Meadowbrook
Kesselring Park
Kesselring
Mayfair
Mayfair Park
Kings Acres
Kings
Kenwood
Kenwood Park
Kenwood Manor
Kenwood Manor East
Kenwood Manor West
Kenwood Manor North
Kenwood Manor South
Kenwood Manor Central
Kenwood Manor Central East
Kenwood Manor Central West
Kenwood Manor Central North
Kenwood Manor Central South

City of Dover
Department of Planning & Inspection
City Hall at 15 Lockerman Plaza
P.O. Box 475
Dover, DE 19903

4 October 2013
Via: Hand Delivery

Attn: Mrs. Dawn Melson-Williams, AICP

RE: The Meadow
Pre-Application Site Plan Waiver Request
Tax Parcel: ED-05-077.17-06-02.01
City of Dover, Kent County, Delaware
Element Job # e11135

Dear Mrs. Melson-Williams:

Element, on behalf of Penntex, LLC, and in conjunction with the submittal of the Pre-Application Site Plan, the purpose of this letter is to request two waivers that are anticipated as part of the proposed development to be considered by the City of Dover.

The first waiver request is from Article VI, Section A.15 to permit a dead end street longer than 400'. As discussed in our pre-submittal meeting, the City Code is silent as to how to measure the 400' distance. The current Pre-Application Site Plan is proposing 390' as measured from the center line of the existing Monroe Terrace (City street) located east of the proposed entrance to the center of the proposed Jefferson Terrace cul-de-sac. 440' is measured to the proposed cul-de-sac right-of-way.

The second waiver request is from Article VI, Section A.15 to permit more than 20% of lots in a development to front on the turnaround section of a cul-de-sac. Three proposed lots or 60% of the proposed five (5) lot subdivision is currently depicted to front on the turnaround section of the proposed Jefferson Terrace cul-de-sac.

In regard to the above waiver request should you have any questions or require additional information, please do not hesitate to contact this office at 302.645.0777. Thank you.

Sincerely,
Element Design Group

David M. Kuklish, P.E.

cc: Michael Glick
File

element
115 west market street · lewes de 19958
302.645.0777 · www.elementdg.com

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: OCTOBER 30, 2013

CITY OF DOVER Electric & Public Works Departments

APPLICATION: **The Meadow Subdivision on Jefferson Terrace**

FILE #: **SB-13-06C**

REVIEWING AGENCY: **City of Dover Electric and Public Works Departments**

CONTACT PERSON: **Steve Enss - Electric**
Jason A. Lyon, P.E. – Public Works

CONTACT PHONE #: **Electric - 302-736-7070 Public Works – 302-736-7025**

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

1. The roadway and curbing must be in.
2. The right-of-way must be within 6" of final grade.
3. The property corners must be staked.
4. Owner is responsible for locating all water, sewer, and storm sewer lines.
5. Owner is responsible for installing all conduits and equipment pads per the City of Dover Engineering Department specifications.
6. All cable and electrical equipment will be installed along the right-of-way in front of the lots.
7. Owner is responsible for site and/or street lighting.
8. Meter locations will be determined by City of Dover Engineering Department.
9. Load sheets and AutoCAD compatible DXF or DWG diskettes of site plans, including driveways, are required prior to receiving approved electrical construction drawings.
10. Any relocation of existing electrical equipment will be engineered by the City of Dover Electric Department. Developer may be required to perform a quantity of the relocation. Any work performed by the City of Dover will be at the owner's expense.
11. Prior to construction, owner is responsible for granting an easement to the City of Dover Electric Department. Easement forms will be furnished and prepared by the City of Dover Electric Engineering Department.
12. Fees will be assessed upon final site plans. The owner will be responsible for fees assessed prior to construction. Owner is required to sign off plans prepared by the Electric Department.
13. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.
14. Prior to the completion of any/all designs and estimates, the owner is responsible for providing the Electric Engineering Department with a physical address of the property.
15. All Engineering and design for Dover Electric will be engineered upon final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.

WATER

1. All water utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
   a. Hydrant connections by the contractor are prohibited. This method may not be utilized during any phase of the project.
   b. Any existing water lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Public Works specifications and requirements.
   c. The site contractor shall contact the City of Dover Public Works Construction Manager at (302) 736-7025 prior to the start of construction. A representative from the City of Dover Department of Public Works must observe and approve all City owned water and sanitary sewer interconnections and testing. All water taps must be performed by a City of Dover approved contractor. The proposed location for the water connection may need to be adjusted in the field due to conditions of the existing main. Possible conditions that would require tapping relocation include proximity to pipe joints, other taps, concrete encasements, conflict with other utilities, and the like. Test holes must be performed by the contractor to determine the best tapping location. The City of Dover will not be held responsible for field conditions requiring adjustment of the tapping location or for any work required by the contractor to make an appropriate and lawful connection.
3. Hydrant connections by the contractor are prohibited. This method may not be utilized during any phase of the project.
4. All water mains within the proposed subdivision must be looped. No dead end mains are permitted. The utility plan must incorporate the appropriate termination valves on the water system between construction phases, if applicable.
5. The size, type, and location of all proposed and existing water lines and valves must be shown on the plan. All water mains shall be cement lined Class 52 cement lined ductile iron pipe. Division valves must be provided every 800 feet.
6. Water service lines shall be shown for each residential lot meeting the following requirements: The water services shall be one-inch (1") diameter Type K copper tubing, and installed five feet (5') to the right of the sewer lateral as viewed from the center line of the street. Curb stops shall be installed one foot (1') outside of the right-of-way for each lot. A water meter and meter pit must be installed on the domestic water service, in a non-traffic bearing location just downstream of the curb stop.
7. Fire hydrants shall be spaced no greater than 600 feet as measured along the curb. Fire hydrants shall be placed between the curb and sidewalk at intersections or centered on lot lines. Fifteen feet (15') separation must be provided between all hydrants and hydrant valves.

WASTEWATER

1. All wastewater utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
   a. Any existing sanitary sewer lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Public Works specifications and requirements.
   b. Part II, Chapter 180, Article III, Section 180-10 of the Code of Kent County requires that "no person shall discharge or cause to be discharged any stormwater, surface water, uncontaminated groundwater, roof runoff, subsurface drainage, uncontaminated noncontact cooling water or unpolluted industrial process waters to any sanitary sewer", this shall include condensate. Sec. 110-231 of the City of Dover Code defines storm sewer as "…any system used for conveying rain water, surface water, condensate, cooling water or similar liquid wastes, exclusive of sewage." The contractor, developer, owner and designers shall ensure during construction that no illegal discharges to the sanitary sewer system are created with the site improvements.
3. All sanitary sewer mains shall terminate at manholes between construction phases. This may require sewer lines to extend beyond the proposed phase lines to the next manhole.

4. Minimum slope criteria shall meet Ten States Standards. Provide flow calculations to justify sizing of the sewer mains, showing that velocity requirements are met. Waiver requests must be approved by the Department of Public Works.

5. The desired location for sewer mains is under the centerline of the street. One-tenth of a foot (0.1') drop must be provided across all manholes. The minimum slope for eight-inch (8") sanitary sewer pipe is 0.004 feet/feet. Minimum cover is 3.0 feet.

6. Sanitary sewer manholes shall be spaced no more than 400 feet apart.

7. The minimum size of all sanitary sewer laterals shall be six-inch (6").

8. The size, length, slope, type and flow directions must be shown on all existing and proposed sanitary sewer lines. Rim and invert elevations must be labeled on all sanitary structures.

9. Sanitary sewer laterals shall be shown for each residential lot meeting the following requirements: The sewer laterals shall be six-inch (6") diameter schedule 35 PVC and, where practicable, installed to the center of each lot. Sewer laterals shall be connected directly to the main, not manholes, unless impracticable. Sewer laterals are to be installed one foot (1') beyond the right-of-way line at a typical depth of three feet (3'), preferably not exceeding five feet (5'). Cleanouts shall be installed one foot (1') outside of the right-of-way for each lot.

STORMWATER

1. Final site plan approval will not be granted until a copy of the approved Stormwater/Erosion and Sediment Control Plan from Kent Conservation District submitted to our office.

2. The size, length, slope, type and flow directions must be shown on all existing and proposed storm sewer lines. Rim and invert elevations must be labeled on all stormwater structures.

3. Submerged pipe inlets to ponds may only be permitted if they are so designed that the permanent pool elevation of the storm water management area doesn't surcharge back into the City of Dover's storm drain structures and system.

4. The City of Dover Department of Public Works specifications require all culverts to be designed for the 25-year storm frequency and all storm sewers to be designed for the 10-year storm frequency. The Manning's equation shall be utilized in design as applicable. Storm sewers are required to provide a minimum full flow velocity of 2 fps. Provide the calculations for each proposed pipe segment that, at a minimum, include: upstream and downstream inverts, upstream and downstream ground elevations, and ground cover provided; pipe slope, length, material, n value, and diameter; design flow, depth and velocity; and full flow and velocity.

5. The City of Dover Department of Public Works specifications require that all inlets (catch basins) be designed for the 10-year storm frequency (25-year storm frequency for sump conditions) and that the spread of water shall not exceed eight feet (8') from the flow line of the curb. The design must also meet the requirement that the hydraulic grade line may be no higher than one foot (1') below the top of the inlet. Provide the calculations for each proposed catch basin utilizing flows determined by each catch basin's contributory drainage area, for the appropriate storm frequency. Spread, depth of flow and hydraulic grade line data for each inlet must also be included. Any carryover should also be noted and included at appropriate downstream catch basins as applicable.

6. Provide all stormwater management calculations and erosion and sedimentation control plan as required by Article 5, Section 11.2 and 11.2 of the City of Dover Zoning Ordinance. Ensure that individual lot grading, house locations with finished floor elevations, and driveway locations and grades are provided on the plans in order to verify the adequacy of the design. The provided information should also show adequate conveyance of runoff from each lot.

STREETS

1. The current City of Dover standard street section provides for a 3' grass strip between the curb and sidewalk. This standard was administratively revised to meet ADA and FHA compliance with cross slope requirements and to prevent cars from scrapping at driveways. The revised standard utilizes a five feet (5') wide public sidewalk with a five feet (5') wide grass strip behind the curb.

2. It shall be unlawful for any person to alter the curb of any street so as to create a curb depression for the purpose of permitting vehicles to enter onto or exit from the city streets, without a permit issued by the city manager.

3. When determined to be necessary, dead-end streets, designated to be so permanently, shall not be longer than 400 feet and shall be provided at the closed end cul-de-sac with a turnaround having an outside roadway diameter of 80

feet and a street right-of-way diameter of 100 feet. In no instance shall more than 20 percent of the lots in a proposed development front on the turnaround section of a cul-de-sac.

4. Streets shall be laid out so as to intersect as nearly as possible at right angles. The inner right-of-way line of a street intersecting another street at an angle of less than 90 degrees shall be tangent to and follow a curve with a minimum radius of 150 feet centered on the nearest right-of-way line and shall be parallel to said inner right-of-way line.
5. Street right-of-way lines deflecting from each other at any point shall be connected with a curve, the radius of which, for the centerline of the right-of-way, shall not be less than 500 feet on arterial streets, 300 feet on collector streets and 150 feet on minor streets. The outer and inner right-of-way line shall be parallel to said center right-of-way line.
6. Street rights-of-way lines at intersections shall be connected with a curve, the radius of which shall be at least 25 feet. The required radius may be increased by the city engineer if the increased radius is necessary for public safety.
7. Street grades shall not exceed five percent.
8. Street grades shall not be less than one-half percent wherever feasible.
9. All curbing within the right-of-way shall be DelDOT Type III curb and gutter. A construction detail of the Type III curb and gutter must be provided on the plan.
10. The owner shall be responsible for any and all costs associated with the construction of the proposed subdivision road.

SANITATION

1. Every person occupying a residence or duplex and every owner of an apartment shall provide such premises with a sufficient number of solid waste containers to provide adequate capacity for the solid waste placed out for collection without overloading the capacity of the containers.

GROUNDS

1. An official street tree species list has been approved by the superintendent of grounds for tree plantings along streets and avenues of the city. (The official list will be kept on file in the office of the city clerk.) No species other than those included in this list may be planted as street trees without the written permission of the superintendent of grounds.
2. Spacing of trees shall be determined by the superintendent of grounds, but, generally, all large trees shall be planted no closer than 35 feet, medium trees no closer than 30 feet and small trees no closer than 25 feet, except in special plantings designed or approved by a landscape architect.
3. No street tree shall be planted closer than 30 feet to any street corner and no closer than ten feet to any fireplug.
4. Only trees listed as small to medium shall be planted under power lines; and no trees shall be planted within ten feet of any underground water line, sewer line, transmission line or other utility.
5. It shall be unlawful and a nuisance for any person to plant any vegetation in any public right-of-way. Upon receipt of notice from the city to remove any vegetation located in a public right-of-way, the owner of the abutting property shall remove such vegetation at his own expense within the time limit provided in such notice.
6. It shall be unlawful and a nuisance for any person to plant any tree, shrub or bush within 16 feet of the curbline. Upon receipt of notice from the city to remove any tree, shrub or bush which is located within 16 feet of the curbline, the owner of the property upon which such tree, shrub or bush is located shall remove the same at his own expense within the time limit fixed in such notice.

GENERAL

1. Add the following note to the plans, “A seven and one half feet (7.5’) wide easement is retained along all side and rear lot lines, to be unoccupied by building, for utilities, drainage and sanitary sewer purposes. Except where lots are divided for any reason whatsoever, said easements shall fall along the actual side and rear lot lines as conveyed. A fifteen feet (15’) wide utility easement is retained along all rear lines of lots abutting the project boundary and other open spaces.” A ten feet (10’) wide utility easement is required along all front yard lot lines for utility installation. When a water, sewer, or storm sewer main is not located in the right of way, it shall be located within five feet (5’) of the center of a twenty feet (20’) wide utility easement.
2. The final site plan must be submitted in the following compatible digital formats:

a. AutoCAD 2004 (.dwg format).

b. Adobe Reader (.pdf format).

3. All existing utilities shall be adjusted to final grade in accordance with current City of Dover requirements and practices. This must be included as a note on the plan.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. Owner must give the City of Dover Electric Department three (3) months notice prior to construction. Owner is responsible for following the requirements outlined in the City of Dover's Electric Service Handbook. The handbook is now available on the website at the following link: http://www.cityofdover.com/media/documents/2010%20Electric%20Service%20Handbook.pdf

WATER

1. Install a fire hydrant at the end of the proposed cul-de-sac, it will be necessary for proper flushing operations.

STORMWATER

1. A low spot appears to be around Sta. 12+50, with the installation of the road, the storm water could be blocked from the natural flow pattern, causing standing water north of the road. Provide a culvert to direct the water to the south.
2. Provide greater detail on the proposed drainage easements and provide language on how the residual land will be maintained.

STREETS

1. The width of the proposed road should be consistent throughout the subdivision. The number of lots proposed does not merit a thirty-six foot (36') wide road way. A twenty-four foot (24') wide roadway is sufficient.
2. Provide underdrains for the proposed subdivision road.

GENERAL

1. Our office recommends that no trees be planted within the vicinity (10 feet) of any underground utilities (electric, water, sanitary sewer, storm sewer, etc.). All street trees shall be planted on private property.

WASTEWATER / SANITATION / GROUNDS

1. None.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. ?

WATER

1. The City of Dover water system is available to this site. The developer is responsible for all costs associated with extending and providing service to the proposed development.
2. Prior to plan approval, the water system plans must be submitted to the Division of Public Health, Office of Drinking Water for review and approval. The owner/developer will be responsible for providing all completed forms and plan sets to the City of Dover as required for submission to the Office of Drinking Water. Plans will not be submitted to the Office of Drinking Water until review has been completed by our office.
3. Hydrant flow testing is currently only performed two (2) times per year during system wide flushing operations. The applicant must call the Department of Public Works directly to schedule these tests. This applies to both existing hydrants as well as those proposed for the site.

WASTEWATER

1. The City of Dover sanitary sewer system is available to this site. The developer is responsible for all costs associated with extending and providing service and capacity to the proposed development.
2. Prior to plan approval, the sanitary sewer system plans must be submitted to the DNREC, Division of Water Resources, Surface Water Discharges Section for review and approval. The owner/developer is responsible for providing all application fees, completed forms and plan sets directly to DNREC.
3. Profiles of the sanitary sewer main must be provided with the construction plans. All water, sanitary sewer and storm sewer crossings must be shown on the profiles.
4. The existing manhole must be core drilled and an approved (by our office) pipe to manhole connector must be used to construct the connection for installation of the sewer main. The existing manhole flow channel must be reconstructed accordingly.

STORMWATER

1. Profiles of the storm sewer must be provided with the construction plans. All water, sanitary sewer and storm sewer crossings must be shown on the profiles.

STREETS

1. Street profiles must be provided with the construction plans.
2. All streets to be dedicated to the City must meet the City of Dover Department of Public Works specifications.
    a. Pavement sections must be designed based upon poor soil conditions unless soil boring data is provided showing otherwise. Structural number calculations must be submitted for review and a pavement cross section detail must be included within the plan set.
    b. All curbing within the right-of-way shall be DelDOT Type III curb and gutter. All curb radii must be labeled on the plan. In particular, a minimum radius of twenty-five feet (25') must be provided at all street intersections. A construction detail of the Type III curb and gutter must be provided on the plan.
    c. Sidewalk proposed within the right-of-way shall be constructed as per the City of Dover Standards and Specifications. All sidewalks must be poured by hand; curb machine slip formed sidewalks will not be permitted. The sidewalk must be scored in five feet (5') squares using hand tooled joints. All tool marks shall be removed as tool finished edges are not permitted. Expansion joints shall be installed at a spacing of twenty feet (20') and shall be precut, one-half inch (½ ") thick, four-inch (4") wide, cork sheets. All sidewalk proposed within the right-of-way shall consist of Class B concrete, without reinforcing material, in order to prevent future interference with utility locating. The proposed five feet (5') wide public sidewalk shall be installed 5 feet from the back of curb. The sidewalk cross slope shall not exceed 2% including across the driveways to ensure ADA and FHA compliance. A sidewalk construction detail containing the above information must be provided on the plan.
    d. All barrier free access ramps and driveway aprons constructed with the site improvements shall be in accordance with the most current ADA and DelDOT requirements and standards at the time of construction. To meet cross slope requirements a five feet (5') wide grass strip must be provided between a five feet (5') sidewalk and the curb.
    e. Signage and markings must be included with the site plan in accordance the Manual for Uniform Traffic Control Devices. Signage proposed for streets to be dedicated to the City of Dover must be included on the plan (no parking signs, speed limit signs, street blades, stops signs, watch children, etc.) All signs must be installed on two-inch (2") square break away sign posts.

SANITATION / GROUNDS

1. None

GENERAL

1. Provide a materials listing table for proposed water mains and services, proposed sanitary sewer mains and services, and proposed storm sewer. A table listing all infrastructure elements to be dedicated to the City of Dover must also be provided on the plans.

2. Construction plans will not be reviewed by our office unless all previous comments have been clearly addressed within the plan set and accordingly identified within an itemized response letter and with the Water/Wastewater Initial Plan Submission Checklist, which can be obtained from the following website: https://imageserv9.team-logic.com/mediaLibrary/198/WaterWastewaterHandbookFinal_1.pdf, page 88.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: October 30, 2013

CITY OF DOVER FIRE MARSHAL

APPLICATION: The Meadow Subdivision on Jefferson Terrace

FILE #: SB-13-06C REVIEWING AGENCY: City of Dover, Office of the Fire Marshal

CONTACT PERSON: Jason Osika, Deputy Fire Marshal PHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

Proposed building is residential.

Address numbers of at least 6 inches in height must be placed on the street side of the building visible from the street.

Project to be completed per approved Site Plan.

Need to ensure proper turning radius for fire apparatus in the cul-de-sac

Cul-de-sac needs 38' of clearance with no obstruction, on street parking will not be permitted

Need to have a fire hydrant in the cu-de-sac

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

After any application has been approved by the Planning Commission, the applicant has a maximum of thirty (30) days to appeal to the Code Board of Appeals Committee.

All comments from this office, approved by the Planning Commission are at the expense of the owner/applicant.

The proposed building will be reviewed under Residential Occupancy.

The City of Dover uses the 2012 NFPA Life Safety Code, 2009 IBC, latest editions of all other NFPA Codes and the 2012 Delaware State Fire Prevention Regulations.

The Dover Fire Department request that a 8 ½ X 11 copy of the floor plan and site plan be submitted to Station 1, attention Fire Chief, prior to the Certificate of Occupancy being issued.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

City of Dover

PETITION TO WAIVE EMERGENCY ACCESS REQUIEMENTS
Before the City Council Safety Advisory & Transportation Committee
November 27, 2013

Plan Title:	Walker Woods/Walker Woods II Redevelopment (Village at McKee Branch) S-13-18
Plan Type:	Site Plan
Site Area:	7.70 acres ±
Proposed Use:	Garden apartments
Number of Dwelling Units:	Total – 77 dwelling units
Zoning Classification:	RG-2 (General Residence Zone
Waivers Recommended:	*Zoning Ordinance* Article 5 § 17.3 and 17.5(a) Elimination of the Emergency Rear Access

PLAN SUMMARY
This is a Site Development Plan Review to permit the redevelopment of the site with the construction of the 77 garden apartments in twelve (12) buildings. Currently, there are 72 townhouse units. The property is zoned RG-2 (General Residence Zone). The owners of record are Walker Woods Properties, LLC and Milford Housing Development Corporation. Tax Parcel: Multiple Parcels on map ED-05-064.18-01

Request for Waiver for Elimination of the Emergency Rear Access:
The *Zoning Ordinance* requires a 16 foot alley or an 18 foot secondary fire lane and an 18 foot subgrade emergency access lane as emergency access to the rear building areas for two and three story apartment buildings. (Article 5 §17.5(a)). The applicant is requesting a waiver for the elimination of these requirements.

The existing circulation layout provides a 24 foot fire lane access across the front side of each building. The buildings are to be sprinklered. The Fire Marshal's comments are attached to this report.

The requested waiver is further summarized in the following chart:

Zoning Ordinance	Required	Proposed	Waiver
Emergency Rear Access for Two-Three story apartment buildings	16 ft. alley or 18 ft. secondary fire lane and an 18 ft. subgrade emergency access lane	None	Elimination of the required alleys/secondary fire lanes

Findings and Recommendations of the Dover Planning Commission

The Planning Commission at its meeting on October 21, 2013 reviewed the proposed waiver request as part of its review of the Site Plan for the Walker Woods/Walker Woods II Redevelopment. **The Planning Commission recommends approval of the waiver for the Elimination of the Emergency Rear Access.** The motion passed unanimously 7-0 of the members present.

Attachments: Site Plan
DAC Report from the Fire Marshal's Office

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE:

CITY OF DOVER FIRE MARSHAL

APPLICATION: Village of Sherwood

FILE #: S-13-18 REVIEWING AGENCY: City of Dover, Office of the Fire Marshal

CONTACT PERSON: David Truax, Fire Marshal PHONE #: (302) 736-7011

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

Consultation with Fire Marshals with regard to perimeter access and fire lanes required.

Any gas fired HVAC equipment must be equipped with emergency cutoff switches remotely located.

Address numbers of at least 12 inches in height must be placed on the street side of the building visible from the street.

Any natural or LP gas bottles, meters, values, regulators, etc., must have impact protection.

Full building and fire plan review is required.

Building cannot be occupied or construction or renovations started until completion of building and fire plan review.

All required means of egress shall have an exit discharge consisting of a non slip surface, and leading to and terminating at a public way.

Sprinkler system required. System is to be monitored.

Fire Department connection is to be located within 50 feet of main entrance.

Fire Department connection to be located within 300 feet of fire hydrant, measured as hose would come off the fire equipment.

Fire alarm system required.

Knox Box required.

Standpipes required. In Three story units

Elevator cars to meet the interior dimensions set forth in the Delaware State Fire Prevention Code.

Project to be completed per approved Site Plan.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

Fire Marshal's Office is ok with the removal of the rear access requirement for apartments for this project. Buildings will be fully sprinklered and will meet the access required by the State Fire Prevention Regulations.

ADVISORY COMMENTS TO THE APPLICANT:

After any application has been approved by the Planning Commission, the applicant has a maximum of thirty (30) days to appeal to the Code Board of Appeals Committee.

All comments from this office, approved by the Planning Commission are at the expense of the owner/applicant.

The proposed building will be reviewed under Apartment Occupancy.

The City of Dover uses the 2012 NFPA Life Safety Code, 2009 IBC, latest editions of all other NFPA Codes and the 2012 Delaware State Fire Prevention Regulations.

The Dover Fire Department request that a 8 ½ X 11 copy of the floor plan and site plan be submitted to Station 1, attention Fire Chief, prior to the Certificate of Occupancy being issued.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

DE STATE GRID NAD 83

EXISTING BUS STOP

12 X 24 DOUBLE ENCLOSURE FOR DUMPSTER & RECYCLING COLLECTION (TYP)

CITY OF DOVER
2-05-06717-01-8000
DEED REF 36/263
ZONING IO - INSTITUTIONAL AND OFFICE

BUILDING SETBACK LINE

TOT LOT

UNISON LANE

BLDG: A
FF: 54.32

BLDG: B
FF: 52.35

COMMUNITY CENTER

EXISTING DEVELOPMENT SIGN TO BE REMODELED AND RELOCATED OUTSIDE OF PROPOSED ROW

EXISTING STOP SIGN TO BE UPGRAIDED TO A DELDOT APPROVED 30" X 30" STOP SIGN

EXISTING STOP SIGN TO BE RELOCATED HERE

U.S. POSTAL SERVICE CLUSTER MAIL BOX TO BE LOCATED BY COMMUNITY CENTER

SARAH MORRIS
2-05-06718-01-0100
DEED REF 23/33
ZONING R7 - ONE FAMILY RESIDENCE

SARAH ANN MORRIS
2-05-06718-01-0200
DEED REF 36/59
ZONING R7 - ONE FAMILY RESIDENCE

SARAH ANN MORRIS
2-05-06718-01-0400
DEED REF 119/515
ZONING R7 - ONE FAMILY RESIDENCE

PROPOSE SWALE

SWALE

CROSS WALK TYP SEE DETAIL THIS SHEET

BLDG: C
FF: 51.8

BLDG: D
FF: 51.8

MARGURITE C HARRIS
2-05-06718-01-0500
DEED REF 27/541
ZONING R7 - ONE FAMILY RESIDENCE

THOMAS E WRIGHT
2-05-06718-01-0700
DEED REF 5/125
ZONING R7 - ONE FAMILY RESIDENCE

ACCESS ROAD TO PUBLIC POOL WITH TENNIS COURT AND BEACH VOLLEYBALL

WALKER ROAD

KLEIN COURT

EXISTING STOP SIGN TO BE RELOCATED HERE

PROPOSED STORM DRAIN

BLDG: J
FF: 52.84

BLDG: L
FF: 54.50

R1-1 STOP SIGN SEE DETAIL THIS SHEET

R1-1 STOP SIGN SEE DETAIL THIS SHEET

HARMONY LANE

EXISTING BUS STOP

ACCORD LANE

BLDG: I
FF: 52.30

BLDG: H
FF: 52.3

BLDG: E
FF: 51.06

ANNA L WASHINGTON
2-05-06718-01-0800
DEED REF 21/394
ZONING R7 - ONE FAMILY RESIDENCE

BLDG: K
FF: 54.89

MULCH WALKING TRAIL

EX 22" X 32" CMP

BLDG: F
FF: 50.42

BUILDING SETBACK LINE

EXISTING UTILITY EASEMENT

EXISTING PUMP STATION

BLDG: G
FF: 54.32

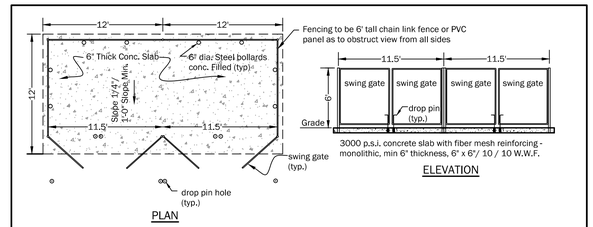
LEA TAMMI
2-05-06718-01-6700
DEED REF 3986/0270
ZONING RM2 - MEDIUM DENSITY RESIDENCE

ARTHUR GUINN
2-05-06718-01-7100
DEED REF 24/480
ZONING RM2 - MEDIUM DENSITY RESIDENCE

SQUARE CLUB INC
2-05-06718-01-0900
DEED REF 33/14
ZONING RB - ONE FAMILY RESIDENCE

0 40 60 80

GRAPHIC SCALE
1 inch = 40 feet



DOUBLE ENCLOSURE FOR DUMPSTER AND RECYCLING COLLECTION
NON-TRAFFIC BEARING

SHEET 3 OF

REVISIONS

DATE	DES

DWG. Site

PRELIMINARY MASTER SITE PLAN
THE VILLAGE AT McKEE BRANCH

WALKER ROAD
DOVER, DELAWARE

SCALE	1" = 40'
DATE	9/6/2013
DRAFTSMAN	BAS
JOB NO. P:\S2015\S2015-SITEBASE	
PARCEL	1200-4700, 4800-6500 & 6601
DISTRICT	2-05
MAP	06718-01

SURVEYING FORESTRY

PARKER & ASSOCIATES
ESTABLISHED 1977
CLARKSVILLE MARYLAND 410-531-1500

CIVIL ENGINEERING INC. SITE PLANNING