

City of



Dover

DATA SHEET FOR SITE DEVELOPMENT PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF November 8, 2023

PLANNING COMMISSION MEETING November 20, 2023

Plan Title: Cold Storage Warehouse at 451 Garrison Oak Drive
Garrison Oak Business & Technology Center – Lot 8
S-23-20

Plan Type: Site Development Plan

Associated Application: Variance Application V-23-05 (Approved by Board of Adjustment)

Property Owner: City of Dover
Applicants/ Equitable Owner: SLS Equity Partners

Location: South side of Garrison Oak Drive

Address: 451 Garrison Oak Drive

Tax Parcel: LC-05-068.00-02-08.00-000

Site Area: Lot 8: 11.53 acres +/-

Zoning: IPM-2 (Industrial Park/Manufacturing Technology Center)
SWPOZ (Source Water Protection Overlay Zone): Tier 2 Primary Wellhead
Protection Area

Present Use: Vacant

Proposed Use: Warehouse

Sanitary Facilities: City of Dover

Water Supply: City of Dover

Waivers Requested: Partial Elimination of Upright Curbing
Reduction of Parking Requirement

For Consideration: Performance Standards Review Application

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: November 8, 2023

APPLICATION: Cold Storage Warehouse at 451 Garrison Oak Drive, Lot 8 Garrison Oak Business & Technology Park

FILE #: S-23-20

REVIEWING AGENCY: City of Dover Planning Office

CONTACT PERSON: Dawn Melson-Williams, AICP

PHONE #: 302.736.7196

I. PLAN SUMMARY

This is a Site Development Plan to permit construction of a 165,000 SF Cold Storage Warehouse with associated site improvements. The site is located at Lot 8 of the Garrison Oak Business & Technology Center. The property is zoned IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) and partially subject to the SWPOZ (Source Water Protection Overlay Zone: Tier 2 Primary Wellhead Protection Area). The property of 11.53 acres is located on the south side Garrison Oak Drive. The owner of record is the City of Dover; and the equitable owner is SLS Equity Partners. Property Address: 451 Garrison Oak Drive. Tax Parcel: LC-05-068.00-02-08.00-000. Council District 3.

Garrison Oak Business & Technology Center (Garrison Oak Technical Park)

The Subdivision Plan to layout the lots, street network, and other infrastructure was reviewed as the Garrison Oak Technical Park (Application SB-09-06) to establish fifteen (15) individual lots and residual open space from two parcels totaling 381.84 acres +/- on a tract known as Garrison Oak. The Planning Commission reviewed and granted conditional approval of this proposed Subdivision Plan for the Technical Park in January 2010 and September 2010 with the Record Plan recorded in May 2012. Construction of infrastructure and the road network of Garrison Oak Drive then commenced.

Within the Garrison Oak Business & Technology Center (previously known as the Garrison Oak Technical Park), several lots have already been developed through the Site Development Plan review process. Application S-10-01 completed the subdivision of Lot #15 and its development as the Dover Sun Park. A Site Development Master Plan application (S-12-03) and Performance Standards Review Application (MI-12-21) along with an Administrative Site Plan (S-12-17 Phase 1) approved in September 2013 was for Calpine's development of Lot #7 as the Garrison Energy Center. Site Plan S-13-20 outlined the development of Lot #12 for the Uzin Utz Manufacturing N.A.; this dry mortar plant facility consisting of an office building, warehouse, and production building opened for operation in 2015. Site Plan S-16-24 was for the development of Advantech as office with the light manufacturing facility on Lot #13. Site Plan S-23-09 Byler's Warehouse was recently approved for the development of Lot #2 with a warehouse building.

Preliminary Land Use Services Review (PLUS)

The Garrison Oak Technical Park Subdivision Plan application was reviewed on November 25, 2009 by the Preliminary Land Use Services as required by the City of Dover's Memorandum of Understanding (MOU). This MOU requires certain types of applications (i.e. non-residential developments of over 75,000 square feet) or specific project locations complete the PLUS Review process prior to application submission. For this specific development of GOBTC Lot 8, the size of the proposed building would have required PLUS Review per the MOU; however, a PLUS Review Waiver has been granted based on its importance as an economic development project and as per the waiver process established by House Bill 104 (29 *Del. C.* §9202 and §9203). See Letter dated October 16, 2023 from the Office of State Planning Coordination granting the waiver.

II. PROJECT DESCRIPTION

The Site Development Plan proposes the construction of a Warehouse for bulk cold storage as a 165,000 SF building. The design of the site appears to maximize the building size while also providing on-site circulation, fire lane coverage, and space for on-site maneuverability of trucks for loading activities. The Warehouse Building includes a series of truck dock bays on the south elevation with additional truck and trailer parking for the functions of this distribution facility. A portion of the building includes an office area with the car parking lot area on the east side of the building. The southwestern edge of the site is partially impacted by the floodplain and the southeastern portion of the site will focus on stormwater management areas. The site will be subject to a Performance Standards Review Application to ensure the proposed use complies with Zoning Regulations.

Previous Application

The site was granted two variances by the Board of Adjustment on October 18, 2023 to reduce setbacks related to building height and to increase the maximum lot coverage to 71% (Application V-23-05). The first Variance request was to reduce the setbacks as it relates to building height by allowing a portion of the building to be up to 100 feet in height when setback 88 feet (front yard) or 60 feet (side yard) from the property lines. The second Variance request allows an increase in the maximum lot coverage from 65% to 71% for the property.

Surrounding Properties

With its location within the Garrison Oak Business & Technology Center, this property is adjacent to other undeveloped lots in the Park that are also zoned IPM-2. The neighboring parcels are not yet developed include Lot #9 adjacent on the west and Lots #5 and 6 to the east across Garrison Oak Drive. To the north, there are the solar field (Lot #15) and the energy generation facility (Lot #7) already existing to the north across Garrison Oak Drive. Along the subject parcel's southern property line is a tract owned by the City of Dover zoned ROS (Recreational and Open Space Zone). It serves as an open space area within the overall GOBTC with tree plantings and also protects a Special Flood Hazard Area (100-year floodplain) and drainage system in the area. On the next lot (Lot #3) to the south includes the placement of a City of Dover Water Tower.

III. ZONING REVIEW

IPM-2 (Industrial Park Manufacturing Zone – Business & Technology Center)

Zoning Ordinance, Article 3 Section 20A lists the permitted uses, conditional uses, and other provisions of the IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center) zone. In Article 3 Section 20A.16, it notes for the IPM-2 zone that the proposed use of a

warehouse building as a bulk cold storage and distribution building is allowable as a type of “Warehousing, transshipment and distribution, and logistics support and trucking terminals.”

SWPOZ – Source Water Protection Overlay Zone, Tier 2: Primary Wellhead Protection Area

The purpose of the Source Water Protection Overlay Zone (*Zoning Ordinance* Article 3 §29) is to provide a safe drinking water supply and to ensure that groundwater is adequately protected and maintained. This the eastern portion of the site is subject to the Tier 2: Primary Wellhead Protection Area.

The following uses listed below are prohibited throughout the SWPOZ, including in the Tier 2 area. The proposed use as a warehouse would be allowed.

Zoning Ordinance Article 3 Section 29

29.51 *Uses prohibited:*

- a) Automobile body/repair shop, motor vehicle, boat or farm equipment service;
- b) Gas stations and motor vehicle service stations;
- c) Fleet/trucking/bus terminal;
- d) Dry cleaner;
- e) Electrical/electronic manufacturing facility;
- f) Machine shop;
- g) Metal plating/finishing/fabricating facility;
- h) Chemical processing/storage facility;
- i) Wood preserving/treating facility;
- j) Junk yard/scrap yard/salvage yard;
- k) Mines/gravel pit;
- l) Land divisions resulting in high density (> one unit/acre) septic systems;
- m) Equipment maintenance/fueling areas;
- n) Injection wells/dry wells/sumps, except for single-family residences directing gutter downspouts to a drywell;
- o) Underground storage tanks;
- p) All uses not permitted in the underlying zone district.

Tier 2 - Primary Wellhead Protection Area Lands are additionally subject to specific rules for protection of potable water supply well fields. Specific requirements are for areas immediately surrounding the actual wellhead location; there is not a wellhead on or within 500 feet of this property. There are provisions related to management of stormwater runoff and its discharge requiring use of sheet flow through grassland areas and certain construction features of stormwater management facilities. This will be reviewed as part of the Stormwater Management Plan by the Kent Conservation District.

IV. PARKING SUMMARY

The parking requirement in the IPM-2 zoning district is one space per 800 S.F. of floor area or one space per employee of the largest shift. The floor area of 165,000 S.F. for the total facility would require a minimum of 207 parking spaces. The plan shows a parking lot of 118 parking spaces for (passenger) vehicles. However, the additional truck parking area (not at the loading dock) would allow for more parking functionally related to building operations for staging of trucks on-site. It is noted that the paved width of Garrison Oak Drive does not accommodate on-street parking.

Waiver Request: Reduction of Parking Requirement (Number of Parking Spaces)

The *Zoning Ordinance*, Article 6 Section 3.9 allows the Planning Commission to consider adjustments to parking requirements. The Planning Commission in granting a parking reduction can

require that an area of open space be designated where parking could be constructed. The applicant's written request seeks a 50% reduction outlining a request to reduce the due to expected operational needs of the facility based on function and staffing. The Request described a proposal for 104 parking spaces. See attached Waiver Request.

Loading Spaces

The requirement for loading spaces in the IPM-2 zone is based on building square footage of the specific uses. However, the number of required loading spaces for buildings in excess of 150,000 square feet is not specified and the applicant is to provide sufficient off-street loading berths for the operations. Planning Staff is to evaluate the sufficiency of the loading area proposed. This plan shows a loading dock with 33 truck dock bays on the south side of the building to satisfy this requirement. Additionally, there are a series of 24 parking spaces for truck/trailer parking. The loading dock area and truck parking area of the site is enclosed by fencing.

Bicycle Parking

The site is required to provide bicycle parking. The bicycle parking calculation is one for every twenty parking spaces. Based on the number of parking spaces, six (6) bicycle parking spaces are required.

V. BUILDING ARCHITECTURE

The proposed Cold Storage Warehouse facility is a building with a tall one story section as warehousing with a corner section proposed as office area. The area adjacent to the loading dock area is shorter in height. The building is predominately clad in a vertical metal insulated siding panel system in a white color. There is some concern that the size of the building will result in large expanses of blank walls unless detailing in material or form is implemented. The building has a flat low sloping roof system. The office (corner) area includes a greater variety of exterior finishes including the use of aluminum windows systems, metal wall panels, and metal canopy.

The facility must comply with the maximum height limitations of the IPM-2 zoning district. For this zoning district, the maximum height is limited to distance of the element from the nearest property line. The project has received a variance regarding this height vs. distance to property line requirement. The tallest portion of the building is proposed at 100 feet to accommodate the cold storage facility. The building placement is within the buildable area established by the front yard setback of 60 feet and side yard and rear yard setbacks of 40 feet.

VI. SITE CONSIDERATIONS

Lot Coverage

The IPM-2 zone has a maximum lot coverage (impervious coverage) of 65%; however, the project has received a variance to allow up to 71% lot coverage. Currently, the overall GOTBC has a regional stormwater management system to account for 65% lot coverage. This project will need to manage that increase in lot coverage (the difference of 6%).

Access

The site has two access/egress points to Garrison Oak Drive via an entrance drive aisle located on the west end of the building and also from the east side of the building. This entrance drive fully encircles the building serving as a fire lane on the north elevation and west elevation and leading to the truck dock and parking on the south and a vehicle parking lot on the east.

Lighting

The lighting internal to the site is shown along the entrance drives and within the parking lot and the loading/ truck parking areas.

Dumpster

For industrial and warehousing uses, two Dumpsters are required for 80,000 SF of gross floor area and one for each additional 40,000 SF or fraction thereof. For this project with a building of 165,000 S.F. the requirement is for five Dumpsters. The plan does not indicate a location serving as a Dumpster area.

Sidewalk

Sidewalk is required along all City street frontages and within the site in accordance with *Zoning Ordinance*, Article 5 §18. As part of the Garrison Oak Technical Park subdivision, a sidewalk was constructed along the frontage of Lot #8 with Garrison Oak Drive in accordance with the subdivision plan for the Park. In addition, sidewalks are shown connecting from the street frontage sidewalk into the site and for pedestrian access from parking areas to building entrances.

Curbing

Waiver Requested: Partial Elimination of Curbing

The *Zoning Ordinance*, Article 6 §3.6(b) requires upright curbing for all parking areas and access drives. The plan does not include curbing for portions of the east edge of the vehicle parking lot and along the north side of the north fire lane and east side of the west fire lane. A written waiver request for the elimination of curbing in these areas was submitted to the Planning Office for consideration by the City Planner citing the reasons for the request related to drainage related to stormwater management.

VII. SPECIAL FLOOD HAZARD AREAS

Flood Hazard Area

Portions of the subject property are within the Special Flood Hazard Area (100-year floodplain/ 1% chance of annual of flooding). This property is found on the FEMA FIRM Panels of Kent County Delaware Map Number 10001C0167H effective 5/5/2003 and 10001C0186J effective date July 7, 2014. A Letter of Map Revision, LOMR #17-03-0901P effective June 4, 2018, identifies the site areas within the 100-year floodplain (Zone AE). The LOMR to refine the floodplain location was completed as part of the development activities for the overall Garrison Oak Technical Park where there were drainage improvements to the nearby Little River/White Oak Tax Ditch system located within the flood plain area.

The *Zoning Ordinance*, Article 5 §11.21 requires that flood hazard areas (100-year floodplain) remain as open natural areas with no impervious surfaces. The select areas on the along the southern area of this tract of land where the Special Flood Hazard Area is found will remain as the natural area with tree plantings outside of the proposed development area.

VIII. TREE PLANTING AND LANDSCAPE PLAN

The tree planting requirement is based on the development area with one (1) tree required per 3000 SF of development area. For this project on Lot #8, the Development Area consisting of the entire property at 11.53 acres (~502,246.8 SF) requires 168 trees. The Landscape Plan shows a concept for a total of 172 trees as a mix of canopy trees and evergreen trees. A line of new

trees is proposed along the north frontage of the site along the entrance drive/ fire lane and then along the southern property line. Other trees are found in parking lot islands and select areas near the building. The construction of Garrison Oak Drive included the planting of street trees; the existing street tree plantings will need to be evaluated to determine if any are displaced by the site entrance placement.

IX. PERFORMANCE STANDARDS REVIEW

Uses in the IPM-2 (Industrial Park Manufacturing zone – Technology Center) are subject to the performance standards summarized in *Zoning Ordinance*, Article 5 §8.1 and as more specifically outlined in Article 5 §8.5.

Article 5 §8.1 Dangerous and objectionable elements. No land or building in any zone shall be used or occupied in any manner so as to cause any one or more of the following conditions to exist and to be dangerous, injurious, noxious or offensive beyond the boundaries of such premises in such a manner or in such amount as to adversely affect the reasonable use of the surrounding area or adjoining premises: Fire, explosive or other hazard; noise, or vibration; smoke, dust, odor or other form of air pollution; heat, cold, dampness or electromagnetic disturbance; glare, liquid or solid refuse or waste; traffic congestion causing roadways or intersections in the surrounding highway network to fall below acceptable levels of comfort and convenience; or other substance, condition or element (referred to hereinafter as "dangerous or objectionable elements"), provided that any use permitted or not expressly prohibited by this ordinance may be undertaken and maintained if it conforms to the regulations of this section limiting dangerous and objectionable elements at the point of the determination of their existence.

The project's compliance with a series of performance standards for the "dangerous and objectionable elements" are to be considered by the Planning Commission. The "dangerous and objectionable elements" are as follows:

- Fire and explosion hazards (activities with and storage of)
- Radioactivity or electromagnetic disturbance
- Noise (sound pressure level)
- Vibration
- Smoke
- Odors (Odorous gases or odorous matter)
- Fly ash, dust, fumes, vapors, gases, and other forms of air pollution
- Glare (from lighting or high temperature processes)
- Liquid or solid wastes
- Traffic congestion (Level of Service E)

The project cannot cause the above conditions to exist so that they adversely affect the surrounding areas or adjoining properties. The specific limits of each performance standard are described in the *Zoning Ordinance*. Where the performance standards conflict with regulations established by other state or local agencies such as the Delaware Department of Natural Resources and Environmental Control (DNREC), the more restrictive regulations apply.

As part of this procedure, a *Performance Standard Review Application* is required to accompany this Plan submission for review and approval. The Applicant has submitted a Performance

Standard Review Application Letter indicating how the proposed development would restrict the emission of dangerous and objectionable elements detailed in Article 5, Section 8.5.

VIII. CITY AND STATE CODE REQUIREMENTS:

The subject proposal has been reviewed for code compliance, plan conformity, and completeness in accordance with the agency's authority and area of expertise. The following items have been identified as elements which need to be addressed by the applicant:

- 1) Review and Approval of the *Performance Standards Review Application* is required for the property development in accordance with *Zoning Ordinance*, Article 5 §8. The applicant has submitted a Performance Standard Review Application Letter indicating how the proposed development would restrict the emission of dangerous and objectionable elements detailed in *Zoning Ordinance*, Article 5, Section 8.5.
- 2) Upright curbing must be provided around all parking areas and circulation drives unless a waiver is granted by the City Planner. A waiver request was submitted to the Planning Office for consideration.
- 3) The Planning Commission will consider the Waiver Request for a reduction in the parking requirement. Site redesign could be required depending on the outcome of this Waiver Request.
- 3) Sheet C-001, Cover Sheet and Overall Layout:
 - a) General Notes:
 - i) Note #3: Fully listing the FEMA FIRM Panels in addition to LOMR.
 - ii) Note #17: Update statement to apply to this project proposal.
 - iii) Note #18 and #19: Update with action taken on variances and include Application V-23-05.
 - iv) Update references to Department of Public Works and Department of Water & Wastewater.
 - b) Update label for Lot #7 for ownership to be the City of Dover unless land transaction is complete. Also, on other sheets.
 - c) The zoning of the adjacent parcel to the south (Parcel 17.00) is zoned ROS. Also, on other sheets.
 - d) Site Data Column:
 - i) Item #5: List SWPOZ (Source Water Protection Overlay Zone): Tier 2.
 - ii) Item #13 and #14: Update zoning district name. IPM-2 (Industrial Park Manufacturing Zone – Business and Technology Center).
 - iii) Item #12: List coverage as a percentage.
 - iv) Item #19: Check provider for source of Electric.
 - v) Complete Items #23 and #24.
- 4) Sheet C-101, Boundary & Existing Conditions Plan:
 - a) Identify any street trees that will be impacted by the new entrance locations.
- 5) Sheet C-201 Preliminary Site & Utility Plan:
 - a) Identify location of bicycle parking.
 - b) Ensure fence location does not impact Special Flood Hazard Area (floodplain).

- c) Identify distance from parking space to building and fire lane to building.
 - d) Clarify outfall from stormwater management facility.
 - e) Ensure accessible ramps are provided from handicapped spaces onto sidewalk system and also at points of intersection of sidewalk with parking lot.
 - f) The proposed sign placements at the entrances are subject to separate Sign Permits. Check distance from property line for compliance.
 - g) Identify use of concrete pad near east gate entrance.
 - h) The Notes listed on the plan do not include the reference labels on the plan drawing. Plan Set will also need to include Sheet C-901 for the details.
 - i) Identify the location and format of the Dumpsters.
- 6) Sheet L-101 Landscape Plan:
- a) Check tree placement for utility conflicts and relocate as necessary to maintain adequate separation distances. There appears to be conflicts with stormwater drainage piping.
 - b) Show the existing street trees along Garrison Oak Drive and confirm if any trees need to be relocated/ replanted due to removal for the entrance construction.
- 7) Please provide one or more detail sheets depicting required site details, including but not limited to bike racks, Dumpsters, traffic control signage, stormwater, and utility details, etc.
- 8) The Site Plan set will need to be updated with any changes recommended or approvals including information on any waivers granted by the Planning Commission.
- 9) The proposed sign locations shown on this plan sheet are for informational purposes only and approval of this plan does not grant approval to this signage. Additional review is required to evaluate compliance with the Sign Regulations of the *Zoning Ordinance*; this freestanding monument style sign is limited in height and size and distance to property line based on the type of road the property fronts.
- 10) Any Sediment & Stormwater Management Plans granted approval by the Kent Conservation District must reflect the Site Plan layout and design conditionally approved by the Planning Commission and be in compliance with the *Zoning Ordinance* and technical review requirements of other agencies.

X. RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

In accordance with the *Zoning Ordinance*, Article 10 §2.2, the Planning Commission in considering and acting upon Site Development Plans may prescribe appropriate conditions and safeguards so that the public health, safety, and welfare, the comfort and convenience of the public in general, and the residents of the immediate neighborhood in particular shall be taken into consideration. These safeguards may to the maximum extent possible further the expressed intent of the *Zoning Ordinance* and the accomplishment of several objectives in particular listed in subsections 2.21 to 2.28.

- 1) Recommendation on Waiver Requests:
- a. Waiver Request for Elimination of Upright Curbing: Planning Staff grants approval of the elimination of upright curbing for select areas of the drive

aisle/fire lanes and the parking lot. In these areas, the plan is looking to implement certain approaches for stormwater management (sheet flow) at the site. In locations where curbing is to be removed at the head of a parking space, then a parking bumper should be implemented.

- b. Waiver Request -Reduction of Parking Requirement: Planning Staff recommends approval of the Waiver Request for the reduction in Parking Requirements based on the expected operations of the building. A majority of the building floor area is warehouse space where the number of employees is likely limited and will not generate parking needs.
- 2) Consideration of Performance Standards Review Application: Planning Staff has reviewed the Performance Standards Review Letter submitted and finds that it sufficiently demonstrates the intent to comply with the restrictions as provided in *Zoning Ordinance*, Article 5 Section 8.1 and 8.2 and that the intended use of the building as a warehouse with distribution activities is not likely to cause these objectionable elements.
- 3) Building Architecture: Planning Staff notes a potential concern with large expanses of blank walls on the proposed building. Please clarify the form of the wall surface and any detailing by material and/or color that may animate the wall.
- 4) Electric Vehicle: Planning Staff encourages this project to include the installation of Electric Vehicle Charging Stations in its parking lots/parking areas. Currently, the *Zoning Ordinance* does not require them, but many other jurisdictions have implemented such requirements. Electric Vehicle Charging Stations formats include EV-Capable, EV-Ready, and EV-Installed.

Other agencies may recommend additional considerations to meet code objectives in accordance with their areas of expertise. Action on all considerations identified in this section is at the discretion of the Planning Commission.

ADVISORY COMMENTS TO THE APPLICANT:

- 1) The Planning Commission should act upon the request for waivers as part of any motion regarding this project application, or as a separate motion as necessary. Note: All waivers are at the discretion of the Planning Commission. The Commission may approve or deny waiver requests.
- 2) In the event, that major changes and revisions to the Site Development Plan occur in the finalization of the Plan contact the Planning Office. Examples include reorientation of the complex/building, relocation of site components like stormwater management areas, and increases in floor area count. These changes may require resubmittal for review by the Development Advisory Committee, Planning Commission, or other agencies and commissions making recommendations in regards to the plan.
- 3) Following Planning Commission approval of the Site Plan, the Plan must be revised to meet all conditions of approval from the Development Advisory Committee or as otherwise noted. A Check Print must be submitted for review by Planning Office Staff and the other commenting agencies. Upon determination that the Plan is complete and all

agency approvals have been received, copies of the Plan may be submitted for final endorsement (Final Plan Approval).

- 4) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code requirements.
- 5) The applicant/developer shall be aware that prior to any ground disturbing activities on the site the appropriate site inspections, Pre-Construction meeting and permits/licenses are required.
- 6) Construction may have an effect on the nearby properties and the travel lanes of Garrison Oak Drive. Any work requiring the closing or rerouting of visitors to other properties served by this road should be coordinated as to offer the least amount of inconvenience.
- 7) For building new construction, the requirements of the building code and the fire code must be complied with. Consult with the Chief Building Inspector and City of Dover Fire Marshal for these requirements. The resolution of these items may impact the site design including such items as building dimensions and height, building openings, and fire protection needs, etc.
- 8) Noting the proposed building height, Planning Staff reminds the applicant of compliance needs with all applicable Federal Aviation Administration, State, and other associated aeronautics related height restrictions, obstruction marking and lighting standards for during construction and for the actual building.
- 9) The applicant shall be aware that Site Plan approval does not represent a Sign Permit, nor does it convey permission to place any sign on the premises. Any proposed site or building identification sign shall require a Sign Permit from the City of Dover prior to placement of any such sign. It is recommended that the applicant discuss the sign regulation requirements with the Planning Staff prior to applying for a Sign Permit.
- 10) The applicant shall be aware that Site Plan approval does not represent a Building Permit and associated construction activity permits. A separate application process is required for issuance of a Building Permit from the City of Dover.

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

STAFF D.A.C. MEETING DATE: NOVEMBER 1, 2023

Revised



APPLICATION: Cold Storage Warehouse at 451 Garrison Oak Drive
FILE #: S-23-20
REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater
CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater / Engineering Services
CONTACT PHONE #: 302-736-7025
CONTACT PHONE #: jlyon@dover.de.us

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

SANITATION

1. The proposed plan will require private trash collection services.

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 is 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.

STREETS

1. Final site plan approval will not be granted until a letter of no objection, signed by DelDOT is submitted to our office.
2. Please add the following notes to the plans:
 - a. Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed along the entire public street frontage of a property. Where frontage sidewalk exists but does not meet the standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards. Sidewalk shall include barrier-free access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.
 - b. In accordance to Appendix A, Article VI, Section B.3, all sidewalks shall ascend from the curbstone to the building line at the ratio of one-quarter of an inch to the foot. Nothing in this section shall be construed to affect any pavement previously laid by order of the city council, until it is taken up and relaid.
3. Prior to construction occurring, a right-of-way permit will need to be submitted to our office for review and approval.

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 Water & Wastewater specifications and requirements.
 - c. The site contractor shall contact the City of Dover Department of Water & Wastewater Construction Manager at (302) 736-7025 prior to the start of construction. A representative from the City of Dover Department of Water & Wastewater 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. The size, type, and location of all proposed and existing water lines and valves must be shown on the plan. Please be advised that effective May 1, 2022, water mains can now be constructed using C900 PVC pipe.
4. Water usage projections (peak demand or plumbing fixtures) must be submitted to our office to correctly determine the size of the domestic and irrigation (if applicable) water meter for the proposed building. These projections must be submitted prior to approval so the meter size can be placed on the final site plan. The proposed water meter must be installed in a pit per City of Dover requirements and manufacturer's recommendations. Also, a dual check valve is required downstream of the meter.
5. The domestic service, fire main connection and valves must be clearly shown for each building. A valve must be installed at the tee to isolate combined fire and domestic water service to the building from the water loop. Typically, this valve is installed at the tee or an acceptable distance from the building. A valve must be provided on the domestic water service, which must be tapped off of the combined eight-inch (8") fire/domestic service outside of the building. The domestic water tap and valve should be as close to the building as possible. Typically, the domestic tap and valve are located within five feet (5') to ten feet (10') of the building. A blow up detail of this layout is recommended.
6. Provide a construction detail for the proposed restraining system for the fire main located within the buildings. The Department of Public Works will test and inspect all fire mains to a blind flange located inside the buildings. The blind flange with tap is used for hydrostatic pressure testing (200 psi for two (2) hours) and dechlorination. The flange must be restrained in the direction of the pipe entering the facility. A pipe entering horizontally through a wall sleeve shall be restrained with rods through the wall. A pipe entering vertically through a slab shall be restrained through the floor to the ninety degree (90°) bend and thrust block. All rods shall be a minimum of ¾" all thread. All pipes through walls and slabs must be Class 52 cement lined ductile iron pipe. Confirm particulars to meet this requirement with mechanical designer.
7. Water services shall be either type K copper or SDR-9.
8. On October 24, 2022, City of Dover Council approved the new Cross Connection Control Program. This program requires certain backflow prevention assemblies on water service connections to the city's distribution system. This project will require a double check valve assembly to be installed downstream of the water meter in the building.
9. All water infrastructure on the property will be owned and maintained by the property owner.

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 Water & Wastewater 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. 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.
4. Cleanouts must be installed on sanitary sewer laterals within five feet (5') of the building, one foot (1') outside of the right-of-way and at all bends. Any cleanout located within a traffic bearing location shall be installed with a heavy duty cast iron frame and cover to prevent damage to the cleanout and lateral.
5. Sizing (flow) calculations must be submitted for all sanitary sewer mains showing that velocity and all other requirements are met.
6. The minimum size of all sanitary sewer laterals shall be six-inch (6").
7. If kitchen facilities are proposed a minimum 1,000 gallon, two chamber grease trap, meeting all Kent County ordinance requirements, must be provided. A construction detail for the proposed grease trap, as well as the proposed location, must be provided on the plan.
8. All wastewater infrastructure on the property will be owned and maintained by the property owner.

GENERAL

1. 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.
2. No trees may be planted within ten feet (10') of utility infrastructure.
3. No structure may be installed within ten feet (10') of utility infrastructure, please depict all underground utilities and structures on the utility plan sheet to confirm compliance.
4. The final site plan must be submitted in the following compatible digital formats:
 - a. AutoCAD 2018 (.dwg format).
 - b. Adobe Reader (.pdf format).

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. None.

ADVISORY COMMENTS TO THE APPLICANT

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 during the spring and fall. The applicant must call the Department of Water & Wastewater directly to schedule these tests. This applies to both existing hydrants as well as those proposed for the site.
4. Water impact fees will be required to be paid prior to Certificate of Occupancy for this project.

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, it may be required to submit the sanitary sewer system plans 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. Wastewater impact fees will be required to be paid prior to Certificate of Occupancy for this project.
4. Depending on the effluent flow, the downstream pump station must be evaluated by the developer / engineer to verify it can handle the additional effluent flow.

GENERAL

1. The applicant is advised that depending upon the size of the existing water service and sanitary sewer lateral to be abandoned, flowable fill may be required.
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.

SANITATION / STORMWATER / STREETS

1. None.

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 ELECTRIC
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: Nov 1, 2023

APPLICATION:	Cold Storage warehouse at 451 Garrison Oak Drive
FILE #:	S-23-20
REVIEWING AGENCY:	City of Dover Electric Department
CONTACT PERSON:	Shawn Burgett, Engineering Services & System Operations Superintendent
CONTACT PHONE #:	302-674-7568
CONTACT EMAIL #:	sburgett@dover.de.us

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 existing underground electric, communications and water facilities.
5. Owner is responsible for installing all conduits and equipment pads per the City of Dover Engineering Department specifications.
6. Owner is responsible for site and/or street lighting.
7. Meter locations will be determined by City of Dover Engineering Department.
8. Load sheets and AutoCAD compatible DXF or DWG diskettes of site plans, including driveways, are required prior to receiving approved electrical construction drawings.
9. 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.
10. 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.
11. 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.
12. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.

13. 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.
14. 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.

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: <https://evogov.s3.amazonaws.com/media/27/media/13108.pdf>.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. This project is outside of the service area for the City of Dover Electric Department. Please save this document for our general notes if the apartments will be transferred to the city electric department in the future.
2. Provide load sheets if the new load requirements will change as soon as possible to verify proper sizing of transformers and creation of primary fee estimates. Current load sheets can be found at the following link: <https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf>.

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.

S-23-20

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 11/01/23

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APPLICATION: Cold Storage Warehouse at 451 Garrison Oak Dr

FILE #: S-23-20 **REVIEWING AGENCY:** City of Dover, Office of the Fire Marshal

CONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.us

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:

1. Proposed occupancy classification is storage.
2. Building Access shall be no further than 50 feet from a primary entrance.

Where buildings are provided with an automatic sprinkler system installed in accordance with NFPA 13, access shall be no further than 100 feet from the primary entrance.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.4)

3. Parking shall be prohibited in front of the primary entrance for a width of not less than 1.5 times the width of the door(s) or for 10 feet, whichever is greater.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.2)

4. Perimeter access shall be 100% and clearly shown on the plans.

Perimeter Access minimum width shall be 10 feet for one-story buildings and 15 feet for buildings of two or more stories, measured from the face of the building at grade with a maximum slope of ten percent (10%). Plantings and utility services (includes condenser units, transformers, etc.) shall be permitted within the perimeter access, and shall not interfere with emergency services fire ground operations.

If a physical barrier (fence, pond, steep slope, etc) prevents access, that portion of the building perimeter shall not be included in the calculation of Percent of Perimeter Access.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5)

Where parking is located between the building and perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories.

5. Fire lanes shall cover 100% of the proposed building.
Fire lanes are required to be 24 feet wide and run along the front of the building as determined by the primary entrance(s). In cases where there is more than one primary entrance(s), each shall be served by a fire lane even if this exceeds the percentage as required.

The closest edge of fire lanes shall not be located closer than ten (10) feet to the exterior wall and the closest edge of fire lanes shall not be located further than 50 feet from the exterior wall if one or two stories in height; 40 feet if three or four stories in height, or 30 feet if over four stories in height.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5)

6. Where parking is located between the building and the fire lane, parking shall not be located closer than 15 feet to the exterior wall.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.4.1)

Where parking is located between the building and the perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories. 2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5.2

7. All Fire Lanes shall be marked as follows:

both the inner and outer edges of the fire lane shall be marked, where curbs are present, the top and face of the curb shall be painted yellow, where no curbs are present, a four inch (4") solid yellow demarcation line shall mark the edge(s) of the fire lane.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

8. The specific color yellow shall be the uniformly accepted yellow as utilized by State of Delaware Department of Transportation (DelDOT). Only vivid and durable paint shall be used and shall be suitable for street surfaces

9. Fire lane signs shall be located as follows:

see Figure 5-16 – Approved Sign For Marking Fire Lanes, fire lane signs shall be spaced at 150 foot intervals maximum, all fire lane signs shall be located no less than six feet (6') and no higher than eight feet (8') above the pavement, signs shall be placed at each end of the fire lane, and signs shall face all oncoming traffic.

Where parking is not restricted roadway markings shall utilize the words "FIRE" and "LANE" in lieu of fire lane signs and shall conform to the specifications of 7.6.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

10. Where overhangs, canopies, balconies, or any other building or site features must project over any fire lane, an unobstructed vertical clearance of not less than 13'-6" above the fire lane shall be provided and the portion of the building perimeter which contains overhangs, canopies, balconies, or any other building features shall not apply towards the fire lane accessibility requirements of Section 4.0, Table 5-1 in this chapter.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.8)

11. Emergency access to rear building areas compliant with City of Dover Code (Appendix B- Zoning, Article 5- Supplementary Regulations, Section 17);

all four stories and greater buildings require 24ft fire lane at the rear.

All two to three story apartment structures require an 18ft Secondary Fire Lane at the rear.

All townhouses (3-8 units with no fire protection) require a 16ft alley or 18ft secondary fire lane at the rear.

12. Any dead-end road more than 300 feet in length shall be provided with a turnaround or cul-de-sac as outlined in the 2021 Delaware State Fire Prevention Regulations 705, chapter 5, 2.3.
13. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.
14. Gated Areas: Fire Department access shall be provided to the property through the use of a system or device approved by the Fire Marshal. The system or device required shall be located in an area accessible to the fire department and approved by the Fire Marshal. All gates shall be either automatic or manual.

An automated system shall consist of one manual and one automated means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the system. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of both the manual and automated means.

A manual gate shall consist of one manual means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the means to open. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of the manual means to open.

To be considered accessible for fire department apparatus the actual clear openings shall be not less than 14 feet, the paved surface through the gate shall be not less than 12 feet, and the gate shall be setback from the perpendicular street by at least 50 feet.

Please contact this office to discuss options available to comply with this requirement.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.6)

15. Fire hydrants shall be installed per the requirements of City of Dover Public Utilities Water/Wastewater Handbook, NFPA requirements, and Delaware State Fire Prevention Regulations. City Ordinance Sec 46-9 (f).
 - 5.1.1 Hydrant spacing as shown in the Fire Flow Tables shall be used as a general rule. Hydrants shall be located at the direction of the State Fire Marshal so as to minimize friction in fire hose. All hydrant spacing shall be located along available roads or at the direction of the State Fire Marshal. This measurement shall be calculated by way of accessible thoroughfare(s) from the building to be protected to the hydrant and may not necessarily be a radius. 5.1.3 Additional hydrants shall be provided when the State Fire Marshal deems it necessary based on the configuration of the site, building(s), exposures, construction, occupancy, and/or specific hazard(s).
 - Fire Flow table 2, hydrant spacing shall be 800 feet on center for one and two family detached dwellings, other residential, rowhouses and townhouses, assembly, health care, business, education, storage, industrial, mercantile, and mini storage. (702, Chapter 6)
 - NFPA 1

18.5.2 detached one- and two-family dwellings, fire hydrants shall be provided for detached one- and two-family dwellings in accordance with both of the following: 1. the maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 feet 2. the maximum distance between fire hydrants shall not exceed 800 feet.

18.5.3 buildings other than detached one- and two-family dwellings, fire hydrants shall be provided for buildings other than detached one- and two-family dwellings in accordance with both of the following 1. The maximum distance to a fire hydrant from the closet point on the building shall not exceed 400 feet 2. The maximum distance between fire hydrants shall not exceed 500 feet

16. All fire hydrants shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation.

All fire hydrants shall have minimum of four-inch (4") solid yellow demarcation lines to define specific areas, where fire hydrants are located along a curb line with permitted parking, the area between the fire hydrant and the street or fire lane shall be stenciled with four inch (4") demarcation lines and the words "NO PARKING", demarcation lines shall be measured from the center line of the fire hydrant and extend for a distance 15 feet on both sides.

Where fire hydrants are located in parking lots or other areas susceptible to blockage by parked vehicles they shall be treated as follows: fire hydrants shall be protected in all directions for a distance of seven feet (7') with barriers or curbing, Minimum four-inch (4") diameter steel bollards filled with concrete and marked yellow shall be installed at the outermost corners of the fire hydrant demarcation area. The minimum height of the bollard shall be 36 inches above the finished grade of the adjacent surface, and the steamer connection of all fire hydrants shall be positioned so as to be facing the edge of the street, or traffic lane.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 2)

The owner is responsible if the hydrant is private.

17. Hydrant barrels shall be provided with reflective material, such as paint, durable for highway/roadway markings or a reflective tape of a minimum of 2" in width around the barrel under the top flange, hydrant bonnets shall be color coded based on the following criteria: class AA 1500 GPM - painted light blue, class A 1,000 GPM -1499 GPM - painted green, class B 500 - 999 GPM - painted orange, class C 250 - 499 GPM - painted red, class D under 250 GPM - painted black.

(2021 Delaware State Fire Prevention Regulations 703, Chapter 3. 4)

The owner is responsible if the hydrant is private.

18. Hydrants are to be Darling Co. B-62-B Breakaway <https://american-usa.com/products/valves-and-hydrants/fire-hydrants/5-1-4-american-darling-b-62-b-5>

19. NFPA 72 compliant Fire Alarm System required per occupancy code requirements.

Fire alarm in place of assembly. *Fire alarm required.* Any new occupancy or new portion of an occupancy determined to be a place of assembly by the fire marshal and is capable of receiving an occupant load of 75 persons or greater, shall be required to install a fire alarm in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Fire alarm system required. Any existing occupancy or portion of an existing occupancy determined to be a place of assembly by the fire marshal, and is undergoing renovations in excess of 50 percent of the assessed value of the building and is capable of receiving an occupant load 75 persons or greater or is being enlarged to receive an occupant load of 75 persons or greater, shall be required to install a complete fire alarm system in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Public mode audible requirements. To ensure that audible public mode signals are clearly heard by occupants of a structure, they shall have a sound level at least 15 decibels (dB) above the average

ambient sound level or five decibels (dB) above the maximum sound level having a duration of at least 60 seconds, whichever is greater, measured five feet (1.5m) above the floor in the area required to be served by the system using the A-weighted scale dBA. In the event the stated requirement cannot be met a shunt trip relay/switches shall be the approved method of meeting the intent of this section of the Code.
(City Code of Ordinances 46-171)

20. Sprinkler system required. System is to be monitored by an approved Fire Alarm System.

This chapter shall apply to all buildings, structures, marine vessels, premises, and conditions which are modified by more than 50% after the effective date of these Regulations. The 50% figure shall be calculated utilizing the gross square footage of the building, structure, marine vessel, premises and conditions as to arrive at the correct application.

Any proposal that is presented to the Office of the State Fire Marshal for review and approval for a building rehabilitation as defined in the 101 Life Safety Code, for less than 50% of the gross square footage of a non-sprinklered building, may not have another such project for the same building submitted for review and approval any sooner than three (3) years after the date of the final inspection unless sprinkler protection is provided throughout the entire building.

In all buildings exceeding 10,000 square feet of aggregate, gross floor area.

In all buildings in excess of 40 feet in height or more than four (4) stories in height.

In all buildings or areas thereof used for the storage, fabricating, assembling, manufacturing, processing, display or sale of combustible goods, wares, merchandise, products, or materials when more than two (2) stories or 25 feet in height.

In all basement areas exceeding 2,500 square feet floor area.

In residential occupancies when of: Type V (0,0,0) or Type III (2,0,0) construction and exceeding two (2) stories or 25 feet in height. Type V (1,1,1) and Type III (2,1,1) or

Type IV (2,H,H) construction exceeding three (3) stories or 3In all residential apartment buildings storage areas except individual unit closets that are located within individual residential living units.

In all buildings used as health care occupancies as defined in the Life Safety Code, NFPA 101, as adopted and/or modified by these Regulations. In all buildings or areas classified as "high hazard" under the Life Safety Code, NFPA 101, or "extra hazard" under the Standard for the Installation of Sprinkler Systems, NFPA 13, as adopted and/or modified by these Regulations.

All buildings used as dormitories, in whole or in part, to house students at a public or private school or public or private institution of higher education. (16 Del.C. Ch. 88) This applies to all such dormitories regardless if new or existing.

(2015 State of Delaware fire Prevention Regulations, 702, Chapter 4)

Places of assembly shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 150 persons or greater.

Any interior renovations of 50 percent or more to an existing place of assembly with an occupant load greater than 150 persons.

Any additions or increase in interior size to an existing place of assembly that would create an occupant load of 150 persons or greater.

Places of assembly where alcohol is served for consumption on the premises shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

Any interior renovation of 50 percent or more to an existing place of assembly with an occupant load greater than 100 persons and where alcohol will be served for consumption on the premises.

Any additions or increase in interior size to an existing place of assembly which would create an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

New educational occupancies of 5,000 square feet or greater shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13.

(City of Dover Code of Ordinances 46-162)

21. Fire Department Connection is to be a 5-inch storz connection on a 30-degree elbow located within 50 feet of main entrance. Access to the Fire Department Connection must be clear unobstructed access as defined by the AHJ.

Fire department connections. Unless otherwise approved by the fire marshal, fire department connections shall be on the street side of the building and shall be located and arranged so that hose lines can be readily and conveniently attached to without interference from any nearby obstructions as defined by the fire marshal's office. Fire department connections shall be a five-inch Storz. Fire department connections shall be within 300 feet of an approved City of Dover Fire Hydrant and within 50 feet of the main entrance of the structure it serves. All fire department connections shall be not less than three feet nor more than five feet in height above finished grade. The fire marshal shall have the authority to require more stringent requirements when deemed necessary. (City of Dover Code of Ordinances 46-162)

22. Parking and/or obstructions shall be prohibited in front of fire department connections for a distance measuring from the center line and extending four feet on both sides.
(2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.4)

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

24. If there is any type of rack storage, the following will be required: 1) a diagram showing the layout and type of rack system 2) a list and quantity of items being stored 3) a letter from an authorized/licensed fire suppression contractor stating that in rack sprinklers are or are not needed. If in rack sprinklers are not needed, a letter may be requested from an authorized/licensed fire suppression contractor to ensure that the sprinkler system is adequate for the storage presented.

25. All standpipe and sprinkler connections shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation. All standpipe and sprinkler connections shall have minimum of four inch (4") solid yellow demarcation lines to define specific areas, Solid yellow demarcation lines shall be measured from the center line of the connection and extend for a distance of four feet (4') on both sides, and where parking is allow between the building and the street or fire lane the solid yellow demarcation lines shall extend from the end of the sidewalk surface to the street or fire lane (Markings shall not be required on the sidewalk surface). All fire department connections (standpipe and sprinkler) shall have a minimum 12" x 18" sign that reads FIRE DEPT. CONNECTION, sign lettering shall be a minimum of 3 inches (3") in height with red scotchlite letters on white scotchlite background. The sign shall be clearly visible from the fire lane or roadway, and signs using NFPA international symbols shall be an acceptable alternative. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 3)

26. Standpipes shall be provided in all areas and buildings as required in the codes and standards listed in Regulation 701 as well as the following areas or buildings:

In all Class A and Class B places of assembly and institutional occupancies two (2) stories or 25 feet in height or over,

In any building over three (3) stories, In any building over 35 feet in height,

In any building that has a floor above the first floor over 10,000 square feet gross floor area,

In all buildings where the 1st floor exceeds 60,000 gross square feet,

a Class I horizontal standpipe system installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations shall be provided. All standpipe systems shall be installed in accordance with the applicable codes and standards listed in Regulation 701.

The standpipe system shall be carried up with each floor and shall be installed and ready for use as each floor progresses.

Standpipes shall not be more than one floor below the highest forms of staging,

The 2½-inch of hose connections on Class I systems shall be provided in the following locations, At the highest intermediate landing between floor levels in every required exit stairway,

Where intermediate landing is not provided, hose connections shall be permitted to be located at the main floor landings in exit stairways when approved by the authority having jurisdiction, Where the local fire department has the capability of providing the required pressure, hydraulically designed standpipe systems in fully sprinklered, non-high-rise buildings shall be designed to provide the required waterflow rate.

A sign shall be provided at each landing, in all interior stairways, designating the floor level. (2021 Delaware State Fire Prevention Regulations 702, Chapter 4, 2)

27. The installation of natural gas and LP gas meters, regulators, valves, and LP gas bottles shall be protected from impact damage by impact protection. Natural gas and LP gas meters, regulators, and valves located inside structures shall have impact protection, except when located in separate protected utility rooms.

Dimensions of bollards. Bollards shall be a minimum of six-inch diameter filled with concrete. The bollard shall be set into the ground at a depth of at least 36 inches (three ft.) embedded in concrete at a minimum of 18 inches surrounding the bollard. The bollards must be a least 48 inches (four ft.) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. The above dimensions shall serve as the requirement for installation; however, the fire marshal and/or chief building inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

Color of bollards. Bollards should be of the following colors; yellow, amber or orange. All colors shall be of fluorescent or have a reflective coating. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. (City of Dover Code of Ordinances, 46-4)

28. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location*, the number shall be placed on the house above or to the left or right of the front entrance, *color*, the number shall be contrasting to the background color, *Arabic numerals*, all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color*, numbers shall be contrasting to the background color, *Arabic numerals*, all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

29. A lock box (Knox) containing any and all means necessary for fire department access shall be provided at the following occupancies: any occupancy that contains a fire alarm signaling system that is monitored off-site, or any occupancy that contains an automatic sprinkler system.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.4)

Secured key systems. When required; exemption. A secured key system shall be required for any new or existing building where a fire alarm or sprinkler system is being installed. It shall be the responsibility of the owner or occupant to keep a set of keys in the secured key box that are current to the locks of the protected occupancy. Buildings with 24-hour staffing or guard service shall be exempt from this subsection.

Location. The secured key system shall be located as close to the main entrance as possible. Should the building design not allow the secured key system to be located by the main

entrance, the fire marshal and fire chief shall come to an agreement as to an alternate location for the key box. A secured key system, once installed, shall not be obstructed from view or obstructed by any means that would delay the fire department access to the box.

Required keys. Keys to be secured in the key box shall include keys to all points of ingress or egress, whether on the interior or exterior of the building, and keys to locked mechanical rooms, electrical rooms, elevator rooms, fire alarm and sprinkler controls and any area protected by automatic fire detection. Keys to individual residential apartment units are not required.

Ordering responsibility. It shall be the responsibility of the general contractor to order the key box for new buildings. It shall be the responsibility of the owner or tenant to order the key box for existing buildings.

Installation before testing. No acceptance test for sprinklers or fire alarms shall be conducted before the installation of a key box.
(City Code of Ordinances 46-127)

Knox Box to be mounted 6 feet above ground level

30. 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. NFPA 101
31. All new passenger elevators in a building shall be provided with a car sized to accommodate an ambulance cot 24 inches (609 mm) by 84 inches (2133 mm) in its horizontal open position. Where two or more new passenger elevators are located in a single hoist way and serve all or the same portion of the building, only one elevator car that provides a car sized to accommodate an ambulance cot 24 inches by 84 inches in its horizontal position for each hoist way shall be required. Elevator cars required to comply with 15.1 or 15.2 shall be identified by the international symbol for emergency medical services (star of life). The symbol shall be not less than 3 inches (76 mm) in height and shall be placed inside on both sides of the hoist way door frame. Firefighter recall keys shall be provided in a manner acceptable to the local fire department. (2021 Delaware State Fire Prevention Regulations 705, Chapter 1, 15)
32. Buildings over 25,000 Sq. Ft are to have radio performance testing done prior to Final CO. This must be scheduled in advance with an authorized vendor.
33. Project to be completed per approved Site Plan.
34. Full building and fire plan review is required.
35. Construction or renovations cannot be started until building plans are approved.
36. Fire alarm systems, fire suppression systems, hoods, exhaust ducts, and hood suppression systems require a fire permit from the Fire Marshal's Office. This work cannot be started until the permit is approved.
37. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.
38. The following is City Ordinance, Appendix B-Zoning, Article 8 Enforcement and Penalties:

Section 1. - Building permits.

No building or structure in any district shall be erected or structurally altered without a building permit duly issued upon application to the building inspector. No building permit shall be issued unless the proposed construction or use is in full conformity with all the provisions of this ordinance. Any building permit issued in violation of the provisions of this ordinance shall be null and void and of no effect, without the necessity for any proceedings for revocations or nullification thereof, and any work undertaken or use established pursuant to any such permit shall be unlawful (see section 4 for penalties).

1.1 No building permit shall be issued for the construction or alteration of any building upon a lot without frontage upon, or legal permanent access to, a public street improved to the satisfaction of the planning commission, or without access to a public sewer.

1.2 No building permit shall be issued for any building where the site development plan of such building is subject to approval by the planning commission, except upon approval of such plans approved by the said commission.

1.21 No building permit shall be issued for any building in a subdivision unless the subdivision plot has been approved by the planning commission.

1.3 No building permit shall be issued for a building to be used for any conditional use in any zone where such use is allowed only with approval of the planning commission, unless and until such approval has been duly granted by the said commission.

(Ord. of 7-12-1993, § 3)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. This is a high rise and large area building, please see additional regulations listed below.
2. Please confirm that the parking is 15' from the building as outlined in item #6 listed above (we will discuss the tractor trailer bays).
3. Please advise where the main entrance will be located.
4. Please refer to item # 14 listed above regarding access to the fenced areas.
5. Please refer to item # 15 listed above regarding fire hydrants. They need to be shown and need to be spaced no farther than 800' apart. These cannot be on the same system as the fire suppression system. One needs to be within 300' of the FDC.
6. No parking is allowed on Garrison Oak Drive due to the street width.

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)

2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)

2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)

2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)

2009 IBC (International Building Code)

Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations

2021 Delaware State Fire Prevention Regulations

City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed.**

Chapter 5 Mid Rise, High Rise and Large Area Buildings

1.0 Application

1.1 This chapter shall apply to all new buildings and this chapter shall apply to all existing buildings that undergo a change in occupancy.

1.2 This chapter shall apply to all buildings, structures, marine vessels, premises, and conditions which are modified by more than 50% after the effective date of these Regulations. The 50% figure shall be calculated utilizing the gross square footage of the building, structure, marine vessel, premises and conditions as to arrive at the correct application.

1.3 Any proposal that is presented to the Office of the State Fire Marshall for review and approval for a building rehabilitation as defined in the 101 Life Safety Code, for less than 50% of the gross square footage of a non-sprinklered building, may not have another such project for the same building submitted for review and approval any sooner than three (3) years after the date of the final inspection unless sprinkler projection is provided throughout the entire building.

Note: It is the intent of this subsection to prevent a submission for review and approval of a project in such stages that would have the effect of being less than the 50% of the square footage, in order to avoid having to have the building, etc., meet current standards.

19 DE Reg. 843 (03/01/16)

3.0 High Rise Building Fire Protection Features Required.

3.1 Fire Command Center

3.1.1 Every High Rise building shall contain a fire command center for fire department operations in a location reviewed by the responsible Fire Chief and approved by the Office of the State Fire Marshal.

3.1.2 The fire command center shall contain the following:

3.1.2.1 Voice alarm and public address panels

3.1.2.2 Fire department communications panel

3.1.2.3 Fire detection and alarm system annunciator panels and smoke management panels

3.1.2.4 Status indicator for elevator and annunciator indicating which elevators are operational

3.1.2.5 Status indicators and controls for air handling systems

3.1.2.6 Controls for unlocking all fire exit stairway doors simultaneously

3.1.2.7 Emergency power, light and system controls; and status indicators

3.1.2.8 Telephone and internet access for fire department use

3.1.2.9 Emergency and standby power status indicators

3.1.2.10 Generator supervision devices and manual start and transfer features

3.1.2.11 Public address system, where specifically required by other sections of this Code

3.1.2.12 Controls required for smoke control

3.1.2.13 Important Keys to include

3.1.2.13.1 Elevator machine room

3.1.2.13.2 Elevator hoistway door access key

3.1.2.13.3 Side access door elevator car key

3.1.2.13.4 Electric room keys

3.1.2.13.5 Fire pump room keys

3.1.2.13.6 Mechanical room keys

3.1.2.13.7 Any master key

3.1.2.14 As built drawings. Specific types and format of drawings to be determined by the Office of the State Fire Marshal at time of plan review.

3.1.3 The fire command center shall be separated from the remainder of the building by one-hour construction and equipped with a heating, ventilating and air conditioning system that will prevent smoke laden air from entering the space.

3.1.4 It is not the intent of this section to require a room dedicated for this purpose, but the area provided must be available for immediate use in case of emergency.

3.1.5 The room shall be a minimum of 96 square feet with a minimum dimension of 8 feet.

3.1.6 The fire command room door shall be clearly identified for use by the fire department.

3.2 Emergency Voice/Alarm Communications and Detection System

3.2.1 Every High Rise building shall be equipped with a voice alarm, communication and detection system which shall be installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations; and approved by the Office of the State Fire Marshal.

3.3 Public Address System

3.3.1 A public address communication system shall be part of the Emergency Voice/Alarm Communications System as required in §3.2 of this Chapter. The system shall be designed to be clearly heard by all occupants of the building and shall operate from the fire command center. It shall be established on a selective or general basis to the following terminal areas:

3.3.1.1 Elevators

3.3.1.2 Elevator lobbies

3.3.1.3 Corridors

3.3.1.4 Exit stairways

3.3.1.5 Rooms and tenant spaces exceeding 1,000 square feet in area

3.3.1.6 Dwelling units and guest rooms or suites.

3.4 Fire Department Communication System

3.4.1 A two way fire department communication system in accordance with the *National Fire Alarm Code* (NFPA 72) shall be provided for fire department use.

3.4.2 An alternative fire department radio enhancement system installed within the building shall be permitted in lieu of a two way fire department communications system, when approved by the Office of the State Fire Marshal.

3.5 Door Operation

3.5.1 All fire exit stairway doors which are to be locked from the stairway side shall have the capability of being unlocked simultaneously without unlatching upon a signal from the Fire Command Center.

3.6 Elevators

3.6.1 In every High Rise building at least one elevator service shall be provided for fire department emergency access to all floors.

3.6.2 Except for the main entrance level, all elevators shall open into a lobby (which may serve additional elevators) separated from the remainder of the building by a smoke barrier. Janitor closets, chutes, guest or tenant rooms, and service rooms shall not open into the elevator lobby. In addition, the provisions of ANSI Standard A 17.1 shall apply.

3.6.3 The elevator lobbies shall be permitted to be open to the remainder of the floor in buildings equipped with a mechanical smoke control system that will restrict smoke and hot gases from entering the elevator shaft on the fire floor.

3.7 Smoke Management Systems

3.7.1 In every High Rise building a Smoke Management system shall be installed in accordance with NFPA 92 and approved by the Office of the State Fire Marshal. Such system shall provide the following:

3.7.1.1 Egress Stair Tower Pressurization

3.7.1.2 Area of Refuge Pressurization

3.7.1.3 Horizontal Exit Passageway Pressurization

3.7.1.4 Fire Floor Smoke Exhaust
3.7.1.5 Floor Above and Below Fire Floor Pressurization
3.7.1.6 Other criteria as deemed necessary by the Office of the State Fire Marshal
for Unusual Spaces.

3.7.2 Smoke management system operation/actuation shall be approved by the Office of
the State Fire Marshal.

Note: As per NFPA 92, the smoke management system shall be provided with a graphic annunciator and manual override panel to be located in the Fire Command Center. The design and operation of the graphic annunciator shall be proposed by the designer and approved by the Office of the State Fire Marshal.

3.8 Standby Power, Light, And Emergency Systems

3.8.1 In every High Rise building an emergency power supply shall be installed.

3.8.2 Standby power, light and emergency systems shall comply with the provisions of the Standard for Emergency and Standby Power Systems, NFPA 110, as adopted and/or modified by these Regulations.

3.8.3 Fuel Supply. An on premises fuel supply sufficient for not less than two hours full demand operation of the system shall be provided.

3.8.4 Generating Capacity. The standby system shall have a capacity and rating that will supply all equipment required to be operational at the same time. The generating capacity need not be sized to operate all the connected electrical equipment simultaneously.

3.8.5 All power, lighting, signal, and communication systems required by this Regulation shall automatically transfer to a standby source. The standby power system shall be connected to all systems listed in the NFPA 101 *Life Safety Code*.

3.9 Emergency Systems

3.9.1 Exit signs, exit illumination, and elevator car lighting are classified as emergency systems and shall operate within ten seconds of failure of the normal power supply and must also be connected to the standby source.

3.9.2 All required lighting, smoke management pressurization, electrically powered fire pumps and at least one elevator shall be connected to the standby power source. Elevators shall be provided with a selective load switch to allow transfer of power to each elevator. This will permit each elevator to be returned to the lobby and placed out of service except for fire department service.

3.10 Areas of Refuge. Areas of Refuge shall be provided in accordance with the requirements of Regulation 702, Chapter 3.

13 DE Reg. 629 (11/01/09)

19 DE Reg. 843 (03/01/16)

4.0 Large Area Buildings.

4.1 Application. The application of this Chapter pertains to any building exceeding one-hundred thousand (100,000) square feet gross floor area on any one floor. This Chapter does not apply to Strip Shopping/Office Center with no individual tenant exceeding 100,000 sq. ft.

4.1.1 If any one individual tenant in a Strip Shopping/Office Center exceeds 100,000 sq. ft. per floor, these requirements shall apply only to those tenants.

4.2 Horizontal Standpipes.

4.2.1 Horizontal Standpipes shall be required in accordance with Regulation 702, Chapter 4 of these Regulations

4.3 Emergency Voice/Alarm Communications and Detection System.

4.3.1 Large area buildings shall be equipped with a voice alarm, communication and detection system which shall be installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations; and approved by the Office of the State Fire Marshal

4.4 Fire Command Station.

4.4.1 Large area buildings containing Health Care Occupancies, Ambulatory Health Care and Detention and Correction Occupancies shall contain a fire command center for fire department operations in a location reviewed by the responsible Fire Chief and approved by the Office of the State Fire Marshal. The Office of the State Fire Marshal may require a Fire Command Center for other Large Area Buildings.

4.4.2 The fire command center shall contain the following:

4.4.2.1 Voice alarm and public address panels

4.4.2.2 Fire department communications panel

4.4.2.3 Fire detection and alarm system annunciator panels and smoke management panels

4.4.2.4 Status indicator for elevator and annunciator indicating which elevators are operational

4.4.2.5 Status indicators and controls for air handling systems

4.4.2.6 Controls for unlocking all fire exit stairway doors simultaneously

4.4.2.7 Emergency power, light and system controls; and status indicators

4.4.2.8 Telephone and internet access for fire department use

4.4.2.9 Emergency and standby power status indicators

4.4.2.10 Generator supervision devices and manual start and transfer features

4.4.2.11 Public address system, where specifically required by other sections of this

Code

4.4.2.12 Controls required for smoke control

4.4.2.13 Important keys to include

4.4.2.13.1 Elevator machine room

4.4.2.13.2 Elevator hoistway door access key

4.4.2.13.3 Side access door elevator car key

4.4.2.13.4 Electric room keys

4.4.2.13.5 Fire pump room keys

4.4.2.13.6 Mechanical room keys

4.4.2.13.7 Any master key

4.4.2.14 As built drawings. Specific types and format of drawings to be determined by the Office of the State Fire Marshal at time of plan review.

4.4.3 The fire command center shall be separated from the remainder of the building by one-hour construction and equipped with a heating, ventilating and air conditioning system that will prevent smoke laden air from entering the space.

4.4.4 It is not the intent of this section to require a room dedicated for this purpose, but the area provided must be available for immediate use in case of emergency.

4.4.5 The room shall be a minimum of 96 square feet with a minimum dimension of 8 feet.

4.4.6 The fire command room door shall be clearly identified for use by the fire department.

4.5 Smoke Management Systems

4.5.1 Large area buildings shall be equipped with a smoke management system approved by the Office of the State Fire Marshal, designed in accordance with §4.5.2 or §4.5.3, and shall be capable of being operated by the fire department.

4.5.2 This smoke control system shall, at a minimum, consist of manually operated smoke vents installed in accordance with the Standard for Smoke and Heat Venting, NFPA 204 with the following criteria:

4.5.2.1 One, 100 sq. ft. vent per 25,000 sq. ft. of floor area.

4.5.2.2 Each vent shall be centrally located within the 25,000 sq. ft. protected area.

4.5.3 Large Area buildings using mechanical means of smoke management shall be installed in accordance with NFPA 92A, NFPA 92B and approved by the Office of the State Fire Marshal. Such system shall provide the following:

4.5.3.1 Egress Stair Tower Pressurization if stairs are more than three (3) communicating floor levels

4.5.3.2 Area of Refuge Pressurization

4.5.3.3 Horizontal Exit Passageway Pressurization

4.5.3.4 Fire Floor or Fire Area Smoke Exhaust

4.5.3.5 Other Criteria as deemed necessary by the Office of the State Fire Marshal
for Unusual Spaces

4.5.4 Smoke management system operation/actuation shall be approved by the Office of the State Fire Marshal.

Note: As per NFPA 92A and NFPA 92B, the smoke management system shall be provided with a graphic annunciator and manual override panel to be located in the fire command center. The design and operation of the graphic annunciator shall be approved by the Office of the State Fire Marshal.

4.6 Standby Power, Light, and Emergency Systems.

4.6.1 Large area buildings shall be equipped with standby power, light, smoke management system and emergency systems which shall comply with the provisions of the Standard for Emergency and Standby Power Systems, NFPA 110, as adopted and/or modified by these Regulations.

Exception: If the occupancy is such that "standard" battery operated emergency systems (emergency lighting, exit signs, fire alarm signaling system backup power, etc.), are deemed to be adequate by the State Fire Marshal.

13 DE Reg. 629 (11/01/09)

19 DE Reg. 843 (03/01/16)

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY



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APPLICATION: S-23-20 Cold Storage Warehouse 451 Garrison Oak Drive

FILE#: S-23-20

REVIEWING AGENCY: DelDOT

CONTACT PERSON: Michael Vandevander

PHONE#: 302-760-2141

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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:

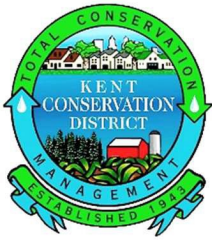
CITY & STATE CODE REQUIREMENTS:

No person, firm, corporation or the like shall construct, open, reconstruct, maintain, modify or use any crossing or entrance onto a state-maintained highway, street or road, including any drainage modifications leading into or carried by the highway drainage system, without first having complied with standards and regulations adopted by the Department and having obtained a permit issued by the Department. Please contact the Delaware Department of Transportation - Development Coordination section to begin permit process.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

1. DelDOT require and pre-submittal meeting and a Record Plan.



KENT CONSERVATION DISTRICT

1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901 • (302) 608-5370 • WWW.KENTCD.ORG

**CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
NOVEMBER 2023**

APPLICATION: Cold Storage Warehouse at 451 Garrison Oak Drive

FILE #: S-23-20

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Kate Owens

PHONE: (302) 608 – 5370

EMAIL: stormwater@kentcd.org

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:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

1. A Stormwater Assessment Study (SAS) and pre-application meeting are required.
2. As the disturbance for this site will exceed 5,000 square feet, a detailed sediment and stormwater management plan must be reviewed and approved by the District prior to any land disturbing activity (i.e. clearing, grubbing, filling, grading, etc.) taking place. The review fee and a completed Application for a Detailed Plan are due at the time of plan submittal to the District's office.
3. The following notes must appear on the record plan:
 - a. The Kent Conservation District reserves the right to enter private property for purposes of periodic site inspection.
 - b. The Kent Conservation District reserves the right to add, modify, or delete any erosion or sediment control measure, as it deems necessary.
 - c. A clear statement of defined maintenance responsibility for stormwater management facilities must be provided on the Record Plan.

ADVISORY COMMENTS TO THE APPLICANT:

1. The regional stormwater facility manages the 10-year (Cv) and 100-year (Fv) storm events for parcels within the Garrison Oak Business & Technology Center for max site impervious of 65%. Any additional impervious must be managed through the onsite stormwater design. The 1-year (RPv) storm event volume is required to be managed for the proposed improvements on the site.
2. A soils investigation in the proposed Stormwater facility areas is required to determine impacts of the seasonal high groundwater level and soils for any Best Management Practice (BMP) design.
3. The preferred methods of Stormwater management are those practices that maximize the use of the natural features of a site, promote recharge and minimize the reliance on structural components.
4. A letter of no objection to recordation will be provided once the detailed Sediment and Stormwater Management Plan has been approved.



MEMORANDUM

TO: City of Dover Planning Office

FROM: Malcolm Jacob, Transportation Planner

DATE: 11/3/2023

SUBJECT: DAC Comments 11/2023

Dear Members of the Planning Office,

Attached, please find comments submitted by Dover Kent MPO for each of the current Development Advisory Committee (DAC) site plan reviews. Plans were reviewed during the Staff DAC meeting of **Wednesday, November 1, 2023**, and comments are being submitted in advance of the Applicant DAC meeting of **Wednesday, November 8, 2023**.

Please reach out to the MPO if further input is needed.

Sincerely,

Malcolm Jacob

Transportation Planner

Dover/Kent County Metropolitan Planning Organization

Malcolm.Jacob@doverkentmpo.org

(302) 387-6030

<https://doverkentmpo.delaware.gov/>



1. C-23-03 Mt. Zion AME Church Building Addition at 101 North Queen Street (and 107 North Queen Street)

No objections to the current site plan. Sidewalks are already present, and the plan includes accessibility ramps.

2. S-23-20 Cold Storage Warehouse at 451 Garrison Oak Drive

No objections to the current site plan, provided developers ensure the site is ADA-compliant. (Accessible pedestrian paths, ramps and striping at crossings, etc.)

3. S-23-21 BHD Operations Facility at 250 Garrison Oak Drive

No objections to the current site plan, provided developers ensure the site is ADA-compliant. (Accessible pedestrian paths, ramps and striping at crossings, etc.)



STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
OFFICE OF STATE PLANNING COORDINATION

October 16, 2023

Mary Ellen Gray, AICP
Director of Planning, Inspections, and Community Development
City of Dover
15 Loockerman Plaza
Dover, DE 19901

RE: PLUS Waiver Request – Garrison Oak Lot 8 – Cold Storage Warehouse
Tax Parcel: 4-05-06800-02-0800-00001

Dear Ms. Gray:

Our office received your request for a PLUS waiver for the planned cold storage warehouse on Lot #8 of the Garrison Oak Technology Park on October 5, 2023. Upon review of the submitted plans and the description of the project, our office agrees that the proposed warehouse is an important economic development project for Garrison Oak and is aligned with long-range plans for development of the individual lots.

Industrial and commercial uses at the scale of this project are anticipated and needed in Garrison Oak. House Bill 104 (29 Del. C. §9202 and §9203) allows for waivers of PLUS reviews for economic development projects that create full-time jobs, are located at least partially in State Strategies Level 1 or 2 and are consistent with comprehensive plans and zoning. The proposed warehouse meets the criteria of House Bill 104 and is an important component of multiple freight and economic development studies in the area, such as the Dover Air Cargo Freight Access Study. Therefore, our office approves the waiver request. No PLUS review is required for the project as submitted on October 5, 2023, at the above referenced parcel.

https://doverkentmpo.delaware.gov/files/2021/09/Dover-Air-Cargo-Freight-Study-PEL_final.pdf

This does not waive the applicant from contacting state agencies to determine code and permitting requirements. Any development on the site will still be required to follow all relevant codes and permitting procedures set forth by the State of Delaware. In addition, this does not waive the local City of Dover review and approval process.

122 Martin Luther King Jr. Blvd. South – Haslet Armory · Third Floor · Dover, DE 19901
Phone (302)739-3090 · Fax (302) 739-5661 · www.stateplanning.delaware.gov

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Edgell', with a stylized, cursive script.

David L. Edgell, AICP
Director, Office of State Planning Coordination

enc: PLUS waiver request, dated October 5, 2023

cc: David Hugg, City Manager, City of Dover
Dawn Melson-Williams, AICP, Principal Planner, City of Dover
Jonathan Street, Associate, Becker Morgan Group
Joshua Thomas, AICP, Principal Planner, OSPC

WAIVER REQUEST

LOT 8, GARRISON OAK BUSINESS AND TECHNOLOGY CENTER

CURBING REQUIREMENTS

REQUEST: We request that portions of the required upright concrete curbing along the outer edges of the parking area be waived by the Planning Commission.

EXTENT OF THE REQUEST: By code, all permanent parking areas shall be enclosed with upright concrete curbing at least six (6) inches in height. We are requesting a waiver to eliminate portions of upright curbing to allow for the runoff to sheet flow from existing paved areas and continue its current drainage pattern into pervious grassed and landscaped area. Portions of the parking lot currently do not contain curbing. These areas discharge into grassed and landscaped areas within and adjacent to the existing site. Providing the required curbing in these areas would only concentrate the runoff directly to closed drainage systems without providing the benefit of pervious surfaces for runoff reduction. We recommend not altering existing drainage patterns as to upset the current balance of the existing drainage system within the projects natural areas.

BASIS FOR REQUEST:

1. Article 6, section 3.6 (b) of the City of Dover zoning standards states that the Planning Commission may relax this requirement for a portion of a parking area when there is a demonstrated need to convey stormwater to a proposed or approved stormwater management area. We are proposing that portions of the parking and some drive isle areas be allowed to sheet flow stormwater run-off as needed to provide the benefit of natural uptake of the runoff, and not impede the runoffs ability to sheet flow into the existing pervious and landscaped areas.

WAIVER REQUEST

LOT 8, GARRISON OAK BUSINESS AND TECHNOLOGY CENTER

PARKING REQUIREMENTS

REQUEST: On behalf of the Owner/developer, we are requesting a 50% parking reduction for the required parking provided for the project be granted by the Planning Commission.

EXTENT OF THE REQUEST: By code, the parking requirements for IPM-2 zone are 1 space per 800 square feet (sf) of building area. With the bulk area of the building being 165,000 sf, by code 207 spaces would be required. As the vast majority of the building space is bulk cold storage and the parking needs to support the facility and its workers does not align with the code requirement. The general office space to support facilities such as these is a small fraction of the overall space. Reducing the overall parking to half of the required, continues to allow for 104 parking spaces for office and general workers for the facility and allows the facility to keep the needed trailer storage spaces. Examples of these facilities typically contain more trailer storage parking spaces than overall passenger car spaces. These facilities are large regional distribution centers and not a facility that will have an excessive amount of office staff, floor staff, visitors as a general office use would. and in and out types of traffic. With this application we are requesting that vehicular parking be reduced up to 50% of what is required by code.

BASIS FOR REQUEST: Article 6, section 3.9 (a) and (b) of the City of Dover zoning standards states that “The planning commission or city planner, according to the type of plan review required by appendix B, zoning, [article 10](#), planning commission, may reduce, in an amount not to exceed 50 percent, the number of *parking* spaces required...”



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November 7, 2023

Mrs. Dawn Melson-Williams, AICP
City of Dover
Department of Planning and Inspections
P.O. Box 475
Dover, DE 19903-0475

RE: **Performance Standard Review Application**
GARRISON OAK BUSINESS AND TECHNICAL CENTER, LOT 8
Dover, Delaware
2009076.09

Dear Mrs. Melson-Williams:

On behalf of our client, SLS Equity Partners LLC, we are hereby submitting a Performance Standard Review Application as a supplement to the Application for Site Development Plan Approval for the above-referenced project. This is submitted for consideration at the November 20, 2023 Planning Commission meeting. This project proposes the construction of a 165,000 sqft cold storage warehouse and distribution facility. Responses to the Performance Standards for each of the structures is provided below.

COLD STORAGE FACILITY

Section 8.51 - Fire and Explosion hazards: The proposed building will be sprinklered in accordance with the Delaware State Fire Prevention Regulations. It will not contain any hazardous or explosive materials.

Section 8.52 - Radioactivity or Electromagnetic Disturbance: Not Applicable. The proposed cold storage facility will not produce radioactivity or electromagnetic disturbance.

Section 8.53 - Noise: Not Applicable - The proposed cold storage facility building will not generate any noise beyond that which is consistent with an office use.

Section 8.54 - Vibration: Not Applicable - The proposed cold storage facility will not generate any vibrations.

Section 8.55 - Smoke: Not Applicable - The proposed cold storage facility will not generate smoke.

Section 8.56 - Odors: Not Applicable - The proposed cold storage facility will not generate odorous gases or other offensive odorous matter.

Section 8.57 - Fly Ash, Dust, Fumes, Gases, and other forms of Air Pollution: Not Applicable - The proposed cold storage facility will not generate any of the aforementioned forms of air pollution.

Section 8.58 - Glare: The proposed cold storage facility and parking lot lighting will meet City of Dover lighting requirements and not produce any additional glare for the area.

Section 8.59 - Liquid or Solid Wastes: No liquid or solid wastes will be discharged to the public sewer other than normal sanitary sewage from the building.



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Section 8.60 – Traffic Congestion: Not Applicable - The proposed cold storage facility is part of a previously approved Industrial Park Subdivision and approved Traffic Impact Study (TIS). The traffic from all of the lots within the subdivision was accounted for when the subdivision was designed and the TIS approved. This lot accesses city owned internal subdivision streets and has several exit points from the subdivision to the external road network.

We believe this addresses the requirements for the Performance Standard Review Application. Please attach this application to our Application for Site Development Plan Approval scheduled for review by the Planning Commission and contact me with any questions.

Sincerely,

BECKER MORGAN GROUP, INC.

A handwritten signature in blue ink, appearing to read "Jonathan N. H. Street".

Jonathan N. H. Street
Associate

JNS/

Cc: Shira Weise – SLS Equity Partners LLC.

2009076.09ag-Perf-Rev-ltr