

City of



Dover

DATA SHEET FOR SITE DEVELOPMENT PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF July 3, 2024

PLANNING COMMISSION MEETING July 15, 2024

Plan Title:	Stoltzfus Warehouse at 1285 College Park Drive S-24-10
Plan Type:	Site Development Plan
Property Owner:	Stoltzfus, LLC
Location:	North of College Road in the College Business Park on the north side of College Park Drive adjacent to the railroad tracks
Address:	1285 College Park Drive
Tax Parcel:	ED-05-067.00-02-12.02-000
Site Area:	1.507 acres+/-
Zoning:	M (Manufacturing Zone)
Present Use:	Warehouse
Proposed Use:	Second Warehouse Building
Sanitary Sewer:	City of Dover
Water Supply:	City of Dover
Waivers Requested:	Elimination of Upright Curbing (Approved by City Planner) Reduction of the Parking Requirement Partial Elimination of Sidewalk Opaque Barrier – Elimination of Fence Component
For Consideration:	Performance Standards Review Application

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: July 3, 2024

APPLICATION: Stoltzfus Warehouse at 1285 College Park Drive

FILE #: S-24-10

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 for a 5,120 SF Warehouse adjacent to an existing 10,000 SF Warehouse and other site improvements for a project known as the Stoltzfus Warehouse. The property is 1.507+/- acres and zoned M (Manufacturing Zone). The property is located north of College Road in the College Business Park on the north side of College Park Drive adjacent to the railroad tracks. The owner of record is Stoltzfus, LLC. The property address is 1285 College Park Drive. Tax Parcel: ED-05-067.00-02-12.02-000.

II. PROJECT DESCRIPTION

The Site Development Plan proposes a construction of a second Warehouse Building on the property. There is an existing Warehouse Building of 10,000 SF with a loading dock. The new Warehouse Building of 5,120 SF will have its own loading dock space area separate from the first warehouse and there will be improvements to the Dumpsters serving both buildings to add an enclosure. There will be minor improvements to the existing parking lot on site for an accessible parking space and bicycle parking. Signage on the site identifies the current tenant as Sid Harvey's Whole Distributors.

The property already includes a stormwater management facility in the rear area of the property that appears to account for the proposed addition of a second building. The northern property line has a series of trees within a woodland/vegetative area. The site will be subject to a Performance Standards Review Application to ensure the proposed use complies with Zoning Regulations. See Section VIII of this Report.

Previous Application

This project was originally developed with the first warehouse building under Site Plan Application S-97-16 College Business Park – Proposed Warehouse Building for Sears & Roebuck. This was reviewed by the Planning Commission in August 1997 and Permits for its construction issued in 1998.

Surrounding Properties

The subject property on College Park Drive (a private drive) is at the rear of the College Business Park where other lands are also zoned M (Manufacturing Zone). The adjacent properties also include other warehouse type buildings. To the south across College Park Drive is

another property where a multi-tenant flex warehouse space was proposed for construction with Conditional Use Site Plan C-21-03 on a property that also includes a Wireless Communications Facility (monopole). The properties at the front of the College Business Park closer to College Road consist of office buildings.

III. ZONING REVIEW

M (Manufacturing Zone)

Zoning Ordinance, Article 3 Section 19 lists the permitted uses, conditional uses, and other provisions of the M (Manufacturing Zone). In Article 3 Section 19.13, it notes for the M zone that the use of wholesale storage, warehousing, transshipment and distribution, and logistics support is a permitted use. The bulk standards for the M zone are listed in Article 4 Section 4.16.

IV. PARKING SUMMARY

Waiver Request for Reduction of Parking Requirement

The parking requirement in the M zoning district is one space per 800 S.F. floor area or one space per employee of the largest shift. Based on the total floor areas of both buildings at 15,120 SF, the required parking is 19 spaces. It is noted that there are five employees at the facility. The plan shows an existing parking lot of 12 spaces as parking spaces for (passenger) vehicles. This project will relocate the handicapped parking space to the east side of the parking lot in closer proximity to the buildings' entries finishing with a total of eleven (11) parking spaces. The loading dock areas are separate from this parking lot.

The Applicant is seeking a waiver to reduce the parking from 19 spaces to 11 spaces as a reduction of 8 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.

Loading Spaces

The requirement for loading spaces in the M zone is based on building square footage of the specific uses. For wholesale and storage uses, one loading space is needed per 5,000 SF to 10,000 SF of floor area which results in one loading space required for each building. This plan shows a loading dock serving each building to satisfy this requirement. The new Warehouse building has a loading space area of 40.72 feet in length and 19 feet wide with the existing loading space also 40 feet in length. These loading docks/spaces have direct access off College Park Drive at the cul-de-sac terminus.

Bicycle Parking

The site is required to provide bicycle parking. The bicycle parking calculation is one for every twenty parking spaces. A bike rack location is shown near the entry door to the existing Warehouse Building on the plan meeting the minimum of one bicycle parking space for this site.

V. BUILDING ARCHITECTURE

The proposed Warehouse Building will be similar in architectural appearance to the existing building. The new Warehouse Building proposes metal wall panels to clad the building with the lower wall wainscot area painted a contrasting color. The elevation adjacent to the existing warehouse will be constructed as a CMU (concrete masonry unit) firewall. The building's front elevation includes an entry door and window and a large roll-up garage door in the center served by the loading dock. The facility complies with the maximum height limitation of 60 feet for the

M zoning district as the height to the eave is only 18 feet then there is a low-sloping roof. The building placement is within the buildable area established by the front yard setback of 40 feet, side yard setback of 20 feet, and a rear yard of 50 feet when adjacent to residential zone).

VI. SITE CONSIDERATIONS

Access

The site has multiple access points to College Park Drive in that the access points are to the existing parking lot, to the existing loading dock, and to the new loading dock area.

Lighting

The lighting on the site is shown as wall units attached to the building.

Dumpster

For non-residential uses, a minimum of two Dumpsters are required for the site. The plan indicates that the existing Dumpster pad near the new Warehouse Building loading dock will be improved to include an enclosure and gated front.

Sidewalk

Waiver Request - Partial Elimination of Sidewalk

Sidewalk is required along all street frontages and within the site in accordance with *Zoning Ordinance*, Article 5 §18. A sidewalk exists along a portion of the property extending from the west to the first (existing) loading dock/space. They have submitted a Waiver Request to eliminate the remaining required sidewalk for the eastern portion of the site; see Letter of June 7, 2024. The Planning Commission should act on this waiver request as part of their review of the Site Development Plan; see the following *Zoning Ordinance* citation on waivers of pathways. Sidewalks are a type of pathway.

Article 15 §18.5 *Waiver of pathway locations requirements*. The property owner or developer may request a waiver from the planning commission or city planner, according to the type of plan review required by article 10 of this ordinance, under the following circumstances in order to reduce or eliminate the requirements for pathway installation:

- a) When the property is isolated from the existing pathway network, with no existing pathways within the immediate vicinity of the property.
- b) When the proposed use would not generate or attract additional pedestrian, bicycle, or other non-motorized trips.
- c) When physical characteristics of the property are such that pathway installation is impractical or impossible.

In addition, on the site, sidewalks are shown connecting from the street frontage sidewalks into the site to the existing Warehouse building entrance and along the edge of the loading space area of the new Warehouse Building to reach its entry door.

Curbing

Waiver Request: Partial Elimination of Curbing

The *Zoning Ordinance*, Article 6 §3.6(b) requires upright curbing for all parking areas and access drives. The existing parking lot does not have upright curbing and is related to the existing stormwater management facility that utilizes sheet flow through grass areas. A written Waiver Request for the elimination of upright 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. TREE PLANTING AND LANDSCAPE PLAN

The Landscape Plan shows a concept for woodland area preservation with existing tree preservation along the northern property line and several select trees located at the front of the buildings. *Zoning Ordinance*, Article 5 Section 16 lays out the requirements for tree planting and preservation. A new project is required to provide tree planting at a rate of one (1) tree per 3,000 SF of "Development Area." The *Zoning Ordinance* Article 5, Section 16 defines "Woodland" as follows:

Woodland. An area of contiguous wooded vegetation (7,500 square feet or greater), where trees exist at a density of at least one tree with a caliper dimension of six inches or greater per 375 square feet of land and where the tree branches form a contiguous canopy.

According to plans, there are 0.2 acres of existing woods. The maximum amount of woodland that can be cleared is 50% with anything over that amount requiring mitigation. This project does not propose clearing of any woodland areas. Based on a development area of 1.507 acres, the minimum required number of trees is twenty-two (22). The existing trees consist of 16 trees in the woodland area and six (6) trees in other areas of the property.

Opaque Barrier

Waiver Request: Elimination of Opaque Barrier (Fence) Component

Screening is required wherever a non-residential use abuts a residential use. This screening must consist of an opaque barrier (a fence, wall, or berm) at least six feet in height, accompanied by landscaping (*Zoning Ordinance*, Article 5 §7.2). This Opaque Barrier requirement applies to the northern property line adjacent to a residential property that was annexed into the City: and it's proposed for development under Site Plan S-21-11 McKee Road Apartments. This adjoining parcel is zoned RG-2 (General Residence Zone); however, the adjoining area is wooded and contains wetland areas, so this subject parcel is not in close proximity to the actual development of residential areas. The plan as submitted by the applicant does not indicate the placement of an opaque barrier component (fence, wall or berm). They are areas of existing woodland and individual trees that may be utilized to comply with the landscaping component of the barrier. A written Waiver Request was submitted for the Planning Commission to consider elimination of the Opaque Barrier Requirement (Fence) noting that such installation of the Opaque Barrier would require removal of existing trees that are to serve as the landscape buffer.

VIII. PERFORMANCE STANDARDS REVIEW

Uses in the M (Manufacturing Zone) 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 Report (Letter dated June 6, 2024) indicating how the proposed development would restrict the emission of dangerous and objectionable elements detailed in Article 5, Section 8.5.

IX. 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 in accordance with the *Zoning Ordinance*. A waiver may be granted by the City Planner, if necessary, for stormwater management.
- 3) The property is subject to the requirements of the Opaque Barrier as this non-residential use is adjacent to a residential use on the north. The opaque barrier (fence, wall, or berm) component can be considered for elimination with a Waiver Request. The landscaping

component of the barrier must be satisfied. A Waiver Request was submitted to the Planning Office for consideration to eliminate the Opaque Barrier (Fence).

- 4) Sidewalks must be provided along the full frontage of College Park Drive unless the Waiver Request is approved for the partial elimination of the sidewalk. The Planning Commission will consider the Waiver Request for the partial elimination of sidewalks on the eastern portion of the site.
- 5) Parking for the subject site and new Warehouse Building must comply with the parking requirements based on floor area or employee count (whichever is greater). The Applicant has submitted a Waiver Request to reduce the requirement by 8 parking spaces.
- 6) Sheet RP-1, Record Plan Cover Sheet:
 - a) Add address of property on College Park Drive in title block.
 - b) Zoning Location Map: The nearby property at 1241 College Park Drive was recently rezoned from CPO to IO. Update on Map.
- 7) Sheet RP-2, Record Plan:
 - a) Clarify depiction of the sidewalk intersection with the existing parking lot access and the utilities in that area. There may need to be a detail of this area. Add detectable domes, etc.
 - b) Note that existing parking lot does not include curbing. Clarify if new loading dock area includes curbing.
 - c) The Dumpster enclosure for private facilities is required to be 7 feet in height.
 - d) Add notes on any waivers granted as part of the review process.
 - e) Update zoning of adjacent property (Lands of McKee Cap, LLC) to RG-2 (General Residence Zone).
 - f) Site Data Column:
 - i) Item 12: Correct to be "Waiver" Required; it is not a Variance.
 - ii) Item 12: There are 11 vehicle spaces provided.
- 8) Various Plan Sheets:
 - a) Ensure accessible ramps/markings are provided from handicapped space onto sidewalk system and also at points of intersection of sidewalk with parking lot.
 - b) Staff suggests marking the pedestrian access path in the new loading dock/space area for clear path to the building entrance.
 - c) Add striping to define existing parking lot entrance at the end of the row of parking so that parking is not located at sidewalk terminus point.
- 9) Sheet LP-1 - Landscape Plan:
 - a) Identify if any new tree plantings are proposed.
 - b) Opaque Barrier information must be provided on the landscape component. You may note that the existing vegetation is intended to be preserved if it meets the requirements.
 - c) Provide certification statement for Landscape Plan; if new plantings are proposed then the appropriate design professional must certify this plan sheet.
- 10) Construction details for items such as Dumpster enclosure, curbing, parking bumpers, traffic control signage, stormwater, and utility details, etc. will need to be added to the Site Plan.

- 11) Evaluate any existing pavement conditions to remain. Improvements may be necessary to paving, parking bumpers, and curbing and pavement markings.
- 12) A Record Plan sheet may be required to be recorded to show items such as right-of-way dedications, any easements, and other items affecting the property lines or if required by another agency's approval process.
- 13) The Site Plan must reflect any changes recommended by the Planning Commission. Add notes for any waivers or conditions acted upon by the Planning Commission.
- 14) 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. All signage must comply with Sign Regulations of the *Zoning Ordinance* and is subject to a separate Sign Permit Application. Signs are subject to a separate review and approval process in the City of Dover.
- 15) 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.
- 16) Additional review comments may be provided in the future as more detailed plans are developed.

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 Waiver Request for the elimination of upright curbing for existing the parking lot area due to previously established stormwater management methods at the site. The plan needs to clarify the curbing or lack of curbing near the new loading dock/space area.
 - b. Waiver Request – Partial Elimination of Sidewalk: Planning Staff recommends approval of the Waiver Request to eliminate the requirement for the construction of sidewalks for the eastern portion of the site along the cul-de-sac of College Park Drive. This is based on the findings of the physical characteristics of this frontage area and that it is segment unlikely to be traveled by pedestrians for access purposes.

- c. Waiver Request – Reduction in the Parking Requirement: Planning Staff recommends approval of the Waiver Request to reduce the number of required parking spaces from 19 to 11 spaces finding that due to the nature of the use as warehouse space with a limited number of employees that the existing parking lot can readily serve the facility. Also, most of the likely customer/visitor traffic to the warehouses would be using the loading spaces at the two loading dock areas.
 - d. Waiver Request for Elimination of Opaque Barrier Component: Planning Staff recommends approval of the Waiver Request to eliminate the Opaque Barrier Component of the fence, wall, or berm between this non-residential use and the adjacent residential property to the north. Given the existing wooded areas along the northern property line, it would require removal of trees to implement the fence barrier which is not favorable. The landscaping component of the barrier can be satisfied by this existing woodland area while also serving as an opaque barrier due to the density of the trees and vegetation.
- 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 use of the buildings as a small warehouse are not likely to cause these objectionable elements.

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.

XI. 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 regard to the plan.
- 3) Following Planning Commission approval of the Site Development Plan, the Plan must be revised to document all conditions of approval from the Development Advisory Committee or as otherwise noted. This process involves submission of Check Prints in order to achieve 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) Outside storage is not authorized for this property. Available Streetview images showed a storage unit and items piled near Dumpster. The storage unit should be removed (or properly permitted for temporary placement) and recycling items (pallets, etc.) must be properly disposed of.
- 6) 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.
- 7) Construction may have an effect on the nearby properties and College Park 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.
- 8) 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.
- 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: JUNE 26, 2024



APPLICATION: Stoltzfus Warehouse at 1285 College Park Drive
FILE #: S-24-10
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 EMAIL #: 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 copy of the approved entrance plan or a letter of no contention, 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.

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 DR 18 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. Please provide information on the use of the proposed building.
 9. Please confirm if the new building will require its own water service.

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. The minimum size of all sanitary sewer laterals shall be six-inch (6").
6. 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.
7. All wastewater infrastructure on the property will be owned and maintained by the property owner.
8. Please confirm if the new building will require its own wastewater lateral.

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 may be required 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: JUN 26, 2024

APPLICATION:	<u>Stoltzfus Warehouse at 1285 College Park Drive</u>
FILE #:	S-24-10
REVIEWING AGENCY:	City of Dover Electric Department
CONTACT PERSON:	Shawn Burgett, Engineering Services & System Ops 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. Provide load sheets as soon as possible for 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.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 06/26/24

APPLICATION: Stoltzfus Warehouse at 1285 College Park Dr

FILE #: S-24-10 REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.usPHONE #: (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/warehouse.
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 50% 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 N/A 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. All access roadways shall be paved and be a minimum of 20 feet clear width for two-way traffic and 14 feet clear width for one-way traffic. The paved width of access roadway shall be measured from edge of parking spaces, or face of curb for vertical curb and back of curb for mountable curb, or edge of pavement if there is no curbing. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 5.2)

12. Multiple Access Roads shall be provided when a fire department access road (fire lane) is determined by the Fire Marshal to be impaired by vehicle congestion, condition of terrain, climatic conditions, or other factors that could limit access such as placement of fire hose from fire equipment.
13. 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.
14. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.
15. 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)

16. NFPA 72 compliant Fire Alarm System TBD (see NFPA 101, 42.3.4). 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)

17. 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.
18. 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/chief building inspector.

(City of Dover Code of Ordinances, 46-4)

19. 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)

20. TBD 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

21. Project to be completed per approved Site Plan.
22. Full building and fire plan review is required.
23. Separate building permits/plans submission will be required for each building and/or tenant fit out. If the permit submission is for a "shell" a Certificate of Occupancy will not be issued. Separate plans and permits submissions will be required for each "tenant fit out" at which time a Certificate of Occupancy will be issued upon compliance/completion of each "tenant fit out".

Each “shell” will require a fire permit for sprinkler and fire alarm if applicable. Those systems (for the “shell”) must be accepted into service prior to any “tenant fit out” fire permits being issued.

24. Construction or renovations cannot be started until building plans are approved.
25. 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.
26. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.
27. 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:

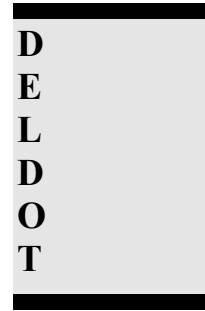
1. Please confirm that the 3’ between the two buildings is in compliance with the building and fire code.

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.**

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY



APPLICATION: Stoltzfus Warehouse at College Park Dr.

FILE#: S-24-10

REVIEWING AGENCY: DelDOT

CONTACT PERSON: Brian Williams

PHONE#: 302-760-2141

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. The applicant is required to schedule a pre-submittal meeting with DelDOT



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
July 2024**

APPLICATION: Stoltzfus Warehouse at 1285 College Park Drive

FILE #: S-24-10

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Jared Adkins

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. As the disturbance for this site exceeds 5,000 square feet but is less than 1 acre, a standard erosion and sediment control plan must be reviewed and approved by the District prior to any land disturbing activity (i.e. clearing, grubbing, filling, grading, etc.) taking place.
2. Please provide Kent Conservation District with the following:
 - a. A completed and signed Standard Plan Application for Non-Residential Construction.
 - b. Standard plan application fee.
 - c. Two (2) hard copies of the plan set that is signed/sealed by the design engineer and has the Sediment & Stormwater Owners Certification signed by the owner.
 - d. One (1) electronic PDF of the construction plan set that contains the erosion and sediment control plan that is signed/sealed by the design engineer and has the Sediment & Stormwater Owners Certification signed by the owner.

ADVISORY COMMENTS TO THE APPLICANT:

1. This parcel is served by an existing stormwater facility in the rear western corner. This facility was sized for future expansion when originally constructed. Although the facility is in good shape, the outlet end of the outfall pipe is obstructed and needs to be cleared.
2. Standard Plan Application, fee schedule, and plan review checklists may be downloaded from the Kent Conservation District website www.kentcd.org/services/sediment-stormwater/design-permitting.
3. A letter of no objection to construction will be provided upon approval of the Standard Plan Application for Non-Residential Construction.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
D.A.C. MEETING DATE: 7/3/2024

**Dover/Kent
County
Metropolitan
Planning
Organization**

S-24-10 Stoltzfus Warehouse at 1285 College Park Drive

FILE # S-24-10

REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob

PHONE #: (302) 387-6030

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Site Development Plan Review

S-24-10 Stoltzfus Warehouse at 1285 College Park Drive

The MPO has no objections to the current site plan. The applicant requested several waivers regarding upright curbing, sidewalks, and additional parking. Given that College Park Drive is a privately maintained, low-traffic road, and that the existing warehouse already contains sidewalks, these waivers are expected to have little impact on the property's overall safety and accessibility.

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.



SITeworks

ENGINEERING LLC

June 7, 2024

City of Dover
Planning Department
P.O. Box 475
Dover, DE 19903-0475

Attn: Dawn Melson-Williams, AICP

**RE: Stoltzfus Warehouse
Preliminary Site Plan – Curb Waiver
Tax Map No: 2-05-06700-02-1202-00001
1285 College Park Dr, Dover, DE**

Dear Ms. Melson-Williams:

On behalf of our client, Stoltzfus, LLC., we request a waiver from the requirement to curb the parking lot under Appendix B, Article VI Section 3.6B of the City code. The site plan is for a second warehouse building on the property. The property's original stormwater design and stormwater management feature accounted for the imperviousness proposed under this site plan. The original stormwater design did not include a curb. Stormwater runoff treatment is handled via sheet flow through grassed areas.

We request this curb waiver to limit the concentration of stormwater runoff. This will help with the long-term function of the stormwater feature on the site. Many nearby businesses in the College Business Park also do not have curbed parking lots.

Please call me with any questions or concerns at (302) 841-7901.



Dave Heatwole, PE | Principal

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June 7, 2024

City of Dover
Planning Department
P.O. Box 475
Dover, DE 19903-0475

Attn: Dawn Melson-Williams, AICP

**RE: Stoltzfus Warehouse
Preliminary Site Plan – Parking Waiver
Tax Map No: 2-05-06700-02-1202-00001
1285 College Park Dr, Dover, DE**

Dear Ms. Melson-Williams:

On behalf of our client, Stoltzfus, LLC., we request a waiver from the parking required under Appendix B, Article IV Section 4.16 of the City code from one space for every 800 sf of building to one space for every 1,375 sf of building. The City Code requires 19 parking spaces. The existing warehouse has 12 spaces. We propose converting one of the spaces into a van-accessible ADA parking space, leaving 11 spaces. The 11 parking spaces are more than adequate for the warehouse use. Five employees work at the site; no additional employees are needed for the proposed warehouse space. This warehouse is not open to the public.

The reduction in required parking spaces will reduce impervious areas and have the environmental benefits of additional groundwater recharge and less stormwater runoff.

Please call me with any questions or concerns at (302) 841-7901.



Dave Heatwole, PE | Principal

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June 7, 2024

City of Dover
Planning Department
P.O. Box 475
Dover, DE 19903-0475

Attn: Dawn Melson-Williams, AICP

RE: Stoltzfus Warehouse
Preliminary Site Plan – Pedestrian Access Waiver Request
Tax Map No: 2-05-06700-02-1202-00001
1285 College Park Dr, Dover, DE

Dear Ms. Melson-Williams:

On behalf of our client, Stoltzfus, LLC., we request a waiver from the requirement to provide a sidewalk along the cul-de-sac at the end of College Park Drive. College Park Drive is a private street and not subject to through traffic. Pedestrian traffic can cross the street to the sidewalk on Parcel D, which is directly adjacent to where the sidewalk ends on our site.

Under the principle of least resistance, pedestrian traffic between the two properties will cross the street instead of walking on the sidewalk around the cul-de-sac.

Please call me with any questions or concerns at (302) 841-7901.



Dave Heatwole, PE | Principal

Z:\PROJECTS\Stoltzfus, John\24-436 - College Park Dr Warehouse\Record Documents\City of Dover\240607 - Preliminary Site Plan\Fillable\7 - Pedestrian Access Waiver Request.docx

SITeworks

ENGINEERING LLC

July 8, 2024

City of Dover
Planning Department
P.O. Box 475
Dover, DE 19903-0475

Attn: Dawn Melson-Williams, AICP

**RE: Stoltzfus Warehouse
Preliminary Site Plan – Opaque Barrier
Tax Map No: 2-05-06700-02-1202-00001
1285 College Park Dr, Dover, DE**

Dear Ms. Melson-Williams:

On behalf of our client, Stoltzfus, LLC., we request a waiver from the requirement to install the opaque barrier under Appendix B, Article V Section 7.21 of the City code along the adjacent residentially zoned property north of the site.

We propose utilizing the existing woods along this property line to satisfy the landscaping requirement under Appendix B, Article V Section 7.22. In order to install an opaque barrier, it would be necessary to remove existing mature trees along the property line, thus removing some of the buffer between the commercial and residential uses. The adjacent residential parcel is substantially wooded, and there are no residences on the property. The commercial businesses at 1281 and 1283 College Park Drive also abut the residential parcel in question, so the omission of the opaque buffer will not alter the character of the existing community.

Please call me with any questions or concerns at (302) 841-7901.



Dave Heatwole, PE | Principal

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June 6, 2024

City of Dover
Department of Planning and Inspections
P.O. Box 475
Dover, DE 19903-0475

Attn: Dawn Melson-Williams, AICP

**RE: Performance Standard Review Application
Stoltzfus Warehouse
Tax Map No: 2-05-06700-02-1202-00001
1285 College Park Dr, Dover, DE**

Dear Ms. Melson-Williams:

On behalf of our client, Stoltzfus, LLC; we submit this Performance Standard Review as a supplement to the Application for Site Development Plan Approval for the Stoltzfus Warehouse project on Parcel I of the College Business Park. The project involves the construction of a 5,120 SF warehouse with associated access.

Section 8.51 – Fire and Explosion Hazards: The proposed warehouse will not contain any fire or explosion hazards. The building will be fitted with fire extinguishers and marked in accordance with the Delaware State Fire Prevention Regulations.

Section 8.52 – Radioactivity or Electromagnetic Disturbance: Not applicable, the proposed warehouse will not contain or produce radioactive material or electromagnetic disturbances.

Section 8.53 – Noise: Not applicable, the proposed warehouse will not generate any noise beyond what is consistent with a warehousing or distribution use.

Section 8.54 – Vibration: Not applicable, the proposed warehouse will not generate any discernable vibrations. It handles and sells parts.

Section 8.55 – Smoke: Not applicable, the proposed warehouse is not intended for manufacturing and will not generate smoke resulting from manufacturing processes.

Section 8.56 – Odors: Not applicable, the proposed warehouse will not generate odorous gases or other offensive smells.

Section 8.57 – Fly Ash, Dust, Fumes, Gases, and other forms of Air Pollution: Not applicable - Manufacturing is not proposed in the warehouse. Consequently, the project will not generate any of the aforementioned forms of air pollution.

Section 8.58 – Glare: All lighting will be downward screened to eliminate glare on adjacent properties, and it will be in accordance with the City of Dover lighting requirements.

Section 8.59 – Liquid or Solid Wastes: The warehouse will not generate manufacturing or industrial waste that will need to be hauled off-site or discharged into the City's wastewater system. The existing warehouse has a standard sewer connection. A separate sewer connection is not proposed because the new warehouse will not have an office. The two buildings will function as a single unit with one tenant.

Section 8.60 – Traffic Congestion: Not applicable. The proposed warehouse parcel is part of an existing approved business park subdivision. The proposed warehouse space is using only a small portion of the College Business Park, and it is expected to generate a relatively insignificant amount of traffic. The private subdivision street connects to College Road which is a DelDOT maintained roadway. However, the entrance was designed for full buildout of the subdivision. We understand that the total site trips for the subdivision have not been reached. Therefore, we do not anticipate any additional improvements to the entrance of College Road.

Please call me if you have any questions or concerns at (302) 841-7901.



Dave Heatwole, PE | Principal