



## DATA SHEET FOR CONDITIONAL USE SITE PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF March 3, 2021

PLANNING COMMISSION MEETING OF March 15, 2021

|                        |                                                                                                                                             |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Plan Title:            | Warehouse Building at College Park Lot D, C-21-03                                                                                           |
| Plan Type:             | Conditional Use Site Plan                                                                                                                   |
| Location:              | North of College Road, at the end of College Park Drive, abutting the southwest side of the railroad right-of-way.                          |
| Tax Map #:             | ED-05-067.00-02-12.06-000                                                                                                                   |
| Owner/Applicant:       | Stoltzfus, LLC                                                                                                                              |
| Site Area:             | 0.9907 acres +/-                                                                                                                            |
| Zoning:                | M (Manufacturing Zone)                                                                                                                      |
| Current Use:           | Existing Telecommunications Monopole (Tower Based Wireless Communications Facility) to remain and a Trailer Building to be demolished.      |
| Proposed Use:          | Commercial Warehouse<br>Maintain existing Telecommunications Monopole (Tower Based Wireless Communications Facility)                        |
| Building Area:         | 9,520 SF                                                                                                                                    |
| Off Street Parking:    | Required – 12 spaces<br>Proposed – 12 spaces                                                                                                |
| Previous Applications: | C-15-03 Cellco Partnership dba Verizon Wireless at 1255 College Park Drive<br>V-15-08 Area Variance development of Telecommunications Tower |
| Waiver Requested:      | Partial Elimination of Upright Curbing                                                                                                      |
| Consideration of:      | Performance Standards Review Application                                                                                                    |

CITY OF DOVER  
DEVELOPMENT ADVISORY COMMITTEE  
APPLICATION REVIEW COMMENTARY  
D.A.C. MEETING DATE: March 3, 2021

**City of  
Dover  
Planning  
Office**

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APPLICATION: Warehouse Building at College Business Park Lot D

FILE #: C-21-03

REVIEWING AGENCY: City of Dover Planning

CONTACT PERSON: Julian Swierczek AICP, Planner I

PHONE #: (302) 736-7196

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**I. PLAN SUMMARY**

This application is for review of Conditional Use Site Development Plan to permit construction of a 9,520 SF one story Commercial Warehouse Building with associated site improvements on a 0.9907 acre +/- parcel. The property is zoned M (Manufacturing Zone). The property is located north of College Road, at the end of College Park Drive, abutting the southwest side of the railroad right-of-way. The owner of record is Stoltzfus LLC (HSM Exchange LLC). Property Address: 1255-1257 College Park Drive. Tax Parcel: ED-05-067.00-02-12.06-000.

**Previous Applications:**

Application V-15-08 was granted by the Board of Adjustment at their June 2015 meeting. This Area Variance Application was to request an increase the maximum permitted height in the M zone by 123 feet from 35 feet to 158 feet. This was to allow for the installation of a telecommunications monopole (Towed Based Wireless Communications Facility) on the property.

Once granted by the Board of Adjustment, Conditional Use Site Plan Application C-15-03 subsequently went to the Planning Commission at their August 2015 to allow for the construction of said telecommunications monopole. This application received conditional approval, by the Planning Commission and Final Plan Approval in January 2016. Staff notes the monopole structure is to remain on the property alongside this proposed development.

**II. PROJECT DESCRIPTION**

The subject property is located north of College Road, at the end of College Park Drive, abutting the southwest side of the railroad right-of-way. The applicant is proposing to construct a one-story 9,520 SF building and associated site improvements to be utilized primarily for commercial warehousing. The existing Telecommunications Monopole is to remain on site. No specific type of “commercial” product or tenant is of yet identified.

Neighboring properties on College Park Drive (across College Park Drive to the northwest, and immediately adjacent to the subject property to the southwest) are also zoned M (Manufacturing Zone) and contain a mixture of largely warehouse and office spaces. The property to the rear (southeast) of the subject property is CPO (Commercial and Professional Office Zone) and is the

site of the offices of the USDA Department of Agriculture; however, the part of that parcel immediate adjacent to the subject site includes a stormwater management facility and remains partially wooded. Immediately adjacent to the northeast of the property is the right-of-way for the railroad, and across the railroad from the subject site are several parcels zoned RG-5 (General Residence Zone) which remain undeveloped and are similarly, primarily wooded.

### III. ZONING REVIEW

#### M (Manufacturing Zone)

The application is a Conditional Use Site Plan for the proposed construction of a warehouse style building for multiple tenants. Manufacturing, building contractor's yards, and wholesale storage and warehousing buildings in the M Zone are Conditional Uses which require approval from the Planning Commission. (*Zoning Ordinance* Article 3 Section 19.1)

#### **Article 3 Section 19.1 Manufacturing zone (M)**

19.1 *Uses permitted.* No building or premises shall be used, and no building or part of a building shall be erected, which is arranged, intended or designed to be used, in whole or in part, for any purpose, except the following, and conditional upon approval as to use by the planning commission in accordance with the provisions of article 10, section 1 and in accordance with performance standards procedure as set forth in article 5, section 8:

19.11 Manufacturing, assembling, converting, altering, finishing, cleaning or any other processing, handling, or storage of products or materials involving the use of only oil, gas or electricity for fuel.

19.12 Research, design and development laboratories.

19.13 Wholesale storage and warehousing.

19.14 Building contractors' yards.

19.15 Public utilities uses.

19.16 Ministorage facilities, subject to the following regulations:

- (a) No unit shall be placed within 30 feet of any other structure on the lot or a residential property line.
- (b) No outside storage, except for recreational vehicles, boats or personal automobiles when completely screened from view and parked in specifically approved locations. Parking for these vehicles shall not count toward the required parking set forth in subsection (e) below.
- (c) No individual unit may be used for retail, garage sale or any other commercial activities.
- (d) No storage of flammable, explosive, corrosive or other hazardous products may occur in the individual unit.
- (e) Parking must be provided at a ratio of one space for each 25 rental units, plus a minimum of three spaces for an office outside of the enclosure. One row of parallel parking is permitted between buildings at a ratio of one space per 25 feet.
- (f) All other bulk requirements of this ordinance are met.

This Conditional Use Site Plan is subject to the requirements of Article 10 §1 further discussed below.

With Conditional Use Site Plan applications, the Planning Commission reviews the proposed project to determine whether or not the intended use is appropriate in type and scale for the

immediate neighborhood. The Commission must also consider whether or not the proposed use will have an adverse impact on the future orderly development of the surrounding area. The following sections of the *Zoning Ordinance* which relates to the role of the Commission in reviewing Conditional Use Site Plan applications are particularly relevant when reviewing this application:

Article 10 §1.1 [*Accessibility for fire and police protection.*] That all proposed structures, equipment or material shall be readily accessible for fire and police protection;

Article 10 §1.2 That the proposed use be of such location, size, and character that, in general, it will be in harmony with the appropriate and orderly development of the zone in which it is proposed to be situated and will not be detrimental to the orderly development of adjacent properties in accordance with the zoning classification of such properties;

#### IV. PARKING SUMMARY

The parking requirement for a warehouse in the M (Manufacturing Zone) is based on a rate of one parking space per 800 square feet of floor area or one parking spaces per employee, per largest working shift (if greater than the requirement under the floor area calculation). Based on a total floor area of 9,520 SF the facility would require 12 parking spaces. The plan submitted shows a total of 12 parking spaces including one handicapped accessible space.

##### Bicycle Parking

Bicycle parking is required at a ratio of one space for every twenty parking spaces. If the site is to be served by 12 parking spaces, one (1) bicycle parking space is required. Bicycle parking is noted on the Plans (Revised Exhibit Sheet) submitted, shown being located near the dumpster enclosure to the northeast of the main building. While facilities are noted, the number of spaces however has not been identified.

##### Loading Berths

Article 6 Section 4.2 of the *Zoning Ordinance* states that for manufacturing, wholesale, or storage uses in the M or IPM zone, and for buildings in excess of 150,000 square feet in any zone, sufficient off-street loading berths shall be provided. Staff will determine the sufficiency of the loading berths after reviewing written documentation from the applicant through this Site Plan review process. The plan currently shows one (1) loading space being provided along the northeast side of the proposed building. The Loading Space is shown as 29 foot width at the entrance, and tapers toward the rear. The Applicant will need to note the remaining dimensions for Staff to determine its suitability, once a use tenant is identified. The architecture seems to reflect a series of five (5) roll-up garage style doors on the front (north) facade that may also serve for loading purposes.

The applicant will need to provide a written description of all proposed activity to take place on site before Planning Staff may determine the sufficiency of the proposed loading berths.

##### Stormwater Utility and Drainage Easement

The plans submitted identify a 10-foot-wide Utility & Stormwater Drainage Easement along the northeastern boundary (adjacent to the railroad corridor) of the subject site. The paved loading space lies partially in this easement. Planning Staff notes the submission of the Applicant to waive the requirements for curbing around this loading space specifically to help facilitate

stormwater management/sheetwater runoff. The Applicant should however provide further detailed information as to how this loading space will not impede or otherwise negatively impact said Easement area.

## V. SITE CONSIDERATIONS

### Access

There is one entrance proposed to the site from College Park Drive. This proposed access connects to both the vehicle parking lot to the northwest of the main building, as well as directly to the Loading Space Area on the east end of the main building. An existing gravel drive leads to the Wireless Communications Facility (monopole) from the loading space area. There is no proposed cross access to adjoining properties.

### College Park Drive - Status of Right-of-Way

College Park Drive is a privately maintained road and consequently not within the purview of either the City of Dover, nor DelDOT to maintain. In the plans submitted however, the Applicant has identified that the Right-of-Way recorded for the end of College Park Drive, is not as College Park Drive was in fact constructed. With the Revised Plan Exhibit, the applicant is proposing to align the portion of College Park Drive Right-of-Way located on their property with the location of College Park Drive as constructed. It is incumbent on the Applicant to ensure that any easements or right-of-way location adjustment necessary to facilitate public access to College Park Drive are properly recorded. This change to Right-of-Way location also allows for adjustments of the site design to accommodate the street frontage sidewalk, and the on-site placement of the parking lot and Building.

### Lighting

There is a note on the Cover Sheet of the Plan Set which indicates that any lighting scheme on the subject site is to meet a minimum of 1.5 foot-candles at grade which is compliant with *Code*. The Plans submitted however do not appear to indicate any specific freestanding lighting scheme; there are wall-mounted lights shown on the east and south elevations of the building.

### Dumpsters

Industrial/warehousing buildings require two (2) dumpster pad for the first 80,000 S.F. of building area and one (1) for each additional 40,000 S.F. of building area or a fraction thereof. Based on this calculation two (2) dumpster pads are required for the overall building area of 9,9520 SF at this site. The Site Plan currently indicates two (2) dumpster enclosures with pads. The plans submitted further identify that these dumpster pad areas are to be enclosed. The Applicant has indicated that the trash collection is to be carried out privately.

### Sidewalks:

Sidewalks are required along the entire street frontage of a property (*Zoning Ordinance*, Article 5 §18.1). A sidewalk connection between the street frontage sidewalk and the building must also be provided (Article 5 §18.3). The plan submitted as the Revised Plan Exhibit indicates sidewalks along the frontage of College Park Drive, as well as connecting from College Park Drive, into the site, across the Vehicle Parking Area to the main entrance of the building.

Planning Staff notes that the property immediately adjacent and on the same side of College Park Drive provides a sidewalk along the entirety of its College Park Drive frontage. This sidewalk appears to extend all the way along College Park Drive to College Road, the property across College Park Drive from the subject site similarly contains a sidewalk along its College Park Drive frontage. The inclusion of sidewalk on this property will allow pedestrian access from the subject site, unencumbered, all the way to College Road.

#### Waiver Request: Partial Elimination of Curbing

Article 6 §3.6(b) of the *Zoning Ordinance* requires upright, 6-inch curbing for all parking and drive aisle areas. The applicant has submitted a Waiver Request from the requirements of the *Zoning Ordinance*, Article 6 Section 3.6 (b) for upright curbing, specifically around the perimeter of the loading space area. The Applicant has stated that the Waiver Request is to help facilitate stormwater runoff. Planning Staff has granted the Waiver Request.

### VI. BUILDING ARCHITECTURE

The Plan submission includes a Sheet showing the elevation all four (4) sides of the proposed building. The Elevations Sheet does not note any type of material, only noting details of features like doors, garage doors, and windows. All four walls and the pitched roof appear to all indicate a vertical type material installation, presumably metal.

### VII. TREE PLANTING AND LANDSCAPE PLAN

The *Zoning Ordinance* requires a tree planting/landscape plan for at a rate of one tree per 3,000 SF of development area. It should be noted that the previous development application C-15-03 indicated woodland area on the property. However, the Applicant has indicated that the severe weather that impacted Dover in the Summer of 2020 (Tornado from Hurricane/Tropical Storm Isias) caused significant damage to this wooded area and subsequent property clean-up efforts removed this wooded area.

The parcel is noted on the Landscape Plan (Sheet LS-1) as being 43,154.89 SF. This would require a minimum number of fifteen (15) trees to be planted of no areas qualify as woodland. The Plans submitted show a mix fifteen (15) trees in a mix of deciduous and evergreen trees being planted which meets *Code* Requirements. The Landscape Plan submitted does not show any further details (shrubbery, flowers, etc.) beyond the proposed tree plantings.

### VIII. PERFORMANCE STANDARDS REVIEW

Uses in the M Zone are subject to the Performance Standards Procedure set forth in the *Zoning Ordinance*, Article 5, Section 8.1 and 8.2 and referenced sections.

*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" is 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 separate *Performance Standard Review Application* is required to accompany the application for Site Plan approval. The applicant has submitted a Performance Standard Review Application letter indicating how the proposed development will restrict the emission of dangerous and objectionable elements detailed in Article 5, Section 8.5. The Planning Commission may refer the Application to expert consultants for review if deemed necessary. The Planning Commission is charged with determining if the proposed of the facility conforms to the applicable performance standards.

#### 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 §8.6.
- 2) Please clarify the status of College Park Drive. It must be clearly stated as to what legal agreements may be in place, as the road intended to provide public access appears to be located partially outside of the recorded Right-of-Way, and instead on the subject property. **A Record Plan will need to be submitted, to establish any new necessary Easements or adjustments to the Right-of-way location.**
- 3) Please add a note to the plan regarding the City Planner's approval of the waiver request to eliminate upright curbing in select areas.

- 4) The complete Plan set must be updated to reflect the revised site development proposal shown in the Revised Plan Exhibit.
- 5) Provide information on the intended use of building so that Staff can evaluate the loading space/area provided.
- 6) Please provide details noting how the proposed Loading Space area to the northeast of the proposed building will not interfere with the Utility & Drainage Easement.
- 7) Please identify the square feature to the rear of the building (southern corner of the subject site) shown on the Site Plans. For example, if this is a fence surrounding the existing Wireless Communications Facility monopole, please identify it as such.
  - a) Please provide details on the structure (dimensions, purpose, material, etc.) as it appears that it is intended to remain on the property with the proposed development.
- 8) Cover Sheet:
  - a) Please note the Site Area in square feet in addition to acreage.
  - b) Please note both the required number trees to be planted, as well as the number of trees proposed.
  - c) Please note that the Data Column identifies thirteen (13) Vehicle Parking Spaces, whereas the Plan Sheets show only twelve (12) Vehicle Parking Spaces.
- 9) Page A1/ Elevations Plan:
  - a) Please note the building material to be proposed for all four walls and the roof.
  - b) Please provide the full dimensions of the proposed building and the building details (doors, windows, garage doors, etc.).
- 10) Evaluate any existing vegetation on the property to determine if it qualifies as “woodland” per the *Zoning Ordinance*. The Landscape design professional must attest to the presence or lack thereof.
- 11) The Final Plan set must include notes documenting any action taken by the Planning Commission regarding requested waivers and must list any additional conditions of approval.

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

In accordance with the *Zoning Ordinance*, Article 10 §1, the Planning Commission in considering and acting upon Conditional Use 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 1.1 to 1.3.

- 1) Waiver Request:
  - a) Partial Elimination of Curbing: Staff grants approval of the waiver request to relax curbing requirements in the loading space area. The upright curbing requested to be waived is to facilitate to stormwater management. Therefore, the elimination is appropriate to allow sheet flow of water into these areas.
- 2) Performance Standards Review Application: Planning Staff recommends approval of the Performance Standards Review, believing it sufficiently demonstrates the intent to comply with the restriction as provide in *Zoning Ordinance*, Article 5 Section 8.1 and 8.2.

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 Conditional Use Site Plan occur in the finalization of the Conditional Use Plan contact the Department of Planning and Inspections. Examples include relocation of site components like paving and increases in floor area. 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 Conditional Use 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) 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.
- 6) The applicant shall be aware that Conditional Use 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. Building Permits will be required for each building and for each tenant space fit-out/ occupancy.
- 7) In the event that there are changes to the architecture, building footprint, layout or square

footage of the building contact the Planning Office. These changes may require review by the Planning Commission.

- 8) The applicant/developer shall be aware that prior to any ground disturbing activities on the site the appropriate Site Plan approvals, Pre-Construction meetings, site inspections and permits are required.
- 9) The applicant shall be aware that 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 may require a Sign Permit from the City of Dover prior to placement of any such sign in accordance with *Zoning Ordinance* Article 5 §4.

**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: FEBRUARY 24, 2021**

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**APPLICATION:** Warehouse Building at College Business Park Lot D

**FILE #:** C-21-03

**REVIEWING AGENCY:** City of Dover Department of Public Works

**CONTACT PERSON:** Sharon J. Duca, P.E.

**CONTACT PHONE #:** 302-736-7025

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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 AND STATE CODE REQUIREMENTS**

***STORMWATER / STREETS / SANITATION / GENERAL***

1. None.

**RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES**

***STORMWATER / STREETS / SANITATION / GENERAL***

1. None.

**ADVISORY COMMENTS TO THE APPLICANT**

***STORMWATER / STREETS / SANITATION / GENERAL***

1. The Department of Public Works has no objections to the plan as the site will be serviced by a private trash hauler and it is located off a private street.

**CITY OF DOVER**  
**DEVELOPMENT ADVISORY COMMITTEE**  
**APPLICATION REVIEW COMMENTARY**  
**STAFF D.A.C. MEETING DATE: FEBRUARY 24, 2021**



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**APPLICATION:** Warehouse Building at College Business Park Lot D  
**FILE #:** C-21-03  
**REVIEWING AGENCY:** City of Dover Department of Water & Wastewater  
**CONTACT PERSON:** Jason A. Lyon, P.E., Director of Water & Wastewater  
**CONTACT PHONE #:** 302-736-7025  
**CONTACT PHONE #:** jlyon@dover.de.us

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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 AND STATE CODE REQUIREMENTS**

**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.
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 Water & Wastewater 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. A minimum of fifteen feet (15') shall be provided between the fire hydrant and fire hydrant valve.
8. Our records indicate that there is an existing water main (privately owned) that travels south from the end of the cul-de-sac. Please be advised that the building must be installed at least ten feet (10') away from the underground infrastructure.

#### **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 laterals (other than for single-family dwellings) showing that velocity and all other requirements are met.
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.

#### **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. 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**

### **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. Profiles of the sanitary sewer main must be provided with the construction plans. All water, sanitary sewer and storm sewer crossings must be shown on the profiles.
4. Wastewater impact fees will be required to be paid prior to Certificate of Occupancy for this project.

### **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](https://imageserv9.team-logic.com/mediaLibrary/198/WaterWastewaterHandbookFinal_1.pdf), page 88.

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

**CITY OF DOVER ELECTRIC**  
**DEVELOPMENT ADVISORY COMMITTEE**  
**APPLICATION REVIEW COMMENTARY**

**STAFF D.A.C. MEETING DATE: FEBRUARY 24, 2021**

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|--------------------------|-----------------------------------------------------------------|
| <b>APPLICATION:</b>      | <b><u>Warehouse Building at College Business Park Lot D</u></b> |
| <b>FILE #:</b>           | <b><u>C-21-03</u></b>                                           |
| <b>REVIEWING AGENCY:</b> | <b>City of Dover Electric Department</b>                        |
| <b>CONTACT PERSON:</b>   | <b>Paul Waddell, Electric Director</b>                          |
| <b>CONTACT PHONE #:</b>  | <b>302-736-7072</b>                                             |
| <b>CONTACT EMAIL:</b>    | <b><u>pwaddell@doover.de.us</u></b>                             |

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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 AND STATE CODE REQUIREMENTS**

**ELECTRIC**

1. 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.
2. Owner is responsible for locating all existing underground facilities to include electric, water and gas.
3. Owner is responsible for site and/or street lighting.
4. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.
5. 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.
6. All Engineering and design for Dover Electric will be engineered upon receipt of final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.

**GENERAL**

1. Final site plan must be submitted in a digital format compatible with AutoCAD 2010 (.dwg format) and Adobe Reader (.pdf format), if applicable.

**RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES**

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**

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: 02/24/21

APPLICATION: Warehouse Building at College Business Park Lot D

FILE #: C-21-03 REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire MarshalPHONE #: (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 warehouse/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.  
(2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3)

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.  
(2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.2)

4. Perimeter access shall be 50% (25% if sprinklered) nd clearly shown on the plans.

Perimeter Access minimum width shall be 15 feet 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.  
(2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3)

5. 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.

6. Street width shall be in accordance with City of Dover Code of Ordinances, Appendix A, Article VII, Section A. 13,

Residential areas

24 feet wide with no parking,  
30 feet wide with parking on one side, or  
36 feet wide with parking on both sides

Commercial areas

26 feet wide with no parking,  
32 feet wide with parking on one side, or  
38 feet wide with parking on both sides

Alley

12 feet wide

Any dead-end road more than 300 feet in length shall be provided with a turnaround or cul-de-sac as outlined in the 2015 Delaware State Fire Prevention Regulations 705, chapter 5, 2.3.

7. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.
8. 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.  
(2015 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.6)

9. 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.

(2015 Delaware State Fire Prevention Regulations, 705, Chapter 6, 2)

The owner is responsible if the hydrant is private.

10. 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.

(2015 Delaware State Fire Prevention Regulations 703, Chapter 3. 4)

The owner is responsible if the hydrant is private.

11. NFPA 72 compliant Fire Alarm System TBD 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)

12. Sprinkler system TBD. 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 projection 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 30 feet in height. In 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)

13. 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)

14. 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)
15. Fire Department Connection to be located within 300 feet of fire hydrant, measured as hose would come off the fire equipment.
16. 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.
17. 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. (2015 Delaware State Fire Prevention Regulations, 705, Chapter 6, 3)
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.  
(2015 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. 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.
22. Project to be completed per approved Site Plan.
23. Full building and fire plan review is required.
24. 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.
25. Construction or renovations cannot be started until building plans are approved.
26. 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.
27. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.

**ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:**

1. Additional information (what the building will be used for/what will be stored) is needed
2. A fire hydrant will be required (TBD after discussion with the Fire Marshal)

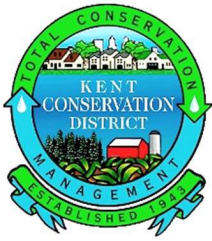
**APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):**

2015 NFPA 1 Fire Code (NFPA; National Fire Protection Association)  
2015 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)  
2013 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)  
2013 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  
2015 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.**

## DELDOT

1. Access to the property is from a private street within a Industrial Park..



# 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  
February 24, 2021**

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**APPLICATION:** Warehouse Building at College Business Park Lot D

**FILE #:** C-21-03

**REVIEWING AGENCY:** Kent Conservation District

**CONTACT PERSON:** Katherine Owens

**PHONE #:** 302-608-5370

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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:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

Submit a Sediment and Stormwater standard non-residential application, fee, and plan to the Kent Conservation District office.

ADVISORY COMMENTS TO THE APPLICANT:

Maintenance of all existing stormwater facilities is to be completed prior to any final approval of plans. Please contact Kent Conservation District office for further details on required maintenance action items.