

City of



Dover

DATA SHEET FOR SITE DEVELOPMENT PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF December 6, 2023

PLANNING COMMISSION MEETING OF December 18, 2023

|                            |                                                              |
|----------------------------|--------------------------------------------------------------|
| Plan Title:                | Walker Road Apartments, S-23-22                              |
| Plan Type:                 | Site Development Plan and Active Recreation Area Plan        |
| Location:                  | North side of Walker Road and west of Independence Boulevard |
| Address:                   | Unaddressed off Walker Road                                  |
| Tax Parcel:                | ED-05-067.18-01-71.00-000                                    |
| Owner:                     | Arthur Guinn Estate                                          |
| Equitable Owner/Developer: | Tyrone Pierre                                                |
| Site Area:                 | 6.83 acres +/-                                               |
| Zoning:                    | RM-2 (Medium Density Residence)                              |
| Current Use:               | Vacant Land (Open Land, Woodland, and Stormwater Pond Area)  |
| Proposed Use:              | Garden Style Apartments (Multi-family Community)             |
| Dwelling Units:            | 48 units                                                     |
| Parking:                   | Required: 115 spaces<br>Proposed: 119 spaces                 |
| Water and Sewer:           | City of Dover                                                |
| For Consideration:         | Active Recreation Area Plan                                  |
| Recreation Area:           | Required – 10,000 SF<br>Provided – 11,663 SF                 |
| Waiver Requests:           | None                                                         |

CITY OF DOVER  
DEVELOPMENT ADVISORY COMMITTEE  
APPLICATION REVIEW COMMENTARY  
D.A.C. MEETING DATE: December 6, 2023

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APPLICATION: Walker Road Apartments

FILE #: S-23-22

REVIEWING AGENCY: City of Dover Planning

CONTACT PERSON: Katherine Oehmke, Planner I

PHONE #: (302) 736-7196

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I. PLAN SUMMARY:

This application is for Review of a Site Development Plan Application for the construction of two (2) 3-story garden style 24-unit apartment buildings with a Clubhouse and active recreation areas. Also proposed are 119 parking spaces, landscaping, recreation areas, and other site improvements. The project area of 6.83 +/- acres is zoned RM-2 (Medium Density Residence Zone). The property is located on the north side of Walker Road and west of Independence Boulevard. The owner of record is Arthur Guinn Estate and equitable owner/developer is Tyrone Pierre. Property is currently unaddressed on Walker Road. Tax Parcel: ED-05-067.18-01-71.00-000. Council District 4. *For Consideration: Active Recreation Area Plan.*

Existing Property:

With the overall 6.83-acre property, the property has frontage on Walker Road. The lot consists of 4.12 acres of woodlands and is otherwise a vacant lot. A stormwater drainage pond in the southeast corner and there is an existing drainage ditch and wetland area that runs north from the pond. The site entrance to Walker Road has 2 residential houses on either side. The larger portion of the property is between a townhouse development (Village at McKee Branch) and another apartment complex (Liberty Court). The plan is showing an "L" shaped wetlands area near the entrance as well as along the back property line that crosses over into the neighboring property.

Previous Applications:

This reviewer was not able to find any previous development plans. The property appears to have been in the same family for some time, with it passing hands twice since 2015 due to will succession.

Surrounding Land Uses

The surrounding parcels are a mix of residential, recreational, and institutional. The property to the immediate west is ROS (Recreational Open Space) containing picnic tables and recreational

spaces associated with the townhouse development which is zoned RG-2 (General Residence Zone). The townhouses were redeveloped (S-13-18 Redevelopment of Walker Woods) in 2015-2017 and are currently owned by the Milford Housing Development Corporation. The adjacent parcel to the north is zoned IO (Institutional and Office Zone) and contains a building used by a public assembly use.

The apartments to the east were redeveloped in 2017 on the site of former apartments and are currently zoned RM-2 (Medium Density Residence Zone). The project was S-16-22 Redevelopment of Liberty Court Apartments.

## II. PROJECT DESCRIPTION:

The Site Development Plan as submitted by the applicant for the Walker Road Apartments consists of two (2) garden style apartment buildings with active recreation areas. This information is provided to show how the Site Plan submitted is achieving the aims set out in the *Zoning Ordinance*, Article 5 Section 10: Open space, recreation, and other public facilities. The proposed area of recreation is 11,663 SF in size.

## III. ZONING REVIEW:

This property is zoned as RM-2 (Medium Density Residential Zone) with a portion fronting on Walker Road. The RM-2 zone allows for a variety of housing unit types ranging from single family detached dwellings, duplexes, multiplexes, and townhouses to garden apartments. This project proposes a density of 7.02 dwelling units per acre. The Bulk Standards for the RM-2 are outlined by housing type in *Zoning Ordinance*, Article 4 Section 4.8. The RM-2 zone has a maximum gross residential density limitation of eight dwelling units per acre.

## IV. PARKING SUMMARY:

The parking requirement for apartments is based on a rate of two (2) parking spaces per dwelling unit plus 0.25 space per dwelling unit for visitor parking. Based on the number of dwelling units (48 units), this site would require 108 parking spaces. The leasing office area is subject to a parking rate of 1/300 SF; and must be identified by size to confirm compliance. The plans submitted identify a total of 119 parking spaces located around the perimeter of the complex and including handicapped accessible parking spaces near each building.

### Bicycle Parking

Bicycle parking is required at a ratio of one space for every twenty parking spaces. If the site is required to have 115 vehicle parking spaces, then six (6) bicycle parking spaces are required. The site plans submitted identify two (2) bike rack locations, for a total of 8 bike spaces. No further details are provided.

### Upright Curbing

The upright cubing for parking lots and drive isles is required by the requirements of the Article 6 Section 3.6(b) of the *Zoning Ordinance*. Locations and type of curbing must be clarified on the Site Plan; it appears to include curbing.

## V. SITE CONSIDERATIONS:

### Access

The access to this Apartment Complex is off Walker Road between two residential single-family lots. The access drive is 32 feet wide. The entrance is subject to an Entrance Plan review with DelDOT.

### Rear Emergency Access

Rear Emergency Access is required for some residential dwelling types. According to Article 5, Section 17 of the *Zoning Ordinance*, an 18 ft. wide Secondary Fire Lane or 18 ft. wide subgrade emergency access lane is required for Apartments that are 2-3 stories to serve as rear access. This is to provide access to rear building areas. The plan calls for 24-foot-wide drive aisle all around the complex and it goes to the middle of the 2 buildings but leaves a segment that does not go through of about 60 feet. The Fire Marshal's Office will also evaluate these fire protection measures as related to the fire lane requirements of the applicable Fire Codes.

### Lighting

Staff counted eighteen (18) light poles on the Site Plan between the buildings, parking lots and entrance. No further details are listed. There does not appear to be lighting listed for the recreational areas or the offices inside the Clubhouse.

### Sidewalks

A sidewalk exists along the frontage of Walker Road and will be changed to accommodate the site entrance. A sidewalk is shown along the west side only of the entrance drive leading into the site. Sidewalks are shown on the plans between the parking lots and the building access points. There is a sidewalk that connects 5 entrance/exit points of the Clubhouse to the parking lot. Staff would like to see direct sidewalk connections to the recreational areas. There should be a sidewalk leading to the dumpster in the northwest corner of the parking lot.

### Dumpsters

The Dumpster requirement for apartments is two Dumpsters for the first 48 units and one Dumpster for each additional 24 units or fraction thereof. Based on 48 apartment units, a total of two (2) Dumpsters are required. There is a single dumpster space for each building drawn on the site plans at the back end of the parking lot. There must be space for both trash and recycling containers in these Dumpsters. It is noted that these dumpsters areas are enclosed by a 7-foot brick wall and gates for trash and recycling.

## VI. BUILDING ARCHITECTURE:

The architectural renderings show garden style apartments with six over six windows. Some units have balconies. The stairwells have large arched openings on the upper level. The roofline is pitched gable. The lower levels are mostly masonry, with the rest showing as typical horizontal siding. Faux shutters flank the windows on the second and third levels. The Clubhouse rendering depicts a similar style architecture. The long roofline is again gabled with decorative round gable vents. There are varied heights and depths of surface to show visual interest. There is brick along most of the bottom half of the surface and at the front section where the main entrance sits. The rest appears to be horizontal siding. The windows are six over six with a 3-

light transom. Boxed wood columns are on both the front and rear elevations near entrances. The front door has a flared decorative metal transom.

## VII. TREE PLANTING AND LANDSCAPE PLAN:

*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”. *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 4.12 acres of existing woods, and they propose to remove 1.85 acres of these woods (45%) to make way for the building site. An area of 2.27 acres of woodland is to remain. Based on a total site area of 6.82 acres with 2.27 acres of woodlands, the remaining 4.56 acres is subject to the tree planting requirement at a rate of one tree per 3,000 SF.

Based on the number of acres for this development site, the minimum required number of trees if rounded is 67. The Site Plans do not show a landscaping plan for tree planting. *Zoning Ordinance*, Article 5, Section 16 outlines what guidelines to use for designing the landscape plan. This plan will need to be expanded to clearly identify the detailed information.

### Wetlands & Buffering

The *Zoning Ordinance*, Article 5 §11.22 prescribes provisions related to wetland areas. It requires setbacks from wetland areas that are over 0.25 acres in size. This plan depicts Non-Tidal wetland areas. A 100-foot setback is required; however, this can be reduced to 50 feet with implementation of a Riparian Buffer or reduced to 30 feet with bank stabilization. Adjacent to the wetlands, the plan shows a 50-foot riparian buffer where existing woodland vegetation will be maintained.

## VIII. ACTIVE RECREATION AREA

### Active Recreation Area Plan Review

The *Zoning Ordinance*, Article 5 Section 10 sets out requirements to preserve areas of open space within residential developments which are designed to provide buffer spaces between developing areas, to preserve existing natural and historic features and to establish a network of open spaces within the built environment to provide a balance between developed and undeveloped lands, wildlife habitat conservation, the preservation of scenic view corridors, and to provide residents opportunities to engage in passive recreational activities. *Zoning Ordinance*, Article 5 Section 10.11 notes the purpose of providing Recreation Areas.

Article 5 §10.1 Recreation areas.

10.11 Purpose. The purpose of this section is to ensure that active recreation areas are provided as an integral design element within residential developments and that such facilities are of an adequate scale in relation to the size of the residential development and which provide residents with a variety of active recreational pursuits.

This project qualifies for the “Small development” exemption which sets the Active Recreation Area rate at 150 SF per dwelling unit or a minimum of 10,000 SF of area. The applicant has shown on the submitted plan that there will be three (3) active outdoor recreation areas, and a

Clubhouse with leasing offices. These areas are labeled as basketball half court, volleyball court, and active recreation area. No specific plans for the inside of the Clubhouse are provided. See the Active Recreation Area Plan Review Report for a detailed review.

**IX. CITY AND STATE CODE REQUIREMENTS:**

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:

- 1) Active Recreation Area: The applicant is responsible for providing an Active Recreation Area of a minimum of 10,000 SF. The Plans Applicant has provided information indicating they intend to provide 11,663 SF of Active Recreation Area including the Clubhouse with leasing office.
  - a) Any revisions to the Active Recreation Area must be incorporated into the plan drawing and data/notes listings throughout the plan set.
  - b) The Active Recreation Area is scheduled to be reviewed by the Council Committee of the Whole: Parks, Recreation & Community Enhancement Committee on December 12, 2023.
  - c) Review comments of the Active Recreation Area is amended to this report by reference.
  - d) This plan will need to be expanded to clearly identify the detailed information.
- 2) Upright Curbing: Upright curbing shall be provided around all parking and driving areas in accordance with the requirements of the *Zoning Ordinance* unless a waiver is granted by the City Planner. Clarify the type of curbing proposed.
- 3) Sheet C-1 - Cover Sheet:
  - a) Please correct the FEMA Firm Panel number. I show it should be 10001C0166H and add date.
  - b) Staff has counted 119 parking spaces broken down by 113 regular and 6 handicapped.
  - c) Provide a breakdown of the Clubhouse with recreation and leasing space. Leasing space is not active recreation, and the active recreation square footage will need to be adjusted.
  - d) Active Recreation Area should be provided at 150 square feet per unit, totaling 10,000 SF.
  - e) The owner's address should have the street name corrected to read "WINTERGREEN".
  - f) The tree planting calculations should read "1 tree per 3,000 SF of Development area".
  - g) Correct the zoning of the property to the left of the property to be RG-2. Also correct the properties to the north, both should be zoned "IO".
  - h) Entrance signs are subject to a separate Sign Permit.
  - i) Reference the specific easement for the DelDOT Stormwater collection area.
  - j) Label size of wetland areas. See section above on Wetlands.
- 4) Provide details for Dumpster Enclosure, bike rack, curbing, sidewalks, and other site features.
- 5) Any Erosion & Sediment Control Plans and 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 following the *Zoning Ordinance* and technical review requirements of other agencies.

- 6) The Plan must provide rear emergency access to each of the apartment buildings. The applicant will work with the Fire Marshal's Office to confirm that the current proposal satisfies this requirement by making any necessary revisions.
- 7) Setbacks: The applicant should be aware that the sport courts require a setback of 30 feet per *Zoning Ordinance*, Article 5, Section 10.156. The recreational courts will need to be moved back to comply with the *Zoning Ordinance*.
- 8) Ensure that sidewalk interconnections around the site include a connection to the dumpsters on the property.
- 9) Landscape Plan: A Landscape Plan must be prepared in accordance with the provisions of *Zoning Ordinance*, Article 5 Section 15 and 16.
  - a) This project will require 67 tree plantings based on the current non-woodland area.
  - b) As the woodland areas are further evaluated, the Plan must continue to comply with the woodland clearing limitation of less than 50%.
- 8) Final Plan Set: The Final Plan Set must include notes documenting any action taken by the Planning Commission regarding any requested waivers and must list any additional conditions of approval.
- 9) Entrance Plan: An Entrance Plan must be developed for DelDOT review as Walker Road is a state-maintained road.
- 10) Additional review comments may be provided in the future as more detailed plan sheets 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 listed in subsections 2.21 to 2.28.

1. Sidewalks at entrance: A sidewalk path is only noted on one side of the entrance drive. There should be a path on both sides of the entrance as the existing sidewalk along Walker Road leads to amenities in both directions i.e., adjacent neighborhoods, bus stop, services, etc.

2. Woodland Areas – The Woodland areas in corner islands and center landscaped areas between buildings are not likely to still be considered woodlands due to impacts of development. These areas are better served as planting areas for new trees.
3. Bicycle Parking: Planning Staff would encourage some bicycle parking facilities to be either covered or otherwise provided at locations interior to the Apartment Buildings.
4. Electric Vehicle Charging: Planning Staff encourages this project to include the installation of Electric Vehicle Charging Stations in its parking lot. Currently, the *Zoning Ordinance* does not require them, but many other jurisdictions have implemented such requirements. Electric Vehicle Charging Stations formats include EV-Capable, EV-Ready, and EV-Installed. The plan labels 4 parking spaces as EV; identify format.

XI. ADVISORY COMMENTS TO THE APPLICANT:

- 1) The Planning Commission should act upon the request for any 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) If major changes and revisions to the Site Development Plan occur in the finalization of the Site Plan, please contact the Department of Planning and Inspections. Examples include relocation of site components like paving and increases in floor area/unit count. These changes may require resubmittal for review by the Development Advisory Committee, Planning Commission, or other agencies and commissions making recommendations regarding the Plan.
- 3) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code requirements.
- 4) Following Planning Commission approval of the Site Development 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).
- 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/developer shall be aware that prior to any development or ground disturbing activities on the site the appropriate site inspections and permits are required. This includes activities to remove existing trees/vegetation, the import of fill dirt, etc.
- 7) The addresses for the new buildings proposed on the property will need to be confirmed with the City's Tax Assessment Office.
- 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 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. Building Permits will be required for each building.
- 10) 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.
- 11) Please provide a name for the apartment complex. Planning Staff needs to ensure no duplications within the City of Dover.

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



## CITY OF DOVER

### DEVELOPMENT ADVISORY COMMITTEE

### APPLICATION REVIEW COMMENTARY

**STAFF D.A.C. MEETING DATE: NOVEMBER 29, 2023**

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**APPLICATION:** Walker Road Apartments at Guinn Property  
**FILE #:** S-23-22  
**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

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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**

##### **SANITATION**

1. The proposed plan will require private trash collection services. A note to this effect is to be added to the plan. Dumpster locations should also be provided on the plan.

##### **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.
3. Please be advised that easements will not be provided for the stormwater infrastructure on this site, it shall be privately maintained.

##### **STREETS**

1. Final site plan approval will not be granted until a copy of the approved entrance plan, signed by DelDOT is submitted to our office.
2. The street network is to be private and will not be maintained by the City of Dover.
3. 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. Please call out that the connection to the water main shall be accomplished with a Powerseal 3490AS tapping sleeve and valve.
8. Each building shall have one (1) water service.
9. The water infrastructure within the development shall be privately maintained.
10. 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. Due to the height of the garden apartments, a double check valve backflow prevention assembly will be required on each building, please note on plans. The certificate of occupancy will not be provided until the city has proof that the assembly has been installed and tested by a certified tester.
11. Please add the following to the plans:
  - a. All non-metallic water lines (mains and services) shall be installed with a tracer wire and identification tape. The wire shall be a minimum of twelve (12) gauge blue coated solid copper wire, wrapped around the pipe, and extending up into all valve

and curb boxes. The identification tape shall be six-inches (6") wide, laid one foot (1') above the pipe, with the following text: "Caution: Buried Water Line Below".

- 1.) There shall be two (2) scenarios for marker balls to be installed:
  - a.) Scenario 1: 3M marker balls, model 1423-XR, or approved equal shall be installed at every mechanical joint on the water main and at every service line connection to the water main and all bends on the service line.
  - b.) Scenario 2: 3M marker balls, model 1423-XR-ID, or approved equal shall be installed at every depression and utility conflict. This marker ball shall be programmed to provide specific depth information of the infrastructure. A Department of Water & Wastewater (DWW) Inspector shall be present when these marker balls are installed.

## **WASTEWATER**

1. All wastewater utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
  - a. Any existing sanitary sewer lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
  - b. Part II, Chapter 180, Article III, Section 180-10 of the Code of Kent County requires that "no person shall discharge or cause to be discharged any stormwater, surface water, uncontaminated groundwater, roof runoff, subsurface drainage, uncontaminated noncontact cooling water or unpolluted industrial process waters to any sanitary sewer", this shall include condensate. Sec. 110-231 of the City of Dover Code defines storm sewer as "...any system used for conveying rain water, surface water, condensate, cooling water or similar liquid wastes, exclusive of sewage." The contractor, developer, owner and designers shall ensure during construction that no illegal discharges to the sanitary sewer system are created with the site improvements.
3. The size, length, slope, type and flow directions must be shown on all existing and proposed sanitary sewer lines. Rim and invert elevations must be labeled on all sanitary structures.
4. Cleanouts must be installed on sanitary sewer laterals within five feet (5') of the building, one foot (1') outside of the right-of-way and at all bends. Any cleanout located within a traffic bearing location shall be installed with a heavy duty cast iron frame and cover to prevent damage to the cleanout and lateral.
5. Sizing (flow) calculations must be submitted for all sanitary sewer mains showing that velocity and all other requirements are met.
6. The minimum size of all sanitary sewer laterals shall be six-inch (6").
7. If kitchen facilities are proposed a minimum 1,000 gallon, two chamber grease trap, meeting all Kent County ordinance requirements, must be provided. A construction detail for the proposed grease trap, as well as the proposed location, must be provided on the plan.
8. The downstream pump station must be evaluated by the developer / engineer to verify it can handle the additional effluent flow. If improvements are required for the pump station, the cost shall be the responsibility of the developer.
9. The wastewater infrastructure within the development will be privately maintained.

## **GENERAL**

1. All existing utilities shall be adjusted to final grade in accordance with current City of Dover requirements and practices. This must be included as a note on the plan.
2. No trees may be planted within ten feet (10') of utility infrastructure.
3. No structure may be installed within ten feet (10') of utility infrastructure, please depict all underground utilities and structures on the utility plan sheet to confirm compliance.
4. The final site plan must be submitted in the following compatible digital formats:
  - a. AutoCAD 2018 (.dwg format).

- b. Adobe Reader (.pdf format).

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

### **SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL**

1. None.

## **ADVISORY COMMENTS TO THE APPLICANT**

### **WATER**

1. The City of Dover water system is available to this site. The developer is responsible for all costs associated with extending and providing service to the proposed development.
2. Prior to plan approval, the water system plans must be submitted to the Division of Public Health, Office of Drinking Water for review and approval. The owner/developer will be responsible for providing all completed forms and plan sets to the City of Dover as required for submission to the Office of Drinking Water. Plans will not be submitted to the Office of Drinking Water until review has been completed by our office.
3. Hydrant flow testing is currently only performed during the spring and fall. The applicant must call the Department of Water & Wastewater directly to schedule these tests. This applies to both existing hydrants as well as those proposed for the site.
4. Water impact fees will be required to be paid prior to Certificate of Occupancy for this project.

### **WASTEWATER**

1. The City of Dover sanitary sewer system is available to this site. The developer is responsible for all costs associated with extending and providing service and capacity to the proposed development.
2. Prior to plan approval, it may be required to submit the sanitary sewer system plans to the DNREC, Division of Water Resources, Surface Water Discharges Section for review and approval. The owner/developer is responsible for providing all application fees, completed forms and plan sets directly to DNREC.
3. 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.

### **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

## DEVELOPMENT ADVISORY COMMITTEE

## APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 11/29/23

APPLICATION: Walker Road Apartments at Guinn Property

FILE #: S-23-22 REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire Marshal  
[josika@dover.de.us](mailto:josika@dover.de.us)PHONE #: (302) 736-4457

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

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

CITY AND STATE CODE REQUIREMENTS:

1. Proposed occupancy classification is residential (apartments)
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 75% 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 35% of the proposed building.

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

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

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

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

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

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

7. All Fire Lanes shall be marked as follows:

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

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

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

9. Fire lane signs shall be located as follows:

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

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

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

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

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

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

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

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

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

12. 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. 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

14. 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.
15. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.
16. 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)

17. Fire hydrants shall be installed per the requirements of City of Dover Public Utilities Water/Wastewater Handbook, NFPA requirements, and Delaware State Fire Prevention Regulations. City Ordinance Sec 46-9 (f).

5.1.1 Hydrant spacing as shown in the Fire Flow Tables shall be used as a general rule. Hydrants shall be located at the direction of the State Fire Marshal so as to minimize friction in fire hose. All hydrant spacing shall be located along available roads or at the direction of the State Fire Marshal. This measurement shall be calculated by way of accessible thoroughfare(s) from the building to be protected to the hydrant and may not necessarily be a radius. 5.1.3 Additional hydrants shall be provided when the State Fire Marshal deems it necessary based on the configuration of the site, building(s), exposures, construction, occupancy, and/or specific hazard(s).

Fire Flow table 2, hydrant spacing shall be 800 feet on center for one and two family detached dwellings, other residential, rowhouses and townhouses, assembly, health care, business, education, storage, industrial, mercantile, and mini storage. (702, Chapter 6)  
NFPA 1

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

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

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

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

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

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 2)  
The owner is responsible if the hydrant is private.

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

(2021 Delaware State Fire Prevention Regulations 703, Chapter 3. 4)  
The owner is responsible if the hydrant is private.

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

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

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

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

*Public mode audible requirements.* To ensure that audible public mode signals are clearly heard by occupants of a structure, they shall have a sound level at least 15 decibels (dB) above the average ambient sound level or five decibels (dB) above the maximum sound level having a duration of at least 60 seconds, whichever is greater, measured five feet (1.5m) above the floor in the area required to be served by the system using the A-weighted scale dBA. In the event the stated requirement cannot be met a shunt trip relay/switches shall be the approved method of meeting the intent of this section of the Code.  
(City Code of Ordinances 46-171)

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

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

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

23. 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)

24. 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)

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

26. All standpipe and sprinkler connections shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation. All standpipe and sprinkler connections shall have minimum of four inch (4") solid yellow demarcation lines to define specific areas, Solid yellow demarcation lines shall be measured from the center line of the connection and extend for a distance of four feet (4') on both sides, and where parking is allow between the building and the street or fire lane the solid yellow demarcation lines shall extend from the end of the sidewalk surface to the street or fire lane

(Markings shall not be required on the sidewalk surface). All fire department connections (standpipe and sprinkler) shall have a minimum 12" x 18" sign that reads FIRE DEPT. CONNECTION, sign lettering shall be a minimum of 3 inches (3") in height with red scotchlite letters on white scotchlite background. The sign shall be clearly visible from the fire lane or roadway, and signs using NFPA international symbols shall be an acceptable alternative. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 3)

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

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

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

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

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

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

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

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

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

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

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

28. 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)

29. 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)

30. 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

31. All required means of egress shall have an exit discharge consisting of a non-slip surface and leading to and terminating at a public way. NFPA 101
32. All new passenger elevators in a building shall be provided with a car sized to accommodate an ambulance cot 24 inches (609 mm) by 84 inches (2133 mm) in its horizontal open position. Where two or more new passenger elevators are located in a single hoist way and serve all or the same portion of the building, only one elevator car that provides a car sized to accommodate an ambulance cot 24 inches by 84 inches in its horizontal position for each hoist way shall be required. Elevator cars required to comply with 15.1 or 15.2 shall be identified by the international symbol for emergency medical services (star of life). The symbol shall be not less than 3 inches (76 mm) in height and shall be placed inside on both sides of the hoist way door frame. Firefighter recall keys shall be provided in a manner acceptable to the local fire department. (2021 Delaware State Fire Prevention Regulations 705, Chapter 1, 15)
33. Buildings over 25,000 Sq. Ft are to have radio performance testing done prior to Final CO. This must be scheduled in advance with an authorized vendor.
34. Project to be completed per approved Site Plan.
35. Full building and fire plan review is required.
36. 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.

37. Construction or renovations cannot be started until building plans are approved.
38. 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.
39. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.
40. 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 building 2 is the same as building 1 regarding measurements (ex 15' between building and parking)
2. Please confirm item # 11 listed above is in compliance.
3. Fire hydrants need to be shown as outlined in item #17 listed above.
4. Note, City Ordinance, Appendix B, Article 5, Section 17, figure 17.1 regarding subgrade emergency access lanes.

**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 ELECTRIC**  
**DEVELOPMENT ADVISORY COMMITTEE**  
**APPLICATION REVIEW COMMENTARY**

**STAFF D.A.C. MEETING DATE: Nov 29, 2023**

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|                          |                                                                                   |
|--------------------------|-----------------------------------------------------------------------------------|
| <b>APPLICATION:</b>      | <b>Walker Road Apartments at Guinn Property</b>                                   |
| <b>FILE #:</b>           | <b>S-23-22</b>                                                                    |
| <b>REVIEWING AGENCY:</b> | <b>City of Dover Electric Department</b>                                          |
| <b>CONTACT PERSON:</b>   | <b>Shawn Burgett, Engineering Services &amp; System Operations Superintendent</b> |
| <b>CONTACT PHONE #:</b>  | <b>302-674-7568</b>                                                               |
| <b>CONTACT EMAIL #:</b>  | <b>sburgett@dover.de.us</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. 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 if the new load requirements will change as soon as possible to verify proper sizing of transformers and creation of primary fee estimates. Current load sheets can be found at the following link: <https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf>.

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

CITY OF DOVER  
DEVELOPMENT ADVISORY COMMITTEE  
APPLICATION REVIEW COMMENTARY



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APPLICATION: Walker Road Apartments

FILE#: S-23-22

REVIEWING AGENCY: DelDOT

CONTACT PERSON: Michael Vandevander

PHONE#: 302-760-2141

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

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

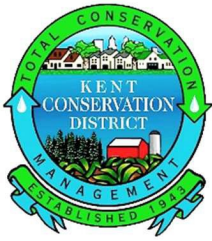
CITY & STATE CODE REQUIREMENTS:

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

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

1. The developer will need a pre-submittal meeting to discuss the development with DelDOT. A trip generation diagram will need to be completed.



# 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 DECEMBER 2023

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**APPLICATION:** Walker Road Apartments at Guinn property

**FILE #:** S-23-22

**REVIEWING AGENCY:** Kent Conservation District

**CONTACT PERSON:** Kate Owens

**PHONE:** (302) 608 – 5370

**EMAIL:** stormwater@kentcd.org

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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:

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

### ADVISORY COMMENTS TO THE APPLICANT:

1. The existing pond located on private property is not an approved stormwater facility and can not be utilized for stormwater management without prior authorization and approval from Kent Conservation District.
2. There may be a conflict of jurisdiction with the existing pond. The pond is located within a DelDOT easement and is used for DelDOT drainage. Please contact DelDOT for the pond design and as-built details.
3. A letter of no objection to recordation will be provided once the detailed Sediment and Stormwater Management Plan has been approved.

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

**Dover/Kent  
County  
Metropolitan  
Planning  
Organization**

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APPLICATION: S-23-22 Walker Road Apartments at Guinn Property

FILE # S-23-22

REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob

PHONE #: (302) 387-6030

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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**  
Project Review

**S-23-22 Walker Road Apartments at Guinn Property**

- 1) Barrier-free access curb ramps shall be provided at all Sidewalk/Vehicular Drive intersections to include the Site Entrance, internal Driveway Corners, Marked Crosswalks, and at all Access Aisles serving ADA compliant parking spaces. Construction details for ADA parking and curb ramp installations should be included in Construction Plan Documents.
- 2) It is recommended that Sidewalk be provided on both sides of the Entrance Drive (Plan reflects west side only).
- 3) It is recommended that Sidewalk be extended to the Dumpster Enclosure located in the northwesterly portion of the Site.
- 4) School buses generally pick-up along Walker Road at designated stops. There is also a transit shelter at Liberty Court adjoining this site to the east which may serve transit needs for this complex.

**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.**

