



DATA SHEET FOR RECREATION PLAN REVIEW
Review of Active Recreation Area Plan

PARKS, RECREATION AND COMMUNITY ENHANCEMENT COMMITTEE
MEETING OF March 11, 2025
Planning Commission Meeting of March 17, 2025

Plan Title: The Old Post at 55 Loockerman Plaza (S-25-07)

Plan Type: Site Development Plan: Active Recreation Area Plan

Location: Northwest corner of Loockerman Plaza and Innovation Way in Dover, DE

Tax Parcel: ED-05-077.05-04-53.00-000

Owner: City of Dover
Equitable Owner: Old Post, LLC

Property Area: 1.267 Acres +/-

Proposed Use: Mixed-Use Commercial and Multi-family Housing (Apartments – 36 dwelling units) and associated parking

Zoning: C-2 (Central Commercial Zone)
H (Historic District Zone)
SWPOZ (Source Water Protection Overlay Zone): Tier 3- Excellent Recharge Area

I. Project Summary

The Old Post project will be reviewed as a Site Development Plan and for Architectural Review Certification by the Planning Commission. The Plan proposes redevelopment of the 1.267-acre site formerly occupied by the Dover Post Office. The project includes the demolition of the rear warehouse portion of the existing building, the preservation of a 4,560-SF portion of the existing building for commercial space, and a proposed building addition of 31,500 SF for 36 residential apartments.

II. Active Recreation Area Plan Summary:

As part of the Plan review process for this project, the applicant is required to provide open space and Active Recreation Area in accordance with the *Zoning Ordinance*, Article 5, Section 10.

Dover Code of Ordinances, Appendix B – Zoning, Article 5 – Supplementary Regulations, Section 10 – Open Space, Recreation and Other Public Facilities (select excerpts).

Article 5 Section 10

Section 10. - Open space, recreation, and other public facilities.

The City of Dover shall require the reservation of open space, recreation, and other public facilities in accordance with the provisions of this section as a condition of approval for all one-family dwelling, two-family dwelling and multiple-family dwelling residential developments requiring conditional use approval, site development plan approval, or land subdivision approval by the City of Dover Planning Commission.

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.

10.12 Dedication required. The commission shall require the dedication or reservation of recreation areas, and the subsequent construction of recreation facilities of a character, extent and location suitable to the needs created by a development for recreation facilities as defined and in accordance with the design guidelines set forth.

10.13 Definition. The following are illustrative of the types of recreation areas and subsequent facilities that shall be deemed to serve active recreational needs and therefore to count toward satisfaction of the recreation area requirements of this section: tennis courts, handball courts, racquetball courts, swimming pools, saunas and exercise rooms, meeting or activity rooms within clubhouses, baseball and soccer fields, basketball courts, volleyball courts, swings, slides and play apparatus, and developed walking, jogging or biking trails.

Because the project is located within the Downtown Redevelopment Target Area, it qualifies for an exemption under Article 5, §10.515 *Residential developments located within the Downtown Redevelopment Target Area as defined in Appendix C*. Under this provision, the applicant must provide 75 square feet of active recreation per dwelling unit with a minimum of 2,500 square feet provided on site. See code excerpt:

Article 5 §10.5 *Exemption to recreation area and open space dedication.*

10.51 *Exemptions for small developments.*

10.515 *Residential developments located within the Downtown Redevelopment Target Area as defined in Appendix C.* These developments shall be exempt from the area requirements set forth in section 10.16, but shall be required to provide 75 square feet of active recreation area per dwelling unit with a minimum of 2,500 square feet provided on site. If the commission determines that the construction of the entirety of the required active recreation area is not practical or desirable, the commission shall require a cash in lieu donation for the active recreation area determined as not practical or desirable. Cash in lieu shall be calculated in accordance with subsection 10.173 of this article.

The plan identifies a proposed dog run area between the building addition and Innovation Way, with an area of 2,482 SF, which is shy of the 2,700 SF required. The accompanying floor plan of the building includes a rooftop patio on the third floor of the building that measures approximately 404 SF. Then on the first floor there are bike storage facilities. The applicant did not submit a specific separate plan sheet for the Active Recreation Plan; information on these areas was gathered from the various plans and drawings of the submission.

This Active Recreation component must be reviewed by the Parks, Recreation, and Community Enhancement Committee for a recommendation prior to consideration of the Site Plan by Planning Commission.

The following table provides information from the submitted Plans and drawings for The Old Post project showing the Active Recreation Area plan. This focuses on the amenities specifically being developed with this project:

	Required	Provided on Plan
Active Recreation Area (Article 5 §10.515)	75 SF per dwelling unit or 2,500 SF, greater thereof 36 DU = 2,700 SF Requires 2,700 SF	2,482 SF Dog Run 404 SF Rooftop Patio Bike Storage (Interior) Total: over 2,886 SF
Active Recreation Amenities (Article 5 §10.15)	Accessible	Dog Run access from sidewalk. Rooftop Patio on the third floor is not fully accessible as the building does not include elevators.
Active Recreation Amenities (Article 5 §10.15)	Age Oriented to development	Amenities can be used by a variety of age groups.
	Parking	The entire site has 62 parking spaces to serve the residents with other parking nearby.
	Setbacks: 30 feet from residential lots and 25 feet from right-of-way for street	Amenities do not include game courts that are subject to this requirement.
	Landscaping	The Landscape Plan shows trees in the Dog Run area.

III. STAFF RECOMMENDATIONS:

The following are comments and recommendations from Staff of the Department of Planning & Inspections and the Parks & Recreation Department following review of the Active Recreation Area proposed for The Old Post project.

1. The project plan is required to provide 2,700 SF of Active Recreation Area. The Plan shows a 2,482-SF dog run and a rooftop patio area that measures approximately 404 SF. Additionally, there is an indoor bike storage area.
2. The applicant should submit an Active Recreation Plan sheet that provides area calculations and details on the proposed dog run and patio areas.
3. Staff recommends approval of the proposed Active Recreation Area amenities, subject to review of the Active Recreation Plan sheet to confirm details. Staff also notes that this location in the Downtown is in a walkable area where the sidewalk system leads to open space areas like Mirror Lake Park, Silver Lake Park, the Legislative Mall area, and The Green and to the Capital City/St. Jones Greenway trail system.
4. The applicant is reminded of the requirements for construction phasing of the recreation area associated with the development of the residential units. With all residential units in one building, the recreation amenities will have to be completed in conjunction with the building's construction and prior to issuance of a Final Certificate of Occupancy.

Article 5 §10.6 Construction Phasing. The recreation and open space areas shall be completed in a proportion equal to or greater than the proportion of residential dwelling units completed, except that one hundred (100) percent of the recreation and open space areas shall be completed prior to issuing building permits for the final twenty (20) percent of the dwelling units proposed. Building permits shall not be issued for dwelling units unless the requirements of this section are met.

5. There shall be provisions which ensure that the common open space land (including active recreation area) shall continue as such and be properly managed and maintained. The developer shall either retain ownership and responsibility for maintenance of such open land; or provide for and establish one (1) or more organizations for the ownership and maintenance of all common open space i.e. a Homeowners Association. The organization shall be responsible for maintenance, insurance and taxes on the common open space.

IV. ADVISORY COMMENTS

1. In the event that major changes and revisions to the Site Plan occur in the finalization of the Site Plan, contact the Department of Planning and Inspections. Examples include reorientation of buildings, relocation of site components, 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.
2. The Parks, Recreation, and Community Enhancement Committee shall submit to the Planning Commission a report detailing the recommendations as to the Recreation Area Plan.

Attachments:

- Select Pages from S-25-07 Plan Set:
 - Title Sheet and Landscape Plan Sheet dated January 2025
- Select Floor Plan: Third Floor with Rooftop Patio
- Select Pages from Architectural Graphics Set (from Historic District Commission Presentation:
 - Cover Page and Page 2

Note: This review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.