

City of



Dover

DATA SHEET FOR SITE DEVELOPMENT PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF June 5, 2024

PLANNING COMMISSION MEETING June 17, 2024

Plan Title:	Procter & Gamble Warehouse Expansions & Parking Improvements S-24-09
Plan Type:	Site Development Plan/Site Development Master Plan
Property Owner:	The Dover Wipes Company
Equitable Owner:	Procter & Gamble
Location:	South side of W. North Street/Hazletville Road at the southeast corner of Electric Avenue and Mifflin Road intersection with W. North Street
Address:	1340 W. North Street
Tax Parcel:	ED-05-076.00-01-07.00-000
Site Area:	84.10 acres+/-
Zoning:	IPM (Industrial Park Manufacturing Zone) SWPOZ (Source Water Protection Overlay Zone): Tier 3 Excellent Recharge Area
Present Use:	Manufacturing Facility
Proposed Use:	Manufacturing Facility with Warehouse Additions and Parking Improvements
Sanitary Sewer:	City of Dover
Water Supply:	City of Dover
Waivers Requested:	Elimination of Upright Curbing Partial Elimination of Sidewalks
For Consideration:	Performance Standards Review Application

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: June 5, 2024

APPLICATION: Procter & Gamble Warehouse Expansions & Parking Improvements

FILE #: S-24-09

REVIEWING AGENCY: City of Dover Planning Office

CONTACT PERSON: Dawn Melson-Williams, AICP

PHONE #: 302.736.7196

I. PLAN SUMMARY

This is a Site Development Plan/Master Plan at Procter & Gamble to permit a phased construction of a 110,000 SF addition to JE Warehouse, a 20,000 SF addition to Warehouse 3, an expansion of employee/visitor parking lot, an expansion and reconfiguration of contractor parking lot, and expansion of truck drop Lots A & B with associated site improvements. The property of 84.10 acres ± is zoned IPM (Industrial Park Manufacturing Zone) and is subject to the SWPOZ (Source Water Protection Overlay Zone): Tier 3 – Excellent Recharge Area. The property is located on the south side of W. North Street/Hazlettsville Road at the southeast corner of Electric Avenue and Mifflin Road intersection with W. North Street. The owner of record is The Dover Wipes Company and equitable owner Procter & Gamble. Property Address: 1340 W. North Street. Tax Parcel: ED-05-076.00-01-07.00-000. Council District 2.

Preliminary Land Use Services Review (PLUS)

An application (PLUS Review #2024-04-05) related to this Procter & Gamble project was reviewed by the State's Preliminary Land Use Services, as required by the City of Dover's Memorandum of Understanding (MOU). It was reviewed by the State at the meeting on April 24, 2024. This MOU requires that non-residential developments of over 75,000 square feet complete the PLUS Review process prior to application submission. Copies of the PLUS Review Comments (dated May 20, 2024) and of the applicant's response letter (dated June 6, 2024) are attached to this Report. There also was a PLUS Review #2013-07-15 in 2013 for a similar project that was not constructed.

II. PROJECT DESCRIPTION

The Site Development Plan/Master Plan proposes a phased construction of a series of warehouse expansions (a 110,000 SF addition to JE Warehouse and a 20,000 SF addition to Warehouse 3); and truck parking/drop lots (Lots A & B/C) to stage and store trucks involved in delivery of raw materials and the shipping out of finished products. Additionally, the parking lot for contractors (working in the facility) and the parking lot for employees/visitors will be reconfigured and improved. Overall, the project involves the following phases per the Plan as shown on Sheet SP1.0 in colored areas:

- Phase 1 (Blue): Contractor Parking Lot reconfiguration for 113 vehicle parking spaces and entrance improvement from Electric Avenue; Expansion of Truck Drop Lot B/C for 186 truck/trailer parking spaces.

- Phase 2 (Green): Warehouse Expansions consisting of 110,000 SF addition to JE Warehouse and a 20,000 SF (21,400 SF) addition to Warehouse 3. And stormwater management improvements to pipe a stream/swale on west side of building.
- Phase 3 (Red): Improvements to Truck Drop Lot A for 117 truck/trailer parking spaces.
- Phase 4 (Yellow): Improvements to Employee/Visitor Parking Lot area for 262 vehicle parking spaces.

The project includes stormwater management facility improvements as an unnamed tributary of the Puncheon Run crosses through the property. The site will be subject to a Performance Standards Review Application to ensure the proposed use complies with Zoning Regulations. See Section IX of this Report.

Previous Applications

The property was developed initially (prior to 1992) for a paper products manufacturing facility (Scott Paper) which later became Procter & Gamble. Over the years, there have been multiple development applications that have expanded the facility. Mostly recently these plans include: a Site Plan S-98-35 Procter & Gamble Addition of building additions totaling 76,340 SF with parking lot areas, stormwater management improvements, and tree plantings/reforestation area in 1998; MI-02-09 Procter & Gamble Entrance; Site Plan S-04-02 Revised Procter & Gamble Truck Loading Dock Addition in 2004; and V-13-10 Procter & Gamble (Area Variance related to parking).

Surrounding Properties

The subject property of Procter & Gamble is located on the south side of W. North Street where other lands are also zoned IPM (Industrial Park Manufacturing Zone) including the Kraft Heinz facility, a City elevated water tank, and an electric generating facility. To the south is the City's VanSant Generating Station and the City's Public Works yard on a parcel zoned ROS (Recreational and Open Space Zone). To the west and south across Electric Avenue is Schutte Park which includes the Pitts Recreation Center and various sports fields and is zoned ROS (Recreational and Open Space Zone). To the north across W. North Street, are a series of single family residences zoned R-8 (One Family Residence Zone), and then areas zoned IPM including office building, the Capital School District Offices, and other buildings in the Enterprise Business Park.

III. ZONING REVIEW

IPM (Industrial Park Manufacturing Zone)

Zoning Ordinance, Article 3 Section 20 lists the permitted uses, conditional uses, and other provisions of the IPM (Industrial Park Manufacturing Zone) zone. In Article 3 Section 20.11, it notes for the IPM zone that the use of as manufacturing facility is an allowable use and also allowed area warehousing, transshipment and distribution, and logistics support and trucking terminals. The bulk standards for the IPM zone (Conventional Lot Development) are listed in Article 4 Section 4.16.

SWPOZ – Source Water Protection Overlay Zone, Tier 3: Excellent Recharge Area

The subject area is also partially subject to the SWPOZ (Source Water Protection Overlay Zone). In this case, the SWPOZ: Tier 3 – Excellent Recharge Area crosses through the southwestern portion of the subject area. The regulations regarding the Tier 3 - Excellent Recharge Areas of the SWPOZ can be found in Article 3 §29.79 of the *Zoning Ordinance*. For Tier 3: Excellent Recharge Areas, the maximum lot coverage for the site is 30% unless infiltration is utilized then the

maximum lot coverage is 60%. In the SWPOZ, the differential volume of stormwater between the 30% and 60% lot coverage must utilize infiltration. The Plan indicates that the impervious coverage in the SWPOZ area is 39% and they are planning for infiltration measures.

The purpose of the Source Water Protection Overlay Zone (*Zoning Ordinance* Article 3 §29) is to provide a safe drinking water supply and to ensure that groundwater is adequately protected and maintained. The following uses listed below are prohibited throughout the SWPOZ, including in the Tier 3 area. The proposed use of this type of manufacturing facility and associated warehouse additions and parking areas would be allowed.

Zoning Ordinance Article 3 Section 29

29.51 *Uses prohibited:*

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

Tier 3 – Excellent Recharge Area and the use of infiltration to allow for impervious surface coverage of 39% will be reviewed as part of the Stormwater Management Plan by the Kent Conservation District.

Site Development Master Plan

The plan for this project is submitted for review under the Site Development Master Plan process (See *Zoning Ordinance*, Article 10 §2.44 listed below). This process allows for a series of construction phases to be outlined in a Master Plan for Planning Commission review and approval. Prior to each Phase of construction, a Site Plan specific to that phase is submitted for Administrative Site Plan review.

Article 10 §2.44 Site development master plans. Conceptual site development master plans shall be reviewed by the planning commission in accordance with the provisions of subsection 2.43. Conceptual site development master plans shall depict a site development proposal that reflects general compliance with the provisions of the zoning ordinance and shall also reflect the following information on the plan:

- (A) Conceptual Master Plan. Conceptual Master Plan shall include the proposed general layout of building, streets, parking, open space, landscape concepts, and stormwater management areas.
 - (1) Detailed site construction plans, details, and specifications are not required as part of a site development master plan submission.
 - (2) The plan shall illustrate distinct phase boundaries for each proposed construction

- phase and shall depict proposed construction and site improvements planned for each phase. Bulk quantities and area totals for each construction phase, and for the total site, shall be tabulated in a data column on the plan.
- (3) Each construction phase shall be enumerated in sequential order on the site development master plan according to the order of construction contemplated by the plan. Phases shall be implemented in accordance with the approved site development master plan unless the city planner approves an alternate phasing.
 - (4) Each construction phase represented on the master plan shall be planned and designed to function independent of construction and site improvements contemplated in future construction phases in all respects, including but not limited to bulk area provisions of the zoning district in which the site is located, off-street parking requirements, site entrances, emergency access requirements, site utilities, and stormwater management improvements except where the requirements and needs of a later phase are met and remain met by a previous phase of completed construction.
 - (5) Any special agreements or conditions of approval relative to the overall development that have been specified by regulatory agencies shall be documented on the site development master plan.
- (B) Phased site plan approval. Individual phased components of the Conceptual Master Plan are to be reviewed and approved as an Administrative Site Plan. Final site construction plans, including detailed site grading, paving, utilities, stormwater management, and tree planting and preservation plans shall be submitted for final approval by the city planner and/or authorized designee, and to other agencies having jurisdiction, on a phase by phase basis in accordance with the approved site development master plan, and all regulations of the City of Dover governing the approval of site plans as set forth in subsection 2.4 and 2.5.

IV. PARKING SUMMARY

The parking requirement in the IPM zoning district is one space per 800 S.F. floor area or one space per employee of the largest shift. With this Master Plan, the total floor area of the facility is estimated at 662,942 SF and the largest shift is identified as 185 employees. The plan shows an Employee/Visitor Parking Lot and a Contractor Parking Lot as parking spaces for (passenger) vehicles. Additionally, there are truck parking areas in the Truck Drop Lots A and B/C (not at the loading docks) allows for more parking functionally related to building operations for staging of trucks on-site. From the plan, there appear to be 387 car parking spaces and 303 truck/trailer parking spaces.

The applicant has provided a narrative letter regarding parking at this facility which analyzed a previous variance application V-13-10; company employee and contractor projections; the parking strategy; and truck traffic volumes and distribution. See attached Letter and attachments of June 6, 2024.

Planning Staff is satisfied that the project Master Plan meets its parking requirements. Planning Staff in evaluating the parking compliance for this project site considered the 2013 Board of Adjustment Application V-13-10 that established a parking requirement of 306 parking spaces (a reduction from 766 parking spaces based on a rate of one parking space per 800 SF of the floor area at the site for just over 600,000 SF floor area). This variance as analyzed by the applicant suggests it could translate to a rate of one parking space per 1,961 SF of floor area which would also cover the anticipated employee population of the facility. There are clearly over 306 parking spaces for passenger vehicles proposed in this Master Plan S-24-09. The Building Additions that are proposed for this Master Plan are for warehouse areas where the Truck Drop Lot Parking is more closely associated with that function operationally; and the truck/trailer parking will be expanded by this project. The Truck Drop Lot parking area could also be viewed as accommodating passenger

vehicle parking (at 2 cars per truck space) which would clearly meet the parking requirements based on total floor area (662,942 SF floor area requires 829 spaces).

Loading Spaces

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

Bicycle Parking

The site is required to provide bicycle parking. The bicycle parking calculation is one for every twenty parking spaces. Several bike rack locations are noted on the plan.

V. BUILDING ARCHITECTURE

The proposed Warehouse additions are expansions of the existing building and area anticipated to be similar in architectural appearance. Specific elevations were not submitted; building addition are exempt from this submission requirement per *Zoning Ordinance*, Article 5 §19 (3). The facility must comply with the maximum height limitations of the IPM zoning district. For this zoning district, the maximum height is limited to distance of the element from the nearest property line. The building placement is within the buildable area established by the front yard setback of 60 feet and side yard and rear yard setbacks of 40 feet.

VI. SITE CONSIDERATIONS

Access

The site has a main access/egress points to W. North Street where access onto the property is controlled by a proposed improved Logistics and Security Office kiosk building. The Contractor Parking Lot will have access from Electric Avenue only.

Lighting

The lighting internal to the site is shown within the parking lots in island areas and the perimeters of the truck drop lot parking areas. There is likely other lighting attached to or in proximity of the building.

Dumpster

For non-residential uses, a minimum of two Dumpsters are required for the site. The plan indicates several locations serving as a Dumpster area.

Sidewalk

Waiver Request - Partial Elimination of Sidewalk

Sidewalk is required along all street frontages and within the site in accordance with *Zoning Ordinance*, Article 5 §18. A multi-use path/sidewalk exists along the frontage of W. North Street. The project proposes construction of a sidewalk along about 450 feet of the Electric Avenue extending from the W. North Street /Hazletville Road intersection south to the improved contractor parking lot entrance (on Electric Avenue). They have submitted a Waiver Request to eliminate the sidewalk on the east side of their remaining Electric Avenue frontage (approximately 2,300 linear feet) as pedestrians are not desired in that area; see Letter of May 3,

2024. The Planning Commission should act on this waiver request as part of their review of the Site Development Plan; see the following *Zoning Ordinance* citation on waivers of pathways. Sidewalks are a type of pathway.

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

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

As part of the Waiver Request, they have proposed an Alternative Method of Compliance with an offer to expand the sidewalk on the west and southern sides of Electric Avenue from the current pathway terminus (near the first curve of Electric Avenue) to the Dover Little League Complex area. This offer would have to be evaluated by the City of Dover for feasibility.

In addition, on the site, sidewalks are shown connecting from the street frontage sidewalks into the site and for pedestrian access from parking areas to building entrances.

Curbing

Waiver Request: Partial Elimination of Curbing

The *Zoning Ordinance*, Article 6 §3.6(b) requires upright curbing for all parking areas and access drives. The presence or lack of curbing surrounding the parking lots and truck drop lot areas must be clarified. A written waiver request for the elimination of upright curbing in select area of the Contractor and Employee Parking Lots was submitted to the Planning Office in a Letter of June 6, 2024 citing the reasons for the request related to drainage related to stormwater management. The Letter indicates that curbing will be utilized in the Truck Drop Lot areas.

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 wetlands which coincide with a stream in the wooded area to the south of the existing building in the vicinity of the existing stormwater management facility. 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 wetland/stream the plan shows a 100 foot riparian buffer on its south side where existing woodland vegetation will be maintained. Portions on the northern side of the wetland area are non-conforming to this buffer requirement as adjacent development predates these requirements.

VII. SPECIAL FLOOD HAZARD AREAS

Flood Hazard Area

Portions of the subject property are within the Special Flood Hazard Area (100-year floodplain/ 1% chance of annual of flooding). This property is found on the FEMA FIRM Panels of Kent County Delaware Map Number 10001C0168H effective 5/5/2003. The *Zoning Ordinance*, Article 5 §11.21 requires that flood hazard areas (100-year floodplain) remain as open natural

areas with no impervious surfaces. The select areas on the along the southeastern area of this tract of land are where the Special Flood Hazard Area is found will remain as the natural area and it is outside of the proposed development area.

VIII. TREE PLANTING AND LANDSCAPE PLAN

The Landscape Plan shows a concept for woodland area preservations, existing tree preservation, and the concept for new tree plantings. *Zoning Ordinance*, Article 5 Section 16 lays out the requirements for tree planting and preservation. A new project is required to provide tree planting at a rate of one (1) tree per 3,000 SF of “Development Area.” The *Zoning Ordinance* Article 5, Section 16 defines “Woodland” as follows:

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

According to plans, there are x acres of existing woods, and they propose to remove a portion of the woodland area (4.1 acres) to make way for the Truck Drop Lot B/C expansion development and preserving 89% of the woodland. The maximum amount of woodland that can be cleared is 50% with anything over that amount requiring mitigation.

Based on a development area of 25.87 acres, the minimum required number of trees is 376. The site plans show existing and proposed trees spread over the site around the parking lots, in a lawn area in front of the building, and other locations.

IX. PERFORMANCE STANDARDS REVIEW

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

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

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

- Fire and explosion hazards (activities with and storage of)
- Radioactivity or electromagnetic disturbance
- Noise (sound pressure level)
- Vibration
- Smoke

- Odors (Odorous gases or odorous matter)
- Fly ash, dust, fumes, vapors, gases, and other forms of air pollution
- Glare (from lighting or high temperature processes)
- Liquid or solid wastes
- Traffic congestion (Level of Service E)

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

As part of this procedure, a *Performance Standard Review Application* is required to accompany this Plan submission for review and approval. The Applicant has submitted a Performance Standard Review Application Report (dated May 2, 2024) indicating how the proposed development would restrict the emission of dangerous and objectionable elements detailed in Article 5, Section 8.5.

VIII. CITY AND STATE CODE REQUIREMENTS:

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

- 1) Review and Approval of the *Performance Standards Review Application* is required for the property development in accordance with *Zoning Ordinance*, Article 5 §8. The applicant has submitted a Performance Standard Review Application Letter indicating how the proposed development would restrict the emission of dangerous and objectionable elements detailed in *Zoning Ordinance*, Article 5, Section 8.5.
- 2) Upright curbing must be provided around all parking areas and circulation drives in accordance with the *Zoning Ordinance*. A waiver may be granted by the City Planner, if necessary, for stormwater management. A Waiver Request was submitted.
- 3) Sidewalks must be provided along the full frontage of Electric Avenue unless the Waiver Request is approved for the partial elimination of the sidewalk. The Planning Commission will consider the Waiver Request for the partial elimination of sidewalks.
- 4) Sheet T-1, Cover Sheet:
 - a) Add title of signee for the owner/developer.
 - b) Indicate the location of zoning SWPOZ (Source Water Protection Overlay Zone).
 - c) Zoning Location Map does not include the location of the SWPOZ; add or note for clarify. The map also references Sussex County rather than Kent County.
 - d) General Notes:
 - i) Update reference for Miss Utility to new name.
 - e) Site Data Column:
 - i) List SWPOZ (Source Water Protection Overlay Zone): Tier 3 – Excellent Recharge Area under Zoning.
 - ii) List Building Additions individually by area.

- iii) List activities of each Phase.
 - iv) Identify size of area in SWPOZ in square feet.
 - v) Clarify the listing of Parking Requirements as it appears to mix vehicle and truck parking.
 - vi) List bicycle parking calculation and number provided.
- 5) Sheet Series EX, Existing Conditions Plan:
- a) Show the location of the Floodplain boundary.
 - b) Label sizes of wetland areas.
 - c) In Legend identify line and hatch as SWPOZ (Source Water Protection Overlay Zone: Tier 3 – Excellent Recharge Area.). Ensure Legend includes all linework items.
 - d) Check the labels of the Match lines to ensure they reference the correct sheet series.
 - e) Label number of bicycle parking spaces at each rack identified.
 - f) List complete Zoning Ordinance reference for the wetland buffers (*Zoning Ordinance*, Article 5 Section 11).
 - g) Show boundary of stormwater pond to the south of the building.
- 6) Sheet series SP – Site Plan:
- a) Clarify locations of areas of curbing.
 - b) Label existing/ proposed fences and their materials and height.
 - c) Add a detailed listing of components of each Phase.
 - d) Identify width of walkway trails and sidewalks and format of crosswalk areas.
 - e) Add traffic control signage for fire lanes and handicapped parking signage/markings locations.
 - f) Ensure accessible ramps are provided from handicapped spaces onto sidewalk system and also at points of intersection of sidewalk with parking lot.
 - g) Ensure access point through new fence to maintain new stormwater management pond.
- 7) Sheet series LS - Landscape Plan:
- a) Complete listings of calculations of development area and tree plantings.
 - b) Update Match line labels to this sheet series.
 - c) Confirm the woodland area and woodland clearing amounts in the Development Area.
 - d) Information and tree planting calculations will need to be made by Phase.
 - e) Provide a list of existing trees to remain and check the number of existing trees to be retained.
 - f) Check tree placement for utility conflicts and relocate as necessary to maintain adequate separation distances.
- 8) Clarify size of Warehouse 3 Addition as in the documents it is listed as 20,000 SF and 21,400 SF.
- 9) Construction details for items such as curbing, parking bumpers, traffic control signage, light fixtures, stormwater, and utility details, etc. will need to be provided as part of Administrative Site Plan submissions.
- 10) A separate Record Plan sheet must be submitted to show items such as right-of-way dedications, any easements, and other items affecting the property lines or if required by another agency's approval process.

- 11) The Master Plan/ Site Plans must reflect any changes recommended by the Planning Commission. Add notes for any waivers or conditions acted upon by the Planning Commission.
- 12) The proposed sign locations shown on this plan sheet are for informational purposes only and approval of this plan does not grant approval to this signage. All signage must comply with Sign Regulations of the *Zoning Ordinance* and is subject to a separate Sign Permit Application. Signs are subject to a separate review and approval process in the City of Dover.
- 13) Any Sediment & Stormwater Management Plans granted approval by the Kent Conservation District must reflect the Site Plan layout and design conditionally approved by the Planning Commission and be in compliance with the *Zoning Ordinance* and technical review requirements of other agencies.
- 14) Additional review comments may be provided in the future as more detailed plans are developed during the Administrative Site Plan review process.

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

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

- 1) Approved Waiver Request:
 - a. Waiver Request - Elimination of Upright Curbing: Planning Staff grants approval to the elimination of upright curbing for select areas of the parking lots recognizing existing conditions and anticipated stormwater management practices where parking lot are being expanded or improved.
- 2) Recommendation on Waiver Request:
 - a. Waiver Request – Partial Elimination of Sidewalk: Planning Staff recommends approval of the waiver request to eliminate the requirement for the construction of sidewalks along eastern side of Electric Avenue south of the Contractor Parking Lot entrance. This is based on the findings of the physical characteristics of this frontage area and that it is segment unlikely to be traveled by pedestrians for access purposes.
- 3) Parking: Planning Staff has evaluated the Master Plan for parking compliance and finds based on the previously established variance V-13-10; the proposed Parking Lot areas and Truck Drop Lots; the building floor area and facility function; and the expected employee population for the Procter & Gamble facility that the Plan proposed satisfies the parking requirements. See discussion in the Report (page 5).

- 4) Consideration of Performance Standards Review Application: Planning Staff has reviewed the Performance Standards Review Letter submitted and finds that it sufficiently demonstrates the intent to comply with the restrictions as provided in *Zoning Ordinance*, Article 5 Section 8.1 and 8.2 and that the continued use of the building as a manufacturing facility, its warehouse additions, and truck drop/parking facilities are not likely to cause these objectionable elements.
- 5) Electric Vehicle: Planning Staff encourages this project to consider the installation of Electric Vehicle Charging Stations in its parking lots/parking areas. Currently, the *Zoning Ordinance* does not require them, but many other jurisdictions have implemented such requirements. Electric Vehicle Charging Stations formats include EV-Capable, EV-Ready, and EV-Installed.

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

ADVISORY COMMENTS TO THE APPLICANT:

- 1) The Planning Commission should act upon the request for waivers as part of any motion regarding this project application, or as a separate motion as necessary. Note: All waivers are at the discretion of the Planning Commission. The Commission may approve or deny waiver requests.
- 2) The site is located within the SWPOZ (Tier 3: Excellent Recharge Area) and the Planning Office and Kent Conservation District will coordinate to ensure compliance.
- 3) In the event, that major changes and revisions to the Site Development Plan/ Master Plan occur in the finalization of the Plan contact the Planning Office. Examples include reorientation of the complex/building, relocation of site components like stormwater management areas, and increases in floor area count. These changes may require resubmittal for review by the Development Advisory Committee, Planning Commission, or other agencies and commissions making recommendations in regard to the plan.
- 4) Following Planning Commission approval of the Site Development Master Plan, the Plan must be revised to document all conditions of approval from the Development Advisory Committee or as otherwise noted. This process involves submission of Check Prints in order to achieve Final Plan approval; the finalization of the Master Plan and the Site Plan for Phase 1 can be achieved together. Then the Site Plan of each construction phase/project area (Phases 2-4) must be submitted for Administrative Site Plan Review by the Planning Office and other agencies. *Zoning Ordinance*, Article 10 §2.44 (D) sets forth the construction timing in relation to approvals.

Article 10 §2.44

(D) Expiration of planning commission approval. For projects which are reviewed and approved by the planning commission as conceptual master plans, approval of the conceptual master plan shall remain valid for a period not to exceed five years from the date of planning commission approval, provided that the authorized construction or use has commenced within two years of approval and is proceeding toward completion. In addition,

the time between the completion of one phase and the initiation of the next phase shall not exceed a period of two years.

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

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



CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: MAY 29, 2024



APPLICATION: Procter & Gamble Warehouse Expansion & Parking Improvements

FILE #: S-24-09

REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater

CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater / Engineering Services

CONTACT PHONE #: 302-736-7025

CONTACT EMAIL #: jlyon@dover.de.us

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

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

CITY AND STATE CODE REQUIREMENTS

SANITATION

1. The property will require private trash collection services.

STORMWATER

1. Final site plan approval will not be granted until a copy of the approved Stormwater/Erosion and Sediment Control Plan from Kent Conservation District is submitted to our office.
2. The size, length, slope, type and flow directions must be shown on all existing and proposed storm sewer lines. Rim and invert elevations must be labeled on all stormwater structures.

STREETS

1. Final site plan approval will not be granted until a copy of the approved entrance plan, signed by DelDOT is submitted to our office.
2. Please add the following notes to the plans:
 - a. Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed along the entire public street frontage of a property. Where frontage sidewalk exists but does not meet the standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards. Sidewalk shall include barrier-free access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.
 - b. In accordance to Appendix A, Article VI, Section B.3, all sidewalks shall ascend from the curbstone to the building line at the ratio of one-quarter of an inch to the foot. Nothing in this section shall be construed to affect any pavement previously laid by order of the city council, until it is taken up and relaid.
3. The current City of Dover standard street section provides for a 3' grass strip between the curb and sidewalk. This standard was administratively revised to meet ADA and FHA compliance with cross slope requirements and to prevent cars from scrapping at

driveways. The revised standard utilizes a five feet (5') wide public sidewalk with a five feet (5') wide grass strip behind the curb.

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.

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.

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 city owned 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 / GENERAL

1. None.

WATER

1. The water infrastructure on this site is privately owned and maintained. We suggest that structures should be installed within ten feet (10') of water infrastructure.

WASTEWATER

1. The wastewater infrastructure on this site is privately owned and maintained. We suggest that structures should be installed within ten feet (10') of wastewater infrastructure.

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 may 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 may 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, page 88.

SANITATION / STORMWATER / STREETS

1. None.

Procter & Gamble Warehouse Expansion & Parking Improvements

File #: S-24-09

May 29, 2024

Page 4 of 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 ELECTRIC
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: MAY 29, 2024

APPLICATION:	<u>Procter & Gamble Warehouse Expansions & Parking Improvements</u>
FILE #:	S-24-09
REVIEWING AGENCY:	City of Dover Electric Department
CONTACT PERSON:	Shawn Burgett, Engineering Services & System Ops Superintendent
CONTACT PHONE #:	302-674-7568
CONTACT EMAIL #:	sburgett@dover.de.us

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

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

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

1. The roadway and curbing must be in.
2. The right-of-way must be within 6" of final grade.
3. The property corners must be staked.
4. Owner is responsible for locating all existing underground electric, communications and water facilities.
5. Owner is responsible for installing all conduits and equipment pads per the City of Dover Engineering Department specifications.
6. Owner is responsible for site and/or street lighting.
7. Meter locations will be determined by City of Dover Engineering Department.
8. Load sheets and AutoCAD compatible DXF or DWG diskettes of site plans, including driveways, are required prior to receiving approved electrical construction drawings.
9. Any relocation of existing electrical equipment will be engineered by the City of Dover Electric Department. Developer may be required to perform a quantity of the relocation. Any work performed by the City of Dover will be at the owner's expense.
10. Prior to construction, owner is responsible for granting an easement to the City of Dover Electric Department. Easement forms will be furnished and prepared by the City of Dover Electric Engineering Department.
11. Fees will be assessed upon final site plans. The owner will be responsible for fees assessed prior to construction. Owner is required to sign off plans prepared by the Electric Department.
12. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.

13. Prior to the completion of any/all designs and estimates, the owner is responsible for providing the Electric Engineering Department with a physical address of the property.
14. All Engineering and design for Dover Electric will be engineered upon final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. Owner must give the City of Dover Electric Department three (3) months' notice prior to construction. Owner is responsible for following the requirements outlined in the City of Dover's Electric Service Handbook. The handbook is now available on the website at the following link: <https://evogov.s3.amazonaws.com/media/27/media/13108.pdf>.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. Provide load sheets as soon as possible for proper sizing of transformers and creation of primary fee estimates. Current load sheets can be found at the following link: <https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf>.

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

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: May 29, 2024

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APPLICATION: Proctor & Gamble Warehouse Expansions and Parking Improvements

FILE #: S-24-09 **REVIEWING AGENCY:** City of Dover, Office of the Fire Marshal

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

PHONE #: (302) 736-4457

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

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

CITY AND STATE CODE REQUIREMENTS:

1. Proposed occupancy classification is 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.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.4)

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

4. Perimeter access shall be 50% and clearly shown on the plans.

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

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

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

5. Fire lanes shall cover 25% of the proposed building.

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

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

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

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

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

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

7. All Fire Lanes shall be marked as follows:

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

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

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

9. Fire lane signs shall be located as follows:

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

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

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

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

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

11. All access roadways shall be paved and be a minimum of 20 feet clear width for two-way traffic and 14 feet clear width for one-way traffic. The paved width of access roadway shall be measured from edge of parking spaces, or face of curb for vertical curb and back of curb for mountable curb, or edge of pavement if there is no curbing. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 5.2)

12. Multiple Access Roads shall be provided when a fire department access road (fire lane) is determined by the Fire Marshal to be impaired by vehicle congestion, condition of terrain, climatic conditions, or other factors that could limit access such as placement of fire hose from fire equipment.
13. 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. 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.
27. 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)
28. 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)

29. 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 at least 48 inches (four ft.) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. The above dimensions shall serve as the requirement for installation; however, the fire marshal and/or chief building inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

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

30. 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)

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 provide the distance from the building to the edge of the fire lane (see item # 5 listed above)
2. Please confirm that the entrance roadway at the guard booth is at least 14' wide (see item # 11 listed above) unless it is existing
3. There are two existing fire hydrants. Does one stay and the other is relocated?
4. Need to discuss hydrants and if they are the same system as the fire pump or separate. Need to ensure that they have the proper PSI
5. Please add a fire hydrant to the Southeast corner where the 20,000 ft² warehouse is being built.
6. Please see the attached items listed below for large area buildings. Some of the requirements are the following:
 - a. Standpipes
 - b. Voice Evacuation for the fire alarm
 - c. Smoke management.
 - d. Standby power
 - e. Complete floor plans to be placed at the fire alarm panel

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.**

“Large Area Building” Any building that exceeds one-hundred thousand (100,000) square feet gross floor area on any one floor.

Chapter 5 Mid Rise, High Rise and Large Area Buildings

1.0 Application

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

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

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

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

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

4.0 Large Area Buildings.

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

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

4.2 Horizontal Standpipes.

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

4.3 Emergency Voice/Alarm Communications and Detection System.

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

4.4 Fire Command Station.

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

4.4.2 The fire command center shall contain the following:

- 4.4.2.1 Voice alarm and public address panels
- 4.4.2.2 Fire department communications panel
- 4.4.2.3 Fire detection and alarm system annunciator panels and smoke management panels
- operational 4.4.2.4 Status indicator for elevator and annunciator indicating which elevators are
- 4.4.2.5 Status indicators and controls for air handling systems
- 4.4.2.6 Controls for unlocking all fire exit stairway doors simultaneously
- 4.4.2.7 Emergency power, light and system controls; and status indicators
- 4.4.2.8 Telephone and internet access for fire department use
- 4.4.2.9 Emergency and standby power status indicators
- 4.4.2.10 Generator supervision devices and manual start and transfer features
- 4.4.2.11 Public address system, where specifically required by other sections of this Code
- 4.4.2.12 Controls required for smoke control
- 4.4.2.13 Important keys to include
 - 4.4.2.13.1 Elevator machine room
 - 4.4.2.13.2 Elevator hoistway door access key
 - 4.4.2.13.3 Side access door elevator car key
 - 4.4.2.13.4 Electric room keys
 - 4.4.2.13.5 Fire pump room keys
 - 4.4.2.13.6 Mechanical room keys
 - 4.4.2.13.7 Any master key

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

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

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

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

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

4.5 Smoke Management Systems

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

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

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

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

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

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

4.5.3.2 Area of Refuge Pressurization

4.5.3.3 Horizontal Exit Passageway Pressurization

4.5.3.4 Fire Floor or Fire Area Smoke Exhaust

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

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

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

4.6 Standby Power, Light, and Emergency Systems.

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

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

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

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

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY



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APPLICATION: Procter & Gamble Warehouse Expansions & Parking Improvements

FILE#: S-24-09

REVIEWING AGENCY: DelDOT

CONTACT PERSON: Will Mobley

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:

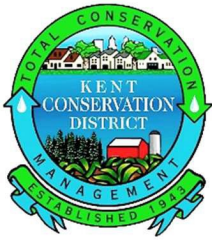
CITY & STATE CODE REQUIREMENTS:

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 Department has held a pre-submittal meeting with the applicant on 23 May 2024. The applicant will utilize the formal plan submission process (Record and Entrance Plans) for approval from the Department. Frontage improvements on North St will be required and identified in the plan submission. Please refer to the Development Coordination Manual for guidelines to submission and submit via the PDCA online portal. Direct all questions to Will T Mobley III, Kent County Review Coordinator Delaware Department of Transportation.



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
JUNE 2024**

APPLICATION: Proctor & Gamble Warehouse Expansions & Parking Improvements

FILE #: S-24-09

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Kate Owens

PHONE: (302) 608 – 5370

EMAIL: stormwater@kentcd.org

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

1. Changes or revisions to the approved site plan must be reviewed and approved by Kent Conservation District prior to commencing construction.
2. A Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity must be submitted for the owner of record and accepted by DNREC.

ADVISORY COMMENTS TO THE APPLICANT:

1. This will be submitted as a detailed sediment and stormwater management plan. Application for a detailed plan review, fee schedule, and review checklist may be accessed on the Kent Conservation District's website: <https://www.kentcd.org/services/sediment-stormwater/design-permitting>
2. Performance of any required maintenance of the existing stormwater facility may be a condition of approval.
3. A letter of no objection to recordation will be provided once the Sediment and Stormwater Management Plan has been approved.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
D.A.C. MEETING DATE: 6/5/2024

**Dover/Kent
County
Metropolitan
Planning
Organization**

S-24-09 Procter & Gamble Warehouse Expansions & Parking Improvements

FILE # S-24-09

REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob

PHONE #: (302) 387-6030

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

City of Dover Planning Commission
Site Development Plan Review

S-24-09 Procter & Gamble Warehouse Expansions & Parking Improvements

No objections to the current site plan. Note that Dover Kent MPO is currently working on two separate studies related to freight in the Dover area. The first of these is the Dover Municipal Freight Plan, which will examine the existing freight conditions in the City of Dover and propose solutions to some of the recurring problems. Solutions may include both physical changes to the existing infrastructure and changes to local policies or truck routes.

The second study is Phase II of the Kent County East-West Truck Freight Route Feasibility Analysis. This study will cover the entirety of Kent County, including Dover. It will use a combined technical analysis and engagement with relevant stakeholders to determine how east-west truck movement may be improved. The solutions are intended to make travel easier for truck drivers while also alleviating truck congestion and parking concerns in downtown areas. (See Phase I of the study [here](#).)

The site changes at the Procter & Gamble facility are likely to improve parking and staging conditions for the property owner, which is something the MPO regularly advocates for. The site plan will also be beneficial when crafting recommendations for both of the current studies.

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.

