



DATA SHEET FOR SITE DEVELOPMENT MASTER PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF January 7, 2026

PLANNING COMMISSION MEETING OF January 20, 2026

Plan Title:	Bayhealth Medical Center, Inc. – Kent Campus: Master Plan Phases 1-3. S-26-01
Plan Type:	Site Development Master Plan and Parcel Consolidation Plan
Associated Plans:	V-25-05 Variance for Building Height and Front Yard Setback
Property Location:	Located in the block created by South State Street, Hope Street, South Governors Avenue, and South Street with additional project area located on the north side of South Street.
Property Address:	640 South State Street and others
Tax Parcels:	ED-05-077.13-01-52.00-000, ED-05-077.13-01-48.00-000, ED-05-077.13-01-18.00-000, ED-05-077.13-01-18.01-000, ED-05-077.13-02-01.00-000, ED-05-077.13-01-02.00-000, and ED-05-077.13-02-12.00-000
Owner:	Bayhealth Medical Center, Inc.
Present Zoning:	IO (Institutional and Office Zone) SWPOZ (Source Water Protection Overlay Zone): Tier 3 – Excellent Recharge Area
Site Area:	Main Campus: 13.13 acres +/- Total Area: 22.55 acres +/- (includes Hope Street and South Street Parking Lots)
Existing Uses:	Existing Buildings as Hospital, Parking Garage, Office Buildings, and Central Services Building with Surface Parking Lots
Proposed Uses:	Hospital with Building Additions, New Parking Garage, Office Buildings, and Central Services Building with Surface Parking Lots
Master Plan Phases:	Phase 1A – Emergency Department 2-story Expansion (Overbuild) and Central Services Building 6,000 SF Addition Phase 1B - Bed Tower 6-story Overbuild Phase 2A – New 5-story Parking Garage (500 spaces) and Main Entry Addition with Drop-off Area Phase 2B – Demolition of Existing Parking Garage and a Podium Expansion as 3-story Surgical Pavilion Phase 2C - Emergency Department 3-story Expansion Phase 3 - Demolition of Existing Legacy Building.
Waiver Request: For Consideration:	Reduction of Bicycle Parking Requirement Parking Adequacy Statement/ Reduction of Parking Requirement

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: January 7, 2025

APPLICATION: Bayhealth Medical Center, Inc. Kent Campus: Master Plan Phases 1-3

FILE #: S-26-01

REVIEWING AGENCY: City of Dover Planning

CONTACT PERSON: Dawn Melson-Williams, AICP

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I. PLAN SUMMARY

The Application for Review is the Site Development Master Plan and Parcel Consolidation Plan for the Bayhealth Medical Center – Kent Campus. The Master Plan outlines three (3) phases (with subphases) of construction as follows: Phase 1A – Emergency Department 2-story Expansion (Overbuild) and Central Services Building 6,000 SF Addition; Phase 1B - Bed Tower 6-story Overbuild; Phase 2A – New 5-story Parking Garage (500 spaces) and Main Entry Addition with Drop-off Area; Phase 2B – Demolition of Existing Parking Garage and a Podium Expansion as 3-story Surgical Pavilion; Phase 2C - Emergency Department 3-story Expansion; and Phase 3 - Demolition of Existing Legacy Building. The properties involved consist of a total land area of 22.55 acres ±. The properties are zoned IO (Institutional and Office Zone) and partially subject to the SWPOZ (Source Water Protection Overlay Zone). The project is generally located in the block created by South State Street, Hope Street, South Governors Avenue, and South Street with additional project area located on the north side of South Street. The main property address is 640 South State Street. The owner of record is Bayhealth Medical Center Inc. Tax Parcels: ED-05-077.13-01-52.00-000, ED-05-077.13-01-48.00-000, ED-05-077.13-01-18.00-000, ED-05-077.13-01-18.01-000, ED-05-077.13-02-01.00-000, ED-05-077.13-01-02.00-000, and ED-05-077.13-02-12.00-000. Council District 2.

Associated Applications:

The Board of Adjustment on October 15, 2025 granted approval of variances for the front yard setback and to allow a building height of 175 feet (V-25-05). These variances are related to the Phase 1B – Bed Tower 6-story Overbuild on the existing four-story Podium Building.

Also in 2025, the property at 600 South State Street was approved for Rezoning from RG-O to IO remaining partially subject to the SWPOZ (Source Water Protection Overlay Zone). The property currently includes a two-story brick building originally built as a residence and later converted to offices upon purchase by Bayhealth. This area at the corner of South State Street and South Street will be consolidated into the main hospital parcel and in proposed for redevelopment in Phase 2A – New Parking Garage.

Previous Applications:

Master Plan S-20-10 Scull Mansion Staff Parking Lot:

This Bayhealth Staff Parking Lot Expansion on the east side of S. State Street in the block between South Street and Scull Terrace was to expand an existing parking from 227 spaces to a total of 680 parking spaces on the area collectively known as the Scull Property. Approved by the Planning Commission in 2021, only Phase 1 of the project was completed involving the construction of approximately 290 parking spaces and the demolition of the Scull Mansion (constructed circa 1864 by Manlove Hayes as a residence then utilized as offices by Bayhealth). Phase 2 and Phase 3 involving area near the Surgery Center and Day Care Center with additional building demolitions for new parking spaces and a connection to S. State Street at the South Street intersection were not completed. Property Addresses: 605 S. State Street, 625 S. State Street, 100 Scull Terrace, and 150 Scull Terrace. Tax Parcel Numbers: ED-05-077.13-01-49.00-000 and ED-05-077.13-01-51.00-000.

Site Plan S-13-05 Lands of KGH Development Corp.

Previously the Scull property site was the subject of Site Plan S-13-05 Lands of KGH Development Corp. at 625 S. State Street: Parking Lot Construction in 2013. In May 2013, the Planning Commission granted conditional approval of the Site Plan S-13-05 for the expansion of the existing parking lot to add one hundred-thirty (130) parking spaces subject to conditions. The action included approval of a Curbing Waiver and also added conditions to require elimination of certain parallel parking spaces along the Scull Terrace entrance drive.

Also, with Site Plan S-13-05, the Planning Commission approved the use of the Joint Parking Facilities provisions of *Zoning Ordinance*, Article 6 §3.7. This allowed the parking to be viewed on a facility-wide approach for the Bayhealth Medical Center properties where the parking lots may serve two or more establishments that are not located on the same parcel. The Commission accepted the information on employee count (for the parking calculation) and the Parking Exhibit Plan giving information existing parking facilities (as of 2013). The new spaces of the parking lot expansion developed under S-13-05 contributed toward the overall parking requirements for the Bayhealth Medical Center facilities.

Master Plan S-06-14 Bayhealth Medical Center:

A Master Plan was previously developed for the main campus area of the Bayhealth Medical Center at 640 South State Street. The project area for the Bayhealth Medical Center Master Plan consisted of multiple parcels of land located between South State Street and South Governors Avenue in the vicinity of South Street and Hope Street. The entire campus was involved in the Unified Comprehensive Signage Plan for the Bayhealth Medical Center facilities (US-11-01).

The Bayhealth Medical Center Kent Campus Master Plan (S-06-14) was approved in June 2006 with a one-year extension to the project in May 2007. Revisions to the Master Plan approved in September 2007 related to a Pedestrian & Utility Bridge over South Street rather than a tunnel as first proposed. The four phases of the Master Plan S-06-14 consisted of the following:

- Phase 1: Central Services Building
- Phase 2: Podium Building, Parking Garage, and Pedestrian & Utility Bridge
- Phase 3: South Street Parking Lot improvements
- Phase 4: Seven-story Bed Tower Building Addition and north Parking Garage

After some revisions to the construction sequencing, the following phases have been completed:

S-08-20 Phase 1- Podium Building and Parking Garage and S-08-42 Phase 2A – Central Services Building and Pedestrian & Utility Bridge. Administrative Site Plan review was completed in August 2009 for S-09-02 Phase 2B – South Street Parking Lot Improvements but not started. A proposed north Parking Garage (in Phase 4) was not built.

II. PROJECT DESCRIPTION

This Site Development Master Plan proposes three (3) phases (with subphases) of the project for the Bayhealth Medical Center – Kent Campus. The total subject area consists of 22.55 acres when the Hope Street Parking Lot and the South Street Parking Lot are added to the main campus block of 13.13 acres. Overall, the project involves the following:

- Phase 1A – Emergency Department 2-story Expansion (Overbuild) and Central Services Building 6,000 SF Addition
- Phase 1B - Bed Tower 6-story Overbuild
- Phase 2A – New 5-story Parking Garage (500 spaces) and Main Entry Addition with Drop-off Area
- Phase 2B – Demolition of Existing Parking Garage and a Podium Expansion as 3-story Surgical Pavilion
- Phase 2C - Emergency Department 3-story Expansion
- Phase 3 - Demolition of Existing Legacy Building

In general, the application proposes construction of building additions as ‘overbuilds’ on top of existing building footprint of the main hospital building. A key component is the creation of patient rooms with one bed with the goal of transitioning from the existing dual occupancy rooms to single bed rooms and also additional beds. This will change the overall bed count from 266 beds to 360 beds. A new Parking Garage Building is proposed along South State Street to replace the existing Garage Building whose footprint will be an expansion of the existing Podium Building. The final phase involves the demolition of a large portion of the southern part of the hospital building once its functions are relocated into new spaces.

Surrounding Land Uses

The parcels surrounding the Bayhealth Medical Center Kent Campus main block are zoned a mix of institutional and residential: IO (Institutional and Office Zone), and R-8 (One Family Residence Zone). The property to the north across South Street is the location of the large surface parking lot (South Street Parking Lot) for the Hospital and another multi-story professional office building zoned IO. The City’s Historic District Zone involves portion of the South Street Parking Lot and other (non-hospital) properties fronting on South State Street continuing north towards The Green and beyond; the main block of the Bayhealth Medical Center campus is not within the Historic District. To the northeast of the hospital area, there are several single-family detached residences facing South State Street and then more residential buildings along Elm Terrace. Also zoned IO across South State Street is another parking lot, day surgery building, and child day care associated with the Hospital along Scull Terrace and the Holy Cross Church and School property. To the west across South Governors Avenue and property zoned C-3 and IO with automobile dealership and multiple office buildings including some occupied by Bayhealth facilities.

III. ZONING REVIEW

IO Zoning District

The subject properties are zoned IO (Institutional and Office Zone) and subject to the regulations of *Zoning Ordinance*, Article 3 Section 10 and Article 4 Section 4.15. The use as a hospital is an allowable use in the IO zone.

SWPOZ (Source Water Protection Overlay Zone)

Portions of the site along South Street and to the north are located within the SWPOZ (Tier 3: Excellent Recharge Area) found in Article 3 Section 29.7 of the *Zoning Ordinance*. However, this project site is within the Downtown Redevelopment Target Area which is exempted from the SWPOZ requirements and restrictions as per *Zoning Ordinance*, Article 3 §29.79 for the Tier 3 area as related to impervious surface requirements.

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 for a property in the IO zone is one parking space per 300 S.F. of floor area. Previously the IO zone included a parking rate based on employee count but this was removed. It is noted that the minimum off street parking requirement for the hospital use is based on one (1) space per every three (3) beds in the facility (*Zoning Ordinance*, Article 6 § 3.1).

Bayhealth Medical Center Campus Parking Summary:

The applicant listed on the Plan a summary of the overall parking provided for the Bayhealth Medical Center properties on the main campus and the nearby parking lots at the Hope Street Parking Lot and the South Street Parking Lot. The plan lists an existing total of 1,575 parking spaces available for the campus and after all phases a total of 1,704 parking spaces. See Parking Data Summary – Bayhealth Medical Center Campus Chart on Plan Sheet C-001.

This Master Plan on the Bayhealth Medical Center campus includes construction of a new parking garage (replacing the existing parking garage), changes to certain areas of surface parking lots for improvements to existing parking lots. The Master Plan identified the locations of the campus buildings and associated parking facilities. The following table is provided as reference for the various locations

Parking Facilities at Bayhealth Medical Center Campus (from S-26-01 Plan)		
Location	Address/Location	Number of Parking Spaces
Bayhealth Hospital (main building/block)	640 South State Street and (600 South State Street and 622 South State Street)	150 spaces in Staff designated lots and near Emergency Department. 371 spaces in Existing Parking Garage to be replaced with 500 spaces proposed in New Parking Garage
South Street Parking Lot	North side of South Street	462 spaces Additional spaces are also available at the Central Services Building and 51 spaces its North Parking Lot.
Hope Street Parking Lot	Southeast corner of Hope Street and South Governors Avenue	168 spaces
Scull Parking Lot	605/625 South State Street	433 total spaces including the 36 spaces required for the Surgery Center Building and 32 spaces for the Child Day Care Center Facility Building. 365 spaces available for Campus Use

Parking Compliance/Allowance for Parking Reduction:

The *Zoning Ordinance* allows for new construction in the Downtown Redevelopment Target Area so that there is no parking requirement based on use. Thus, for the hospital there is no requirement based on the bed count, instead the parking requirement would be based on the floor area calculation. The *Zoning Ordinance* includes provisions for consideration of parking to jointly serve multiple establishments and campus approaches to parking.

The *Zoning Ordinance* allows for adjustments to parking requirements. For the Bayhealth Hospital main campus, a 20% reduction is granted for the property's location in the Downtown Redevelopment Target Area. Based on the total square footage of 623,340 SF, the parking requirement is 2,078 spaces. With the reduction of 20% would mean the requirement is 1,663 parking spaces. With the proposed Parking Garage of 500 spaces and 1,204 surface parking spaces, the campus can provide 1,704 parking spaces.

Additionally, the applicant submitted narrative titled "Synthesized Parking Adequacy Statement" describes the parking needs of the Bayhealth Kent Campus; see submission.

Loading Spaces

Institutional buildings require loading spaces at rate of one space per 10,000 SF and one space per each additional 25,000 SF. The *Zoning Ordinance* can only require a maximum of 3 loading spaces for buildings up to 150,000 SF in size. The campus provided more than 3 loading spaces with the Central Services Building where centralized materials receiving and handling occurs.

Bicycle Parking

Waiver Request: Reduction of Bicycle Parking Requirement

The project is required to provide bicycle parking. The bicycle parking calculation is one for every twenty parking spaces. Each phase would be required to satisfy the bicycle parking coinciding with the number of vehicle parking spaces. Existing bicycle parking space's locations were not identified. A written Waiver Request was received to reduce the required bicycle parking from 85 spaces to the current 38 bicycle parking spaces. The Planning Commission will consider this request. With Master Plan S-20-10, a Waiver Request was granted to relocate the required bicycle parking from that Parking Lot Expansion project on the Scull property to the Bayhealth main campus at 640 S. State Street citing it as the destination of bicycle riders.

Upright Curbing

The upright curbing for parking lots and drive aisles is required per the requirements of Article 6 Section 3.6(b) of the *Zoning Ordinance*. This curb type appears to be utilized throughout the parking lot construction area. The City Planner can consider requests to eliminate curbing when there is a demonstrated need related to stormwater management. This will be reviewed during the Administrative Site Plan process.

V. SITE CONSIDERATIONS

Access

The property is accessed by an entrance drive from each street frontage of the main campus block.

Sidewalks

The project site of the main campus has an existing sidewalk along the street frontages with sidewalk connections onto the site. A pedestrian crosswalk system (pedestrian activated warning lights system) exists for the crosswalk across South State Street to the other parking lot off Scull Terrace.

Lighting

Any proposed lighting must be adequate to safely light all parking and pedestrian areas yet must be shielded and directed as to not create a nuisance on the adjacent properties.

VI. TREE PLANTING AND LANDSCAPE PLAN

The submitted plan includes the Landscaping approach for the overall project. *Zoning Ordinance*, Article 5, Section 16.62 offers the option of the applicant defining a “Development Area” within the overall property for the purpose of tree planting calculations. The applicant has established a “Development Area” for the project s shown on the Landscape Plan (Sheet L-101) as a dashed black line.

With the tree planting requirement of one tree per 3,000 SF of Development Area, the Development Area is estimated to require x new trees. Some existing trees along South State Street will remain. The Landscape Plan is providing a mixture of trees to provide a total of 122 new trees on the site. Mixed Planting of canopy trees, flowering trees, and evergreen trees are proposed.

VII. CITY AND STATE CODE REQUIREMENTS:

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

- 1) The Master Plan must reflect any changes recommended by the Planning Commission. Add notes for any waivers or conditions acted upon by the Planning Commission.
- 2) Upright curbing shall be provided in accordance with the *Zoning Ordinance*. A waiver may be granted by the City Planner if necessary, for stormwater management. Specific area requests may also be identified with the Administrative Site Plan submissions for future phases.
- 3) Bicycle parking must be provided unless a waiver for its relocation or reduction is granted by the Planning Commission. A Waiver Request to reduce this requirement was received for review. The Administrative Site Plan must include details of the improvements to the bicycle parking locations.
- 4) This application needs to comply with parking provisions of *Zoning Ordinance*, Article 6 for the Bayhealth Medical Center campus. It qualifies for a parking reduction based on its location in the Downtown Redevelopment Target Area. A narrative titled “Synthesized Parking Adequacy Statement” provides information on the required parking for the hospital facilities and the existing parking conditions on the campus was provided.

- 5) A separate Record Plan sheet will be necessary to show parcel consolidations, all right-of-way dedications, any easements, or other items affecting the property lines.
- 6) Sheet C-001:
 - a) List all involved addresses.
 - b) Remove reference to parking rate based on employee count as this is not part of the code.
 - c) Add date of variance approvals.
 - d) Item #8; Check listing labels of Phases.
- 7) Ensure accessibility ramps provided at intersections of sidewalks with parking and drive aisles.
- 8) Sheet C-101 – Existing Conditions Plan:
 - a) Check parking tally.
- 9) Sheets C-201 Series: The following items are noted for correction or addition and should be provided on future Administrative Site Plan submissions.
 - a) Add accessibility ramps to sidewalk crossing points
 - b) Show bicycle parking
 - c) Add addresses to building drawing labels to help clarify locations.
 - d) Identify the location of any traffic control signage for the parking lots and handicapped parking signage.
 - e) Remove curb cuts not utilized along South State Street.
 - f) Consider locations for additional pathway connections from street frontage sidewalk to main building entrance from South State Street.
 - g) Confirm number of parking spaces in each parking lot. Check the parking counts in the South Street Parking Lot and those spaces displaced by Phase 1A addition to Central Services Building.
 - h) Show location of existing Dumpsters that serve the remaining buildings on property in each Phase. Construction of Dumpster enclosures or other screening mechanisms may be required unless centralized services are available.
- 10) The Administrative Site Plans will need to show the location of existing utilities (water, sewer, stormwater, etc.) to remain. This information will be necessary to determine conflicts with proposed tree planting locations and other site improvements.
- 11) Construction details for items such as curbing, parking bumpers, traffic control signage, light fixtures, etc. will need to be provided as part of Administrative Site Plan submissions.
- 12) The following information must be provided on future submissions as related to Landscape Plan in accordance with the plan requirements as listed in *Zoning Ordinance*, Article 5 §16.8:
 - a) Information and tree planting calculations will need to be made by Phase.
 - b) Provide list of existing trees to remain and check number of existing trees to be retained. Trees must be located on the subject parcels to be counted.
 - c) Add line legend key for Development Area line or label as Development Area (rather than Landscape Project Area).
 - d) Ensure tree planting locations and landscaping maintain the required spacing distances or access provisions from utility lines, fire hydrants, etc.

- e) Identify which existing trees will be removed versus preserved by showing placement location of the tree protection measures. Clarify on a plan drawing like the Existing Conditions Plan/ Demolition Plan.
 - f) Clarify what surface (grass, stone or mulch) will be utilized for areas.
- 13) Evaluate any existing pavement conditions to remain. Improvements may be necessary to paving, parking bumpers, and curbing and pavement markings.
- 14) All signage must comply with Sign Regulations of the *Zoning Ordinance* and is subject to a separate Sign Permit Application. Signs are subject to a separate review and approval process in the City of Dover.
- 15) Any Erosion & Sediment Control Plans and Stormwater Management Plans granted approval by Kent Conservation District must reflect the Master Plan layout and design conditionally approved by the Planning Commission and be in compliance with the *Zoning Ordinance* and technical review requirements of other agencies.
- 16) The Final Plan set and individual administrative site plans must include notes documenting any action taken by the Planning Commission on the requested waivers and must list any additional conditions of approval.
- 17) The building architecture must be submitted for review by the Planning Commission as part of the Administrative Site Plan review process.
- 18) This overall site appears to be eligible for consideration of a Unified Comprehensive Signage Plan; this would update the previous Plan from 2011. That is a separate application to the Planning Commission.

VIII. 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) Waiver Request:

- a. Bicycle Parking: Staff recommends approval of the reduction in the bicycle parking requirements to the number currently provided for the hospital campus. Opportunities should be provided for covered parking, such as space within the Parking Garage or otherwise. Location should be identified in the Administrative Site Plan submissions for each phase.

2) Vehicular and Pedestrian Connections: In accordance with *Zoning Ordinance*, Article 10

subsection 2.21 related to safety and convenience of vehicular, transit, bicycle, and pedestrian traffic, Staff recommends the following related to vehicular and pedestrian access:

- a. Staff specifically recommends that the Analysis address the impact of increased volumes of vehicles utilizing the existing (and proposed) entrances, considering shift patterns and timing, background traffic volumes on South State Street, pedestrian crossings, adjacent uses, and potential stacking of turning vehicles entering and exiting the site at each phase of completion.
 - b. The project should ensure it includes the required accessibility routes and ramps from the parking lots and garage parking around and connecting to the main campus. Appropriate pedestrian connections to other hospital facilities not located on the subject site are a key element under the provisions of the use of campuswide parking facilities.
- 3) Stormwater Management: The plan provides limited information on the strategy for stormwater management. There are known drainage issues in the general vicinity related to the Meeting House Branch (Tar Ditch). This project must not increase the drainage issues. It is recommended that cooperative participation occur and/or improvements be made to help resolving drainage issues. The City is involved in designing and implementing a Meeting House Branch Drainage/Stormwater Management Improvement Project involving the north area of this property.
- 4) Electric Vehicle Charging Stations: In the individual Administrative Site Plans, please identify if the project is planning for the installation of Electric Vehicle Charging Stations in any parking lots or parking garage 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 conditions and safeguards in accordance with their areas of expertise. The Recommended Additional Considerations to Meet Code Objectives may be accepted or rejected by the Planning Commission.

IX. ADVISORY COMMENTS TO THE APPLICANT:

- 1) The Planning Commission should act upon any requests 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.
- 2) Demolition of Buildings: With the proposed demolition of the two buildings (Frear Building and Bryan Building), then an evaluation to determine adequate recordation/documentation is recommended to gather information on any potential historic resources (these buildings are over fifty years old). Documentation of the building could include basic cultural resource survey forms, photographs (exterior and interior), drawings, and information on the building's construction in accordance with the *Secretary of the Interior Standards* and guidelines published by the State Historic Preservation Office for "Architectural Surveys in Delaware."
- 3) If major changes and revisions to the Site Master Plan occur in the finalization of the Plan, contact the Planning Office. Examples include reconfiguration of parking lots, relocation of

site components like stormwater management areas, and changes in demolition plans. 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, each phase of the Master Plan is subject to Administrative Site Plan review and approval. The Administrative Site Plans must be revised to meet all conditions of approval from the Development Advisory Committee or as otherwise noted.
- 5) Construction will have an effect on the visitors to the site, adjacent property owners and nearby streets and site access. Any work requiring the closing or rerouting of owners or visitors shall be minimized and coordinated with the Planning Office and other City Staff as to offer the least amount of inconvenience.
- 6) The applicant/developer shall be aware that prior to any ground disturbing activities on the site the appropriate site inspections and permits are required.
- 7) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code requirements.
- 8) The applicant should be aware of the potential for historic archaeological resources which may include previous building locations, wells, privies, etc. on the property area where demolition is proposed. The State Division of Historical & Cultural Affairs can provide technical assistance when dealing with archaeological resources including previous studies of the subject properties.
- 9) 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 2-3) 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.
- 10) The applicant/developer shall be aware that prior to any ground disturbing activities on the site the appropriate Site Plan approvals, Pre-Construction meetings, site inspections and permits are required.
- 11) For building new construction, the requirements of the building code and the fire code must be complied with. Consult with the Building Inspection Staff and City of Dover Fire Marshal

regarding 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.

- 12) The applicant shall be aware that this Master Plan approval does not represent a Building Permit, Demolition Permit, and associated construction activity permits. An Administrative Building Permit will be utilized as a tracking mechanism for site improvements. Demolition Permits are required to demolish any buildings. A separate application process is required for issuance of Permits from the City of Dover.
- 13) The applicant shall be aware that Master Plan approval does not represent a Sign Permit, nor does it convey permission to place any sign on the premises. Certain types of signage require a Sign Permit from the City of Dover prior to placement of any such sign; please consult with Planning Staff in regard to signage.

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: DECEMBER 31, 2025



APPLICATION: Bayhealth Medical Center, Inc. – Kent Campus: Master Plan Phases 1-3

FILE #: S-26-01

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

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

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

CITY AND STATE CODE REQUIREMENTS

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. Our office has no objection to the master plan. Further requirements will be provided if additional development plans are submitted, this specifically refers to the sanitary sewer plan.

TYPICAL CITY AND STATE CODE REQUIREMENTS REQUIRED FOR EACH FUTURE ADMINISTRATIVE SUBMISSION

STORMWATER

1. 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.
2. 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.

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.

SANITATION

1. The subject property cannot be serviced by the City of Dover. Provide a note on the plan stating that sanitation services will be provided by a private hauler.

WATER

1. All water utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:

- a. Hydrant connections by the contractor are prohibited. This method may not be utilized during any phase of the project.
 - b. Any existing water lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
 - c. The site contractor shall contact the City of Dover Department of Water & Wastewater Construction Manager at (302) 736-7025 prior to the start of construction. A representative from the City of Dover Department of Water & Wastewater must observe and approve all City owned water and sanitary sewer interconnections and testing. All water taps must be performed by a City of Dover approved contractor. The proposed location for the water connection may need to be adjusted in the field due to conditions of the existing main. Possible conditions that would require tapping relocation include proximity to pipe joints, other taps, concrete encasements, conflict with other utilities, and the like. Test holes must be performed by the contractor to determine the best tapping location. The City of Dover will not be held responsible for field conditions requiring adjustment of the tapping location or for any work required by the contractor to make an appropriate and lawful connection.
3. The size, type, and location of all proposed and existing water lines and valves must be shown on the plan.
 4. Water usage projections (peak demand or plumbing fixtures) must be submitted to our office to correctly determine the size of the domestic and irrigation (if applicable) water meter for the proposed building. These projections must be submitted prior to approval so the meter size can be placed on the final site plan. The proposed water meter must be installed in a pit per City of Dover requirements and manufacturer's recommendations. Also, a dual check valve is required downstream of the meter.
 5. The domestic service, fire main connection and valves must be clearly shown for each building. A valve must be installed at the tee to isolate combined fire and domestic water service to the building from the water loop. Typically this valve is installed at the tee or an acceptable distance from the building. A valve must be provided on the domestic water service, which must be tapped off of the combined eight-inch (8") fire/domestic service outside of the building. The domestic water tap and valve should be as close to the building as possible. Typically, the domestic tap and valve are located within five feet (5') to ten feet (10') of the building. A blow up detail of this layout is recommended.
 6. Provide a construction detail for the proposed restraining system for the fire main located within the buildings. The Department of Water & Wastewater will test and inspect all fire mains to a blind flange located inside the buildings. The blind flange with tap is used for hydrostatic pressure testing (200 psi for two (2) hours) and dechlorination. The flange must be restrained in the direction of the pipe entering the facility. A pipe entering horizontally through a wall sleeve shall be restrained with rods through the wall. A pipe entering vertically through a slab shall be restrained through the floor to the ninety degree (90°) bend and thrust block. All rods shall be a minimum of ¾" all thread. All pipes through walls and slabs must be Class 52 cement lined ductile iron pipe. Confirm particulars to meet this requirement with mechanical designer.
 7. A minimum of fifteen feet (15') shall be provided between the fire hydrant and fire hydrant valve.
 8. Please provide more detail on the proposed connection of this service to the City's water main in Bay Road. Our records indicate that the water line is not connected to the water main in Bay Road.

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 Public Works specifications and requirements.
 - b. Part II, Chapter 180, Article III, Section 180-10 of the Code of Kent County requires that "no person shall discharge or cause to be discharged any stormwater, surface water, uncontaminated groundwater, roof runoff, subsurface drainage, uncontaminated noncontact cooling water or unpolluted industrial process waters to any sanitary sewer", this shall include condensate. Sec. 110-231 of the City of Dover Code defines storm sewer as "...any system used for conveying rain water, surface water, condensate, cooling water or similar liquid wastes, exclusive of sewage." The contractor, developer, owner and designers shall ensure during construction that no illegal discharges to the sanitary sewer system are created with the site improvements.
3. The size, length, slope, type and flow directions must be shown on all existing and proposed sanitary sewer lines. Rim and invert elevations must be labeled on all sanitary structures.

4. Cleanouts must be installed on sanitary sewer laterals within five feet (5') of the building, one foot (1') outside of the right-of-way and at all bends. Any cleanout located within a traffic bearing location shall be installed with a heavy duty cast iron frame and cover to prevent damage to the cleanout and lateral.
5. Sizing (flow) calculations must be submitted for all sanitary sewer laterals (other than for single-family dwellings) showing that velocity and all other requirements are met.
6. The minimum size of all sanitary sewer laterals shall be six-inch (6").
7. Sanitary sewer services shall be provided to 737 N. DuPont Highway.
8. If kitchen facilities are proposed a minimum 1,000 gallon, two chamber grease trap, meeting all Kent County ordinance requirements, must be provided. A construction detail for the proposed grease trap, as well as the proposed location, must be provided on the plan.
9. Please provide calculations that support the existing pump station in this basin can properly accept the proposed flow from this development. If upgrades are required to the pump station, the developer will be responsible.

GENERAL

1. All existing utilities shall be adjusted to final grade in accordance with current City of Dover requirements and practices. This must be included as a note on the plan.
2. No trees may be planted within ten feet (10') of utility infrastructure.
3. The final site plan must be submitted in the following compatible digital formats:
 - a. AutoCAD 2018 (.dwg format).
 - b. Adobe Reader (.pdf format).

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

STORMWATER / STREETS / SANITATION / WATER / WASTEWATER / GENERAL

1. None

ADVISORY COMMENTS TO THE APPLICANT

WATER

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

WASTEWATER

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

3. Wastewater impact fees will be required to be paid prior to Certificate of Occupancy for this project.

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. This project will require a State Utility Permit to be submitted to Delaware Department of Transportation. This application shall be created by the developer.
3. 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.

STORMWATER / STREETS / SANITATION

1. None

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

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: December 31, 2025

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APPLICATION: Bayhealth Medical Center Kent Campus Master Plan Phase 1-3**FILE #:** S-26-01REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.usPHONE #: (302) 736-4457

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

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

CITY AND STATE CODE REQUIREMENTS:

1. Proposed occupancy classification is hospital/health care and possibly storage.
 - Phase 1A ER overbuild 2 stories and central service addition 6,000 ft² (central service addition is the possible storage occupancy)
 - Phase 1B Bed Tower 6 story overbuild
 - Phase 2A new 5 story parking garage (storage occupancy) and main entrance expansion and drop off
 - Phase 2B Demo of existing parking garage and a podium expansion as 2 story surgical pavilion
 - Phase 2C ER/ED 3 story expansion
 - Phase 3 demo of existing legacy building

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 (see below) and clearly shown on the plans.
 - Phase 1A hospital 100% storage 50%
 - Phase 1B hospital 100%
 - Phase 2A storage 100% hospital 100%
 - Phase 2B hospital 100%
 - Phase 2C hospital 100%

- Phase 3 N/A

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 (see below) of the proposed building.
 - Phase 1A hospital 75% plus rear access is 100% storage 25%
 - Phase 1B hospital 75% plus rear access is 100%
 - Phase 2A storage 50% including rear access (front and rear complete coverage) hospital 75% plus rear access is 100%
 - Phase 2B hospital 75% plus rear access is 100%
 - Phase 2C hospital 75% plus rear access is 100%
 - Phase 3 N/A

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

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

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

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

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

15. 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

16. 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.

17. 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.

18. 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>

19. 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)

20. 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)

NFPA 101, 12.3.5.1 The following assembly occupancies shall be protected throughout by an approved, supervised automatic sprinkler system in accordance with 9.7.1.1(1): 1. Dance Halls 2. Discotheques 3. Nightclubs 4. Bars 5. Restaurants 6. Assembly occupancies with festival seating

21. 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)

22. 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)
23. Fire Department Connection to be located within 300 feet of fire hydrant, measured as hose would come off the fire equipment.
24. 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.
25. 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)

26. 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)

27. The installation of natural gas and LP gas meters, regulators, valves, and LP gas bottles shall be protected from impact damage by impact protection. Natural gas and LP gas meters, regulators, and valves located inside structures shall have impact protection, except when located in separate protected utility rooms.

Dimensions of bollards. Bollards shall be a minimum of six-inch diameter filled with concrete. The bollard shall be set into the ground at a depth of at least 36 inches (three ft.) embedded in concrete at a minimum of 18 inches surrounding the bollard. The bollards must be a least 48 inches (four ft.) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. The above dimensions shall serve as the requirement for installation; however, the fire marshal and/or chief building inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

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

28. 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)

29. A lock box (Knox) containing any and all means necessary for fire department access shall be provided at the following occupancies: any occupancy that contains a fire alarm signaling system that is monitored off-site, or any occupancy that contains an automatic sprinkler system.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.4)

Secured key systems. When required; exemption. A secured key system shall be required for any new or existing building where a fire alarm or sprinkler system is being installed. It shall be the responsibility of the owner or occupant to keep a set of keys

in the secured key box that are current to the locks of the protected occupancy. Buildings with 24-hour staffing or guard service shall be exempt from this subsection.

Location. The secured key system shall be located as close to the main entrance as possible. Should the building design not allow the secured key system to be located by the main entrance, the fire marshal and fire chief shall come to an agreement as to an alternate location for the key box. A secured key system, once installed, shall not be obstructed from view or obstructed by any means that would delay the fire department access to the box.

Required keys. Keys to be secured in the key box shall include keys to all points of ingress or egress, whether on the interior or exterior of the building, and keys to locked mechanical rooms, electrical rooms, elevator rooms, fire alarm and sprinkler controls and any area protected by automatic fire detection. Keys to individual residential apartment units are not required.

Ordering responsibility. It shall be the responsibility of the general contractor to order the key box for new buildings. It shall be the responsibility of the owner or tenant to order the key box for existing buildings.

Installation before testing. No acceptance test for sprinklers or fire alarms shall be conducted before the installation of a key box.
(City Code of Ordinances 46-127)

Knox Box to be mounted 6 feet above ground level

30. 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
31. 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)
32. 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.
33. Project to be completed per approved Site Plan.
34. Full building and fire plan review is required.

35. 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.

36. Construction or renovations cannot be started until building plans are approved.
37. 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.
38. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.
39. 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. Bayhealth has had this office actively involved in planning meetings (monthly)
2. As of January 1, 2026, the Delaware State Fire Prevention Regulations adopted new editions of NFPA codes.
3. This will be a high-rise building, please see additional comments listed below.
4. Please advise if any floor is over 100,000 ft². If so, additional comments will apply for large area buildings. Please contact me for those comments.

5. Need to discuss emergency service access during construction
6. Need to discuss valet (current and future)
7. Need to discuss fire lanes, rear access and perimeter access (item #'s 4, 5, 7, and 12 listed above). Especially distances from building to access the building.
8. Need to discuss parking between building and fire lanes (item # 6 listed above)
9. Overhangs need to be in compliance with item # 10 listed above and not interfere with Fire Lanes. (There are at least 2)
10. Need to discuss fire hydrant locations
11. Fire Alarm System and Fire Command Center need to be discussed
12. Sprinkler system and number of and location of FDC's needs to be discussed
13. Standpipe systems need to be discussed
14. Smoke Management system required
15. All fire systems will need to remain in service during renovations
16. State of DE Fire Marshal review required as well due to CMS
17. Need to discuss old helipad
18. Please refer to updated NFPA codes on the parking garage
19. Phase 2A may have a hydrant and FDC that needs to be relocated
- 20.

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2024 NFPA 1 Fire Code (NFPA; National Fire Protection Association)
 2024 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)
 2025 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)
 2025 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.

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)

3.0 High Rise Building Fire Protection Features Required.

3.1 Fire Command Center

3.1.1 Every High Rise building 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.

3.1.2 The fire command center shall contain the following:

3.1.2.1 Voice alarm and public address panels

3.1.2.2 Fire department communications panel

3.1.2.3 Fire detection and alarm system annunciator panels and smoke management panels

3.1.2.4 Status indicator for elevator and annunciator indicating which elevators are operational

3.1.2.5 Status indicators and controls for air handling systems

3.1.2.6 Controls for unlocking all fire exit stairway doors simultaneously

3.1.2.7 Emergency power, light and system controls; and status indicators

3.1.2.8 Telephone and internet access for fire department use

3.1.2.9 Emergency and standby power status indicators

3.1.2.10 Generator supervision devices and manual start and transfer features

3.1.2.11 Public address system, where specifically required by other sections of this Code

3.1.2.12 Controls required for smoke control

3.1.2.13 Important Keys to include

3.1.2.13.1 Elevator machine room

3.1.2.13.2 Elevator hoistway door access key

3.1.2.13.3 Side access door elevator car key

3.1.2.13.4 Electric room keys

3.1.2.13.5 Fire pump room keys

3.1.2.13.6 Mechanical room keys

3.1.2.13.7 Any master key

3.1.2.14 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.

3.1.3 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.

3.1.4 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.

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

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

3.2 Emergency Voice/Alarm Communications and Detection System

3.2.1 Every High Rise building 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.

3.3 Public Address System

3.3.1 A public address communication system shall be part of the Emergency Voice/Alarm Communications System as required in §3.2 of this Chapter. The system shall be designed to be clearly heard by all occupants of the building and shall operate from the fire command center. It shall be established on a selective or general basis to the following terminal areas:

3.3.1.1 Elevators

3.3.1.2 Elevator lobbies

3.3.1.3 Corridors

3.3.1.4 Exit stairways

3.3.1.5 Rooms and tenant spaces exceeding 1,000 square feet in area

3.3.1.6 Dwelling units and guest rooms or suites.

3.4 Fire Department Communication System

3.4.1 A two way fire department communication system in accordance with the *National Fire Alarm Code* (NFPA 72) shall be provided for fire department use.

3.4.2 An alternative fire department radio enhancement system installed within the building shall be permitted in lieu of a two way fire department communications system, when approved by the Office of the State Fire Marshal.

3.5 Door Operation

3.5.1 All fire exit stairway doors which are to be locked from the stairway side shall have the capability of being unlocked simultaneously without unlatching upon a signal from the Fire Command Center.

3.6 Elevators

3.6.1 In every High Rise building at least one elevator service shall be provided for fire department emergency access to all floors.

3.6.2 Except for the main entrance level, all elevators shall open into a lobby (which may serve additional elevators) separated from the remainder of the building by a smoke barrier. Janitor closets, chutes, guest or tenant rooms, and service rooms shall not open into the elevator lobby. In addition, the provisions of ANSI Standard A 17.1 shall apply.

3.6.3 The elevator lobbies shall be permitted to be open to the remainder of the floor in buildings equipped with a mechanical smoke control system that will restrict smoke and hot gases from entering the elevator shaft on the fire floor.

3.7 Smoke Management Systems

3.7.1 In every High Rise building a Smoke Management system shall be installed in accordance with NFPA 92 and approved by the Office of the State Fire Marshal. Such system shall provide the following:

3.7.1.1 Egress Stair Tower Pressurization

3.7.1.2 Area of Refuge Pressurization

3.7.1.3 Horizontal Exit Passageway Pressurization

3.7.1.4 Fire Floor Smoke Exhaust

3.7.1.5 Floor Above and Below Fire Floor Pressurization

3.7.1.6 Other criteria as deemed necessary by the Office of the State Fire Marshal for Unusual Spaces.

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

Note: As per NFPA 92, 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 proposed by the designer and approved by the Office of the State Fire Marshal.

3.8 Standby Power, Light, And Emergency Systems

3.8.1 In every High Rise building an emergency power supply shall be installed.

3.8.2 Standby power, light and emergency systems shall comply with the provisions of the Standard for Emergency and Standby Power Systems, NFPA 110, as adopted and/or modified by these Regulations.

3.8.3 Fuel Supply. An on premises fuel supply sufficient for not less than two hours full demand operation of the system shall be provided.

3.8.4 Generating Capacity. The standby system shall have a capacity and rating that will supply all equipment required to be operational at the same time. The generating capacity need not be sized to operate all the connected electrical equipment simultaneously.

3.8.5 All power, lighting, signal, and communication systems required by this Regulation shall automatically transfer to a standby source. The standby power system shall be connected to all systems listed in the NFPA *101 Life Safety Code*.

3.9 Emergency Systems

3.9.1 Exit signs, exit illumination, and elevator car lighting are classified as emergency systems and shall operate within ten seconds of failure of the normal power supply and must also be connected to the standby source.

3.9.2 All required lighting, smoke management pressurization, electrically powered fire pumps and at least one elevator shall be connected to the standby power source. Elevators shall be provided with a selective load switch to allow transfer of power to each elevator. This will permit each elevator to be returned to the lobby and placed out of service except for fire department service.

3.10 Areas of Refuge. Areas of Refuge shall be provided in accordance with the requirements of Regulation 702, Chapter 3.

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

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

From: [Akbar, Ali \(DelDOT\)](#)
To: [Melson-Williams, Dawn](#); [Purnell, Maretta](#)
Cc: [Mobley, Will \(DelDOT\)](#)
Subject: EXTERNAL: DAC Plan Comments
Date: Friday, January 2, 2026 10:20:10 AM

Some people who received this message don't often get email from ali.akbar@delaware.gov. [Learn why this is important](#)

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

Here are the comments from DelDOT for the applications discussed in the DAC Committee Meeting.

S-26-01 Bayhealth Medical Center, Inc. - Kent Campus: Master Plan Phases 1-3

Comments: Schedule a pre-submittal meeting with DelDOT

S-26-02 R.E. Pierson Regional Headquarters (Office, Garage and Contractors yard) at 30 Lafferty Lane

Comments: Schedule a pre-submittal meeting with DelDOT

NOTE: Project appears to have an entrance within the area of a Right Turn Lane on Eastbound Lafferty Lane to Cassidy Drive. Ensure entrance is NOT within the operational area of the RTL.

S-26-03 The Enclave Apartments: Revised Walker Road Apartments

Comments: Schedule a pre-submittal meeting with DelDOT

S-26-04 DuPont Plaza at 747 N. DuPont Highway: Revised Master Plan

Comments: Schedule a pre-submittal meeting with DelDOT

Please let me know if you have any questions.

Ali Akbar
Engineer I
DelDOT, Development Coordination
800 Bay Road
Dover, DE 19901
302-760-2910



KENT CONSERVATION DISTRICT

1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901 • (302) 608-5370 • WWW.KENTCD.ORG

CITY OF DOVER ADMINISTRATIVE SITE PLAN REVIEW JANUARY 2026

APPLICATION: Bayhealth Medical Center, Inc. – Kent Campus: Master Plan Phases 1-3

FILE #: S-26-01

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Cullen Baker

PHONE: (302) 608 - 5370

EMAIL: stormwater@kentcd.org

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

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

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

ADVISORY COMMENTS TO THE APPLICANT:

1. A pre-application meeting will need to be held with KCD prior to submitting plans for review.
2. This site is within Tar Ditch/Meeting House Branch watershed, where we do not want to manage the 10 year or 100-year storms due to upstream flooding. We would only be reviewing for the RPv storm compliance.
3. Please note the Kent Conservation District will not review an application more than three times. If after the third review the plan is still not found to be approvable, the application will be denied, and a new application with review fees are to be re-submitted to continue a detailed plan review.
4. A letter of no objection to recordation will be provided upon approval of the Sediment and Stormwater Management Plan.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 1/7/2026

**Dover/Kent
County
Metropolitan
Planning
Organization**

S-26-01 Bayhealth Medical Center, Inc. - Kent Campus: Master Plan Phases 1-3

FILE # S-26-01

REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob

PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

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-26-01 Bayhealth Medical Center, Inc. - Kent Campus: Master Plan Phases 1-3

The Bayhealth Master Plan seems to include many of the elements needed to walk safely to and from the site. Sidewalks are already present along the perimeter of the property. Pedestrian paths are also planned for the South Street entrance, as well as a crosswalk linking one side of the entrance to the other. Note that all sidewalks, pedestrian paths, and crosswalks should be accompanied by ADA ramps on each end; this is essential for creating an accessible space for hospital staff and visitors.

The wider connections beyond the site should also be considered. The *Downtown Dover Pathways Plan* identifies Governors Avenue as a high priority for safety improvements, as it has experienced bicycle and pedestrian fatalities in the past.¹ Governors Avenue is a Minor Arterial with an Annual Average Daily Traffic (AADT) of 7,439 and a posted speed limit of 35 mph. Note that Governors Avenue between Division Street and South Steet is included in the High

¹ *Downtown Dover Pathways Plan*. Dover/Kent County MPO (2024).

<https://doverkentmpo.delaware.gov/files/2024/08/Downtown-Dover-Pathways-Final-Report-2024-07-11.pdf#page=45>.



Injury Network, according to the findings from the *Kent County Safety Action Plan*, which heightens the importance of safety improvements on the road.² Although the plan does not list specific improvements for Governors Avenue, it does provide general strategies for improving the major roadways in Dover, and it recommends following the outcomes of the *Downtown Dover Pathways Plan*. Improvements to Governors Avenue would also be consistent with the goals laid out in *Capital City 2030: Transforming Downtown Dover*, the City's downtown Master Plan.³

Finally, the applicant will need to meet the City of Dover's requirements for bicycle parking on the site. This would best be met by including bike racks near the front of the building for easy access by patrons. These spaces should be included at a rate of one (1) bicycle parking space for every twenty (20) vehicle parking spaces. (See Dover Code – Appendix B, Article 6, Section 3.10.)⁴ If more information on various types of bike racks is needed, please contact Dover Kent MPO.

The above comments are based on preliminary observations of the Bayhealth Master Plan. Further comments will be provided by Dover Kent MPO during subsequent phases of the planning process.

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.

² *Kent County Safety Action Plan*. Dover/Kent County MPO (2025).
<https://doverkentmpo.delaware.gov/files/2025/06/Kent-County-Safety-Action-Plan-FINAL-June-2025.pdf#page=78>.

³ *Capital City 2030: Transforming Downtown Dover*. Downtown Dover Partnership (DDP) (2023).
<https://www.downtowndoverpartnership.com/ddp/downtown-dover-strategic-master-plan/>.

⁴ Dover Code: Appendix B, Article 6, Section 3.10. City of Dover.
https://library.municode.com/de/dover/codes/code_of_ordinances?nodeId=PTIICOOR_APXBZO_ART6OREPAD_RLOFA_S3REOREPASP.



BICYCLE PARKING WAIVER REQUEST

BAYHEALTH MEDICAL CENTER, INC. MASTER PLAN – COD # S-26-01

BICYCLE PARKING REQUIREMENTS

REQUEST: We are requesting a waiver to reduce the total number of bicycle parking spaces required for this project.

EXTENT OF THE REQUEST: By code, the project would be required to have eighty-five (85) bicycle parking spaces for the site. We are requesting a reduction of the required eighty-five spaces and utilize the existing bicycle parking spaces provided on the existing campus.

BASIS FOR REQUEST: Article 6, section 3.10 of the City of Dover zoning standards states Bicycle parking shall be provided for parking spaces at a rate of one bicycle parking space for every twenty parking spaces or a fraction thereof. The planning commission may waive the requirement for bicycle parking if it is demonstrated that bicycle parking would not be appropriate for safety reasons or due to the nature of the use of the site.

The campus currently has thirty-eight (38) bicycle parking spaces located at various locations throughout the campus and currently they are rarely utilized as monitored by Bayhealth Public Safety, and Transportation Services. Bayhealth will continue to monitor the use and will provide additional spaces if the demand increases.



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919.243.1332

www.beckermorgan.com

December 5, 2025

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

RE: **Synthesized Parking Adequacy Statement**
BAYHEALTH MEDICAL CENTER, INC.
Dover, Delaware

Dear Commission Members:

Bayhealth is redeveloping its Kent Campus to replace more than 600,000 square feet of outdated legacy hospital buildings with a modern, vertically integrated facility that improves patient access, clinical efficiency, and code compliance. As part of this plan, the existing 371-space garage will be replaced with a new, more functional 500-space garage located directly at the main entrance, providing wider stalls, higher clearances, safer maneuvering, and more convenient access for patients and visitors.

The city's IO zoning district historically required hospital parking based on **beds** (1 space per 3 beds), which would require only 89 spaces for the existing 266-bed hospital. A newer code standard based on square footage (1 space per 300 sq ft) would require 2,023 spaces. Bayhealth has long recognized that neither standard reflects actual hospital operations:

- Bed counts underestimate parking demand because a hospital contains many non-bed functions.
- The 1,300 sq. ft. ratio greatly overestimates demand, because patient rooms have very low occupancy densities, hallways and clinical areas are oversized for patient movement, and hospitals operate 24/7 with shifting staff.

Actual usage data is the best reflection of true parking need. Today, the Kent Campus has 1,575 parking spaces serving 607,000 sq. ft., which equates to 1 parking space per 385 sq. ft., a ratio that Bayhealth has monitored and confirmed as adequate through continuous daily parking counts.

Under the masterplan, Bayhealth will remove 310,000 sq. ft. of obsolete legacy space, add modern clinical space, and consolidate the campus into 617,340 sq. ft. by Phase 3. However, significant parking demand will shift offsite to Bayhealth's new Blue Hen Mall facility, including:

- Major outpatient services currently located in legacy buildings, eliminating the need for 200+ patient/visitor spaces onsite.

- Administrative, HR, Accounting, Marketing, and other departments, reducing onsite staff parking by approximately 100 spaces.

This reduces actual demand on the hospital campus even as new construction is added.

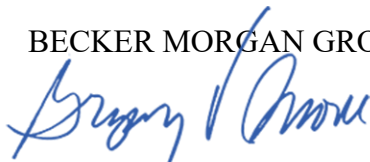
Applying the proven current parking ratio (1 space per 385 sq. ft.) to the post-demolition net functional space (623,340 sq. ft.) results in a need of 1,619 spaces. The Phase 3 masterplan provides 1,704 spaces, which is over 80 spaces more than needed, even before accounting for the offsite relocation of major staff and outpatient uses, which provides an even larger margin of adequacy.

Bayhealth continuously tracks parking utilization as part of its safety and operations program and has confirmed that the planned supply offers more capacity than today, with easier access, improved distribution, and greater visitor convenience due to the new State Street garage.

In summary, the proposed 1,704 parking spaces exceed actual demonstrated parking demand, reflect real operational data rather than outdated formulas, and provide a more functional distribution of parking for patients, visitors, and staff. The masterplan's parking strategy is fully adequate for the campus' long-term needs.

Sincerely,

BECKER MORGAN GROUP, INC.



Gregory V. Moore, P.E.
Principal

GVM/rlh