



DATA SHEET FOR UNIFIED COMPREHENSIVE SIGNAGE PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF August 5, 2026

PLANNING COMMISSION MEETING OF August 17, 2026

Plan Title:	Dover Commerce (Industrial) Park Comprehensive Sign Proposal (US-26-01)
Plan Type:	Unified Comprehensive Signage Plan
Property Location:	Located on the north side of Lafferty Lane, approximately one-quarter mile west of Horsepond Road
Property Addresses:	350 Lafferty Lane Dover, DE
Tax Parcel:	ED-05-077.16-02-05.00-000 Shared Entrance located on property at 300 Lafferty Lane
Owner:	Dover Industrial, LLC.
Project Professional:	Selby Sign Co. as preparer of Comprehensive Sign Plan Proposal; future sign provider and installer presumed same
Site Area:	19.74 acres +/-
Existing Signs:	None
Proposed Signs:	One (1) monument sign with sign area of 32 SF
Zoning Classification:	IPM (Industrial Park Manufacturing Zone) and subject to AEOZ (Airport Environs Overlay Zone): Accident Potential Zones I & II
Roadway Classification: (per Sign Regulations)	Lafferty Lane – Urban Collector/Local Street

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: August 5, 2026

APPLICATION: Dover Industrial Park at 350 Lafferty Lane: Comprehensive Signage Plan

FILE #: US-26-01

REVIEWING AGENCY: City of Dover Planning

CONTACT PERSON: Dawn Melson-Williams, AICP

PHONE #: (302) 736-7196

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

I. PLAN SUMMARY

This is an application to the Planning Commission for a Unified Comprehensive Signage Plan Review. The plan includes the construction and implementation of signage for Dover Industrial Park, which is building a new campus at 350 Lafferty Lane. The signage is proposed to include one (1) 9 foot-4-inch-tall monument sign totaling 32 square feet. The plan does not include wall signage, only the freestanding monument sign. This is review of a revised submission from July 2026 that revised the design of the proposed sign from an earlier application filing that was deferred by the Applicant.

The campus is planned to consist of three (3) buildings which qualify as principal structures on the site, as well as a number of accessory structures. The project qualifies for the Unified Comprehensive Sign Plan process because the site will have three (3) or more principal structures under common management located on a contiguous property, as defined in Article 5 §4.8 of the *Zoning Ordinance*.

The three (3) main structures planned for the site include (labeled Buildings A, B, C):

- A 54,000 SF warehouse building, constructed in the south part of the site with some tenant occupancy
- A 45,000 SF warehouse building, to be located in the central area of the site
- A 133,000 SF warehouse building, to be located in the north part of the site

The Comprehensive Sign Plan as proposed would apply to the whole parcel and all of the building-attached (wall) signs and freestanding signs on it.

Related Development Applications

In March 2022, the original tract of land property appeared before the Planning Commission for a Site Development Plan and Subdivision. The result was the 22.86-acre property divided into a 2.99 +/- parcel (Lot 2) and a 19.74 +/-acre parcel (Lot 1) that is the subject of this application.

The smaller parcel was developed into a warehouse and distribution center for Frito Lay with Site Plan Application S-22-02. A shared entrance was constructed to serve the properties at 300 Lafferty Lane and 350 Lafferty Lane.

For the subject site at 350 Lafferty Lane, Phase 1 was considered with Site Development Plan S-24-13 Flex Use Facilities Commercial Warehouse (Business Park) at 350 Lafferty Lane. While the Plan originally proposed the construction of a 54,000 SF Flex Warehouse, a 42,000 SF Flex Warehouse, and a 123,750 SF Flex Warehouse (a total of 219,750 SF) with site improvements in a Phased Development Plan, it was refined to just focus on Phase 1 for Building A of 54,000 SF. The Planning Commission granted conditional approval in September 2024 and Final Plan approval in Spring 2025. The site and building construction for Phase 1 is generally complete with an initial tenant occupying one space of the building.

Phase 2 was reviewed by the Planning Commission as Site Plan S-25-10 Dover Industrial Phase 2. This included the proposed construction of two warehouse buildings: Building B of 45,000 SF and Building C of 133,000 SF (totaling 178,000 SF for Phase 2) with site improvements. Phase 2 of this project was conditionally approved by the Planning Commission on July 21, 2025. This Site Plan is still working through the Check Print Review Process.

II. SIGNAGE REGULATIONS

The subject site has frontage on Lafferty Lane classified as a Local Street. The property's frontage is considered "adjacent to residential" according to the definition in Article 5 §4.3 of the *Zoning Ordinance*.

Adjacent to residential: Property lines which are situated within 200 feet and which front on the same street as a parcel, or group of parcels containing residential uses, or that are zoned for residential uses, excluding residential uses and districts fronting on principal arterial roads.

Table 1 lists the requirements and limits for signs at the subject property's location permitted under the sign regulations of the *Zoning Ordinance*.

Table 1: "Sign Table"
Zoning Ordinance, Article 5 §4.7

Location	Use	Road Type	Permitted Signs						
			Sign Type	Number Permitted	Max. Size***	Max. Height	% of Total Wall Area	Setback (ROW)	Exclusion Zone
Nonresidential Uses Adjacent to Residential Districts or Uses	Nonresidential Uses	Urban Local / Collector	Wall	2/frontage	32 S.F.	N/A	≤ 15%	N/A	N/A
			Monument or Post and Panel OR	1/entrance	32 S.F.	7 feet	N/A	5 feet	20 feet
			Post**	1/frontage	16 S.F.	7 feet	N/A	5 feet	10 feet

** Post sign would be in lieu of a monument sign or post and panel sign

*** Sign area refers to the smallest geometric figure or the sum of the combination of regular geometric figures that comprise the sign face.

In addition to the dimensional standards set forth in Article 5 §4.7, the *Zoning Ordinance* provides design requirements for freestanding signs in Article 5 §4.4(A).

Table 1 presents the conventional Sign Regulations for the property based on its road frontage. The applicant has requested consideration of a Unified Comprehensive Signage Plan for the property, which allows for flexibility regarding the prescribed dimensions. Under the provisions for Comprehensive Signage Plans for unified campuses and complexes found in *Zoning Ordinance*, Article 5 §4.8 of the Sign Regulations, an applicant may request that the Planning Commission grant additional signage and sign area than would be permitted under the conventional sign regulations in the *Zoning Ordinance*.

The *Zoning Ordinance*, Article 5 §4.3 includes definitions related to the Sign Regulations. The following definitions are provided for “monument sign.”

Monument sign: A low freestanding sign that is affixed to a base that is equal to or wider than the sign itself. The height of the sign is to be measured from the finished grade to the top of the sign. (See figure 5-3.)

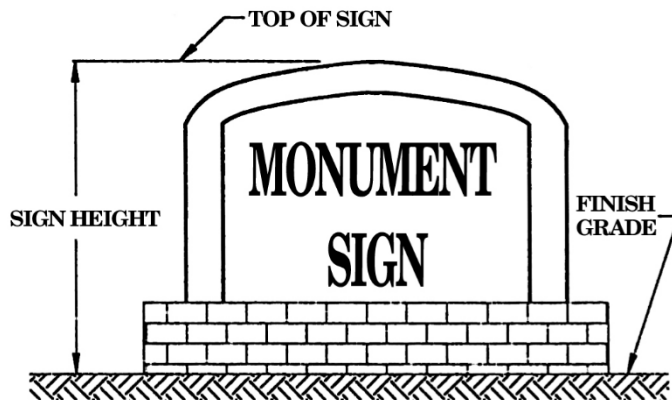


Figure 5-3: Monument Sign

Based on these definitions, the proposed sign meets the definition of a “monument sign.” While the proposed dimensions of 9 feet 6 inches wide and 9 feet 4 inches tall meet the base width to total height ratio required to match the definition of a monument sign, the overall height of the sign structure does not meet height zoning requirements. The total proposed height of the monument from grade is 1-foot-4-inches over the seven (7) foot maximum for Nonresidential zones.

In considering a Unified Comprehensive Signage Plan, “the number type and size of sign proposed may not be excessive and must be in proportion to the scale of the building and the uses on the site.” For the Unified Comprehensive Signage Plans, there shall be architectural harmony and unity of signs within a unified campus or complex. Sign type, color scheme, size, and illumination within the site shall be coordinated and shall be compatible with the architecture of the complex and the surrounding area. All Comprehensive Signage Plans must comply with the design guidelines found in *Zoning Ordinance*, Article 5 §4.4. The design requirements focus on freestanding signs, the material and craftsmanship of signs, wall sign placement, illumination, and changeable signs.

III. DESIGN GUIDELINES AND OBJECTIVES FOR COMPREHENSIVE SIGNAGE PLANS

In reviewing the overall sign package, the sign locations must be reviewed individually and as a

whole. The Planning Commission must take into consideration the public health, safety and welfare, the comfort and convenience of the public in general and of the residents, business and property owners of the immediate neighborhood in particular, and shall ensure that the Site has adequate, but not excessive signage.

The Sign Ordinance specifically spells out the guidelines for the Planning Commission to use to approve or disapprove a Unified Comprehensive Signage Plan (*Zoning Ordinance*, Article 5 § 4.8 B and C). The pertinent design guidelines and objectives are as follows:

Article 5 Section 4.8

B. Design guidelines for unified comprehensive signage plans.

1. Unified campuses and complexes applying for a unified comprehensive signage plan may not be held to the height, size, number and area regulations for signs found in other subsections of this section. However, the number, type and size of signs proposed may not be excessive, and must be in proportion to the scale of the buildings and the uses on the site.
2. All unified comprehensive signage plans must comply with all design guidelines found in subsection 4.4-Design requirements of this section, as well as all specific design guidelines found in this section.
3. Building signs shall be in harmony with the overall architectural concept for the site, and be compatible with each other and the building facades.
4. The freestanding signs identifying shopping centers and other unified campuses and complexes shall identify the name of the campus or complex and no more than three separate tenants within the campus or complex unless otherwise approved by the planning commission.
5. There shall be architectural harmony and unity of signs within a unified campus or complex. Sign type, color scheme, size, and illumination within the site shall be coordinated and shall be compatible with the architecture of the center and the surrounding area.

C. Planning commission duties. In reviewing and approving comprehensive signage plans, the planning commission shall take into consideration the public health, safety and welfare, the comfort and convenience of the public in general and of the residents, businesses, and property owners of the immediate neighborhood in particular, and shall ensure that unified campuses and complexes have adequate, but not excessive, signage. Specifically, the following objectives shall guide the commission when reviewing such plans:

1. That the size and complexity of the campus or complex warrants the need for extra signage under the provisions of this section;
2. That, in respect to the number and type of entrances, the placement of signage at or near those entrances provides superior visibility in order to ensure the safety of the driving public;
3. That the proposed signs are adequate in number to safely direct the public to the use or uses on the site;

4. The proposed signs must not have an adverse impact on the visibility of adjacent signs, and shall be consistent with, or an improvement over, the prevailing type and style of signage in the general area;
5. That the proposed signs will be of a style and color which will complement the architecture of the site, and the area in general.

IV. SUMMARY OF SIGNAGE AND RECOMMENDATIONS

This application proposes to establish freestanding signage for an industrial complex. The submitted Plan sheet outlines the approximate placement for one monument sign, as well as design details of the monument sign such as its dimensions, panel text, and architectural details.

Freestanding Signage: Summary of Signage and Recommendations

The applicant is requesting one monument sign, with the location specified on the site plan based on the Revised Submission of July 2026 (dated 5/21/2026). The proposed monument sign is as follows:

The proposed monument sign is located along the Lafferty Lane frontage, southwest of the shared drive aisle entrance leading to the industrial park. The proposed location is on the southeast corner of the property, adjacent to the parking lot area of Building A. The overall structure for this monument sign is approximately 9 feet 4 inches tall (112 inches) by 9 feet 6 inches wide (114 inches), or approximately 88.635 SF in overall size. The matte gray aluminum sign cabinet sits on top of a four-foot-tall blue aluminum trim base with recessed reveals. The cabinet has matte black aluminum trim and seven (7) white acrylic tenant face panels. Cut out white acrylic, back lit, six-inch-tall letters at the top of the sign cabinet read “DOVER COMMERCE PARK.” The seven (7) panels are separated by matte grey aluminum metal trim divider bars and intended for the future tenants. Four of the seven (7) panels are 12 inches by 45.75 inches set above three panels that are 12 inches by 30 inches. The area of the sign face apart from the panels and metal dividers is a black aluminum casing. The total proposed sign area is 32 SF and consists of the name line and the tenant panel area. This monument sign base also displays the property address numbers, but does not specify the height of the numbers.

The standard sign regulations of *Zoning Ordinance*, Article 5 §4 regulate permitted signage according to the property’s use, road classification, and proximity to residential uses. The property has frontage on an Urban Collector/Local Street and is adjacent to residential districts or uses. One (1) monument sign is permitted per entrance on this kind of street, and each monument sign is limited to 32 SF of sign area. Based on the updated monument sign location on the property and sign area of 32 SF, the sign would be permitted under the standard sign regulations; however, the proposed height of 9 feet 4 inches exceeds the permitted height of seven feet. The Planning Commission has the authority to authorize the proposed height through the Unified Comprehensive Sign Plan.

Table 2 provides a summary of the characteristics of the monument signs proposed, compared to what is permitted under the sign regulations:

Table 2: Monument Sign Code Comparison
US 26-01 Dover Commerce (Industrial) Park

	Permitted by Code	Proposed	Difference Between Proposed and Code
Monument A (on Urban Collector/ Local Street, adjacent to residential district or use)			
Sign Area (max.)	32 SF	32 SF	Complies
Height (max.)	7 feet	9 feet 4 inches	Exceeds code by 2 feet 4 inches (this can be considered by the Planning Commission)
Setback from ROW (min.)	5 feet	Not indicated	--
Exclusion Zone (min.)	20 feet	Not indicated	--
Number of Monument Signs per Entrance, all street classifications	1	1	Complies
Design Guidelines, Art. 5 §4.8 (B)(4) freestanding signs shall identify the name of the campus or complex and no more than 3 separate tenants within unless otherwise approved by the Planning Commission.	3 tenants per sign	7 tenants	Exceeds code by 4 tenants (but an increase in number of tenants can be considered by Planning Commission)

Staff recommends approval of the proposed monument signs for reasons as follows:

- a. The proposed sign area of the monument sign (32 SF) complies with the maximum sign area permitted by code (32 SF). With the division of the sign area into individual panels for a series of tenants, the number of tenant panels proposed is greater than the maximum established by code but can be permissible subject to Planning Commission approval as part of a Unified Sign Plan.
- b. The proposed sign height is in keeping with the character of the area and is permissible subject to Planning Commission approval as part of a Unified Sign Plan.

VI. RECOMMENDED ADDITIONAL CONSIDERATIONS TO MEET CODE OBJECTIVES

In accordance with the *Zoning Ordinance*, Article 5 §4.8(C), the Planning Commission in reviewing and approving Unified Comprehensive Signs shall take into consideration the public health, safety, and welfare, the comfort and convenience of the public in general, and the residents, businesses, and property owners of the immediate neighborhood in particular. The objectives of *Zoning Ordinance*, Article 5 §4.8(C) shall guide the Commission when reviewing such plans. The design guidelines of Article 5 §4.8(B) must also be taken into consideration.

- 1) The Sign Plan does not include wall signage for the three buildings. The applicant can submit an amended plan to include proposed wall signage. If the Unified Sign Plan does not include

proposed wall signage, wall signage will be subject to the Sign Table in the *Zoning Ordinance*, Article 5 §4.7.

- 2) The Sign Plan should comply with the design requirements Article 5 §4.4(A) for freestanding signs.
- 3) The Sign Plan should adhere to all sign illumination standards outlined in Article 5 §4.4(D).

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

VII. ADVISORY COMMENTS TO THE APPLICANT

- 1) The applicant shall be aware that Unified Comprehensive Signage Plan approval does not represent a Sign Permit. Any proposed site or building identification sign shall require a Sign Permit from the City of Dover prior to placement of any such sign.
 - a. Each wall sign requires a permit.
 - b. Each freestanding sign requires a permit.
 - c. Initial facings and subsequent refacings of tenant panels on freestanding signs require permits.
- 2) Staff requires a final submittal and approval of the Unified Comprehensive Signage Plan, including any revisions and conditions of Planning Commission approval, before Sign Permits will be issued.
- 3) The total signage area will be noted in the Final Plan Approval letter upon completion of corrections to the Final Plan. This total will form the baseline and “originally approved sign area” per *Zoning Ordinance*, Article 5 §4.8(E) as related to future new or revised signs for the buildings and signs on the final approved plan.
- 4) Window signs are subject to regulations in *Zoning Ordinance*, Article 5 §4.9(A) and require permits. There are also provisions for directional signs.
- 5) Applicant is advised to consult *Zoning Ordinance*, Article 5 §4.6 related to prohibited sign types.
- 6) Applicant is advised to consult *Zoning Ordinance*, Article 5 §4.9(D) in its entirety related to temporary signs, which include banners, and provisions related to grand openings.
- 7) In the event that major changes and revisions to the Signage Plan occur in the finalization of the signage plan contact the Department of Planning and Inspections. Examples include reorientation of signage, relocation of signs, changes in sign area, etc. 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.
- 8) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code

requirements.

- 9) The applicant/developer shall be aware that prior to any ground disturbing activities on the site that the appropriate site inspections and permits are required.
- 10) Signs should be placed in a manner that meets National Electrical Safety Code (NESC) requirements.
- 11) Be advised that the City of Dover, Department of Water and Wastewater does not permit signs to be installed within ten (10) feet of existing or proposed water lines.
- 12) Be advised that the City of Dover, Department of Water and Wastewater does not permit signs to be installed within ten (10) feet of existing or proposed sanitary sewer lines.

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: JANUARY 28, 2026



APPLICATION: Dover Industrial Park Comprehensive Signage Plan
FILE #: US-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
CONTACT EMAIL #: jlyon@dover.de.us

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

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

CITY AND STATE CODE REQUIREMENTS

SANITATION / STREETS / GENERAL

1. None.

STORMWATER / WATER / WASTEWATER

1. No structures, including permanent signage, may be located within ten feet (10') of underground utility infrastructure. Please provide underground utilities on the plan to verify this requirement is met.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL

1. None

ADVISORY COMMENTS TO THE APPLICANT

SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL

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
STAFF D.A.C. MEETING DATE: JAN 28, 2026

APPLICATION: Dover Industrial Park Comprehensive Signage Plan
FILE #: US-26-01
REVIEWING AGENCY: City of Dover Electric Department
CONTACT PERSON: Shawn Burgett, Engineering Services & System Ops Superintendent
CONTACT PHONE #: 302-674-7568
CONTACT EMAIL #: sburgett@dover.de.us

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

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

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

1. Signs should be placed in a manner that meets NESC requirements.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. None.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

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: 07/29/26 Updated 8/5/2026**APPLICATION:** Dover Commerce Park Comprehensive Signage Plan**FILE #:** US-26-01 **REVIEWING AGENCY:** City of Dover, Office of the Fire Marshal**CONTACT PERSON:** Jason Osika, Fire Marshal
josika@dover.de.us**PHONE #:** (302) 736-4457

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

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

CITY AND STATE CODE REQUIREMENTS:

1. Proposal is a comprehensive signage plan.
2. 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)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. Please see item # 2 listed above. The address numbers need to be 12”.

08/05/26 the buildings have the address properly displayed so they are in compliance. The signage address numbers are a recommendation since the buildings are compliant.

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)
2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)
2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)
2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)
2009 IBC (International Building Code)
Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
2021 Delaware State Fire Prevention Regulations
City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed,**

From: [Jones, Tijah \(DelDOT\)](#)
To: [Melson-Williams, Dawn](#)
Cc: [Hickman, Kevin \(DelDOT\)](#)
Subject: EXTERNAL: DAC Comments
Date: Wednesday, July 29, 2026 9:27:51 AM

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 Dawn,

Here are the comments from DelDOT for the applications discussed in the DAC Meeting 29 July

- US-26-01 Dover Commerce Park Comprehensive Signage Plan
 1. The applicant must place sign out of the frontage right-of-way, permanent easment and clear zone.

Tijah Jones

Subdivision Review Engineer
Economic Development Coordination
Delaware Department of Transportation
(302) 760-2124
tijah.jones@delaware.gov

From: [Adkins, Jared \(DNREC\)](#)
To: [Melson-Williams, Dawn](#)
Subject: EXTERNAL: RE: Dover Staff Development Advisory Committee Meeting of July 29, 2026 Revised US-26-01
Date: Monday, July 27, 2026 4:01:51 PM
Attachments: [image001.png](#)

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Dawn – The Kent Conservation District has no comment on the Unified Comprehensive Signage Plan for the Dover Commerce Park (US-26-01.)

Thanks – Jared

Jared C. Adkins, P.E.
Program Manager/Stormwater Engineer
Sediment & Stormwater Program
Kent Conservation District
1679 South DuPont Highway, Dover, DE 19901
(302) 608- 5370



From: Melson-Williams, Dawn <DMelson@doverde.gov>
Sent: Friday, July 24, 2026 10:33 AM
To: Lyon, Jason <jlyon@doverde.gov>; Osika, Jason <josika@doverde.gov>; Brown, Matthew <mbrown@doverde.gov>; Ridgeway, Jr, Roger <roger.ridgeway@doverde.gov>; Mobley, Will (DeIDOT) <will.mobley@delaware.gov>; Adkins, Jared (DNREC) <Jared.Adkins@delaware.gov>; Malcolm Jacob <Malcolm.jacob@doverkentmpo.org>; Jared Hughart <jhughart@chpk.com>; Thomas, Joshua (OMB) <joshua.thomas@delaware.gov>; Matt Jordan DAFB <matthew.jordan.9@us.af.mil>; stormwater@kentcd.org; Hickman, Kevin (DeIDOT) <Kevin.Hickman@delaware.gov>; Jones, Tijah (DeIDOT) <tijah.jones@delaware.gov>
Cc: Melson-Williams, Dawn <DMelson@doverde.gov>; Dewey, Alexander <adewey@doverde.gov>; Townsend, Ann Marie <atownsend@DOVER.DE.US>
Subject: Dover Staff Development Advisory Committee Meeting of July 29, 2026 Revised US-26-01

DAC Members:

Please see the attached Agenda for the City of Dover Staff Development Advisory Committee Meeting of July 29, 2026 at 9:00am.

With this email , the Planning Office is also completing the distribution of the Revised

documents associated with Application US-26-01 Dover Commerce (Industrial) Park Comprehensive Signage Plan. This Application was originally reviewed by the DAC back in January/February 2026 but did not move on to the Planning Commission at the request of the Applicant. They have submitted revisions to the proposal and are rejoining the process. Please provide updated comments.

A separate email invite will be sent for the Staff Development Advisory Committee Meeting. The Staff DAC Meeting Agenda is also posted on the City's website at www.cityofdover.gov in the Meeting's Calendar.

Dawn Melson-Williams, AICP

Principal Planner

City of Dover, Delaware

Department of Planning & Inspections

(302) 736-7196 Planning Office phone

(302) 736-4217 fax

dmelson@doverde.gov

Please note: My email address is changing from dmelson@dover.de.us to dmelson@doverde.gov. Please update your records accordingly.

Thank you for your email. Please be advised that the City of Dover email domain has changed to @doverde.gov as part of our ongoing efforts to improve communications. Our new domain is part of a long-range initiative to increase security and by switching to a .gov domain it provides further assurance to the public that the communications received from @doverde.gov is official, trusted information. Messages sent to our old email addresses will still be received until the conversion is completed. Kindly update your records accordingly, we appreciate your attention to this update.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 8/5/2026

**Dover/Kent
County
Metropolitan
Planning
Organization**

US-26-01 Dover Commerce Park Comprehensive Signage Plan

FILE # US-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
Unified Comprehensive Signage Plan

US-26-01 Dover Commerce Park Comprehensive Signage Plan

Dover Kent MPO does not have any objections to the proposed Signage Plan. Further comments regarding pedestrian connectivity, vehicle access, freight implications, and other transportation aspects will be provided if changes to the site take place at a later date.

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.



