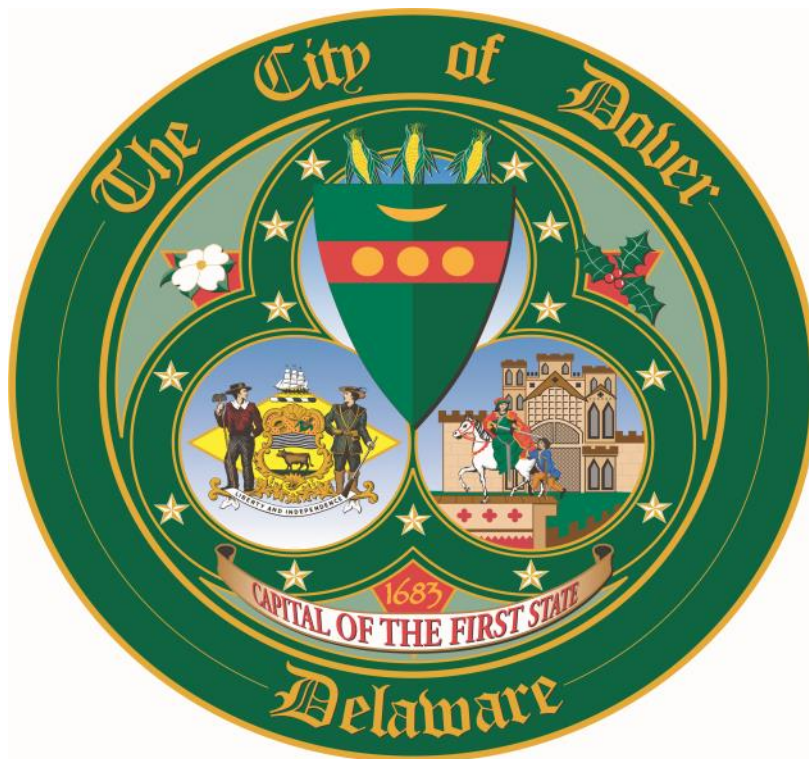


City of Dover, Delaware

Department of Planning,
Inspections & Community Development



2021 Annual Report

Planning, Inspections & Community Development

2021 Annual Report



Introduction

In 2021 it was often asked, “is this the new normal?” The COVID-10 Pandemic and its impacts on City operations and on life in general continued from 2020. Limits on occupancy, social distancing, mask requirements, and supply chain issues were buzz words of the year. However, the Staff and activities of the Department of Planning & Inspections carried on. Adaption in methods of operations related to activities focused on virtual meetings with their often technology glitches, even more electronic communications, and creative problem solving. During the year the Department achieved and maintained a full staffing level. This Annual Report for 2021 shares information on the activities of the five Divisions: Planning Office, Building Inspections, Permits & Licensing, Code Enforcement, and the Office of the Fire Marshal.

The efforts of the Department guided development and new construction in a range of scales from the small accessory shed for a homeowner to a 457,500 SF manufacturing facility. This Report will show that numbers related to development applications, permits, and licensing generally held steady with some sectors seeing rebounds. The most significant change is the increase in new home starts lead by the resurgence in construction activity in the Eden Hill Farm Traditional Neighborhood Design (TND) Residential District and the continued build-out of the Patriot Village Subdivision. New home construction efforts were also a focus of activity in the Downtown Development District where seventeen (17) housing units are built or under construction in the year. For the City, the number of Rental Dwelling Permits held steady again following a multi-year trend at 3,111 Permits. Census data as reported in the 2019 American Community Survey (ACS) indicates that of the 14,098 Occupied Housing Units in the City 48.31% are owner occupied and 51.69% are renter occupied. The areas of homelessness and those at risk of becoming homeless were assisted by CARES Act Funding administered through the Community Block Grant Program of the City for motel vouchers and rental subsidies as pandemic mitigation program.

Construction Permit activity in the non-residential sectors shows a continued focus on a mix of renovation activities of existing facilities and tenant fit-outs for new commercial businesses. New Office Building projects commenced for the Delaware Solid Waste Authority and an Office Building at Landing Square on Bay Road. The year also saw the start of the New Dover Middle Schools project at 1 Pay Lynn Drive. In Downtown Dover, several building locations on Loockerman Street obtained permits for renovations and the new U.S. Post Office opened at Bank Lane and South Queen Street. The largest and perhaps most impressive project of the year is the state of the art corrugated box manufacturing plant of Delmarva Corrugated at 1601 POW/MIA Parkway. The project went from Planning Commission Site Plan review in October 2000 to starting operations in December 2021. A fourteen-month timeframe thanks to City, County, and State coordination efforts and brought a big economic development win for Central Delaware. The City did see some business closures as a result of the pandemic, but also saw businesses continue to re-invent themselves and their operations with changes to hours, enhanced delivery, curbside pickup, online ordering, and outdoor dining options.

Efforts in 2021 continue to prepare Dover and its population of 39,403 (and counting) for the future. The Planning Office completed the 2021 Comprehensive Rezoning Project rezoning 163 properties citywide to align with the Land Development Plan of *2019 Comprehensive Plan*. Other City Departments have focused on infrastructure planning with studies and efforts to secure project funding through grants, Bond Bill, etc. The American Rescue Plan Act (APRA) funding received by the City at \$8.6 million will also focus on pandemic recovery. The Office of the Fire Marshal’s led an effort to revise the Public Occupancy Licensing program with definition alignment and a new fee structure. The Code Enforcement Staff led efforts to ensure properties were maintained appropriately and in accordance with the *Dover Code of Ordinances*, a key component of quality of life.

*We look forward to 2022 as we continue to make the City of Dover
a place where people want to live, work, play, and visit!*

Department of Planning, Inspections & Community Development

Our Mission remains:

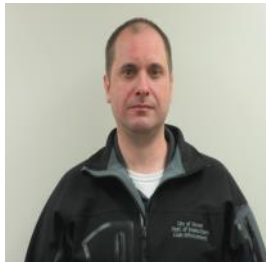
- Guide and direct future development;
- Provide timely, friendly, helpful and efficient services;
- Protect the public health, safety and welfare; and
- Strive for a vibrant, balanced and sustainable economy.

The Report that follows describes the activities of the Department of Planning, Inspections & Community Development and its Divisions of Building Inspections, Office of the Fire Marshal, Permitting & Licensing, Code Enforcement, and Planning.

Personnel Changes

The continued dedication and professionalism of the staff of the Department of Planning, Inspections & Community Development is a critical element in providing services to the community. These qualities allow Staff to successfully interact with the residents of our City and support continued community improvement. The Department consists of 22 Staff (authorized level is 22 positions). There were a number of staffing changes within the Department during 2021. The change is as follows:

- **Sierra Brown** joined the Code Enforcement Staff as an Inspector I on May 14, 2021.
- **Jason Shellenberger** joined the Code Enforcement Staff as an Inspector I on May 24, 2021.
- **John England** joined the Code Enforcement Staff as an Inspector I on June 1, 2021.



Welcome to the Department of Planning & Inspections team!

Another Staffing change occurred late in 2021. On October 28, 2021 City Council appointed then Director of Planning, Inspections & Community Development David S. Hugg III to the position of Interim City Manager. They also appointed Dawn Melson-Williams, Principal Planner to serve as the Interim City Planner/Building Inspector.

And Thank You to all Staff for their continued dedication to **DOVER!**

Department Operations and COVID-19 Pandemic

Throughout 2021, the COVID-19 Pandemic altered operations in the Department in a variety of ways. The closure of the City of Dover Buildings (including City Hall) to the public continued into January 2021 since being instituted again on November 5, 2020. Department Staff continued working remotely (where possible), working staggered shifts, and with limited staffing in the Office daily as part of the City's Continuity of Government response to the COVID-19 pandemic and in compliance with the Governor's Declarations of a State of Emergency for Delaware. Some Staff worked remotely through March with their laptops or tablets accessing the City's system at authorized network access points; other staff members were in the Office for parts of each day or focused efforts in their field work areas.

The City of Dover Buildings (including City Hall) reopened to the public on March 8, 2021 with limitations on occupancy, social distancing, and certain mask requirements as part of the City's Continuity of Government response to the COVID-19 pandemic. The City Buildings (including City Hall) continued to be open to the public into the Summer of 2021 with on-going limitations on occupancy, social distancing, and mask requirements. A number of policies governed activities for Staff and visitors.

On July 13, 2021, the Governor lifted the Declaration of a State of Emergency for Delaware changing a number of procedures. Meetings of the Boards and Commission (Starting 7/12/2021) returned to an in-person format with some limitations in July. The Meetings were conducted in a Hybrid format as they were offered In-Person and also offered in a Virtual format using the WebEx audio/video conferencing system. This Hybrid Meeting format continued for July through December 2021. Change was ever constant, as effective August 18, 2021, masks were required for all staff and visitors in City Buildings. The City developed Incentives for Staff receiving vaccinations and offered COVID Leave time. The Mask requirement became voluntary in City Buildings effective November 10, 2021, but masks continued to be encouraged.

Throughout the year Staff continued implementation of new methods and practices to continue to address plan and permit responsibilities and necessary inspections. The Department accepted Plan and Permit submissions by a drop-off collection site, by appointment, and electronically. The use of technology continued to expand with the arrival of a Plan Table system, a large monitor system with Blue Beam Review software which the Fire Marshal's Office is starting to utilize. Other software applications are being testing for use on computer tablets/laptops in the field such as Formstack by the Fire Marshal's for checklists of Inspection items with its potential expansion to other Divisions. Conducting Meetings virtually using MS Teams, WebEx, and other virtual format systems became commonplace among Staff and for our interactions with customers. Other meetings, trainings, and workshops continue in a Virtual format allowing Staff to participate from their computers/desks at home (if necessary) or in the Office. Technology improvements will certainly become aspect of our operations.

Building Inspections

Staff:

Greg Akers, Chief Building Inspector/Plans Examiner

Mike McGregor, Building Inspector II

Chris Scott, Licensed Plumbing / HVAC Inspector II



New Construction, Renovations, Additions and Tenant Fit-Outs

Mr. Akers supervises construction inspectors, reviews construction documents and permits, meets with design professionals regarding construction projects and Dover’s permit process. Mr. McGregor reviews plans and permits, performs inspections of commercial, residential and manufactured buildings. Mr. Scott’s responsibilities include plans review and performance of plumbing and HVAC inspections for commercial and residential buildings under construction. The combined efforts of all staff resulted in the performance of 3,024 Building Inspections, 2,869 Plumbing/Mechanical Inspections, and 64 Certificates of Occupancy Inspections this year. A total of 1,743 Permits were applied for in 2021 of all Permit Types (Building, Plumbing, Mechanical, Fire Protection, Demolition, and Sign Permits).

Additional Duties

The Building & Inspections Staff assists in revitalizing existing structures through the plans and permits process, responds to inquiries related to construction, assists in property damage assessment after significant damage causing events occur, and enforces licensing of contractors and design professionals. The team provides guidance, support and proper enforcement of the codes for construction and or repairs regulated by the Building and Life Safety Codes.

Summary Description

Building and Life Safety Codes address occupancy, structural strength, means of egress, sanitation, adequate lighting and ventilation, accessibility, energy conservation, and life safety in regard to new and existing buildings, facilities and systems. These issues are specific to structures and adjacent structures as they may relate. Staff continues to look forward to Dover adopting the International Code Council’s latest codes of 2018 to replace previous versions.

Qualifications

Dover’s Building Inspectors are qualified via a combination of certifications and licenses. Our inspectors are required to achieve or exceed 45 hours of training within 3 year time periods in order to maintain their certifications. These qualifications combined with years of experience in both private and public sectors places them among the best in the industry. Greg has 20 years of private sector experience, this combined with 19 years of City service brings 39 years of industry experience to the team. Greg holds certifications in Building, Commercial, Residential and Housing. Mike is ICC certified in Building, Commercial Building, Residential and is licensed through the State in Manufactured Home Compliance. Chris over the years has achieved 10 ICC certifications in several disciplines and is also licensed through the State of Delaware as both a Plumber and HVAC Mechanic. In addition, Chris has taught the Plumbing trade at Polytech night school for over 11 years.

Fire Marshal's Office

Staff:

Jason Osika , Fire Marshal/Inspector III
Matthew Brown, Deputy Fire Marshal / Inspector II
Sean Christiansen, Deputy Fire Marshal / Inspector I
Phillip Lewis, Deputy Fire Marshal / Inspector I

The Fire Marshal's Office has a staffing level of 4 full time employees. The breakdown is the Fire Marshal/Inspector III and three Deputy Fire Marshals which can hold the position of Inspector I or II. Currently, the office has two Inspector II and one Inspector I.

The Fire Marshal's Office is responsible for conducting annual inspections in various public occupancies to include assembly's such as halls, auditoriums, club rooms, conference rooms, courtrooms, dance halls, drinking establishments, gymnasiums, libraries, chapels, motion picture theaters, places of religious worship, restaurants, and theaters, educational facilities, day cares, health care, ambulatory health care, residential occupancies such as lodging and rooming, hotel, dormitory, apartments, and bed and breakfast, residential board and care, mercantile over 10,000 SF, business over 10,000 SF, industrial, storage over 10,000 SF, and assembly special provisions such as special events. The Fire Marshal's Office handles a variety of fire related complaints such as overcrowding, blocked means of egress, fire lanes, and impaired fire protection. Due to COVID-19, we handled a large amount of occupant load calculations so businesses could follow the Governors orders. New fire suppression systems (sprinklers), fire alarm systems, hood suppression systems, and other forms of fire protection are accepted into service by the Fire Marshal's Office. The Fire Marshal's Office is also part of the Certificate of Occupancy approval process.

In addition to the inspection related responsibilities the Fire Marshal's Office is responsible for the investigation of origin and cause of fires and explosions .within the City of Dover. All employees of the office are on an on-call rotation for any after-hours fire or life safety complaints received, structural complaints, and buildings/residences needing condemnation. All employees also work special events such as race weekends, Firefly, and July 4th.



Fire Type	Number	Value of Loss
Accidental	24	\$5,478,000
Incendiary	5	\$2,750
Undetermined	13	\$466,751
TOTAL	50	\$5,947,501

For the Calendar Year 2021, the following is a breakdown of activity for the Fire Marshal's Office:

- Annual Fire/Life Safety Inspections: 270 with 1,137 deficiencies
- Certificates of Occupancy Inspections /Fire Protection Acceptances Tests: 89
- Administrative Walk-through Inspections & Meetings: 177
- Fire/Life Safety Complaints: 464
- Plan Review: 125
- Fire Permits: Issued 58 with an income of \$26,542

Total of 37 Fire Investigations with a Total Fire Loss of \$1,094,506:

- Accidental: 24 with a total amount of \$511,604 in damage.
- Incendiary: 4 with a total amount of \$20,501 in damage. Arrest in conjunction with Dover Police Department. Total 1
- Undetermined: 9 with a total amount of \$562,401 in damage.
- Subject Injured/Burned Investigations: Total of 6
- Investigation Time: 124 hours
- Fire System Saves: 9



Licensing and Permitting

Staff: (right to left in photo)

Kristen Mullaney, Licensing & Permitting Supervisor;
Nichole Arnold, Office Assistant II; and
Taryn Bauer, Office Assistant II.



The Permit and Licensing Staff is the first contact most customers have with the Department of Planning, Inspections & Community Development with the City of Dover especially as they enter the City Hall Building. This Staff is responsible for the receipt and processing of all Permits, Business Licenses, Occupancy Permits, and Rental Dwelling Permits and their associated fee payments. These Staff schedule all Inspections performed by the Department, assist customers, and answer inquires. They respond directly to questions regarding permitting and licensing procedures and schedule appointments and meetings as required. The charts included later in this Report are examples of the volume of Permits and Licenses received by this Staff. Their contributions to customer service are immeasurable. While much of their work cannot be directly quantified, without their efforts, the Department could not function. They present a high standards of prompt and courteous service.

Code Enforcement & Property Maintenance

Staff:

Eddie Kopp, Inspector III;
 Ronald Coburn, Inspector II/Vacant Building Enforcement;
 Velvet Johnson, Inspector II;
 Sierra Brown, Inspector I;
 Jason Shellenberger, Inspector I;
 John England, Inspector I.



The Code Enforcement Division is responsible for Property Maintenance within the city. The division hired three new inspectors, including a transfer from fire dispatch, bringing the division to full staffing.

Despite the challenges presented by COVID-19, the Division still opened a total of 4,419 cases with regards to violations of the *Dover Code of Ordinances* and *Zoning Ordinance*. More than 80 percent of the cases are initiated by City Staff.

VACANT BUILDING REGISTRATIONS:

The Code Enforcement Officers registered a total of 115 new Vacant Buildings within the City limits of Dover and collected \$125,914.69 dollars in registration fees from those registrations. Collection of the fees occurs at Planning & Inspections, Customer Service and on the Tax Bill. Currently, Staff estimates that there are approximately 160 of these structures still vacant.

TRAINING AND CERTIFICATIONS:

Sierra Brown passed the International Code Council Exam to become certified Housing and Property Maintenance Inspector.

Types of Inspections/Cases Entered	
Annual Rental Housing Inspections	828
Property Maintenance Exterior/Interior	1,075
Tall Grass and Weeds	758
No Valid Business License	109
No Valid Rental Permit	172
Dover City Ordinances (Violations)	968
Total	3,713

Causes for Inspections	
Citizen/Tenant complaint	633
Other Agency Referral	212
Staff Initiated	3,574
TOTAL	4,419

Planning Office

Staff: (left to right in photo)

Maretta Savage-Purnell, Secretary II

Samantha Bulkilvish AICP, Planner II

Julian Swierczek AICP, Planner II

Tracey Harvey, Planner I

Dawn Melson-Williams AICP, Principal Planner and serving as Interim City Planner/Building Inspector

** Note: Dave Hugg, previous Director of Planning, Inspections & Community Development was appointed Interim City Manager in October 2021.*



The Planning Office is focused on both current and long-range planning activities including zoning and land use administration, support of three Boards and Commissions, and administration of various programs. The Planning Office is part of the review process for certain types of construction activity permits (Building Permits, Sign Permits, etc.) and Certificate of Occupancy permits. The review and inspection efforts of the Planning Staff resulted in a 2021 calendar year total of 777 Permits and 67 Certificates of Occupancy. Additionally, Staff reviews new applications for Business Licenses and Rental Dwelling Permits. The Planning Office coordinates the review and approval of all development applications including the associated support of the Planning Commission, Board of Adjustment, and Historic District Commission as they review applications. In 2021, the Planning Office processed 59 new applications and continued review of applications from previous years. See the Application Tables at the end of the Report. Our Board and Commission meetings from January to June were conducted in a Virtual Meeting format using the audio/video conferencing system WebEx for the meetings. Then starting in July 2021 these Board and Commission Meetings returned to a Hybrid format as In-person Meetings with a Virtual meeting component (using WebEx).

Learning activities for Planning Staff included numerous virtual workshops and seminars during the year including offerings by the Delaware APA Chapter, the Institute for Public Administration at the University of Delaware, Preservation Delaware Annual Conference, and the American Planning Association's national conference as the *NPC21* as many continued to be conducted on virtual platforms. Many programs during the year focused on COVID-19 response and recovery, development activities, and land use law. These are training opportunities for all Planning Staff but especially for the three AICP Planners with continuing education (Certification Maintenance for AICP) requirements.

In addition to plan and permit review of development applications and ordinance development, we focused on implementation of the *2019 Comprehensive Plan*, including the *Comprehensive Rezoning 2021 Project* (see topic section for description).

Community Development

The Community Development Block Grant Program (CDBG) expands opportunities and housing choices for low and moderate income persons living in Dover and protects the public health and welfare of Dover citizens. It performs the following tasks:

- Provides CDBG grants to sub-recipients that provide services to low/moderate income persons.
- Provides rehabilitation assistance to sub-recipients who service low/moderate income persons.
- Provides housing assistance to emergency shelters for the homeless.
- Provides homeownership assistance to first-time homebuyers that purchase affordable housing in the City of Dover.

The following projects were completed during the program year:

- ◆ **Homeownership Assistance Program**—Throughout the year, five (5) families received a grant from the City of Dover’s Homeownership Assistance Program and purchased affordable housing in the City.
- ◆ **Dover Interfaith Mission to the Homeless**—CDBG funds were utilized to cover the operations costs for the homeless shelter. A total of 175 homeless men were serviced throughout the program year.
- ◆ **Milford Housing Emergency Repair Program**— CDBG funds were provided to complete emergency home repairs for seven (7) owner occupied homes eliminating health and safety hazards.
- ◆ **Central Delaware Housing Collaborative**—CDBG funds were used to provide operations cost for a 16 bed women’s homeless shelter.

CARES Act Funding

The City of Dover was awarded \$475,372 in a special allocation to the Community Development Block Grant to be used to prevent, prepare for, and respond to COVID-19. The City partnered with the Department of Health and Social Services to administer the grant that was used to provide motel vouchers and rental subsidies that serviced homeless persons or those at risk of becoming homeless. Over 70 families and individuals were serviced throughout the program year.

American Rescue Plan Act (ARPA)

On March 11, 2022, President Biden signed the American Rescue Plan Act of 2021 (ARPA) into law. The \$1.9 trillion Fiscal Recovery Funds package is intended to combat the COVID-19 pandemic including public health and economic impacts. The City of Dover was allocated \$8,619,257 over a two-year period to respond to the COVID-19 public health emergency and its economic impacts.

The City held two Public Workshop Meetings on December 7, 2021 at the Dover Public Library providing information on the eligibility requirements and Request for Proposal submissions for Housing and Community Service Projects with an estimated allocation for up to \$2.5 million. The City’s Joint Subcommittee to Evaluate ARPA Funding Requests from Non-Profits will evaluate the submissions to offer recommendations for funding to City Council in 2022.

Downtown Development District/Restoring Central Dover

Dover received designation as a Downtown Development District in January 2015. Governor Markell formally announced that the cities of Dover, Seaford and Wilmington were selected as the first Districts in Delaware with visits to each community. In 2017, the City of Dover Planning Office dedicated new staff to the administration of the Downtown Development District Program as well as increase cooperation with groups like the Downtown Dover Partnership. This was done to help better ensure the continued success of the incentives program to attract new businesses and homeowners to the downtown area.



Over the course of 2021, the City authorized \$16,642 in Permit Fee Waivers for 26 properties for the purpose of new housing or business. This includes seventeen new homes which have been built or are in the process of being built within the Downtown Development District. Addresses include 15, 35, and 39 North New Street; 2 and 147 South New Street; 14, 20, 60, 67, 101 and 103 South Queen Street; 23 and 25 South Governors Avenue; 217 North Kirkwood Street; 49 South Kirkwood Street and 534 Fulton Street.



The City also waived Business License Fees in the amount of \$321.25 in the aim of incentivizing business growth in the Downtown Development District. Business License Fee Waivers may be utilized by an applicant for a period of no more than three years. Dover has seen several Businesses License Fee Waivers expire in 2021 as the businesses had been established for a period of over three years.



Both incentive types are part of the City's compliment to the State of Delaware's incentives through the Downtown Development District Program. Together, we are seeing increasing evidence of the renewal being brought to the City of Dover, particularly after the difficulties posed by the COVID-19 pandemic. This is even more so evident in housing areas near the Downtown, as groups like NCALL and Central Delaware Habitat for Humanity continue their investment in providing new single-family homes on previously blighted properties.

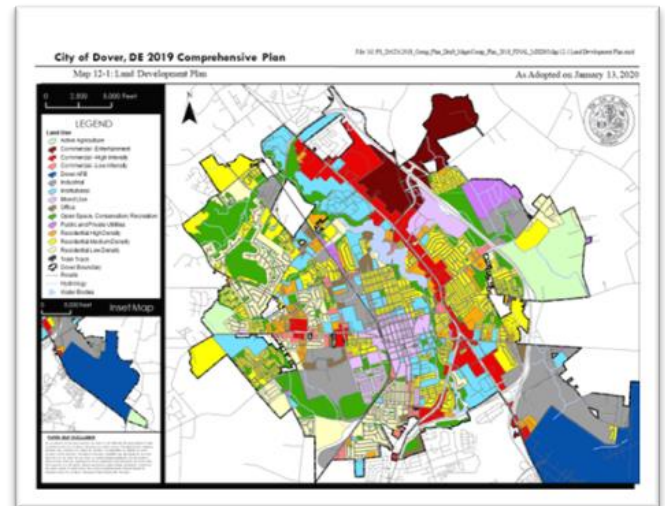
With Dover being one of the State's designated Downtown Development Districts, eligible investors may qualify for rebates on a portion of their investment if located within the City of Dover's DDD. Through the end of Fiscal Year 2021, the State has issued \$1,150,624 in rebates towards \$9,334,546 in total investment in Dover's Downtown Development District. This includes four large scale projects (over \$350,000), and thirty-nine small projects (\$25,000-\$350,000) since the start of the program in 2015. Staff notes that the "Large Projects" threshold has been changed by the Delaware State Housing Authority (DSHA) from \$250,000 to \$350,000 in 2020. However, no Large Projects have been active in Dover in 2021.



2019 Comprehensive Plan

City Council held a public hearing on the Comprehensive Plan and Approved Ordinance #2019-21 to adopt *2019 Comprehensive Plan* on January 13, 2020. In early February of 2020 Planning Staff completed the final publication of the Plan as adopted and submitted it for Certification by the Governor. The Governor Certified the City of Dover *2019 Comprehensive Plan* by letter of March 10, 2020.

In 2021, Planning Staff worked on bringing through additional changes to the Comprehensive Plan including three Comprehensive Plan Amendments and the Comprehensive Rezoning Project and associated Comprehensive Plan Amendment to update the Land Development Plan Map. Other City Departments also continue to work toward the implementation of the *2019 Comprehensive Plan*.



Comprehensive Plan Implementation Activities

After the certification of the Comprehensive Plan the Planning Office began the implementation phase of the Comprehensive Plan by developing ordinances and carrying out other activities.

Comprehensive Plan Amendments

In accordance with the approved procedure for annual amendments to the Comprehensive Plan, the Planning Office received in December of 2020 three requests to amend the Land Development Plan Map which were processed as Comprehensive Plan Amendments in 2021 (MI-21-01).

- MI-21-01A: 1205 McKee Road – change the Land Use on Map 12-1: Land Development Plan Map from Office to Commercial Low Intensity. This is associated with rezoning application Z-21-01. Ordinance #2021-01 approved by City Council.
- MI-21-01B: 92 N West Street – change the Land Use on Map 12-1: Land Development Plan Map from Industrial to Mixed Use. This is associated with rezoning application Z-21-02. Ordinance #2021-02 approved by City Council.
- MI-21-01C: 1365 N. DuPont Highway (Lots 1 &2) – change the Land Use on Map 12-1: Land Development Plan Map from Commercial High Intensity to Mixed Use. This amendment is proposed to facilitate rezoning following further project development and land planning for housing and commercial activity. Ordinance #2021-03; City Council motion failed and the Land Use remains Commercial High Intensity.

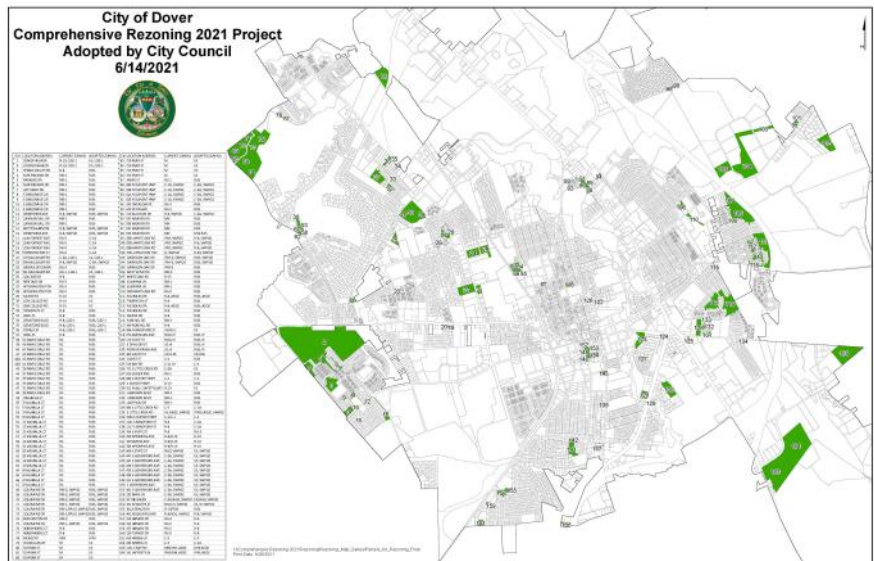
Comprehensive Rezoning 2021 Project

As part of the implementation of the Comprehensive Plan Staff are tasked with ensuring that the Zoning Map aligns with the approved Land Development Plan Map. Each land use designated across the City permits certain zoning districts. Using Geographic Information Systems (GIS) staff identified where the discrepancies lie between the Zoning Map and the Land Development Plan Map by pulling out parcels that require rezoning. Staff identified 165 properties for Rezoning. Of these, one hundred (100) properties were proposed to be

rezoned to ROS (Recreational and Open Space). There were also twenty-nine (29) properties that were proposed for rezoning to IO (Institutional and Office Zone) recognizing their use as places of assembly/places of worship or their institutional usage under governmental ownership. The remaining Rezoning were a mix of residential, commercial, and industrial classifications.

Public outreach to educate property owners about the Comprehensive Rezoning 2021 Project began in February 2021 with informational mailings, Virtual Information Sessions, a Map Exhibit Display outside City Hall, other presentations, and a website. Planning Staff communicated with several property owners via email, phone calls, and virtual meetings to assist in their understanding of the proposed Rezoning.

After Public Meetings and Public Hearings with the Planning Commission and City Council, 163 of the 165 proposed parcels for Rezoning were amended to have zoning which matched the underlying Land Use. The two parcels that were not rezoned were properties where the property owners opposed the rezoning proposed by Staff and wished to keep the zoning that was already in place.



Comprehensive Plan Amendments Set #2

In addition to the Zoning Map amendments brought through by the Comprehensive Rezoning Project, amendments to Map 12-1: Land Development Plan Map and Table 12-1: Land Use and Zoning Matrix were made. There were several zoning districts that were recommended to be added to select Land Use Categories and the land use of several parcels were amended. Both revisions were approved by City Council on June 14, 2021.

- Table 12-1: Land Use and Zoning Matrix: R-10 (One Family Residence Zone) was proposed to be added to the Residential Medium Density Land Use Category. C-3 (Service Commercial Zone) and SC-1 (Shopping Center Commercial Zone) was proposed to be added to the Commercial - Low Intensity Land Use Category. A notation that “Open Space uses may also exist in other zones” was proposed to be added to the Open Space Land Use Category. Ordinance #2021-10.
- Map 12-1: Land Development Plan Map. A series of twenty (20) areas identified by address and location were recommended for Amendment. Areas that function as open space or park areas were recommended to move to an Open Space, Conservation, Recreation Land Use Classification/Category. There were areas where parcel analysis of the residential dwelling usage or actual type results in a different Residential Land Use Classification/Category. There were several properties where the Commercial Land Use Classification/Category was recommended to change to match the current use and zoning of the property as Residential. Ordinance #2021-11.

Special Studies & Projects

Wireless Communications Facilities Ordinance Implementation – On November 9, 2020, Dover City Council adopted Ordinance #2020-13 adding provisions for Wireless Communications Facilities (WCF) as Article 5, Section 23 – Wireless Communications Facilities to the *Zoning Ordinance* and other amendments to the *Dover Code of Ordinances*. Implementation of these new provisions included a new Wireless Communications Facilities Building Permit application form and review process and the *Small Wireless Communications Facility (Small WCF) Design Manual*. In 2021, Wireless Communications Facilities (WCF) Permits were received for placement of three (3) Small Wireless Communications Facilities (Small WCF); these locations are under construction. Additional WCF Permits received were Eligible Facilities projects for the replacement of equipment on existing Tower Based Facilities and Non-tower Based Facilities like buildings and water tanks.

Enterprise Resource Planning Project –The phased implementation of the Enterprise Resource Planning (ERP) system by Tyler Technologies continues citywide. Staff utilizes the Tyler MUNIS financial system (implemented in December 2018) for invoice & payment processing, grant project management, and Budget entry. 2021 included learning and testing a related new payroll system, Kronos. Later ERP Project phases will include implementation of our application, permits, inspections, and case management processes to replace our current system (Naviline and HTE).

Floodplain Management - The City of Dover is a participating community of the NFIP – National Flood Insurance Program. Staff regularly field questions on the Floodplains from property owners citywide. The Floodplain Management webpage at <https://www.cityofdover.com/floodplain-management> assists in information distribution on this topic.

Ordinance Amendments: Research and Development

Two text amendments to the *Zoning Ordinance* occurred in 2021. The process of text amendment and ordinance development and adoption involves research by the Planning Staff, consultation with stakeholders on specific topics, review by City Council Committees, and then formal review and public hearings by the Planning Commission (for recommendation) and City Council (final action). Both text amendments centered around warehousing and distribution centers, a trend that seems to be spreading across the country. See Summary Table as follows for 2021 activity of Ordinance amendments.

Ordinance Amendments 2021			
File Number & Ordinance	Topic	Text Amendment	Action Date
MI-21-07 Ordinance #2021-12	Text Amendment: SC-3 (Shopping Center Development) Zone Allow permitted uses related to warehousing and distribution.	Zoning Ordinance, Article 3, Section 17	Adopted: July 12, 2021
MI-21-10 Ordinance #2021-19	Text Amendment: M (Manufacturing) Zone Remove Conditional Uses from M Zone and increase height in the Bulk Standards.	Zoning Ordinance, Article 3, Section 19; Article 4, Section 4.16; Article 5, Section 3	Adopted: November 8, 2021

Boards and Commissions

Historic District Commission

The City of Dover, Delaware Historic District Commission currently consists of four members with one member not appointed. The members during 2021 include Eric Czerwinski, Ann Baker Horsey, Jonathan Street, and Mary Terry Mason. The Commission receives staff support from the Planning Office. During 2021 Eric Czerwinski served as Chair and Ann Horsey served as Vice-Chair. At the Commission's Annual Meeting in November 2021, Eric Czerwinski was reelected Chair and Ann Horsey was reelected Vice Chair. The fifth member of the Historic District Commission has yet to be appointed (to fill the seat vacated by Mr. McDaniel in 2020).



The Historic District Commission held five meetings in 2021. The Historic District Commission reviewed five (5) items for consultation on Architectural Review Certificates in the calendar year. This included the referral of Demolition Permits for the demolition of a vacant Commercial/Residential Building at 129 S. Bradford Street (HI-21-03) and demolition of a Commercial Building at 401 S. Governors Avenue which were both authorized. Other items reviewed for consultation were a Sign Permit and Drainage Improvements at The People's Church at 46 S. Bradford Street (HI-21-01 and HI-21-06) and a Fence at 4 The Green (HI-21-02). The Historic District Commission granted Architectural Review Certification to a Parking Lot Improvement project at the rear of 30 The Green associated with preparations for the nearby Kent County Family Courthouse project. During the year, the Commission heard a number of project updates on topics such as the implementation of the *2019 Comprehensive Plan*.

Of the thirty-five (35) permits in the Historic District in 2021, a total of twenty-six (26) required Architectural Review Certification for exterior work activities. The significant majority of the Permits were eligible for Staff Review during the Building Permit process due to their scope of work. For example, exterior renovations and restoration/repair of exterior finishes and roof replacement projects for a several buildings near The Green and State owned buildings in the Capitol Complex and Downtown area were completed. Several other locations implemented fence projects. Sign Permits were issued for new businesses adding signage including retail, restaurant, and office locations.

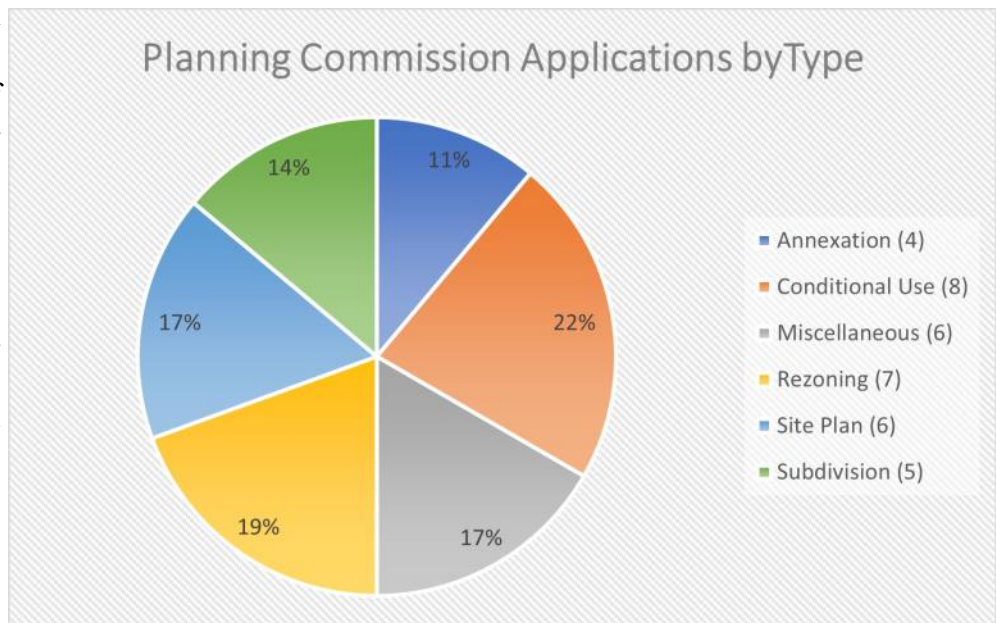
Certified Local Government Program

The City of Dover was designated a Certified Local Government in 2015. As part of the Certified Local Government Program, grant funding was received in the FFY2019 CLG Grant Application (HI-19-02) to seek consultant assistance to develop an Addendum to the *Design Standards & Guidelines for the City of Dover Historic District Zone* document focusing on Modern Materials & Technologies. This grant project was delayed due to Planning Staff's focus on other major projects and then further delayed due to implications of the State of Emergency for the COVID-19 Pandemic. The timeframe to utilize this FFY2019 CLG Grant has been extended into 2022.

Planning Commission

In 2021, the Planning Commission consisted of nine members with Ms. Andrea Maucher as Chair. and Mr. Nicholas Adams as Vice Chair. At their Annual Meeting in July 2021, Ms. Andrea Maucher was re-elected Chair of the Planning Commission and Mr. Robert Hartman was elected Vice Chair. In August 2021 Mr. Nicholas Adams resigned from the Planning Commission due to the relocation of his family to Sussex County. In December 2021 Ms. Kelli Lord also resigned from the Planning Commission. One new member was appointed to the Planning Commission to take the seat previously held by Nick Adams; Mr. Chris Cooper was appointed to the Planning Commission in September 2021.

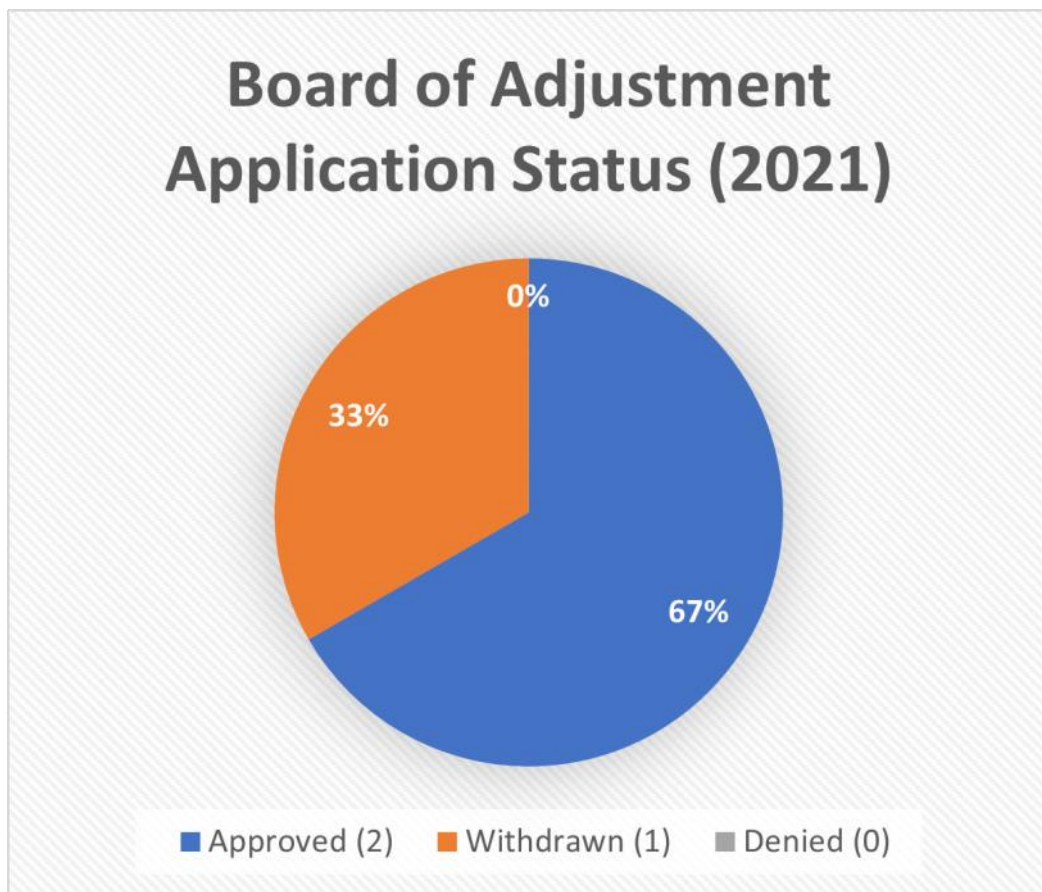
The Planning Commission met all twelve months in 2021 and reviewed a total of 38 applications. The year started out with Virtual Meetings while COVID-19 continued to present issues. By July 2021 the meetings transitioned into Hybrid Meetings where the Commissioners and public had the choice of joining the meeting in person in the Council Chambers or virtually through the WebEx audio/video conferencing software.



The Site Plans reviewed by the Planning Commission included an expansion of the Academy of Dover Charter School; several Master Plans including one for the three lots in front of Secure Storage and the Bay Road Office Park; a few City of Dover Park improvements; another Car Wash on DuPont Highway; and an exciting Restaurant Beer Garden concept on N. West Street. The Conditional Use applications included two new Warehouses and the revival of the 6 Warehouse buildings remaining of the Cassidy Commons project, two new Day Care facilities, and a makeup studio. There was a Conditional Use Application for 54 Apartment Units on Bay Road that got Conditional Approval from the Planning Commission as well as a Convenience Store (retail) with Gas Pumps on McKee Road. The Planning Commission made recommendations to City Council on six Rezoning applications and there was a seventh that was withdrawn before it made it to Planning Commission. These Rezoning applications included two applications related to a possible new location for the Dover Interfaith Mission for Housing on West Division Street. There were five applications for Subdivision in 2021 including revisions of two Planned Neighborhood Design Subdivisions that had previously been approved: Stonebrook East PND and Stonebrook West PND. There were four applications for Annexation of property varying in scale including two single-family residences, the Dover Indoor Tennis located on Persimmon Tree Lane, and a unique situation where the right-of-way had not been annexed into the City in the vicinity of Mishoe Towers. A total of 14 applications were submitted to the Planning Office for Administrative Review including seven Administrative Site Plans and seven Minor Lot Line Adjustment Plans.

Board of Adjustment

The Planning Office received four applications to the Board of Adjustment in 2021. All four of the applications were for area variances and none were for a use variance. Of the four applications received: two were approved, one was tabled and later withdrawn, and one was withdrawn before making it to the Board of Adjustment Meeting. The two applications that were withdrawn was because the Applicants realized they could revise their designs to address *Code* requirements. One of the variances that was approved by the Board of Adjustment was for a reduction in the front setback for a sign on a commercial property. The other variance request was for multiple variances on a commercial property. After this variance request was tabled by the Board in 2019, the applicant came back with a revised plan to ask for a lightly lesser variance. These variances included increasing the maximum Impervious Lot Coverage in both the C-3 (Service Commercial Zone) and COZ-1 (Corridor Overlay Zone), as well as to decrease the minimum Open Space/Buffer requirements along street frontages in the COZ-1. Ultimately the Board of Adjustment approved the variances as requested by the applicant's revised plans.



ANNEXATIONS 2021							
File #	Applicant	Location	County Zoning	City Zoning	Acreage	Action	Date
AX-21-01	Lands of Debora G Hansen	228 Mifflin Road	RS-1	R-8	0.6087	PC Recommended Approval CC Approval	2/16/2021 3/8/2021
AX-21-02	Lands of Edward C and Joan N Larrivee	115 Fox Hall Drive	RS-1	R-20	1.131	PC Recommended Approval CC Approval	5/17/2021 6/14/2021
AX-21-03	Lands of Dover Indoor Tennis, Inc.	633 Persimmon Tree Lane	AR	RC	3.1707	PC Recommended Approval CC Approval	9/20/2021 10/11/2021
AX-21-04	Lands of Patel College Properties, LLC	Railroad Avenue, Jason/Raymond & Grove	-	-	1.6791	PC Recommended Approval CC Approval	10/18/2021 11/8/2021

CONDITIONAL USES 2021							
File #	Plan Name	Location	Type	Bldg Sq Ft (new)	DU	Action	Date
C-21-01	Cassidy Commons	101-1001 Cassidy Drive	Construction of remaining 6 warehouse buildings (previous plan C-11-04 expired)	99,500	-	PC Conditional Approval	1/19/2021
C-21-02	JJ's Learning Experience 2	S Little Creek Rd	Daycare Center	-	-	Deferred PC Conditional Approval	3/15/2021 4/19/2021
C-21-03	College Business Park Lot D	1255 College Park DR (Lot D, College Business Park)	Flex Warehouse Building	9,520	-	PC Conditional Approval	3/15/2021
C-21-04	Bay Pointe Apartments	1080 and 1106 Bay Road	Apartments	54,105	54	PC Conditional Approval	5/17/2021
C-21-05	Destined for Greatness Learning Center Inc. & Child Daycare Center	601 W Fulton Street	Large Daycare	-	-	Failed to meet notice requirements PC Conditional Approval	8/16/2021 9/20/2021
C-21-06	Prickly Pear Studio	872 C Walker Road Suite 2	Makeup Studio	-	-	PC Conditional Approval	8/16/2021
C-21-07	Lands of First State Business Center LLC	30 AC Lafferty Lane	Warehouse	296,400	-	PC Conditional Approval	11/15/2021
C-21-08	Royal Farms #436	1205 McKee Raod	Retail (Convenience Store) w/ fuel pumps	6,402	-	PC Conditional Approval	12/20/2021

MISCELLANEOUS 2021						
File #	Plan Name	Location/Topic	Type	Ordinance	Action1	Date
MI-21-01 (A)	Comprehensive Plan 2021 Amendments	1205 McKee Road	Land Development Plan Map Change	2021-01	PC Recommended Approval CC Approval	2/16/2021 3/8/2021
MI-21-01 (B)	Comprehensive Plan 2021 Amendments	92 North West Street	Land Development Plan Map Change	2021-02	PC Recommended Approval CC Approval	2/16/2021 3/8/2021
MI-21-01 (C)	Comprehensive Plan 2021 Amendments	1365 North DuPont Highway	Land Development Plan Map Change	2021-03	PC Recommended Denial CC Motion Failed	2/16/2021 3/8/2021
MI-21-02	Lands of Central Delaware Habitat For Humanity	127 and 133 S Queen Street	Minor Lot Line Adjustment		Administrative Plan Review	2/10/2021
MI-21-03	Comprehensive Rezoning 2021 Project	City-wide	Comprehensive Rezoning	2021-09	PC Recommended Approval CC Public Hearing City Council Final Action	5/17/2021 6/7/2021 6/14/2021
MI-21-04	Comprehensive Plan Amendments 2021 - Set #2	City-wide	Changes to Land Development Plan	2021-11	PC Recommended Approval CC Public Hearing City Council Final Action	5/17/2021 6/7/2021 6/14/2021
MI-21-05	Central Delaware Habitat for Humanity	11-13 S New Street	Minor Lot Line Adjustment		Administrative Plan Review	4/26/2021
MI-21-06	MLLA/Subdivision Plan Revisions to Eden Hill Farm TND Residential District	355 Ann Moore Street	Minor Lot Line Adjustment		Administrative Plan Review	3/31/2021
MI-21-07	Text Amendment: SC-3 Land Uses	Zoning Ordinance	Amendment to the Zoning Ordinance to add additional permitted uses related to warehousing and distribution	2021-12	PC Recommended Approval CC Approval	6/21/2021 7/12/2021
MI-21-08	Lands of Blue Hen Mall, LLC	655 Bay Road	Minor Lot Line Adjustment		Administrative Plan Review	05/21/2021
MI-21-09	Lands of Shank Shack LLC	34 The Green	Minor Lot Line Adjustment		Administrative Plan Review	6/22/21

REZONING 2021							
File #	Applicant	Location	from	to	Acres	Action	Date
Z-21-01	Lands of College Towers LLC	1205 McKee Road	CPO	C-2A	3.46	CC First Reading PC Recommended Approval CC Approval	1/25/2021 2/16/2021 3/8/2021
Z-21-02	Lands of Donny Legans	92 N West St, adjacent unaddressed parcel	M	C-2A	0.82	CC First Reading PC Recommended Approval CC Approval	1/25/2021 2/16/2021 3/8/2021
Z-21-03	Lands of Tolano D. Anderson	630 W Division Street	C-3/COZ-1	C-2A/COZ-1	1.08	CC First Reading PC Recommended Approval CC Motion Failed	3/22/2021 4/19/2021 5/10/2021
Z-21-04	Lands of Peter F. and Bonnie S. Reidy	4 Mifflin Road	CPO/COZ-1	C-2A/COZ-1	1.248	CC First Reading PC Recommended Approval CC Denied	5/24/2021 6/21/2021 7/12/2021
Z-21-05	Lands of Draper Farm Properties 5 acre parcel	1617 Forrest Avenue	R-10/COZ-1	C-2A/COZ-1	5.04	CC First Reading PC Recommended Approval Postponed CC Denied	5/24/2021 6/21/2021 7/12/2021 8/9/2021
Z-21-06	Lands of Alice Dolly Ingram	317/319/325 W Division Street	C-1A	IO	0.26	CC First Reading PC Recommended Approval CC Approval	9/27/2021 10/18/2021 11/8/2021
Z-21-07	Lands of New Burton Storage LLC	1427 New Burton Road	C-1A	C-3	1.049	CC First Reading Withdrawn CC Final Reading	10/25/2021 10/28/2021 12/13/2021

UNIFIED SIGNS 2021					
File #	Applicant	Location	Type	Action	Date
No applications received.					

SUBDIVISIONS 2021							
File #	Plan Name	Location	Type	Lots	Acreage	Action	Date
SB-21-01	Landing Square	600 Bay Road	Minor Subdivision	2	-	PC Conditional Approval	3/15/2021
SB-21-02	Lands of Fountainview LLC	100 Ridgely Street	Minor Subdivision	2	-	PC Conditional Approval	4/19/2021
SB-21-03	Lands of Tudor Enterprises LLC	800 Otis Drive and 1014-1032 South Little Creek Road	Minor Subdivision	2	-	PC Conditional Approval	7/19/2021
SB-21-04	Stonebrook West PND - Revised	McKee Road and West Denney's Road	Revised Subdivision PND	148	88.98	PC Conditional Approval	8/16/2021
SB-21-05	Stonebrook East PND - Revised	McKee Road and West Denney's Road	Revised Subdivision PND	106	45.8239	PC Conditional Approval Revised PC Conditional	8/16/2021 12/20/2021

SITE PLANS 2021								
File #	Plan Name	Location	Description	Review Type	Bldg Sq Ft (new)	DU	Action	Date
S-21-01	Eranga Cardiology	834 S Governors Avenue	Renovation and expansion of existing building	Administrative Review	2,426	-	Administrative Review (filed)	1/8/2021
S-21-02	Dover Charter School (Academy of Dover)	104 Saulsbury Road	Addition	PC Review	7,072	-	PC Conditional Approval Final Approval	3/15/2021 9/22/2021
S-21-03	Secure Storage 3 Lots Master Plan	Lafferty Lane (3 Lots)	Master Plan	PC Review	-	-	PC Conditional Approval	3/15/2021
S-21-04	Sunstar Ventures	60 Starlifter Avenue	Parking re-configuration	Administrative Review	-	-	Administrative Review (filed) Final Approval	2/26/2021 10/19/2021
S-21-05	Bay Road Office Park	530, 540, 544, 550 Bay Road	Site Development Master Plan: 3 Lots at Secure Storage on Lafferty Lane	PC Review	68,600	-	PC Conditional Approval	5/17/2021
S-21-06	Dover Park Recreation Projects: Community Building, Spray Pad & Accessible Playground Improvements	1210 White Oak Road	Park with Accessible Playground, Spray Pad, Office and Community Building	PC Review	2,619	-	PC Conditional Approval	6/21/2021
S-21-07	Schutte Park Recreation Projects: Skate Park	10 Electric Avenue	Skate Park	Administrative Review	-	-	Administrative Review (filed)	5/6/2021
S-21-08	Garrison Energy Substation	100 Garrison Oak Drive	City of Dover Electric Substation Project	Administrative Review	-	-	Administrative Review (filed)	7/28/2021
S-21-09	Uno's Plaza Restaurant	1225 N DuPont Highway	New Building	Administrative Review	12,000	-	Administrative Review (filed)	9/22/2021
S-21-10	Modwash	1414 N DuPont Highway	New Car Wash	PC Review	4,660	-	PC Conditional Approval	11/15/2021
S-21-11	Mckee Road Apartments	1385 McKee Road	Apartment Complex with clubhouse and pool	PC Review	160,000	384	Postponed	11/15/2021
S-21-12	Lands of 92 Ventures -Rail Haus	92 N West Street	Restaurant	PC Review	-	-	PC Conditional Approval	11/15/2021
S-21-13	Winner Group/Winner Hyundai	591 S DuPont Highway	Addition & Renovations	Administrative Review	1,900	-	Administrative Review (filed)	10/15/2021
S-21-14	NONE (ACTUALLY C-21-08)	-	-	-	-	-	-	-

BOARD OF ADJUSTMENT 2021						
File #	Plan Name	Location	Description	Type	Action	Date
V-21-01	Lands of Willieam E. Ardito	4 Lakeview Drive	Allow a proposed accessory building (detached garage) to be located closer to the street than the principal building (house).	Area Variance	Tabled Withdrawn	4/21/2021 10/20/2021
V-21-02	Lands of Kent Del Properties LLC-Jigar Patel	515 S DuPont Highway	Reduced front yard setback to allow for a pylon sign.	Area Variance	Approved	10/20/2021
V-21-03	Westside Car Wash	805 Forest Street	Increase maximum Impervious Lot Coverage in the C-3 Zone; Increase Impervious Lot Coverage in the COZ-1 Overlay Zone; and Deacreate minimum Open Space/Buffer requirements along street frontages in the COZ-1.	Area Variance	Approved	10/20/2021
V-21-04	Lands of Christopher E. Kynard	7 Cannon Mill Dr	Reduced rear yard setback to allow for an addition.	Area Variance	Withdrawn	11/17/2021

HISTORIC DISTRICT COMMISSION 2021					
File #	Plan Name	Location	Type	Action	Date
HI-21-01	Referral of Permit #21-188 The People's Church	46 S. Bradford St.	Sign Permit	HDC Recommended approval of Architectural Review Certificate	3/18/2021
HI-21-02	Referral of Fence Permit #21-147	4 The Green	Fence Permit	HDC Recommended approval of Architectural Review Certificate	3/18/2021
HI-21-03	Referral of Demo Permit #21-316	129 S. Bradford St.	Demolition of Building	HDC Recommended approval to allow for demolition	4/15/2021
HI-21-04	Lands of King Clubs Parking Lot Project	30 The Green (and 123 Bank Lane)	Site Plan for Parking Lot Improvements	HDC Recommended Approval; Administrative Site Plan Review underway	7/15/2021
HI-21-05	Referral of Demo Permit #21-1036: Lands of Stonelake Properties LLC	401 S. Governors Avenue	Demolition of Building	HDC Recommended approval to allow for demolition	8/19/2021
HI-21-06	Referral of Building Permit #21-1501 The People's Church	46 S. Bradford St	Consideration of Drainage Improvement Project	HDC Recommended approval of Architectural Review Certificate	11/18/2021

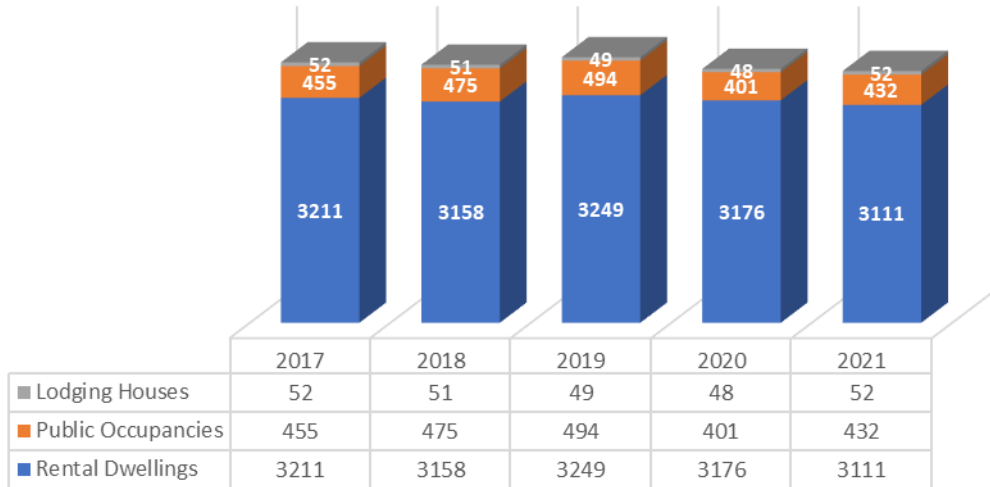
2021: Dover by the Numbers

Certificates of Occupancy, Building, Plumbing and HVAC Inspections

Calendar Year Inspections	2017	2018	2019	2020	2021
Plumbing / HVAC Inspections	4,336	6,070	7,402	2,931	2,869
Building Inspections	4,243	4,837	5,726	3,710	3,024
C/O Inspections	181	203	329	73	64
Total Inspections	8,760	11,110	13,457	6,714	5,967

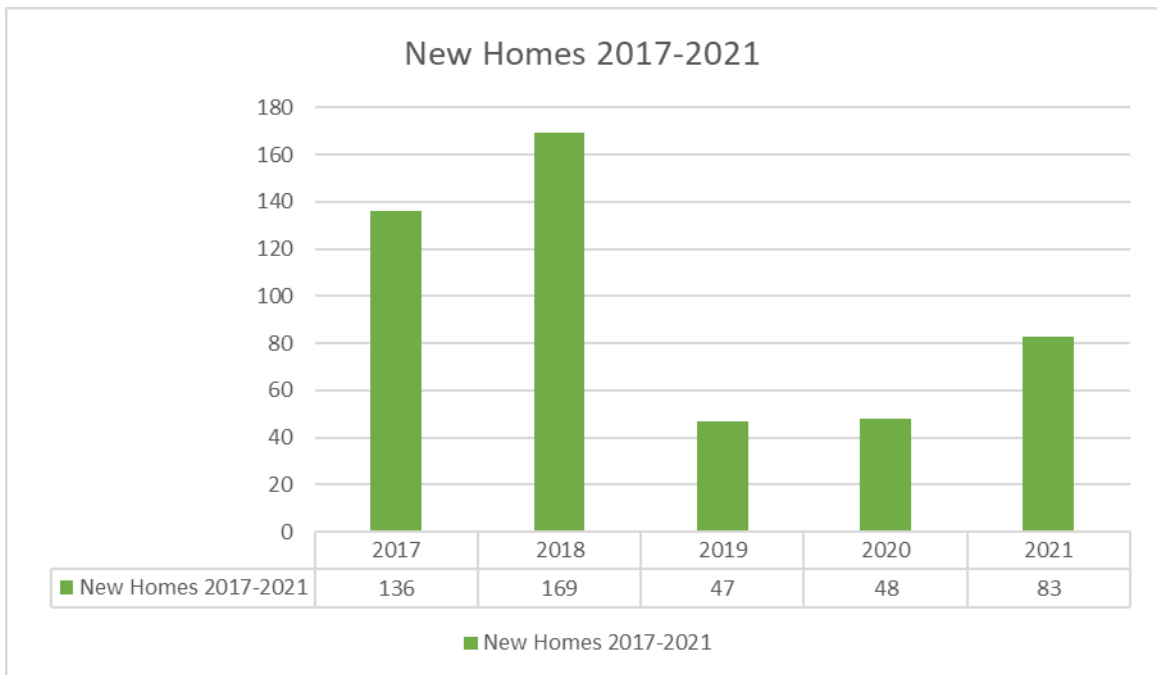
RENTAL PERMITS ISSUED 2017-2021

■ Rental Dwellings
 ■ Public Occupancies
 ■ Lodging Houses

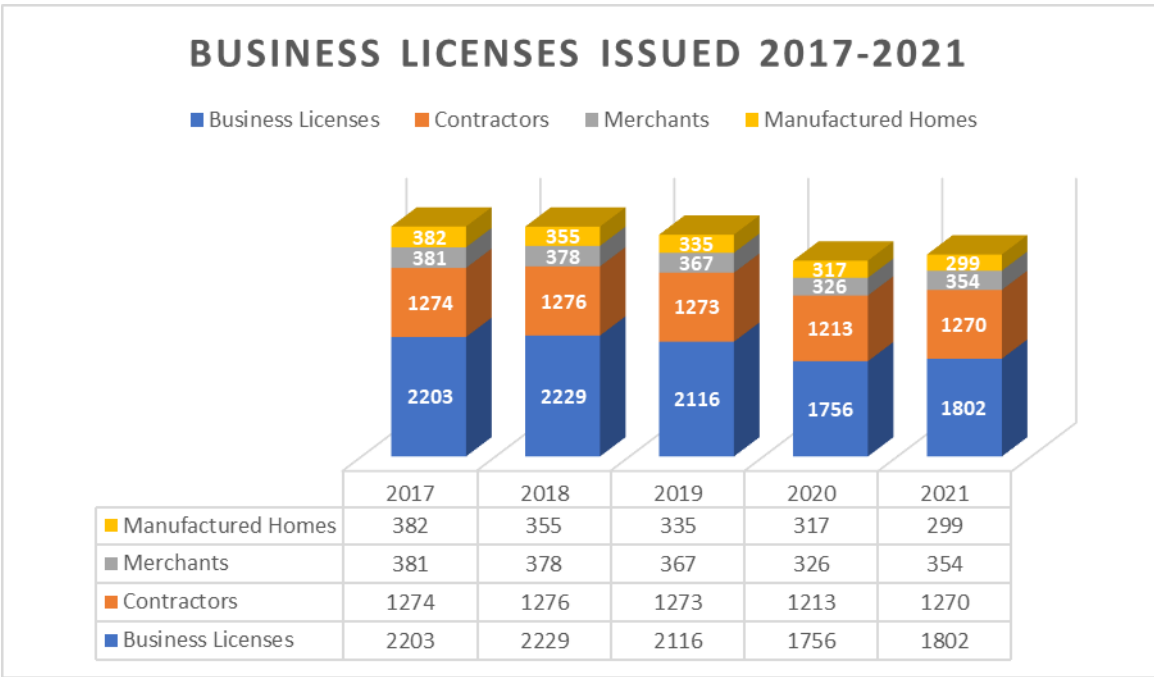


Rental Licenses	2017	2018	2019	2020	2021
Lodging Houses	52	51	49	48	52
Public Occupancies	455	475	494	401	432
Rental Dwellings	3,211	3,158	3,249	3,176	3,111
TOTALS	3,718	3,684	3,792	3,625	3,595

BUILDING PERMITS ISSUED FOR NEW HOMES 2017-2021



BUSINESS LICENSING



Business Licenses	2017	2018	2019	2020	2021
Manufactured Homes	382	355	335	317	299
Merchants	381	378	367	326	354
Contractors	1,274	1,276	1,273	1,213	1,270
Business Licenses	2,203	2,229	2,116	1,756	1,802
TOTALS	4,240	4,238	4,091	3,612	3,725

Major Projects and Construction Activity 2021

Residential Construction Activity

A renewed interest in the build-out of residential subdivisions occurred in 2021 for the City with over eighty-three (83) Permits issued for a mix of one-family detached dwellings, duplexes, and townhomes. There was residential construction activity in **Eden Hill Farm TND, Patriot Village, Oak Shadows, Nottingham Meadows, and Lexington Glen**. A series of permits for one-family dwelling infill projects were also issued throughout the year including within the area of the **Downtown Development District** and other scattered lots citywide. A number of manufactured home placements also occurred on existing lots in **Dover East Estates**. Approximately thirty (30) new dwelling units were completed and received Certificates of Occupancy by year's end. 2021 also saw continued activity with Fence, Shed, and Deck Permits as people made improvements at their residences. Construction activity for multi-family units only included the completion in December 2021 of the reconstruction of the **Baytree Apartment Building** (previously destroyed by fire in April 2020).

Non-Residential & Commercial Construction Activity

Commercial and other construction activity continued in 2021 with a variety of new projects starting, renovation activities establishing new tenants, and projects being completed even in the midst of the COVID-19 Pandemic.

New Permits Issued & Projects Underway in 2021

New Permits were issued in 2021 for a variety of renovation projects and new building construction projects. The following list consists of projects that were started in 2021 and may not be fully complete as of yet.

- Renovations at **Dover Fire Department Station #1**
- Office tenant fit-out of space at 1074 S. State Street
- Renovations at **Bayhealth Medical Center**
- Renovations to the **Holiday Inn** at 561 N DuPont Highway
- Renovations to several place of worship including **Congregation Beth Shalom, Union Baptist Church, and The People's Church**
- Multiple renovation projects at **Delaware State University** main campus
- Tenant fit-out projects in existing building at **756 S. Little Creek Road**
- Tenant fit-out project for **Canteen Vending** at 60 Starlifter Avenue
- Office renovations at the **Eden Hill Medical Center Building**
- Tenant fit-out for **Coney Island Grill Restaurant** at 108 W. Loockerman Street
- Renovations for tenant spaces within the **Shoppes of the Hamlet**
- Office renovations at **217 W. Loockerman Street**
- Renovations and Tenant fit-outs along the North DuPont Highway corridor including at the **McDonald's**, at the **T-Mobile Store**, for a restaurant at 1211 N. DuPont Highway, and for **Ubreakifix** at 1001 N. DuPont Highway
- Fire damage repairs at **Dover Commons Apartments**
- Apartment renovations at **108 W. Loockerman Street** and **231 W. Loockerman Street**
- Tenant fit-out for **Suds** at **225 W. Loockerman Street**
- Restaurant renovations for **Royal Prime** (previously Michelle's) at Bally's Dover (Dover Downs)

- Restaurant renovations for **Royal Prime** (previously Michelle's) at Bally's Dover (Dover Downs)
- Tenant fit-outs for **Golden Poppy** and for **Veronica's Pizzeria** in **Capital Station**
- Renovations for a warehouse use at **34 Starlifter Avenue**
- Tenant Fit-out for a **Plasma Center** at 277 DuPont Highway in the **Centre at Dover**
- **North Office Building** at 600A Bay Road known as Landing Square: Phase 2 Revised (C-20-02)
- **New Dover Middle Schools** project at 1 Pat Lynn Drive (S-20-02 and S-20-07)
- **DSWA Administrative Building** as new office building at 601 Energy Lane (S-19-19)
- **Industrial/Warehouse Buildings 1-3** and **Warehouse Building 4** (and its tenant fit-out by Blue Collar Guild, LLC) at 131 Rosemary Road (C-20-01)
- New multi-tenant **Commercial Building** at 515 S. DuPont Highway (S-19-07)
- **Tommy Express Car Wash** at 656 N. DuPont Highway (previous Kirby & Holloway Restaurant location)
- **New School Building at Academy of Dover** on Saulsbury Road (S-21-02)

Completed Projects for Renovation Activities

Building Permits were issued for building rehabilitation/renovation projects and tenant space fit-outs citywide in 2021. The following are a sample of the Renovations Activities completed from the year.

- **Sugar Factory Restaurant** at Dover Downs Hotel & Casino
- Renovations to existing building to serve as **Grotto Pizza Dough Production/Storage Facility** at 122 Rosemary Road (C-19-08)
- Tenant fit-outs within several buildings in the **Enterprise Business Park**
- Tenant fit-out for **Bob's Discount Furniture** in the North Dover Shopping Center
- Renovation projects at **Bayhealth Medical Center**
- **William Henry Middle School** renovation project to complete tornado damage repairs
- Tenant fit-out for the **Black Swamp Artisanal Market** at 204 W. Loockerman Street.
- Tenant fit-out of **Rise Physical Therapy** in the Gateway West Shopping Center
- Renovations to the **Macy's** fulfillment center at the Dover Mall
- Tenant renovations for several locations in the **Greentree Shopping Center**
- Tenant renovations for a **FedEx facility** at 60 Starlifter Avenue (Old Sunroc Building)
- Tenant fit-out for **Wing Stop** at 1225 N. DuPont Highway (Uno Plaza)

Completed Projects for New Building Construction

The following projects involved the development of properties resulting in construction of New Buildings. They were completed in 2021 and note the associated Site Plan Applications.

- **New Garage at DelDOT Central District Facility** (S-20-03)
- **DSP Administration Building** at 600 Bay Road (S-19-20)
- **Delmarva Corrugated Facility** at 1601 POW/MIA Parkway (S-20-08)

2021: Welcome to Dover! Progress in Pictures



Sugar Factory - 1131 N. DuPont Highway, Bally's (Dover Downs)



WINGSTOP at 1225 N. DuPont Highway Suite D



Delaware State Police Administration Building



Bayhealth Outpatient Renovations

2021: Welcome to Dover! Progress in Pictures



DeIDOT Garage



Silver Lake Nursing at 1080 Silver Lake Boulevard—
Commercial Renovation



Courthouse Renovations—
55 The Green



1351 W. North Street
DGKP – Interior Tenant Fit Out
Suite A



Delaware Department of Safety and Homeland
Security



Bayhealth-Storage TFO at Commerce Way



Black Swamp Artisanal Market - 204 West Lookerman Street



RISE Physical Therapy—1030 Forrest Avenue, Suite 105 A

2021: Welcome to Dover! Progress in Pictures

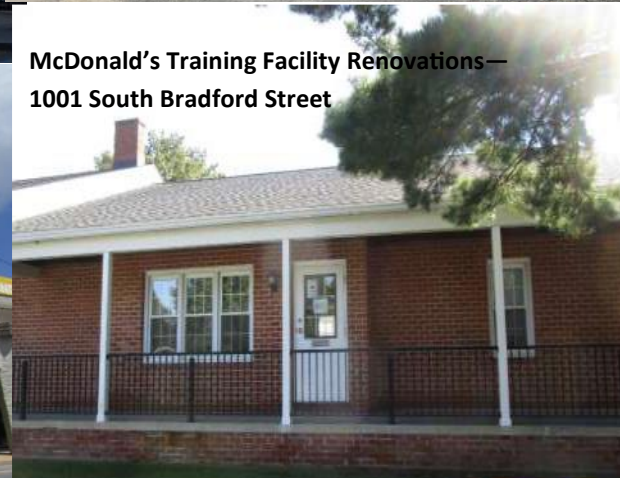
Mama's Kitchen—White Oak Road



Grotto's Dough Factory



McDonald's Training Facility Renovations—
1001 South Bradford Street



BOB'S DISCOUNT
FURNITURE

1061 North DuPont Highway



Union Baptist Church—Storm Damage Renovations—
883 Lincoln Street



William Henry Middle School—Storm Damage Repairs—
65 Carver Road



Bayhealth Center for Neurology Renovations—
1074 South State Street



FedEx
Ground

FedEx - 60 Starlifter Avenue



2021: Welcome to Dover! Progress in Pictures



117 S. Queen Street
Habitat for Humanity



42 Wellington Drive
Nottingham Meadows



159 Revolutionary Blvd.
Patriot Village



1506A College Road



Habitat for Humanity
— 15 N. New Street



420 Beuvale Lane
Nottingham Meadows

2021: Welcome to Dover! Progress in Pictures

126 Overlook Place—Overlook at Silver Lake



118 Mourning Dover—Oak Shadows



26 S. Queen Street



14 S. Queen Street



15 Wellington Avenue, Nottingham Meadows



404 Beauvale Lane
Nottingham Meadows



2021: Welcome to Dover! Progress in Pictures



6 Purple Martin Way-Oak Shadows



Dover East Estates - Manufactured Home- Lot 207



Dover East Estates—Manufactured Home - Lot 223



5 Purple Martin Way—Oak Shadows



171 Orchard Avenue



804 Ruth Way— Eden Hill Farm TND



808 & 810 Ruth Way—Eden Hill Farm TND

2021: Welcome to Dover! Progress in Pictures

Delmarva Corrugated at 1601 POW-MIA Parkway



51 Greentree Drive



1365 North DuPont
Highway #2000—
Renovations at Macy's
Fulfillment Center at
Dover Mall



113, 115, 117,
119, 121 —
Lexington Glen

2021: Welcome to Dover! Progress in Pictures



Residential Construction by National Council on Ag Life & Labor Research Fund (NCALL) Inc.— 39 New Street



Residential Construction by National Council on AG Life & Labor Research Fund Inc. (NCALL) - 35 N. New Street



Baytree Apartments Building D/E after fire damage. Date of photo is 4/27/2020.



Bay Tree Apartments Building D/E at 208 Bay Tree Rd. Building after full reconstruction (from slab). Certificate of Occupancy achieved