

To: Chair Charles Reynolds
Dover Parking Commission

From: Christopher Parker

CC: Parking Manager Simons

Date: April 17, 2026

Re: Orchard Street Parking

ISSUE:

The City has an opportunity to obtain 10 additional spaces within the Orchard Street Parking Lot

INTENT:

This memo will serve as an overview of proposed conveyance.

GOALS:

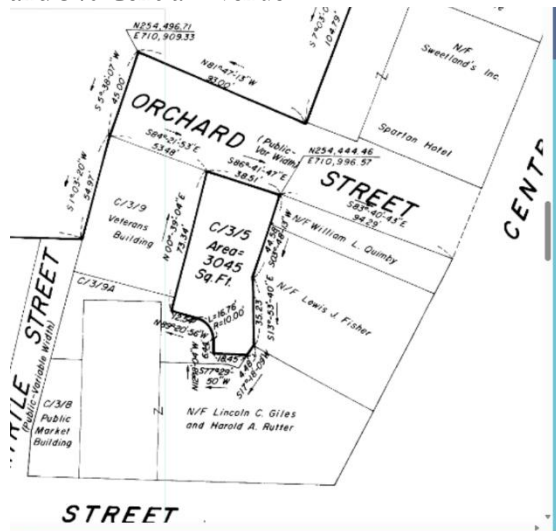
Provide a summary of the opportunity

Background

In the early to mid 1970s the Dover Housing Authority and the City of Dover developed an urban renewal plan for the area around the current Orchard Street Parking lot. This included the DHA obtaining all the property and then clearing 95% of the structures from the area. After the clearing was completed. Certain parcels were conveyed to private parties, and the larger area, and the Orchard Street right of way, were conveyed to the City for the parking infrastructure.

Within the parking lot a few of the private entities were conveyed parking rights – deeded easements for parking. These have remained largely unchanged since the 1970s. One such easement is located along the Cocheco Park building, and consists of 10 spaces.

The City has a .06 acre lot located off Orchard Street, between 1 Orchard and 340 Central Avenue:



There are five parking spaces on this parcel, not part of the managed parking system, as well as a vehicular and pedestrian access easement for the adjacent Central Avenue and Washington Street parcels (no easement exists for 1 Orchard).

The City wishes to convey the parcel to 340 Central LLC in exchange for five of its spaces in the Orchard Street lot. In discussions, 340 Central LLC has agreed to convey all ten spaces, for the parcel, plus 5 garage permits.

Proposal

- Since 2016, 340 Central has had an agreement with the City for 15 parking permits in the Orchard Street parking garage. This agreement lasts for 45 years (35 years outstanding).
- The City will convey the parcel to 340 Central
 - 340 Central, may merge the parcel into its other parcels or keep as separate. It will control the parking spaces.
- 340 Central will convey all 10 of its parking spaces to the City.
- The existing parking permit agreement will be increased to 20 permits for the remainder of the term. This allows the next 15 years to be no charge, for permits. The following 10 years are at 50% the business rate, and the final 10 years are at 66% of the rate.