

Administrative Official and Public Works Department Monthly Report for January 13, 2015 Town Council Meeting

(covers period from 120414 through 010815)

Administrative Official:

- There were 16 building and sign permits and 13 Certificates of Zoning Compliance issued during the month December 2014.
- Processed 650 business and rental licenses received for calendar year 2015
- Processed Gross Rental Receipt Tax (GRRT) from rental income received between July 1st and December 31st that is due February 15, 2015 in the amount of \$16K.
- The Board of Adjustment did not meet in December and will not meet in January.
- The Planning and Zoning Commission met on December 18th to review and discuss three application as follows:
 - ✓ **P-261:** review of a Record Plan for a Mixed Use Planned Community (MXPC), submitted by Becker Morgan Group on behalf of the developer, Mr. Robert Thornton, for property located on Beaver Dam Road (PIDN: 413.000 / Sussex CTM# 134-16.00- various). *Approved 5-0*
 - ✓ **P-270:** a request to amend a previously approved Land Development Plan submitted by Becker Morgan Group on behalf of the property owner, 26 Centre, LLC, for property located at 58 Atlantic Avenue (PIDN:047.100 / Sussex CTM# 134-12.00-646.00). *Approved 5-0*
 - ✓ **P-288:** an ordinance to amend the conditions of approval for 115.59 acres, more or less, annexed into the limits by Ordinance #282 being the lands of Silverstock LLC. located on Beaver Dam Road (PIDN: 413.000 / Sussex CTM# 134-16.00- various). *Approved 5-0*
- The Planning and Zoning Commission is scheduled to meet on January 15th to review the following application:
- **P-285:** review of a Land Development Preliminary Site Plan submitted by Steven J. Collazuol on behalf of the property owners Ann Bennett Collazuol & Steven J. Collazuol in conjunction with application P-285, to subdivide parcels of land into six individual parcels of land, on property zoned R-1 (single family residential), located at 34 Woodland Avenue (PIDN's: 116.000 & 116.001 / Sussex CTM#: 134-12.00-317.00 Parcels A & B).
- Submitted initial draft of budget to Town Manager

Public Works:

- Stuart Townsend attended a Pre - Closure Meeting of the SR 26 Mainline Construction Project at the Millville Volunteer Fire Company at which time the closure of SR 26 due to bridge replacements in Ocean View and Millville was discussed. Updates were provided, via email, by Mr. Ken Cimino the DelDOT onsite project engineer.
- On January 8th I met with Matt Carter from the Delaware T2 Center to discuss the Town progress with the ADA transition plan. Advised that the Town Engineer was in the process of compiling the information to create an inventory of the sidewalks and their deficiencies. Informed Matt the Town would contact him when this was completed and we move forward to create a transition plan. We also discussed signage placement and installation with Jerrad Steele from the Public Works Department.
- Met with Savannah's Landing HOA President Pete Fedorkowicz and his property management representative Veronica Radalin of Wilgus Associates to discuss the deterioration of a drainage pipe that runs under Riga Drive. While the roadway is not owned or within the Town of Ocean View I offered to do some research to ascertain responsibility for replacement of this pipe. The representative for the ownership of Ocean Way Estates, which owns the roadway, was contacted and indicated that the State previously replaced the pipes under the road. I've followed up by contacting the Sussex Conservation District (SCD) to seek their input and I'm awaiting a response.
- Met with the Mayor and Town Manager to discuss the numerous easements needed to initiate drainage projects.