

Administrative Official and Public Works Department Monthly Report for March 10, 2015 Town Council Meeting

(covers period from 020515 through 030115)

Administrative Official:

- There were 9 building and sign permits and 4 Certificates of Zoning Compliance issued during the month February 2015.
- Processed 798 business and rental licenses thus far 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 \$135,000.00.
- The Board of Adjustment met on February 19th and heard the following applications:
 - ✓ **V-295:** submitted by the property owners, Daniel and Beverly Flynn, requesting a variance from Article V, §140-28 of the Land Use and Development Chapter (L.U.D.C.) of the Town Code which requires a 25' setback for side lot lines abutting a street. This variance seeks to allow the applicant to erect a dwelling unit on the parcel that would encroach 5.9' into the required 25' setback for side lot lines abutting a street on property located at 110 West Avenue (PIDN: 036.050 / Sussex CTM#: 134-12.00-474.00). **(Approved 3-1 w/ condition)**
 - ✓ **V-296:** submitted by the property Eugenia Athan, requesting a Special Exception, to operate a bed and breakfast on property zoned R-1 (Single Family Residential District), located at 17 Central Avenue (PIDN: 249.000 / Sussex CTM#:134-12.00-599.00). **(Approved 4-0 w/ conditions)**
- The Board will meet on March 19th to hear the following applications:
 - ✓ **V-297:** a request for a variance from Article XXI, § 222-90, § 222-92 and § 222-94 of the Zoning Chapter (previous Code section) of the Town Code submitted by Brian McManus of K Hovnanian Homes, on behalf of the property owner Windansea, LLC. Article XXI, § 222-90, § 222-92 and § 222-94 restrict the number, size and placement of signs in a Residential Planned Community (R.P.C.). This parcel is located in the Residential Planned Community (R.P.C.) District of the Ocean View Beach Club.
This variance seeks to allow the applicant to erect signage on the parcel that will exceed the number, size and location permitted by § 222-90, § 222-92 and § 222-94 of the Zoning Chapter (previous Code section) of the Town Code on property located at 38399 Muddy Neck Rd. (PIDN: 408.000 / Sussex CTM#: 134-17.00-11.00).
 - ✓ **V-298:** a request for a variance from Article VII, § 140-50-B and Article V, § 140-32 of the Land Use and Development Chapter of the Town Code submitted by the property owners, William & Betty Dawson. Article VII, § 140-50-B and Article V, § 140-32 require a rear lot line setback of 20 feet for principal structures and attached accessory structures in the Planned Community (R.P.C.) District. This parcel is located in the Planned Community (R.P.C.) District of Fairway Village. This variance seeks to allow the applicants to construct or have constructed a deck and screen porch that will encroach into the required 20 foot rear lot line setback on property located at 86 Fairway Drive (PIDN: 402.295 / Sussex CTM#: 134-16.00-2054.00).

- The Planning and Zoning Commission met on February 19th and heard 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). (**Approved 4-1 w/ Conditions**)
- The Planning and Zoning Commission is scheduled to meet on March 19th to review the following applications:
 - ✓ **P-56:** a Previously Approved Site Plan approved on 081788, submitted by Mr. Phillip Hastings of Builders Supply of Delmarva on behalf of the property owner Mr. Louis J. Travalini, to amend the site plan by creating new parking spaces and adding a paver patio at a property zoned GB-1 (General Business District 1), located at 61 Atlantic Avenue (PIDN: 201.110 / Sussex CTM#: 134-12.00-1226.00).
 - ✓ **P-279:** review of a Preliminary Land Development Site Plan will be held on application P-279 submitted by The Evergreene Companies on behalf of the property owners OK Land Ltd. and Gerard and Mary Hurley, to construct fifteen (15) Townhouses, on property zoned GB-1 (General Business District 1), located at 24, 26 & 28 Atlantic Avenue (PIDN's: 298.000 & 299.00 / Sussex CTM#'s: 134-13.00-37.00, 38.00 & 36.00).
 - ✓ **P-290:** review of a Preliminary Land Development Site Plan will be held on application P-290 submitted by Mr. Keith Smith of Rent Equip on behalf of the property owners Patrick & Pamela Acri, to create a general business on property zoned GB-1 (General Business District 1), located at 9 Town Road (PIDN: 284.050 / Sussex CTM#: 134-13.00-1097.00).
 - ✓ **P-291:** review of a Concept Plan will be held on application P-291 submitted by the property owner CJ Pines, LLC to create a general business that will include structures for a restaurant and office/retail space, on property zoned GB-1 (General Business District 1), located at 83 Atlantic Avenue (PIDN: 093.000 / Sussex CTM#: 134-12.00-300.00).
- Ordinance # 319 - Flood Damage Reduction, adopted by Town Council on January 13, 2015, was submitted to FEMA for approval by DNREC on 020215 and approved on 020315. A letter acknowledging this approval is to be forthcoming.
- Attended a pre construction meeting for Phase I of the Assawoman Canal Trail on 021115 and the project is currently underway with completion projected by mid May. A lot off of Osprey Lane is being used as a staging area.

Public Works:

- Considerable number of water shutoffs during the past month for broken pipes due to the cold weather. Property owners notified in each case.
- Three significant snowfalls during a two week period required plowing by the Public Works Dept. and we were assisted by an outside contractor as well as the OVPD. There were a number of days where salting was required at some of the more dangerous intersections and roadways throughout Town and the department was busy also with cleaning the areas around Town buildings.
- Met with Johanna Van Der Veen of Traffic Logix at which time the Town Manager, Chief McLaughlin and I were shown their radar speed control devices. We have ordered two of the devices and if they meet our expectations we may order additional devices.