

**Administrative Official and Public Works Department**  
**Monthly Report for January 9, 2018 Town Council Meeting**

*(Covers period from 120717 through 010518)*

**Administrative Official:**

- There were 23 building and sign permits and 22 Certificates of Zoning Compliance/Occupancy issued during the month of December 2017.
- We issued a total of 1,189 business and rental licenses for CYE17.
- Required license renewals were due back by January 1, 2018 and staff is currently receiving and processing those renewals that have been returned to date. Thus far, we have issued 507 business and rental licenses for CYE18.
- Gross Rental Receipt Tax (GRRT):
  - ✓ Staff has processed GRRT as follows:
    - \$94,000.00 for period 17-1, which was due August 15, 2017 and covers rental period from January 1, 2017 thru June 30, 2017.
    - \$19,000.00 for period 17-2, which is due February 15, 2018 and covers the rental period from July 1, 2017 thru December 31, 2017.
- The licensing and Gross Rental Receipt Tax (GRRT) section in this department continues to:
  - ✓ Reach out to residents to make them aware of past due licenses and GRRT.
  - ✓ Make courtesy calls, send emails and/or mail violation letters as necessary to those property owners who have failed to acquire rental licenses or remit GRRT.
  - ✓ Accept & process business and rental licenses and Gross Rental Receipt Tax (GRRT).
  - ✓ Complete financial work to ensure that all monies received are balanced in the associated software programs.
  - ✓ Maintain detailed records for business and rental licenses and make phone calls as necessary to obtain updated documentation.
  - ✓ Scan documents into Shore Scan, a cloud-based document storage service, in an effort to reduce on-site storage of old paperwork.
  - ✓ Accept & process building permits.
  - ✓ Send violations to violators, research website for rental properties to ensure that property owners have rental licenses.
  - ✓ Periodically drive throughout Town to check realtor postings at properties to confirm that the agents are properly licensed with the Town as required by the Code.
  - ✓ Assist with duties of office coordinator/receptionist during an absence.
- Staff continues construction site visits throughout Town to ensure that contractors and property owners have the required building permits and/or business licenses. The Code Compliance person issued 1 violation for failure to have a building permit and 2 violations for working without a Town business license. Followed up to ensure compliance.
- Property maintenance violation notices were forwarded to property owners who were not in compliance with the property maintenance requirements of the Code. We have mailed out over 200 property maintenance violations in CYE17.
- Met with various property owners, developers, and contractors throughout the month to discuss land use questions and to address permitting requirements for each.
- Met with property and business owners from SR26 to discuss sign placement, variance applications and site plan modifications.

- The Board of Adjustment met on December 21, 2017 and heard the following applications:
  - ✓ **V-353:** Submitted by Darrell LONG, seeking a Special Exception to create a Woodworking Shop on property zoned GB-1, located at 94 Central Avenue (PIDN: 060.001 / Sussex CTM#: 134-12.00-524.01).  
*Approved (4-0) (Kerwin abstained).*
  - ✓ **V-354:** Submitted by Davis, Bowen & Friedel on behalf of the property owner Windansea, LLC, seeking a variance from Article VII, § 140-50-B of the Land Use and Development Chapter (L.U.D.C.) of the Town Code. §140-50-B sets some dimensional regulations for Planned Communities, allows Town Council to set other dimensional regulations and indicates that dimensional regulations not defined will comply with those set forth in R-3 zoning requirements. The required setbacks for accessory structures, as defined in Ordinance 214 adopted by Town Council on March 6, 2007 are, five (5) feet front, three (3) feet sides and ten (10) feet rear in the Ocean View Beach Club, Residential Planned Community.  
The applicant has installed patios and a walkway within the community which encroach into the required setbacks on property zoned Residential Planned Community (RPC) located on Old Orchard Avenue (PIDN: 408.350 / Sussex CTM#: 134-17.00-11.00). *Approved patios to remain as installed, however, proposed sunshade canopies may be installed within footprint of existing patios. Approved (5-0)*
  - ✓ **V-355:** Submitted by the property owner, John P. ROBERTS, seeking a variance from Article X, § 140-65 of the L.U.D.C., which limits the number of wall signs to one per business with a maximum area of ten (10) square feet.  
The variance seeks to allow the applicant to erect a wall sign that will exceed the maximum number and square footage permissible by Code on property zoned GB-1, located at 13 Atlantic Avenue (PIDN: 283.000 / Sussex CTM#: 134-13.00-29.00). *Approved 67 sq. ft. wall sign (5-0).*
  - ✓ **V-356:** Submitted by Mr. Josh Mastrangelo of Evergreene Homes, on behalf of the property owners, Raze Properties LLC & Berzins, Sigurd E., seeking a variance from Article I, § 116-5-E (2) of the Flood Damage Reduction section of the Environmental Protection Chapter of the Code which requires submission to FEMA, of engineering analyses and technical data reflecting the proposed activity in a special flood hazard area with base flood elevations to show that the cumulative effect of the proposed development activity, when combined with all other existing and potential special flood hazard area encroachments, will not increase the base flood elevation more than 1.0 foot at any point.  
The variance seeks to allow the applicant to forego this submission and construct all structures on pilings, on property zoned Mixed Use Planned Community (MXPC) located at Muddy Neck and Double Bridge Roads, (PIDN: 410.000 / Sussex CTM#: 134-13.00-30.03 & 30.04). *Approved 5-0.*

- ✓ **V-357:** Submitted by the property owners, Charles & Deborah BRZEZYNSKI, seeking a variance from Article V, §140-28 & §140-32, of the Land Use and Development Chapter (L.U.D.C.) of the Town Code, which requires principal structures and attached accessory structures to maintain a minimum rear yard setback of thirty (30) feet.  
The variance seeks to reduce the rear yard setback to twenty (20) feet so that the applicants can construct a new dwelling unit, with attached accessory structures at the rear, that will encroach 7.88 +/- feet into the required thirty (30) foot rear yard setback on property zoned R-1, located at 36 Osprey Lane (PIDN: 261.270 / Sussex CTM#: 134-13.00-903.00). **Approved encroachment of 5.88 +/- feet into rear yard setback (5-0).**
  - ✓ **V-358:** Submitted by Mr. Anthony Christopher on behalf of the property owner, Mariners Bethel United Methodist Church, seeking a variance from Article V, §140-32 of the Land Use and Development Chapter (L.U.D.C.) of the Code which restricts the height of a detached accessory structure to 14' from grade. The variance seeks to allow the applicant to erect three (3) detached accessory structures (bike maintenance shop, pavilion and a HOPE center), that will exceed the maximum permissible height of on property zoned R-1, located at 81 Central Avenue (PIDN: 048.006 / Sussex CTM#: 134-12.00-645.00). **Deferred until 1/18/18 at applicant's request.**
  - ✓ **V-359:** Submitted by K Hovnanian Homes DE, LLC on behalf of the property owners, Steven & Sheila STRONG, seeking a variance from Article II, § 187-10-C of the Streets and Sidewalks Chapter of the Town Code, which requires that grades on private driveways should not exceed 8%, unless specifically authorized by the Town, and in no case, shall the grade exceed 5% for the first 30 feet of driveway as measured from the road cartway.  
The variance seeks to allow the slope of the driveway, that exceeds the maximum 8.0% permissible by Code, to remain on property zoned Residential Planned Community (RPC) located at 48 Bennett Point Lane (PIDN: 408.231 / Sussex CTM#: 134-17.00-974.00). **Approved (5-0).**
- The Board of Adjustment is scheduled to meet on Thursday, January 18, 2018 to hear the following applications:
    - ✓ **V-352:** Submitted by the property owners, Gregory and Kathleen BAFFONE, seeking a variance from Article VII, § 140-50-B of the Land Use and Development Chapter (L.U.D.C.) of the Town Code. §140-50-B sets some dimensional regulations for Planned Communities, allows Town Council to set other dimensional regulations and indicates that dimensional regulations not defined will comply with those set forth in §140-28 (R-2) for single family parcels. The required side yard setback for accessory structures, as defined in Ordinance 214 adopted by Town Council on March 6, 2007 is 3 feet in the Ocean View Beach Club, Residential Planned Community (R.P.C.).  
This variance seeks to allow the applicant to place a mechanical unit within the required side yard setback on property zoned R.P.C. located at 39 Scarborough Ln. (PIDN: 408.177 / Sussex CTM#: 134-17.00-962.00).

- ✓ **V-358:** Submitted by Mr. Anthony Christopher on behalf of the property owner, Mariners Bethel United Methodist Church, seeking a variance from Article V, §140-32 of the Land Use and Development Chapter (L.U.D.C.) of the Code which restricts the height of a detached accessory structure to 14' from grade. The variance seeks to allow the applicant to erect three (3) detached accessory structures (bike maintenance shop, pavilion and a HOPE center), that will exceed the maximum permissible height of on property zoned R-1, located at 81 Central Avenue (PIDN: 048.006 / Sussex CTM#: 134-12.00-645.00).
- ✓ **V-360:** Submitted by the property owners, Mark A. and Karen A. VENTRASCA, seeking a variance from Article V, §140-28 of the Land Use and Development Chapter (L.U.D.C.) of the Town Code which requires principal structures to maintain setbacks of 25 feet from the front lot line and side lot line abutting a street, 15 feet from the side lot line and 30 feet from the rear lot line and that lot coverage not exceed 35%.  
The applicant seeks to allow the existing structure which projects .6 +/- feet into the side yard setback to remain and that the lot coverage be permitted to exceed the maximum allowable coverage of 35% on property zoned R-1, located at 16 N. Primrose Lane (PIDN: 002.250 / Sussex CTM#: 134-12.00-821.00).
- ✓ **V-361:** Submitted by Mr. Russell Archut on behalf of the property owner CJ Pines, LLC, seeking a variance from Article X, §140-65 of the Land Use and Development Chapter (L.U.D.C.) of the Town Code which provides limits on signage at a multi business site that allows for one (1) Freestanding Sign with a maximum area of 24 square feet per side for one business, a maximum of 4 additional square feet may be added for each additional business with the total size of the sign not exceeding 64 square feet per side area and each business is permitted one (1) ten square foot wall sign.  
This variance seeks to allow the applicant to place two (2) Freestanding Signs, one (1) of which will exceed the maximum permissible per side square footage and to place wall signs, on each of the five (5) units at the retail/office building, which will exceed the maximum square footage permissible by Code on property zoned, GB-1 located at 83 Atlantic Avenue (PIDN: 093.000 / CTM# 134-12.00-300.00).
- The Planning and Zoning Commission did not meet in December 2017.
- The Planning and Zoning Commission is scheduled to meet on Thursday, January 18, 2018 to hear the following application:
  - ✓ **P-313:** Submitted by the property owners Jane TRIBBETT, Nancy RHODES and Laura HICKMAN, seeking the subdivision of a single improved lot to create five (5) lots on property zoned R-1, located at 14 Betts Avenue (PIDN: 127.000 / Sussex CTM#: 134-12.00-320.00).
- **December 5<sup>th</sup>:** Met with Jeff Clark from Land Tech to discuss site plan requirements for a parcel at 44 Atlantic Avenue and additional requirements for the recordation of the Ocean View Historical Society (OVHS) site plan for the Museum project at 39 Central Avenue.

- **December 5<sup>th</sup>:** Attended a pre-construction meeting with our Code Enforcement person, Greg Durstine, at Miken Builders on Cedar Lane in Millville. The purpose of the meeting was to acquaint all parties involved in the commercial project to be built at 83 Atlantic Avenue ensuring that each party was aware of projects timetable and each party's responsibilities.
- **December 18<sup>th</sup>:** Met with Patrick Reid, Director of Development, and Rachel Allen, Development Manager, for the Carl W. Freeman Companies to discuss tenant fit-out, signage, and required variances for proposed offices at 21 Village Green Drive in Bear Trap Dunes. Town Council approved an earlier request to return the General Business zoning for the structures at 21 & 24 Village Green Drive.
- **December 11<sup>th</sup>:** Forwarded a complaint regarding the violation of construction hours on 121017 in Fairway Village to our Code Enforcement person for action and report. Was advised that contact was made with the site supervisor who was informed of the construction hours. I also spoke with the Chief to make the OVPD aware of the complaint. The Chief indicated that he had on that date and been through Fairway Village during his patrol but did not observe any violations at that time.
- **January 2<sup>nd</sup>:** Met with Cary and Carol Gaulding who live in Bishops Landing to discuss the construction on Fairway Village and the proximity of the Town homes from their property.
- **January 3<sup>rd</sup>:** Spoke with a Mr. McConnell who owns a property in Silverwoods to help him determine the best direction for adding a screen porch and deck at the rear of his property.

### **Public Works:**

- In addition to their regularly scheduled duties, Public Works personnel also completed the following:
  - ✓ Continue landscape maintenance throughout the Town campuses.
  - ✓ On December 6<sup>th</sup> Andrew Wolfe of the Public Works Department completed Flagger Certification training provided by DFIT in Dover.
  - ✓ DPW Personnel Jerrad Steele & Andrew Wolfe attended a DFIT Safety Seminar on December 19<sup>th</sup> on Winter Weather and Slip, Trip & Fall Prevention.
  - ✓ Preparations underway for winter weather event. This includes fueling of all equipment and vehicles, mounting of snow plows and salt spreaders on vehicles and ensuring that any additional equipment which may be needed is ready for use.
  - ✓ Snow plowing during winter storm event. (Report regarding this event included with Monthly TC report).

## GRAYSON – Winter Storm “Bombogenesis”

*Bombogenesis, a popular term used by meteorologists, occurs when a midlatitude cyclone rapidly intensifies, dropping at least 24 millibars over 24 hours. A millibar measures atmospheric pressure. This can happen when a cold air mass collides with a warm air mass, such as air over warm ocean waters. The formation of this rapidly strengthening weather system is a process called bombogenesis, which creates what is known as a bomb cyclone.*

January 4, 2018 (Thursday): G&A Offices Closed - BLIZZARD CONDITIONS

- Snow started about 8:30PM on 010318 and continued through Thursday 010418 until approximately 6PM.
- Plowing started at midnight with four plows separated into two teams for safety and efficiency. There was a North Team (Steele & Wolfe) operating Trucks 6 & 7 and a South Team (Olsen & OVPD P/O Harrington) operating trucks 1 & 8.
- Accumulations were approximately 9 - 12 inches with severe drifting due to extremely windy conditions.
- NW Winds were sustained at 25 - 30 MPH throughout the day with continual gusts in the 50-60 MPH range with wind chills at or below zero. The wind as previously noted caused severe drifting which caused equipment to get stuck several times. Because of the sustained winds, plowing was difficult to impossible, and once passing through a roadway it seemed as if the roadway was covered over almost immediately due to the blizzard conditions.
- Visibility was poor at best and limited to less than a ¼ mile throughout most of the day and night. Often the visibility seemed nonexistent.
- Roads (23 + miles) throughout the entire Town were plowed at least twice and we also plowed some of the state roads to keep them passable.

January 5, 2018 (Friday): G&A Offices Closed

- There was no snow from the sky overnight, as someone stated during a BRIDGE call, however there was windblown snow because of the high winds and gusts. Most roads received a noticeable buildup of snow that occurred during the rest period provided to the plow operators.
- Plowing started at 3AM with four plows separated into the same two teams (North and South) for safety, efficiency and familiarity.
- NW Winds, sustained at 15-25 MPH with gusts to 35MPH and a wind chill at or below zero. Winds again continued to be a detriment creating drifts throughout the day in many areas. The drifts, which were as high as 3 – 4 feet in places, cause equipment to get stuck. (*Drifts for the most part were associated with open areas such as fields and breezeways which create a tunnel effect for the wind. The buildup into drifts occurs quickly because of the sustained wind speed and gusts*). Our equipment, which is capable of handling snowfalls in normal conditions, was severely limited due to the conditions during this storm.
- Snow, sleet, freezing rain (mixed bag) throughout the state next week with the next system has been forecast but may only be rain in our area.
- Visibility was not an issue for the most part.
- Normally the purpose of the second day of plowing is to widen the path created on the previous day. Unfortunately, because of the abnormal weather conditions, we spent most of the time clearing roads again to keep them open. All roads were plowed at least once and others more if we could get to them.

January 6, 2018 (Saturday):

- Once again, no additional snow and wind gusts during the rest period provided for the plow operators was not as significant as it was the previous day. Our efforts therefore were directed toward extending the width of the roadway as much as possible and cleaning up corners.
- Report times for plowing teams was staggered and the teams were changed. The North Team (Steele & OVPD P/O Harrington) started at 3AM and the South team (Olsen & Wolfe) started at 6AM.
- Winds were in the 10-15MPH area with minimal gusts and a wind chill around 5 degrees during the day.
- Visibility was not an issue.
- We were able to widen most roads and clear corners.

January 7, 2018 (Sunday):

- Only one plow (Steele) in service to continue cleanup at 201 Central for staff arrival on Monday morning.

January 8, 2018 (Monday): G&A Offices Opening at 10AM

- Steele & Wolfe in at 5AM.
  - ✓ Spread salt at 201 Central Avenue parking lot and entrance ways to building.
  - ✓ Clear parking lots, sidewalks and entrance areas at 32 West Avenue.

Throughout the duration of the storm:

- We responded to several resident calls some of which were emergency situations, those whose areas had more accumulation from the winds, to those that called because they thought we had forgotten them. I assured everyone that I spoke, to as did OVPD volunteers and personnel, that we had plowed everything however, the wind was blowing the snow right back on the roads. Some understood, and others were adamant. In all instances the calls for service, if valid, were resolved.
- Received a few calls from people that lived outside of Ocean View town limits and advised that we were unable to plow their neighborhoods.

DPW staff will continue to monitor roadways and corners, during the coming days as the temperatures rise (hopefully), and plow where necessary.

***Grayson Might Be Strongest Bombogenesis Event Near U.S. East Coast in Over Four Decades*** (from the Weather Channel)

Winter Storm Grayson's pressure dropped 59 millibars in 24 hours off the U.S. East Coast. This is likely a record bombogenesis event for the western North Atlantic Ocean. A perfect jet stream alignment played a big role in Grayson's rapid intensification.

Winter Storm Grayson's rapid intensification near the U.S. East Coast may have been the most explosive development on record for the western North Atlantic.

Grayson's central pressure dropped 59 millibars, or 1.74 inHg, over a 24-hour period between 10 a.m. EST Wednesday and 10 a.m. Thursday, more than doubling the requirement for this winter storm to be declared to be undergoing bombing cyclogenesis, or bombogenesis. A drop in pressure of 24 millibars over 24 hours is the definition of bombogenesis.

This rate of intensification may top all past winter storms dating back to 1976 in this region of the North Atlantic, according to David Roth, a forecaster at the Weather Prediction Center, and Dr. Andrea Lopez Lang, Assistant Professor of Atmospheric Science at the SUNY-Albany. In fact, it may beat the No. 2 non-tropical storm by as much as 10 millibars.

If all non-tropical cyclones are included in the list of most rapidly intensifying cyclones, Winter Storm Grayson would likely end up tied for 8th place.

More remarkably, bombogenesis criteria may have been achieved in just nine hours between 7 p.m. EST Wednesday and 4 a.m. Thursday. During that time, the pressure fell 25 millibars near the North Carolina coast.

What Allowed the Pressure to Deepen This Fast?

Three factors allowed this storm to readily and rapidly intensify: A combination of a coupled jet stream structure, a strong gradient of ocean temperatures near the U.S. East Coast and a somewhat warm core.

Certain regions of jet streams are favorite spots for rising air and lift in the atmosphere. These are found on the right side of accelerating air and the left side of air that is slowing down at a layer of the atmosphere where planes fly. When storms are found in these regions, you can expect strengthening.

When these two regions overlap, and a low-pressure system exists in the neighborhood where the regions overlap, you can expect quick strengthening of the low-pressure system. This is exactly what we saw with Winter Storm Grayson as it moved northeastward off the Southeast coast.

A second factor that allowed Grayson to intensify is the large variation in ocean temperatures off the Southeast coast. The gradient between the warm Gulf Stream current off the coast of the Carolinas to the relatively colder shelf waters near the Carolina coast is as much as 25 to 30 degrees in some spots. This variation provides energy to passing low-pressure systems, and the warm waters of the Gulf Stream can also provide extra lift.

Finally, warm air was wrapped into the center of Grayson during the day leading up to bombogenesis in a process called warm occlusion. Warmer air allows pressure to drop at a faster rate than it would with a cold-cored storm.