

# Town of Ocean View

## Monthly Update for the Department of Planning, Zoning & Development

As of October 5, 2018

### Constituent Concerns

- Cut through traffic along Daisey Avenue between Central Avenue and Woodland Avenue.
- Edge of roadway patching along Daisey Avenue at the intersection with Woodland Avenue and prior to Central Avenue.
- Incomplete survey work by True North Land Surveying, Inc. holding up Certificates of Occupancy. To date there are seven (7) outstanding projects.

### Maintenance Projects

- Street sweeping services in the communities of Avon Park, Wedgefield, Hunters Run and Bear Trap Dunes has been completed.
- Waiting for design from the Sussex Conservation District to make repairs to the tidal drainage ditch located off Hudson Avenue. These repairs will be utilizing new “green technologies” and may be 100% paid for with grant money. We are currently awaiting the design and cost information.
- Bids for a roadway patching project for Country Village, Country Estates and the intersection of Evans Avenue and Woodland Avenue were accepted and opened on October 5, 2018. The Town received five (5) sealed bids. The lowest bid was approximately \$116,000.00 below the Engineer’s estimate, which may allow for additional patching in other areas of the Town if we so choose. A request for approval of the bid will be brought before the Mayor and Council on October 9, 2018.

### Capital Projects

- **Woodland Park Drainage Project:**  
This Project was advertised for bid on Thursday, September 20<sup>th</sup>. A mandatory pre-bid meeting was held on Thursday, October 4<sup>th</sup> with two (2) prospective bidders in attendance. Bids for this project will be received until 10:00 a.m. on Thursday, October 18<sup>th</sup>. Notice to proceed for this project is anticipated for mid-November.

### Board of Adjustment / Planning & Zoning Commission

- The Board of Adjustment held public hearings on three (3) variance applications on September 20, 2018. The next scheduled Board of Adjustment meeting is October 18, 2018.
- The Planning & Zoning Commission met to review an amendment to a previously approved site plan on September 20, 2018. The Commission is not scheduled to meet in October.
- Staff attended the University of Delaware’s IPA Local Government Training on “Board of Adjustment Issues” (Planning 206) on September 21<sup>st</sup>.

## **Comprehensive Land Use Plan Update**

- A Request for Proposals (RFP) to update the Town's Comprehensive Land Use Plan in 2020 will be advertised this week. Bids will be accepted until 10:00 a.m. on Friday, November 9, 2018.

## **Permits & Certificates of Occupancy (C.O.'s)**

- Total building & sign permits issued in September: **38**
- Total C.O.'s issued in September: **43**

## **Licenses & Gross Rental Receipts Tax (GRRT)**

- Total Business & Rental Licenses issued for CY18: **1,148**
- GRRT collected for 18-1 (due August 15, 2018): **\$101,073.00**
- GRRT collected for 18-2 (due February 15, 2019): **\$3,032.00**

## **Code Enforcement**

- Mailed **eight (8)** property maintenance (grass) violation letters.
- Issued **four (4)** code violation warnings for failure to obtain a building permit and/or C.O.

## **Miscellaneous**

The Town has entered into a new three-year Supplemental Agreement with The Kercher Group for Engineering Services and Project Management. This agreement supplements the current agreement and will allow the Town to continue uninterrupted professional engineering services.

Respectfully submitted October 5, 2018,  
Kenneth L. Cimino, Director of Planning, Zoning & Development