

TOWN OF OCEAN VIEW
DELAWARE

February 6, 2019

TO: Honorable Mayor and Council

FROM: Kenneth L. Cimino, Director of Planning, Zoning & Development

VIA: Carol S. Houck, Town Manager 

SUBJECT: Monthly Update for the Dept. of Planning, Zoning & Development as of Jan. 31, 2019

Maintenance Projects

- Patching, paving and minor drainage improvements at the intersection of Evans Avenue and Woodland Avenue as well as the patching along Daisey Avenue has been suspended due to weather.

Capital Projects

- **Woodland Park Drainage Project:**
Notice to proceed for this project was issued. The contractor may commence work on or before February 18, 2019.
- **Woodland Avenue Reconstruction Project:**
A pre-construction meeting for this project was held on Friday, February 1, 2019. A notice to proceed was issued. This project may start on or before February 11, 2019.

Board of Adjustment / Planning & Zoning Commission

- The Board of Adjustment held a public hearing on three (3) variance applications on January 24, 2019. The next scheduled Board of Adjustment meeting is February 21, 2019.
- The Planning & Zoning Commission held a meeting on January 24, 2019 to review the following applications:
 - **P-319:** An ordinance to Amend the Ocean View Land Use and Development Code, Chapter 140, Article XVIII, §140-119 "Amateur radio antenna greater than 65 feet high" and Chapter 140, Article XVIII, §140-131 "Wireless communication facilities" in order to clarify certain definitions; allow an administrative review process for Collocation and Minor Modifications to existing wireless communications facilities; and to impose certain time requirements upon the Town for decisions on wireless communication facility applications required by the Federal Communications Commission. The proposed ordinance would also eliminate Ocean View Code Chapter 216 titled "Wireless Communications Facilities and Amateur Radio Antennas" in its

entirety in order to eliminate redundancies in the Code.

- **P-320:** An ordinance to Amend the Ocean View Land Use and Development Code, Chapter 140, Article XVII, entitled “Administrative and Beneficial Use Appeals; Variances” section by adding §140-108.1 “Administrative variances”. This ordinance authorizes the Director of Planning, Zoning and Development to grant administrative yard setback, height limit, building separation, or impervious surface variances, subject to limitations.
- The next scheduled meeting of the Planning & Zoning Commission is February 21, 2019.

Comprehensive Land Use Plan Update

- We will hold a kick-off meeting with our consultant AECOM in the near future to discuss updating the Town’s Comprehensive Land Use Plan. The Town is scheduled to attend the State’s Pre-PLUS (Preliminary Land Use Service) Meeting on February 27, 2019 in order to receive comments on our plan.

Permits & Certificates of Occupancy (C.O.’s)

- Total building & sign permits issued in January: **29**
- Total C.O.’s issued in January: **58**

Licenses & Gross Rental Receipts Tax (GRRT)

- Total Business & Rental Licenses issued for CY18: **1,184**
- Total Business & Rental Licenses issued for CY19: **845**
- GRRT collected for 18-1 (due August 15, 2018): **\$105,829.00**
- GRRT collected for 18-2 (due February 15, 2019): **\$44,446.00**

Code Enforcement

- Issued **seven (7)** code violation warnings for failure to obtain a business license, building permit, and/or C.O.