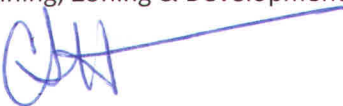


TOWN OF OCEAN VIEW
DELAWARE

April 3, 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 April 5, 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 will resume on or about March 25, 2019. An area of Pine Lane in Woodland Park has been added to this project.

Capital Projects

- **Woodland Park Drainage Project:**
This project has yet to commence due to weather. Time charges began on February 11, 2019.
- **Woodland Avenue Reconstruction Project:**
The project is moving along with the drainage work which, as of today, is approximately 80% completed. The roadway reconstruction work will commence after the drainage work is completed.

There are two, possibly three conflicts with utility locations that we are currently working with the owners of these utilities to resolve. This will result in additional costs to relocate the utility.

- **Pedestrian Connectivity**
We will begin to determine the feasibility of constructing sidewalks along West Avenue within the towns right of way from SR 26 to John West Park. Constructing the sidewalks within the Town right of way will eliminate the need to obtain easements from property owners along West Avenue.
- **The Cottages/Kelly Estates Drainage Improvements**
We will begin our initial survey of the drainage basin that conveys stormwater from the surrounding area to the drainage system that currently runs to and through the Cottages and Kelly Estates and ultimately to the Whites Creek.

Comprehensive Land Use Plan Update

- Town staff received comments back from the Office of State Planning Coordination regarding their review of the Town's Pre-Plus application. Comments were also received from DelDOT, DNREC, Delaware Division of Parks and Recreation, State Historic Preservation Office, State Housing Authority and the Delaware Department of Agriculture.
- The first Public Workshop for the Comprehensive Land Use Plan update will be held on Saturday, April 13, 2019 between the hours of 8:00 a.m. and 3:00 p.m. The event will be held at the rear of Town Hall, located at 32 West Avenue. Access to this event will be provided by utilizing the rear entrance to the building located next to the gravel parking lot.

Board of Adjustment / Planning & Zoning Commission

- The Board of Adjustment met on March 21, 2019. The next scheduled meeting is April 18, 2019.
- The Planning & Zoning Commission held a meeting on March 21, 2019 to review the following applications:
 - **P-313:** Application P-313 is a Final Land Development Site Plan Review submitted by the property owners Jane W. Tribbitt, Nancy H. Rhodes, and Laura L. Hickman, seeking the subdivision of a single improved lot to create five (5) lots on property zoned R-1 Single-Family Residential District located at 14 Betts Avenue (PIDN: 127.000 / Sussex CTM# 134-12.00-320.00).
 - **P-321:** Application P-321 is an ordinance to Amend the Zoning District Designation for the Lands of C & C Real Estate Holdings, LLC, from R-1 Single Family Residential District to R-3 Townhouse and Multifamily District for a certain parcel of land containing 1.3528 acres, more or less, located at 129 Central Avenue (PIDN: 024.000 / Sussex CTM# 134-12.00-446.00).
- The next scheduled meeting of the Planning & Zoning Commission is April 18, 2019.

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

- Total building & sign permits issued in March: **42**
- Total C.O.'s issued in March: **25**

Licenses & Gross Rental Receipts Tax (GRRT)

- Total Business & Rental Licenses issued for CY19: **949**
- GRRT collected for 18-1 (due August 15, 2018): **\$107,996.00**
- GRRT collected for 18-2 (due February 15, 2019): **\$208,938.00**

Code Enforcement

- Issued **six (6)** code violation warnings for failure to obtain a business license, building permit, and/or C.O.