

TOWN OF OCEAN VIEW  
DELAWARE

June 5, 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 June 5, 2019

**Capital Projects**

- **Woodland Park Drainage Project:**  
This project continues to progress towards completion. Drainage improvements along Woodland Avenue, north of Maple Lane, have been completed. Drainage improvements on Maple Way and Woods Circle have commenced and are moving towards Pine Lane and Central Avenue.

- **Woodland Avenue Reconstruction Project:**  
This project is 100% percent completed and is awaiting final inspection and acceptance.

The total value of the contract increased from \$727,348.00 to \$810,840.07, an \$83,492.07 or 11.5% increase. This was due to changes in design to avoid underground utilities and differing site conditions encountered when constructing the new roadway section.

The increase in total value of the contract to \$810,840.07 is not outside of industry norms of less than 15% and is still below the Engineer's Estimate of \$851,892.00.

Three conflicts with utility locations remain unresolved by the owners of the utility. We are currently working with the owners of these utilities to resolve. This will result in additional costs to relocate the utility.

Construction Management and Observation for this project was budgeted at \$117,000.00. Time spent modifying the design to accommodate utility conflicts discovered was not contemplated in the original cost proposal. An additional \$2,500.00 will be needed to complete the Construction Management for this project bringing the total dollar value of this task assignment to \$119,500.00, a 2% increase.

- **The Cottages/Kelley Estates Drainage Improvements**  
We have started the 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 Kelley Estates and, ultimately, to Whites Creek.

### **Comprehensive Land Use Plan Update**

Over the month of May, AECOM developed a survey to build off of the responses gathered at the first public workshop. On May 29, 2019 the Town officially launched the survey. The survey was announced in the Town's newsletter, on the Town's website and via postcards that will be distributed at Town-sponsored events over the next month.

The Town's consultant is continuing to compile data on the existing conditions, demographics, and housing trends. The consultant's next steps will be to review this data and survey results with Town staff to develop a vision statement and associated priority issues for consideration.

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

- Total building & sign permits issued in May: **63**
- Total C.O.'s issued in May: **34**

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

- Total Business & Rental Licenses issued for CY19: **1062**
- GRRT collected for 18-2 (due February 15, 2019): **\$212,012.00**
- GRRT collected for 19-1 (due August 15, 2019): **\$1,380.00**

### **Code Enforcement**

- Removed **90** "bandit" signs from Town Right-of-Ways over the Memorial Day weekend.
- Issued **seven (7)** code violation warnings for failure to obtain a business license, building permit, and/or C.O.
- Issued **11** property maintenance violations.