

TOWN OF OCEAN VIEW
DELAWARE

July 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 July 3, 2019

Constituent Concerns

- Received a request to install “NO OUTLET” signs on William Avenue. Inspection of this section of roadway along with Osprey Lane and Sea Hawk Lane revealed that the existing signs that were in place were not standard signs recognized by the DEMUTCD. All three locations have been upgraded to the correct standard sign.
- Received a request to trim low hanging branches along West Avenue between Route 26 and Central Avenue. Inspection of this segment of roadway revealed moderate growth of tree limbs into the right-of-way affecting both lateral clearance and vertical clearance. This project is currently out for bid.

Maintenance & Operations

- **Semiannual Street Sweeping**
The semiannual street sweeping contract has been awarded to D&J Sweeping of Laurel, Delaware. Sweeping will begin in the Savannah’s Landing Community on Monday, July 8th and continue in the communities north of Route 26 to the Assawoman Canal. Hours of operation will be Monday through Friday, 8:00a.m. to 4:00p.m.
- **Tree Trimming**
We have solicited bids for tree trimming within the right of way along West Avenue. Anticipated start date for this project will be mid to late July. Property owners adjacent to West Avenue will be notified of this work by mail.

Capital Projects

- **Woodland Park Drainage Project:**
The original contract work for drainage improvements along Woods Circle, Assawoman Avenue and Pine Lane are complete except for the restoration of driveways. The additional drainage improvements on Maple Lane, Woods Lane and Assawoman Avenue are wrapping up. The restoration of driveways remains to be completed in this area.

At the February meeting, the Office of Planning and Development requested to add the additional work along Woods Lane, Holly Lane and Assawoman Avenue with an estimated value of \$90,000.00. This work was completed for the amount of \$111,165.15 dollars. Funding is available to cover the cost of the work approved in February. Additionally, there were several water line relocations at a cost of \$4,238.42. This will increase the total contract value of this contract to \$569,964.12. We expect one additional change order for utility conflicts needed to complete this project that has yet to be agreed to.

- **The Cottages/Kelley Estates Drainage Improvements**

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 is substantially completed. TKG will begin to process the data and explore potential designs. I anticipate having the Concept Design in the Fall of this year.

Comprehensive Land Use Plan Update

During the month of June 2019, AECOM completed an update of demographic and housing information for the Town. Estimates were developed based from Census data and Ocean View's building and development records. The Town's Community Survey was live for the entire month of June and, throughout this time, 149 individuals completed the survey. AECOM is currently reviewing those responses and developing a report to be included within the Comprehensive Plan.

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

- Total building & sign permits issued in June: **56**
- Total C.O.'s issued in June: **30**

Licenses & Gross Rental Receipts Tax (GRRT)

- Total Business & Rental Licenses issued for CY19: **1,115**
- GRRT collected for 18-2 (due February 15, 2019): **\$213,281.00**
- GRRT collected for 19-1 (due August 15, 2019): **\$3,104.00**

Code Enforcement

- Issued **two (2)** code violation warnings for failure to obtain a business license, building permit, and/or C.O.
- Issued **seven (7)** property maintenance violations.