

June 20, 2016 – Council Meeting Reports

(Prepared on 6/13/16 by Stacey Long, Town Administrator)

Administrator’s Report:

1. The town ordered new snowflake and flag banners with the monies granted to the Town from the County for the Economic Development Grant. The Town purchased 21 snowflake banners and had them installed on the poles this past winter. When the flag banners were installed this spring, it was discovered that 10 of those snowflake banners were destroyed. I have attached the communication between the Town and the company we purchased the banners from. The company is stating that they will replace the banners at \$30 each plus freight. The original purchase of the banners were: \$87 each plus freight.
2. Street Signs – There was \$2500 allotted for the purchase of street signs for FY2016. Chief Toomey & Maintenance have compiled a listing of all signs needed to be replaced to comply with the federal law on lettering size and reflectivity. The total without shipping comes to \$3,600. We will purchase as much as we can with the \$2500 that was budgeted this year and when the grant is received in October, we will purchase the remaining signs and materials.

Building Official Report:

Building Permits Issued:

Permit #978 – Single family Home w/ Garage – 136 Prince Georges Drive
Permit #979 – Roof Replacement – 32029 Sussex Street
Permit #980 – ADA Ramp & Parking Area – Prince George’s Chapel
Permit #970 – 24X24 Commercial Storage Shed – Beach Uniques
Permit #981 – 16X12 Shed – 506 Blackfoot Town Street

Certificate of Occupancy & Compliance Issued:

1. Permit #949 – 12X14 Screen Room – 32973 Main Street
2. Permit #954 – 8X8 Shed – 33094 Main Street

Code Enforcement Official Report:

Code Violations:

1. Warning #0006 – Liberio Burtons, LLC – Grass/Weeds
2. Warning #0007 – Roger Foreman – Grass/Weeds
3. Warning #0008 – Joseph Mack – Maintaining a camper as a full time residence
4. Final Notice - 31855 New Street – Pool & Deck Removal & Grass/Weeds

Civil Summons:

1. #100 – John Basil Wisner – Failure to Comply with Warning #0002

Business Licenses Issued: 4

Update on 33095 Main Street (property beside Healthy Habits)

The owner filed for a demolition permit for the front porch. The porch has been removed. The owner is currently clearing the overgrown brush in the rear of the property. I will continue to follow up with this matter and notify you when the property is in compliance.

Interior Inspection requested

The town has been notified of a mold issue within a rented unit. We have scheduled an interior inspection on two separate occasions, however, the tenant has called both times and canceled those inspections. At this time, we are waiting to see if the tenant contacts us to reschedule.

Committee Reports:

Planning & Zoning Commission:

The draft minutes of the P&Z meeting from 6/8/16 are included in your packets.

Items recommended by P&Z for Council's consideration:

1. Adoption of \$250 Temporary Sales Permit only for properties with condemned structures on the property.
2. 5 year compliance clause added to the Town Center Zoning District sign regulations. This will give all businesses within that district 5 years to bring their existing sign into compliance with the town's regulations and that will eliminate non-conforming signs. They also recommended to exclude theater signs from having to comply within 5 years. Instead if the owner alters more than 50% of the sign, then it would have to comply with the existing regulations.

Prince George's Chapel & Cemetery:

1. The state of Delaware is having a handicap ramp and parking area installed at the Prince George's Chapel. The project should only take a couple of weeks to complete.
2. A draft copy of the Prince George's Chapel Cemetery Committee meeting minutes are in your packets.
3. Incorrect Burials (Snyder)
A board member of the Delaware Cemetery Board Member was contacted regarding the issues we have had of people buried in a wrong plot. A summary of the conversation is in your packets.
Also a copy of the letters that were mailed to both the Wharton & Snyder families are in your packet.