

Town of Milton

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May 26, 2015

To: Mayor and Council

From: John R. Collier



RE: Monthly Report, Project Coordinator

The following activities occurred during the period covering 4/30//15 – May 26, 2015:

Board of Adjustment

No agenda items, meeting cancelled

Planning and Zoning Commission

05/04/15- Source Water Protection Ordinance - The Mayor and Town Council have requested The Planning and Zoning Commission write an advisory report of its recommendations to The Mayor and Town Council on the matter, including a full statement of the reasons for agreement or disagreement with the proposed selections from the model DNREC Ordinance and recommendations and justifications for any changes prior to the public hearing to be held May 11, 2015 and to advise whether the Ordinance should be adopted as a separate chapter within the Town Code or included in Chapter 220 entitled "Zoning".

04/21/2015 –

Source Water Protection Ordinance - Review and vote on advisory opinion in regards to proposed Source water Protection Ordinance Chapter 181 Source Water Protection Areas

Commission approved advisory opinion with amendments

The Mayor and Town Council have requested The Planning and Zoning Commission write an advisory report of its recommendations to The Mayor and Town Council on the matter of an ordinance to amend Chapter 220 Zoning § 220-4 (D) Purpose § 220-59 (reserved) Protection of lands contiguous to certain bodies of water, Chapter 220 Zoning § 220-46 Fences and Walls, and Chapter 220 Zoning § 220-26 Projections into required yards as it relates to permanently installed standby electrical generation systems.

The Commission deliberated all three recommendations and advisory opinions are to be prepared and reviewed at their next meeting

Historic Preservation Commission

05/12/15 Regular Meeting - 1 Application presented.

The application from Walter Gurczenski for the request for approval of placement of 12 foot x 24 foot storage building and installation of approximately 200 feet of 6 foot wooden picket fence along the perimeter at the property located at 325 Union Street and further identified by Sussex County Tax Map and Parcel # 235-14.19-161.00.

Commission approved application with conditions as agreed upon and noted in the record

Town Council Meetings

05/06/2015 Public Hearing

Amendments to the Town Charter, Section 29, Enumeration of Powers

05/11/2015 Town Council Meeting

Presented to Mayor and Council for consideration award of contract for demolition of 307 Atlantic Street

05/13/2015 Public Hearing

An Ordinance to repeal and replace Town Code Chapter 164, "Rental Licenses"

Other Activities

Completed multiple research requests for members of the Planning and Zoning Commission. Topics including but not limited to components of the Comprehensive Plan.

Draft letters of approval, notices of violation, compiled agendas and assembled informational packages for various Commissions and Boards. Meet with clients regarding application process, reviewed applications as needed.

Continued review of Chapter 188 Subdivision of Land

Answer various inquiries of Commission and Board members, Town Council, Staff and clients.

Post pertinent documents to Town's Website as required.