

Town of Milton

115 Federal St
Milton, DE 19968




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June 29, 2015

To: Mayor and Council

From: John R. Collier 

RE: Monthly Report, Project Coordinator

The following activities occurred during the period covering 5/27/15 – 6/29/15:

Board of Adjustment

No agenda items, meeting cancelled

Planning and Zoning Commission

06/16/15- Public Hearing

Application for Conditional Use for a Bed and Breakfast from Ellen A. Passman, 305 Federal Street and further identified by Sussex County Tax Map and Parcel #2-35-20.07-103.00.

06/16/15 Planning and Zoning Commission Meeting

The applicant, Ellen Passman, is requesting a conditional use for a Bed and Breakfast at the property located at 305 Federal Street and further identified by Sussex County Tax Map and Parcel #2-35-20.07-103.00.

Commission voted to approve without conditions and recommend approval by Mayor and Town Council

Review of an advisory opinion regarding an ordinance to amend Chapter 220 Zoning § 220-4 (D) Purpose § 220-59 (reserved) Protection of lands contiguous to certain bodies of water.

Approved with addition and forwarded to Mayor and Town Council

Review of an advisory opinion regarding an ordinance to amend Chapter 220 Zoning § 220-46 Fences and Walls. This is to correct an omission in the current Code.

Approved as written and forwarded to Mayor and Town Council

Review of an advisory opinion regarding an ordinance to amend Chapter 220 Zoning § 220-26 Projections into required yards as it relates to permanently installed standby electrical generation systems.

Approved with changes and forwarded to Mayor and Council

Historic Preservation Commission

06/09/15 Regular Meeting - 1 Application presented.

The application from Pamela J Bounds-Seemans for the request for approval to remove existing broken overhead garage door and replace double hung windows on structure that no longer functions as attached garage at the property located at 412 Chestnut Street and further identified by Sussex County Tax Map and Parcel #'s 235-20.07-40.00 and 235-20.07-41.00.

Commission approved application as presented.

Town Council Meetings

06/01/2015 Town Council Meeting

Presented for comment and/or action from Mayor and Council:
Rental Properties Inspection Checklist
Condemnation and Demolition 120 Hazzard Street

06/08/2015 Town Council Charter Workshop

Review, comment, recommended changes to Chapters 18 and 19 of the Town Charter

06/15/2015 Town Council Meeting

Presented for comment and/or action from Mayor and Council:
Rental Properties Inspection Checklist

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.

Met with C. Savage of Pennoni Associates to discuss Coastal Management Grant and how to proceed with fulfilling required components.

Toured Dogfish Head's Waste Water Treatment Facility and Cogeneration Plant to allow for a more informed responses to various citizen complaints.

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

Post pertinent documents to Town's Website as required.

