

Town of Milton

115 Federal St
Milton, DE 19968



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January 27, 2020

To: Mayor and Town Council

From: Robert Wilson, Code Enforcement Officer

Re: Code Department Monthly Report

Attached you will find a report containing the majority of the duties performed by the code enforcement officer for the month of January, 2020 through the date of January 27, 2020. All work performed after January 27, 2020 will be listed in the report for the month of February, 2020. I am able to elaborate on any, and all, of the duties that are present in this report, if necessary.

Please feel free to contact me if there are any questions and/or comments.

C.E. MONTHLY REPORT – JAN. 2020

<u>Permits Issued:</u>	610 Mulberry St.	Sign Replacement
	310 Union St.	Porch Roof Repair
	101 Genoa Ln.	Deck Board & Railing
	338 Union St.	Shed Renovation
	204 Atlantic St.	R&R Roofing/Siding/Windows
	122 Horton Ln.	Fence
	109 Union St.	R&R Stairs & Decks
	428 Chestnut St.	Mud Room Renovation
	323 Mariners Cr.	Paver Patio
	115 Collins St.	Construction Entrance to Lot
	512 Federal St.	Addition & Renovation to School
	702 Federal St.	R&R Roof Shingles
	106 Sassafras Ln.	Replace Siding, House Wrap & Flashing
	105 Federal St.	Signage for Retail Shop
	One The Square	Signage Installation
	205 Lantern Ln.	New Construction: Triplex
	203 Lantern Ln.	New Construction: Triplex
	201 Lantern Ln.	New Construction: Triplex
	207 Lantern Ln.	New Construction: Duplex
	209 Lantern Ln.	New Construction: Duplex
	416 Sussex St.	Shed
	210 Chandler St.	Dismantle & Relocate Existing Shed
	112 Federal St.	R&R Porch Columns, Scrolls & Ceiling
	41.22 Acre Carey Proper	Construction Trailer

- **Issued 13 Certificates of Occupancy**

<u>Certified Letters Mailed:</u>	Housing Standards	2
	Unregistered Vehicle	2
	Rental License	1

C.E. MONTHLY REPORT – JAN. 2020

- 1/7/20** – Spoke with homeowner about building permit questions.
- 1/7/20** – Spoke with potential developer about previously approved plans for vacant parcel.
- 1/8/20** – Spoke with lender about whether or not a permit was obtained for past work performed on a home.
- 1/10/20** – Spoke to lending company representative about permit questions.
- 1/10/20** -- Responded to noise complaint filed regarding the fire siren on Atlantic Ave.
- 1/13/20** -- Spoke to builder about property setbacks.
- 1/27/20** -- Spoke to contractor about setbacks.

Business Licenses Issued:

Commercial Contractor	17
Residential Rental	91
Residential Contractor	46
Professional Services	50
Realtor	9
Eating Est.	5
Kiosk	7
General Services	15
Garage	1
Commercial Rental	12
Lg. Merch. Retailer	2