

Town of Milton

115 Federal St

Milton, DE 19968



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February 23, 2021

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 February, 2021. 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 – FEBRUARY 2021

<u>Permits Issued:</u>		
	214 Lantern Ln.	Paver Patio
	111 Tilney St.	Single Family Dweilling
	704 Chestnut St.	Paver Patio & Walkway
	215 Mill Pond Ave.	Enclose Existing Porch
	334 Union St.	Replace Shingles
	532 Union St.	Fence
	316 Behringer Ave.	Demolition
	301 Union St.	Repair/Replace Fence
	603 Mulberry St.	Shed
	108 Federal St.	Signage
	113 Union St.	Signage
	301 Union St.	Paver Patio
	102 Federal St.	Replace Ridge Cap
	610 Union St.	Fence
	226 Lantern Ln.	Porch & Paver Patio
	414 Boxwood St.	Convert Sunroom to Bedroom
	301 Village Center Blvd.	Fence
	606 Federal St.	Re-Shingle Roof
	316 Arch St.	Trash Enclosure & Walkway

- Issued 89 Certificates of Occupancy
- Performed 3 New Residential Rental Inspections

<u>Violations:</u>		
	Junk	3
	Work w/o Bus. License	7
	Work w/o Permit	2
	Nuisances	1

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

<u>Business Licenses Issued:</u>		
	General Services	16

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Professional Services	11
Residential Contractor	11
Commercial Contractor	1
Kiosk	1
Merchant Retailer	1
Residential Rental	6
Warehouse	1
Eating Est.	1

2/01/21 – Spoke with a resident regarding new rental inspections and licensing.

2/05/21 – Spoke to builder about setbacks for R-1 zoning.

2/08/21 – Spoke with resident regarding code for fencing.

2/11/21 – Spoke with builder about obtaining a sidewalk waiver and license.

2/15/21 – Performed an inspection pertaining to smoke detectors at 703 S. Spinnaker Ln.

2/15/21 – Spoke to resident about fence installation inspection.

2/17/21 – Investigated property management company's question as to whether or not the Fire Marshal, Fire Dept. or Town of Milton inspected 703 S. Spinnaker Ln. on the evening of 2/16/21 and found it to be an unsafe dwelling.

2/23/21 – Spoke to property management office about rental property inspections.

2/23/21 – Attended FEMA Floodplain Management virtual training course.

2/24/21 – Attended FEMA Floodplain Management virtual training course.

2/25/21 – Attended FEMA Floodplain Management virtual training course.