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Memorandum

To: Sussex County Planning and Zoning Commission Members
From: Jamie Whitehouse, Planning & Zoning Director
CC: Mr. Vince Robertson, Assistant County Attorney
Date: October 6, 2022
RE: Summary of Site Inspections for C/U 2321 Coastal Properties, LLC

At the Planning & Zoning Commission meeting of September 8, 2022, the Planning & Zoning Commission held the record open for receipt of additional information relating to the County's prior inspections of parcel 334-5.00-196.00. A summary of the site inspections is provided below, with Constable names and any other personal information either removed or redacted.

[2021-01-28 14:17:28]: Visited site in reference to a 2nd story garage being constructed without a building permit. This property currently has a home that is completely being remodeled. A building permit was pulled for interior remodel BP# 202011112. It has new windows, siding, new roof and the house has been completely gutted inside with the drywall, floors, kitchen and bathroom fixtures removed. The property owner must submit plans to building code for complete remodel and have permit revised. There has also been a 2-story garage constructed on the property with no permit. The garage does not meet the required 15-foot side yard setback or the 20-foot rear yard setback requirement. Also, it appears the garage is going to be used as an apartment and they must have approval from PZ. There was a stove located on the garage floor. Before a building permit can be obtained, the property owner must submit a survey and apply for a variance on the garage. There is also a trash violation on the property at this time. There are 9 untagged vehicles on the property.

[2021-02-09 08:33:22]: Visited site for a follow up inspection. Property owner was specifically told that he is not permitted to do anymore work on the house or the garage. There is still a vehicle and trash violation at this time. A ticket was issued and placed on the door.

[2021-03-22 12:45:33]: Visited site for a follow up inspection. There is still 1 truck with PA dealer tags on it, 1 untagged car, 1 untagged car trailer and 1 untagged enclosed trailer on the property at this time. There are bags on trash on the ground as well as sinks on the ground. Owner informed that not permitted to have a kitchen or have anybody living in the garage without approval first.

[2021-05-13 08:29:26]: Visited site for a follow up inspection. The trash violation has been cleared. There is an 8-yard dumpster on site. There are currently 2 untagged cargo trailers on the property. Asked property owner what his plans are for the garage as the BOA denied his variance. He relayed that he is going to Milford today to pick up the plans as he is going to bring the garage to under 600 square feet or less that way it can be 5-feet from the side and rear property lines. Reminded that the 15-foot corner setback needs to be met.



[2021-06-14 09:21:57]: Visited site for a follow up inspection. The garage still has not been brought into compliance. The BOA denied the variance in May. The property owner has 30 days from the date on the finding of facts to appeal the Board's decision.

[2021-07-30 13:54:51]: Permit 202107133 was issued for the garage.

[2021-08-18 09:57:54]: Visited site for a follow up inspection. There is now a shed that has been constructed without a building permit. The shed is required to meet 15-feet from Stingey Ln which it does. The 2 story garage is still in violation as it is now a 36' x 20' and measures approximately 7 feet from the rear property line. Relayed that if the garage is under 600-sqaure feet then it can be 5-foot from the property line. There is a tub and sink on the ground. There were workers on site working on the garage and I told them they need to stop all work as the garage is still in violation.

[2021-10-27 09:35:14]: Visited site for a follow up inspection. A C/U application for the business still has not been submitted to PZ as of today. The garage still has not been brought into compliance and measures 35' x 20'. Steps and a landing have now been added to the garage going to the second floor and they appear they do not meet code requirements. There is numerous amounts of construction material stored on the property such as windows, doors, siding and other items.

[2021-11-12 13:15:01]: The application for a C/U was submitted to PZ on 10/28/21.

[2021-11-17 07:58:48]: Visited site for a follow up inspection. The garage still has not been brought into compliance. There has been a 7' x 11' addition added onto the shed that was just recently built. There are numerous amounts on construction material stored on the property such as windows, doors, siding, fencing and other items

[2021-12-01 11:48:28]: Visited site for a follow up inspection. Added another portion to the shed which now equals 12' x 20'. He does have a permit for a 12' x 20' shed. An overhang has been added to the garage. The rear wall on the 2nd story has now been moved back

[2022-01-19 11:26:05]: Visited site for a follow up inspection. The garage is currently being worked on. The sliding glass door has been removed and a hole has been made for a window. The balcony is now being made into a roof as approved by PZ.

[2022-02-03 10:51:48]: Visited site for a follow up inspection. The steps leading to the second floor are still attached to the shed which is not permitted. As of today, there have been no inspections completed on the garage.

[2022-02-24 10:26:37]: Visited site for a follow up inspection. It still appears that the steps leading to the second floor of the garage are still attached to the shed.

[2022-10-07 11:03:33]: As of today, no inspections have been completed on the garage. Waiting to see if the C/U is approved by PZ and CC.