

**Code Enforcement Report  
November 2019**

**Activity from November 1–30, 2019**

**To: Maureen Hartman, Town Manager**

**Activities**

1. Telephone calls .....	121
2. Walk-In .....	17
3. Violation Notices:	
Call for corrections .....	2
Property maintenance .....	12
Construction trash .....	0
Drainage .....	0
Trash / Recycle carts .....	0
Work hours .....	0
4. Building Permits issued .....	23
Renovations .....	1
New Residence .....	4
Decks .....	0
Roofing .....	0
Other .....	18
5. Stop Work Orders issued .....	0
6. Grass Cutting Performed .....	0
7. Mercantile Licenses issued .....	12
8. Occupancy/Compliance Certificates issued .....	3
9. Certificate of Occupancy Revoked .....	0
10. Complaints .....	2
11. Property Inspections .....	11
12. Drive-by Inspections made daily entire town	
13. Meetings   Homeowners   6   Town Council   1	
Builders       10   DNREC           1	
14. Preliminary Plan Review .....	3
15. Emails:   Read – 923   Responses required – 172	
16. Technical Assistance: Mayor, Town Manager and Public Works	
• <b>Mayor:</b> BOA Setbacks and Code Issues	
• <b>Town Manager:</b> Pervious Survey and Pine Rd information	
• <b>Public Works:</b> Canal end failure complaint, Town Property locate	