

Building Committee Review of Our Harvest Outdoor Seating Area on August 14, 2020

Prepared September 1, 2020

In response to the Public Comments made at the August 28, 2020 Council meeting, we offer the following information:

Any questions related to a project regarding the project's Code compliance should be referred to the Building Official, Patricia Schuchman. The Building Official may be reached during normal business hours M – F 8 am – 4:30 pm. Please call or email the Building Official at: 302.539.3011 extension 205 or pschuchman@fenwickisland.org

We ask this because the Building Official has reviewed the project for code compliance and has detailed knowledge of the project. Interestingly, to date, only one person has contacted the Building Official for any information regarding the Outdoor Seating Area permit.

Prior to any Building Committee meeting, the Building Official conducts a pre-development meeting and works with the permittee to prepare a development package for review by the Building Committee.

Once the development package is complete, a Building Committee meeting is scheduled and properly noticed. Approximately a week prior to the meeting Building Committee members receive a copy of the development package for review. Each member reviews the materials which includes a copy of the construction plans, the agenda, and an explanation of the proposed work.

If a member of the Committee has questions regarding the proposed project, they will reach out to the Building Official for clarification.

At the time of the meeting, the Committee can ask questions or if they have no questions they may approve or not approve a project.

The Building Committee's task is to review the project before them for compliance with the Code. The Committee provides an additional check to ensure that the Building Official has properly interpreted the Code.